



1

REGIONAL DISTRICT  
OF BULKLEY & NECHAKO

# AGENDA

MEETING NO. 6

APRIL 30, 2015

P.O. BOX 820  
BURNS LAKE, BC V0J 1E0  
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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”***

**AGENDA**

Thursday, April 30, 2015



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – April 30, 2015</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	(All grey highlighted items may be received as a block)	
10-32	Board Meeting Minutes – March 26, 2015	Adopt
33-36	Special Board Meeting Minutes - April 16, 2015	Adopt
37-43	Committee of the Whole Meeting Minutes – April 16, 2015 (Unapproved)	Receive
44-53	Committee of the Whole Meeting Minutes - March 12, 2015	Receive
54-62	Forestry Committee Meeting Minutes -April 16, 2015 (Unapproved)	Receive
63-69	Forestry Committee Meeting Minutes -March 12, 2015	Receive
70-74	Rural Directors Committee Meeting Minutes - April 16, 2015 (Unapproved)	Receive
75-84	Rural Directors Committee Meeting Minutes - March 12, 2015	Receive

DELEGATIONRIO TINTO ALCAN

Justus Benckhuysen, Nechako Operations  
Coordinator  
Lianne Olson, Stakeholder and Community  
Relations Liaison  
RE: Update

Meeting No. 6  
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<u>PAGE NO.</u>	<u>BUSINESS ARISING OUT OF THE MINUTES</u>	<u>ACTION</u>
<u>ADMINISTRATION REPORTS</u>		
(All grey highlighted items may be received as a block)		
85-86	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - April 16, 2015	Recommendation (Page 86)
87-165	Gail Chapman, Chief Administrative Officer - Chinook Community Forest Licence Application	Recommendation (Page 87)
166	Corrine Swenson, Manager of Regional Economic Development – Lakes Economic Development Service - Burns Lake and District Chamber of Commerce Request	Recommendation (Page 166)
167-168	Corrine Swenson, Manager of Regional Economic Development – Invest in BC Advertising Opportunity	Recommendation (Page 167)
169-170	Deborah Jones-Middleton, Protective Services Manager - Concerns Expressed at the CN Rail Meeting and Tabletop Exercise	Recommendation (Page 170)
171-191	Hans Berndorff, Financial Administrator - 2014 Audited Financial Statements	Recommendation (Page 171)
192	Janine Dougall, Director of Environmental Services - Houston and Area, Fraser Lake and Area and Vanderhoof and Area Recycling Recommendation for Extension of Contracts	Recommendation (Page 192)
193	Janine Dougall, Director of Environmental Services - Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw Amendment	Receive
194	Hans Berndorff, Financial Administrator - Area E Economic Development Reserve Establishment Bylaw	Receive
195	Hans Berndorff, Financial Administrator - Chinook Community Forest Service Establishment Amendment	Receive

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
196-201	Deborah Jones-Middleton, Protective Services Manager - Snow Survey and Water Supply Bulletin - April 2015	Receive
202-203	Deborah Jones-Middleton, Protective Services Manager - Monthly 9-1-1 Call Report - March 2015	Receive
204	Cheryl Anderson, Chief Election Officer - Electoral Area "D" - Declaration of Election by Acclamation	Receive
<u>DEVELOPMENT SERVICES (All Directors)</u>		
205	<u>Memo</u> – Maria Sandberg, Planner RE: Recent Agricultural Land Commission Decisions	Receive
<u>ELECTORAL AREA PLANNING (All Directors)</u>		
<u>Development Variance Permit Application</u>		
206-211	Development Variance Permit A-02-15 Benjamin and Amie Wittke 4225 Regina Street, Smithers Electoral Area "A" <i>(call for comments from the gallery)</i>	Recommendation (Page 207)
<u>Temporary Use Permit Application</u>		
212-215	Temporary Use Permit A-03-15 West Fraser Concrete Ltd. (SMXA) Donaldson Road, Smithers Electoral Area "A" <i>(call for comments from the gallery)</i>	Recommendation (Page 215)
<u>Bylaws for First and Second Reading</u>		
216-222	Rezoning File No. E-01-15 Bylaw 1737 Stephen and Carol Imus Electoral Area "E"	Recommendation (Page 218)

<u>PAGE NO.</u>	<u>ELECTORAL AREA PLANNING (CONT'D)</u>	<u>ACTION</u>
223-230	Rezoning File No. E-02-15 Bylaw 1738 Liz-Anna Waugh Electoral Area "E"	Recommendation (Page 226)
	<u>Rezoning Applications for Consideration</u>	
231-239	Rezoning File No. A-09-14 Richard and Allita Barendregt Electoral Area "A"	Recommendation (Page 238)
240-248	Rezoning File No. A-06-14 West-End Ventures Inc. Electoral Area "A"	Recommendation (Page 247)
	<u>Bylaws for Third Reading</u>	
249-261	Rezoning File No. A-04-14 Bylaw 1710 Marjorie Emmelot (Hidber) Electoral Area "A"	Recommendation (Page 255)
262-270	Rezoning File No. E-01-14 Bylaw 1730 Southside Seniors Housing Society, Inc. No. S-51984 (Hoelsing) Electoral Area "E"	Recommendation (Page 266)
	<u>Bylaw for Adoption</u>	
271-277	Rezoning File No. A-03-14 Rezoning Bylaw No.1709 Kempenaar/ DeJong (HBH) Electoral Area "A"	Recommendation (Page 275)
	<u>OTHER (All Directors)</u>	
	<u>Planning Department Enquiries Report</u>	
278	<u>For March 2015</u>	<u>Receive</u>
	<u>Action List</u>	
279-280	<u>Action List – March 2015</u>	<u>Receive</u>

**PAGE NO.      ELECTORAL AREA PLANNING (CONT'D)      ACTION**

**APC Minutes**

**281-282      Minutes: Advisory Planning Commission Area "A" Receive  
RE: April 20, 2015**

**283      Building Inspector's Report  
For March 2015      Receive**

**VERBAL REPORTS**

**RECEIPT OF VERBAL REPORTS**

**ADMINISTRATION CORRESPONDENCE**

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

**284      District of Houston - Minerals North 2017      Direction  
- Request for Letter of Support**

**285      Nechako-Kitimaat Development Fund Society      Receive  
- RDBN - Regional Marketing Initiative**

**286      Ministry of Community, Sport and Cultural      Receive  
Development - Unconditional Grant Funding  
Letter**

**287      Kitimat LNG - Kitimat LNG Will Be Working      Receive  
on the Pacific Trail Pipeline in Your Region**

**288-289      Chevron Canada Limited - Pacific Trail      Receive  
Pipeline Management Inc. -- Notice of OGC  
Crown Land Application for Pacific Trail  
Pipelines Project: Multi-Use Site Within  
d-95-H, 93-L-4**

**290-298      BC Water and Waste Association - February      Receive  
2015 Report - Are Our Water Systems at Risk?**

**299-300      Thompson-Nicola Regional District      Receive  
- Biosolids Resolution**

**PAGE NO.    ADMINISTRATION CORRESPONDENCE (CONT'D)    ACTION**

**301**            **Burns Lake Community Forest Ltd.**            **Receive**  
**- Opportunity for Review and Comment re:**  
**Management Plan #3 for Long-Term Community**  
**Forest License K1A**

**302-303**        **Burns Lake Minor Hockey Midget Team**        **Receive**  
**- Thank You for Support**

**304-312**        **North Central Local Government Association**        **Receive**  
**- NCLGA Resolutions Now Posted**

**313-316**        **Fort St. James T.V. Society - Financial**        **Receive**  
**Statements - Febuary, 2015**

**317-318**        **Nechako-Kitamaat Development Fund Society**        **Receive**  
**- NKDF Grants Funding for Burns Lake and**  
**Vanderhoof**

**319-320**        **Northern Gateway - Engagement Road Map**        **Receive**  
**Update - April 2015**

**321-322**        **Northern Health - Improving Ophthalmology**        **Receive**  
**Services in Northern B.C.**

**323-334**        **Union of B.C. Municipalities**                    **Receive**  
    • **Federal Budget Highlights**  
    • **Wildfire Prevention Program Relunched**  
    • **Province Seeks Input on Emergency**  
      **Communication**  
    • **Gas Tax and Asset Management Workshops**  
      **Conclude**  
    • **\$1.24 Million Available For Community Energy**  
      **Leadership**  
    • **Community Energy Planning Workshop**  
    • **Funding Available for Improving Accessibility**  
    • **Funding & Resources Update April 2015**  
    • **Auditor General for Local Government**  
    • **Additional Wildfire Prevention Funding**  
      **Announced**  
    • **New Infrastructure Program Launched**  
    • **Rural Advisory Council Announced**

**FINANCIAL**

**335-343**        **Operating Accounts Paid – March, 2015**                    **Ratify**



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<u>PAGE NO.</u>	<u>BYLAWS</u>	<u>ACTION</u>
	<u>Rescind First, Second, and Third Reading</u>	
344-345	<u>No.1728</u> – Chinook Community Forest Economic Development Service Establishing Amendment (All/Directors/Majority)	Rescind 1 <sup>st</sup> , 2 <sup>nd</sup> , and 3rd Reading
	<u>Bylaw for First, Second, and Third Reading</u>	
346-347	<u>No. 1736</u> – Chinook Community Forest Economic Development Service Establishing Amendment (All/Directors/Majority)	1 <sup>st</sup> , 2 <sup>nd</sup> , and 3 <sup>rd</sup> Reading
	<u>Bylaw for First, Second, Third Reading and And Adoption</u>	
348-349	<u>No. 1733</u> - Electoral Area "E" Economic Development Reserve Establishment (Participants/Weighted/Majority)	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> Reading & Adoption
350-351	<u>No. 1739</u> – RDBN Water Service Regulatory Amendment (Participants/Weighted/Majority)	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> Reading & Adoption

READING FILE

RECEIVE ALL

- Contents listed under Separate Cover

SUPPLEMENTARY AGENDA

NEW BUSINESS

SPECIAL IN-CAMERA MEETING MOTION

In accordance with Section 90 (2)(b) of the *Community Charter*, it is the opinion of the Regional District of Bulkley-Nechako that matters pertaining to consideration of information received relating to negotiations between the municipality and a provincial government or the federal government or both and a third party, be held in confidence, including communications necessary for the purpose (NW Resource Alliance) must be closed to the public therefore exercise their option of excluding the public for this meeting.

ADJOURNMENT

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEETING NO. 4****Thursday, March 26, 2015**

**PRESENT:** Vice Chair Gerry Thiessen

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brienen  
Mark Fisher  
Tom Greenaway  
Dwayne Lindstrom  
Thomas Liversidge  
Rob Newell  
Mark Parker  
Jerry Petersen

Directors Rob MacDougall, District of Fort St. James  
Absent Bill Miller, Electoral Area "B" (Burns Lake Rural)  
Darcy Repen, Village of Telkwa  
Luke Strimbold, Village of Burns Lake

Alternate Directors Doug Bysouth, Electoral Area "B" (Burns Lake Rural)  
John Illes, Village of Burns Lake

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Hans Berndorff, Financial Administrator  
Janine Dougall, Director of Environmental Services  
Deborah Jones-Middleton, Protective Services Manager – left at 1:52 p.m.  
Corrine Swenson, Manager of Regional Economic Development

Others Lee Nelson, Senior Dangerous Goods Officer, CN  
Emily Hamer, Regional Manager, CN Public and Government Affairs

Media Flavio Nienow, LD News – left at 12:10 p.m.

**CALL TO ORDER** Vice Chair Thiessen called the meeting to order at 10:43 a.m.

**AGENDA & SUPPLEMENTARY AGENDA** Moved by Director Greenaway  
Seconded by Alternate Director Illes

**2015-4-1** "That the agenda of the Regional District of Bulkley-Nechako Board meeting of March 26, 2015 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 -February 26, 2015

Moved by Director Benedict  
Seconded by Director Greenaway

2015-4-2

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of February 26, 2015 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### Committee Meeting Minutes

Moved by Director Liversidge  
Seconded by Director Lindstrom

2015-4-3

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

- Bulkley-Nechako Resource Legacy Committee Meeting Minutes
  - March 12, 2015 (Unapproved);
- Committee of the Whole Meeting Minutes
  - March 12, 2015 (Unapproved);
- Committee of the Whole Meeting Minutes
  - February 12, 2015;
- Forestry Committee Meeting Minutes
  - March 12, 2015 (Unapproved);
- Forestry Committee Meeting Minutes
  - January 15, 2015;
- Rural Directors Committee Meeting Minutes
  - March 12, 2015 (Unapproved);
- Rural Directors Committee Meeting Minutes
  - February 12, 2015;
- Waste Management Committee Meeting Minutes
  - March 12, 2015 (Unapproved)
- Waste Management Committee meeting Minutes
  - October 9, 2014."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## DELEGATION

### CN – Lee Nelson, Senior Dangerous Goods Officer and Emily Hamer, Regional Manager, CN Public and Government Affairs

Vice Chair Thiessen welcomed Lee Nelson, Senior Dangerous Goods Officer, Western Region and Emily Hamer, Regional Manager, CN Public and Government Affairs to the meeting.

Mr. Nelson and Ms. Hamer provided a PowerPoint Presentation.

Mr. Nelson provided an overview of the CN Network wherein CN transports a wide range of products across 23,000 miles. From Prince George to Prince Rupert there are a large number of intermodal containers. Some dangerous goods are also shipped along the corridor.

CN is run under a Safety Management System:

- CN Safety Policy: "Safety is of the utmost importance";
- Customers rely on safe handling;
- Public expectations;
- CN's reputation;
- Partnership with its employees;

CN also has a "Responsible Care" commitment:

- Dangerous Goods are an important and carefully managed part of the business.

### **DELEGATION (CONT'D)**

#### **CN – Lee Nelson, Senior Dangerous Goods Officer and Emily Hamer, Regional Manager, CN Public and Government Affairs**

Mr. Nelson advised that CN has invested heavily in technology that assists in foreseeing problems with trains and infrastructure ahead of having an incident. There are detectors that measure bearing temperatures on all cars. The automated detectors radio to the train to let the crew know if there are warm or hot bearings on the train to eliminate a potential train derailment. There are also WILD (Wheel Impact Load Detector) Sites that identify issues with wheels. In addition there are Driving Equipment Detectors that identify issues with the train.

CN has spent more than \$8 Billion over the past five years on technology and capital.

Mr. Nelson stated that CN is a Federally regulated railroad, however, CN goes above and beyond what the Federal Government requires for compliance. The following risk reduction initiatives have been implemented to further reduce risk during transportation:

- Implementation of the Association of American Railroads (AAR) "OT-55" Guideline in Canada: maximum speed of 50 mph for "key trains" transporting dangerous goods;
- Route Risk Assessment and Mitigation for Dangerous Goods: continuing review of mainline routes using a risk-based approach: assessment of multiple factors.

CN does not run 1-person train crews. All trains have at least 2 crew members including a conductor and a locomotive engineer.

CN has detailed and specific rules with respect to securing unattended equipment. When locomotives are attached:

- Application of air brakes on all locomotives in lead consist;
- Full application of air brakes on the entire train;
- Hand brake applied on the lead locomotive;
- All locomotive controls secured to prevent movement, and the reverser removed from the control stand;
- All doors and windows locked on the locomotives;
- Peer-to-peer verification among two crew members to ensure compliance verification;
- All CN locomotives are also equipped with a Reset Safety Control device, which prompts full-service train brake application if it detects locomotive movement and there is no control stand response.

When no locomotives are attached:

- Cars cannot be left unattended without handbrakes applied and specific operating instructions are met which mitigate risk;
- Peer-to-peer verification among two crew members to ensure compliance verification.

Specific handbrake guidelines applicable reflect specific grades on territory.  
All CN main line crews are composed of two members.

DOT-111 Tank Cars are non-pressure tank cars designed to carry a mixture of hazardous and non-hazardous materials, including crude oil. Railroads own very few DOT-111s. The majority are owned by leasing companies or rail customers. The U.S. Department of Transportation, Transport Canada, and the Association of American Railroads North American Tank Car Committee issue car regulations and standards.

Mr. Nelson noted that much of what CN transports are products that people use every day such as chlorine, propane, propylene, butadiene and styrene, and sodium hydroxide.

**DELEGATION (CONT'D)**

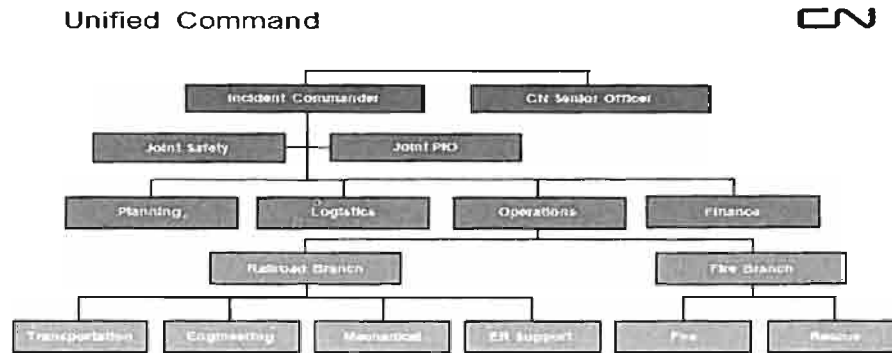
**CN – Lee Nelson, Senior Dangerous Goods Officer and Emily Hamer, Regional Manager, CN Public and Government Affairs**

Mr. Nelson explained the System Protection Model for Dangerous Goods



CN's Emergency Response Plan covers how the plan is activated and how notifications are carried out both externally and internally. It covers how incidents are assessed and how CN intends to work in unified Incident Command. Where there are incidents within a municipality, CN is in custody and control of the materials and has a duty to respond. CN also works with the municipality in which the event occurred as the municipality has the legal authority to act.

Mr. Nelson described Unified Command.



Mr. Nelson discussed CN's notification system. If a CN employee discovers an incident, they contact the Rail Traffic Control Centre (RTC). At that time, the conductor will leave the engine with the paperwork and try to determine what has happened. RTC then contacts the Network Operations Centre who prepares the mandatory government reporting. The Senior Region Officers that run the railroad are notified and the CN Police Communication Center will notify the response team at the railroad. The eBusiness and Transaction Center will immediately take the information on what has been relayed regarding the cars known or believed to be involved and will notify the shippers. A safety data sheet for the product involved will be requested at that time. That information is distributed electronically to CN's distribution lists and emergency responders. The Dangerous Goods Officer, Risk Management and the Environmental Officer are notified, as well as Public Affairs, Human Resources, and the legal team.

The crew is responsible for a sequential train list of all the cars and what is being carried. That information is available in the event that emergency responders require the information. If the crew is incapacitated, the information is available digitally.

**DELEGATION (CONT'D)**

**CN – Lee Nelson, Senior Dangerous Goods Officer and Emily Hamer, Regional Manager, CN Public and Government Affairs**

CN has a number of Outreach Programs:

- Railway Emergency Response Course;
- TransCAER/Training Car or Training Trailer;
- Joint Training Exercises;
- CN Sponsored Tank Car Specialist Week for Fire Departments in Pueblo, CO;
- CN Sponsored Advanced Tank Car Specialist for ER Contractors in Pueblo, CO.

Vice Chair Thiessen asked how many dangerous goods emergencies CN has had to respond to in the RDBN in the last 1-2 years.

Mr. Nelson indicated that there had not been any incidents.

Vice Chair Thiessen asked how CN engages the Regional District when an event occurs outside of a municipality.

Mr. Nelson indicated that that would be an ongoing process. Currently, municipal representatives are notified as per Federal regulations. New internal protocol has been developed to ensure Regional District representatives are notified for events outside of municipal boundaries.

Mr. Nelson stated that Transport Canada has put into place Protective Direction 32. Emergency Response Representatives, when registered through Canutec, will receive an annual report inclusive of the aggregate total of dangerous goods that move through the community, a breakdown of the type and quantity of dangerous goods that are being moved through the community, as well as a quarterly breakdown.

When an incident occurs, First Responders can immediately contact CN Police and request the document identifying what materials are being carried on the train.

Mr. Nelson advised that spill response equipment is located in Burns Lake and Smithers. Trained personnel are located in Terrace. Equipment and responders are flown in where required.

Vice Chair Thiessen questioned how CN wraps up an event ie. reporting and communicating.

Mr. Nelson responded that following an event, CN participates in a critique and debrief that is typically run by fire services. CN holds an internal critique and debrief. Depending on the severity of the incident, the Transportation Safety Board prepares a report.

Vice Chair Thiessen asked if CN obtains a list of local contractors.

Mr. Nelson replied that CN does maintain a list and uses the closest resources they can get during an incident.

Vice Chair Thiessen asked about training opportunities such as those offered in Colorado being offered in northern B.C.

Mr. Nelson stated that there is a specialized training facility in Colorado that cannot be decentralized. He added that there is a smaller scale version in Maple Ridge where training is offered. Transport Canada is currently discussing having a training facility in eastern and western Canada.

How does CN determine compensation for communities when damage has been done?

**DELEGATION (CONT'D)**

**CN – Lee Nelson, Senior Dangerous Goods Officer and Emily Hamer, Regional Manager, CN Public and Government Affairs**

Ms. Hamer advised that during an incident, a Risk Manager would be on site. A community would work with the Risk Manager to determine damage and costs. Costs surrounding accommodations, meals etc. would be considered for any incident caused by CN.

Vice Chair Thiessen thanked Mr. Nelson and Ms. Hamer for their presentation.

**ADMINISTRATION REPORTS**

Committee Meeting  
Recommendations  
-March 12, 2015

Moved by Director Greenaway  
 Seconded by Director Brienen

2015-4-4

"That the Regional District of Bulkley-Nechako Board of Directors approve Recommendations 1 through 6 as written:

**Committee of the Whole – March 12, 2015**

**Recommendation 1:**

**Re: North Central Local Government Association – Executive Nomination Procedures**

"That the Regional District of Bulkley-Nechako appoint Director Strimbold for the position of Regional Representative for the Regional District of Bulkley-Nechako for the 2015-2016 North Central Local Government Association Executive."

**Rural Directors Committee – March 12, 2015**

**Recommendation 2:**

**Re: Meet with Rural Fire Departments RE: Operations of Rural Fire Departments within the RDBN**

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to meet with rural fire departments to discuss options in regard to operations of rural fire departments within the Regional District of Bulkley-Nechako."

**Recommendation 3:**

**Re: Request for Grant in Aid – Yellowhead West 4- H Regional Council**

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

-Yellowhead West 4-H Regional Council be given \$720 grant in aid monies from Electoral Area "A" (Smithers Rural), \$730 grant in aid monies from Electoral Area "B" (Burns Lake Rural), \$730 grant in aid monies from Electoral Area "D" (Fraser Lake Rural), \$500 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural), \$720 grant in aid monies from Electoral Area "F" (Vanderhoof Rural), \$200 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with the 2015 Yellowhead West Junior Camp."

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

### **Recommendation 4:**

#### **Re: Requests for Grant in Aid**

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

- Access Smithers be given \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the "Get Benched in a Restful Place" project;
- LDSS Senior Girls Basketball Team be given \$500 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with representing the Lakes District at the Single A Provincial High School Girls Basketball Championship in Lumby, B.C.;
- Luck Bay Community Association be given \$300 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to host an open house;
- Fort St. James 4-H Club be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to purchase a shade tent for 4-H events;
- Fort St. James Secondary School Ski and Board Team be given \$2000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with Provincial Championships in Revelstoke, B.C.;
- Fraser Lake Elementary Secondary School be given \$2,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the Boys Highschool Curling Provincials and the Boys and Girls Tim Hortons Juvenile Provincials;
- Fraser Lake Minor Hockey Association be given \$2,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the 2015 Bantam Tier 4 Championship;
- Dry Grad Committee 2015 be given \$1,500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with Dry Grad Night June 13, 2015;
- Vanderhoof Children's Theatre be given \$4,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with traveling to Prince George, B.C. for performances;
- Nechako Lake Speedskating Club be given \$500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with hosting the BC Short Track Speedskating Provincials and Regionals."

### **Recommendation 5:**

#### **Re: BC Fire Training Officers Association Training and Evaluation Program**

"That the Regional District of Bulkley-Nechako Board of Directors authorize staff to use the BC Fire Training Officers Association Training and Evaluation Program as the training material for all rural fire departments."



**ADMINISTRATION REPORTS (CONT'D)**

**Rural Directors Committee – March 12, 2015 (CONT'D)**

**Recommendation 6:**

**Re: NWIPC Funding for 2015**

"That the Regional District of Bulkley-Nechako Board of Directors authorize that the 2015 funding contribution to the Northwest Invasive Plant Council (NWIPC) be continued at a value of \$43,000, that the funding be divided equally between each Invasive Plant Management Area (IPMA) and that the distribution of funds be 85% for on-the-ground work and a maximum of 15% for administration."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Request for Sponsorship  
 Glenwood Women's Institute  
 in Electoral Area A  
 (Smithers Rural)

Moved by Director Fisher  
 Seconded by Director Bachrach

2015-4-5

"That the Regional District of Bulkley-Nechako Board of Directors approve of the RDBN acting as a sponsoring agency for the Glenwood Women's Institute funding application to Bulkley Valley Community Foundation (BVCF), thus entering into an agreement with Glenwood Women's Institute and the BVCF as well as issuing a tax receipt to the BVCF."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Northern Development  
 Application – Prince George  
 RAC – RDBN, Electoral Area "C"

Moved by Director Greenaway  
 Seconded by Director Benedict

2015-4-6

"That the Regional District of Bulkley-Nechako Board of Directors support the RDBN, Electoral Area C's application to the Northern Development Initiative Trust – Community Foundation Matching Grants in the amount of \$25,000 for support of the Fort St. James Community Foundation."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Federal Gas Tax Funds Moved by Director Benedict  
-Electoral Areas "B" (Burns Seconded by Alternate Director Illes  
Lake Rural) and "E" (Francois/  
Ootsa Lake Rural) Lakes District  
Fair Association

2015-4-7

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$9,231.50 of Electoral Area "B" Federal Gas Tax allocation monies and \$9,231.50 of Electoral Area "E" Federal Gas Tax allocation monies to Lakes District Fair Association for a recreation infrastructure improvement project at the Eagle Creek Recreation Grounds; and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$18,463 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds Moved by Director Petersen  
-Electoral Area "F" Seconded by Director Greenaway  
(Vanderhoof Rural) Nechako  
Valley Search and Rescue Society

2015-4-8

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$63,894 of Electoral Area "F" Federal Gas Tax allocation monies to Nechako Valley Search and Rescue Society for an energy efficiency upgrade project at the Nechako Valley Search and Rescue building;

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$64,194 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Landfill Equipment Financing Moved by Alternate Director Illes  
 Seconded by Director Greenaway

2015-4-9

"That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's March 11, 2015 memo titled "Landfill Equipment Financing."

Further, that a liability under Section 175 of the *Community Charter* not exceeding \$1,547,000 (One million, five hundred and forty-seven thousand dollars and zero cents) for a term not exceeding five years with no provisions for renewal be authorized for the purchase of landfill equipment."

(All/Weighted/Majority) CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Environmental Services  
Tax Limit

Moved by Director Petersen  
 Seconded by Alternate Director Illes

2015-4-10

"That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's March 17, 2015 memo titled "Environmental Services Tax Limit."

(All/Directors/Majority) CARRIED UNANIMOUSLY

2015 Draft Final Budget

Moved by Director Fisher  
 Seconded by Director Bachrach

2015-4-11

"That the Image Bank be removed from the 2015 Budget."

(All/Weighted/Majority) DEFEATED

Moved by Director Fisher  
 Seconded by Director Bachrach

2015-4-12

"That the administration cabinetry be removed from the 2015 Budget."

(All/Weighted/Majority) DEFEATED

Moved by Director Fisher  
 Seconded by Alternate Director Illes

2015-4-13

"That a Finance Committee (Committee of the Whole) be established to address the 2016 budget process. Further, that the Finance Committee deal only with the budget process on a separate day from other Regional District business. Further, that staff bring forward a budget process outline for the Board's consideration."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Moved by Director Benedict  
 Seconded by Director Brienen

2015-4-14

"That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's March 18, 2015 memo titled "2015 Draft Final Budget."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Break for lunch at 12:10 p.m.

Meeting reconvened at 12:50 p.m.

Landfill Equipment Financing

Moved by Alternate Director Illes  
 Seconded by Director Lindstrom

2015-4-15

"That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$850,000 from the Environmental Services Capital Reserve for the purchase of landfill equipment."

(All/Weighted/Majority) CARRIED UNANIMOUSLY

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

RDBN – North Central Local  
 Government Association  
 Resolution – British Columbia  
 Fire Service Minimum Training  
 Standards

Moved by Director Petersen  
 Seconded by Director Newell

2015-4-16

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Regional District of Bulkley-Nechako resolution to the North Central Local Government Association Re: British Columbia Fire Service Minimum Training Standards."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Monthly 9-1-1 Call Report  
 - February 2015

Moved by Director Benedict  
 Seconded by Director Brienen

2015-4-17

"That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's memo of March 19, 2015 titled "Monthly 9-1-1 Call Report – February 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Snow Survey and Water  
 Supply Bulletin – March 2015

Moved by Director Bachrach  
 Seconded by Alternate Director Illes

2015-4-18

"That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's March 18, 2015 memo titled "Snow Survey and Water Supply Bulletin – March, 2015"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **ENVIRONMENTAL SERVICES**

Authorization to Proceed with  
 Purchase of Capital Equipment  
 for Landfill Operations

Moved by Director Greenaway  
 Seconded by Director Lindstrom

2015-4-19

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' March 16, 2015 memo titled "Authorization to Proceed with Purchase of Capital Equipment for Landfill Operations."

2. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize staff to purchase the necessary capital equipment and buildings for a total cost not to exceed \$2.4 million."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ENVIRONMENTAL SERVICES CORRESPONDENCE**

Letter from Ingo Oevermann  
-Electronics Recycling and  
E-Waste Moved by Director Fisher  
 Seconded by Director Lindstrom

2015-4-20 "That the Regional District of Bulkley-Nechako Board of Directors receive the letter from Ingo Oevermann Re: Electronics Recycling and E-Waste."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

British Columbia Cattlemen's  
Association Re: Designated  
Sites for Mass Carcass Disposal  
in the Regional District of  
Bulkley-Nechako Moved by Director Petersen  
 Seconded by Director Parker

2015-4-21 "That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the British Columbia Cattlemen's Association Re: Designated Sites for Mass Carcass Disposal in the Regional District of Bulkley-Nechako."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES (All Directors)**

**MEMOS**

Proposed Meeting with Reckitt  
Benckiser regarding  
Reforestation of Agricultural Lands  
Electoral Area "F" Moved by Director Petersen  
 Seconded by Director Greenaway

2015-4-22 "That the Regional District of Bulkley-Nechako Board of Directors direct staff to arrange a meeting with Reckitt Benckiser on either June 15<sup>th</sup> or 17<sup>th</sup>, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

APC Members Appointment  
and Removal, Electoral Area  
"A" Moved by Director Fisher  
 Seconded by Director Petersen

2015-4-23 1. "That the Regional District of Bulkley-Nechako Board of Directors remove Lyn Nugent from the Advisory Planning Commission for Electoral Area A.  
 2. "That the Regional District of Bulkley-Nechako Board of Directors appoint Janik Heer to the Advisory Planning Commission for Electoral Area A."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES (All Directors) (CONT'D)**

Discussion Paper RE: Work  
 Camps in the RDBN

Moved by Director Petersen  
 Seconded by Director Lindstrom

2015-4-24

"That the Regional District of Bulkley-Nechako Board of Directors receive the Discussion Paper titled "Work Camps in the Regional District of Bulkley-Nechako."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ALR APPLICATION**

Application No. 1177  
 Hans Ueli Tugnum  
 Non-Farm Use within the ALR  
 Electoral Area "A"

Moved by Director Fisher  
 Seconded by Director Bachrach

2015-4-25

"That Agricultural Land Reserve Non-Farm Use Application No. 1177 (Tugnum) be recommended to the Agricultural Land Commission for approval."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING (All Directors)**

**TEMPORARY USE PERMIT APPLICATION**

Vice Chair Thiessen called for comments from the gallery.

Temporary Use Permit A-01-15  
 Hans Ueli Tugnum, Gilbert  
 Road, Smithers, Electoral Area  
 "A"

Moved by Director Fisher  
 Seconded by Director Bachrach

2015-4-26

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

1. Approve the issuance of Temporary Use Permit No. A-01-15;
2. Direct staff to issue the Temporary Use Permit once, and if, the applicant has received non-farm use approval for the log house construction operation on the subject property."

(Participants/Directors/Majority)

CARRIED UNANIMOUSLY

### DEVELOPMENT VARIANCE PERMIT APPLICATION

Vice Chair Thiessen called for comments from the gallery.

Development Variance Permit  
 A-01-15 Alexander Creagh  
 and Crystal Waters 1873  
 Highland Road, Smithers  
 Electoral Area "A"

Moved by Director Fisher  
 Seconded by Director Petersen

2015-4-27

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

1. Approve Development Variance Permit A-01-15 for the property located at 1873 Highland Rd to vary Section 12.04(1) (a) of "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" to reduce the front parcel setback from 7.5 metres (24.61 ft.) to 3.4 metres (11.15 ft.) for the residence, and 0.7 metres (2.3 ft.) for the carport, developed in compliance with Schedule A of the permit; and
2. Direct staff to issue Development Variance Permit A-01-15 once, and if, the applicant brings the walls facing the rear property boundary up to BC Building Code standards for fire protection, to the satisfaction of the RDBN building inspector."

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

### BYLAW FOR FIRST AND SECOND READING

Rezoning File No. E-01-14  
 Southside Seniors Housing  
 Society, Inc. No. S-51984 (Hoosing)  
 Electoral Area "E"

Moved by Director Benedict  
 Seconded by Alternate Director Illes

2015-4-28

1. "That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1730, 2015" be given first and second reading this 26<sup>th</sup> day of March, 2015 and subsequently be taken to public hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1730, 2015" be held and delegated to the Director or Alternate Director for Electoral Area "E"."

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

### BYLAW FOR ADOPTION

Rezoning File No. A-08-14  
 Bylaw 1718 & 1719  
 Bulkley Valley Rod and Gun  
 Club Electoral Area "A"

Moved by Director Fisher  
 Seconded by Alternate Director Illes

2015-4-29

"That the "Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1718, 2015", and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1719, 2015" be adopted this 26<sup>th</sup> day of March, 2015."

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

**OTHER**  
**(All Directors)**

**ENQUIRIES & ACTION LIST**

Enquiries Report

Moved by Director Bachrach  
 Seconded by Director Greenaway

2015-4-30

"That the Regional District of Bulkley-Nechako Board of Directors receive the Planning Department Enquiries Report of February, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Action List  
-February, 2015

Moved by Director Greenaway  
 Seconded by Director Newell

2015-4-31

"That the Regional District of Bulkley-Nechako Board of Directors receive the Action List for February, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**APC MINUTES**

Advisory Planning Commission  
Minutes Area "E"  
February 24, 2015

Moved by Director Benedict  
 Seconded by Alternate Director Illes

2015-4-32

"That the Regional District of Bulkley-Nechako Board of Directors receive the Advisory Planning Commission (APC) Minutes for Area "E" - February 24, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Advisory Planning Commission  
Minutes Area "A"  
- March 5, 2015

Moved by Director Fisher  
 Seconded by Director Brienon

2015-4-33

"That the Regional District of Bulkley-Nechako Board of Directors receive the Advisory Planning Commission (APC) Minutes for Area "A" - March 5, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**BUILDING INSPECTOR'S REPORT**

Building Inspector's Report  
for February, 2015

Moved by Director Liversidge  
 Seconded by Alt. Director Bachrach

2015-4-34

"That the Regional District of Bulkley-Nechako Board of Directors receive the Building Inspector's Report for February, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**VERBAL REPORTS**

Bulkley Valley Economic  
Development Association

Director Fisher reported that he had appointed Megan D'Arcy and Dana Gorbahn to the Bulkley Valley Economic Development Association for Electoral Area "A" representation.



**VERBAL REPORTS (CONT'D)**

<u>West Fraser Timber Co. Ltd/ Canfor Corp. Timber Swap</u>	Director Brienens advised that the Competition Bureau had completed its review of the West Fraser Timber Co. Ltd./Canfor Corp. Timber Swap and ruled that the swap did not take away from competition. He added that the Morice Timber Supply Review had been released.
<u>Judith Guichon, OBC Lieutenant Governor of BC</u>	Director Petersen reported that he and Director Thiessen had met with the Honourable Judith Guichon, OBC Lieutenant Governor of B.C. on February 26, 2015 in Vanderhoof.
<u>National Ski Cross Championships</u>	Director Bachrach stated that Smithers had hosted the National Ski Cross Championships that had originally been scheduled to take place in Prince George.
<u>NHL Stanley Cup</u>	Director Bachrach added that Joe Watson, former NHL player and Smithers resident brought the Stanley Cup to the Smithers Arena for one day where approximately 1,500 people attended to see the Stanley Cup.
<u>Town of Smithers Council Retreat</u>	Director Bachrach noted that the Town of Smithers Council would be spending 2 days at the Logpile Lodge for a retreat.
<u>Topley School</u>	Director Newell reported that a proposal has been put forward to use the Topley School as a private music school.
<u>North West Regional Benefits Alliance Meeting</u>	Director Newell advised that he had attended the North West BC Resource Benefits Alliance Meeting where discussion took place regarding the Draft Memorandum of Understanding. He felt the meeting was very positive.
<u>Electoral Area "E" Update</u>	Director Benedict commented that she has been busy with the Southside Economic Development Association as well as the Chinook Community Forest.
<u>College of New Caledonia Burns Lake Campus – Layoffs</u>	Director Benedict reported that road maintenance/upgrades are lacking in Electoral Area "E". Many school bus routes were cancelled during the winter due to the lack of maintenance. Currently, there are sloughing issues along Colleymount road.
<u>College of New Caledonia Burns Lake Campus – Layoffs</u>	Alternate Director Illes expressed concerns regarding the layoffs of 20% of the staff at the College of New Caledonia Burns Lake Campus.
<u>Tier 4 Bantam Hockey Provincials</u>	Director Lindstrom reported that Fraser Lake hosted the Tier 4 Bantam Hockey Provincials. Six teams participated from Revelstoke, Windermere Valley, Whistler, Fraser Lake, Burns Lake, and Houston. The event was a huge success.
<u>Electoral Area "D"</u>	Director Parker expressed his enthusiasm as the Director of Electoral Area "D" for the remainder of the term.
	Director Parker added that the hockey provincials put Fraser Lake and the surrounding communities on the map. It was an economic benefit to the Village of Fraser Lake.

### VERBAL REPORTS (CONT'D)

<u>Provincial Short Track Speed Skating</u>	Vice Chair Thiessen commented that the District of Vanderhoof hosted the Provincial Short Track Speed Skating Championships. It was a huge boost to the community.
<u>Sewage Treatment Plant</u>	On April 18 <sup>th</sup> , the District of Vanderhoof will be celebrating its last payment for its sewage treatment plant.
<u>Receipt of Verbal Reports</u>	Moved by Director Greenaway Seconded by Director Brienen
<u>2015-4-35</u>	"That the verbal reports of the various Regional District of Bulkley-Nechako Directors be received."  (All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>

### ADMINISTRATION CORRESPONDENCE

<u>Union of B.C. Municipalities -Request for Feedback – First Nation Property Tax, Services and Economic Development in British Columbia</u>	Moved by Director Petersen Seconded by Director Greenaway
<u>2015-4-36</u>	"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the Union of B.C. Municipalities regarding Local Government Feedback on the Professor Robert Bish/Fiscal Realities Report, "First Nation Property Tax, Services and Economic Development in British Columbia."  (All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>
<u>Fire Prevention Officers Association of B.C. -Advertisement in the FPOABC Program Magazine – May 4-8, 2015, Kamloops, B.C.</u>	Moved by Director Bachrach Seconded by Director Benedict
<u>2015-4-37</u>	"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the Fire Prevention Officers Association of B.C. regarding the program magazine."  (All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>
<u>Administration Correspondence</u>	Moved by Director Parker Seconded by Alternate Director Illes
<u>2015-4-38</u>	"That the Regional District of Bulkley-Nechako Board of Directors receive the following correspondence:  -Federation of Canadian Municipalities -Nominations to FCM's Board of Directors; -DWB Consulting Services Ltd. – RE: Landfill Registration Pursuant to the <i>Environmental Management Act</i> on behalf of Fraser Lake Sawmills, a Division of West Fraser Mills Ltd.; -Canada Post – RE: Potential Reduction of Hours at the Fort Fraser Post Office; -Nathan Cullen, MP, Skeena-Bulkley Valley- Support for Bill C-628, <i>An Act to Defend the Pacific Northwest</i> ;

**ADMINISTRATION CORRESPONDENCE (CONT'D)**

- Election BC – Disqualification Lists;
- Ministry of Forests, Lands and Natural Resource Operations  
 – Changing the Channel on Resource Road Safety;
- City of Port Moody – Declaration of Right to a Healthy Environment – Resolution Submission to LMLGA, UBCM and FCM;
- City of Port Moody – Proposed Closure of Burrard Thermal Plant – Resolution Submission to LMLGA and UBCM;
- North Central Local Government Association -February Newsletter;
- Selina Robinson, MLA – Difficult Questions for the BC Minister Responsible for Local Government;
- Fort Fraser Community Hall Society – Financial Statements;
- Community Development Institute – Community Connections – The UNBC Community Development Institute Newsletter – Winter 2015;
- OHS Canada – The Transportation Safety Board Raises Concerns over Lac-Megantic Response;
- TransCanada – Coastal GasLink Pipeline Project -Themes that Occurred during our Recent Local Government Meetings;
- BC Environmental Assessment Office - Pacific Northern Gas Looping Project;
- Union of B.C. Municipalities
  - SCIF Payments, Public Sector Compensation Feature in Budget
  - Building Act Introduced
  - RCMP Contract Oversight Committee Appointed
  - Firefighter Training Linked to Service Level
  - Wildfire Preparation Campaign Focuses on Community
  - Major Capital Funding for the Creation of New Licensed Child Care Spaces
  - Elections Expense Limits, Compensation Highlight Executive Meeting
  - Gas Tax Fund, Asset Management Workshops Set to Begin
  - Former Merritt Councillor, Mayor Passes Away
  - Survey: Healthy Built Environment Linkages Toolkit
  - Funding & Resources Update
  - Environment Committee Policy Update;
- University of Northern British Columbia – Release the Receive the Date – Updated Information on the Installation of President and Vice Chancellor.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **INVITATION**

Northwest Community  
 College – Meet and Greet  
 - April 16, 2015

Moved by Director Fisher  
 Seconded by Director Bachrach

2015-4-39

"That the Regional District of Bulkley-Nechako Board of Directors receive the invitation from the Northwest Community College for the Meet and Greet on April 15, 2015 in Smithers, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **ACTION LISTS**

Moved by Director Newell  
 Seconded by Director Bachrach

2015-4-40

"That the Regional District of Bulkley-Nechako Board of Directors receive the February, 2015 Action List."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **FINANCIAL**

Operating Accounts  
 -February, 2015

Moved by Director Benedict  
 Seconded by Alternate Director Illes

2015-4-41

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid February, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **BYLAWS**

#### **BYLAWS FOR FIRST, SECOND, THIRD READING AND ADOPTION**

No. 1726 – Refuse Disposal  
 Service Amendment

Moved by Alt. Director Illes  
 Seconded by Director Greenaway

2015-4-42

"That "Refuse Disposal Service Amendment Bylaw No. 1726, 2015" be given first, second, third reading, and adoption this 26<sup>th</sup> day of March, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

No. 1727 – RDBN Financial  
 Plan

Moved by Director Benedict  
 Seconded by Director Greenaway

2015-4-43

"That "Regional District of Bulkley-Nechako Financial Plan Bylaw No. 1727, 2015" be given first, second, third reading and adoption this 26<sup>th</sup> day of March, 2015."

BYLAWS (CONT'D)

Moved by Director Bachrach  
Seconded by Director Fisher

2015-4-44

"That "Regional District of Bulkley-Nechako Financial Plan Bylaw No. 1727, 2015" be amended to defer \$25,000 from the 2015 Resource Benefits Alliance budget to 2016."

DEFEATED

The question was called on motion 2015-4-43

Opposed – Director Bachrach CARRIED  
(All/Weighted/Majority)

No. 1729 – RDBN  
Administration and Regulation  
For the Provision of Fire  
Protection in the RDBN  
Established Rural Fire Protection  
Areas

Moved by Director Benedict  
Seconded by Alt. Director Illes

2015-4-45

"That "Regional District of Bulkley-Nechako Administration and Regulation for the Provision of Fire Protection in the Regional District of Bulkley-Nechako Established Rural Fire Protection Area Bylaw No. 1729, 2015" be given first, second, third reading and adoption this 26<sup>th</sup> day of March, 2015."

Opposed – Director Petersen CARRIED  
(All/Directors/Majority)

No. 1731 – RDBN Water  
Service Regulatory  
Amendment

Moved by Director Parker  
Seconded by Director Lindstrom

2015-4-46

"That "Regional District of Bulkley-Nechako Water Service Regulatory Amendment Bylaw No. 1731, 2015" be given first, second, third reading and adoption this 26<sup>th</sup> day of March, 2015."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

No. 1732 – RDBN Sewer  
Service Regulatory  
Amendment

Moved by Director Parker  
Seconded by Director Lindstrom

2015-4-47

"That "Regional District of Bulkley-Nechako Sewer Service Regulatory Amendment Bylaw No. 1732, 2015" be given first, second, third reading and adoption this 26<sup>th</sup> day of March, 2015."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

## READING FILE

### Reading File

Moved by Director Greenaway  
 Seconded by Director Brienen

2015-4-48

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

### INVITATION

-BC Community Forest Association – 2015 Conference and AGM;

### CORRESPONDENCE:

- BC Community Forest Association Newsletter February 2015;
- BC Chamber of Commerce - Public Affairs Update
  - March 17, 2015
  - March 16, 2015
  - March 9, 2015
  - March 2, 2015
  - February 23, 2015;
- BC Healthy Communities Newsletter – February, 2015;
- Canadian Occupational Safety – Canada's Safest Employers Award;
- CANFOR Corporation - Press Release Notification – March 3, 2015;
- Child Find British Columbia – Proclamation May is National Missing Children's Month;
- Clean Energy Review:
  - March 16, 2015 – More Green Claptrap
  - March 9, 2015 – Smog Goes Viral
  - March 2, 2015 – The Best Price is Free
  - March 2, 2015 – A New Chapter for Clean Energy Canada;
- Communities in Bloom – An Invitation to Participate in a Program That Will Showcase, Involve and Benefit your Community;
- Community Development Institute - Housing Study Highlights;
- Federation of Canadian Municipalities - FCM News Week of:
  - March 13, 2015
  - March 6, 2015
  - February 23, 2015
  - February 20, 2015;
- Fresh Outlook Foundation – Community Innovation Lab Presentations and Photos;
- Hudson's Hope District – Further Information Regarding Site C;
- Initiatives Prince George – February 27, 2015 - January 'On the Move' Newsletter and Economic Update;
- Kitimat LNG Community News – Winter 2015;
- Liquor Control and Licensing Branch – Liquor in Grocery Store Relocations;
- Minerals North Conference Association – Minerals North 2017;
- Ministry of Forests, Lands and Natural Resource Operations – Update from the Minister – February, 2015;
- Nechako Reservoir Update - Flow Facts:
  - March 18, 2015
  - March 11, 2015
  - March 4, 2015
  - February 25, 2015;

## READING FILE

- Northern Health - News Release
  - March 9, 2015 – Men Make Commitment to their Health by Quitting Smoking during Week Long QuitNow BC Campaign
  - March 2, 2015 – Nutrition Month Contest
  - February 27, 2015 – Old Lakes District Hospital and Health Centre Demolition
  - February 19, 2015 – Northern Health Board Provided with Update on Vision for the Innovative Chetwynd Primary Care Clinic, UHNBC Capacity and Recruitment Successes
- Public Relations and Communications – Announce Account Manager Dave Pernarowdki Selected to Serve on the Government of BC's New Rural Advisory Council."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## SUPPLEMENTARY AGENDA

### ADMINISTRATION REPORTS

TI'azt'en Nation/Binche Keyoh  
- Northern Development  
Application – Prince George  
RAC

Moved by Director Greenaway  
 Seconded by Alt. Director Illes

2015-4-49

"That the Regional District of Bulkley-Nechako Board of Directors support the TI'azt'en Nation's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities in the amount of \$30,000."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Federal Gas Tax Funds  
Electoral Area "A" (Smithers  
Rural) – Bulkley Valley Aquatic  
Management Centre Society

Moved by Director Fisher  
 Seconded by Director Liversidge

2015-4-50

"That the RDBN Board of Directors authorize contributing \$9,916.20 of Electoral Area "A" Federal Gas Tax allocation monies for the purchase and installation of LED lighting at the BV Pool; and further

(All/Directors/Majority)

CARRIED UNANIMOUSLY

"That the RDBN Board of Directors authorize the withdrawal of up to \$9,916.20 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES (All Directors)**

Mines File No. 13990-04-404  
Douglas Grant Luck  
Electoral Area "C"

Moved by Director Greenaway  
Seconded by Director Liversidge

2015-4-51

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Mines File No. 13990-04-404" be provided to the Province as the Regional District's comments on Mines File No. 13990-04-404."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

RDBN Procedure Bylaw

Moved by Director Benedict  
Seconded by Director Lindstrom

2015-4-52

"That the the RDBN Procedure Bylaw be brought forward at the next Committee of the Whole meeting for discussion/review."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**SPECIAL IN-CAMERA MEETING MOTION**

Moved by Director Greenaway  
Seconded by Director Brien

2015-4-53

"In accordance with Section 90 (1)(c) of the *Community Charter*, it is the opinion of the Regional District of Bulkley-Nechako that matters pertaining to labour relations or other employee relations be held in confidence, including communications necessary for that purpose (job description and reclassification) must be closed to the public therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Brien  
Seconded by Director Bachrach

2015-4-54

"That the meeting be adjourned at 2:05 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Gerry Thiessen, Vice Chair

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Cheryl Anderson, Manager of Administrative Services



REGIONAL DISTRICT OF BULKLEY-NECHAKOSPECIAL MEETING NO. 5Thursday, April 16, 2015

**PRESENT:** Chair Bill Miller

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brien  
Mark Fisher  
Dwayne Lindstrom  
Rob MacDougall  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Luke Strimbold  
Gerry Thiessen

Directors Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)  
Thomas Liversidge, Village of Granisle

Alternate Director Linda McGuire, Village of Granisle

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Hans Berndorff, Financial Administrator  
Janine Dougall, Director of Environmental Services – left at 10:36 a.m.  
Lynda Fyfe, Sustainability Assistant – left at 10:36 a.m.  
Jason Llewellyn, Director of Planning – left at 10:42 a.m.  
Corrine Swenson, Manager of Regional Economic Development – arrived at 10:37 a.m.  
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Miller called the meeting to order at 10:34 a.m.

MOTION TO HOLD SPECIAL BOARD MEETINGMoved by Director MacDougall  
Seconded by Director Brien2015-5-1"In accordance with Section 222.1 (2) of the *Local Government Act*, the Regional District of Bulkley-Nechako Board of Directors calls a Special Board Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLYOATH OF OFFICE

Gail Chapman, CAO administered the Oath of Office to Mark Parker, Electoral Area "D" (Fraser Lake Rural).

RDBN Sustainability Assistant

Chair Miller welcomed and introduced Lynda Fyfe, the Regional District of Bulkley-Nechako's new Sustainability Assistant.

**AGENDA &  
 SUPPLEMENTARY AGENDA**

Moved by Alt. Director McGuire  
 Seconded by Director Newell

2015-5-2

"That the agenda of the Special Regional District of Bulkley-Nechako Board meeting of April 16, 2015 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**UNSIGHTLY PREMISES BYLAW ENFORCEMENT**

Bylaw Enforcement - 100  
 Finmoore Rd. Contractor  
 Selection Documents

Moved by Director Strimbold  
 Seconded by Director Repen

2015-5-3

"That the Regional District of Bulkley-Nechako Board of Directors receive the Bylaw Enforcement – 100 Finmoore Rd. Contractor Selection Documents."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

Proposed Budget  
 Amendments

Moved by Director Newell  
 Seconded by Director Brien

2015-5-4

"That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's April 14, 2015 memo titled "Proposed Budget Amendments."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**BYLAWS**

**Bylaws for First, Second, Third Reading  
 and Adoption**

No. 1735 – RDBN Financial  
 Plan Amendment

Moved by Alt. Director McGuire  
 Seconded by Director Benedict

2015-5-5

"That "Regional District of Bulkley-Nechako Financial Plan Amendment Bylaw No. 1735, 2015" be given first, second, third reading and adoption this 16<sup>th</sup> day of April, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

No. 1734 – RDBN Financial  
 Plan Amendment

Moved by Director MacDougall  
 Seconded by Director Newell

2015-5-6

"That "Regional District of Bulkley-Nechako Financial Plan Amendment Bylaw No. 1734, 2015" be given first, second, third reading and adoption this 16<sup>th</sup> day of April, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

Rio Tinto Alcan 2015  
 April Flood Update

Director Thiessen brought forward concerns regarding the water release by Rio Tinto Alcan that is heightening the flood risk to Vanderhoof. Discussion took place regarding the ability for Vanderhoof to access the necessary sand bags and material in the high possibility of flooding.

Concerns and frustrations were expressed regarding the lack of community input in regard to water use in the Nechako River and Nechako Reservoir. Communication by Rio Tinto Alcan with the communities and the Regional District of Bulkley-Nechako in regard to flood level changes was discussed.

Director Thiessen noted that during the winter of 2014/2015 the Nechako River was at extremely low levels. Director Parker also spoke to Fraser Lake experiencing low water levels in the summer of 2014 due to the impacts of Rio Tinto Alcan managing the Nechako Reservoir.

Discussion took place regarding the importance of inviting Rio Tinto Alcan to the Regional District of Bulkley-Nechako Board meeting.

The lack of a water use plan for the Nechako River is very concerning. There needs to be a balance throughout the Nechako Watershed to prevent un-necessary impacts to the region in its entirety. Discussion took place in regard to bringing the issues forward at the Union of B.C. Municipalities Convention in September.

Discussion took place regarding Rio Tinto Alcan's possible building of a second tunnel and the impacts to the region.

Letter to Premier Clark  
 and Rio Tinto Alcan  
 RE: Nechako Reservoir  
 Water Use Plan

Moved by Director Fisher  
 Seconded by Director Bachrach

2015-5-7

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to draft a letter regarding the necessity of developing a water use plan for the Nechako Reservoir; and further, that the letter be brought forward for review at a future Regional District of Bulkley-Nechako Board of Directors Meeting; and further, that the completed letter be sent to the Honourable Premier Christy Clark and Rio Tinto Alcan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director MacDougall  
Seconded by Director Brien

2015-5-8

"That the meeting be adjourned at 11:18 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKOCOMMITTEE OF THE WHOLE MEETINGThursday, April 16, 2015

**PRESENT:** Chairperson Bill Miller

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brienen  
Mark Fisher  
Dwayne Lindstrom  
Rob MacDougall  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Luke Strimbold  
Gerry Thiessen

Directors Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)  
Thomas Liversidge, Village of Granisle

Alternate Directors Linda McGuire, Village of Granisle

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Hans Berndorff, Financial Administrator  
Janine Dougall, Director of Environmental Services  
Corrine Swenson, Manager of Economic Development  
Wendy Wainwright, Executive Assistant

Others Stephen Burkholder, General Manager, Pacific Timber – arrived at 12:31 p.m.  
Heather Cullen, Director of Project Implementation, Pricing and Tenures, Omineca, Prince George, Ministry of Forests, Lands and Natural Resource Operations – arrived at 12:31 p.m.  
Karl Garrett, Mill Manager, Pacific Timber – arrived at 12:31 p.m.  
Terry Lazaruk, CanFor  
Martin Littlejohn, Western Canada Mountain Bike Tourism Association – Via Teleconference – 11:20 a.m. to 11:48 a.m.  
Patrick Lucas, David Nairne & Associates – Via Teleconference - 11:20 a.m. to 11:48 a.m.  
Diane MacKay, Fire Centre Manager, Northwest Fire Centre, Ministry of Forests, Lands and Natural Resource Operations – arrived at 12:31 p.m.

CALL TO ORDER

Chair Miller called the meeting to order at 11:18 a.m.

**SUPPLEMENTARY  
 AGENDA & AGENDA**

Moved by Director Benedict  
 Seconded by Alt. Director McGuire

C.W.2015-4-1

"That the Supplementary Agenda be received and dealt with at this meeting; and further, that the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of April 16, 2015 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Committee of the Whole  
 Minutes – March 12, 2015

Moved by Director Petersen  
 Seconded by Director Newell

C.W.2015-4-2

"That the Committee of the Whole meeting minutes of March 12, 2015 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**DELEGATION**

**NORTHERN BC MOUNTAIN BIKE RECREATION AND TOURISM DEVELOPMENT STRATEGY – VIA TELECONFERENCE – Martin Littlejohn, Western Canada Mountain Bike Tourism Association and Patrick Lucas, David Nairne & Associates RE: Update**

Chair Miller welcomed Martin Littlejohn, Western Canada Mountain Bike Tourism Association and Patrick Lucas, David Nairne & Associates.

A PowerPoint Presentation was provided.

**Northern BC Mountain Bike Recreation and Tourism Development Strategy**

**Northern BC Mountain Bike Tourism Strategy**

- Partnership between MBTA (Mountain Bike Tourism Association) & Northern BC Tourism;
- Goals:
  - o Establish the economic viability for northern communities to collaborate;
  - o Develop a strategy to increase visitation rates, revenues, funding, trails, etc.

**Northern BC Mountain Bike Recreation & Tourism Area**

- Terrace;
- Smithers;
- Telkwa;
- Houston;
- Burns Lake;
- Fraser Lake;
- Fort St. James;
- Vanderhoof;
- Prince George;
- Mackenzie;
- McBride;
- Valemount.

## **DELEGATION (CONT'D)**

### **NORTHERN BC MOUNTAIN BIKE RECREATION AND TOURISM DEVELOPMENT STRATEGY – VIA TELECONFERENCE – Martin Littlejohn, Western Canada Mountain Bike Tourism Association and Patrick Lucas, David Nairne & Associates RE: Update**

Northern BC has the potential to become a significant destination for mountain bike recreation and tourism.

Mountain Bike Travellers are seeking opportunities and destinations that can provide a broad diversity and variety of riding experiences that the communities of northern BC can best provide through collaboration.

#### **Key Findings**

- Mountain bike recreation has significant social & community benefits:
  - o Participation rose over 400% between 1987 & 2000;
  - o 21% of BC residents participate in Mountain Bike biking;
- Mountain Bike tourism generates significant economic benefits:
  - o Mountain bike tourists are motivated to travel;
  - o Awareness of Northern BC is growing;
- Mountain bike tourism is a growing and increasingly lucrative market:
  - o Sea to Sky corridor: trails generated \$10.3 million in visitor spending in 2006, 200 jobs;
  - o Squamish: \$8 million annually (2013);
  - o Rossland & Golden: \$500,000 to \$1,000,000 annually;
  - o Cariboo Chilcotin: \$1.61 million annually;
  - o Oregon: 4 Mountain Bike bike events generate \$2.6 million annually;
  - o 7 Stanes – Scotland: \$16.4 million (CAD) annually.

#### **Regional Collaboration**

- Regions that engage in collaboration experience:
  - o Substantial growth in number of riders on trails;
  - o More visitors;
  - o More economic activity;
  - o More employment;
  - o Increased value of the mountain bike recreation & tourism sector;
  - o Greater participation in regional mountain bike events.

#### **What are Mountain bikers looking for?**

##### **Trails!**

- Diversity & progressive challenges;
- Offering unique experiences & designed to the highest standard;
- Well maintained;
- Quality over quantity;
- Epic or signature trails are important attractions.

#### **Other Key elements**

- Travel & Transportation;
- Seasonal considerations;
- Reputation;
- Culture;
- Costs;
- Events & festivals;
- Supporting amenities & accommodations.

## DELEGATION (CONT'D)

### NORTHERN BC MOUNTAIN BIKE RECREATION AND TOURISM DEVELOPMENT STRATEGY – VIA TELECONFERENCE – Martin Littlejohn, Western Canada Mountain Bike Tourism Association and Patrick Lucas, David Nairne & Associates RE: Update

#### **Northern BC as a mountain bike destination**

##### **Impression of Northern BC**

- No trails!
- Short season!
- Isolated!
- Too Far!
- No Information!
- Hard to reach!
- **BUGS!!**

##### **Intention of visiting Northern BC**

- As awareness improves, intention increases;

##### **Travel motivations & preferences**

- Majority will travel by car;
- Seeking information on trail loops, itineraries & circle routes;

##### **Sources of Information**

- Recommendation from friends (reputation);
- Video & photography;
- Mountain bike related websites (mountainbikingbc.ca).

#### **Most immediate opportunity for growth?**

- Local Markets;
- Create awareness and increase participation throughout the region;
- Encourage new riders & demographics (women and families);

#### **Inter-regional & provincial market**

- BC residents represent 61% of leisure travelers to northern BC & 51% of total leisure travel spending;
- Mountain bike travelers survey indicated a strong likelihood of travel to northern BC (17%);
- Yellowhead corridor could attract significant riders from within the province;

#### **Inter-provincial market**

- Largest potential market: Alberta as well as the Yukon;
- Sport is growing rapidly in the province;
- Proximity to highways from Alberta can impact tourism;
- Albertans represent 15% of visitors to mountainbikingbc.ca.

#### **Target Markets**

- US market:
  - o 2006 study showed 135,000 US visitors visited BC for mountain biking;
  - o Visitors from Washington & Alaska enter region via ferry – 250,000 passengers in 2012;
  - o Alaska is a strong attraction, visitors may be compelled to stay longer in the Yellowhead corridor for riding opportunities.
- International market:
  - o Substantial number of international visitors in BC for mountain biking each year;
  - o German visitors show greatest interest;
  - o International visitors are drawn by scenery;
  - o Mountain biking is growing rapidly in Europe and other regions around the world;
  - o BC is recognized as a primary destination.



## **DELEGATION (CONT'D)**

### **NORTHERN BC MOUNTAIN BIKE RECREATION AND TOURISM DEVELOPMENT STRATEGY – VIA TELECONFERENCE – Martin Littlejohn, Western Canada Mountain Bike Tourism Association and Patrick Lucas, David Nairne & Associates RE: Update**

#### **Mountain Bike Recreation & Tourism Development Regional Strategies**

- Support the growth of mountain bike recreation;
- Regional branding strategy;
- Regional trails & tourism committee or group;
- Coordinate festivals & events;
- Provide trip itineraries & circle routes;
- Regional race series;
- Regional marketing strategy.

#### **Mountain Bike Recreation & Tourism Development Community Strategies**

- Build capacity;
- Clear visions & planning for trails & mountain bike recreation;
- Foster mountain bike culture & community;
- Build mutually supportive partnerships;
- Develop sustainable trails & infrastructure;
- Support local businesses;
- Ensure trails are maintained;
- Monitor, evaluate & report on social and economic impacts.

#### **Mountain Bike Recreation & Tourism Development Regional District Strategies**

- Access to land;
- Trail & infrastructure planning;
- Support trail development & maintenance;
- Technical & permitting support;
- Funding through grants & local taxes;
- Insurance;
- Regional trail coordinators;
- Regional trail maintenance.

#### **Next Steps**

- Implementation planning (Spring/summer 2015);
- Regional working group (summer 2015);
- Branding strategy (summer/fall 2015).

Discussion took place regarding the challenges of accessing funding for the maintenance of trails. The North Shore Mountain Biking Association has initiated a trail adoption plan and partnerships with local businesses that help support the maintenance of trails. Some groups have also implemented a trail pass system to generate small amounts of revenue to assist with trail maintenance. Mr. Nairne suggested a grant opportunity is an aboriginal youth program wherein youth trail crews work with mountain bike clubs to maintain trails.

Director Repen spoke of a concept route through the Telkwa pass that a group of individuals are working on in Telkwa to develop a mountain bike experience through the region which would build on events already taking place.

Director Fisher brought forward the potential to partner with other groups such as Spinal Cord Injury BC to fund, develop and promote accessibility for trails in the region.

Chair Miller thanked Messrs. Littlejohn and Lucas for attending the meeting via teleconference.

## REPORT & CORRESPONDENCE

### Report and Correspondence

Moved by Director Strimbold  
 Seconded by Director Parker

C.W.2015-4-3

"That the Committee of the Whole receive the following:

#### **Report:**

-Manager of Regional Economic Development's April 7, 2015 memo titled "SWOT Update";

#### **Correspondence:**

-"BC Emergency Health Services and Northern Health – Fort St. James as one of Three Communities for the Launch of British Columbia's First Community Paramedicine Initiative";  
 -"University of Northern B.C. (UNBC) – Community Development Institute Spring 2015 Community Speaker Series – Building a Revitalized Future: The Role of Community Leadership and Vision – Prince George Public Library – April 15, 2015 – 7:00-8:00 p.m.";  
 -"Southern Interior Beetle Action Coalition – Keeping it Rural 2015 Conference Agenda – Salmon Arm, B.C. – May 26-28, 2015";  
 -"Coastal GasLink – April, 2015 Information Sessions."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the correspondence titled "BC Emergency Health Services and Northern Health – Fort St. James as One of Three Communities for the Launch of British Columbia's First Community Paramedicine Initiative". The possibility of having an information session provided to the Stuart-Nechako Regional Hospital District and the Regional District of Bulkley-Nechako in regard to the initiative was brought forward for discussion.

**Break for lunch at 12:00 p.m.**

**Reconvened from lunch at 12:31 p.m.**

### **DISCUSSION ITEM**

Regional District of Bulkley  
-Nechako Procedure  
Bylaw No. 1633, 2012

Moved by Director Lindstrom  
 Seconded by Director Repen

C.W.2014-4-4

"That the Committee of the Whole defer the Discussion Item – Regional District of Bulkley-Nechako Procedure Bylaw No. 1633, 2012 to the May 14, 2015 Committee of the Whole Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

**INVITATION**

The BC Jobs Plan Webinar Series- Small Business: Resources from Small Business BC – April 23, 2015

Moved by Director MacDougall  
 Seconded by Director Petersen

C.W.2015-4-5

"That the Committee of the Whole receive the Invitation titled "The BC Jobs Plan Webinar Series – Small Business: Resources from Small Business BC – April 23, 2015."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**NEW BUSINESS**

Condition of Colleymount Rd.

Director Benedict spoke to the safety concerns in regard to travelling on Colleymount Rd. The road and banks along the road are sloughing and are in poor condition. The road is also too narrow in many areas for two way traffic. She noted that Colleymount Rd. has a high level of industrial logging truck traffic, tourism traffic along with the public and school buses. The road requires upgrading to address the level and types of traffic utilizing Colleymount Rd. along with the safety concerns regarding the poor conditions of the road.

Concerns were also brought forward regarding the maintenance of Colleymount Rd. and other secondary roads.

Moved by Director Benedict  
 Seconded by Director Petersen

C.W.2015-4-6

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to the Ministry of Transportation and Infrastructure regarding the need to allocate funding for safety upgrades to Colleymount Rd.; and further, that the letter be forwarded to WorksafeBC, John Rustad, MLA Nechako Lakes and Lakes District Maintenance (LDM)."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Moved by Alt. Director McGuire  
 Seconded by Director Petersen

C.W.2015-4-7

"That the meeting be adjourned at 12:42 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****COMMITTEE OF THE WHOLE MEETING****Thursday, March 12, 2015**

**PRESENT:** Chairperson Bill Miller

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brienen – arrived at 10:35 a.m.  
Mark Fisher  
Tom Greenaway  
Dwayne Lindstrom  
Rob MacDougall  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Gerry Thiessen

Directors Absent Thomas Liversidge, Village of Granisle  
Luke Strimbold, Village of Burns Lake

Alternate Directors John Illes, Village of Burns Lake  
Linda McGuire, Village of Granisle

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Hans Berndorff, Financial Administrator  
Janine Dougall, Director of Environmental Services – left at 10:53 a.m., returned at 11:05 a.m.  
Corrine Swenson, Manager of Economic Development  
Wendy Wainwright, Executive Assistant

Others Claudette Gouger, Community Manager, New Gold Inc. – left at 10:50 a.m.  
Steven Derksen, Area Manager - Burns Lake, ABC Communications – arrived at 1:10 p.m.  
Falko Kadenbach, Vice-President, ABC Communications – arrived at 1:10 p.m.  
Josh Pressey, District Manager, Nadina, Ministry of Forests, Lands and Natural Resource Operations – arrived at 11:20 a.m.  
Jeff Walsh, Forest Protection Assistant, Northwest Fire Centre, Wildfire Management Branch – arrived at 11:20 a.m.  
Darrell Whelan, Resource Manager, Nadina, Ministry of Forests, Lands and Natural Resource Operations – left at 2:49 p.m.

Media Flavio Nienow, LD News – arrived at 10:55 a.m., left at 12:30 p.m.

**CALL TO ORDER**

Chair Miller called the meeting to order at 10:30 a.m.

**OATH OF OFFICE**

Gail Chapman, Chief Administrative Officer administered the Oath Office for John Illes, Alternate Director, Village of Burns Lake.

**SUPPLEMENTARY  
 AGENDA**

Moved by Alternate Director McGuire  
 Seconded by Director Greenaway

C.W.2015-3-1

"That the Supplementary Agenda be received and dealt with at this meeting; and further, that the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of March 12, 2015 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Committee of the Whole  
 Minutes – February 12, 2015

Moved by Director MacDougall  
 Seconded by Director Petersen

C.W.2015-3-2

"That the Committee of the Whole meeting minutes of February 12, 2015 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**DELEGATION**

**NEW GOLD INC. Claudette Gouger, Community Manager RE: Update**

Chair Miller welcomed Claudette Gouger, Community Manager, New Gold Inc.

Ms. Gouger provided a PowerPoint Presentation.

**Presentation Overview**

- Company Overview;
- Blackwater Project Update;
- 2015 Exploration Plan;
- Environmental Assessment Update;
- Next Steps.

**Company Overview**

**Portfolio of Assets in Top-Rated Jurisdictions**

**All Assets Ranked in Top 5 Global Mining Jurisdictions <sup>(1)</sup>**

**#1 Canada**

Development

- Blackwater – Mine Life – 17 years;
- Rainy River Mine Life – 14 years;

Operating

- New Afton – Mine Life 8 years + C-zone potential;

**#3 United States**

Operating

- Mesquite – Mine Life 8 years + residual leach;

**#5 Mexico**

Operating

- Cerro San Pedro – Mine Life 1 year + residual leach;

**#4 Chile**

Development

- El Morro (30%) – Mine Life 17 years <sup>(2)</sup>

**#2 Australia**

Operating

- Peak Mines – Mine Life 6+ years.

1. Based on 2014 Behre Dolbear Report – "2014 Ranking of Countries for Mining Investment"
2. Mine Life based on December 2011 feasibility study.

## **DELEGATION (CONT'D)**

### **NEW GOLD INC. Claudette Gouger, Community Manager RE: Update**

#### **Multiple Growth Initiatives <sup>(1)</sup>**

##### **Construction**

- New Afton mill expansion;
- Rainy River – 325 Koz of annual production;

##### **Permitting**

- Blackwater – 485 Koz of annual production;

##### **Engineering/Planning**

- New Afton C- zone;
- 30% carried interest in El Morro;

##### **2015E Gold Production;**

- 390-430 Koz;

New Gold has multiple organic growth options in its portfolio.

### **Blackwater Project Update**

#### **Blackwater Project Location**

##### **Jurisdiction**

- #1 Country Ranking <sup>(1)</sup>;

##### **2013 Feasibility Study**

- ~\$1.576 million Development Capital <sup>(2)</sup>;
- 17 year mine life;
- First nine years: 485 Koz Annual Production;
- \$590 /oz All-in Sustaining Costs <sup>(3)</sup>
  - o Includes \$60 per ounce silver credit;

##### **Significant Gold and Silver Resource**

- 8.2 Moz Gold Reserves <sup>(4)</sup>;
- 60.8 Moz Silver Reserves <sup>(4)</sup>;
- 1.1 Moz Gold M&I Resources <sup>(4)</sup>;
- 12.6 Moz Silver M&I Resources <sup>(4)</sup>;

##### **Regional Upside**

~1,100 km<sup>2</sup> Land Package – Multiple newly identified targets.

1. Based on 2014 Behre Dolbear Report – “2014 Ranking of Countries for Mining Investment”.
2. Development capital assumes \$1.25 CDN/USD exchange rate.
3. Refer to Endnote on all-in sustain costs under the heading “Non-GAAP Measures”.
4. Mineral resources are exclusive of reserves. For a detailed breakdown of mineral resources and reserves by category and the key assumptions and parameters,

#### **Mine Site Facilities**

- Open pit, waste rock dumps, low grade ore and overburden stockpiles;
- Mill;
- Tailings storage facilities;
- Water management facilities;
- Ancillary on-site infrastructure;

#### **Off-Site Infrastructure**

- 140 km long 230 kV transmission line;
- 15 km access road;
- Airstrip and 6 km airstrip access road;
- 21 km freshwater supply pipeline and water intake on Tatelkuz Lake.

## **DELEGATION (CONT'D)**

### **NEW GOLD INC. Claudette Gouger, Community Manager RE: Update**

#### **Committed to Working with Local Communities**

- Since 2012 over \$240 million spent to develop the Blackwater Project with an average of 75% spent locally;
- 65% of Blackwater's 2013 exploration workforce was from the local region, of that 23% were of Aboriginal descent;
- >\$260,000 distributed in local sponsorships and donations since 2012.

#### **Services/Supplies Purchased in the Region to Date**

- Industrial supplies;
- Catering & camp services;
- Bulk fuel;
- Light vehicle purchases & servicing;
- Expedition;
- Tire purchase and repair
- Steel supply & fabrication;
- Heavy equipment rentals;
- Office furniture/supplies;
- Civil construction;
- Carpentry/electrical services;
- Road clearing/civil works;
- Plumbing services;
- Gravel & aggregate supply.

#### **Currently**

- Blackwater camp currently demobilized for winter;
- Onsite services and security in place;
- Initial planning and preparation for 2015 exploration starting in May;
- Continue environmental assessment and permitting process.

#### **Annual Exploration Plan**

##### **2015 Exploration Program Overview**

##### **2014 Achievements**

- 11,045 metres of reconnaissance drilling at Blackwater South, Key and Van Time prospects;
- Discovered high grade porphyry-style mineralization two kilometres south of main Blackwater deposit;
- Confirmed multiple centres of gold mineralization in region.

##### **2015 Program**

- Focus on high-grade opportunities immediately south of Blackwater mine development area;
- Extend surface geophysical coverage over southern area;
- Expand surface mapping and sampling coverage;
- Up to 35 line km of IP lines;
- Maximum 4,000 m of core drilling upon defined target definition;
- Camp mobilization to begin mid-May and go through to end of August.

#### **Environmental Assessment Update**

##### **Projected EA Timeline 2015**

- 2<sup>nd</sup> Quarter 2015 potential start of technical review and public comment period;
- BCEAO Open Houses likely hosted in Vanderhoof and Fraser Lake;
- Ministerial decision could be issued as early as end of 2015.

## **DELEGATION (CONT'D)**

### **NEW GOLD INC. Claudette Gouger, Community Manager RE: Update**

#### **Next Steps**

##### **Rainy River Project Update**

##### **Significant milestones have been achieved to date:**

- Federal and Provincial environmental approvals;
- Consolidated land position with acquisition of private properties and Bayfield Ventures Ltd.
- Impacts and Benefits agreements completed with key First Nations and Métis;
- Building team – General Manager, Mine Manager, and key additional personnel.

##### **Environmental approvals received on schedule, however, New Gold has decided to extend development timeline by six months to enhance financial flexibility.**

- ~\$120 million less capital in 2015 than contemplated in January, 2014 Feasibility study;
- Commissioning target for mid-2017;

##### **Detailed engineering now 70% complete;**

##### **Development capital estimate of \$877 million <sup>(1)</sup> – includes adjustments from detail engineering offset by depreciation of Canadian dollar.**

#### **2015 Next Steps**

- Regional Exploration Program scheduled for summer 2015;
- Proceed with environmental assessment and permitting process:
  - o BCEAO Open Houses;
  - o Public comment period;
- Continue community engagement program:
  - o Information sessions throughout region;
  - o Tradeshow;
  - o Minerals North – Mackenzie;
  - o Newsletters & website updates;
- Continue with First Nations consultation;
- Continue with community consultation:
  - o Municipal project updates throughout region;
  - o Community liaison and community leaders meetings.

Discussion took place regarding the life of the mine and the molybdenum and copper that has been found on the Blackwater property that could potentially extend the life of the mine.

The Cluskus road near Vanderhoof is the access road to the Blackwater project that is being utilized and is part of the environmental assessment but there is a group in Quesnel conducting a study to determine the potential access of the site near Quesnel.

Chair Miller thanked Ms. Gouger for attending the meeting.

## **REPORTS**

### **2015 Budget Draft No. 3**

Hans Berndorff, Financial Administer provided an overview of the 2015 Budget Draft No. 3.

Discussion took place regarding the following:

- Part time planner position to a full time planner position;
- Costs associated with the increase for additional computer documentation storage;
- Unsightly Premises and the RDBN Board of Directors decision to reinstate the position;
- Low tax rates in the past 4 years due to the additional industrial development in the region;



## REPORTS (CONT'D)

### 2015 Budget Draft No. 3 (CONT'D)

- Budget surplus from previous year;
  - o In the past there was more project based work and currently it is more operational based;
  - o Less surplus moving forward;
- Cost increases due to regulation changes;
  - o A discussion paper completed by the RDBN titled "The Regional District of Bulkley-Nechako: Changing Service Delivery Requirements and Expectations"
    - Brings forward the impacts of regulation changes and funding impacts to the RDBN;
- Possible development of a rising trend in cost analysis;
- Ministry of Community, Sport and Cultural Development shows information on its website in regard to the RDBN tax rate being lower than other Regional Districts
- Building Inspection:
  - o 2014 Building Permit estimations were almost exactly what was received thus the surplus carried forward is less;
- Emergency Preparedness:
  - o Two components:
    - Increase in cost:
      - 20% of staff cost previously allocated to rural government due to rural fire protection;
      - 2015 budget – didn't belong in rural government – moved to Emergency Preparedness;
      - Cost to manage rural fire protection primarily to address the "British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook" regulations;
    - Shift in cost:
      - Increase in cost in Emergency Preparedness;
- Largest portion of the taxation increase is due to a decrease in revenues;
- Decrease in revenues is due to less surplus to use towards the 2015 budget
  - o Past year larger operating budget;
- Regional District vs. Municipal taxation ability;
  - o RDBN has 68 services paid for by a diverse tax base vs. approximately 5 services for a municipality paid for by the same tax payers;
  - o Municipalities can tax more over a 5 year period for reserves, Regional Districts don't typically apply that funding model;
  - o Municipalities move surpluses into reserves and use for special projects – usually at the end of a budget year;
  - o Difficult to move from the model of using prior years surpluses to a reserve model as the tax increase would be substantial;
    - Possible to take a long term view and transition over a longer period to attempt to minimize the impact to the tax base;
  - o *Local Government Act* directs Regional Districts to apply any surplus to the exact service it is allocated to;
- Reserves vs. Surplus
  - o Build reserves to tax now for future spending;
  - o Provides a buffer to offset a possible future tax increase;
- Surplus
  - o Conservative budgets provide less surplus;
  - o Regional Districts can only use surpluses for services for that specific service;
- Increasing taxes to develop a reserve vs. having surplus is similar model;
- The time to move forward with a reserve model which is a substantial increase to the tax base is when there is a tax decrease as the Regional District has had in the past;

## REPORTS (CONT'D)

### 2015 Budget Draft No. 3 (CONT'D)

- Being extremely accurate and conservative in budget preparations in order to have less of a surplus coming forward in future years;
- Inflation rate for B.C. was 0.9%;
  - o Increase in benefits in the past year-- mitigated - moving to a new benefit provider;
- Deferring expenditures:
  - o Due to regulation requirements some expenditures are required;
  - o Staff have deferred expenditures where possible:
    - E.g. computer, admin vehicle, etc.

Discussion took place regarding another budget scenario. For Regional Districts the budget must be approved under the *Local Government Act* by the end of March. The RDBN pre-budget planning session began in September, 2014 to formulate the budget for 2015 which included projects completed in 2014 and still needing completion, 2015 work plans and direction to staff to move forward. The 1<sup>st</sup> draft of the 2015 budget was brought forward in January 15, 2015, the 2<sup>nd</sup> draft of the budget in February 12, 2015. There are challenges due to the Local Government Elections in November, 2014 and the elections of new directors to the Regional Board. Discussion took place regarding the Regional Board's decisions and initiatives that have influenced the budget, for example, the recycling initiatives in Environmental Services.

The Regional Boards implementation of the initiatives being brought forward is to provide the ability to move away from having to rely on taxation and that is included in the 2015 Draft Budget for example the Legacy/Resource Revenue sharing initiative.

### 2015 Budget Draft No. 3

Moved by Director Benedict  
 Seconded by Director Greenaway

### C.W.2015-3-3

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors accept the 2015 Budget Draft No. 3 as presented."

Opposed: Director Bachrach    CARRIED  
 Director Newell

(All/Directors/Majority)

### North Central Local Government Association -Executive Nomination Procedures

Moved by Alternate Director Illes  
 Seconded by Director Thiessen

### C.W.2015-3-4

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako appoint Director Strimbald for the position of Regional Representative for the Regional District of Bulkley-Nechako for the 2015-2016 North Central Local Government Association Executive."

(All/Directors/Majority)                      CARRIED UNANIMOUSLY

**REPORTS (CONT'D)**

**2015 Canada Winter Games Partnership**

Moved by Director Benedict  
 Seconded by Director Newell

**C.W.2015-3-5**

"That the Committee of the Whole receive the Manager of Regional Economic Development's March 3, 2015 memo titled "2015 Canada Winter Games Partnership."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**2015 Regional Marketing Initiative**

Moved by Director MacDougall  
 Seconded by Director Fisher

**C.W.2015-3-6**

"That the Committee of the Whole receive the Manager of Regional Economic Development's March 3, 2015 memo titled "2015 Regional Marketing Initiative."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place regarding the measuring tools used for marketing initiatives and the positive feedback received from agricultural industry in regard to signage and brochures that have been produced.

**SUPPLEMENTARY AGENDA**

**ADMINISTRATION REPORTS**

**Landfill Equipment Financing**

Mr. Berndorff spoke to the Landfill Equipment Financing options. Janine Dougall, Director of Environmental Services noted that an application is being prepared to be submitted for Federal Gas Tax Funds to purchase infrastructure for the landfills.

Discussion took place regarding the impacts to the budget and the need for more time to review the options outlined.

**Landfill Equipment Financing**

Moved by Alternate Director Illes  
 Seconded by Director Repen

**C.W.2015-3-7**

1. "That the Committee of the Whole receive the Financial Administrator's March 11, 2015 memo titled "Landfill Equipment Financing."
2. Further, that the Committee of the Whole recommend to the Regional District of Bulkley-Nechako Board of Directors that a liability under Section 175 of the *Community Charter* not exceeding \$1,547,000 (one million, five hundred and forty-seven thousand dollars and zero cents) for a term not exceeding five years with no provisions for renewal be authorized for the purchase of landfill equipment."

**ADMINISTRATION REPORTS**

Landfill Equipment Financing (CONT'D)

Moved by Director Bachrach  
Seconded by Alternate Director Illes

C.W.2015-3-8

"That the Committee of the Whole defer the Financial Administrator's March 11, 2015 memo titled "Landfill Equipment Financing" to the March 26, 2015 Regional Board Meeting."

Opposed: Director Benedict     CARRIED  
          Alt. Director Illes  
          Director McGuire  
          Director Parker  
          Director Repen

(All/Directors/Majority)

Electronic Agendas

Moved by Alternate Director Illes  
Seconded by Alternate Director McGuire

C.W.2015-3-9

"That the Committee of the Whole receive the Financial Administrator's March 12, 2015 memo titled "Electronic Agendas."

(All/Directors/Majority)             CARRIED UNANIMOUSLY

Mr. Berndorff provided an overview of the memo titled "Electronic Agendas." Discussion took place regarding the challenges in regard to the search capabilities of the system currently being utilized by the municipal directors and concerns were expressed in regard to information being stored on a cloud based system. Discussion took place regarding the continuation of current practices and the possibility of revisiting options again in the future.

**NEW BUSINESS**

RDBN Board Meeting  
-March 26, 2015

Chair Miller, Vice-Chair Thiessen and Director Repen will not be in attendance for the Regional District of Bulkley-Nechako Board Meeting on March 26, 2015. The meeting will move forward with the Regional Board voting to appoint a Chairperson for the March 26, 2015 meeting.

Vanderhoof Curling Club

Director Petersen mentioned that on March 7, 2015 he attended, along with Director Thiessen an appreciation dinner at the Vanderhoof Curling Club. Director Petersen was presented with a certificate for the partnership and funding support for the works and upgrades completed at the Vanderhoof Curling Club. Director Thiessen thanked Director Petersen for his support as Director of Electoral Area "F" (Vanderhoof Rural).

**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director MacDougall

C.W.2015-3-10

"That the meeting be adjourned at 2:00 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FORESTRY COMMITTEE MEETING**  
**(Committee of the Whole)****Thursday, April 16, 2015**

**PRESENT:** Chair Rob MacDougall

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brienen  
Mark Fisher  
Dwayne Lindstrom  
Bill Miller  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Luke Strimbold  
Gerry Thiessen

Directors Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)  
Thomas Liversidge, Village of Granisle

Alternate Directors Linda McGuire, Village of Granisle

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

Other Stephen Burkholder, General Manager, Pacific Timber  
Heather Cullen, Director of Project Implementation, Pricing and  
Tenures, Omineca, Prince George, Ministry of Forests, Lands  
and Natural Resource Operations  
Karl Garrett, Mill Manager, Pacific Timber  
Shawn Hedges, Senior Manager, Tenure Operations and  
Sustainability, BC Timber Sales Branch– Via Teleconference –  
1:12 p.m. to 1:54 p.m.  
Terry Lazaruk, CanFor  
Diane MacKay, Fire Centre Manager, Northwest Fire Centre,  
Ministry of Forests, Lands and Natural Resource Operations  
Darrell Whelan, Resource Manager, Nadina, Ministry of Forests,  
Lands and Natural Resource Operations

**CALL TO ORDER**

Chair MacDougall called the meeting to order at 12:43 p.m.

**AGENDA**Moved by Director Strimbold  
Seconded by Director Bachrach**F.C.2015-3-1**"That the Forestry Committee Meeting Agenda of April 16, 2015  
be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**SUPPLEMENTARY  
 AGENDA**

Moved by Director Benedict  
 Seconded by Director Petersen

F.C.2015-3-2

"That the Forestry Committee Meeting Supplementary Agenda of be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES**

Forestry Committee Meeting  
 Minutes – March 12, 2015

Moved by Director Miller  
 Seconded by Director Petersen

F.C.2015-3-3

"That the Forestry Committee Meeting Minutes of March 12, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

**DELEGATION**

**PACIFIC TIMBER Stephen Burkholder, General Manager and Karl Garrett, Mill Manager  
 RE: Initiatives**

Chair MacDougall welcomed Stephen Burkholder, General Manager and Karl Garrett, Mill Manager, Pacific Timber.

Mr. Burkholder and Mr. Garrett provided a PowerPoint Presentation.

**Pacific Timber**

- Burns Lake Sawmill;
- Sheraton Sawmill.

**Goals for Locally Owned Specialty Mills**

- Employ a significant amount of employees;
- Create entry level jobs and up;
- Use dead pine;
- Use simple milling methods which create more jobs.

**What Pacific Timber does?**

- **Cant production (various sizes) supplying:**
  - Asian export;
  - Oil and gas market (pipelines);
  - Treating market;
  - Pellet markets;
- **Wood Chips and Blomass**
  - Supplying Pinnacle with pellet fibre.

The waste product goes to the Pinnacle Pellet Plant.

- 1450 Truck Loads of Chips in 2014;
- Supplying bedding for farmers;

## **DELEGATION (CONT'D)**

### **PACIFIC TIMBER Stephen Burkholder, General Manager and Karl Garrett, Mill Manager** **RE: Initiatives**

#### **Growth 2012-2015**

##### **Log Usage**

- 2012 – 15, 613 m<sup>3</sup> – 283 truck loads;
- 2013 – 61,453 m<sup>3</sup> – 1116 truck loads;
- 2014 – 76,429 m<sup>3</sup> – 1371 truck loads

##### **Projection**

- 2015 – 126,000 m<sup>3</sup> – 2290 truck loads.

##### **Total Volume Needed for 2015**

- 126,000 m<sup>3</sup>/yr - 2290 logging truck loads.

#### **Log Volume**

##### **- Burns Lake Sawmill**

- 60,000 m<sup>3</sup>/yr medium wood (7-1/2" – 10" logs);

##### **- Sheraton Sawmill**

###### **- 66,000 m<sup>3</sup>/yr**

- 33,000 m<sup>3</sup> small wood (4-1/2" – 7-1/2");
- 33,000 m<sup>3</sup> large wood (>12").

#### **Finished Products**

- BC – 10% of production;
- AB – 15% of production;
- Export – 75% of production;

#### **14.6 million board feet shipped in 2014**

- 456 Super B truck loads;
- 24 million board feet projected for 2015;
- 750 Super B truck loads.

#### **Pacific Timber People – the Community**

- 2011 – 5 employees;
- Today – 31 employees.

##### **Burns Lake Sawmill**

- 1 – Manager;
- 1 – Foreman;
- 11 – Labourers;
- 1- Saw sharpener

##### **Sheraton Sawmill**

- 2 – Foreman;
- 12 – Labourers;
- 2 – Clean-up;

1 – Office Support

31 – Direct Jobs in the Sawmills

##### **Diversity**

- 45% aboriginal employees;

##### **Bands Represented**

- Lake Babine Nation;
- Cheslatta Carrier nation;
- Yekooche First Nation;
- Tl'azt'en nation;
- Gitsegukla Band.



## **DELEGATION (CONT'D)**

### **PACIFIC TIMBER Stephen Burkholder, General Manager and Karl Garrett, Mill Manager** **RE: Initiatives**

#### **Competitive Compensation**

**\$1.9 Million dollars paid in direct wages in 2014**

- \$18 - \$26 per hour;
- Extended Health Benefits:
  - Dental;
  - Vision;
  - Disability
    - Long term;
    - Short term.

#### **Opportunities - Apprenticeships (trades)**

- Millwright;
- Mechanic;
- Welder;
- Heavy Equipment Operator.

Pacific Timber is committed to helping its employees move forward with their lives as best they can and are happy to give opportunities to any employee who displays a strong, dependable work ethic and a willingness to learn new things.

#### **Skills and Experience - 30% of workers advance their careers:**

- Work at larger mills;
- Go to work in the bush operating equipment;
- Go to school (Trades);
- Mining.

Pacific Timber is happy to help its employees find employment in other companies or industries if Pacific Timber cannot provide them with what they are looking for within the company.

#### **Secondary Employment Opportunitiles - 2 Bush Crews**

- **Harvester**
  - o 3 Harvester Operators;
  - o 2 Forwarder Operators;
  - o 1 Loader Operator;
  - o 1 part time Mechanic.
- **Buncher**
  - o 2 Feller Buncher Operators;
  - o 4 Processor Operators;
  - o 2 Skidder Operators;
  - o 2 Loader Operators;
  - o 1 part time Mechanic.

#### **Trucking**

- 2 – Chip Trucks;
- 4 – Highway Trucks;
- 5 – Logging Trucks.

#### **Community – 2014**

Purchase of Goods & Services for sawmills only

- \$351,000 Burns Lake area with locally owned businesses;
- \$971,000 total in the region.

## **DELEGATION (CONT'D)**

### **PACIFIC TIMBER Stephen Burkholder, General Manager and Karl Garrett, Mill Manager** **RE: Initiatives**

#### **Maximizing the Natural Resources**

- Utilizing all Low grade logs;
- Fire Damaged timber;
- Sap rot wood utilization (previously waste wood);
- Very Little Waste left in the bush.

#### **Utilization of "Waste"**

- From sap rot logs to lumber;
- From burn wood to lumber;

#### **Fire Salvage**

- Utilizing fire damaged trees;
- Trout Fire:
  - o Currently Salvaging 10,000 metres;
- 59 km Morice Fire
  - o Purchased 15,000 metres

Interested in purchasing any fire damaged wood.

#### **Innovations**

##### **Specialty Timber Harvesting Methods**

- Selective Harvesting, leaving the green for the future;
- Fire mitigation by removing the dry wood that fuels the fires:
  - o Remove the danger before it threatens homes.
- Recovering the blowdown and the dry wood and leaving the green to continue growing.

##### **Innovative Harvesting Equipment**

- Harvester/Forwarder
  - o With this method of harvesting in small dry timber stands, it allows for full recovery on blow down and the low quality logs;
  - o There is little ground impact making it well suited for sensitive areas;
  - o Selective harvesting does not have as much visual impact on the landscape.

##### **Log Suppliers**

- BC Timber Sales;
- Burns Lake Comfor;
- Wood Lot owners;
- Major sawmills;
- Pinnacle Pellet;
- 1<sup>st</sup> Nations.

##### **Burns Lake Comfor – helping create local jobs by supplying logs**

- Significant log supplier;
- Supporting improved harvesting methods;
- Profits stay in the community.

##### **For Success:**

- Strengthen and create new business relationships;
- Create partnerships that allow consistent access to fibre (logs):
  - o Continue providing jobs in the community;
  - o Continue to utilize "waste".
- Together – can go further.

**DELEGATION (CONT'D)**

**PACIFIC TIMBER Stephen Burkholder, General Manager and Karl Garrett, Mill Manager  
 RE: Initiatives**

Discussion took place regarding the turnover and recruitment of employees. The success stories from employees that begin in entry level jobs but are able to succeed and progress their abilities and careers help to balance the turnover of employees.

Challenges in regard to obtaining sufficient fibre was discussed. Mr. Burkholder mentioned that Pacific Timber is willing to investigate any fibre source to determine viability. He also noted that the biggest portion of the fibre that Pacific Timber utilizes, approximately 75% is grade 4 or less and does not impact the Annual Allowable Cut (AAC) allotment.

Director Strimbald spoke of the RDBN Forestry Committee being an advocate for innovation and that support may be provided to assist in new innovative techniques/projects.

Chair MacDougall thanked Mr. Garrett and Mr. Burkholder for attending the meeting.

**DELEGATION**

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS - Darrell Whelan, Resource Manager, Nadina, and Heather Cullen, Director of Project Implementation, Pricing and Tenures, Omineca, Prince George, Ministry of Forests, Lands and Natural Resource Operations RE: Legislative Changes Support BC Timber Sales Review Recommendations**

Chair MacDougall welcomed Heather Cullen, Director of Project Implementation, Pricing and Tenures, Omineca, Prince George, and Darrell Whelan, Resource Manager, Nadina, Ministry of Forests, Lands and Natural Resource Operations and Sean Hedges, Senior Manager for Sustainability and Tenure Operations, BC Timber Sales.

Ms. Cullen noted that she is currently on temporary assignment with BCTS (BC Timber Sales) to assist the BCTS to address the Role and Effectiveness Review and the recommendations brought forward. She noted that the BCTS program has been under scrutiny in the last couple years with industry raising concerns with high level government regarding the timber volume being administered through the BCTS program. The Premier requested that the Ministry of Forests, Lands and Natural Resource Operations (MFLNRO) conduct an effectiveness review of the BCTS program. An external consultant, John Allan, was hired to conduct a review of BCTS's roles and effectiveness and recommendations were brought forward. BCTS has a primary goal and six total objectives to constitute its revised role.

BCTS has implemented a number of recommendations but Ms. Cullen mentioned that as project manager she is assisting them to review the remaining recommendations for decisions to be made at appropriate levels of government.

Mr. Hedges noted that Bill 25, which will address changes to BCTS has been introduced in the legislature and has passed 1<sup>st</sup> reading. He noted that the BCTS elements of the Bill are to make continuous improvements and a number of the changes are for general housekeeping and overall improvements to business practices.

## **DELEGATION (CONT'D)**

### **MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS - Darrell Whelan, Resource Manager, Nadina, and Heather Cullen, Director of Project Implementation, Pricing and Tenures, Omineca, Prince George, Ministry of Forests, Lands and Natural Resource Operations RE: Legislative Changes Support BC Timber Sales Review Recommendations**

#### General themes and objectives

1. Improving business practices:
  - a. 1<sup>st</sup> amendment – clarifying the financial reasons for which a Timber Sales Manager can refuse to approve an application for a Timber Sale License (TSL);
    - i. *Section 81 of the Forest Act* is being amended to establish clearly the discretion authority of the Timber Sales Manager in regard to outstanding stumpage and repayment plans;
  - b. *Section 22 of the Forest Act* – being amended to clarify the current content provisions and authorities that describes what a Timber Sale Managers authority can include by way of obligations and requirements within a Timber Sale License.
2. Generating direct and indirect revenue:
  - a. Authorize Timber Sale Managers (TSM) to directly dispose of surplus assets that were acquired with funds from the BCTS accounts for example bridges and culverts. This amendment will allow BCTS to recover revenues directly back to the BCTS account, at present revenues from surplus assets is not credited back to BCTS.
  - b. Provide authority for TSM's and others in BCTS to enter into service agreements across government with third parties and customers.
    - i. Overarching agreement to promote effective working relationships
    - ii. Much more collaborative:
      1. Development planning;
      2. Reforestation activity;
      3. BCTS could take care of the reforestation activities on a fee for service basis – through independent consultants and contractors.
3. Supporting accurate pricing of crown timber – goal for program
  - a. Three legislative components:
    - i. Bonus offers on cruised based timber sale licenses (TSL)
      1. Two types of Timber Sales Licenses:
        - a. Cruise and Scale Based Licenses;
        - b. Cruise Based TSL's – bidders pay an upset amount and lump sum bonus amount in installments over the term of the TSL;
        - c. If the TSL is surrendered or allowed to expire un-harvested both the deposit and the bonus offer must be forfeited;
        - d. Scale Based TSL's – bidder only pay an upset amount in installments over the term of the TSL;
        - e. If the Scale Based TSL is surrendered or allowed to expire un-harvested only the upset amount is forfeited;
        - f. The amendment will adjust the risk to a Cruise Based TSL to be the same as a Scale Based TSL;

**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS - Darrell Whelan, Resource Manager, Nadina, and Heather Cullen, Director of Project Implementation, Pricing and Tenures, Omineca, Prince George, Ministry of Forests, Lands and Natural Resource Operations RE: Legislative Changes Support BC timber Sales Review Recommendations**

- ii. Community Forest Volume Distribution Authority
  - 1. Bill 25 provides discretionary authority that allows the Minister to issue a new Community Forest Agreement or First Nation Woodland License and in doing so can reserve a portion for BCTS;
  - 2. This wouldn't apply to existing woodland licenses but could apply to new and/or renewed woodland licenses with the approval of the tenure holder;
  - 3. Give the minister and government more options/additional tools to more effectively balance the competing objectives in an ever diminishing land base in terms of timber supply and operating areas;
  - 4. See as being rarely used.
- iii. Legislature which streamlines BCTS Disposition Agreement Authority:
  - 1. Eg. Local Community Forest Agreement (CFA) had a need/interest to work with BCTS to auction the timber from that CFA, they can enter into a voluntary agreement with the Timber Sale Manager under the newly proposed section and release volume from the TSA to the Timber Sale Manager to auction. In return receive consideration as determined by the TSM and CFA.
    - a. This assists tenure holders around the province to partner with BCTS to auction timber to maximize return;
    - b. Allows for BCTS to realize incremental revenue and fibre opportunity and helps get fibre to market sooner.

Discussion took place in regard to the Community Forest Volume Distribution Authority and the ability for a Community Forest Agreement to utilize BCTS volume with a portion being reserved for BCTS. This would only apply to areas wherein a new CFA utilizes BCTS areas.

Director Miller questioned why the idea of the Volume Distribution Authority wasn't considered when major licenses did a license swap.

Mr. Hedges commented that the underlying motivation relates to CFA and First Nations Woodland licenses because of constant threats and challenges that BCTS was experiencing and the Minister was having to cope with. It specifically relates to demands from communities and First Nations to re-apportion BCTS AAC's (Annual Allowable Cuts) to support issues of tenures to CFA's and First Nations Woodland licensees. Part of the policy objective was to mitigate the impact to BCTS when the Minister feels no other option but to take from the BCTS and reallocate to First Nations or CFA. Major licensees already have quota and this does not apply.

Chair MacDougall thanked Mr. Hedges, Ms. Cullen and Mr. Whelan for attending the meeting.

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**CORRESPONDENCE**

Burns Lake Community Forest Ltd. – Public Review Period For the Burns Lake Community Forest Timber Supply Review Data Package – Ending April 10, 2015 at 4:00 p.m. Moved by Director Fisher  
Seconded by Director Miller

F.C.2015-3-4

“That the Forestry Committee receive the correspondence titled “Burns Lake Community Forest Ltd. – Public Review Period for the Burns Lake Community Forest Timber Supply Review Data Package – Ending April 10, 2015 at 4:00 p.m.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Moved by Director Newell  
Seconded by Director Benedict

F.C.2015-3-5

“That the meeting be adjourned at 1:57 p.m.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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Rob MacDougall, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FORESTRY COMMITTEE MEETING**  
**(Committee of the Whole)****Thursday, March 12, 2015**

**PRESENT:** Chair Rob MacDougall

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

Directors Absent Thomas Liversidge, Village of Granisle  
Luke Strimbold, Village of Burns Lake

Alternate Directors John Illes, Village of Burns Lake  
Linda McGuire, Village of Granisle

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

Other Steven Derksen, Area Manager, Burns Lake, ABC  
Communications  
Falko Kadenbach, Vice-President, ABC Communications  
Josh Pressey, District Manager, Nadina, Ministry of Forests,  
Lands and Natural Resource Operations – left at 2:49 p.m.  
Jeff Walsh, Forest Protection Assistant, Northwest Fire Centre,  
Wildfire Management Branch – left at 2:49 p.m.  
Darrell Whelan, Resource Manager, Nadina, Ministry of Forests,  
Lands and Natural Resource Operations – left at 2:49 p.m.

**CALL TO ORDER**

Chair MacDougall called the meeting to order at 2:01 p.m.

**AGENDA**Moved by Director Bachrach  
Seconded by Director Miller**F.C.2015-2-1**"That the Forestry Committee Meeting Agenda of March 12,  
2015 be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Forestry Committee Meeting  
Minutes – January 15, 2015

Moved by Director Petersen  
Seconded by Director Brien

F.C.2015-2-2

“That the Forestry Committee Meeting Minutes of January 15, 2015 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DELEGATION**

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS Josh Pressey, District Manager, Nadina, Darrell Whelan, Resource Manager, Nadina, Ministry of Forests, Lands and Natural Resource Operations and Jeff Walsh, Forest Protection Assistant, Northwest Fire Centre, Wildfire Management Branch RE: Mid Term Timber**

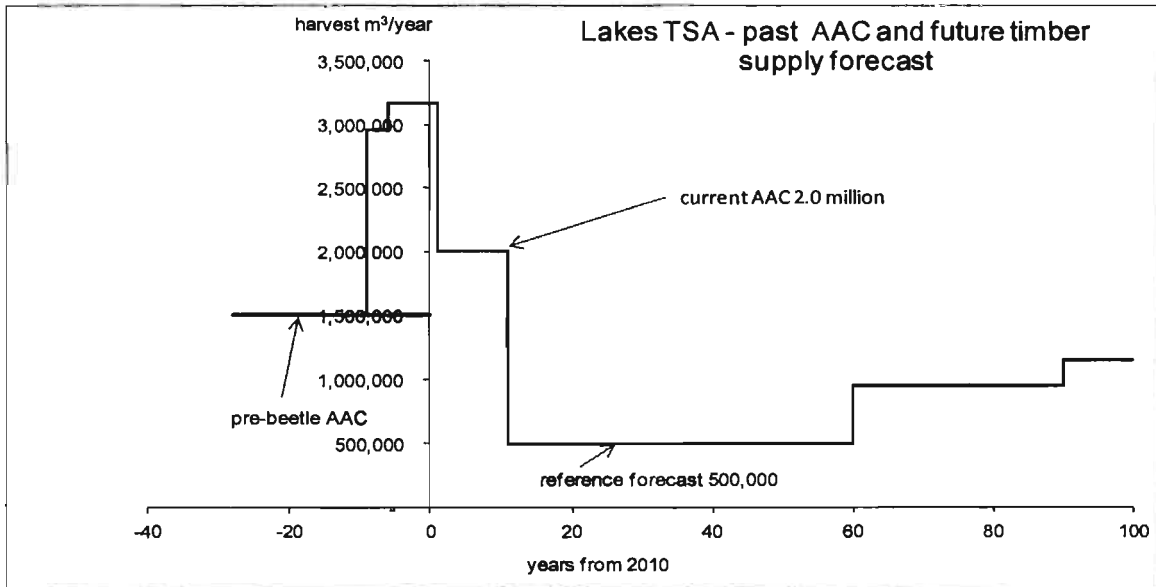
Chair MacDougall welcomed Josh Pressey, District Manager, Darrell Whelan, Resource Manager, Nadina, Ministry of Forests, Lands and Natural Resource Operations and Jeff Walsh, Forest Protection Assistant, Northwest Fire Centre, Wildfire Management Branch.

Messrs. Pressey, Whelan and Walsh provided a PowerPoint Presentation.

**Ministry of Forests, Lands and Natural Resource Operations (MFLNRO)**

**Progress Update – Response to Hampton & Special Committee on Timber Supply**

**Current Status of AAC (Annual Allowable Cut)  
Conventional AAC**







## **DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS Josh Pressey, District Manager, Nadina, Darrell Whelan, Resource Manager, Nadina, Ministry of Forests, Lands and Natural Resource Operations and Jeff Walsh, Forest Protection Assistant, Northwest Fire Centre, Wildfire Management Branch RE: Mid Term Timber (CONT'D)**

### **Recommendations of Special Committee**

- a) Reconvened local planning table, with appropriate membership, evaluate, consider the appropriateness, and make recommendations on non-spatial management of old growth in the TSA (Timber Supply Area).
- b) Alterations to the management of visual quality objectives and other sensitive areas in the Lakes TSA are not recommended for review at this time, unless there is absolute agreement by the reconvened planning table to do so. This holds true for any other elements of the Lakes TSA Land and Resource Management Plan.
- c) Confirm a long-term funding allocation to support a targeted fertilization program in the Lakes TSA.
- d) Complete a type 4 silviculture analysis for the Lakes TSA.
- e) Revise the Minister's letter that expresses the social and economic objectives of the province to emphasize the importance of maximizing volume flows in the Lakes TSA to assist with economic recovery in the area.
- f) Update the Lakes TSA inventory in a timely manner.
- g) Expedite negotiations with Burns Lake First Nations marginally economic forest types.
- h) Clarify whether the non-replaceable forest licence allocation will be removed from the apportionment when the licences expire.
- i) Retain the replaceable forest licence harvest rights of existing licensees in the TSA.
- j) Respond to Hampton's request for a tree farm.

### **Minister of FLNRO Offer Letter to Hampton Securing Timber Supply**

- New Community Forest of 150,000 m<sup>3</sup>;
- Expedite First Nations Tenures;
- Offer marginal sawlog opportunities.

### **Increase Fibre Supply in the Mid Term**

- Implement Pine partition in the Lakes TSA;
- Complete a re-inventory in the Lakes TSA;
- New AAC as soon as inventory is complete.

### **Progress – Securing Timber Supply**

- New Community Forest – Offered;
- Low Volume Stands – Offered;
- First Nations Licences – Offered;
- Volume to Area Based conversion – complete.

### **Progress - Increase Fibre Supply in the Mid Term/Special Committee Recommendations**

- New Lakes TSA inventory- 2/3 complete;
- New Lakes TSA Timber Supply Review – 2017 projected;
- Social and economical letter to Chief Forester– Complete;
- Lakes TSA Type 4 silviculture strategy – Complete;
- Long term funding for fertilization – Complete;
- Lakes Land Use Review – Complete.

### **Provincial-Level Projection of the Current Mountain Pine Beetle Infestation**

- Cumulative percentage of pine killed:
  - Observed 1999 to 2013;
  - Projected 2014 to 2020.

bb

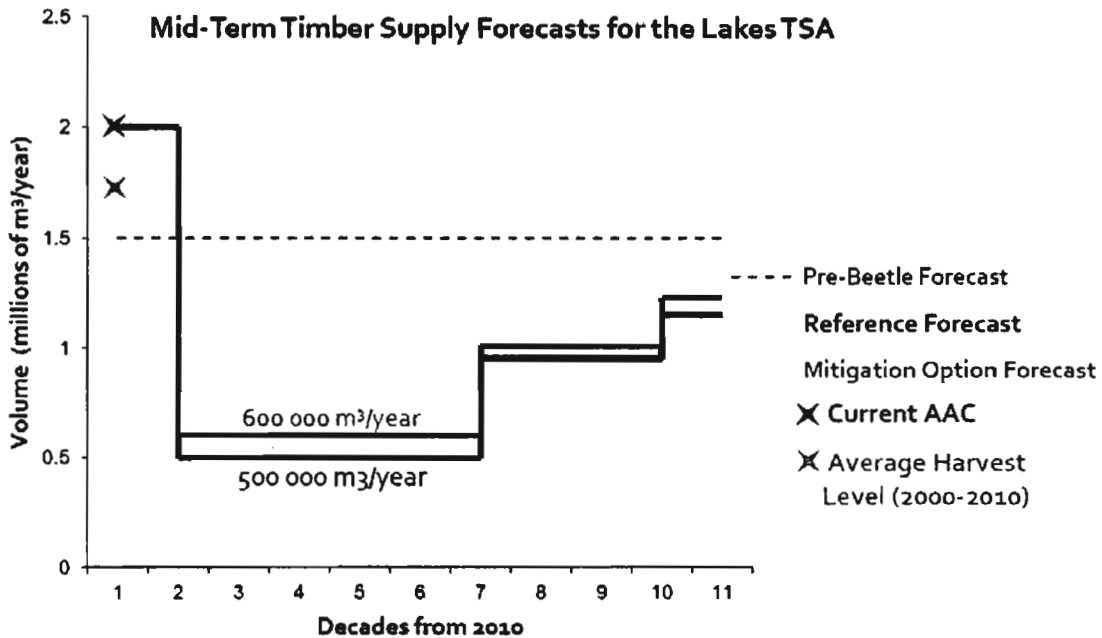
**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS Josh Pressey, District Manager, Nadina, Darrell Whelan, Resource Manager, Nadina, Ministry of Forests, Lands and Natural Resource Operations and Jeff Walsh, Forest Protection Assistant, Northwest Fire Centre, Wildfire Management Branch RE: Mid Term Timber (CONT'D)**

**Lakes TSA - Land Use Plan Review**

**Hampton and Lakeland Fire**

- Legislative Assembly Special Committee on Timber Supply;
- Specific recommendations for the Lakes TSA;
- Reconvene the planning table;
- Lakes Land Use Plan Review;
- Review land use objectives to see what opportunities existed for increased timber supply.



**Report Adopted by Legislature**

- Commitment to look at land use planning and objectives to determine community's inclination for potential changes
- Science Based Review of Sensitive Areas
  - "Ensure that the review process is cost effective and justifiable, and that no changes are implemented in the management of sensitive areas in any area where there is lack of general consensus"
  - Modelling only found opportunity in OGMA (Old Growth Management Areas)
    - Approx 80,000 m3

**Stakeholder meetings and community engagement**

**Lakes TSA**

**Old Growth Management Areas (OGMA)**

Overlap with:

- First Nations' Values;
- High Value Caribou Habitat;
- High Value Grizzly Bear Habitat;
- Biological Ecosystem Network.

## DELEGATION (CONT'D)

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS Josh Pressey, District Manager, Nadina, Darrell Whelan, Resource Manager, Nadina, Ministry of Forests, Lands and Natural Resource Operations and Jeff Walsh, Forest Protection Assistant, Northwest Fire Centre, Wildfire Management Branch RE: Mid Term Timber (CONT'D)**

### **What MFLNRO Heard**

#### **Minister Decision**

"Sound forest management with incremental changes to land use strategies"

1. Plan for incremental changes through monitoring of landscape level strategies:
  - a. Maximize benefits to all values;
  - b. Monitor the *effectiveness* of land use strategies and *implementation*.
2. Adjusting harvests in some visually sensitive areas:
  - a. In conjunction with fire management planning in urban interface areas.

### **Landscape Fire Management Planning**

Integrating wildfire management objectives into resource management activities: Proactively identifying actions to reduce the threat from wildfire to communities, critical infrastructure, and natural resource values.

### **Fire Management at All Scales**

Fire Smart: Private Land and Property

Community Wildfire Protection Planning

Landscape Fire Management Planning

### **Values: Identifying and Prioritizing**

Priority Theme 1: Human Life and Safety;

Priority Theme 2: Property and Critical Infrastructure;

Priority Theme 3: High Environmental and Cultural Values;

Priority Theme 4: Resource Values.

### **Provincial Strategic Threat Analysis: A Spatial Representation of Fire Threat for British Columbia**

- Historical fire density;
- Spotting impact classification;
- Head fire intensity;
- CFFDRS (Canadian Forest Fire Danger Rating System) fuel typing.

### **Nadina Fire Management Planning Project**

- Identifying and prioritizing wildfire management planning units;
- Creating a landscape fire management planning co-ordination team;
- Identifying wildfire management objectives;
- Designing fire adapted communities and more resilient landscapes;
- Analyzing the degree to which land use constraints may impact pro-active management actions;
- Building partnerships and engaging stakeholders.

### **Partnering with Local Governments in Fire Management Planning**

- Fire smart education;
- Community Wildfire Protection Planning;
- Finding the balance between social values and threat mitigation activities;
- Identifying and prioritizing values for protection;
- Strengthening relationships to deal with natural disasters.

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**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS Josh Pressey, District Manager, Nadina, Darrell Whelan, Resource Manager, Nadina, Ministry of Forests, Lands and Natural Resource Operations and Jeff Walsh, Forest Protection Assistant, Northwest Fire Centre, Wildfire Management Branch RE: Mid Term Timber (CONT'D)**

Mr. Whelan mentioned that the modelling that was completed for the mid-term timber supply forecasts for the Lakes TSA (Timber Supply Area) were based on the current utilization of volume per hectare. Mr. Pressey noted that once new inventory numbers are available for the Lakes TSA they will re-evaluate the mid-term timber supply forecasts.

Discussion took place regarding the shelf life of the Mountain Pine Beetle (MPB) wood. Mr. Pressey explained that the prediction of shelf life for the MPB is 10-15 years. It has now been 15 years and the wood is starting to rot quite quickly now. The shelf life is also impacted by the growing site, if the trees are in a site where there is active growth the trees don't have as long of shelf life than sites that are dryer with a longer growth cycle.

Mr. Walsh stated that they are currently working with local licensees, BC Timber Sales and tenure holders to develop the Nadina Fire Management Planning Project.

Discussion took place regarding the impact of building lodges and infrastructure in remote regions when wildfire events occur. Mr. Pressey explained that the benefits of the new process that has been undertaken by MFLNRO is that all decision making regarding land tenures now sit at the same table.

Director Newell brought forward concerns regarding the cutting, salvaging and burning of wood after a wildfire event. Mr. Pressey noted that a contractor is granted a license to cut with conditions and consideration that include area reforestation needing to be completed. In areas that have been burnt the contractor cuts and salvages the most economical wood and the non-economical wood is usually cut and burnt. Director Miller spoke of the importance of utilizing all possible fibre not just the easily accessible fibre and moving toward a zero waste policy that will assist the mid-term timber supply.

Chair MacDougall thanked Messrs Pressey, Walsh and Whelan for attending the meeting.

**CORRESPONDENCE**

RDBN Letter to the Minister of Forests, Lands and Natural Resource Operations  
RE: Stumpage

Moved by Director Thiessen  
Seconded by Director Lindstrom

F.C.2015-2-3

"That the Forestry Committee receive the following correspondence:

-RDBN Letter to the Minister of Forests, Lands and Natural Resource Operations RE: Stumpage;  
-the Ministry of Forests, Lands and Natural Resource Operations provided to the Omineca Beetle Coalition titled, "Fire Management in BC "Our New Reality".

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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**NEW BUSINESS**

**Future Meeting Discussion**

Chair MacDougall mentioned that Director Fisher has submitted a list of forestry topics that will be brought forward at a future Forestry Meeting. Director Greenaway is also bringing forward information on bioenergy. Chair MacDougall spoke of having a delegation come to a future meeting to discuss licensee opportunities and who and what is being processed.

**Wildfire Stakeholders Meeting**

Gail Chapman, CAO mentioned that in April, 2015 the RDBN is hosting a Wildfire Stakeholders meeting to bring together the Wildfire Management Branch, fire departments and other key stakeholders involved during a wildfire.

**ADJOURNMENT**

Moved by Director Newell  
Seconded by Director Parker

**F.C.2015-2-4**

"That the meeting be adjourned at 2:51 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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Rob MacDougall, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL DIRECTORS COMMITTEE MEETING****Thursday, April 16, 2015**

**PRESENT:** Chair Eileen Benedict

Directors Mark Fisher  
Bill Miller  
Rob Newell  
Mark Parker  
Jerry Petersen

Director Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Hans Berndorff, Financial Administrator  
Jason Llewellyn, Director of Planning  
Wendy Wainwright, Executive Assistant

Others Taylor Bachrach, Town of Smithers  
Darcy Repen, Village of Telkwa

**CALL TO ORDER**

Chair Benedict called the meeting to order at 2:22 p.m.

**SUPPLEMENTARY  
AGENDA & AGENDA**Moved by Director Newell  
Seconded by Director Petersen**RDC.2015-4-1**

"That the Supplementary Agenda be received and dealt with at this meeting; and further, that the Rural Directors Committee Agenda for April 16, 2015 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Rural Directors Committee  
Meeting Minutes  
-March 12 2015**Moved by Director Miller  
Seconded by Director Fisher**RDC.2015-4-2**

"That the minutes of the Rural Directors Committee meeting of March 12, 2015 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## REPORTS

### Requests for Grant in Aid

Moved by Director Miller  
 Seconded by Director Petersen

#### RDC.2015-4-3

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve the following grant in aid applications:

- Grassy Plains Community Hall be given up to \$10,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to cover the cost of booking bands for the Annual Summer Festival;
- Tchesinkut Lake Watershed Society be given \$3,550 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) to purchase equipment to test the water of Tchesinkut Lake. Further, that the Society be requested to provide the results of the water testing to the Regional District;
- Spirit's Mission Rescue Society be given \$1,200 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with a dog and cat spay, neuter and animal wellness clinic at Saik'uz First Nation."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### Spinal Cord Injury BC -Request for Grant in Aid

Moved by Director Fisher  
 Seconded by Director Parker

#### RDC.2015-4-4

"That the Rural Directors Committee receive Spinal Cord Injury BC's Request for Grant in Aid."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to providing support to Spinal Cord Injury BC through the RDBN Grant Writer. A number of grant opportunities have provided funding to improve accessibility and there is a national database of funding opportunities that organizations can be on the contact list for funding initiatives.

### Electoral Area Allocations of Federal Gas Tax Funds -First Quarter 2015

Moved by Director Miller  
 Seconded by Director Petersen

#### RDC.2015-4-5

"That the Rural Directors Committee receive the Finance/Administration Coordinator's April 2, 2015 memo titled "Electoral Area Allocations of Federal Gas Tax Funds – First Quarter 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES**

**REFERRALS (All Directors)**

Land Referral File No. 6408787 Moved by Director Miller  
(Telus Communications Inc.) Seconded by Director Newell  
Electoral Area "B"

RDC.2015-4-6 "That the comment sheet titled "Regional District of Bulkley-Nechako  
Comment Sheet on Crown Land Referral 6408787" be provided to the  
Province as the Regional District's comments on Crown Land Referral  
6408787."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Land Referral File No. 6408791 Moved by Director Miller  
and 6408797 (BC Hydro) Seconded by Director Newell  
Electoral Area "B"

RDC.2015-4-7 "That the comment sheet titled "Regional District of Bulkley-Nechako  
Comment Sheet on Crown Land Referral 6408791 and 6408797" be  
provided to the Province as the Regional District's comments on Crown  
Land Referral 6408791 & 6408797."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Land Referral File No. Moved by Director Petersen  
7409772 Edward Klassen Seconded by Director Parker  
Electoral Area "F"

RDC.2015-4-8 "That the comment sheet titled "Regional District of Bulkley-Nechako  
Comment Sheet on Crown Land Referral 7409772" be provided to the  
Province as the Regional District's comments on Crown Land Referral  
7409772."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**CORRESPONDENCE**

Skeena Regional Cattlemen's Moved by Director Miller  
Association-Letter to Ministry Seconded by Director Fisher  
of Forests, Lands, and Natural  
Resource Operations RE: Elk Herd  
Expansion

RDC.2015-4-9 "That the Rural Directors Committee receive the correspondence titled  
"Skeena Regional Cattlemen's Association – Letter to Ministry of  
Forests, Lands and Natural Resource Operations RE: Elk Herd  
Expansion."

(All/Directors/Majority) CARRIED UNANIMOUSLY



**CORRESPONDENCE (CONT'D)**

Concerns were brought forward regarding the impact and costs associated with migrating Elk to ranch and farm lands in the region. The Elk are also impacting the Francois Lake area.

Discussion took place regarding predator control and ministry staffing to address the issue. The Peace River Regional District has implemented a program to address predator control but concerns were brought forward in regard to current oversight of the program.

Letter to Regional Cattleman's Associations RE: Further Information Regarding Impact of Elk Herds to Farm/Ranch Lands Moved by Director Petersen  
 Seconded by Director Parker

RDC.2015-4-10

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to the Skeena Regional Cattleman's Association and the Nechako Regional Cattleman's Association to request further documentation regarding Elk Herd Expansion in the region; and further, that requests for support be outlined and provided to the Regional District of Bulkley-Nechako."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**SUPPLEMENTARY AGENDA**

**REFERRALS**

Land Referral File No. 6408812 Telus Communications Inc. Electoral Area "G" Moved by Director Newell  
 Seconded by Director Parker

RDC.2015-4-11

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408812" be provided to the Province as the Regional District's comments on Crown Land Referral 6408812."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Mines File No. 13990-04-434 Robert Miller Electoral Area "C" Moved by Director Miller  
 Seconded by Director Fisher

RDC.2015-4-12

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Mines File No. 13990-04-434" be provided to the Province as the Regional District's comments on Mines File No. 13990-04-434 (Miller)."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

### **CORRESPONDENCE**

Ministry of Forests, Lands and Natural Resource Operations  
Letter to Skeena Regional Cattlemen's Association RE: Bulkley Valley Elk Issue  
 Moved by Director Parker  
 Seconded by Director Petersen

RDC.2015-4-13

"That the Rural Directors Committee receive the correspondence from the Ministry of Forests, Lands and Natural Resource Operations to Skeena Regional Cattlemen's Association RE: Bulkley Valley Elk Issue."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **NEW BUSINESS**

BC Broadband Conference 2015 – April 28-29, 2015  
-Richmond, B.C.

Director Newell will be attending the BC Broadband Conference 2015 on April 28-29, 2015 in Richmond, B.C. If Directors wish to have issues or concerns brought forward they can forward them to Director Newell.

### **ADJOURNMENT**

RDC.2015-4-14

Moved by Director Parker  
 Seconded by Director Miller

"That the meeting be adjourned 2:57 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Eileen Benedict, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**RURAL DIRECTORS COMMITTEE MEETING**

**Thursday, March 12, 2015**

**PRESENT:** Chair Eileen Benedict

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

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Hans Berndorff, Financial Administrator  
Janine Dougall, Director of Environmental Services – left at 4:53 p.m.  
Deborah Jones-Middleton, Protective Services Manager – left at 4:53 p.m.  
Maria Sandberg, Planner – arrived at 3:30 p.m.  
Wendy Wainwright, Executive Assistant

Others John Illes, Village of Burns Lake  
Steven Derksen, Area Manager, Burns Lake, ABC Communications – left at 4:00 p.m.  
Falko Kadenbach, Vice President, ABC Communications – left at 4:00 p.m.  
Nicholas Monkman, Burns Lake – arrived at 4:45 p.m.

**CALL TO ORDER**

Chair Benedict called the meeting to order at 3:16 p.m.

**SUPPLEMENTARY AGENDA & AGENDA**

Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2015-3-1

“That the Supplementary Agenda be received and dealt with at this meeting; and further, that the Rural Directors Committee Agenda for March 12, 2015 be approved.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Rural Directors Committee Meeting Minutes -February 12, 2015

Moved by Director Fisher  
Seconded by Director Greenaway

RDC.2015-3-2

“That the minutes of the Rural Directors Committee meeting of February 12, 2015 be received.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **DELEGATION**

### **ABC COMMUNICATIONS – Falko Kadenbach, Vice President, and Steven Derksen, Area Manager, Burns Lake RE: Rural Connectivity**

Chair Benedict welcomed Falko Kadenbach, Vice President and Steven Derksen, Area Manager, Burns Lake, ABC Communications.

Mr. Kadenbach provided a PowerPoint Presentation.

#### **Corporate Overview**

Who ABC is:

- Founded originally as a supplier of office telephone systems in 1989 in Quesnel, B.C.;
- ABC Communications was one of the first companies to offer Internet services in British Columbia in 1994;
- ABC's business has grown Province wide into BC's largest privately held telecommunications solution provider;
- ABC's private network includes over 200 broadband broadcast sites across the Province stretching from the US border through to Northern B.C.;
- ABC's fibre backbone links 32 cities to network centres in Prince George and Vancouver.

#### **Strategic Partners**

- **TELUS**
  - o Long-standing partnership;
  - o ADSL, M2M, Fibre;
- **Province of B.C.**
  - o Corporate connectivity services;
- **Network BC**
  - o Bridging the digital divide;
- All Nations Trust Company;
- Regional Districts and First Nations Communities across B.C.;

Partnerships are a vital component to realizing common goals.

#### **ABC Communications**

##### **VOICE LINK - TELECOM Services**

- VOIP Voice Over Internet Protocol;
- Mobile Unified Messaging;
- Private Instant Messaging;
- Find-Me Follow-Me;
- Hotel / Motel Solutions.

##### **MOBILE Link – Business Cellular Services**

- Cell phones;
- Telus Optik TV;
- Machine 2 Machine.

##### **NET Link – Internet, Anywhere!**

- Dial Up & ADSL;
- Fixed Wireless & LTE;
- Bonded Internet;
- Fibre Optic Access;
- Network Support & Repair;
- Routing and Firewalls;
- Wide Area Network Infrastructure.

##### **WEB Link – All Inclusive Web Sites!**

- Web Design;
- Website Hosting;
- E-Commerce;
- Domain Name Registration.

## **DELEGATION (CONT'D)**

### **ABC COMMUNICATIONS – Falko Kadenbach, Vice President, and Steven Derksen, Area Manager, Burns Lake RE: Rural Connectivity (CONT'D)**

#### **ABC Offices**

- Burns Lake;
- Prince George;
- Quesnel;
- 100 Mile House;
- Kelowna;
- Penticton;
- Vancouver.

#### **New Broadband Standards**

The CRTC recognizes that a well-developed broadband infrastructure is essential to help Canadians participate in the digital economy. As a result, the CRTC has set a target speed for broadband Internet access across Canada (Telecom Regulatory Policy CRTC 2011-291). By the end of 2015, the CRTC expects all Canadians to have access to broadband speeds of at least

- **5 Mbps for downloads** (data that consumers are receiving from the Internet, including files, web sites, pictures, music, and movies)
- **1 Mbps for uploads** (data that consumers are sending to the Internet).

#### **Telecom Regulatory Policy CRTC 2011-291**

*In Telecom Regulatory Policy 2011-291\* the Commission recognized that Internet access service is an increasingly important means of communication. The Commission was of the view that it would be in the public interest to establish universal target speeds for broadband Internet access in order to ensure that all Canadians, particularly those in rural and remote areas, could benefit from a greater level of broadband connectivity. In that decision, the Commission established target speeds of 5 Mbps downstream and 1 Mbps upstream. These speeds should be available to all Canadians, through a variety of technologies, by the end of 2015. Further, the Commission noted that it would gather information from Internet service providers (ISPs) in order to monitor progress towards reaching these target speeds.*

\* <http://www.crtc.gc.ca/eng/publications/reports/broadband/bbreport1111.htm#a1>

#### **Digital Canada 150 Connecting Canadians**

##### **ABC Communications Digital Canada 150 Connecting Canadians**

ABC Communications submitted an application towards Industry Canada's Digital Canada 150 Connecting Canadians program on January 9<sup>th</sup> 2015.

More information about the program can be found at:

[http://www.ic.gc.ca/eic/site/028.nsf/eng/h\\_00587.html](http://www.ic.gc.ca/eic/site/028.nsf/eng/h_00587.html)

In ABC Communications' submission to the Digital Canada 150 Connecting Canadians Program, ABC included multiple eligible projects that fall within the Regional District of Bulkley-Nechako

- Complete network upgrades throughout the RDBN;
- Sinkut & Fraser Mountain LTE upgrades;
- Cluculz Lake, Tache & Yekooche upgrades;

#### **Digital Canada 150 – Funding Eligibility**

Under the Digital Canada 150 Connecting Canadians Program, Industry Canada will provide 50% funding for all eligible project costs and up to 75% funding for 100% Aboriginal coverage.

ABC is eligible for a total of 55% funding provincially based on the Aboriginal Coverage provided within the project scope.

The current funding contribution in percentages:

- Industry Canada Funding 55%;
- ABC Communications Funding 45%.

## **DELEGATION (CONT'D)**

### **ABC COMMUNICATIONS – Falko Kadenbach, Vice President, and Steven Derksen, Area Manager, Burns Lake RE: Rural Connectivity (CONT'D)**

Mr. Kadenbach spoke of forming a BC Broadband Association sub-committee with other ISP's in order to collaborate in submitting conflict free applications to Industry Canada. Discussion took place regarding coverage in areas where an ISP is already in existence but does not fully cover the area.

Discussion took place regarding the options that ABC Communications can provide in comparison to TELUS. The upgrades that ABC Communications is planning to complete will provide 10 Mbps down. The average download speeds and the capabilities of those speeds were discussed. Charging for the usage of internet service similar to a utility such as BC Hydro was brought forward for discussion.

#### **Project Details**

##### **Fraser Mountain LTE**

- Estimated population coverage – 1098;
- Estimated underserved households – 479;
- Projected build year – 2015/16;
- Project Budget - \$154,229.

##### **Sinkut Mountain LTE**

- Estimated population coverage – 11,290;
- Estimated underserved households – 2131;
- Projected build year – 2016/17;
- Project Budget - \$93,996.

##### **Ciuculz Lake LTE**

- Estimated population coverage – 551;
- Estimated underserved households – 324;
- Projected build year – 2015-2017;
- Project Budget - \$205,015.

##### **Burns Lake and Surrounding Area**

- Estimated population coverage – 5281;
- Estimated underserved households – 1175;
- Projected build year – 2015-2018;
- Project Budget - \$592,478.

##### **Fort St James, Tache & Yekooche**

- Estimated population coverage – 499;
- Estimated underserved households – 138;
- Projected build year – 2016-2018;
- Project Budget - \$414,697.

#### **4G & LTE Technology**

##### **4G WiMAX (Worldwide Interoperability for Microwave Access)**

- Operates in ABC's licensed 3.5 GHz band;
- Exceptional coverage;
- Increased capacity;
- Improved indoor signal penetration;
- Interference immunity.

##### **LTE (Long Term Evolution)**

LTE is a wireless broadband technology that provides significantly increased peak data rates, with the potential for download speeds of up to 100 Mbps and upload speeds of up to 30 Mbps, reduced latency, which provides significantly faster data rates for both downloading and uploading with exceptional coverage.

Chair Benedict thanked Mr. Kadenbach for attending the meeting.

## REPORTS

Discussion Regarding Cost of Implementing the "British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook" Regulations Moved by Director Miller  
 Seconded by Director Greenaway

RDC.2015-3-3

"That the Rural Directors Committee receive the Protective Services Manager's March 2, 2015 memo titled "Discussion regarding Cost of Implementing the "British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook" Regulations."

Opposed: Director Miller                      CARRIED

(All/Directors/Majority)

Hans Berndorff, Financial Administrator provided an overview of the Rural Fire Protection Services Taxation Capacity. Discussion took place regarding public sentiment for rural fire departments, fire protection and the costs associated. Director Petersen referenced the unsuccessful referendum that was held at Cluculz Lake regarding the increase to taxation for rural fire protection.

The RDBN in the past has strongly lobbied the province in regard to the direction in which the province was moving regarding rural fire departments. The province has developed the "British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook" but costs associated with implementation of the Playbook needs to be applied to the service areas wherein there is a rural fire department. Implementing the Playbook is to commence immediately with the expected timeline for full implementation being potentially one to two years. A resolution from the RDBN Board of Directors has been forwarded to the North Central Local Government Association Convention for May 6-8, 2015 in Prince George, B.C. regarding funding to implement the Playbook. The Playbook has been forwarded to the fire departments within the RDBN.

Discussion took place regarding the definition for Authority Having Jurisdiction (AHJ) and the roles and responsibilities outlined in the Playbook in regard to the AHJ. Downloading from the provincial government to local government in regard to fire departments was discussed.

At the November 20, 2014 RDBN Board Meeting the RDBN Board of Directors approved the Exterior Operations service level for the rural fire departments within the RDBN jurisdictional boundaries. Discussion took place regarding the scope of the Playbook and reasons for implementation. The Playbook provides a minimum training standard that will assist fire fighters in providing an effective and safe level of service.

Concerns were brought forward regarding the lack of volunteers for volunteer fire departments and the qualifications and requirements for volunteers.

**REPORTS (CONT'D)**

The need to have further discussion with rural fire departments in the RDBN was discussed.

Mr. Berndorff, noted that the *Local Government Act* outlines that a service can only be funded through taxation by residents of that service area and not those residents living outside a service area. Discussion took place regarding the *Local Government Act* allowing for a 25% tax increase every five years if required to adjust for changing economies.

Discussion took place regarding the ability for fire departments to withdraw service and the process that may be involved.

Moved by Director Newell  
 Seconded by Director Petersen

RDC.2015-3-4

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to meet with rural fire departments to discuss options in regard to operations of rural fire departments within the Regional District of Bulkley-Nechako."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Requests for Grant in Aid

Moved by Director Fisher  
 Seconded by Director Parker

RDC.2015-3-5

"That the Rural Directors Committee receive the following grant in aid applications:

- Yellowhead West 4-H Regional Council from Electoral Areas "A" (Smithers Rural), "B" (Burns Lake Rural), "D" (Fraser Lake Rural), "E", "F" (Vanderhoof Rural);
- Access Smithers from Electoral Area "A" (Smithers Rural) for costs associated with the "Get Benched in a Restful Place" project;
- LDSS Senior Girls Basketball Team from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with representing the Lakes District at the Single A Provincial High School Girls Basketball Championship in Lumby, B.C.;
- Luck Bay Community Association from Electoral Area "C" (Fort St. James Rural) to host an open house;
- Fort St. James 4-H Club from Electoral Area "C" (Fort St. James Rural) to purchase a shade tent for 4-H events;
- Fort St. James Secondary School Ski and Board Team from Electoral Area "C" (Fort St. James Rural) for costs associated with Provincial Championships in Revelstoke, B.C.;
- Fraser Lake Elementary Secondary from Electoral Area "D" (Fraser Lake Rural) for the Boys Highschool Curling Provincials and the Boys and Girls Tim Hortons Juvenile Provincials;
- Fraser Lake Minor Hockey Association from Electoral Area "D" (Fraser Lake Rural) for the 2015 Bantam Tier 4 Championship;
- Dry Grad Committee 2015 from Electoral Area "F" (Vanderhoof Rural) for costs associated with Dry Grad Night June 13, 2015;
- Vanderhoof Children's Theatre from Electoral Area "F" (Vanderhoof Rural) for costs associated with traveling to Prince George, B.C. for performances;



**REPORTS (CONT'D)**

**Request for Grant in Aid (CONT'D)**

-Nechako Lake Speedskating Club from Electoral Area "F" (Vanderhoof Rural) for costs associated with hosting the BC Short Track Speedskating Provincials and Regionals."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Request for Grant in Aid  
-Yellowhead West 4-H  
Regional Council**

Moved by Director Miller  
Seconded by Director Parker

RDC.2015-3-6

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve the following grant in aid application:

-Yellowhead West 4-H Regional Council be given \$720 grant in aid monies from Electoral Area "A" (Smithers Rural), \$730 grant in aid monies from Electoral Area "B" (Burns Lake Rural), \$730 grant in aid monies from Electoral Area "D" (Fraser Lake Rural), \$500 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural), \$720 grant in aid monies from Electoral Area "F" (Vanderhoof Rural), \$200 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with the 2015 Yellowhead West Junior Camp."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Requests for Grant in Aid**

Moved by Director Greenaway  
Seconded by Director Fisher

RDC.2015-3-7

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve the following grant in aid applications:

- Access Smithers be given \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the "Get Benched in a Restful Place" project;
- LDSS Senior Girls Basketball Team be given \$500 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with representing the Lakes District at the Single A Provincial High School Girls Basketball Championship in Lumby, B.C.;
- Luck Bay Community Association be given \$300 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to host an open house;
- Fort St. James 4-H Club be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to purchase a shade tent for 4-H events;
- Fort St. James Secondary School Ski and Board Team be given \$2000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with Provincial Championships in Revelstoke, B.C.;
- Fraser Lake Elementary Secondary School be given \$2,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the Boys Highschool Curling Provincials and the Boys and Girls Tim Hortons Juvenile Provincials;

**REPORTS (CONT'D)**

**Request for Grant in Aid (CONT'D)**

- Fraser Lake Minor Hockey Association be given \$2,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the 2015 Bantam Tier 4 Championship;
- Dry Grad Committee 2015 be given \$1,500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with Dry Grad Night June 13, 2015;
- Vanderhoof Children's Theatre be given \$4,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with traveling to Prince George, B.C. for performances;
- Nechako Lake Speedskating Club be given \$500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with hosting the BC Short Track Speedskating Provincials and Regionals."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Revised Bylaw No.1729 RDBN  
 Bylaw to Establish Rules for  
 the Provision of Fire Protection  
 in the RDBN Established  
 Rural Fire Protection Areas

Moved by Director Miller  
 Seconded by Director Greenaway

RDC.2015-3-8

1. "That the Rural Directors Committee receive the Protective Services Manger's February 26, 2015 memo regarding the amended "Bylaw No. 1729 Regional District of Bulkley-Nechako Bylaw to Establish Rules for the Provision of Fire Protection in the Regional District of Bulkley-Nechako Established Rural Fire Protection Areas."

2. That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors give three readings and adoption to Bylaw No. 1729 Regional District of Bulkley-Nechako Bylaw to Establish Rules for the Provision of Fire Protection in the Regional District of Bulkley-Nechako Established Rural Fire Protection Areas."

Opposed: Director Petersen **CARRIED**

(All/Directors/Majority)

BC Fire Training Officers  
 Association Training  
 and Evaluation Program

Moved by Director Fisher  
 Seconded by Director Miller

RDC.2015-3-9

1. "That the Rural Directors Committee receive the Protective Services Manager's March 2, 2015 memo titled "BC Fire Training Officers Association Training and Evaluation Program."

2. That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize staff to use the BC Fire Training Officers Association Training and Evaluation Program as the training material for all rural fire departments."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REPORTS (CONT'D)**

NWIPC Funding for 2015

Moved by Director Petersen  
 Seconded by Director Greenaway

RDC.2015-3-10

1. "That the Rural Directors Committee receive the Director of Environmental Services' March 2, 2015 memo titled "NWIPC Funding for 2015" and
2. Further, that the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the 2015 funding contribution to the Northwest Invasive Plant Council (NWIPC) be continued at a value of \$43,000, that the funding be divided equally between each Invasive Plant Management Area (IPMA) and that the distribution of funds be 85% for on-the-ground work and a maximum of 15% for administration."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Access to Affordable High Speed Internet and Cell Coverage (Regional Connectivity)

Moved by Director Greenaway  
 Seconded by Director Newell

RDC.2015-3-11

"That the Rural Directors Committee receive the Chief Administrative Officers March 3, 2015 memo titled "Access to Affordable High Speed Internet and Cell Coverage (Regional Connectivity)"; and further, that the memo be brought forward to a future Rural Directors Committee Meeting for further discussion."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES**

**REFERRALS (All Directors)**

Land Referral File No. 6408793 Smithers Snowmobile Club Electoral Area "A"

Moved by Director Fisher  
 Seconded by Director Miller

RDC.2015-3-12

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral. 6408793" be provided to the Province as the Regional District's comments on Crown Land Referral 6408793."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**CORRESPONDENCE**

BC Broadband Conference 2015 -- April 28-29, 2015 -Richmond, B.C.

Moved by Director Miller  
 Seconded by Director Greenaway

RDC.2015-3-13

"That the Rural Directors Committee receive the correspondence titled "BC Broadband Conference 2015 on April 28-29, 2015 in Richmond, B.C.; and further, that the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize the attendance of Director Newell at said conference."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

**DEVELOPMENT SERVICES**

**REFERRALS (All Directors)**

Land Referral File No. 6408800 Moved by Director Fisher  
& 6408801 Corporation of the Seconded by Director Greenaway  
Village of Telkwa Electoral  
Area "A"

RDC.2015-3-14 "That the comment sheet titled "Regional District of Bulkley-Nechako  
Comment Sheet on Crown Land Referral. 6408800 & 6408801" be  
provided to the Province as the Regional District's comments on Crown  
Land Referral 6408800 & 6408801."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**CORRESPONDENCE**

ABC Communications - Burns Moved by Director Greenaway  
Lake Broadband - Project Seconded by Director Parker  
Summary

RDC.2015-3-15 "That the Rural Directors Committee receive the correspondence titled  
"ABC Communications – Burns Lake Broadband – Project Summary."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director Greenaway

RDC.2015-3-16 "That the meeting be adjourned 4:59 p.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

---

Eileen Benedict, Chair

---

Wendy Wainwright, Executive Assistant



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chairperson Miller and Board of Directors**

**FROM: Wendy Wainwright, Executive Assistant**

**DATE: April 22, 2015**

**SUBJECT: Committee Meeting Recommendations  
– April 16, 2015**

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Following are recommendations from the March 12, 2015 Committee meetings for the Regional Board's consideration and approval.

**Committee of the Whole – April 16, 2015**

**Recommendation 1:**

**Re: Write a Letter RE: Condition of Colleymount Rd.**

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Ministry of Transportation and Infrastructure regarding the need to allocate funding for safety upgrades to Colleymount Rd.; and further, that the letter be forwarded to WorksafeBC, John Rustad, MLA Nechako Lakes and Lakes District Maintenance (LDM).”

**Rural Directors Committee – April 16, 2015**

**Recommendation 2:**

**Re: Requests for Grant in Aid**

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

- Grassy Plains Community Hall be given up to \$10,000 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) to cover the cost of booking bands for the Annual Summer Festival;
- Tchesinkut Lake Watershed Society be given \$3,550 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) to purchase equipment to test the water of Tchesinkut Lake. Further, that the Society be requested to provide the results of the water testing to the Regional District;
- Spirit's Mission Rescue Society be given \$1,200 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for costs associated with a dog and cat spay, neuter and animal wellness clinic at Saik'uz First Nation.”

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**Recommendation 3:**

**Re: Letter to Regional Cattleman's Association RE: Further Information Regarding Impact of Elk Herd to Farm/Ranch Lands**

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Skeena Regional Cattlemen's Association and the Nechako Regional Cattleman's Association to request further documentation regarding Elk Herd Expansion in the region; and further, that requests for support be outlined and provided to the Regional District of Bulkley-Nechako."

**RECOMMENDATION:**

**(ALL/DIRECTORS/MAJORITY)**

Recommendations 1 through 3 as written.

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

**TO:** Chair Miller & Regional Board of Directors  
**FROM:** Gail Chapman, Chief Administrative Officer  
**DATE:** April 23, 2015  
**SUBJECT:** Chinook Community Forest Licence Application

---

Please find attached, hereto, the following documentation regarding the above-captioned matter:

1. Chinook Community Forest License Application;
2. Chinook Community Forest Management Plan.

At this time, authorization from the Regional Board to execute both the Forest License Application and the Management Plan is being sought in order to move the initiative forward. The signing deadline is April 30, 2015.

The maps which accompany the documents are very large, therefore, will be available for viewing at the Board meeting together with portions of the documents that may not have copied well.

The Regional District continues to work toward finalization of all other documentation required to effect the community forest.

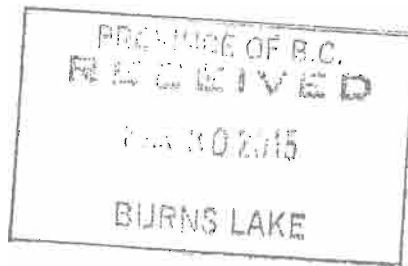
**RECOMMENDATION:** **(ALL/DIRECTORS/MAJORITY)**

“That the Regional Board of the Regional District of Bulkley-Nechako approve execution of the Chinook Community Forest License Application and the Chinook Community Forest Management Plan.”



# Chinook Community Forest Limited: Community Forest License #K4R Application Package

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Submission Date: March 30<sup>th</sup>, 2015

Prepared for the Chinook Community Forest Limited  
By  
Babine Forest Products Limited



**Letter of Introduction**

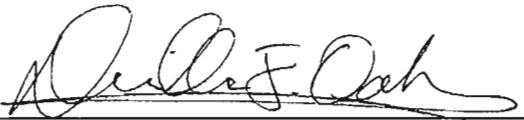
March 30<sup>th</sup>, 2015

The following documentation is the application package as per the January 8<sup>th</sup>, 2015 invitation letter from the Ministry of Forests, Lands and Natural Resource Operations (FLNRO) to apply for the identified #K4R Chinook Community Forest Agreement area in the Lakes Timber Supply Area. The invitation included Burns Lake Bane, Lake Babine Nation, Cheslatta Carrier Nation, Nee Tye Buhn First Nation, Skin Tye Nation, Wet'suwet'en First Nation, the Village of Burns Lake, Regional District of Bulkley-Nechako (Area B) and Regional District of Bulkley-Nechako (Area E). The parties that have accepted the formal invitation will form the Chinook Community Forest Limited (Chinook).

Chinook accepts the provisions stated in the invitation to apply for a CFA. The details of these provisions and how they are addressed or a plan to address them can be found in Chinook's Management Plan under Section 1.0, District Documentation.

Chinook has received strong support from the First Nations groups and the community to proceed with the CFA. Therefore Chinook requests that FLNRO approve the agreement this spring so that we may start the review and consultation process for the Forest Stewardship Plan and begin operation in late 2015. Chinook looks forward to your reply.

Sincerely,

  
A handwritten signature in black ink, appearing to read 'Daniella Oake', is written over a horizontal line.

Daniella Oake

### Applicants' Signatures

<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <p></p> <hr/> <p><b>Signature</b></p> <p><u>Luke Strimbold</u></p> <hr/> <p><b>Print Name</b></p> <p><u>Village of Burns Lake</u></p> <hr/> <p><b>Organization</b></p>	<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <p></p> <hr/> <p><b>Signature</b></p> <p><u>Cody Row</u></p> <hr/> <p><b>Print Name</b></p> <p><u>Deputy Chief Neetao am Inind</u></p> <hr/> <p><b>Organization</b></p>
<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <p></p> <hr/> <p><b>Signature</b></p> <p><u>Richard Peters</u></p> <hr/> <p><b>Print Name</b></p> <p><u>Chesatta Carrier Nabion</u></p> <hr/> <p><b>Organization</b></p>	<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <p></p> <hr/> <p><b>Signature</b></p> <p><u>RENE SAW</u></p> <hr/> <p><b>Print Name</b></p> <p><u>SKIN TREE FIRST NATION</u></p> <hr/> <p><b>Organization</b></p>

<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <hr/> <p><b>Signature</b></p> <hr/> <p><b>Print Name</b></p> <hr/> <p><b>Organization</b></p>	<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <hr/> <p><b>Signature</b></p> <hr/> <p><b>Print Name</b></p> <hr/> <p><b>Organization</b></p>
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<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p>	<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p>
<hr/> <p><b>Signature</b></p>	<hr/> <p><b>Signature</b></p>
<hr/> <p><b>Print Name</b></p>	<hr/> <p><b>Print Name</b></p>
<hr/> <p><b>Organization</b></p>	<hr/> <p><b>Organization</b></p>

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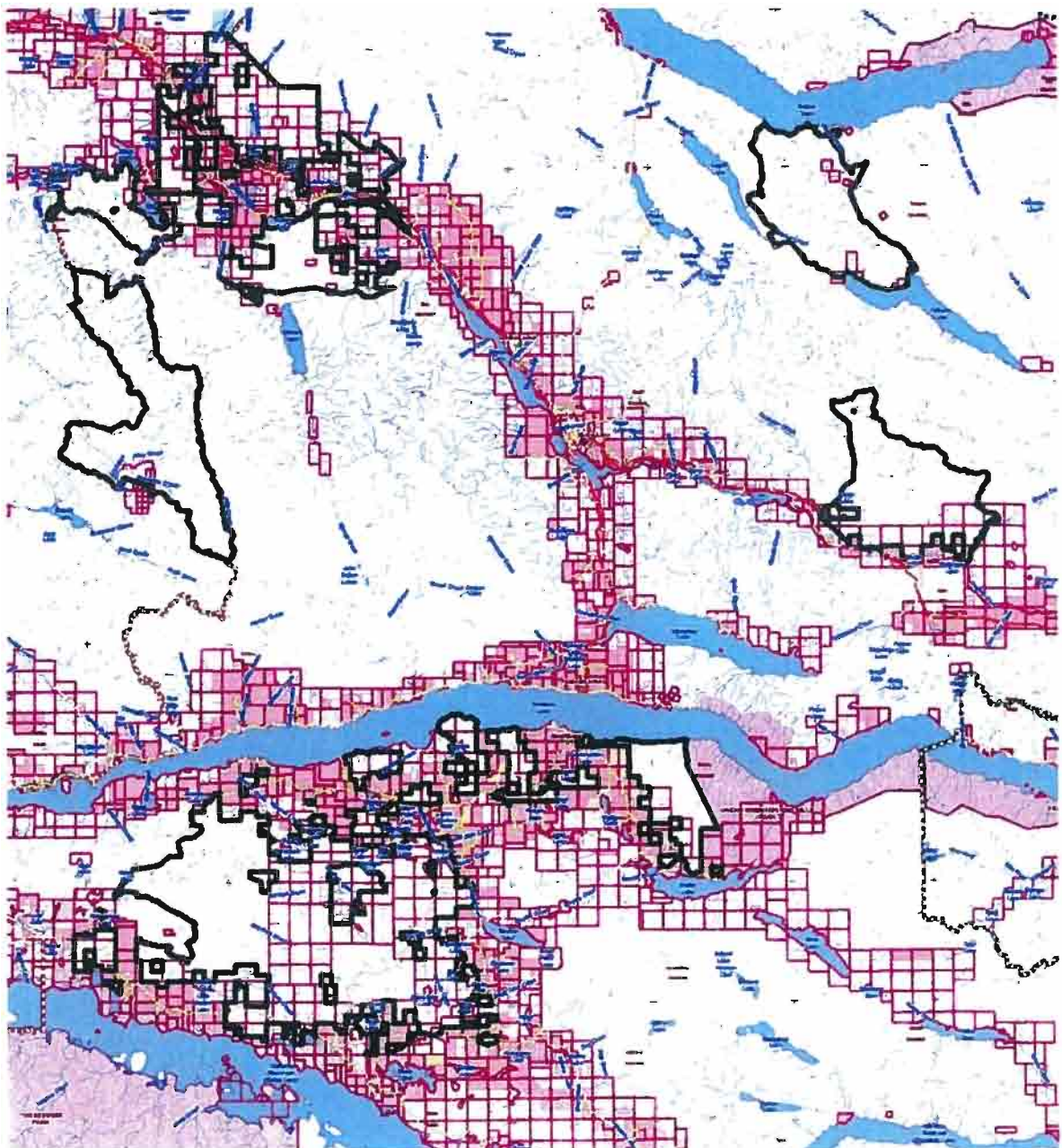
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### Executive Summary

This application lays out how Chinook will move forward with forest management and governance for the Chinook CFA.

The initial offer for the CFA was made in September 2012 with the fruition of the CFA invitation in January of 2015. Over the past 2.5 years there have been many discussions on area selection and management objectives, which has lead to the current proposed area and offer to apply to the exhibit A area outlined in black below in figure 1.

Figure 1 - Exhibit A Proposed Chinook Gross Area




The general management intent for Chinook is timber objectives by utilizing the dead mountain pine beetle killed fiber efficiently. Chinook accepts FLNRO's timber supply analysis that states the annual allowable cut (AAC) of 150,000m<sup>3</sup> per year for the first three years and an AAC of 65,000m<sup>3</sup> per year for the consecutive 2 years. Chinook will commit to doing an analysis in the first

The management plan is a broad planning document which states resource management, objectives, goals and strategies for values on the land base. The plan will be the guiding and commitments document for forest management and values within the CFA. The management plan outlines guiding principles and goals of the CFA, information about the CFA area and addresses the requirements set out in the invitation letter as well as legal objectives required for any forest activities within the CFA. Chinook will be consistent with key legislation such as the *Forest and Range Practices Act* (FRPA) and the *Forest Planning and Practices Regulation* (FPPR).

Chinook has prepared a Business Plan which sets objectives, indentifying risk, determines revenues for the stakeholders and outlines the governance structure, conduct and policies.

## District Documentation

The following is the January 8<sup>th</sup>, 2015 letter of invitation that confirms the proposed CFA areas is suitable and is consistent with the annual allowable cut allocated for the agreement.

		Ministry of Forests, Lands and Natural Resource Operations	
<p>File: 19460-25 K4R</p>			
<p>January 8, 2015</p>			
Chief Dan George Burns Lake Band Box 9000 Burns Lake, BC V0J 1E0		Chief Wilf Adam Lake Babine Nation Box 879 Burns Lake, BC V0J 1E0	
Chief Richard Peters Cheslatta Carrier Nation Box 909 Burns Lake, BC V0J 1E0		Mayor Luke Strimbold Village of Burns Lake Box 570 Burns Lake, BC V0J 1E0	
Chief Raymond Morris Nee Tuh Buhn First Nation 47805 Olson Road Burns Lake, BC V0J 1E4		Bill Miller Regional District of Bulkley-Nechako (Area B) Box 820 Burns Lake, BC V0J 1E0	
Chief Rene Skin Skin Tyee Nation Box 131 Southbank, BC V0J 2P0		Eileen Benedict Regional District of Bulkley-Nechako (Area E) Box 820 Burns Lake, BC V0J 1E0	
Chief Karen Ogen Wet'suwet'en First Nation Box 760 Burns Lake, BC V0J 1E0			
<p>Dear Chiefs, Directors, and Mayor:</p>			
<p>This letter serves as your formal invitation to apply for Community Forest Agreement K4R (Chinook Community Forest).</p>			
<p>You must submit two copies of your application, which must be received no later than March 30, 2015. If substantial progress can be demonstrated on your application, I may consider an extension of this date. Please deliver your application package to the Nadina Natural Resource District Office at the following address:</p>			
Ministry of Forests, Lands and Natural Resource Operations	Skeena Natural Resource Region	Mailing Address: PO Box 5000 - 3726 Alford Ave. SASITHERS BC V0J 2S4	Telephone: (250) 847-7260 Facsimile: (250) 847-7556



**Chinook Community Forest Proponents**

**Ministry of Forests, Lands and Natural Resource Operations  
Nadina Natural Resource District  
183 Highway 16 West  
Box 999  
Burns Lake, BC V0J 1E0**

Attached to this letter is a map entitled "Exhibit A CFA #K4D", which shows the legal boundaries of your future Community Forest Agreement. The coloured map entitled "Chinook Community Forest Tenure Area" is for reference and display purposes only, and has no legal bearing.

Your application package should be in the form described in the provincial document entitled "Community Forest Agreement (CFA) Application Requirements", which is also attached. Please pay careful attention to the management plan requirement listed in section 8.2.

For the purpose of section 8.2 (e) and (f):

At your option, your management plan can include a detailed analysis describing the inventory and growth and yield conditions found in your new community forest agreement, and propose an Annual Allowable Cut (AAC) for ten years. This process is in the industry termed a "Forest Analysis Data Package" and a "Forest Analysis Timber Supply Review". If you wish to defer this option for a period of five years, your Community Forest Management Plan must state that your AAC will be 150,000 cubic meters (m<sup>3</sup>) per year for a period of three years, followed by an AAC of 65,000 m<sup>3</sup>/year for a period of two years. Before the end of the five year period, you must have completed the data package and analysis report so as to provide information for a decision maker to set your new AAC.

In addition to the requirements set out in the provincial package (please also refer to the legislation and attached sample license document), because of the size and scope of the Chinook Community Forest, the following items must be included in your application package:

1. A statement confirming that the tenure holder will be managing all the roads within the CFA area under road permit, and will continue to provide the public with safe and easy access to its tenure area.
2. For all recreation sites within the CFA area, a plan and a commitment pertaining to how the tenure holder will develop and maintain these sites and encourage other recreational use with the CFA area.
3. For all areas within five km of private residences or public buildings and infrastructure, a plan that addresses and minimizes the wildfire risk to these assets.
4. A commitment to monitor the growth and yield of trees and forests within the tenure area, and a plan on how the licensee plans to carry out this task.
5. A commitment to collaborate with the appropriate provincial government ministry to ensure that sufficient habitat is available to support key wildlife and that wildlife populations within the tenure area are appropriately monitored.

**Chinook Community Forest Proponents**

6. A commitment to reach and maintain forest certification within five years of the effective date of the tenure agreement.

For the purpose of Attachment B to the application requirements, I am satisfied that the area selected by the district manager is appropriate, and that the analysis completed by Forest Analysis and Inventory Branch illustrated that this area will support:

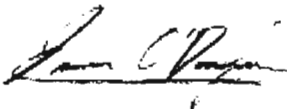
- (a) An AAC that will mirror the Lakes Timber Supply Area AAC over time, and  
(b) the initial harvest level until 2017.

The analysis was conducted using the assumptions that were used in the last published AAC determination rationale for the Lakes Timber Supply Area.

If you have any questions concerning your application please contact Josh Pressey, District Manager, Nadina Natural Resource District, at 250-692-2200.

I wish you luck in your new Community Forest Agreement.

Sincerely,



Eamon O'Donoghue  
Regional Executive Director, Skeena Region  
Ministry of Forests, Lands and Natural Resource Operations

pc: Josh Pressey, District Manager, Nadina Natural Resource District

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## Legal Entity

Chinook's will be a for-profit entity and its official legal name will be **Chinook Community Forest Limited**. Chinook is currently in the process of completing its incorporation and registration of a legal entity. The documents will be provided to FLNRO prior to the issuance of the license.

## **CFA Area Overview**

See Chinook Management Plan in Appendix A, section 2.0 Area Overview and Description.

**Management Plan**

See attached Chinook Management Plan in Appendix A.

## **Community Awareness, Support and Involvement**

Chinook's proposed board is comprised of six First Nations groups (Cheslatta Carrier Nation, Lake Babine Nation, Burns Lake Band, Wet'suwet'en First Nation, Nee Tahi Buhn Band and Skin Tyee Nation), the Village of Burns Lake and the Regional District of Bulkley-Nechako. These eight groups are good representation of a broad range of the communities in the area. The following are some of the letters of support provided to date. Lake Babine Nation and Wet'suwet'en First Nation have given written confirmation that they support Chinook and that a support letter from each of them will be sent prior to the issuance of the license.

## Support Letters



**CHESLATTA CARRIER NATION**  
 Box 909 Burns Lake, B.C. V0J 1E0  
 Phone: 250.694.3334 : Fax: 250.694.3632

March 20, 2015

**Cheslatta Carrier Nation Support for Chinook Community Forest**

To whom it may concern,

This letter is to communicate to the Ministry of Forests, Lands, and Natural Resources the significance of Cheslatta Carrier Nation's business partnership with the Chinook Community Forest.

This letter is to express our firm support for the formation of the Chinook Community Forest. We believe that working with the other 5 local First Nations, as well as the Local Governments, this project will provide many benefits to our Communities. It will help support the ongoing operations of our local Mills and enhance our social, economic and environmental well being.

Cheslatta Carrier Nation's participation with Chinook will provide many direct benefits for our people, including significant revenue from the provision and operations of the Licence. The Licence will present our people with steady employment and contracts for the small businesses that our community has already established, or will create in the future.

On behalf of my people, we are excited about the great opportunities provided by the Chinook Community Forest.

Sincerely,

Chief Richard Peters  
 Cheslatta Carrier Nation

Councillor Hazel Burt  
 Cheslatta Carrier Nation

Councillor Ted Jack  
 Cheslatta Carrier Nation



**NEE TAHI BUHN BAND**

47805 Olson Rd  
Burns Lake, BC V0J 1E4  
(250) 694-3494  
(250) 694-3492

Ministry of Forests, Lands, and Natural Resource Operations  
Bag 5000  
Smithers BC  
V0J 2N0

To Whom it May Concern:

Nee Tah Buhn Indian Band wishes to express our support for the formation of the Chinook Community Forest. Chief and Council along with our membership believe that working in collaboration with the other 5 Nations and 2 Local Governments, this project will be of immense benefit to our community.

Nee Tah Buhn is supportive of Chinook Community Forest meeting the necessary requirements stipulated in the letter of offer received from your office on January 8, 2015. Thank you for your time and attention to this application.

Chief Raymond Wapini

Deputy Chief Cody Ried

Councilor Hayley Nielsen

Councilor Charity Morris





**NEE TAHI BUHN BAND**

17005 Highway 41  
Winnipeg, MB R0T 1A4  
204-994-1414  
1501 774 1414

Ministry of Forests, Lands, and Natural Resource Operations  
Bag 5000  
Sudbury, ON  
V0J 2N0

To Whom It May Concern:

Nee Tahi Buhn Indian Band wishes to express our support for the formation of the Chinook Community Forest. Chief and Council along with our membership believe that working in collaboration with the other 5 Nations and 2 Local Governments, this project will be of immense benefit to our community.

Nee Tahi Buhn is supportive of Chinook Community Forest meeting the necessary requirements stipulated in the letter of offer received from your office on January 8, 2015. Thank you for your time and attention to this application.

Chief Raymond Morris

Deputy Chief Cody Reed

Councilor Hayley Nielsen

Councilor Charity Morris



VILLAGE OF  
**BURNS LAKE**

*Living in the Heart of the Mountains*

11/03/2015

**Ministry of Forests, Lands, and Natural Resource Operations  
Bag 5000  
Smithers, BC  
V0J 2N0**

To Whom it May Concern:

**Re: Village of Burns Lake Support for Chinook Community Forest**

On behalf of the Village of Burns Lake I wish to express our firm support for the formation of the Chinook Community Forest. Our Council believes that in collaboration with the First Nations, as well as Local Government, this project will be of immense benefit to our community. We believe that the cooperation amongst the six First Nations and two Local Governments will enhance relationships and provide leadership to enhance our communities' social, economic, and environmental well being.

Additionally, our Council is supportive of Chinook Community Forest meeting the necessary requirements stipulated in the letter of offer received from your office on January 8<sup>th</sup>, 2015. Thank you very much for your time and attention to this application.

Sincerely,

**Luke Strimbold**  
Mayor – Village of Burns Lake



[www.burnslake.ca](http://www.burnslake.ca)

Phone: 250-692-7587  
PO Box 570  
Burns Lake BC V0J 1E0  
[www.burnslake.ca](http://www.burnslake.ca)

**BURNS LAKE BAND**

Bag 9000 Burns Lake, BC V0J 1E0 Ph: 250.692.7717 Fax: 250.692.4214  
Email: blb100@telus.net

March 27, 2015

**Ministry of Forests, Lands, and Natural Resource Operations  
Bag 5000  
Smithers, BC  
V0J 2N0**

To Whom it May Concern:

**Re: Burns Lake Band Support for Chinook Community Forest Management Plan  
& Chinook Community Forest Business Plan**

On behalf of the Burns Lake Band we wish to express our firm support for the formation of the Chinook Community Forest Management Plan & Chinook Community Forest Business Plan. We believe that the cooperation amongst the six First Nations and two Local Governments will enhance relationships and provide leadership to enhance our communities' social, economic, and environmental well-being.

Additionally, our Council is supportive of Chinook Community Forest meeting the necessary requirements stipulated in the letter of offer received from your office on January 8<sup>th</sup>, 2015.

Thank you very much for your time and attention to this application.

Sincerely,

Daniel Cunningham  
Councilor  
Burns Lake Band

**Public Open House**

Chinook also held public open houses in two different locations on March 10<sup>th</sup>, 2015 to give the public the opportunity to provide comments, feedback and ask questions. Advertisements were posted in two of the local papers with the opportunity to send feedback through email even after the open houses were completed (see figure 2 and 3 below).

Figure 2 - Lakes District News Advertisement

6 www.ldnews.net

At: Thursday, March 4, 2015 Lakes District News

**SUPPORT BURNS LAKE. SHOP LOCAL.**

**Community Forest CORNER**

**ComFor Management Services Ltd. Winter Donations Update**

ComFor Management Services Ltd. has contributed to various activities in our community this winter.

- Omweca Ski Club: Spent of the Lakes and Lakes Loppet Events
- Tweedsmuir Park Rod & Gun Club: New Banquet Hall Tables
- Burns Lake Figure Skating Club
- 2015 Canada Winter Torch Relay Presentation
- Burns Lake Snowmobile Club: Cold Smoke Drag Races
- Burns Lake Minor Hockey Midgets team: Provincial Championships

Over \$40,000 was donated for various sports events, parties and events in the Lakes District last year.

For more information contact: ComFor Management Services Ltd. 250-822-1174

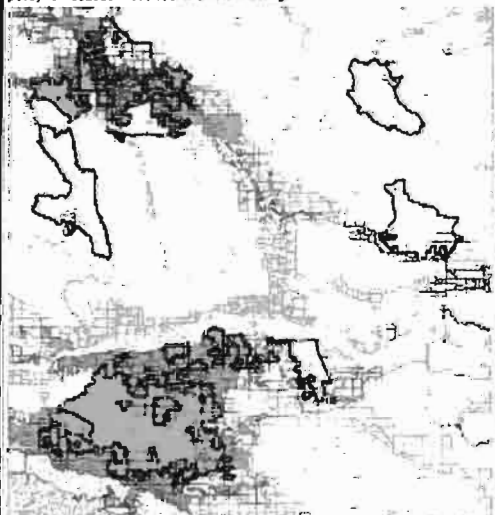


**NOT A FISHERMAN'S TALE**

ComFor has been a 501(c)(3) not-for-profit since 2011. It is not a government agency and does not receive government funding. It is a private, non-profit organization.

**Chinook Community Forest PUBLIC OPEN HOUSE**

The purpose of this open house is to provide the public with the opportunity to provide feedback and ask questions on the proposed Chinook Community Forest Agreement (CFA) with the Lakes Timber Supply Area. There will be opportunities to provide verbal and written feedback and provide an opportunity for feedback received after the meeting.



The event will be held on **Tuesday, March 10, 2015** at the following locations:

**Chester Corner Nation Administration Office** 7:00am - 2:00pm  
1715 Keefe's Landing Road, Southside, 1 km up from the ferry on the right side of road

**Burns Lake Chamber of Commerce Heritage Centre** 4:00pm - 6:00pm  
HWY 16, Burns Lake north of the Chamber Centre

A representative from Chinook will be available to answer any questions, address concerns and provide additional information in regards to the proposed CFA. Comments and input must be submitted to the proposed CFA by the approval and issuance of the Chinook license.

If you have any questions, it would be most helpful to discuss the proposed CFA. We encourage you to contact the Chinook Board of Directors at: chinookcommunityforest.ca

**Wistaria hall is number one**

ROBIN from P.J.

Wistaria Hall is a community center located in Burns Lake, BC. It is a non-profit organization that provides a wide range of services to the community.

The second project determined for the Burns Lake Community Foundation is the Wistaria Hall. The hall is a community center located in Burns Lake, BC. It is a non-profit organization that provides a wide range of services to the community.



RECREATION, EDUCATION, ENVIRONMENT, ARTS, SOCIAL SERVICES

**COMMUNITY MAKES YOU. YOU MAKE YOUR COMMUNITY.**

The Burns Lake and District Community Foundation Society brings together people who care about their community. We are an independent, volunteer-driven, charitable organization and we are one of the partner regional community foundations with Prince George Community Foundation. The Foundation facilitates and supports the community to build permanent endowment funds that support community projects. We provide leadership on issues of local community concern.

**BURNS LAKE AND DISTRICT COMMUNITY FOUNDATION SOCIETY**

The Burns Lake and District Community Foundation Society is a non-profit organization that provides a wide range of services to the community. It is a charitable organization that is dedicated to improving the quality of life in Burns Lake and the surrounding area.

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The Burns Lake and District Community Foundation Society is a non-profit organization that provides a wide range of services to the community. It is a charitable organization that is dedicated to improving the quality of life in Burns Lake and the surrounding area.

**Save Gas. Shop Local.**

Figure 3 - Houston Today News Advertisement

HoustonToday.com March 10, 2015  
NEWS

# Fast internet access a priority

By Jackie Lacour

Special to HoustonToday.com

Health care providers are looking for ways to improve their patient care and reduce costs. One way is through the use of technology.

For example, a new telemedicine service allows doctors to consult with patients remotely.

News from the American Hospital Association says that telemedicine is growing rapidly.

The use of technology in health care is expected to increase significantly in the coming years.

We need to invest in the infrastructure that will support this growth.

That means upgrading our broadband network and ensuring that all communities have access to high-speed internet.

News from the FCC says that the federal government is working to speed up the deployment of broadband.

That includes providing grants to states and localities to help them build out their networks.

It also means encouraging private investment in broadband infrastructure.

Fast internet access is essential for many businesses and services.

Without it, they cannot compete in the global market.

Every community should have access to high-speed internet.

That is a priority for the federal government and many states.

It is also a priority for many local governments.

Let's work together to make sure every community has what it needs to succeed.

# RESCUE Camp

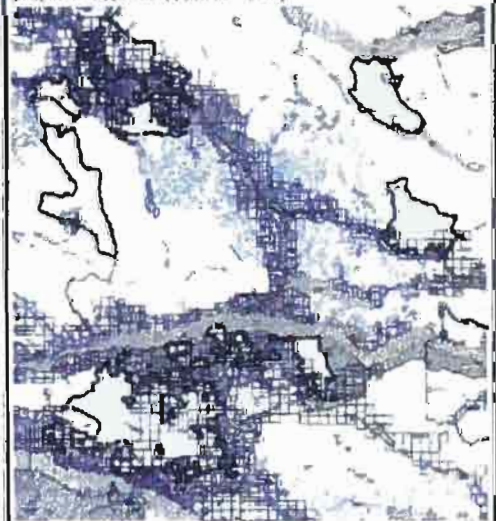
Search and rescue volunteers practice avalanche rescue. Forming a probe into the snow, they found a dummy buried in the snow. It was part of the training at the Houston SAR campout Feb 20 to 21 where volunteers build their own shelters and spend the night alone to empathize with victims.

Photo: K. S. Smith



## Chinook Community Forest PUBLIC OPEN HOUSE

The purpose of this open house is to give the public the opportunity to provide feedback and ask questions on the proposed Chinook Community Forest Agreement (CFA) with the local timber shop (LTS). There will be opportunity to provide input and/or comments to the local timber shop (LTS) for the feedback received after the meeting.



Please join us on Tuesday, March 10, 2015 at the following locations:

**Chaglata Garden-Nation Administration Office** 10:00am - 2:00pm  
1011 Keesee Landing Road, Suite 101, 5014 50th Street, Burnsville, MN 55337

**Burns Lake Chamber of Commerce Heritage Center** 4:00pm - 6:00pm  
1011 Keesee Landing Road, Suite 101, 5014 50th Street, Burnsville, MN 55337

Additional locations may be available as needed. If you have any questions, please contact the local timber shop (LTS) at 763-261-1111. The meeting is open to all interested parties and is free of charge. No registration is required.

If you have any questions or comments, please contact the local timber shop (LTS) at 763-261-1111. The meeting is open to all interested parties and is free of charge. No registration is required.

**TIM**  
**THE GLORY BOYS**

**HOUSTON SATURDAY MARCH 7TH**  
**HOUSTON BAPTIST CHURCH**  
1000 HOUSTON AVENUE, HOUSTON, TX 77002  
EVERYONE WELCOME FOR WHAT YOU CAN  
SUGGESTED CONTRIBUTION \$10.00-20.00  
CALL THE CHURCH AT 713-865-7000 FOR MORE INFO



### Report on the Public Open House

Post-public open house, Chinook collected all comments and feedback received and summarized it in the table 1 below.

Table 1 – Summary of Open House Verbal Comments

Open House Attendees	Comments
Dave Williams (Southside resident)	No comments; was only interested in seeing the area and an overview explanation of what Chinook was planning to do within the proposed area.
Harold Moroski (Logger)	Interested in logging a portion of the volume for Chinook on the Southside. Opportunities for small owner / operators to put in proposals for harvesting volume. Chinook representative explained on the ability for small operators to put in proposals to log the Chinook timber allocation.
Denys Bell (Trapper)	Provided a written letter of comments. Is concerned about timing of harvesting so that he can plan to trap or not trap an area. Needs sufficient notice to be able to provide comments back to the planning foresters. Is concerned that there is now a potential of 5 planning areas within his trapline area (BCTS, Chinook, West Fraser and Burns Lake Band Woodland license). See figure 4 below.
Shawn & Cindy Andersen (Woodlot owners)	Wanted general information on the Chinook area and the plans within the area. Concerned about competition with woodlot owners with new volume coming from such a large community forest. Chinook representative explained that this is not new volume; it is actually a reallocation of BCTS volume within the Lakes TSA.
Garth Schienbein (Lakes Outdoors Recreation Society)	Wanted to know what Chinook’s plans are for recreation sites within the area. Recommended working with LORS to continue to maintain the current established recreation sites. Funding to continue to do the work is critical and LORS already has an established relationship with FLNRO and local contractors who can do the work on each site. LORS is planning to provide a written letter as well.

Each attendee was given a feedback form, contact information and a printed presentation explaining the Chinook organization and what are their management objectives. Chinook will continue to honour and open door policy in receiving future comments.

Figure 4 - Shovel Lake Enterprises Letter and Written Comments

**SHOVEL LAKE ENTERPRISES**  
 1138 TINTAGE ROAD, BURNS LAKE, BC V0J 1E7  
 250 692-3525 shovelake@lakescom.net

**Chinook Community Forest Agreement Proponents**

**March 9, 2015**

**Attention: Approving Forester.**

**Re: Referrals to Trapline TR0605T005**

As a precursor to a Stewardship or other plan being developed for the proposed Chinook Community Forest, I would like to forward to the planners of this new Community Forest licence a copy of what will be a standard request for any landscape development referral to myself on areas overlying my trapline (TR0605T005). These requests are consistent with other licensees referring plans to myself.

My request for referral maps are as follows:

- a. Individual block or road location maps to scale 1:10,000 (approx.)
- b. Overall area map to scale 1:50,000 (approx.) outlining
  - Established road system
  - Previously logged (disturbed) areas
  - Proposal for future landscape disturbance

I have also made reference in my referral information back to licensee planners, of critical timeframes through the year with respect to my operations. I would appreciate your cooperation in having this information forward to the proponents at this time so as to aid them in future planning of their activities.

My request for notification allowances are as follows.

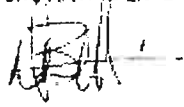
Allowance for comment on:

- a. Forest Stewardship and Operational Planning be no less than 12 months.

Notification of:

- b. Landscape Disturbance (logging, road building)
  - February 2<sup>nd</sup> to September 30<sup>th</sup>: No less than 60 days and no more than 120 days (i.e. if disturbance is commenced February 1<sup>st</sup> I require notification between October 15<sup>th</sup> and December 15<sup>th</sup>)
  - October 1<sup>st</sup> to February 1<sup>st</sup>: no more than 35 days and no less than 7 days' notice (i.e. if disturbance is planned to commence November 15<sup>th</sup>, then I require to be notified between November 1<sup>st</sup> and November 15<sup>th</sup>)

**SHOVELAKE ENTERPRISES**



Denys Bell RFT (ret.)  
 Owner  
 TR0605T005

c.c. Senior Regional Biologist/ Smithers  
 Regional Manager, Ministry of Forests, Lands and Natural Resource Operations,  
 Skeena Region.



## Chinook Community Forest - Feedback/Comments Form

We would like to hear your thoughts, concerns or comments in relation to the newly proposed Chinook Community Forest in the Lakes Timber Supply Area.

Full Name:	SHOVEL LAKE ENTERPRISES / DENYS BELL
Mailing Address:	11376 TINTAGEL ROAD, BURNS LAKE BC.
Email Address:	SHOVELAKE@LAKES.COM.NET
Phone Number(s):	(250) 692-3525

### Feedback/Comments:

1) I WOULD LIKE TO BE NOTIFIED ASAP, IF THE PLANNING FORESTER IS CHANGED FOR THIS LICENCE.

2) I AM CONCERNED WITH RECENT REPORTS, LDNEWS MARCH 18/2015, THAT "HARVESTING AT THE COMMUNITY FOREST SHOULD BEGIN (SO) IN THE 2015/2016 WINTER SEASON" AS THIS IS IN DIRECT CONTRAST TO MY WRITTEN REQUEST FOR "ALLOWANCE FOR COMMENT ON FOREST STEWARDSHIP AND OPERATIONAL PLANNING BE NO LESS THAN 12 MONTHS" (LETTER TO YOU DATED MARCH 4, 2015).

3) I WOULD LIKE TO BE KEPT UPDATED ON RELATIONS WITH OTHER FUTURE OVERLAPPING LICENCE REQUIREMENTS SUCH AS A "FIRST NATIONS WOODLANDS LICENCE" (BURNS LAKE LAND) AND HOW THE CHINOOK COMMUNITY FOREST LICENCE WOULD CO-OPERATE WITH SUCH LICENCE TO ENSURE THE LANDBASE IS DEVELOPED IN A MUTUALLY AGREEABLE AND PROGRESSIVELY CO-OPERATIVE MANNER WITH OTHER LANDBASED USER'S I.E. TRAPPERS & GUIDES

 MARCH 20/2015

\* You can email your comments to the Board of Directors as well: [chinookcomfor@gmail.com](mailto:chinookcomfor@gmail.com)  
March 10<sup>th</sup>, 2015

Other organizations also had the opportunity to review and comment on sections of the management plan that pertained to their expertise area. Comments and input were received from the following organization representatives:

- Comments and discussions on the management of recreation features within the CFA. Incorporated the comments into the management plan received from Recreation Sites and Trails BC, Nadina-Skeena Recreation District.
- Discussions with Lakes Outdoors Recreation Society (LORS).
- Input on wildlife and wildlife habitat from the Resource Manager (Stewardship) & Regional Manager Recreational Fisheries and Wildlife Programs Ministry of Forests, Lands and Natural Resource Operations Skeena Region.

Chinook has considered all of the comments and has incorporated many of them into the management plan.

## **Not for Public Disclosure**

Chinook does not want to have released from disclosure under the Freedom of Information and Protection of Privacy Act the following application information:

- The Business Plan (enclosed in Appendix B envelope).

Furthermore, the log supply agreement between Babine Forest Products Limited and Chinook is still in negotiations and the process for Chinook's incorporation is still ongoing. Once both processes are finalized, the official documents will be provided to FLNRO. Chinook does not want to have either of these documents made public either once submitted to FLNRO.

**APPENDIX A - Management Plan**





## Lake Babine Nation

225 SUS AVENUE  
PO BOX 879  
BURNS LAKE, BC V0J 1E0

TEL: (250) 892-4700  
FAX: (250) 892-4790

01/04/2015

District Manager  
Ministry of Forests, Lands, and Natural Resource Operations  
Bag 5000  
Smithers, BC  
V0J 2N0

Dear Sir,

Re: Lake Babine Support for Chinook Business Plan and Management Plan

On behalf of Lake Babine, I wish to express Lake Babine support for the Chinook Business Plan and Management Plan.

With the collaboration of Burns Lake First Nations and Local Government, this project will be of immense benefit to our community. Over time management of this license will enhance local relationships and the social, economic, and environmental well being of our communities.

Lake Babine Council is also supportive of the Chinook Community Forest meeting the requirements, stipulated in the letter of offer, received from your office on January 8<sup>th</sup>, 2015.

Thank you for your time and attention.

Sincerely,

  
Chief Wilf Adam

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## Appendix C - Chinook Area Calculations Procedures

### Chinook Areas:

Block	Gross	THLB*	SBS (THLB) NDT 3	ESSF (THLB) NDT = 2 Except **	THLB VQO			OGMA (Gross - outside of THLB)	FTA Active Tenure (THLB)	FTA Pending Tenure (THLB)	Mineral (THLB)
					R	PR	M				
1	31,034	14,256	14,255	1	563	2,924	821	1,687	222	136	29
2	8,876	7,492	7,259	233	1,003	2,074	350	790	1,151		
3	11,948	8,051	1,677	6373**		1,644	832	1,570		7	879
4	9,984	7,527	6,882	644		1,296		103	428	95	35
5	68,402	28,946	28,897	49	875	5,614		3,629	260		69

\*THLB based on layer provided by MOF (did not complete netdown myself).

\*\*15ha is ESSFmcp NDT 5.

#### Chinook Area Procedures:

Used data layers provided by MOF:

- Chinook\_units\_2015\_01\_08.shp

-Lakes\_THLB\_2013.shp

To create a general base THLB I dissolved on the field attribute 'THLB\_D' in the THLB layer called this 'Chinook\_THLB' - and was used for all other overlays.

All other values we created by running an intersect between the Chinook THLB layer and the layer of interest (except OGMA overlay as this was done with gross area). This result was then dissolved based on Block ID and whatever attributed we were interested in. The field 'Calc\_ha' was then added to the attribute table and area calculate using 'calculate geometry'.

#### Notes:

BEC layer was downloaded from LRDW in 2013

VQO layer was from after the 2010 updates and the field EVQO\_CD was used, I do not believe there has been any changes since.

The tenures layers are all from the tenure data provided by MOF at the same time as the Chinook data - January 2015.

## Appendix D – DFO Pinkut Creek OIC Best Management Practices



BRITISH  
COLUMBIA

File: OIC #876090

April 16, 2012

### BEST PRACTICES FOR MANAGEMENT ACTIVITIES WITHIN THE PINKUT CREEK ORDER-IN-COUNCIL

Management activities should not result in a detrimental impact upon the fish habitat within the OIC. If any resource use activity is applied for within this OIC area, licensees are requested to comply as a matter of professional reliance in order to support the primary OIC value which is the fisheries resource, including water temperature, water quality, etc.

Send a copy of any proposed permit or development to DFO (now Fisheries and Oceans Canada) as the referral agency for review and comment. Licensees should make efforts to comply with DFO recommendations.

DFO contact: [Patty.Menning@dfo-mpo.gc.ca](mailto:Patty.Menning@dfo-mpo.gc.ca) 250-847-9185 Smithers  
Alternates (cc to): [Joy.Hillier@dfo-mpo.gc.ca](mailto:Joy.Hillier@dfo-mpo.gc.ca) [Brad.Thompson@dfo-mpo.gc.ca](mailto:Brad.Thompson@dfo-mpo.gc.ca)  
[George.Chandler@dfo-mpo.gc.ca](mailto:George.Chandler@dfo-mpo.gc.ca)



#### Forest Harvesting

Within the OIC area the overall goal will be to maintain an amount, type and distribution of forest cover that is sufficient to sustain natural hydrological and fluvial processes by implementing the following practices:

- For S1-S5 streams there should be no removal of vegetative cover permitted within 1.5 times the height of the dominant trees unless there is no practicable alternative.
- In areas where some or all of the forest has been previously altered or harvested, tree height will be estimated based on climax species in adjacent similar sites.
- In areas where some or all of the forest has been previously altered or harvested, recruit functional riparian forest in that reserve zone.
- Harvesting for the purposes of salvage should not be permitted in the reserve areas as these trees are still providing for attributes of fish habitat such as food and litter fall as well as future contribution of LWD.

#### Road Building and Maintenance

Within the OIC area the overall goal will be to maintain high quality aquatic habitat by managing direct sediment input to all water courses by implementing the following practices:

Page 1 of 2

Ministry of Forests, Lands and Natural Resource Operations

Nanaimo District

Location:  
185 Yellowhead Hwy,  
Burns Lake, BC

Mailing Address:  
Box 500  
Burns Lake, BC V3J 1G0

Tel: (250) 692-2310  
Fax: (250) 692-7461

**Pinkut Creek OIC Best Management Practices**

- All existing roads, trails and landings within the OIC should be deactivated, re-contoured and vegetated such that incremental sediment input from all disturbed areas will be minimised or eliminated.
- No new roads or access to be constructed within the OIC unless there is no practicable alternative.

For further questions, please contact Troy Larden, Senior Ecosystem Biologist, Resource Management, Ministry of Forests, Lands and Natural Resource Operations, Skeena Region at (250) 847-7203 or [Troy.Larden@gov.bc.ca](mailto:Troy.Larden@gov.bc.ca).



# Chinook Community Forest Management Plan #K4R

---

Prepared by:

Babine Forest Products Limited

for

Chinook Community Forest Limited

March 30<sup>th</sup>, 2015

## **Introduction**

Under the Forest Act section 43.3(f), Community Forests must submit a Management Plan for review and evaluation. It must be consistent with the requirements of the application and to the satisfaction of the Community Forest organization and the Delegated Decision Maker (DDM).

Under the requirements set out in section 6 of the July 1, 2009 Community Forest Agreement (CFA) application, this management plan is consistent with the CFA offer from the Ministry of Forest, Lands and Natural Resource Operations (FLNRO) and the criteria set out in the CFA agreement application requirements. This document is approved by the Chinook Community Forest steering committee appointed by the Board of Directors.

This management plan sets out the intent of management and activities; however, does not give approval for operations within the Community Forest area. The approval of the Forest Stewardship Plan and issuance of cutting authority for road permits and cutting permits allows the proponent to initiate activities within the area with Site Plans for each cutting authority.

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## **Glossary**

AAC – Allowable Annual Cut

CFA – Community Forest Agreement

GAR - *Government Action Regulation*

HSC – Houston Snowmobile Club

FLNRO – Ministry of Forests, Lands and Natural Resource Operations

FPPR – *Forest Planning and Practices Regulation*

FRPA – *Forest Range and Practices Act*

FSR – Forest Service Roads

FSW – Fisheries Sensitive Watershed

LORS – Lakes Outdoors Recreation Society

LRMP – Land and Resource Management Plan

MPB – Mountain Pine Beetle

OIC – Order in Council

RED – Regional Executive Director

RESULTS - Reporting Silviculture Updates and Land status Tracking System

SRMP – Sustainable Resource Management Plan

THLB – Timber Harvesting Land Base

TSA – Timber Supply Area

UWR – Ungulate Winter Range

VQOs – Visual Quality Objectives

WMB – Wildfire Management Branch

WUI – Wildfire Urban Interface

## 1.0 District Documentation

The Ministry of Forests, Lands and Natural Resource Operations (FLNRO) January 8<sup>th</sup>, 2015 letter of formal invitation to apply for Community Forest Agreement initiated the requirement of this management plan (see Appendix A1). Also included is the Government's commitment letter from September 11<sup>th</sup>, 2012 which outlines securing timber supply to support the rebuild of a facility in Burns Lake (see Appendix A2).

The following Table 1 is the required commitments from the January 8<sup>th</sup> letter and identified the section(s) of the management plan that outlined how the commitments will be met.

*Table 1 - Required Commitments for CFA*

<b>Requirement Commitment</b>	<b>Page and Section of Management Plan</b>
A statement confirming that the tenure holder will be managing all the roads within the CFA area under road permit, and will continue to provide the public with safe and easy access to its tenure area.	<i>Access Management section outlines the commitments to manage roads.</i>
For all recreation sites within the CFA area, a plan and a commitment pertaining to how the tenure holder will develop and maintain these sites and encourage other recreational use with the CFA area.	<i>Commitment made in resource management goals section. See Recreation section under Non-Timber Values and Objectives.</i>
For all areas within five km of private residences or public buildings and infrastructure, a plan that addresses and minimizes the wildfire risk to these assets.	<i>See Non-Timber Resource Values and Objectives section, Community Wildfire Protection.</i>
A commitment to monitor the growth and yield of trees and forests within the tenure area, and a plan on how the licensee plans to carry out this task.	<i>Set Timber Resources Management Objectives section, Growth and Yield.</i>
A commitment to collaborate with the appropriate provincial government ministry to ensure that sufficient habitat is available to support key wildlife and that wildlife populations within the tenure area are appropriately monitored.	<i>Commitment made in resource management goals section. Also see Fish and Wildlife section 6.8 under Non-Timber Values and Objectives.</i>
A commitment to reach and maintain forest certification within five years of the effective date of the tenure agreement.	<i>Forest Certification section states commitment.</i>



## 2.0 Area Overview and Description

### 2.1 Licence Area

The Chinook CFA area is composed of:

**Table 2 - Chinook Community Forest Area**

Schedule A Land (Private Land)	None
Schedule B Land (Crown Land)	88,806.19 ha
Mapsheet Reference	093L010, 093L019, 093L020, 093L029, 093L030, 093L039, 093L040, 093L049, 093L050, 093L060, 093K001, 093K002, 093K013, 093K014, 093K023, 093K024, 093K031, 093K033, 093K034, 093K041, 093K043, 093K044, 093E080, 093E089, 093E090, 093E099, 093E100, 093F071, 093F081, 093F091, 093F092, 093F093

### 2.2 General Location and Area Description

The Chinook CFA is located within the Lakes Timber Supply Area (TSA) and its sub-units are discontinuous across the TSA. The area is composed of 5 separate blocks of land from South of Babine Lake to North of Ootsa Lake.

**Table 3 – Chinook Community Forest Area Sub-unit Blocks**

Community Forest Units	Description	Block Number	Total Gross Area (hectares)
Babine West	Along the west end of the TSA north of hwy 16	1	31,034
Babine Lake East	East part of TSA south of Babine Lake along both sides of Pinkut Creek	2	8,876
Maxan/Bulkley	Along the west end of the TSA south of hwy 16	3	11,948
Burns Lake East	East part of TSA, north of hwy 16, east along the Augier Main forestry road	4	9,984
South Francois Lake	Between Francois Lake and Ootsa Lake; west-central TSA	5	68,402

The CFA sub-units interface with private land, woodlots and public infrastructure such as highway 16, highway 37 and Forest Service Roads (FSRs). Areas like private land and woodlots will be netted out of the final THLB working forest area.

Much of the Lakes TSA is currently under a mix of replaceable and non-replaceable volume based and area based tenures. Within the CFA a few different volume based tenure holders have operated within it. Existing tenures may still have harvesting rights under active cutting

permits or silviculture obligations to achieve in plantations. Historically, the majority of the CFA units were primarily used for forestry activities (timber products). The overall intent for the area under the Chinook CFA is to focus on forest management and timber activities.

Blocks 1 and 5 do have some range and woodlot tenures that have historically used the area. All the blocks have traplines and guiding tenures that may use the area. Blocks 1 and 5 have the large majority of private land adjacent to the CFA.

The current state of the timber resource includes heavily impacted Mountain Pine Beetle stands. Much of the pine dominated landscapes have been impacted by the beetle so there are elevated levels of dead pine within the CFA.

### **2.3 Maps**

See Appendix B for the following maps:

- B1: Overview map of entire CFA
- B2: Individual maps of Sub-unit blocks

## **3.0 Guiding Principles, Vision, Objectives and Goals**

Chinook will manage the Provincial CFA Program Objectives by incorporating them into the guiding principles and goals for the CFA. Chinook will be consistent with the following provincial government objectives for Community Forests:

1. provide long-term opportunities for achieving a range of community objectives, values and priorities;
2. diversify the use of and benefits derived from the community forest agreement area;
3. provide social and economic benefits to British Columbia;
4. undertake community forestry consistent with sound principles of environmental stewardship that reflect a broad spectrum of values;
5. promote community involvement and participation;
6. promote communication and strengthen relationships between Aboriginal and non-Aboriginal communities and persons;
7. foster innovation; and
8. advocate forest worker safety.

### **3.1 Vision**

Chinook's vision is sustainable forest management that fosters and supports a healthy and vibrant local community and economy for current and future generations. Chinook's mission is

to effectively and efficiently manage the community forest to maximize the benefits to all residents in the Lakes District.

### **3.2 Guiding Principles**

Chinook's guiding principles are as follows:

1. Maintain community involvement which is represented by a local Board of Directors derived of First Nations and local government representatives.
2. Ensure forest resources are managed in a manner that is environmentally sustainable for the long-term.
3. Maintain and enhance a high standard of environmental stewardship through innovative avenues of land base management.
4. Practice forest management that applies a balanced use of land base resources.
5. Encourage local job creation and sustainability with increased quality of life within the community.
6. Initiate and sustain partnerships between Chinook, First Nations, and the community at large.
7. Generate revenue that is sustainable over the long-term for the benefits of current and future generations.
8. Maintain and enhance current recreational sites and features in the Chinook area.
9. Be transparent in all activities.

### **3.3 Goals**

In addition to the provincial government objectives for community forests and Chinook's guiding principles, the following are Chinook's goals:

- Maintain a high standard of safety so that operations are conducted in a safe manner for the benefit of forest workers and forest users.
- Focus on the utilization of dead pine in the short term.
- Provide opportunities for meaningful public involvement.
- Support local businesses and build capacity locally for long term sustainability of the community.
- Generate revenues through a financially viable business model.

## **4.0 Resource Management Goals**

The following section contains the broad social, economic and resource management goals for the CFA and are consistent with the guiding principles and goals.

#### 4.1 *Social*

- Sustain the current forestry sector in Burns Lake which provides the economic stability for the local community.
- Ensure the protection and safety of people and property through wildfire management.
- Practice open dialogue with the community on resource management.
- Collaborate with persons and other resource groups and stakeholders within the CFA.

#### 4.2 *Economics*

- Support local businesses with the expertise in resource management to the extent practicable.
- Utilize the timber resource allocated to Chinook CFA.
- Promote First Nations and local government relations through economic development opportunities.
- Encourage and initiate innovative forest practices which can help sustain and/or increase the AAC over the long-term.

#### 4.3 *Environmental*

- Achieve a high level of environmental standards through forest certification.
- Promote sustainable harvest practices which are consistent with legislation.
- Be consistent with forestry legislation and with higher level plans under FRPA.
- Collaborate with provincial government to ensure habitat to support key wildlife.

### 5.0 **Timber Resource Management Objectives**

The overall management intent for the Chinook CFA is to produce and harvest fiber for sale. The license provides the opportunity for the community of Burns Lake and local First Nations groups to have local input on how to manage the timber resource and provides direct and indirect social and economic support for the communities.

#### 5.1 *Timber*

Harvesting within the Chinook CFA will be in accordance with the legislated requirements under the *Forest and Range Practices Act (FRPA)* and *Forest Planning and Practices Regulation (FPPR)*. Chinook will also be consistent with other relevant legislation and regulations, higher level plans, land use plans and objectives, protected areas, Land Act orders and government orders. Some of the strategic plans and Orders that will apply to Chinook's CFA are:

- Lakes District Land and Resource Management Plan

- Lakes South Sustainable Resource Plan
- Lakes North Sustainable Resource Plan
- 2010 Lakes Scenic Areas Order

The Lakes TSA has been heavily impacted by the Mountain Pine Beetle (MPB) and there is an expected “fall-down” in available timber supply in the near future (3-5 years). Chinook’s area is representative of the timber types within the Lakes TSA; approximately 65-70% pine and 30-35% non-pine species. The goal for harvesting priorities in the short-term is to target the salvage of beetle-killed lodgepole pine before it diminishes beyond utilization. Harvesting of non-pine volume will be minimized to preserve harvest opportunities for the mid-term and meet the current non-pine partition and apportionment requirements of the Lakes TSA.

Under FRPA, Chinook is required to prepare and have approved a Forest Stewardship Plan (FSP) prior to operations. Section 6 of FPPR identifies the objectives set by government for timber; therefore, the FSP will not prepare results or strategies for timber (FPPR, section 12(8)).

#### **5.1.1 Operations and Harvesting**

The primary means of harvesting will be with ground based harvesting systems which includes feller-bunchers, skidders and processors. There may be some opportunity to harvest some steeper ground through cable harvesting systems. Harvesting objectives will strive to:

- Have operations carried out in compliance with FRPA and its associated regulations;
- Focus on total chance planning in an area to maximize harvesting of dead pine stands and to not isolate timber;
- Selecting harvesting season(s) based on specific site factors details in Site Plans. Site factors considered during harvesting will include, but not limited to, potential soil features that may lead to soil degradation, potential impacts on wildlife, potential impact on regeneration capabilities and seasonal economics;
- Have operations not be carried out on wet soils during saturated conditions that may cause soil degradation;
- Have operations that will minimize soil disturbance and degradation; and
- Have operations that will maximize fiber utilization through minimizing stump heights (less than 30cm), minimizing top diameter, and use of feasible bioenergy product that is available during harvest.

#### **5.1.2 Basic Silviculture**

Under FRPA section 29 and the FPPR section 16 and 44, Chinook will be required to establish a free growing stand. Chinook’s objective is to create diversity with mixed-species planting where possible, planting suitable stocking types and sizes, site preparation where necessary to ensure survival on challenging sites and brush treatments as required to achieve free growing

targets. Chinook's goal is to reforest areas promptly following harvest completion consistent with the approved stocking standards under the FSP. The specific stocking standards will be documented in Chinook's FSP and they will generally follow the accepted standards currently used in the local area.

### 5.1.3 Incremental Silviculture

Incremental silviculture projects such as fertilization, pruning or spacing may be proposed. Proposals will depend on the availability of Forest Investment Account (FIA) funding and the surveyed suitable areas for treatment within the CFA. Fertilization does occur in the Lakes TSA through the Land Based Investment Strategy (LBIS) as the stands start to meet the criteria for fertilization<sup>1</sup>. In 2012, within the proposed CFA block 5 in the Verdun area, approximately 2,000 hectares of predominantly Lodgepole Pine stands were fertilized. This will contribute to improvements in growth and yield in these younger stands.

Other opportunities to increase the productivity of the land base will also be explored site by site. For example, the use of class A seed stock or rehabilitation of in block roads to increase plantable areas within the harvested block. In turn, this will increase the productive land base and decrease permanent access structures.

### 5.1.4 Growth and Yield

A requirement of the CFA is to commit to monitor the growth and yield of trees and forests within the tenure area. Chinook is committed to developing a growth and yield monitoring program over the first five years<sup>2</sup>. There are many avenues and methods that can be used to develop a meaningful growth and yield (G&Y) monitoring program. The objective of Chinook's G&Y monitoring program will be:

- Measurements over time that provide consistent and linear projections that can show trends in managed forest stands;
- The ability to use the measurements by incorporating them into timber supply analysis; and
- Consistency with provincial inventory measurement programs as a good practice to ensure evaluations with higher level timber objectives and good forest stewardship can also be determined<sup>3</sup>.

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<sup>1</sup> [http://www.for.gov.bc.ca/hcp/fia/landbase/standards/fertilization\\_program\\_information.htm](http://www.for.gov.bc.ca/hcp/fia/landbase/standards/fertilization_program_information.htm);  
<http://lbis.forestpracticesbranch.com/LBIS/>

<sup>2</sup> Feb 20<sup>th</sup>, 2015 discussion with Manager of Analysis Branch; Recommended using YSM as the G&Y program because there is plenty of data on current mature stands through PSPs; however the concerns for inventory and analysis is the yields and development of young stands.

<sup>3</sup> Ministry of Forests, Lands and Natural Resource Operations. Vegetation Resource Monitoring Program.  
<http://www.for.gov.bc.ca/hts/vri/monitoring/monitoring.html>

Chinook will develop a G&Y evaluation process consistent with the Provincial programs and other area based tenures so that the information collected is useful and comparable to others in the province. Some options may be Change Inventory Monitoring (CMI)<sup>4</sup> or Young Stand Monitoring (YSM)<sup>5</sup> as a permanent and ongoing data collection process. The G&Y program will consist of the following elements:

- The identification and use of existing plots such as permanent sample plots (PSPs) where practicable;
- The establishment of a sufficient number of new plots over the next five years, which will support a statistically sound sampling program; and
- Continual periodical monitoring for established plots over the life of the CFA.

## 6.0 Non-Timber Resource Values and Objectives

### 6.1 *First Nations Cultural Heritage*

Chinook's objective for heritage resources under FPPR Section 10 and not covered by the *Heritage Conservation Act*, is to ensure that First Nation cultural heritage resources are maintained and conserved. Any features or traditional use area(s) identified and deemed as a significant value to a First Nations group will be protected within the CFA.

Chinook's CFA area overlaps with several First Nations groups. The following First Nations (including tribal councils and associations) have communities in the TSA<sup>6</sup>:

- Cheslatta Carrier Nation;
- Lake Babine Nation;
- Burns Lake Band;
- Wet'suwet'en First Nation;
- Skin Tyee Nation; and
- Nee Tahi Buhn Band.

First Nations (including tribal councils and associations) with interest but located outside of the TSA include:

- Office of the Wet'suwet'en;
- Stellat'en First Nation;

<sup>4</sup> [http://www.for.gov.bc.ca/hts/vri/standards/gs\\_cmi.html](http://www.for.gov.bc.ca/hts/vri/standards/gs_cmi.html)

<sup>5</sup> <http://www.for.gov.bc.ca/hts/vri/monitoring/monitoring.html>

<sup>6</sup> [http://www.for.gov.bc.ca/hfp/mountain\\_pine\\_beetle/mid-term-timber-supply-project/Lakes%20TSA.pdf](http://www.for.gov.bc.ca/hfp/mountain_pine_beetle/mid-term-timber-supply-project/Lakes%20TSA.pdf)

- Nadleh Whut'en Band;
- Ulkatcho Band; and
- Yekooche First Nation.

## 6.2 *Non-timber Forest Products (Botanicals and Prescribed Products)*

"NTFPs include all of the botanical (plant) forest products (BFP) and mycological (fungus) resources and associated services of the forest other than conventional timber products such as lumber, and pulp"<sup>7</sup>. There are seven recognized categories: wild edible mushrooms, floral greenery, medicinal products, fruits and berries, herbs and vegetables, landscaping products, and craft products<sup>8</sup>. Some products that may be harvested within the CFA area (but not limited to):

- Medicinal and Pharmaceuticals;
- Mushrooms;
- Floras;
- Berries;
- Beverages;
- Craft products (e.g. weaving or carving);
- Firewood and biofuel;
- Christmas trees; and
- Cones and seeds.

It is known that there is personal and non-commercial harvesting for NTFPs within the CFA; however, the extent of the harvesting is unknown. Chinook understands and sees that the use of and free access to NTFPs by local residents as part of the local culture and does not intent to limit or regulate this use. The income opportunities and recreational and cultural pleasures afforded by harvesting NTFPs must not be unnecessarily infringed upon<sup>9</sup>. Unless such harvesting is unsustainable or is degrading to ecosystems and/or other resource values.

The objective for managing NTFPs if and when the opportunity arises, will be to focus on the balance of social and economic factors that provide diversification for resource uses. Factors such as community stability, different priorities of local and transient botanical forest product harvesters, costs and benefits for small businesses, employment opportunities and

<sup>7</sup> Hamilton, E., 2012. Non-timber forest products in British Columbia: Policies, practices, opportunities, and recommendations. *Journal of Ecosystems and Management* 13(2):1–24. Published by FORREX Forum for Research and Extension in Natural Resources. <http://jem.forrex.org/index.php/jem/article/viewFile/165/111>

<sup>8</sup> Lakes District Land and Resource Management Plan (2000).

<sup>9</sup> Ministry of Forests, 1995. Summary of Public Resources, Pine Mushroom Task Force Recommendations. [http://ruralnetwork.royalroads.ca/sites/default/files/tools\\_resources/de-geus-1995-public-response-matsutake-recommendations-bc.pdf](http://ruralnetwork.royalroads.ca/sites/default/files/tools_resources/de-geus-1995-public-response-matsutake-recommendations-bc.pdf)



employment losses associated with restricted harvest market development requirements may be evaluated when determining the viability of NTFPs.

Within the first 5 year term of the management plan, Chinook does not anticipate any NTFPs commercial use or harvesting and will be consistent with the BFP regulation. This section will be reviewed if and when there are identified opportunities when users groups or persons approach Chinook for harvesting of a particular product. To reduce potential conflicts between the resource uses, the measures for BFPs or any prescribed product will be:

- To encourage commercial users to submit a proposal to Chinook to harvest NTFP(s) to determine the sustainability of the product. Chinook will require the proponent to submit a proposal which will outline the product, the harvesting area(s), the harvesting strategies for sustainability (harvest rates) and the economic viability of the NTFP.
- Continue to develop an inventory of NTFPs. This may prove challenging as persons or groups may not want to divulge information and location(s) of a high valued product.
- Coordinate forest resource use to minimize conflicts with timber harvesting activities<sup>10</sup>.
- Continue research on the potential for NTFPs and products and its economic viability. NTFPs have the potential to add economic diversity and opportunity, which may reduce the pressures for timber products.

### 6.3 Energy and Minerals Rights and Other Tenures

Equity mine is located in block 4 (Maxan) area along the western border of the Morice / Lakes TSA boundaries. Chinook does not plan to work in close proximity to the mine unless both parties are understanding and in agreement of the work being conducted. Chinook will work with and come to an understanding with other tenures holders if and when Chinook's timber development overlaps with other tenures. Table 4 outlines the current total area where the CFA overlays with other tenures.

**Table 4 - Area by Block of Active, Pending and Mineral Tenures**

Block	THLB (ha)	FTA Active Tenure (THLB)	FTA Pending Tenure (THLB)	Mineral (THLB)
1	14,256	222	136	29
2	7,492	1,151		
3	8,051		7	879
4	7,527	428	95	35
5	28,946	260		69
<b>Total Area</b>	<b>66,272</b>	<b>2,061</b>	<b>238</b>	<b>1,012</b>

<sup>10</sup>Botanical Forest Products in British Columbia (April, 1995). <http://www.for.gov.bc.ca/hfp/publications/00002/>

## 6.4 Recreation

The forest management objective for recreation sites and uses will be to identify and maintain the value that is identified as a recreation feature, without unduly reducing the potential for Chinook to meet other objectives. Within the first five years of operations, Chinook will work towards developing a recreation plan and identify recreation sites in cooperation with the Nadina-Skeena District of Recreation Sites and Trails BC (RSTBC), FLNRO. RSTBC holds the legal authority for the management of public recreation on crown land including designated recreation sites and trails. Working with local groups that have legal Partnership Agreements (PA) under FRPA or creational interests within the CFA will be consulted with to develop the recreation management plan. Currently there are two PA administered by the RSTBC within the CFA. One is held by the Lakes Outdoor Recreation Society (LORS) to maintain the four recreation sites within the CFA and the other is with the Houston Snowmobile Club (HSC) to maintain a snowmobile trail network that is partially within the CFA area. Chinook will commit to develop and maintain the designated sites.

There are several sites within the CFA that are identified in the Resource Inventory section of the plan. There are opportunities to expand recreation and tourism through the maintenance and enhancement of current sites and access to these sites. Chinook will encourage other recreational use within the CFA area by not limiting or restricting access into areas, unless restriction is required for the enhancement of other objectives such as public safety (e.g. removal an unsafe bridge), wildlife habitat protection, wildfire, sensitive and rare ecosystems or susceptible waterbodies.

Within the first five years of the license Chinook will develop a recreation plan in conjunction with RSTBC which:

- Identifies recreation features within the CFA and the maintenance that is required for each site;
- Allocates funds, resources (e.g. in-kind time or equipment) and timelines for activities to be completed; and
- Ensures the safety of the public is encompassed in the maintenance activities.

## 6.5 Visual Resources

The overall management objective for visuals will be to maintain the aesthetic quality and scenic values of the resource within the CFA. The Lakes TSA has a Visual Government Action Regulation (GAR) Order establishing scenic areas within the TSA<sup>11</sup>. These scenic areas have established visual quality objectives (VQOs). When planning operations within visual areas,

<sup>11</sup> <http://www.for.gov.bc.ca/tasb/legsregs/frpa/frparegs/govact/orders/dnd.htm>

Chinook will employ the principles of good visual design (lines of force, slope, soft edges and decrease skyline notches) to minimize the impact to the visual resource. Table 5 is a breakdown of THLB area within the VQO classes.

*Table 5 - Area and Percent of THLB in VQOs*

Block	THLB (ha)	THLB (ha) VQO					
		R	% R	PR	% PR	M	% M
1	14,256	563	4%	2,924	21%	821	6%
2	7,492	1,003	13%	2,074	28%	350	5%
3	8,051		0%	1,644	20%	832	10%
4	7,527		0%	1,296	17%		0%
5	28,946	875	3%	5,614	19%		0%
<b>Total Area</b>	<b>66,272</b>	<b>2,441</b>		<b>13,552</b>		<b>2,003</b>	

Chinook may explore opportunities to harvest within scenic areas if it poses a threat and risk to public safety or infrastructure because of wildfire hazards and risks such as dead timber causing increased fuel loading (see Community Wildfire Protection section 6.11).

## 6.6 Biodiversity

Currently, the Lakes TSA Land and Resource Management Plan (LRMP)<sup>12</sup> sets the higher level objectives for biodiversity. Detailed biodiversity requirements for objectives such as Old Growth Management Areas (OGMAs), seral stage distribution, connectivity, patch size distribution, wildlife tree retention, retention of wild young forest and coniferous and deciduous tree species diversity are further developed through the Lakes South<sup>13</sup> and North<sup>14</sup> Sustainable Resource Management Plans (SRMPs). These plans provide more operational clarity and direction to implement the objectives. Tables 6 and 7 show the area of OGMAs and BEC for each of the CFA blocks.

<sup>12</sup> <http://www.for.gov.bc.ca/ftp/DND/external/!publish/POLICY/Current/LRMP/Final%20Lakes%20LRMP.pdf>

<sup>13</sup> [http://www.for.gov.bc.ca/tasb/slrp/srmp/north/lakes\\_south/docs/Lakes\\_South\\_srmp\\_approved.pdf](http://www.for.gov.bc.ca/tasb/slrp/srmp/north/lakes_south/docs/Lakes_South_srmp_approved.pdf)

<sup>14</sup> [http://www.for.gov.bc.ca/tasb/slrp/srmp/north/lakes\\_north/Docs/Lakes\\_North\\_SRMP\\_20090126.pdf](http://www.for.gov.bc.ca/tasb/slrp/srmp/north/lakes_north/Docs/Lakes_North_SRMP_20090126.pdf)

Table 6 - Area and Percent of OGMA's by Block

Block	Gross (ha)	OGMA (Gross - outside of THLB)	% OGMA
1	31,034	1,687	5%
2	8,876	790	9%
3	11,948	1,570	13%
4	9,984	103	1%
5	68,402	3,629	5%
Total Area		7,779	

Table 7 - Area and Percent of BEC by Block

Block	Gross (ha)	THLB (ha)	SBS (THLB) NDT 3	% SBS	ESSF (THLB) NDT = 2 Except **	% ESSF
1	31,034	14,256	14,255	100%	1	0%
2	8,876	7,492	7,259	97%	233	3%
3	11,948	8,051	1,677	21%	6373**	79%
4	9,984	7,527	6,882	91%	644	9%
5	68,402	28,946	28,897	100%	49	0%
**15ha is ESSFmcp NDT 5						

## 6.7 Riparian

Section 8 of the FPPR sets the OSBG for water, fish, wildlife and biodiversity within riparian areas. Chinook's objective is to meet the requirements set out in the FPPR sections 47 to 51, 52(2) and 53 which outline riparian reserves, management zones and forest retention by riparian class. Chinook will strive to be consistent with local efforts for riparian management objectives and management strategies. Some strategies that will assist in achieving the riparian objective, but are not limited to:

- Minimizing crossing riparian features with forest road(s);
- Riparian reserve zones meeting the targets set in FPPR sections 47 to 49 but may be expanded dependent on a site by site assessment; and
- Retaining adequate stream side vegetation and trees for forest cover and stream side bank stability.

## 6.8 Fish and Wildlife

Chinook is committed to collaborating with provincial government to ensure habitat to support key wildlife without unduly effecting timber supply. Some strategies that may be used to determine and study fish and wildlife are:

- Dialogue with First Nation elders on what is important to their cultural heritage. Develop research and surveys around what they would like to see. For example, moose population is an important value to First Nations in the area; therefore a study may be developed with objectives to address any concerns;
- In collaboration with FLNRO, priority species will be indentified and risks will be determined for each species without unduly impacting timber supply;
- Access mitigation where species and/or their habitat has been indentified to reduce the risk to incremental mortality and maintain future habitat supply and connectivity as the primary objective; and
- Collaboration with FLNRO on population monitoring objectives and species specific assessments that identify trends to understand the effects of the proposed forest management activities.

In preliminary discussions with FLNRO some of the priority species that could have overlap with the Chinook's tenure are<sup>15</sup>:

- Grizzly Bear (*Ursus arctos horribilis*);
- Mountain Goat (*Oreamnos americanus*);
- Moose (*Alces alces*);
- Salmon (*Oncorhynchus spp., Salmo salar*)<sup>16</sup>;
- Char (*Salvelinus*); and
- Caribou (*Rangifer tarandus*).

### 6.8.1 Fisheries

There are no fisheries sensitive watersheds (FSW) identified at this time within the CFA and thus no measures, results or strategies for the management of FSWs.

The Pinkut Creek Order in Council (OIC) area in block 2 is a required management area to conserve values necessary for the Department of Fisheries and Oceans (DFO) Pinkut Creek Fish Hatchery. The hatchery is an important part of the Babine Lake Sockeye Salmon runs and are valued in the local First Nations cultural heritage. The buffer around the OIC is approximately

<sup>15</sup> March 12<sup>th</sup>, 2015 email from Dana Atagi (R.P.Bio), Ecosystems Resource Management Division.

<sup>16</sup> Appendix 9C B.C. Fish Species Codes. March 27<sup>th</sup>, 2015. From: <https://www.for.gov.bc.ca/hts/risc/pubs/aquatic/fiss/fiss94-17.htm>

400m and limits activities that remove shade and coverage for streams that flow directly into Pinkut Creek. Removal of dead pine stands has been permitted in the past as the dead pine pose a threat to falling over and introducing siltation into the streams. Chinook's strategy will be to work with DFO and the outlined best management practices (appendix D) when developing within the OIC area.

### **6.8.2 Ungulate Winter Range**

Within the Lakes TSA under FPPR Section 7 objectives for wildlife, there is an approved ungulate winter range (UWR) notices for moose and deer<sup>17</sup>. The "Notice – Indicators of the amount, distribution and attributes of Wildlife Habitat required for the winter survival of ungulate species in the Lakes Timber Supply Area", outlines the requirements for UWR. Chinook will be consistent with this notice.

## **6.9 Soils**

The OSBG for soils are in FPPR Section 5, which is "*without unduly reducing the supply of timber from British Columbia's forests, to conserve the productivity and hydrologic function of soils*". Chinook will be consistent with the results and strategies listed in FPPR Section 35 and 36 for soil disturbance, permanent access structures and rehabilitation strategies. Where necessary specific measures on a site by site basis will be outlined in the Site Plan for each cutblock. Other strategies that may be employed, but not limited to:

- Operations on frozen soils to minimize impacts;
- Machine free zones around sensitive soils;
- Locating skid trails instead of roads to minimize construction; and
- Minimizing lengths of roads or skid trails over sensitive soils.

## **6.10 Water**

The overall water management objective will be to minimize the effects of forest activities that may have detrimental impacts on the quantity, quality and/or timing of flow of water supplies to water users. Currently, there are no community watersheds within the CFA. Strategies that Chinook may employ, but are not limited to:

- Classification of streams, lakes or wetlands applicable to the cutblock area during development stage;
- Using existing stream inventory and sampling data to determine classification;
- Riparian management areas around classified streams, lakes and wetlands will be managed as required under the FPPR; and

<sup>17</sup> <http://www.env.gov.bc.ca/wld/frpa/notices/uwr.html#nif>

- The use of further guidance from the Forest Practices Code Guidebook.

### 6.11 Community Wildfire Protection

Effective wildfire suppression in the area for the past several decades has created a build-up of fuels compounded by the MPB. Wildfire is natural and common within the Lakes TSA but can be a risk to balancing other resources as it holds no boundaries (e.g. TSAs, wildlife habitat, OGMAs). Chinook will prioritize fuel reduction strategies and harvest priorities across the CFA area by identifying fuel loaded sites (e.g. heavily attacked and dead forest health affected timber). Some of the strategies that Chinook will proactively use to manage the risk of wildfire are, but not limited to:

- Assisting land owners where practicable, to employ fire protection on their adjacent forested properties;
- Promote the usage of wildfire educational material already available such as Fire Smart<sup>18</sup> principles;
- Harvesting priorities focused on the removal of dead pine in and around communities; and
- Reducing ladder fuels and fuel loading where feasible to use partial cutting techniques.

It is important to note that these strategies may not prevent wildfires from occurring, but will help in the reduction and risk of ignition, the spread rate and severity of fires if and when they should occur and create access and critical evacuation routes for fire fighters.

Chinook will work towards collaborative strategies with the province's Wildfire Management Branch (WMB) and Lakes Fire Management Planning (LFMP) Coordination team when operating within a 5 kilometers of private residences or public buildings and infrastructure. This landscape management planning for wildfire risk through LFMP will provide Chinook the opportunity to work with WMB to identify higher risk fuel types across the CFA to be higher in harvest priorities for fuel removal. The LFMP team is currently identifying high risk areas through the Provincial Strategic Threat Analysis process within the Wildfire Urban Interface areas of the Lakes TSA<sup>19</sup> within the CFA. This collaboration with WMB will allow Chinook to be consistent with provincial objectives for managing wildfire risk around communities<sup>20</sup>.

<sup>18</sup> <https://www.firesmartcanada.ca/resources-library/protecting-your-community-from-wildfire>;

<https://www.firesmartcanada.ca/resources-library/becoming-a-firesmart-community>

<sup>19</sup> Meeting with Jeff Walsh, Wildfire Management Branch, Burns Lake. February 17<sup>th</sup>, 2015.

<sup>20</sup> <http://bcwildfire.com/Prevention/PrescribedFire/docs/BCWFMS.pdf>

## 6.12 Trappers, Guides and Range

To manage the trapper, guide and range resources within the CFA area, Chinook will share information with tenure holders during the planning stage and prior to harvesting to minimize the impact of operation on these tenures (i.e. road building and timber harvesting). Chinook will have an “open door” policy on working with the resource users during all stages of development.

## 7.0 Resource Inventories

Many of the resource inventories are digital and are readily available on government websites or by request from FLNRO. The 2010 Lakes Timber Supply Analysis and Review packages uses inventories available through the Geo-Data BC website<sup>21</sup> and BC geographic warehouse and Data BC website<sup>22</sup>. Digital inventories and spatial information such as VRI, parks and protected areas, predictive ecosystem mapping (PEM), Old Growth Management Areas (OGMAs), ungulate winter range (UWR), landscape connectivity matrix and biological ecosystem networks (BENs), Biogeoclimatic Ecosystem Classification (BEC) riparian, roads and cutblocks. Chinook will collect an internal database of these inventories, which will be used in the future timber supply analysis for the CFA.

### 7.1 Vegetation Resource Inventory

In 2012, the Lakes TSA was flown for an updated inventory of orthophotography (orthos) and are available for purchase through FLNRO. With the new orthos, the Lakes TSA is currently undergoing a re-inventory of the Vegetation Resource Inventory (VRI) for the entire TSA. When completed, Chinook will use this as the base for determining timber inventories within the area and the VRI will be used in the future internal timber supply analysis. How this VRI information was used for the CFA can be found in the Timber Harvesting Land Base Inventory section below.

### 7.2 Timber Harvesting Land Base (THLB) Inventory

Using the THLB inventory provided by FLNRO, the following Table 8 is a description of the timber by age class and species. It is grouped by three different age class combinations to show what the potential is for harvesting in the short, mid and long term ranges over the consolidated CFA blocks. Table 9 shows the THLB information that was derived from FLNRO’s timber supply analysis for the CFA and was used to determine the annual allowable cut (see section on AAC for details).

<sup>21</sup> <http://geobc.gov.bc.ca/>

<sup>22</sup> <http://www.data.gov.bc.ca/dbc/geographic/download/index.page?>



Table 8 - THLB Inventory by Age Class and Species

Age Classes	Age Range
1	0-20
2	21-40
3	41-60
4	61-80
5	81-100
6	101-120
7	121-140
8	141-250
9	251+

Species	Age Class	Total (hectares)	Percent of Total Inventory
Pli	1 - 3	15,387	23.2%
	4	9,166	13.8%
	5 - 9	18,008	27.2%
		<b>42,561</b>	<b>64.2%</b>
Sx	1 - 3	2,759	4.2%
	4	1,196	1.8%
	5 - 9	9,357	14.1%
		<b>13,312</b>	<b>20.1%</b>
Bl	1 - 3	941	1.4%
	4	72	0.1%
	5 - 9	1,750	2.6%
		<b>2,763</b>	<b>4.2%</b>
Deciduous		133	0.2%
Other		7,498	11.3%
Grand Total		<b>66,267</b>	

Table 9 - THLB Gross Area Net-downs<sup>23</sup>

THLB NetDowns	Area (hectares)
Gross Area	88,806
Balsam > 250 yrs	405
Deciduous	6,405
Non-Forest	6,557
Non-BC Forest Service	1,048
OGMA	7,421

### 7.3 First Nations Cultural Heritage

The following are several sources of archeological and culture heritage digital inventories that may be used in the management of Chinook's CFA.

- Lakes Archeological Resource Project (LARP)
- Consultative Area Database (CAD)
- Remote Access to Archeology Data (RAAD) – FLNRO database reviewed during the information sharing process
- Information Sharing from First Nations groups
- Provincial Archeology Branch - requesting provincial data
- Local knowledge of cultural heritage importance

### 7.4 Recreation

An inventory of the recreation sites within the CFA was provided by the RSTBC. These sites are included in Table 10 below.

Table 10 - Recreation Trails, Sites & Reserves<sup>24</sup>

Block Number	Site, Trail or Reserve	Name	REC Number	Partnership Group
2	Site	Taltapin Lake	REC0502	LORS
4	Site	Co-Op Lake	REC0501	LORS
5	Site	Indian Bay	REC0552	LORS
5	Site	Ootsa Lake (Landing)	REC0544	LORS
2	Trail	Walkadab Trail	REC6472	
3	Trail	Houston Snowmobile-Dungate Trails	REC06912	HSC
2	Reserve	Pinkut Spawning Channel (Taltapin-Anderson Creek)	REC0681	N/A / Undeveloped

<sup>23</sup> Provided by Nadina Forest District Netdowns to calculated THLB area.

<sup>24</sup> Information provided by Ben Heemskerk (PAG) at RSTBC, Smithers, BC. March 24<sup>th</sup>, 2015.

5	Reserve	Uncha Lake North	REC0968	N/A / Undeveloped
2	Reserve	Day Lake	REC0512	N/A / Undeveloped
2	Reserve	Bulkley Falls	REC0575	N/A / Undeveloped
2	Reserve	Taltapin Lake NW	REC0718	N/A / Undeveloped

Recreation opportunities within the CFA include, but are not limited to:

- Camp sites;
- Hiking trails;
- Guiding;
- Backcountry Lakes;
- Horseback riding;
- Snowmobiling;
- ATVing; and
- Fishing and Hunting.

### 7.5 *Wildlife and Fish*

Management tools that are currently used for Wildlife and Fish include protected areas and old-growth management, wildlife habitat areas and ungulate winter ranges, wildlife tree patches, Order in Council for fisheries sensitive streams (e.g. Pinkut Creek and Nadina River) and landscape seral-stage targets.

### 7.6 *Silviculture*

There are many openings within the CFA that are already harvested and in various stages of silviculture and free growing status. The majority of the current silviculture activities from other tenures' obligation within the CFA should be found in the Reporting Silviculture Updates and Land status Tracking System (RESULTS) database. RESULTS is then used to update VRI on an annual bases.

Silviculture requirements for Chinook will be to reforest harvested area and conduct stand tending as required for young stands to assist them to a free growing status. For areas harvested by Chinook, silviculture surveys will be conducted to determine forest health, stand densities and species are reasonably meeting the reforestation obligations under the FSP and FRPA. Silviculture activities will be tracked in RESULTS and updated as required for activities completed within openings in the CFA area. It is important that Chinook continues to frequently update RESULTS to insure the database accurately reflects the new inventory updates.

## 7.7 Guiding, Trapping and Range Tenures

Currently, the following Table 11 lists the guiding tenures that exist within the CFA:

**Table 11 - Guiding Tenures**

Block Location	Guiding Tenure Certificate
Block 1	601003, 601013
Block 2	601012
Block 3	601013, 600667
Block 4	601012
Block 5	601013, 601049, 600355

Currently, the following Table 12 lists the active range tenures that exist within the CFA:

**Table 12 - Range Tenures**

Block Location	Range Tenure Forest File ID
Block 1	RAN075810, RAN075803, RAN076044, RAN076669, RAN076042, RAN074402, RAN075005, RAN075969, RAN074911, RAN074396, RAN074014, RAN074571
Block 4	RAN075811, RAN076039, RAN074907, RAN075791
Block 5	RAN075809, RAN075318, RAN076041, RAN074164, RAN074885, RAN076028, RAN074891, RAN073682, RAN076138, RAN074041, RAN074152, RAN075220, RAN075220, RAN074908, RAN075317, RAN073117, RAN075807, RAN076043, RAN075984, RAN075802, RAN075014, RAN074378, RAN076038, RAN075809, RAN075808, RAN074160, RAN076047, RAN075805, RAN074162, RAN074912, RAN076045, RAN075980, RAN075221, RAN074913, RAN074860, RAN074160

Currently, the following trapline tenures exist within the CFA and are listed in table 13 below:

**Table 13 - Trapline Tenures**

Block Location	Trapline Tenure Area Identifier
Block 1	TR0604T033, TR0605T011, TR0606T009, TR0606T010, TR0606T012, TR0608T001, TR0608T002, TR0609T001, TR0609T002
Block 2	TR0606T005, TR0606T007
Block 3	TR0604T032, TR0609T001, TR0609T064
Block 4	TR0605T004, TR0695T006, TR0605T007
Block 5	TR0602T004, TR0604T010, TR0604T014, TR0604T015, TR0604T018, TR0604T019, TR0604T020, TR0604T035, TR0604T036

## 7.8 *Planned Resource Inventories*

Within the first five years of operations after the issuance of the CFA, a landscape level review of other resources and inventories may be required to be collected and compiled.

- Quality and quantity of infrastructure;
- Important wildlife areas and/or habitat;
- High non-timber forest use values; and
- Operational challenges such as steep slopes, excessive moisture.

## 8.0 **Access Management**

The area under the CFA will remain accessible to the public. Chinook will manage the roads within the CFA area under road permit, and will continue to provide the public with safe and easy access within the tenure area.

### 8.1 *Road Systems*

The majority of the CFA is well roaded and various classes and standards of roads exist. Therefore there will most likely be limited requirements to build any new major road systems. Challenging ground such as steep terrain may require innovative road layout for safe access to timber.

### 8.2 *Construction, Maintenance and Deactivation*

New road development is considered an investment for future timber access. Roads will be maintained and/or deactivated as required. Chinook's objective for newly developed roads in the CFA are:

- to construct maintain and deactivate roads in a manner that is consistent with FRPA and the FPPR;
- to ensure structurally sound and safe construction and maintenance; and
- to minimize the impact on the land base and other resource values, such as water or timber productive areas.

The following strategies maybe implemented for roads on a site by site basis and where practicable (but not limited to these strategies):

- deactivate road sections and/or rehabilitate sections (decompress soils and plant) that do not access timber beyond the harvested area;
- deactivate road sections that are required for access management purposes;

- minimize road lengths during layout and harvesting phases;
- winter harvest which requires less road surfacing and minimizes soil compaction;
- construct roads with widths that are minimal but can be safely navigated (e.g. 4.5 to 6 meters wide); and/or
- follow the measures listed in FPPR section 82 and 83 when deactivating a road. This may include but is not limited to, removing bridges and culverts, cross-ditching for water management, barricading the road and posting signage for deactivations.

Chinook will develop an access management plan within the first five year term of the license once the road assets are transferred. This plan will include:

- identifying key road systems and main access routes which will be vital for the movement of fiber and scheduling maintenance activities;
- determining which roads and road permits are not necessary and deactivation and retirement of these roads; and
- identifying infrastructure such as culverts and bridges.

## **9.0 Annual Reporting**

Chinook CFA commits to producing an annual report in its 1<sup>st</sup> year of operations and every subsequent year of active operations thereafter. The annual report may be delivered in the form of a newsletter, advertisement, presentation at a meeting or electronically distributed as requested. The report will provide information to the public which will include the following:

1. Outlining how the Provincial CFA Program Objectives will be managed for;
2. Include the agreement holder's guiding principles;
3. Contain the social, economic and broad resource management goals proposed for the CFA;
4. Information on active forest management activities, and
5. Include a financial report for the term of the report.

The Chinook CFA commits to holding at least one annual general meeting or open house for the public each calendar year and will have an open door policy on any inquires relating to the CFA.

## **10.0 Annual Allowable Cut (AAC)**

Chinook accepts the province's base AAC as described in the RED's letter with a commitment to redo the analysis within five years following the issuance of the CFA.

FLNRO's Forest Analysis and Inventory Branch (FAIB) completed the Timber Supply Analysis and determined an AAC of 150,000 m<sup>3</sup> per year for a period of three years, followed by an AAC of 65,000 m<sup>3</sup> per year for a period of two years. The AAC completed by FAIB used the Lakes TSR4 (2010) assumptions and considered:

1. Inventories within the proposed selected area;
2. Timber specifications proposed for the timber resources in the CFA area;
3. Reductions that are necessary to facilitate management and conservation of non-timber resource values (e.g. visual quality, biological diversity, soils, recreation resources, cultural heritage resources, range land, wildlife, water and fish habitats);
4. Silviculture practices and forest health factors that may impact on timber production;
5. The anticipated impact of the reductions to the productive portion of the Community Forest Agreement area due to permanent roads, landings, pits and trails;
6. Any other factors that may impact on the allowable annual cut during each year; and
7. Any directions of the Regional Executive Director or District Manager.

## **11.0 Consultation and Information Sharing**

Chinook's objective for the consultation process will strive to identify and consult with persons using the agreement area for purposes other than timber production and harvesting of prescribed products. Chinook will follow the requirements under FPPR Section 21 and any requirements communicated by the Nadina Forest District. Users and tenure holders such as range, guides, trappers, mineral and exploration rights will be identified prior to forestry activities and information sharing will be publicly available that may impact rights or other tenures. This management plan already identifies the majority of tenure holders; however, there may be unforeseen rights and tenures that may require consultation or information sharing in the future. Chinook will have an "open door" policy (measure) on receiving new information identifying and consulting with persons, other agreement holders or community members using the agreement area for purposes other than timber and harvesting of prescribed products.

### ***11.1 First Nations***

Chinook will follow the First Nations information sharing requirements and processes within the Nadina District. Chinook's entity is made up of six First Nations groups and two local government bodies that may sanction all activities within the CFA and help adjudicate the information sharing process. Currently within the district, consultation occurs, but not limited to, the following nations and bands:

- Cheslatta Carrier Nation;
- Lake Babine Nation;
- Burns Lake Band;
- Wet'suwet'en First Nation;
- Skin Tyee Nation;
- Nee Tahi Buhn Band;
- Office of the Wet'suwet'en;
- Stellat'en First Nation;
- Nadleh Whut'en Band;
- Ulkatcho Band; and
- Yekooche First Nation.

### *11.2 Range, Guides, Trappers, Other Agreement Holders*

The Forest Stewardship Plan for the CFA will be referred to:

- licensed trappers,
- guide outfitters,
- commercial recreation licensees,
- other users that have shown past interest in specific development, and
- forest tenure holders sharing a common landscape unit.

## **12.0 Forest Certification**

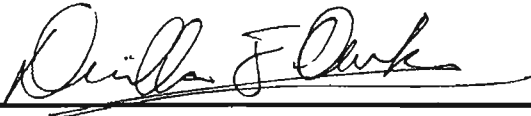

Chinook is committed to reach and maintain forest certification within five years after the effective date of the tenure agreement.

## **13.0 Provision for Revisions**

If Chinook deems that this management plan requires revisions to address new objectives or enhance current ones, then the plan may be revised and submitted to FLNRO's DDM for approval.


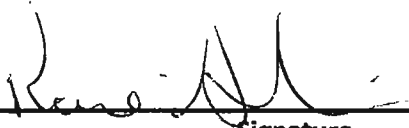


**14.0 Plan Signatures**

<p style="text-align: center;">Preparing Forester</p> <p style="text-align: center;">"I certify that the work described herein fulfills the standards expected of a member of the <i>Association of British Columbia Forest Professionals</i> that this work was performed to an acceptable standard."</p> <p style="text-align: center;"></p> <hr/>	<div style="text-align: center;">  </div> <p style="text-align: center;">Daniella Oake, R.P.F. Planning Supervisor</p>
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*Applicants' Signatures*

<p style="text-align: center;">"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <p style="text-align: center;"></p> <hr/> <p style="text-align: center;"><b>Signature</b></p> <p style="text-align: center;"><u>Luke Strimbold</u></p> <p style="text-align: center;"><b>Name</b></p> <p style="text-align: center;"><u>Village of Burns Lake.</u></p> <p style="text-align: center;"><b>Organization</b></p>	<p style="text-align: center;">"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <p style="text-align: center;"></p> <hr/> <p style="text-align: center;"><b>Signature</b></p> <p style="text-align: center;"><u>Richard Peters</u></p> <p style="text-align: center;"><b>Name</b></p> <p style="text-align: center;"><u>Cheslatta Carrier Nation</u></p> <p style="text-align: center;"><b>Organization</b></p>
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<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <hr/> <p><b>Signature</b></p> <hr/> <p><b>Name</b></p> <hr/> <p><b>Organization</b></p>	<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p>  <hr/> <p><b>Signature</b></p> <hr/> <p><i>Cody Reid</i> <b>Name</b></p> <hr/> <p><i>Dakota Chief Nez tahi bahn</i> <b>Organization</b></p>
<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <hr/> <p><b>Signature</b></p> <hr/> <p><b>Name</b></p> <hr/> <p><b>Organization</b></p>	<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p>  <hr/> <p><b>Signature</b></p> <hr/> <p><i>Kenie Sain</i> <b>Name</b></p> <hr/> <p><i>SKIN THEE FIRST NATION</i> <b>Organization</b></p>

<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <hr/> <p><b>Signature</b></p> <hr/> <p><b>Name</b></p> <hr/> <p><b>Organization</b></p>	<p>"I certify that the work described herein fulfills the requirements for the Chinook Community Forest and that this work was performed to an acceptable standard."</p> <hr/> <p><b>Signature</b></p> <hr/> <p><b>Name</b></p> <hr/> <p><b>Organization</b></p>
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## Appendix A – Government Correspondence Letters

### A1: Regional Executive Director's Letter of Invitation January 8<sup>th</sup>, 2015



Ministry of  
Forests, Lands and  
Natural Resource Operations

File: 19460-25 K4R

January 8, 2015

Chief Dan George  
Burns Lake Band  
Box 9000  
Burns Lake, BC V0J 1E0

Chief Richard Peters  
Cheslatta Carrier Nation  
Box 909  
Burns Lake, BC V0J 1E0

Chief Raymond Morris  
Nee Tahi Buhn First Nation  
47805 Olson Road  
Burns Lake, BC V0J 1E4

Chief Rene Skin  
Skin Tyee Nation  
Box 131  
Southbank, BC V0J 2P0

Chief Karen Ogen  
Wet'suwet'en First Nation  
Box 760  
Burns Lake, BC V0J 1E0

Chief Wilf Adam  
Lake Babine Nation  
Box 879  
Burns Lake, BC V0J 1E0

Mayor Luke Strimbold  
Village of Burns Lake  
Box 570  
Burns Lake, BC V0J 1E0

Bill Miller  
Regional District of Bulkley-Nechako (Area B)  
Box 820  
Burns Lake, BC V0J 1E0

Eileen Benedict  
Regional District of Bulkley-Nechako (Area E)  
Box 820  
Burns Lake, BC V0J 1E0

Dear Chiefs, Directors, and Mayor:

This letter serves as your formal invitation to apply for Community Forest Agreement K4R (Chinook Community Forest).

You must submit two copies of your application, which must be received no later than March 30, 2015. If substantial progress can be demonstrated on your application, I may consider an extension of this date. Please deliver your application package to the Nadina Natural Resource District Office at the following address:

Ministry of Forests, Lands  
and Natural Resource  
Operations

Skema Natural  
Resource Region

Mailing Address:  
PO Box 5000 – 3726 Alford Ave.  
SMITHERS BC V0J 2N0

Telephone: (250) 847-7260  
Facsimile: (250) 847-7556

Chinook Community Forest Proponents

**Ministry of Forests, Lands and Natural Resource Operations  
Nadina Natural Resource District  
183 Highway 16 West  
Box 999  
Burns Lake, BC V0J 1E0**

Attached to this letter is a map entitled "Exhibit A CFA #K4D", which shows the legal boundaries of your future Community Forest Agreement. The coloured map entitled "Chinook Community Forest Tenure Area" is for reference and display purposes only, and has no legal bearing.

Your application package should be in the form described in the provincial document entitled "Community Forest Agreement (CFA) Application Requirements", which is also attached. Please pay careful attention to the management plan requirement listed in section 8.2.

For the purpose of section 8.2 (e) and (f):

At your option, your management plan can include a detailed analysis describing the inventory and growth and yield conditions found in your new community forest agreement, and propose an Annual Allowable Cut (AAC) for ten years. This process is in the industry termed a "Forest Analysis Data Package" and a "Forest Analysis Timber Supply Review". If you wish to defer this option for a period of five years, your Community Forest Management Plan must state that your AAC will be 150,000 cubic meters (m<sup>3</sup>) per year for a period of three years, followed by an AAC of 65,000 m<sup>3</sup>/year for a period of two years. Before the end of the five year period, you must have completed the data package and analysis report so as to provide information for a decision maker to set your new AAC.

In addition to the requirements set out in the provincial package (please also refer to the legislation and attached sample license document), because of the size and scope of the Chinook Community Forest, the following items must be included in your application package:

1. A statement confirming that the tenure holder will be managing all the roads within the CFA area under road permit, and will continue to provide the public with safe and easy access to its tenure area.
2. For all recreation sites within the CFA area, a plan and a commitment pertaining to how the tenure holder will develop and maintain these sites and encourage other recreational use with the CFA area.
3. For all areas within five km of private residences or public buildings and infrastructure, a plan that addresses and minimizes the wildfire risk to these assets.
4. A commitment to monitor the growth and yield of trees and forests within the tenure area, and a plan on how the licensee plans to carry out this task.
5. A commitment to collaborate with the appropriate provincial government ministry to ensure that sufficient habitat is available to support key wildlife and that wildlife populations within the tenure area are appropriately monitored.

Chinook Community Forest Proponents

6. A commitment to reach and maintain forest certification within five years of the effective date of the tenure agreement.

For the purpose of Attachment B to the application requirements, I am satisfied that the area selected by the district manager is appropriate, and that the analysis completed by Forest Analysis and Inventory Branch illustrated that this area will support:

- (a) An AAC that will mirror the Lakes Timber Supply Area AAC over time, and  
(b) the initial harvest level until 2017.

The analysis was conducted using the assumptions that were used in the last published AAC determination rationale for the Lakes Timber Supply Area.

If you have any questions concerning your application please contact Josh Pressey, District Manager, Nadina Natural Resource District, at 250-692-2200.

I wish you luck in your new Community Forest Agreement.

Sincerely,



Eamon O'Donoghue  
Regional Executive Director, Skeena Region  
Ministry of Forests, Lands and Natural Resource Operations

pc: Josh Pressey, District Manager, Nadina Natural Resource District

A2: Government's Commitment Letter September 11<sup>th</sup>, 2012

September 11, 2012

Ref: 191337

Steve Zika, CEO  
Hampton Affiliates Limited  
200-9600 Barnes Road SW  
Portland, Oregon

Dear Mr. Zika:

The explosion and fire at Babine Forest Products sawmill was a tragedy that brought loss of human life and economic hardship on a scale that threatens the economic sustainability of the affected communities. We are gradually seeing fibre issues emerge that effect a much larger area as well as other communities.

The province convened a Special Committee on Timber Supply that has now submitted its report "Growing Fibre, Growing Value" which emphasizes the importance of a timely response to the situation in Burns Lake and the larger challenge in the interior.

It is my understanding that the owners of Babine Forest Products, Burns Lake Native Development Corp (BLNDC) and Hampton Affiliates (Hampton) are seeking an expression of government's intentions to manage timber supply in the Lakes TSA prior to finalizing a capital investment decision to rebuild the mill. I appreciate that Babine Forest Products and its owners are committed to rebuild and continue the mill in operation for a minimum of 15 years if it can secure an adequate timber supply.

Consistent with the report of the Special Committee, the Government of British Columbia will commit to taking the following actions to assist the owners of Babine Forest Products in their decision regarding potential rebuilding of the Babine Forest Products sawmill.

#### **Securing Timber Supply to support a facility in Burns Lake**

I am prepared to adjust the existing apportionment in the Lakes TSA<sup>1</sup> to create a significant new Community Forest Tenure that would:

- Have a current AAC of approximately 150,000 m<sup>3</sup>;

<sup>1</sup> There would be no changes to the volume available for existing Forest License holders or NRFL commitments. BCTS would be maintained at 20% of the long term apportionment which is required to support a competitive market system.

<sup>2</sup> This would be converted to an area based tenure.

Page 1 of 3



Steve Zika, CEO

- Be made available to a community partnership that includes one or more of the Six Nations and would support a manufacturing facility in Burns Lake.

I am prepared to revise the bioenergy offer that has been made to the Six Nations and issue a new offer that would:

- Have an AAC of up to 380,000 m<sup>3</sup> from low volume stands; this volume is sawlog grade located throughout the Lakes TSA<sup>3</sup>;
- Include additional bioenergy volume (i.e. non sawlog grades) found in these stands which would further improve the economic viability of harvesting these stands; and
- Would be required to support a manufacturing facility in Burns Lake.

I am also prepared to move forward immediately with volume offers to local First Nations under the First Nations Forestry Program. These offers will provide approximately 64,000 m<sup>3</sup> of long term volume that would support the creation of First Nations Woodland Licenses or other long term tenures. This volume would be available for the First Nations and at their discretion may support negotiated fibre supply agreements to support a manufacturing facility in Burns Lake:

#### **Increasing fibre supply during the mid term**

In addition, the government will take the following steps to manage and potentially increase the timber supply during the mid-term:

- Reconvene a Lakes TSA planning committee by the end of this calendar year to review the land use objectives in a manner consistent with the report "Growing Fibre, Growing Value";
- Take steps to secure financial resources required to sustain a program of fertilization in the Lakes TSA. Staff will undertake a review of stands that could provide a sound business case for return on investment and increased cut allowance;
- Complete a Type 4 Silviculture Strategy for the Lakes to ensure investments result in the maximum overall benefit;
- In order to reduce the harvest of the non-pine stands, implement a partition regulation in the Lakes TSA stands as soon as the amount of pine harvested falls significantly below the partition set by the Chief Forester;
- Complete a re-inventory of the Lakes TSA as soon as possible (the project was initiated this year).
- Direct the Chief Forester to review the AAC as soon as information from the inventory or monitoring indicates that a review will assist in safeguarding the mid-term timber supply. Direct the Chief Forester through a letter expressing the social

<sup>3</sup> The 380,000 m<sup>3</sup> offer will be adjusted downwards due to the issuance of First Nations Woodlands Tenures and Community Forest Agreements.

<sup>4</sup> Some of this volume would become part of area based tenures in the Lakes.

Steve Zika, CEO

and economic objectives of the Province and emphasizing the importance of timber in the economic recovery of the area.

- Based on the recommendations of the Timber Supply Committee regarding conversion of volume based licenses to area based licenses, we will bring legislation to the House at the next session. Conversion of Babine Forest Products licenses will be one of the first priorities for implementation under any resultant legislation. Babine has submitted a proposal for an area based tenure in historic Babine operating areas and we would expect a portion or portions of this area to be included in the area based licence that would be offered to Babine. The total area that would be offered will be commensurate with the proportion of cut held by Hampton.
- Remain open to the movement of existing licensees to other timber supply areas where mutually agreeable arrangements can be reached.

I believe that together, these steps will help us restore the health of the forest in the Lakes TSA and help us to optimize the timber supply. The specific timing of the various steps will be worked out as we move forward but our overall goal will be to provide an orderly and timely transition that is transparent, inclusive and maximizes business certainty so that you and others can make informed decisions. Clearly, we intend to work closely with your company, local First Nations and the community in moving forward. As soon as we have some indication from you of the workability of the above, we will need to enter into significant discussions with the aforementioned groups.

I look forward to a positive response from Hampton Affiliates on your decision to rebuild the Babine Forest Products mill.

Sincerely,



Steve Thomson  
Minister

pc: Doug Konkin, Deputy Minister, Ministry of Forests, Lands and  
Natural Resource Operations

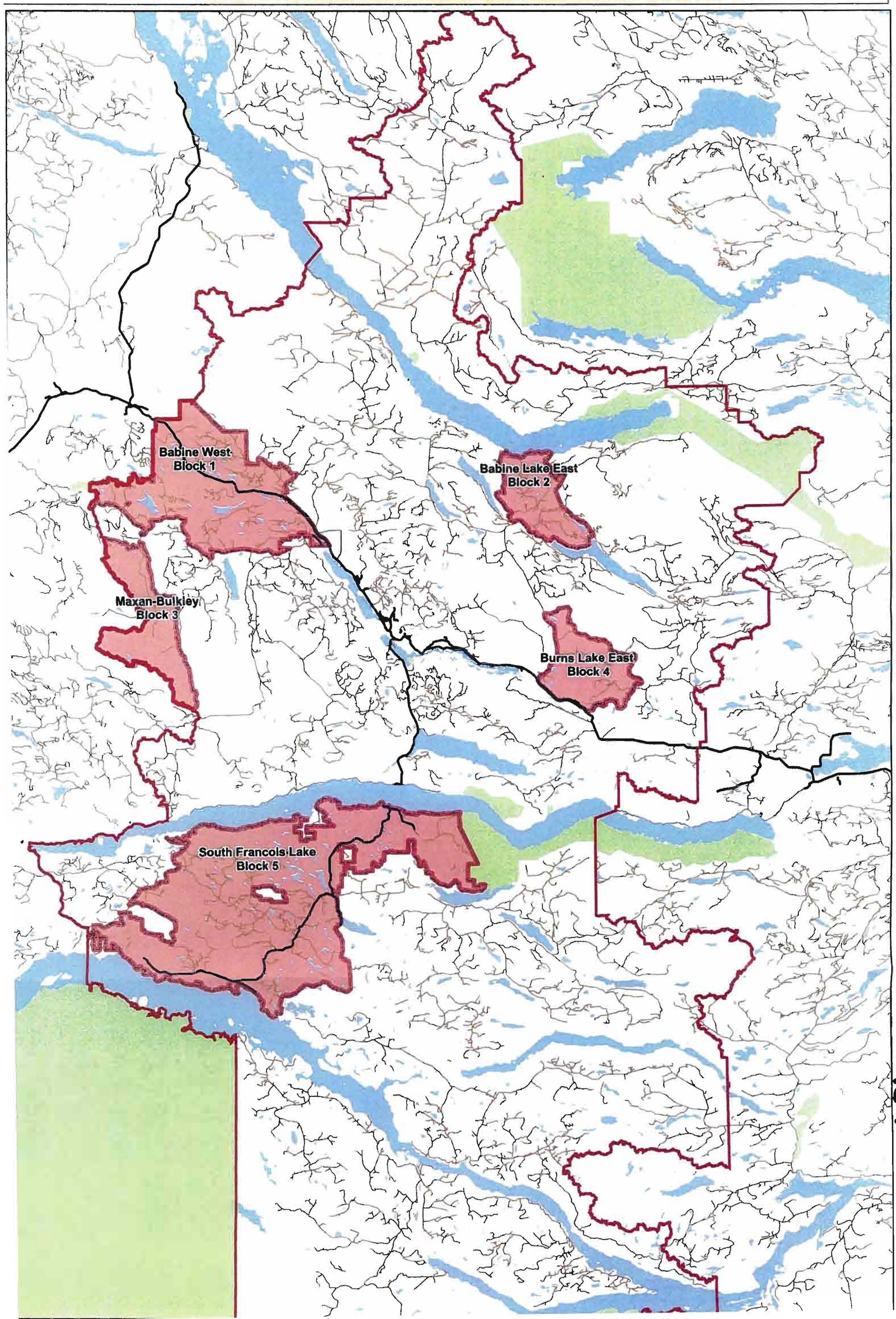
**Appendix B**

*B1: Overview Area Map*

# Chinook Overview

Date: 16/03/2015

1:450,000



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***B2: Sub-unit Area Maps*****Map 1: Chinook Overview Blocks 1 and 3****Map 2: Chinook Overview Blocks 2 and 4****Map 3: Chinook Overview Block 5**

ldb



**Regional District of Bulkley-Nechako  
Board of Directors  
April 30, 2015**

To: Chair Miller and the Board of Directors  
From: Corrine Swenson, Manager of Regional Economic Development  
Date: April 22, 2015  
Regarding: Lakes Economic Development Service – Burns Lake and District Chamber of Commerce Request

---

The Burns Lake and District Chamber of Commerce is requesting that Lakes Economic Development Service (LEDS) contribute up to \$15,000 for the annual visitors guide for Burns Lake and the Lakes District

The visitors guide will be circulated across BC. 8,000 copies will be printed. The book includes editorial and pictures showcasing the Lakes District, as well as advertisements paid for by local businesses. The grant also includes the costs of displaying the brochure at the Vancouver Airport (\$1,600/year).

Directors Miller and Strimbold are supportive of the Burns Lake Chamber of Commerce accessing a grant of up to \$15,000 from the Lakes Economic Development Service for this initiative.

<b>RECOMMENDATION:</b>	<b>(All/Directors/Majority)</b>
That the RDBN Board of Directors authorizes contributing up to \$15,000 of Lakes Economic Development Service funds to the Burns Lake Chamber of Commerce for publishing 8,000 copies of the Burns Lake and Lakes District Visitors Guide.	

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**Regional District of Bulkley-Nechako  
Board of Directors  
April 30, 2015**

To: Chair Miller and the Board of Directors  
From: Corrine Swenson, Manager of Regional Economic Development  
Date: April 22, 2015  
Regarding: Invest in BC Advertising Opportunity

---

The official publication of the BC Economic Development Association is the Invest in BC annual magazine. 13,000 copies of the magazine are distributed to:

- *Business in Vancouver* subscriber list
- BCEDA members
- Site Selectors in US and Canada (100+)
- BC trade offices and Canadian consulates
- Department of Foreign Affairs and International Trade offices
- Offices of the Premier of BC
- Relevant provincial ministries
- Tradeshows attendees where BCEDA and Linx BC are exhibitors

The RDBN placed a half page colour ad in the publication in 2015 at a discounted rate of \$2,195 (reg \$3,350). *See attached*

The RDBN has been given the opportunity to place an ad in the 2016 publication of Invest in BC at the 2015 rates (\$2,195) if confirmation is provided by May 31, 2015. In addition, a half page editorial will also be included with the advertisement rate.

Does the Board of Directors support the advertisement for the 2016 publication?

<b>RECOMMENDATION:</b>	<b>(All/Directors/Majority)</b>
That the RDBN Board of Directors supports placing a half page advertisement in the 2016 Invest in BC publication at a cost of \$2,195.	

# INVEST IN THE Bulkley-Nechako



Located in the heart of BC, the region boasts extraordinary natural beauty, vibrant small towns & exciting business opportunities

**Regional Highlights:**

- Healthy environment, clean air and water
- New health care facilities, 4 hospitals serving the region
- Affordable, quality land available, 76,000 square km
- Educational opportunities, specialized trades training
- Transportation corridor, direct flights to YVR, access to 3 major ports
- Highly skilled labour force, transferable skills
- Entrepreneurial culture, opportunity for business development and growth

A WORLD OF OPPORTUNITIES WITHIN OUR REGION...

[www.rdbn.bc.ca/investinbulkleynechako](http://www.rdbn.bc.ca/investinbulkleynechako)







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# Regional District of Bulkley-Nechako Board of Directors Memorandum April 30, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Deborah Jones-Middleton (Protective Services Manager)  
**Date:** April 21, 2015  
**Regarding:** Concerns expressed at the CN Rail Meeting and Tabletop Exercise

---

On March 25, 2015, the Regional District of Bulkley Nechako hosted the CN Rail Meeting and Tabletop Exercise.

Twenty representatives including CN Rail's Dangerous Goods Officer and Public and Government Affairs Spokesperson, Fire Chiefs, RCMP, Public Health, Emergency Program Coordinators, Public Works Manger, and a Chief Administrative Officer joined Regional District staff to review the CN Rail Emergency Response Plan and participate in a Tabletop Exercise.

CN emphasized that the train crews had a manifest that outlined the cargo of each train car and in the event the crew is incapacitated CN Police and the Dangerous Goods Officer would be able to provide that information via email.

During the discussions CN advised that they now had HazMat resources in Prince George and would be able to mount a response within five hours, with the Dangerous Good Officer, Public and Government Affairs Spokesperson, and crews from Vancouver being on a charter flight within two hours of notification. The five hour response time as indicated by CN does not factor in weather conditions for travelling, and where the incident is located and how accessible the site is. The Dangerous Goods Officer stated that there are now four Dangerous Goods Officers spread out over the CN Rail's routes and that someone will always be on call.

CN Rail also offered to provide Tactical Training for fire departments at no cost. Smithers Fire Department has offered to host the training.

During the meeting and tabletop exercise participants were given the opportunity to ask questions and give opinions regarding the CN Emergency Response Plan and CN's reliance on local resources. The following concerns were raised:

- There is a risk that fire departments responding to a train derailment will not get a task number from Emergency Management BC if the incident does not involve a vehicular accident, how will CN reimburse these departments for their costs for response?
- A majority of first responders are only trained to HazMat Awareness level. CN advised they do not expect its crew members or first responders to put themselves at risk to evaluate the danger of or the extent of the derailment.
- Emergency Support Services would not be supported by Emergency Management BC during an evacuation of residents due to a train derailment or hazardous spill, how will CN ensure that residents evacuated are provided accommodations, food, and other necessities?
- How will CN compensate for the damage and loss to the:
  - environment;
  - residents;
  - local government; and

- business.

CN advised that they will compensate all affected by the impact of train derailments and hazardous material spills caused by a derailment. How will CN track these costs and the people who require services during these events?

- In the Regional District of Bulkley-Nechako, like the majority of northern regional districts, the better part of the rail track is not covered by fire departments, CN needs to engage Regional Districts in events involving hazardous material spills or events that cause residents to be evacuated.
- CN advised that the company will be reviewing and revising the CN Emergency Response Plan this year. Participants recommended that emergency response agencies and local governments should be represented if the plan states a reliance on local resources.
- There was discussion around the type of response a fire department should provide depending on the type of hazardous material spilled. Preplanning for train derailments and hazardous material spills and CN's expectations of local government and first responder agencies needs to be discussed.
- Standard Operating Guideline (SOG) development is required to ensure the safety of responding agencies for training and response to derailment events and hazardous material spills.
- CN Rail advised that they would take over dealing with the media, however, they do not run advertising, they primarily rely on social media, given the lack of internet access in northern British Columbia this is a concern.
- An Emergency Operation Centre train derailment and hazardous spill specific emergency response plan should be developed by local government in collaboration with CN Rail.
- Once an Emergency Operation Centre train derailment and hazardous spill specific emergency response plan is developed Emergency Operation Centre staff should be trained in the different response requirements and tabletop and functional exercises should be hosted by CN Rail.

### **Recommendation**

**ALL /DIRECTORS/MAJORITY**

1. That the Board of Directors receive the memo titled "Concerns expressed at the CN Rail Meeting and Tabletop Exercise" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors write a letter to CN rail outlining the above noted concerns and requesting their feedback.



## Regional District of Bulkley-Nechako Memo – Board Agenda April 30, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Hans Berndorff, Financial Administrator  
**Date:** April 22, 2015  
**Regarding:** 2014 Audited Financial Statements

---

Attached for the Board's review and approval is a copy of the Audited Financial Statements for the year ended December 31, 2014 which includes the audit report from RHB Schmitz de Grace.

Also attached for review and approval is a copy of the Audit Letter for 2014, which explains the results of the 2014 audit.

The Auditors will be attending the Board meeting by telephone conference call to report on the results of the audit and to answer any questions from Directors.

I would be pleased to answer any questions.

**Recommendation:**

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated April 22, 2015 regarding the 2014 Audited Financial Statements be received;
2. That the Audited Financial Statements for the year ended December 31, 2014 be approved and the Chairperson and the Financial Administrator be authorized to sign the Statement of Financial Position; and,
3. That the Audit Letter be approved for signature.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**CONSOLIDATED FINANCIAL STATEMENTS**

**December 31, 2014**

# RHB SCHMITZ de GRACE

Chartered Accountants

**Partners**

- Lynn Ross, CPA, CA
- Norm Hildebrandt, CPA, CA
- Allison Beswick, CPA, CA

10 – 556 North Nechako Rd  
 Prince George, BC, V2K 1A1  
 Tel. (250) 564-2515  
 Fax (250) 562-8722  
 E-mail: [office@rhbcpa.ca](mailto:office@rhbcpa.ca)

• Denotes professional corporation

## INDEPENDENT AUDITORS' REPORT

### To the Directors of Regional District of Bulkley-Nechako

We have audited the accompanying financial statements of the Regional District of Bulkley-Nechako, which comprise the consolidated statement of financial position as at December 31, 2014, and the consolidated statements of financial activities, change in financial assets, and cash flow for the year then ended, and a summary of significant accounting policies and other explanatory information.

#### Management's Responsibility for the Financial Statements

Management is responsible for the preparation and fair presentation of these consolidated financial statements in accordance with Canadian generally accepted accounting principles, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

#### Auditors' Responsibility

Our responsibility is to express an opinion on these consolidated financial statements based on our audit. We conducted our audit in accordance with Canadian generally accepted auditing standards. Those standards require that we comply with ethical requirements and plan and perform the audit to obtain reasonable assurance about whether the financial statements are free from material misstatement.

An audit involves performing procedures to obtain audit evidence about the amounts and disclosures in the consolidated financial statements. The procedures selected depend on the auditors' judgment, including the assessment of the risks of material misstatement of the consolidated financial statements, whether due to fraud or error. In making those risk assessments, the auditor considers internal control relevant to the entity's preparation and fair presentation of the consolidated financial statements in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity's internal control. An audit also includes evaluating the appropriateness of accounting policies used and the reasonableness of accounting estimates made by management, as well as evaluating the overall presentation of the consolidated financial statements.

We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our audit opinion.

#### Opinion

In our opinion, the consolidated financial statements present fairly, in all material respects, the financial position of the Regional District of Bulkley-Nechako as at December 31, 2014, and its financial performance and its cash flows for the year then ended in accordance with Canadian generally accepted accounting principles. As required by the Local Government Act, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

March 4, 2015  
 Prince George, BC



Chartered Accountants

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**CONSOLIDATED STATEMENT OF FINANCIAL POSITION**

December 31, 2014

	2014	2013
<b>FINANCIAL ASSETS</b>		
Cash and temporary investments	\$ 8,691,602	\$ 8,016,388
Accounts receivable	315,923	689,197
Grants receivable	91,469	76,314
MFA Debt Reserve Fund (Note 2)	141,382	146,136
Due from Municipalities for debt (Note 3)	5,064,577	5,023,685
	<b>14,304,953</b>	<b>13,951,720</b>
<b>LIABILITIES</b>		
Unearned grants (Note 14)	3,895,542	3,401,552
Accounts payable and accruals (Note 8 and 9)	3,107,672	3,128,302
Debentures issued for the Regional District (Note 5)	1,004,905	1,218,344
Debentures issued for Municipalities (Note 3)	5,064,577	5,023,685
MFA Debt Reserve Fund (Note 2)	116,062	112,359
	<b>13,188,758</b>	<b>12,884,242</b>
<b>NET FINANCIAL ASSETS</b>	<b>1,116,195</b>	<b>1,067,478</b>
<b>NON-FINANCIAL ASSETS</b>		
Tangible Capital Assets (Note 1, Schedule 3)	12,932,443	13,478,357
Prepaid expenses	60,919	70,771
	<b>12,993,362</b>	<b>13,549,128</b>
<b>ACCUMULATED SURPLUS</b>	<b>\$ 14,109,557</b>	<b>\$ 14,616,606</b>

**CONTINGENCIES (Note 6)**

Approved by the Board:

\_\_\_\_\_ Chairperson

\_\_\_\_\_ Financial Administrator

**RHB SCHMITZ de GRACE**  
Chartered Accountants

See notes to the consolidated financial statements.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**CONSOLIDATED STATEMENT OF FINANCIAL ACTIVITIES**

For the year ended December 31, 2014

	2014		2013
	<u>Budget</u> (unaudited) (Note 11)	<u>Actual</u>	<u>Actual</u>
<b>REVENUE</b>			
Property tax requisition			
Municipal	\$ 3,018,779	\$ 3,020,199	\$ 2,897,337
Electoral Area	4,813,898	4,812,489	4,629,198
	7,832,677	7,832,688	7,526,535
Federal grants - conditional	1,018,307	392,053	543,334
Municipal debt payments (Note 3)	985,138	814,005	929,884
Grants in lieu of taxes	846,481	881,975	855,175
Fees and permits	639,955	697,706	872,754
Emergency expenditure recoveries	300,000	187,986	5,500
Provincial grants - unconditional	122,432	122,431	122,432
Other grants - conditional	121,987	106,349	191,509
Sundry	59,640	89,894	71,481
Municipal cost sharing	89,558	89,558	92,686
Administration recoveries	38,256	37,766	47,006
Interest	13,500	93,429	50,587
Debt Sinking Fund actuarial earnings (Note 4)	-	52,296	43,807
Donations	-	1,575	15,225
	12,067,931	11,399,711	11,367,915
<b>EXPENSES (Schedule 1)</b>			
Environmental Services	4,627,879	3,826,574	3,809,291
Government - General, Rural and Local Commission	3,071,772	2,308,541	2,314,074
Recreation and Culture	1,884,791	1,831,926	1,997,871
Fire Protection and Emergency Response	1,842,987	1,662,640	1,361,899
Building Inspection, Building Numbering, Planning and Development Services	956,097	834,957	795,053
Municipal debt payments (Note 3)	985,138	814,005	929,884
Economic development	678,524	414,859	474,637
Sewer and water	147,947	106,874	121,466
Street Lighting and Transportation	108,528	106,384	103,702
	14,303,663	11,906,760	11,907,877
<b>ANNUAL (DEFICIT) SURPLUS</b>	(2,235,732)	(507,049)	(539,962)
<b>SURPLUS AT BEGINNING OF THE YEAR</b>	14,616,606	14,616,606	15,156,568
<b>SURPLUS AT END OF THE YEAR</b>	<u>\$ 12,380,874</u>	<u>\$ 14,109,557</u>	<u>\$ 14,616,606</u>
Comprised of			
Operating		\$ 2,887,315	\$ 3,000,541
Reserves		3,104,007	2,653,056
Capital		(4,875,127)	(4,586,119)
Non-Financial assets		12,993,362	13,549,128
		<u>\$ 14,109,557</u>	<u>\$ 14,616,606</u>

**RHB SCHMITZ de GRACE**  
Chartered Accountants

See notes to the consolidated financial statements.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**CONSOLIDATED STATEMENT OF CHANGE IN FINANCIAL ASSETS**

For the year ended December 31, 2014

	<b>2014</b>		<b>2013</b>
	<u>Budget</u> (unaudited)	<u>Actual</u>	<u>Actual</u>
<b>ANNUAL (DEFICIT) SURPLUS</b>	\$ (2,235,732)	\$ (507,049)	\$ (539,962)
Acquisition of tangible capital assets	(291,121)	(193,559)	(237,980)
(Gain) loss on sale of tangible capital assets	-	(9,890)	(15,676)
Proceeds on sale of tangible capital assets	-	29,890	55,021
Amortization of tangible capital assets	748,900	719,473	703,761
	(1,777,953)	38,865	(34,836)
Net (addition to) use of prepaid expenses	-	9,852	(10,353)
<b>CHANGE IN NET FINANCIAL ASSETS</b>	(1,777,953)	48,717	(45,189)
<b>NET FINANCIAL ASSETS AT BEGINNING OF THE YEAR</b>	1,067,478	1,067,478	1,112,667
<b>NET FINANCIAL ASSETS AT END OF THE YEAR</b>	<u>\$ (710,475)</u>	<u>\$ 1,116,195</u>	<u>\$ 1,067,478</u>

**RHB SCHMITZ de GRACE**  
Chartered Accountants

See notes to the consolidated financial statements.



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**CONSOLIDATED STATEMENT OF CASH FLOW**

For the year ended December 31, 2014

	<u>2014</u>	<u>2013</u>
<b>OPERATING ACTIVITIES</b>		
Annual (Deficit) Surplus	\$ (507,049)	\$ (539,962)
Add: Non-cash items		
Amortization of tangible capital assets	719,473	703,761
(Gain) on sale of tangible capital assets	(9,890)	(15,676)
Changes in non-cash working capital:		
Accounts receivable	373,271	(135,142)
Grants receivable	(15,155)	(7,381)
Accounts payable and accruals	(20,630)	133,633
Unearned grants	493,990	371,201
Prepaid expenses	9,852	(10,353)
	<u>1,043,862</u>	<u>500,081</u>
<b>FINANCING ACTIVITIES</b>		
Actuarial earnings on Debt Sinking Fund	(52,296)	(43,807)
MFA Debt Reserve Fund	8,457	(1,570)
Debt repayments	(161,143)	(161,024)
	<u>(204,982)</u>	<u>(206,401)</u>
<b>CAPITAL ACTIVITIES</b>		
Purchase of tangible capital assets	(193,559)	(237,980)
Proceeds on disposal of tangible capital assets	29,890	55,021
	<u>(163,669)</u>	<u>(182,959)</u>
<b>INCREASE DURING THE YEAR</b>	<b>675,214</b>	<b>110,721</b>
<b>CASH AND TEMPORARY INVESTMENTS AT BEGINNING OF THE YEAR</b>	<b><u>8,016,388</u></b>	<b><u>7,905,667</u></b>
<b>CASH AND TEMPORARY INVESTMENTS AT END OF THE YEAR</b>	<b><u>\$ 8,691,602</u></b>	<b><u>\$ 8,016,388</u></b>

**RHB SCHMITZ de GRACE**

See notes to the consolidated financial statements. Chartered Accountants

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**NOTES TO THE CONSOLIDATED FINANCIAL STATEMENTS**

**For the year ended December 31, 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES**

The Regional District uses Canadian generally accepted accounting principles for governments, as recommended by the Public Sector Accounting Board of the Canadian Institute of Chartered Accountants.

Basis of Presentation

The consolidated financial statements include all the funds of the Regional District. Inter-fund transactions and balances have been eliminated.

Budget figures disclosed throughout the financial statements have been extracted from the 2014 final budget, adopted in March 20, 2014.

Basis of Accounting

A full accrual basis of accounting is used.

Tangible Capital Assets

Tangible Capital Assets are recorded at cost less accumulated amortization.

Amortization

The Regional District amortizes tangible capital assets on a straight line basis over the estimated useful life of the asset.

Buildings	40-50 years
Water and waste systems	50
Heavy vehicles	10-20
Passenger vehicles	6-10
Other equipment	5-10

Reserves

Reserves consist of funds set aside for future use from current and prior year's operations.

Revenue Recognition

The Regional District recognizes revenue as follows:

Revenue generated by property taxes and utility user fees is recognized in the period to which it relates.

Unrestricted revenue from government and other grants is recognized in the year in which it is approved by the funders.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**NOTES TO THE CONSOLIDATE FINANCIAL STATEMENTS**

**For the year ended December 31, 2014**

**1. SIGNIFICANT ACCOUNTING POLICIES, continued**

Revenue Recognition, continued

Grants received for specific projects or purposes are recognized as the related expenditures are incurred.

Grants received from the Federal Gas Tax Agreement are contributed to a federal gas tax reserve and recorded as revenue in the year amounts are expended on qualifying projects.

Revenue from sales and services is recognized at the point of sale or when service is provided

Use of Estimates

The preparation of financial statements in accordance with Canadian public sector accounting standards requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and the disclosure of contingent assets and liabilities at the date of the financial statements, as well as the reported amounts of revenues and expenses during the reporting period. Significant areas requiring management estimates are the determination of capital assets, their useful life, and closure and post closure costs of the regional districts landfills. Actual results may vary from the estimates and adjustments will be reported and reflected in operations as additional information becomes available.

**2. MFA DEBT RESERVE FUND**

The Regional District issues debt instruments through the Municipal Finance Authority of B.C., and as a condition of borrowing, one percent of the debenture proceeds is withheld as a debt reserve fund. The Regional District also executes demand notes in connection with each debenture whereby the Regional District could be required to pay certain amounts to the Municipal Finance Authority in excess of the debt borrowed. The demand notes are contingent in nature and are not reported in the Financial Statements (see note 6).

The Regional District reports the Debt Reserve Fund Balances for both debts issued on its behalf, and on behalf of member Municipalities, as a Financial Asset. Because all Debt Reserve Fund refunds received on behalf of Municipal borrowing are repayable to those Municipalities, the Municipal portion of the Debt Reserve Fund balances are also reported as a Financial Liability.

**3. MUNICIPAL DEBENTURE DEBT**

When a member Municipality within the Regional District wishes to issue debenture debt through the Municipal Finance Authority of B.C., the borrowing is done through the Regional District. The Regional District is therefore responsible for repayment of the debt to the Authority. When payments (interest and sinking fund or principal) are made on this debt, the Regional District pays the Authority and is in turn reimbursed by the Municipality.

The Regional District therefore reports the net outstanding debt borrowed on behalf of Municipalities as both a financial liability and a financial asset. Municipal debt payments are shown as revenue and an offsetting expenditure.

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## NOTES TO THE CONSOLIDATE FINANCIAL STATEMENTS

For the year ended December 31, 2014

## 4. SINKING FUND ACTUARIAL EARNINGS

The majority of issues of debt instruments through the Municipal Finance Authority of B.C. are sinking fund debentures. The Authority uses a 4-5% internal rate of return when it sets the annual sinking fund payments required. The actuarial earnings on Debt Sinking Funds reported on the Consolidated Statement of Financial Position are computed at this 4-5% rate of return.

## 5. DEBENTURES ISSUED FOR THE REGIONAL DISTRICT

The Regional District's long term debt is in the form of Debentures issued by the Municipal Finance Authority of BC. These are all sinking fund debentures, stated and repayable in Canadian funds as shown below:

Service borrowing was incurred for:	Originally Borrowed		Year of Maturity	Current Rate of Interest	Net Debt Outstanding	
	Year	Amount			2014	2013
Environmental Services	2008	677,000	2018	4.65%	302,980	371,585
Environmental Services	2010	729,517	2020	3.73%	471,493	539,842
Burns Lake Arena	1999	500,000	2014	6.15%	-	45,485
Burns Lake Arena	1999	200,000	2019	6.20%	68,789	80,813
Fort Fraser Sewer	2001	30,000	2016	5.93%	5,374	7,870
Fort Fraser Fire Protection	2004	147,140	2019	5.30%	61,374	71,952
Luck Bay Fire Protection	2006	125,000	2026	4.67%	86,321	91,845
Luck Bay Fire Protection	2010	10,000	2030	3.73%	8,574	8,952
		<u>\$ 2,418,657</u>			<u>\$ 1,004,905</u>	<u>\$ 1,218,344</u>

Scheduled principal, interest, total debt payments, and actuarial earnings projected on the sinking funds over the next 5 years are:

	Principal Payments	Interest Payments	Total Payments	Actuarial Earnings
2015	\$ 136,523	\$ 86,867	\$ 223,390	\$ 38,343
2016	\$ 136,523	\$ 85,978	\$ 222,501	\$ 45,542
2017	\$ 135,132	\$ 85,088	\$ 220,220	\$ 51,537
2018	\$ 135,132	\$ 69,347	\$ 204,479	\$ 59,199
2019	\$ 78,744	\$ 49,708	\$ 128,452	\$ 40,096

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**NOTES TO THE CONSOLIDATE FINANCIAL STATEMENTS**

**For the year ended December 31, 2014**

**6. CONTINGENCIES**

MFA Issues

The Regional District is contingently liable to the Municipal Finance Authority of B.C. in excess of the amounts borrowed under the terms of demand notes issued to the Authority. Member Municipalities have signed offsetting demand notes to the Regional District for borrowing made on their behalf:

	<u>2014</u>	<u>2013</u>
Demand Notes Outstanding:		
Borrowing on behalf of member Municipalities	\$ 303,688	\$ 338,580
Borrowing for Regional District purposes	<u>92,061</u>	<u>113,770</u>
	<u>\$ 395,749</u>	<u>\$ 452,350</u>

Employee Sick Leave

The Regional District is contingently liable to pay its employees sick leave. The total value of the accumulated sick time is \$492,330 at December 31, 2014 (2013 - \$405,636). As at year-end an amount of \$245,940 (2013 - \$225,584) has been accrued as an estimate of the liability.

Employee Retiring Allowance

The Regional District is contingently liable to pay employees one week salary for every year of employment to a maximum of 13 weeks upon normal retirement from the Regional District. The total value of this retiring allowance is \$209,942 at December 31, 2014 (2013 - \$172,213). As at year-end an amount of \$177,903 (2013 - \$145,985) has been accrued as an estimate of the liability.

**7. MUNICIPAL PENSION PLAN**

The municipality and its employees contribute to the Municipal Pension Plan (the Plan), a jointly trustee pension plan. The board of trustees, representing plan members and employers, is responsible for overseeing management of the Plan, including investment of the assets and administration of benefits. The Plan is a multi-employer contributory pension plan. Basic pension benefits provided are based on a formula. The Plan has about 182,000 active members and approximately 75,000 retired members. Active members include approximately 36 contributors from The Regional District of Bulkley-Nechako.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**NOTES TO THE CONSOLIDATE FINANCIAL STATEMENTS**

**For the year ended December 31, 2014**

**7. MUNICIPAL PENSION PLAN, continued**

The most recent actuarial valuation as at December 31, 2012 indicated a \$1,370 million funding deficit for basic pension benefits. The next valuation will be as at December 31, 2015 with results available in 2016. Employers participating in the Plan record their pension expense as the amount of employer contributions made during the fiscal year (defined contribution pension plan accounting). This is because the Plan records accrued liabilities and accrues assets for the Plan in aggregate with the result that there is no consistent and reliable basis for allocation the obligation, assets and cost to the individual employers participating in the Plan.

The Regional District of Bulkley-Nechako paid \$220,770 (2013 - \$200,113) for employer contributions to the Plan in fiscal 2014.

**8. ACCOUNTS PAYABLE AND ACCRUALS**

As at year-end, accounts payable and accruals include \$279,192 (2013 - \$254,957) of unused employee vacation entitlement.

**9. UNFUNDED LIABILITY FOR LANDFILL CLOSURE COSTS**

Accounts payable and accruals include \$ 2.11 million of liabilities at December 31, 2014 (\$1.97 million at December 31, 2013) which the Public Sector Accounting and Auditing Board stipulates be recognized in the financial statements but which are not included in the Regional District's budgets but are recorded as accounting adjustments at the end of the year. These amounts represent management's best estimate of the future closure and post-closure costs of both active and inactive landfill sites in the Regional District. Additional costs will be recognized in future years during the life of active landfill sites in proportion to the waste capacity used up in each year. A reserve created to fund closure and post-closure monitoring costs held a balance of \$626,779 as at December 31, 2014 (2013 - \$571,698).

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**NOTES TO THE CONSOLIDATE FINANCIAL STATEMENTS**

**For the year ended December 31, 2014**

**10. FEDERAL GAS TAX AGREEMENTS**

Gas Tax funding is provided by the Government of Canada. The use of the funding is established by funding agreement between the Regional District and the Union of British Columbia Municipalities. Gas Tax funding may be used towards qualifying expenditures as specified in the funding agreement. The Regional District maintains the amounts in a statutory reserve.

	<u>2014</u>	<u>2013</u>
Opening balance	<u>\$ 3,388,364</u>	<u>\$ 2,933,354</u>
Add: Amounts received in the year	<u>852,181</u>	<u>838,331</u>
Interest earned	<u>38,820</u>	<u>33,413</u>
	<u>891,001</u>	<u>871,744</u>
Less: Amounts spent in the year	<u>(391,910)</u>	<u>(416,734)</u>
Closing balance	<u>\$ 3,887,455</u>	<u>\$ 3,388,364</u>

**11. BUDGET**

The Financial Plan adopted by the Board of Directors was prepared on a modified accrual basis while the Financial Statements are prepared on a full accrual basis as required by Canadian Public Sector Accounting Standards. The Financial Plan anticipated the use of surpluses accumulated in prior years to supplement current year revenues. In addition, the Financial Plan expensed tangible capital asset expenditures, debt re-payments and reserve transfers. The budget figures included in these Financial Statements represent the Financial Plan adopted by the Board of Directors with adjustments as follows:

	<u>2014</u>
Budgeted deficit per statement of financial activities	<u>\$ (2,235,732)</u>
Less: Capital expenditures	<u>(291,121)</u>
Debt principal payments	<u>(161,426)</u>
Contributions to reserves	<u>(1,367,532)</u>
	<u>(1,820,079)</u>
Add: Prior years net surplus	<u>2,281,997</u>
Withdrawal from capital reserves	<u>1,024,914</u>
Transfer from equity in tangible capital assets	<u>748,900</u>
	<u>4,055,811</u>
Surplus in the Financial Plan	<u>\$ -</u>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**NOTES TO THE CONSOLIDATE FINANCIAL STATEMENTS**

**For the year ended December 31, 2014**

**12. FINANCIAL INSTRUMENTS**

The Regional District's financial instruments are comprised of cash, temporary investments, grants receivable, accounts receivable, due from Municipalities, accounts payable, accrued liabilities, debentures issued for the Regional District and debentures issued for Municipalities.

Credit Risk

The Regional District provides credit to its clients in the normal course of business and carries out specific procedures to minimize the risk. Credit risk is minimal.

Interest Rate Risk

The Regional District is exposed to interest rate risk arising from fluctuating interest rate on borrowing and investments.

Fair Value

The carrying value for primary instruments approximates fair value, due to their short-term maturities. The carrying value of non-current instruments approximates fair value because it is based upon interest rates currently available to entities in similar circumstances.

**13. INVESTMENTS**

The Regional District holds investments in Guaranteed Investment Certificates at varying interest rates throughout the year. The average interest rate for the year was 1.3% (2013 – 1.1%).

**14. UNEARNED GRANTS**

Unearned grants is comprised of:

	<u>2014</u>	<u>2013</u>
Federal Gas Tax reserve	\$ 3,887,455	\$ 3,388,364
Provincial	1,989	4,500
Other	<u>6,098</u>	<u>8,688</u>
	<u>\$ 3,895,542</u>	<u>\$ 3,401,552</u>



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**SCHEDULE OF CONSOLIDATED EXPENSES BY OBJECT**

For the year ended December 31, 2014

	<b>2014</b>		<b>2013</b>
	<u>Budget</u> (unaudited)	<u>Actual</u>	<u>Actual</u>
Purchased services and supplies	\$ 5,426,374	\$ 3,734,050	\$ 3,647,180
Staff remuneration and benefits	3,173,146	3,147,694	3,023,537
Payments to Societies	1,968,680	1,869,382	2,147,208
Municipal debt payments	985,138	814,005	929,884
Payments to Municipalities	737,456	722,466	565,124
Directors' remuneration	305,158	284,776	257,687
Electoral Area Grants in Aid	348,186	166,570	180,987
Insurance and permits	127,567	124,584	111,722
Interest on debentures	116,753	116,753	116,753
Directors' travel and expenses	145,469	84,964	88,761
Staff travel, upgrading and conferences	82,943	78,783	70,479
Memberships and dues	43,033	38,339	36,512
Elections, referenda and studies	74,739	19,499	22,289
Volunteer benefits	3,321	2,826	2,665
Interest	6,800	2,606	3,221
First Nations dialogue	10,000	-	106
Amortization	748,900	719,473	703,762
	<u>\$ 14,303,663</u>	<u>\$ 11,906,760</u>	<u>\$ 11,907,877</u>

See notes to the consolidated financial statements.

**RHB SCHMITZ de GRACE**  
Chartered Accountants

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**SCHEDULE OF CONTINUITY OF RESERVE FUNDS**

For the year ended December 31, 2014

	<u>2014</u>	<u>2013</u>
<b>BALANCE AT BEGINNING OF THE YEAR</b>	<b>\$ 6,041,420</b>	<b>\$ 5,275,346</b>
Contribution to funds	1,379,962	2,008,406
Interest earned on funds	71,139	94,829
Withdrawals from funds	<u>(501,059)</u>	<u>(1,337,161)</u>
<b>BALANCE AT END OF THE YEAR</b>	<b>6,991,462</b>	<b>6,041,420</b>
Less: Federal Gas Tax recorded as deferred revenue (Note 10)	<u>3,887,455</u>	<u>3,388,364</u>
	<u><b>\$ 3,104,007</b></u>	<u><b>\$ 2,653,056</b></u>
<b>REPRESENTED BY THE FOLLOWING RESERVE FUNDS</b>		
911 Capital	<b>\$ 336,682</b>	<b>\$ 332,882</b>
Administrative equipment	63,887	47,444
Administration/Planning vehicle	79,608	53,237
Building	30,290	15,055
Building Inspection vehicle	46,549	36,095
Bulkley Valley Pool	405,943	285,198
Burns Lake Arena	17,340	6,772
Burns Lake Rural Fire Protection	47	46
Election	31,244	42,592
Emergency Prep	50,209	19,847
Environmental Services vehicle	45,531	30,125
Federal Gas Tax	3,887,455	3,388,364
Fort Fraser Sewer	96,507	79,532
Fort Fraser Rural Fire Protection	33,734	29,878
Fort Fraser Water	327,318	264,052
Fort St. James Rural Fire Protection	48,393	61,688
Glacier Gulch Water Diversion	2,157	2,132
Houston Rural Fire Protection	11,066	9,699
Insurance	44,710	60,070
Lakes District Airport	66,344	32,975
Landfill capital	1,162,220	1,061,382
Luck Bay Rural Fire Protection	3,028	8,234
Planning plotter	29,499	25,195
Smithers Rural Fire Protection	94,810	83,812
Southside Rural Fire Protection	17,242	12,085
Telkwa Rural Fire Protection	19,328	13,163
Vanderhoof Rural Fire Protection	34,798	34,406
Weed Control vehicle	<u>5,523</u>	<u>5,460</u>
	<b>6,991,462</b>	<b>6,041,420</b>
Less: Federal Gas Tax reserve recorded as deferred revenue (Note 10)	<u>3,887,455</u>	<u>3,388,364</u>
	<u><b>\$ 3,104,007</b></u>	<u><b>\$ 2,653,056</b></u>

**RHB SCHMITZ de GRACE**  
Chartered Accountants

See notes to the consolidated financial statements.

Regional District of Bulkley-Nechako  
**CONSOLIDATED STATEMENT OF TANGIBLE CAPITAL ASSETS**  
For the Year Ended December 31, 2014

	Engineered Structures							2014 Total	2013 Total
	Land	Building	Equipment / Vehicles	Water	Sewer	Landfills	Transfer Stations		
<b>COST</b>									
Opening Balance	\$ 261,291	\$ 6,429,041	\$ 3,394,137	\$ 1,109,807	\$ 718,501	\$ 3,810,095	\$ 4,640,817	\$ 20,363,689	\$ 20,204,432
Add: Additions	-	37,828	117,668	-	-	22,378	15,685	193,559	237,980
Less: Disposals	-	-	101,513	-	-	-	-	101,513	78,723
Less: Write-downs	-	-	-	-	-	-	-	-	-
Closing Balance	261,291	6,466,869	3,410,292	1,109,807	718,501	3,832,473	4,656,502	20,455,735	20,363,689
<b>ACCUMULATED AMORTIZATION</b>									
Opening Balance	-	1,945,627	1,621,315	620,654	318,231	1,137,592	1,241,913	6,885,332	6,220,948
Add: Amortization	-	133,894	315,596	28,045	15,196	118,600	108,142	719,473	703,762
Less: Acc. Amortization on Disposals	-	-	81,513	-	-	-	-	81,513	39,378
Closing Balance	-	2,079,521	1,855,398	648,699	333,427	1,256,192	1,350,055	7,523,292	6,885,332
<b>Net Book Value for year ended</b>									
December 31, 2014	<u>\$ 261,291</u>	<u>\$ 4,387,348</u>	<u>\$ 1,554,894</u>	<u>\$ 461,108</u>	<u>\$ 385,074</u>	<u>\$ 2,576,281</u>	<u>\$ 3,306,447</u>	<u>\$ 12,932,443</u>	
<b>Net Book Value, year ended</b>									
December 31, 2013	<u>\$ 261,291</u>	<u>\$ 4,483,414</u>	<u>\$ 1,772,822</u>	<u>\$ 489,153</u>	<u>\$ 400,270</u>	<u>\$ 2,672,503</u>	<u>\$ 3,398,904</u>		<u>\$ 13,478,357</u>

See notes to the consolidated financial statements.

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# RHB SCHMITZ de GRACE

Chartered Accountants

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E-mail: office@rhcba.ca

**Partners**

•Lynn Ross, CPA, CA  
•Norm Hildebrandt, CPA, CA  
•Allison Beswick, CPA, CA

•Denotes professional corporation

April 22, 2015

Board of Directors Members  
Regional District of Bulkley-Nechako  
PO Box 820  
Burns Lake BC  
V0J 1E0

Dear Sirs/Mesdames:

We have been engaged to audit the financial statements of Regional District of Bulkley-Nechako for the year ending December 31, 2014. Canadian generally accepted auditing standards for audit engagements require that we communicate the following information with you in relation to our audit.

### **Significant Deficiencies in Internal Control**

A deficiency in internal control exists when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control, or any other control deficiencies, will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies.

### **Difficulties Encountered During the Audit**

We encountered no significant difficulties during our audit that should be brought to the attention of the board.

**Significant Accounting Principles**

Management is responsible for the appropriate selection and application of accounting policies. Our role is to review the appropriateness and application as part of our audit. The accounting policies used by Regional District of Bulkley-Nechako are described in Note 2, Significant Accounting Policies, in the financial statements.

There were no new accounting policies adopted or changes to the application of accounting policies of Regional District of Bulkley-Nechako during the year.

We did not identify any alternative accounting policies that would have been more appropriate in the circumstances.

We did not identify any significant accounting policies in controversial or emerging areas.

**Significant Unusual Transactions**

We are not aware of any significant or unusual transactions entered into by Regional District of Bulkley-Nechako that you should be informed about.

**Significant Financial Statement Disclosures**

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

**Accounting Estimates**

Management is responsible for the accounting estimates included in financial statements. Estimates and the related judgments and assumptions are based on management's knowledge of the business and past experience about current and future events.

Our responsibility as auditors is to obtain sufficient appropriate evidence to provide reasonable assurance that management's accounting estimates are reasonable within the context of the financial statements as a whole. An audit includes performing appropriate procedures to verify the:

- Calculation of accounting estimates;
- Analyzing of key factors such as underlying management assumptions;
- Materiality of estimates individually and in the aggregate in relation to the financial statements as a whole;
- Estimate's sensitivity to variation and deviation from historical patterns;
- Estimate's consistency with the entity's business plans; and
- Other audit evidence.

The following significant estimates/judgments are contained in the financial statements:

- Allowance for doubtful accounts;
- Value of inventory;
- Accrued liabilities;
- Deferred revenue;
- Book value of capital assets

Based on audit work performed, we are satisfied with estimates made by management.

#### **Disagreements with Management**

We are required to communicate any disagreements with management, whether or not resolved, about matters that are individually or in aggregate significant to the entity's financial statements or auditor's report. Disagreements may arise over:

- Selection or application of accounting principles;
- Assumptions and related judgments for accounting estimates;
- Financial statement disclosures;
- Scope of the audit; or
- Wording of the auditor's report.

We are pleased to inform you that we had no disagreements with management during the course of our audit.

#### **Consultation with Other Accountants (Second Opinions)**

Management may consult with other accountants about auditing and accounting matters to obtain a "second opinion". When an entity requests that another accountant provide a written report or oral advice on the application of accounting principles to a specific transaction or the type of opinion that may be rendered on the entity's financial statements, we are required to ensure that the accountant has ensured that the reporting accountant has knowledge of all facts and circumstances and has conducted the engagement in accordance with Canadian generally accepted auditing standards on the Reports on the Application of Accounting Principles.

We are not aware of any consultations that have taken place with other accountants.

#### **Issues Discussed**

The auditor generally discusses among other matters, the application of accounting principles and auditing standards, and fees, etc. with management during the initial or recurring appointment of the auditor. There were no major issues discussed during our audit with regards to our retention that were not in the normal course of business.

**Uncorrected Misstatements**

There were no uncorrected misstatements identified during our audit.

**Other Audit Matters of Governance Interest**

We did not identify any other matters to bring to your attention at this time and would be pleased to discuss with you further any matters mentioned above, at your convenience.

We would like to thank management and staff for the assistance they provided to us during the audit.

This communication is prepared solely for the information of those charged with governance of Regional District of Bulkley-Nechako to carry out and discharge their responsibilities and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

To ensure there is a clear understanding and record of the matters discussed, we ask that a representative of the board of directors their acknowledgement in the space provided below. Should any member of the board of directors wish to discuss or review any matter addressed in this letter or any other matters related to financial reporting, please do not hesitate to contact us at any time.

Yours very truly,

RHB SCHMITZ de GRACE  
Chartered Accountants

**Acknowledgement of Representative of the Board of Directors Members:**

We have read and reviewed the above disclosures and understand and agree with the comments therein:

Signature: \_\_\_\_\_

Date: \_\_\_\_\_

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

To: Chairperson Miller and Board of Directors (April 30, 2015)  
From: Janine Dougall  
Director of Environmental Services  
Date: April 20, 2015  
Subject: Houston and Area, Fraser Lake and Area and Vanderhoof and Area Recycling – Recommendation for Extension of Contracts

During Budget development there was significant discussions held regarding expansion of recycling programs across the RDBN in those areas where MMBC is not currently providing services.

Following the discussions, direction was provided to staff to allocate sufficient funding in the 2015 recycling portion of the Environmental Services Budget to allow for the initiation of the expanded programs.

Preliminary discussions have been initiated with the local recycling groups that will be impacted by the expanded programs, however important details still have to be worked out. The contracts in these areas expire at the end of April, 2015. So, at this time it is being recommended to extend the current contracts with the recycling groups in Houston, Fraser Lake and Vanderhoof until June 30, 2015 to allow for the necessary discussions and details to be completely understood by all parties involved.

<b>RECOMMENDATION</b>	(All/Directors/Majority)
1. That the Board of Directors receive the memorandum titled, "Houston and Area, Fraser Lake and Area and Vanderhoof and Area Recycling – Recommendation for Extension of Contracts" and dated April 20, 2015.	
2. Further, that the Board of Directors authorize staff to extend existing contracts for current recycling services with the Houston Bottle Depot, Fraser Lake Bottle Depot and Nechako Waste Reduction Initiative.	

Respectfully submitted,

A handwritten signature in blue ink that reads "Janine Dougall".

Janine Dougall  
Director of Environmental Services



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

To: Chairperson Miller and Board of Directors (April 30, 2015)  
From: Janine Dougall  
Director of Environmental Services  
Date: April 22, 2015  
Subject: Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw Amendment

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The Board of Directors are being requested to consider repealing Regional District of Bulkley-Nechako Water Services Regulatory Amendment Bylaw No. 1731, 2015 and giving three readings and adoption to Bylaw No. 1739.

Both Bylaws No. 1731 and No. 1739 amend the user fee schedule of Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw No. 1575, 2011. User fees are being increased beginning January 1, 2015 and changes have been made to the fees associated with requests for turn on and turn off of service.

Bylaw No. 1731 was given three readings and adoption at the March 26, 2015 Board Meeting, however, following the meeting it was discovered that the user fees had been incorrectly increased by 20% rather than 2%. Bylaw No. 1739 corrects this error.

The Board is being requested to consider giving three readings and adoption to Bylaw No. 1739, further in the agenda.

<b>RECOMMENDATION</b> 1. That the Board of Directors receive the memorandum titled, "Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw Amendment" and dated April 22, 2015.	<b>(All/Directors/Majority)</b>
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Respectfully submitted,

Janine Dougall  
Director of Environmental Services



## Regional District of Bulkley-Nechako Memo – Board Agenda April 30, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Hans Berndorff, Financial Administrator  
**Date:** April 22, 2015  
**Re:** Area E Economic Development Reserve Establishment Bylaw

---

The 2015 budget for the Electoral Area "E" Economic Development Service includes a \$1,000 contribution to a reserve for potential future costs of repairs to its facilities or other operating or capital costs.

For a service to contribute to a reserve fund, the Board must first establish the reserve by bylaw.

The Board is requested to consider giving three readings and adoption to Bylaw No. 1733 further in the agenda.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the memorandum from the Financial Administrator, dated April 22, 2015 regarding a proposed Area E Economic Development Reserve Establishment Bylaw be received.



## Regional District of Bulkley-Nechako Memo – Board Agenda April 30, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Hans Berndorff, Financial Administrator  
**Date:** April 22, 2015  
**Re:** Chinook Community Forest Service Establishment Amendment

---

Two amendments are being proposed for the Chinook Community Forest Service Establishment Bylaw No. 1714.

1. As discussed during the April 16<sup>th</sup> Board meeting, the Village of Burns Lake Council has decided that it wants to own its Chinook shares directly instead of through the RDBN. As a result, it wants to withdraw from the Chinook Community Forest Service that was established to fund the RDBN's legal and other setup costs for Chinook. In addition to the Village of Burns Lake, the Directors representing Area B and Area E have indicated support for this change.
2. The original service establishment bylaw specifies that costs be apportioned among the participants on improvements only. Consistent with other shared services in the Lakes District, it was also intended that properties be taxed on improvements only. However, this latter point is not clear in the bylaw. Therefore an amendment bylaw no. 1728 was previously given three readings by the RDBN Board. However, subsequent to this, the Village of Burns Lake Council declined to consent to this change because it wanted to withdraw from the service completely. As a result, this clarification is also included in the proposed amendment bylaw no. 1736 further in the agenda.

The Board is being requested to rescind 1<sup>st</sup>, 2<sup>nd</sup> and 3<sup>rd</sup> reading of Bylaw No. 1728 and give three readings to Bylaw No. 1736 further in the agenda.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the memorandum from the Financial Administrator, dated April 22, 2015 regarding proposed amendments to the Chinook Community Forest Economic Development Service Establishment Bylaw be received.

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## Regional District of Bulkley-Nechako Memorandum April 30, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Deborah Jones-Middleton (Protective Services Manager)  
**Date:** April 20, 2015  
**Regarding:** Snow Survey and Water Supply Bulletin – April 2015

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Attached for your review is the Snow Survey and Water Supply Bulletin – April, 2015.

The snow pack report is as follows:

- Nechako Basin is 106% of normal.
- Skeena-Nass is 92% of normal.

Near-normal snow packs Skeena-Nass indicate normal seasonal flood risk.”

“At a basin-wide scale, higher than normal snow packs in the Upper Fraser West basin indicate increased seasonal flood risk in the unregulated regions of the Nechako basin this year.”

**Recommendation**

**AII /DIRECTORS/MAJORITY**

That the Board of Directors receive the memo titled “Snow Survey and Water Supply Bulletin April 2015” from Deborah Jones-Middleton, Protective Services Manager.



The April 1st snow survey is now complete. Data from 154 snow courses and 49 snow pillows around the province and climate data from Environment Canada have been used to form the basis for the following report.

The full version of the bulletin including text, data, graphs and basin index map can be viewed at the River Forecast Centre web site: <http://bcrfc.env.gov.bc.ca/bulletins/watersupply/current.htm>

## Weather

Temperatures across British Columbia continued to be well above normal through the month of March. Temperatures were typically 1-3°C above normal along coastal areas of BC, and 3-5°C above normal across the interior. March sea surface temperature anomalies in the Pacific Ocean off the shores of British Columbia have continued to be 1-3°C degrees above normal, and NOAA's National Climatic Data Centre is reporting that temperature anomalies off the BC coast have been at record high levels through the winter of 2014-15.

March precipitation trends have been varied across the province, but in general have been well above normal (120-200%). Areas of the central interior (e.g. Merritt, Salmon Arm) and Okanagan experienced below normal (40-60%) precipitation. With increased temperatures, rainfall was the dominant form of precipitation through mid-elevation terrain.

## Snowpack

Snow pack accumulation trends from early in the season have persisted throughout March. Snow accumulation through the month has been modest, and in some cases some locations experienced a net loss of snow. Declines in snow basin indices were observed in almost all basins between the March and April surveys. With the exception of the Upper Fraser West, all regions of the province have near normal or below normal April 1st snow basin indices (Figure 1). Snow basin indices range from a low of 13% on the South Coast to a high of 120% in Upper Fraser West (Table 1 and Figure 1). The average of all provincial snow water equivalent measurements for April 1st is 73% of normal. This is the second lowest provincial average snow water equivalent in the past 31 years of record.

**Table 1 - BC Snow Basin Indices – April 1, 2015**

Basin	% of Normal	Basin	% of Normal
Upper Fraser West	120	Boundary	61
Upper Fraser East	94	Similkameen	73
Nechako	106	South Coast	13
Middle Fraser	79	Vancouver Island	15
Lower Fraser	26	Central Coast	80
North Thompson	96	Skagit	34
South Thompson	92	Peace	98
Upper Columbia	86	Skeena-Nass	92
East Kootenay	76	Stikine	69
West Kootenay	72	Liard	104
Okanagan	76	Northwest	68

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Near-normal (90-110%) to slightly below normal (80-90%) snow packs are present through the Upper Fraser East, Nechako North Thompson, South Thompson, Upper Columbia, Peace, Liard, Skeena-Nass, and Central Coast. Moderately low snow packs (70-80%) are present in the Middle Fraser, West Kootenay, East Kootenay, Similkameen and Okanagan. Very low snow pack (60-70%) is present in the Boundary, and extremely low snow packs (<40%) are present throughout southwest BC, including the Lower Fraser, South Coast, Vancouver Island and Skagit basins.

Field observations around the province indicate that snow packs at valley bottom to mid-elevation (e.g. 800-1100m) is limited. As most snow basin indices are based on observations at higher elevations (e.g. 1100m-2000m), indices reported here may not fully reflect the snow pack situation at low to mid-elevation.

The extremely low snow packs in southwest BC and low snow packs in the low to mid-elevation terrain, are the result of both warmer temperatures and drier conditions through the winter. A high proportion of precipitation has been delivered as rain rather than snow. Snow basin indices are at historic minimum values (30 years of record) in the Lower Fraser, South Coast, and Vancouver Island.

Variability in snow packs are present within snow basins. Above normal (>120%) snow measurements were observed in areas surrounding the Cariboo Mountains, Bowron and headwaters of the Quesnel River, West Central BC including areas around Burns Lake, Francois Lake and around Houston, and through the Chilcotin.

### **Streamflow Runoff**

As a result of warmer temperatures, increased proportion of precipitation falling as rain rather than snow, and mid-season melt of snow packs (particularly at low- to mid-elevation), rivers across the province have seen well above normal flows through the winter. Warm temperatures in mid- to late-March led to increased melt at mid-elevation, leading to dramatic rises in many interior rivers. For example, the Fraser River at Hope (Water Survey of Canada gauge 08MF005) reached approximately 5200 m<sup>3</sup>/s towards the end of March. This was an historic high for this time of year and occurred approximately 6 weeks earlier than is typically observed. Similar high flows have been observed in most of the major rivers of the province. In the interior plateau, early snow melt runoff is leading very high flows in some medium sized rivers around Prince George, Quesnel, Williams Lake, and surrounding areas.

### **Outlook**

Extremely warm Pacific Ocean temperatures persist off the BC coast. El Nino conditions are present in the equatorial Pacific, and there is a moderate likelihood of those conditions persisting into the summer. However, NOAA is suggesting that the influence of El Niño through the spring is likely to be small given the weak nature of the El Niño conditions. Environment Canada is forecasting a very high likelihood of above normal temperatures over the April to June period across British Columbia, particularly for the coastal areas.

By early April, nearly all of the annual BC snow pack has accumulated, with a typical peak accumulation occurring in mid-April. Additional accumulation through April is possible, but given the existing conditions, it is expected that the province will generally commence into melt at mid to high elevations this month.

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At a basin-wide scale, higher than normal snow packs in the Upper Fraser West basin indicate increased seasonal flood risk in the unregulated regions of the Nechako basin this year.

Near-normal snow packs (90-110%) in the Upper Fraser East, Nechako, North Thompson, South Thompson, Peace, Liard and Skeena-Nass indicate normal seasonal flood risk. Below normal snow packs (60-90%) in the Middle Fraser, Upper Columbia, West Kootenay, East Kootenay, Okanagan, Boundary, Similkameen, Central Coast, Stikine, and Northwest indicate below normal seasonal flood risk for these regions. Similarly, seasonal flood risk for the entire Fraser River is below normal, with the observed 79% of normal snow basin index being the 58th lowest year out of the past 63 years of snow observations, and the forecast peak flow for the Fraser River at Hope, given normal seasonal weather, is estimated to be 7000-8000 m<sup>3</sup>/s, or slightly below mean annual flood level.

Flooding is always possible during the snow melt freshet season, even in years with normal or lower than normal snow packs. Given the snow conditions this year for most of the province, extreme weather, such as extreme precipitation or combined hot and wet weather, would be required to produce flooding or higher than expected flows.

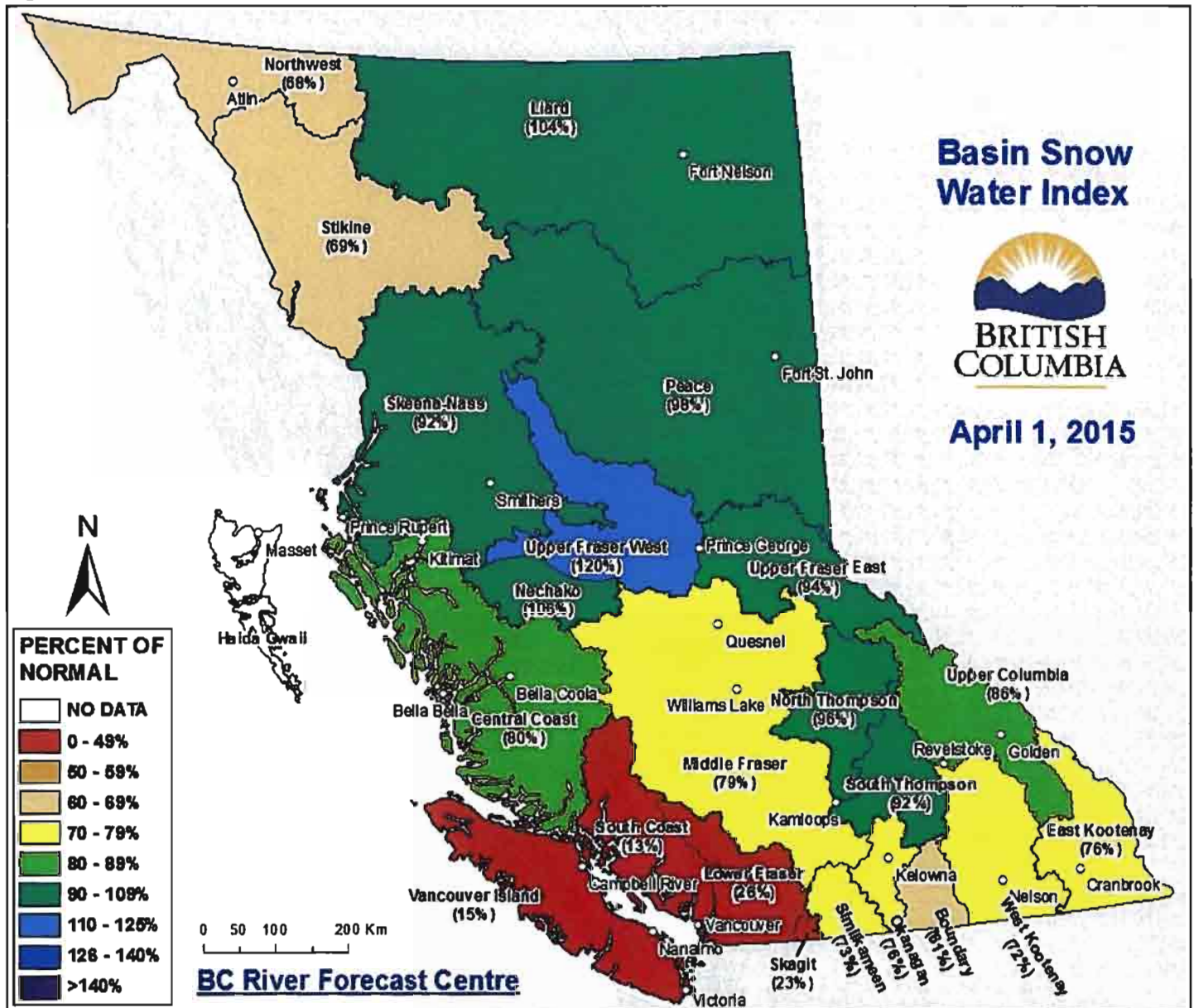
With extremely low snow packs in the Lower Fraser, South Coast, Skagit and Vancouver Island, runoff from snow melt will be limited. Seasonal low flows are expected to occur earlier than normal this year; very low flows can be expected in the summer unless significant rainfall occurs through the spring and summer. Lower snow packs in the West Kootenay, East Kootenay, Boundary, Similkameen, Okanagan, Stikine-Nass and Northwest indicate an increased likelihood of summer low flows in these regions as well. A summary of seasonal volume runoff forecasts for select rivers in the province is below. Normal, or slightly below normal, seasonal runoff is forecast for most basins, with below normal runoff forecast for the Nicola (48-81% of normal), Kalamalka-Wood (50-64% of normal) and Cowichan (57-65% of normal).

The River Forecast Centre will continue to monitor snow pack conditions and streamflow across the province. Snow melt "Freshet" information, including stream flow mapping, is available at: <http://bcrcfc.env.gov.bc.ca/freshet/index.htm>. Hydrologic modelling forecasts will be available and posted towards the end of April. The next Snow Survey and Water Supply Bulletin is scheduled for release on Thursday, May 7th.

BC River Forecast Centre  
April 8, 2015



Figure 1: basin Snow Water Index Map



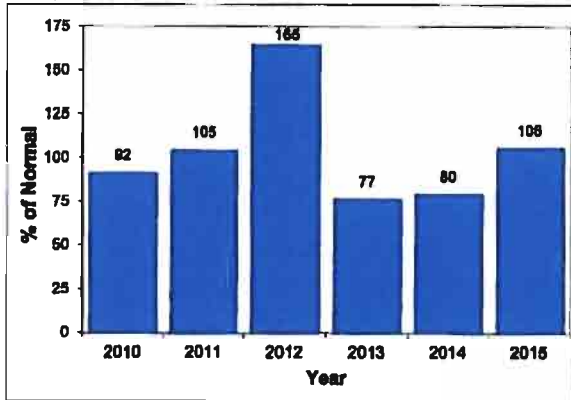


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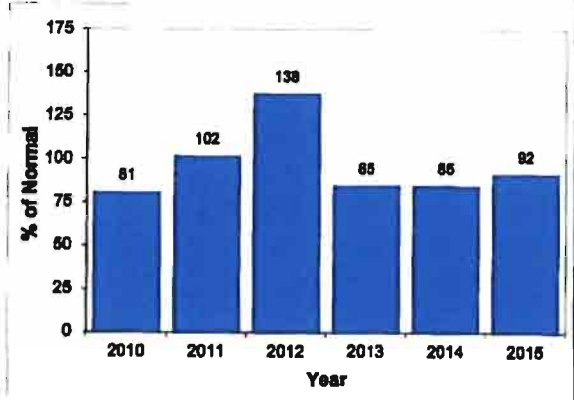


## Snow Basin Index Graphs – April 1, 2015

**Nechako**



**Skeena-Nass**



### 2015 Automated Snow Pillow/Manual Snow Survey Data

Station ID	Name	Basin	Elevation (masl)	Survey Date YY-MM-DD	SD(cm)	SWE(mm)	SWE% 1981-2010 Normal
1B01	MOUNT WELLS	Nechako	1489	2015-03-31	185	602	123%
1B01P	MOUNT WELLS	Nechako	1489	2015-04-01	N/A	722	130%
1B02	TAHTSA LAKE	Nechako	1319	2015-03-01	315	1175	98%
1B02P	TAHTSA LAKE	Nechako	1319	2015-04-01	N/A	1202	94%
1B05	SKINS LAKE	Nechako	877	2015-03-30	30	107	119%
1B06	MOUNT SWANNELL	Nechako	1596	2015-03-31	109	378	134%
1B07	NUTLI LAKE	Nechako	1502	2015-03-31	158	523	101%
1B08P	MOUNT PONDOSY	Nechako	1413	2015-04-01	N/A	968	123%
4B11A	BEAR PASS	Nass	437	NS			
4B12P	GRANDUC MINE	Skeena	790		N/A		
4B13A	TERRACE AIRPORT	Skeena	219	2014-03-26	0	0	0
4B14	EQUITY MINE	Skeena	1434	2015-03-26	130	468	122
4B15	LU LAKE	Skeena	1296	2015-03-26	104	360	124
4B15P	LU LAKE	Skeena	1308	2015-04-01	102	436	165
4B16P	SHEDIN CREEK	Skeena	1320	2015-04-01	181	582	65
4B17P	TSAI CREEK	Skeena	1369	2015-04-01	246	1088	93
4B18P	CEDAR - KITEEN	Skeena	912	2015-04-01	489	411	58

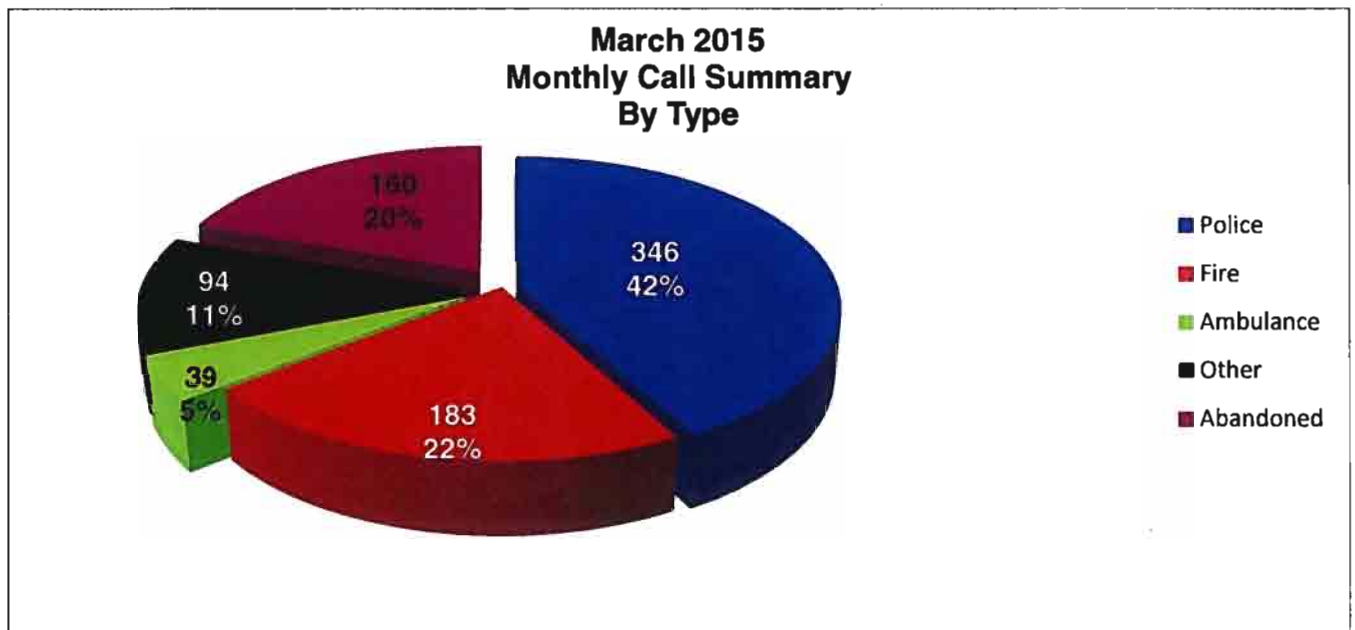
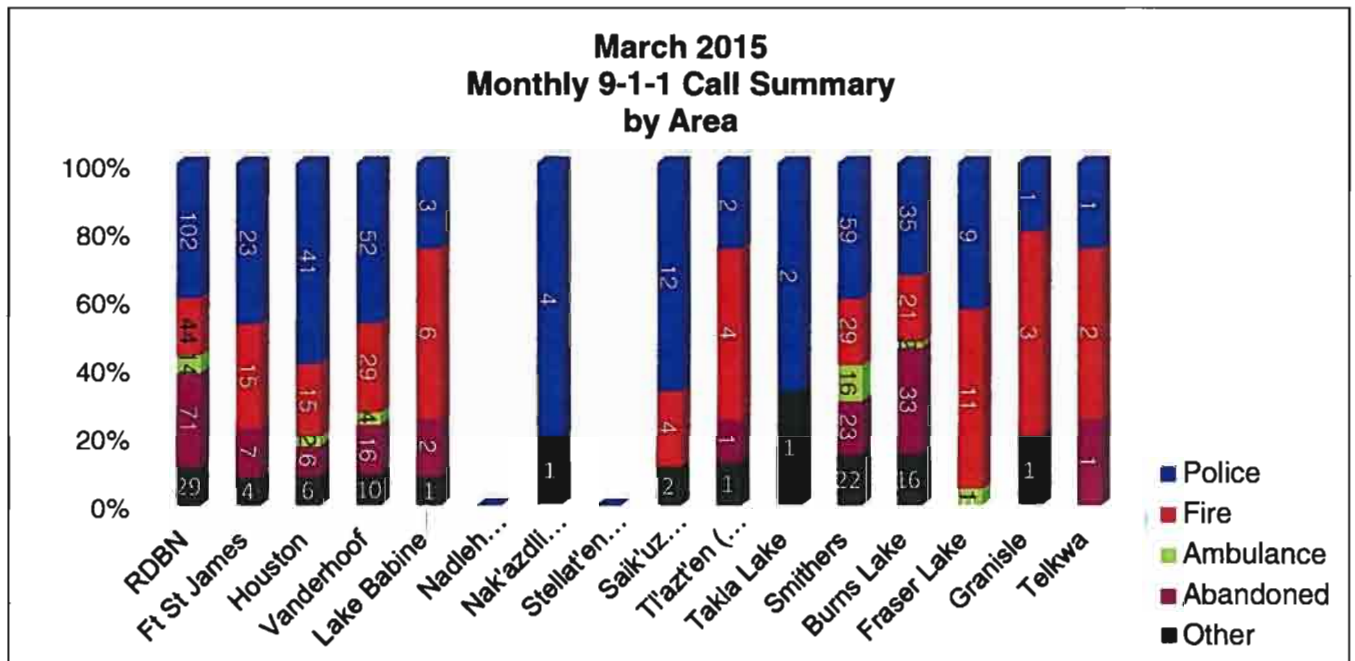


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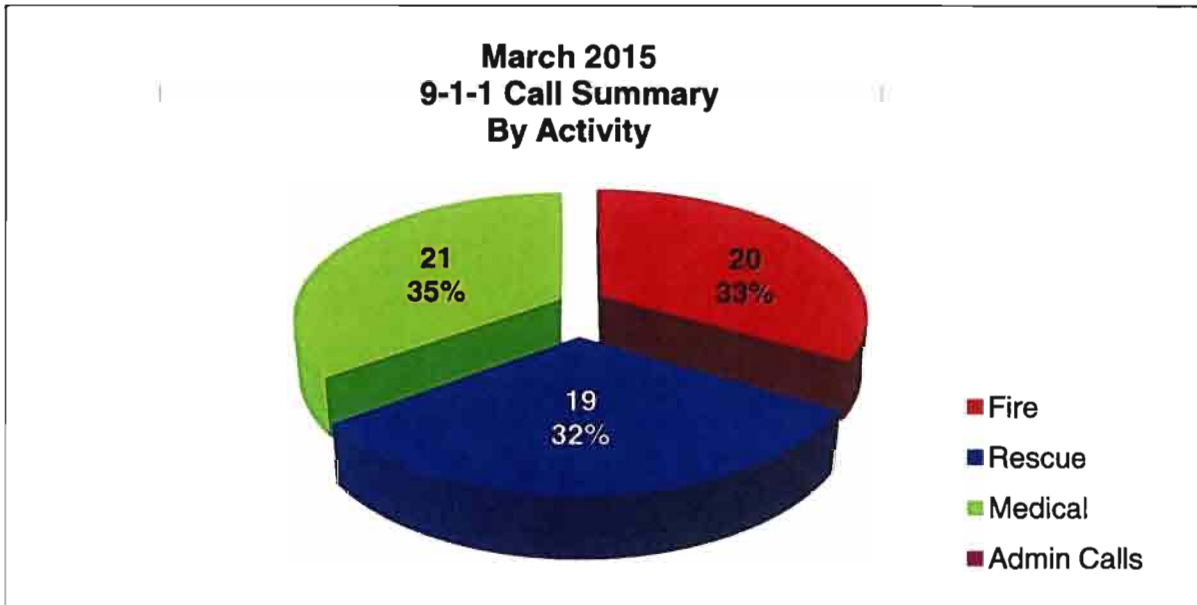
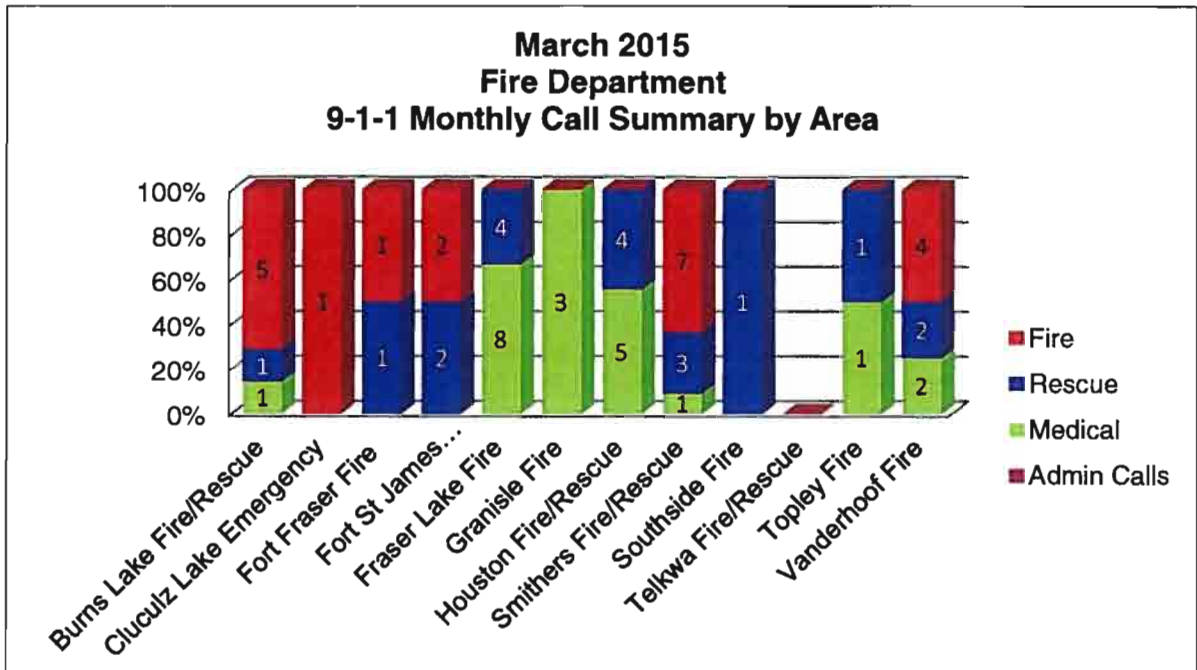
# Regional District of Bulkley-Nechako Memorandum April 30, 2015

**To:** Chair Miller and the Board of Directors  
**From:** Deborah Jones-Middleton (Protective Services Manager)  
**Date:** April 20, 2015  
**Regarding:** Monthly 9-1-1 Call Report – March 2015

The Regional District of Bulkley-Nechako has received **822** 9-1-1 calls for the month of March 2015. The charts below indicate the Total 9-1-1 calls received by the PSAP from the Regional District of Bulkley-Nechako.



The charts below indicate the 9-1-1 calls received by the PSAP from the Regional District of Bulkley-Nechako that were down streamed to Fire Departments.



**Recommendation**  
**All /DIRECTORS/MAJORITY**

That the Board of Directors receive the memorandum titled "Monthly 9-1-1 Call Report" from Deborah Jones-Middleton, Protective Services Manager.

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Board-Receive



37, 3RD AVE, PO Box 820  
BURNS LAKE, BC  
VOJ 1E0

REGIONAL DISTRICT OF BULKLEY-NECHAKO  
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

REGIONAL DISTRICT OF BULKLEY-NECHAKO

**DECLARATION OF ELECTION BY ACCLAMATION**

I, Cheryl Anderson, Chief Election Officer for the Regional District of Bulkley-Nechako, do hereby declare, pursuant to Section 76 of the *Local Government Act*, the following candidate elected by acclamation:

**Office of Director for Electoral Area D (Fraser Lake Rural)**

Mark Parker

Given under my hand at Burns Lake, British Columbia, this 30<sup>th</sup> day of March, 2015.

Cheryl Anderson  
Chief Election Officer

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



## MEMORANDUM

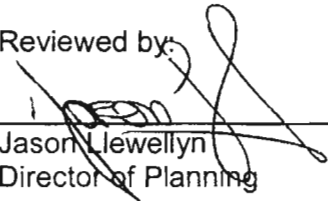
To: Chair Miller and Board of Directors  
 From: Maria Sandberg, Planner  
 Date: April 15, 2015  
 Re: Recent Agricultural Land Commission Decisions

For the Board's information, the following is a summary of recent decisions handed down by the Agricultural Land Commission. Please contact the Planning Department if you would like a copy of the ALC Minutes of Resolution for these applications.

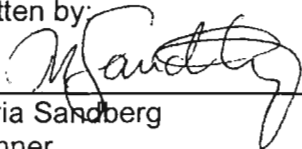
File #	Elec. Area	Applicant	Description	Board Recommendation	Commission Decision
1165	B	Paulson/ BC Hydro	Subdivision and non-farm use to develop a capacitor station	Recommend for approval and that BC Hydro be required to make a financial contribution to Community Futures Fraser-Fort George's project Beyond the Market, equal to the market value of the agricultural land removed from agricultural use.	Approved on two conditions: <ol style="list-style-type: none"> <li>1. That the subdivided land not be used for any purpose other than the purposes described in the application, failing which the subdivided lands shall be used solely for a permitted use under the ALCA unless the Commission grants permission to use them otherwise.</li> <li>2. That BC Hydro prepare and implement a weed control plan for the construction phase of the project and for long term maintenance of the capacitor station to ensure invasive weed species are not introduced to the ALR in this area or left to proliferate.</li> </ol>
1166	F	Stewart/ BC Hydro	Subdivision and non-farm use to develop a capacitor station	Recommend for approval, and that BC Hydro be required to make a financial contribution to Community Futures Fraser-Fort George's project Beyond the Market, equal to the market value of the agricultural land removed from agricultural use.	Approved on two conditions: <ol style="list-style-type: none"> <li>1. That the subdivided land not be used for any purpose other than the purposes described in the application, failing which the subdivided lands shall be used solely for a permitted use under the ALCA unless the Commission grants permission to use them otherwise.</li> <li>2. That BC Hydro prepare and implement a weed control plan for the construction phase of the project and for long term maintenance of the capacitor station to ensure invasive weed species are not introduced to the ALR in this area or left to proliferate.</li> </ol>

*Development Services - All/Directors/Majority*

Reviewed by:

  
 Jason Lewellyn  
 Director of Planning

Written by:

  
 Maria Sandberg  
 Planner

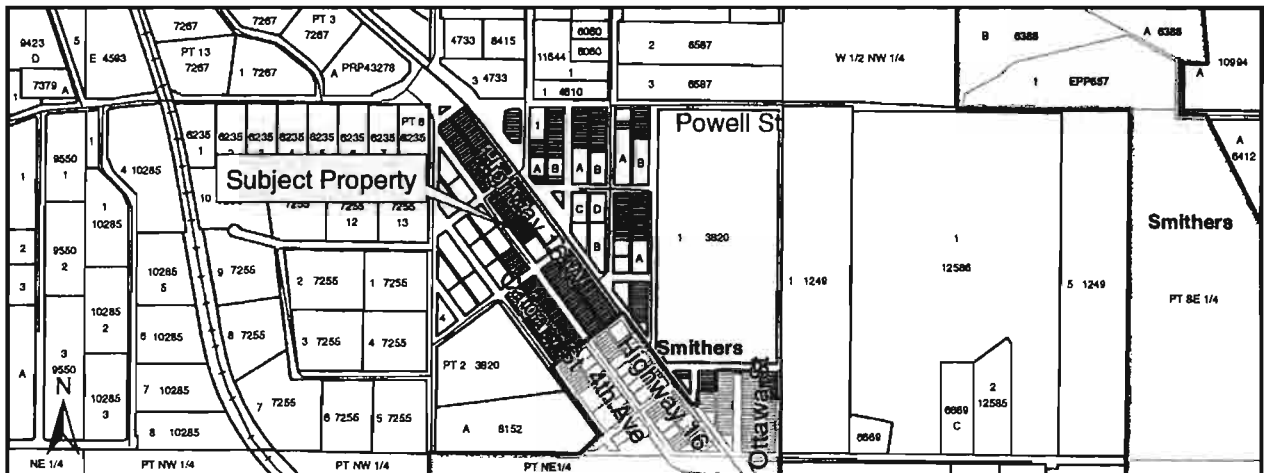


**Planning Department Report**  
**Development Variance Permit Application A-02-15**

April 13, 2014

## APPLICATION SUMMARY

- Name of Applicants:** Benjamin and Amie Wittke
- Electoral Area:** A
- Subject Property:** Lot 1, Section 2, Township 1A, Range 5 Coast District Plan 11508. The subject property is  $\pm 0.203$  ha in size.
- OCP Designation:** Rural Residential (RR) in the Smithers Telkwa Rural OCP Bylaw No. 1704, 2014
- Zoning:** Country Residential (R5)
- Existing Land Use:** Residential
- Location:** The subject property is located at 4225 Regina Street, north of the Town of Smithers.



### Proposal:

The applicants own a lot with a residence, and wish to build a 45 by 30 ft. double garage and carport on the subject property. The proposed location of the new construction including a 0.6 metre overhang, will not meet the rear parcel line setback requirement of the zoning bylaw.

The subject property is zoned "Country Residential (R5)" under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993. Section 10.05 (1) of the zoning bylaw states that in the Country Residential Zone no building or structure or part thereof,

except a fence, shall be located within 7.5 metres (24.61 ft.) from the front and rear parcel lines.

The applicants have applied for a development variance permit to vary Section 10.05 (1) (a) to reduce the rear parcel setback from 7.5 metres to 1.5 metres. The applicants feel that the reduction in setback will allow for a better use of their relatively small parcel.

## PLANNING DEPARTMENT COMMENTS

According to the survey plan, there is a lane running along the rear property boundary. Staff confirmed with the Ministry of Transportation and Infrastructure (MoTI) that no setback permit is required from the Ministry for the proposed building as the 4.5 metre setback required by the MoTI does not apply to a lane.

The Building Inspection Department has no Building Code related objections to the reduced setback. There is a building permit on file from 1985 for the residence.

The Planning Department believes that the proposed building site location in the setback area is reasonable. The reduction in setback should have a limited visual impact, as the proposed building will be adjacent to an undeveloped lane.

The opinions of adjacent property owners are not known at this time. The neighbours and the public will have an opportunity to comment on this application at the Planning Committee meeting on April 30<sup>th</sup>, 2015 when the Board considers this application.

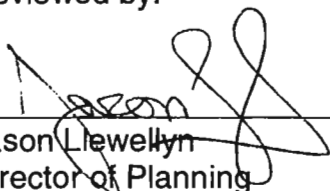
It is noted that Development Variance Permit A-02-15 requires that the construction be substantially completed within 2 years of the issuance of the permit.

### **Recommendation**

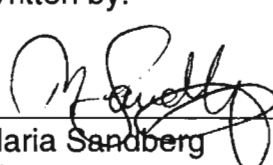
That the Board approve Development Variance Permit A-02-15 for the property located at 4225 Regina Street to vary Section 10.05 (1) (a) to reduce the rear parcel setback from 7.5 metres (24.61 ft.) to 1.5 metres (5 ft.) for an accessory building developed in compliance with Schedule A of the permit.

*Electoral Area Planning – Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Maria Sandberg  
Planner

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DEVELOPMENT VARIANCE PERMIT NO. A-02-15**

ISSUED TO: Benjamin and Amie Wittke  
4225 Regina Street  
Smithers, BC  
V0J 2N3

WITH RESPECT TO THE FOLLOWING LANDS:

Lot 1, Section 2, Township 1A, Range 5 Coast District Plan 11508

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 700 as follows:
  - Section 10.05 (1) (a) is varied by reducing the rear parcel line setback from 7.5 metres (24.61 ft.) to 1.5 metres (5 ft.) for the proposed accessory building, developed in general compliance with Schedule A.
2. This variance applies only to the development 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.
5. If a building permit for the development that is the subject of this permit, has not been issued, and the construction substantially commenced within 2 years after the date of this permit's issuance, this permit shall lapse.

AUTHORIZING RESOLUTION NO. \_\_\_\_\_ passed by the Regional District Board  
this day of \_\_\_\_\_, 2015

PERMIT ISSUED on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

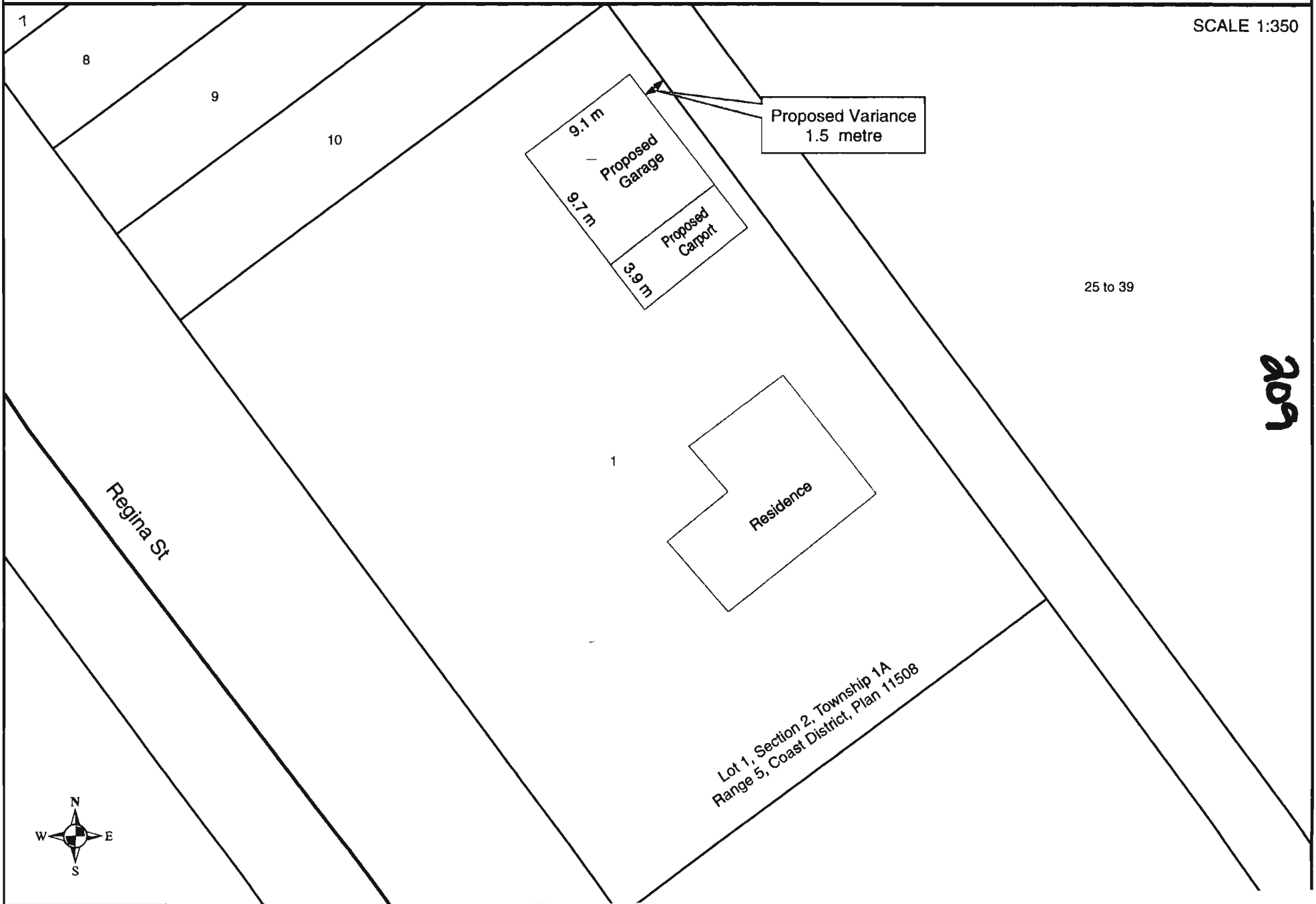
\_\_\_\_\_  
Corporate Administrator





# Schedule A: Development Variance Permit A-02-15 Site Plan

SCALE 1:350



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Regional Dist. Bulkley Nechako  
Attn. Planning Dept.  
Development Variance Permit Application  
April 10 / 2015

Thankyou for considering our request for a development variance permit. Our request is to be allowed to construct our proposed garage and carport structure 1.5 meters from our east property line instead of the required 7 meters. This property line borders an alley as laid out on the official plan which is non existent at present. We would assume that this setback is there to allow for parking behind the garage with access from the alley. This at present is not possible as we have no alley. If it was needed, our home is already set back the required distance that would allow parking between it and the alley. As can be seen from our scale drawing, if we built with the existing setback, the parking we now already have established would be lost and the area between the alley and the structure would be rendered useless.

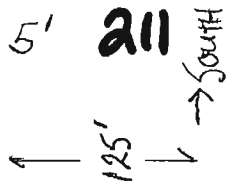
We purchased this property with the hopes of building this garage for the benefit of us as adults, but also allowing the rest of the property to be used to its maximum for the family we plan to raise here. A half acre disappears quickly if you waste any of it to unusable space.

We look forward to hearing your decision.

Benjamin and Amie Wittke  
Owners of 4225 Regina Street, Smithers B.C.

4225 REGINA ST.  
SMITHERS B.C.

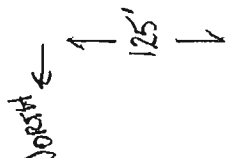
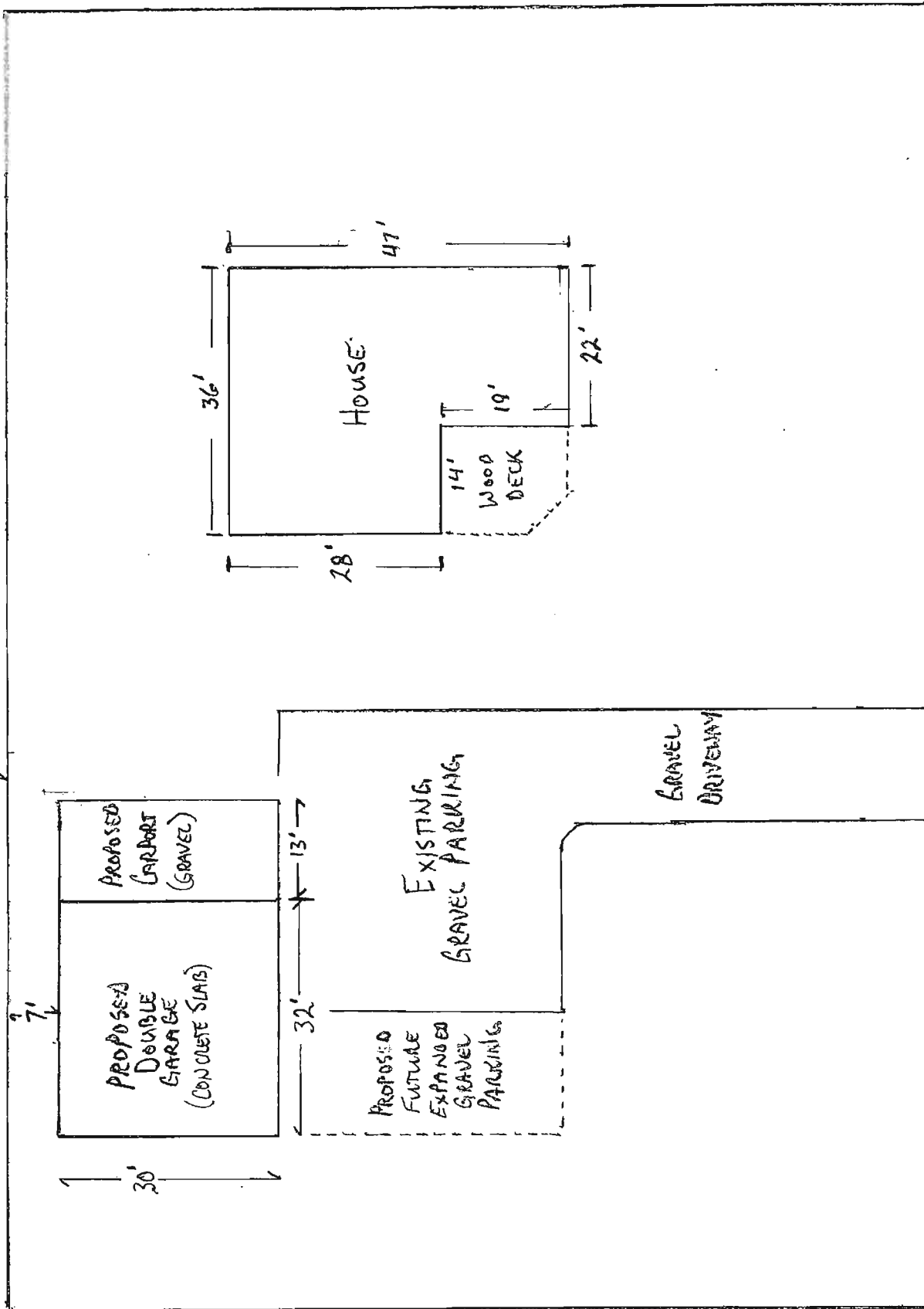
1 SQUARE = 5' **all**



SCALE 1 SQUARE = 5 FEET

EAST ↑

ALLEY 15'

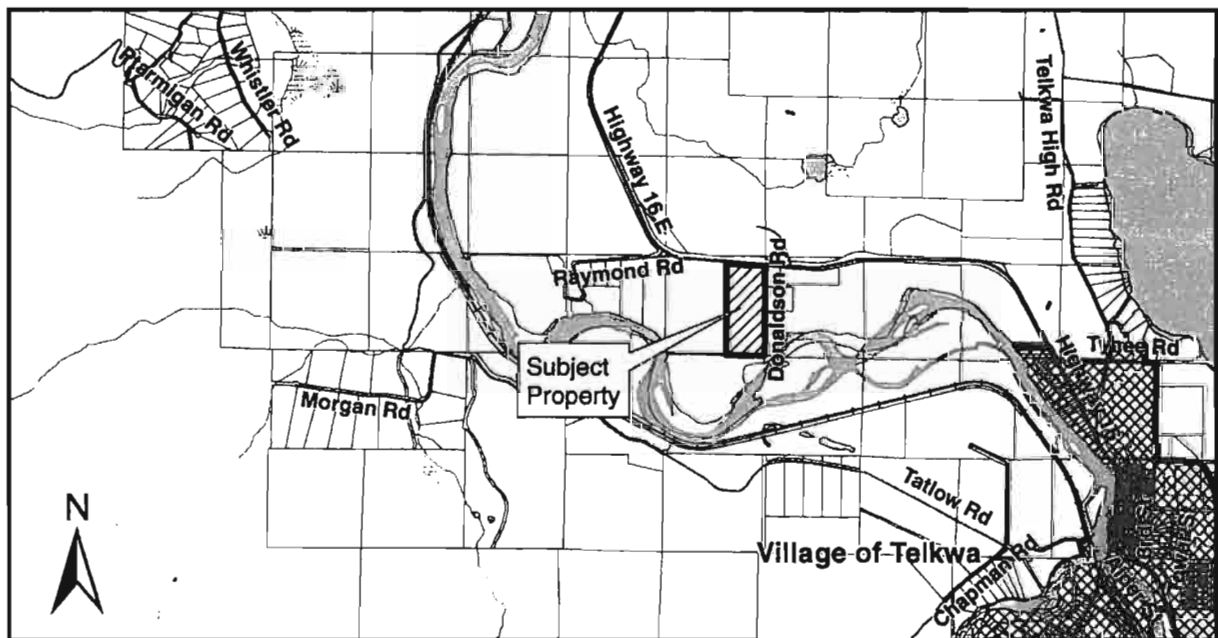


← 175' →  
← REGINA ST →



**Planning Department Report  
Temporary Use Permit  
File A-03-15  
April 14, 2015**

<b>Name of Owner:</b>	West Fraser Concrete Ltd.
<b>Name of Agent:</b>	Aaron Miles, Smithers Motocross Association
<b>Electoral Area:</b>	A
<b>Subject Property:</b>	Lot A, Section 4, Township 4, Range 5, Coast District Plan 11348 except Plan PRP14965. The subject property is $\pm 23.5$ ha ( $\pm 58.1$ acres) in size.
<b>O.C.P. Designation:</b>	Agricultural (Ag) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1425, 2007
<b>Zoning:</b>	Agricultural (Ag1) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
<b>Existing Land Use:</b>	Gravel extraction and processing, motocross track, reclaimed former land fill.
<b>ALR Status:</b>	In the ALR.
<b>Location:</b>	The subject property is approximately 22.5 ha. (56 acres) in size, and is located at Donaldson Rd, approximately 2 km northwest of the Village of Telkwa.



## PROPOSAL

The applicant has requested the issuance of a 2<sup>nd</sup> Temporary Use Permit (TUP) to legalize the operation of the motocross track on Donaldson Road for the 2015 season. The motocross track was constructed, and began operation contrary to "Regional District of Bulkley-Nechako Zoning Bylaw No.700", in 2012. A permit was previously issued in 2013 for the 2013 season, and that permit was extended for the 2014 season.

Staff's understanding is that the SMXA are currently working with the Province to find a new home; however, it appears that a new location has not been secured.

## LAND USE ISSUES

### Official Community Plan

Pursuant to Section 921 of the *Local Government Act*, a Regional District Board may allow temporary uses for a period of three years or less.

The permit should only be issued in accordance with the policy identified in the applicable OCP. The Smithers Telkwa Rural Official Community Plan allows for the issuance of a Temporary Use Permit on the following basis.

- (1) *Temporary commercial or industrial permits may be issued, pursuant to Section 921 of the Local Government Act, throughout the plan area, where:*
  - (a) *The proposed temporary use will not create an amount of traffic that will adversely affect the natural environment, or rural character of the area;*
  - (b) *The environment would not be negatively affected by the proposed temporary use;*
  - (c) *The proposed temporary use will not have adverse affects on neighbouring land uses or property owners;*
  - (d) *The proposed temporary use does not require a significant amount of capital investment in a particular location; and,*
  - (e) *The proposed temporary use has the support of the Agricultural Land Commission if the land is within the Agricultural Land Reserve (ALR).*

### Agricultural Land Commission (ALC)

The ALC has allowed the motocross track use subject to the following conditions:

1. Confirmation that reclamation of the scrap and salvage yard has been completed;
2. The approval is for operation of the motocross track between April and October;
3. Any further expansion of the motocross track or construction of accessory buildings or infrastructure will be subject to a non-farm use application;
4. Approval for non-farm use granted for the sole benefit of the Smithers Motocross Association and is non-transferrable; and

5. The approval is for 5 years. Renewal of the non-farm use will be considered subject to compliance with the other conditions contained in this decision.

### Landfill Related Environmental Issues

The motocross track is located on a landfill that was closed in 2001. The RDBN continues to have certain responsibilities associated with the landfill closure permit issued to the RDBN by the Ministry of Environment. The development of the motocross track was not contemplated in the RDBN's landfill closure plan, which requires the following:

- The landfill must remain capped with a minimum 900 mm of clay / gravel soils.
- The landfill should be graded with a domed shape.
- The landfill should have a cover of vegetation.
- The landfill should have a functioning perimeter drainage system.

These requirements, designed to minimize water infiltration through the landfilled materials, have not been met since the SMXA track was illegally constructed on the property in 2012. The function of the perimeter drainage system has been compromised; the vegetation has been removed from the landfill, and the contours of the track act to trap water on top of the landfill.

The risk to the RDBN taxpayer is that increased water infiltration, reduced drainage, and increased ground saturation is leading to subsurface leaching of contaminants from the landfill into surrounding lands. The impacts of the continued existence of the track on the landfill are not known.



If the motocross track remains in 2015 the risk of potential landfill related contamination of adjacent lands will be further increased. Staff can not recommend that the RDBN Board allow the SMXA track to remain on the property for another year given the unknown impact of the track on the landfill.

Staff are currently working with the property owner to facilitate the work necessary to bring the landfill into compliance with the landfill closure plan this summer.

## **PROCESS**

The staff recommendation is that the application be denied. Therefore, staff have not drafted a permit for the Board's approval, and have not undertaken the public notification necessary for the Board's approval of a permit. This allows the SMXA to be refunded 50% of their application fee should the application be denied.

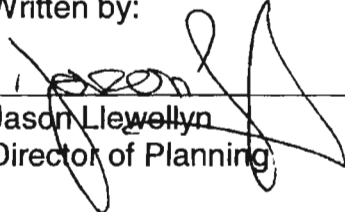
Should the Regional District Board wish to consider approving this application staff should be directed to draft a temporary use permit, undertake the necessary public notifications, and present the permit to the Board for consideration at a subsequent Board meeting.

### **Recommendation**

That Temporary Use Permit application A-03-15 be denied.

*Electoral Area Planning – (All Directors / majority)*

Written by:

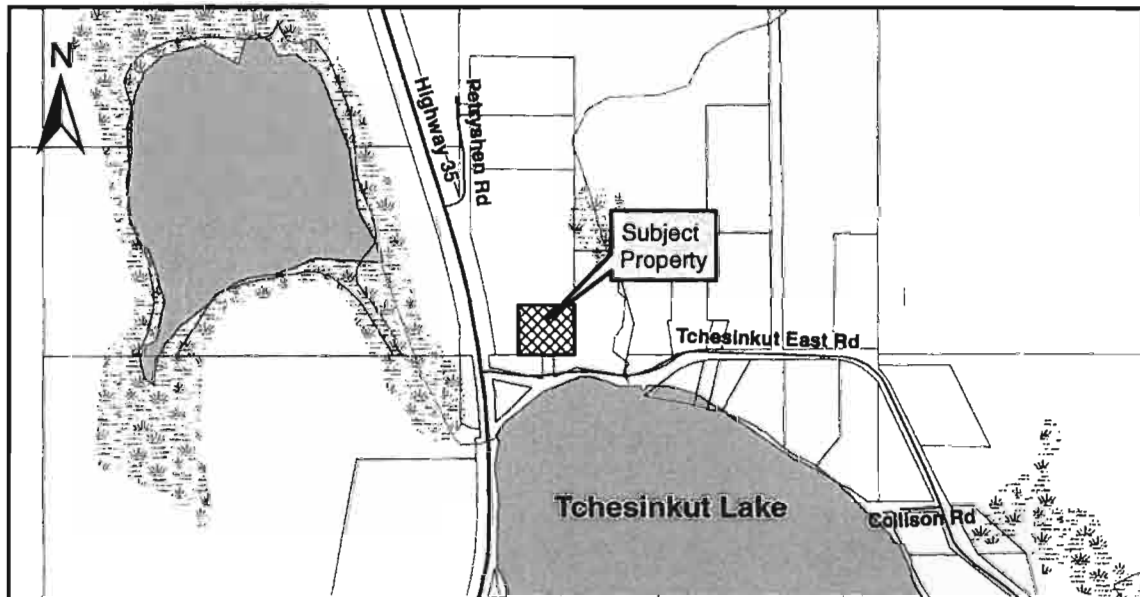
  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning



**Planning Department Report  
Rezoning Bylaw No. 1737  
File No. E-01-15, 1&2 Reading  
April 15, 2015**

## APPLICATION SUMMARY

- Name of Applicants:** Stephen and Carol Imus
- Electoral Area:** E
- Subject Property:** Lot 1, District Lot 5693, Range 5, Coast District, Plan 3924. Property is 1.06 ha in size
- Location:** The subject property is located on Tchesinkut Rd, approximately 11 kilometres south of the Village of Bums Lake.



- Zoning:** Civic/Institutional (P1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
- Existing Land Use:** Pole shed, vacant
- ALR Status:** Not in the ALR.
- Proposed Rezoning:**

To amend Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 by changing the zoning of the subject property from **Civic/Institutional (P1)** to **Rural Residential (R6)**.



The subject property is zoned P1. It appears that the property was the former location of the Tchesinkut Lake Community Hall. The applicant wishes to build a residence on the property. A residence is not a permitted principal use in the P1 zone and an application has therefore been submitted to rezone the property. The property is vacant except for a pole shed.

## REFERRAL COMMENTS

### Ministry of Transportation

"No objections.

- Only one (1) driveway access will be permitted per residential lot. A permit is not required for residential accesses but it is recommended that the applicant contact the Ministry prior to construction.
- If the access is to be used for industrial, commercial or farm purposes, a permit from the Ministry will be required."

### Northern Health

No referral response received to date.

### Advisory Planning Commission

"Resolution: That the application to rezone the property from P1 to R6 be supported as proposed.

Comments: Important to ensure that Provincial regulations are followed when septic system is installed on property."

## PLANNING DEPARTMENT COMMENTS

The property is designated Rural Residential (RR) in the Burns Lake and Francois Lake (North Shore) Official Community Plan. This designation is intended to provide opportunities for people to live in a rural setting in a sustainable and responsible manner, while protecting and reserving the rural character of the area. The proposed rezoning is consistent with the direction provided in the OCP.

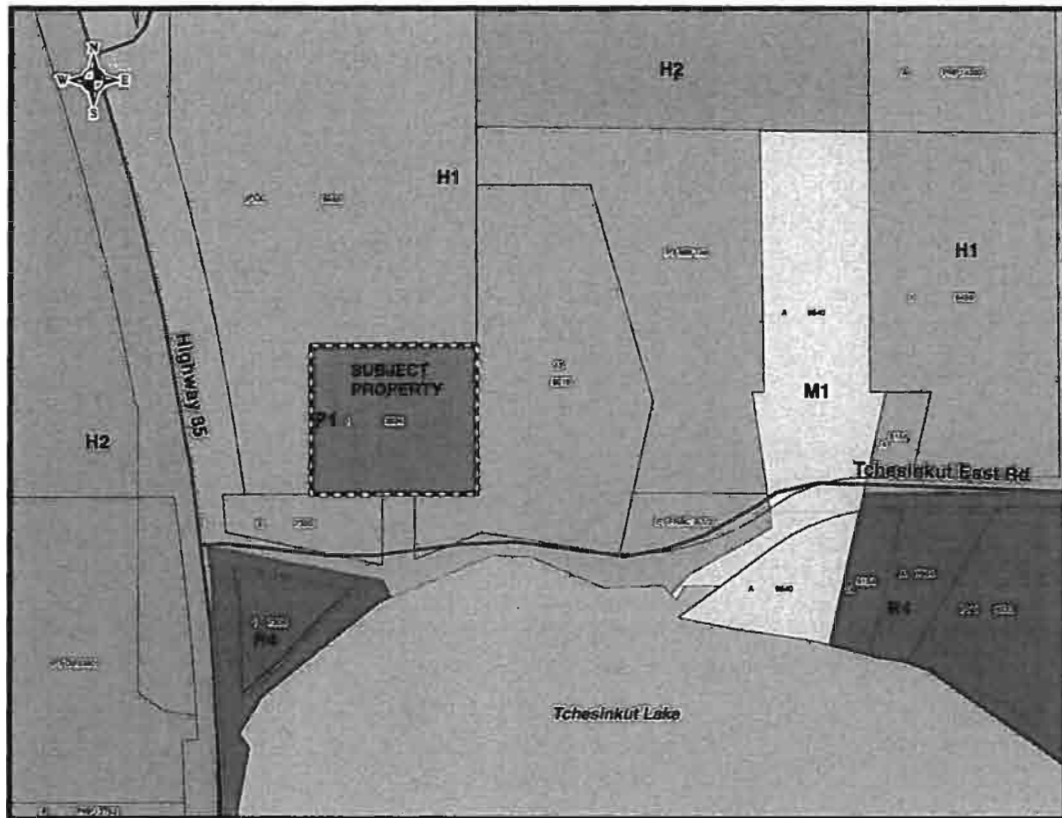
The subject property's current P1 zoning permits a number of public institutional uses that could potentially have some impact on the area.

The permitted uses in the proposed R6 zone are as follows:

- (a) *single family dwelling;*
- (b) *two family dwelling;*
- (c) *field crops and horticulture;*
- (d) *noncommercial farm livestock;*
- (e) *home occupation;*
- (f) *buildings and structures accessory to the permitted principal uses.*

The minimum parcel area that may be created by subdivision in the R6 Zone is 1 hectare (2.47 acres), and the subject property is 1.06 ha in size. The property is located in a rural residential area, with smaller parcels subdivided along the lakeshore.

## Zoning Map



As can be seen on the zoning map above, there is mainly H1 and R4 zoning in the area. The permitted uses in the proposed R6 zone fit the character of the area.

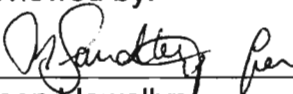
It is noted that the property is located outside the RDBN building inspection area

### **Recommendations**

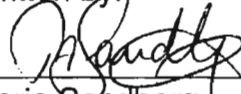
1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1737, 2015" be given first and second reading and subsequently be taken to public hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1737, 2015" be held and delegated to the Director or Alternate Director for Electoral Area E.

*Electoral Area Planning – Participants/Directors/Majority*

Reviewed by:

  
 Jason Llewellyn  
 Director of Planning

Written by:

  
 Maria Sandberg  
 Planner



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1737**

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:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Civic/Institutional (P1)" Zone to the "Rural Residential (R6)" Zone.

Lot 1, District Lot 5693, Range 5, Coast District, Plan 3924, 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. 1737, 2015".

READ A FIRST TIME this            day of

READ A SECOND TIME            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 "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1737, 2015"

DATED AT BURNS LAKE this            day of

\_\_\_\_\_  
Corporate Administrator

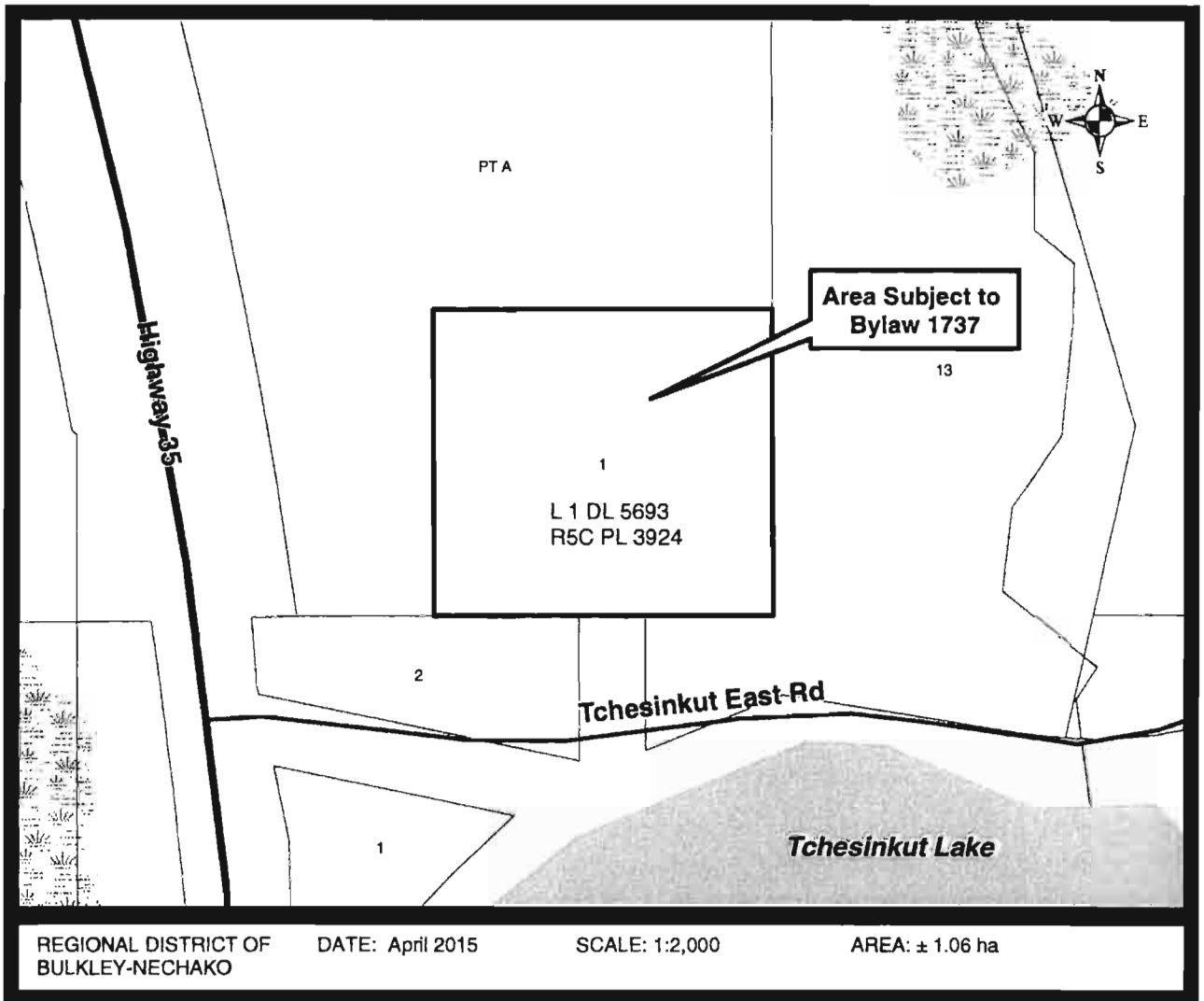
APPROVED UNDER SECTION 52(3)(a) OF THE *TRANSPORTATION ACT*  
this            day of

\_\_\_\_\_  
Ministry of Transportation and Infrastructure

ADOPTED this            day of

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator



### **SCHEDULE "A" BYLAW NO. 1737**

Lot 1, District Lot 5693, Range 5, Coast District, Plan 3924, comprising of ±1.06 ha. Being rezoned from the "Civic/Institutional (P1)" Zone to the "Rural Residential (R6)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1737, 2015.

\_\_\_\_\_  
Corporate Administrator

This property used to house the  
Tchesinkut Lake Community Hall on it.  
It was torned down years ago.




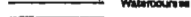
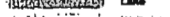

We, Steve and Carol were looking at  
purchasing an adjacent property. The  
owner of the property we were looking  
to purchase also owned this lot,  
and refused to sell said properties  
seperately.

So we bought both.  
Now we would like to build a  
Summer Guest Cabin on the property  
for when family and friends come  
to visit.



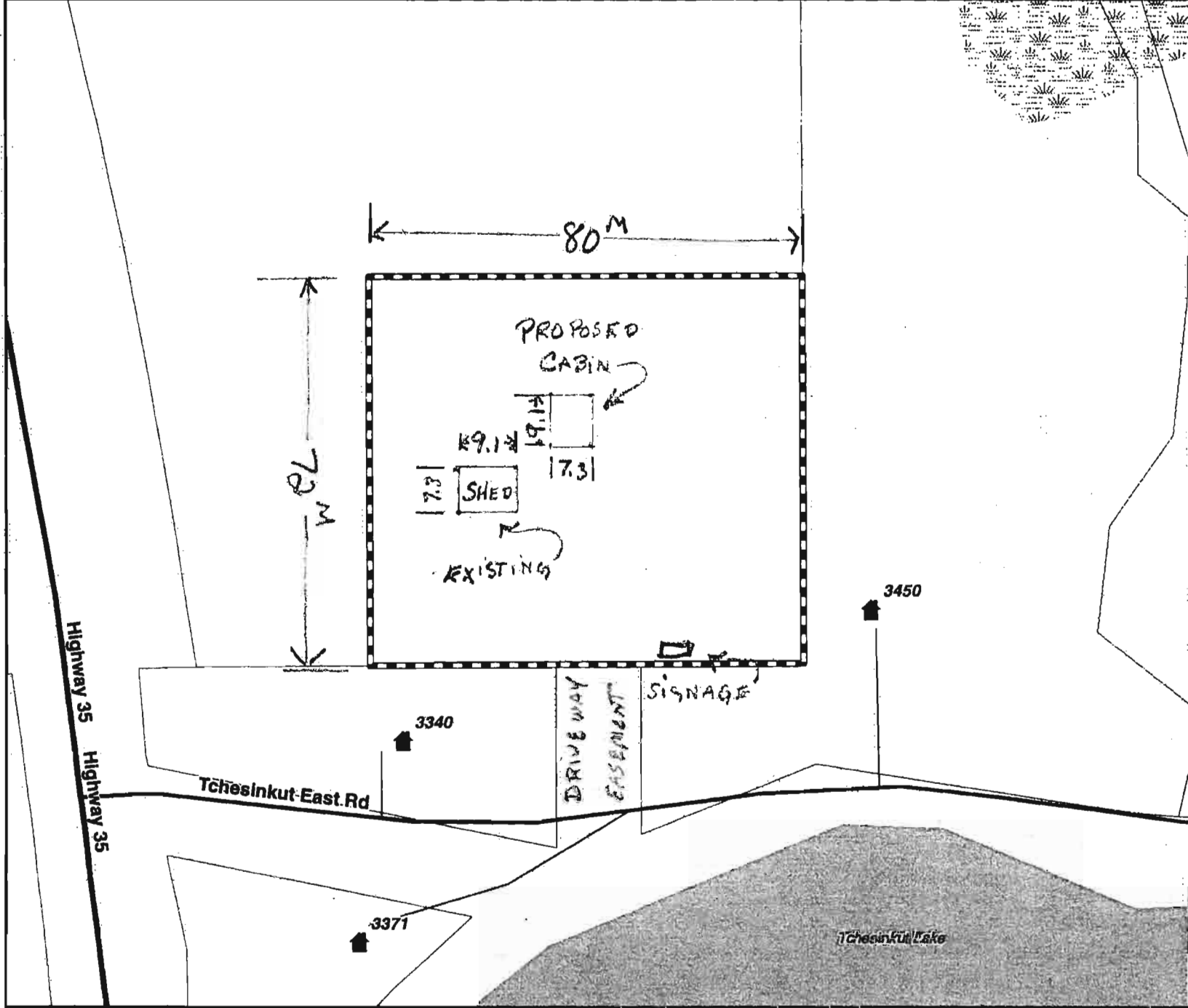
# Bulkley-Nechako Map

## Legend

-  House
-  Mobile Home
-  Highway
-  Major Secondary Road
-  Watercourse
-  Lake
-  Wetland



222



DISCLAIMER: The Regional District of Bulkley-Nechako makes no Warranty, Representation or Guarantee of any kind regarding either maps or other information provided herein or the sources of such maps or other information. The Regional District of Bulkley-Nechako assumes no liability, either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decisions made, action taken, or action not taken by the user in reliance upon any maps or information provided herein. Please be advised that the data represented here will be used based on an ongoing basis, and as such, changes frequently.

Scale: 1 cm = 13 m  
 User: maria\_sandberg  
 Date: 18/03/2015  
 Time: 11:00:43 AM



Planning Department Report  
Rezoning Bylaw No. 1738  
File No. E-02-15, 1&2 Reading  
April 16, 2015

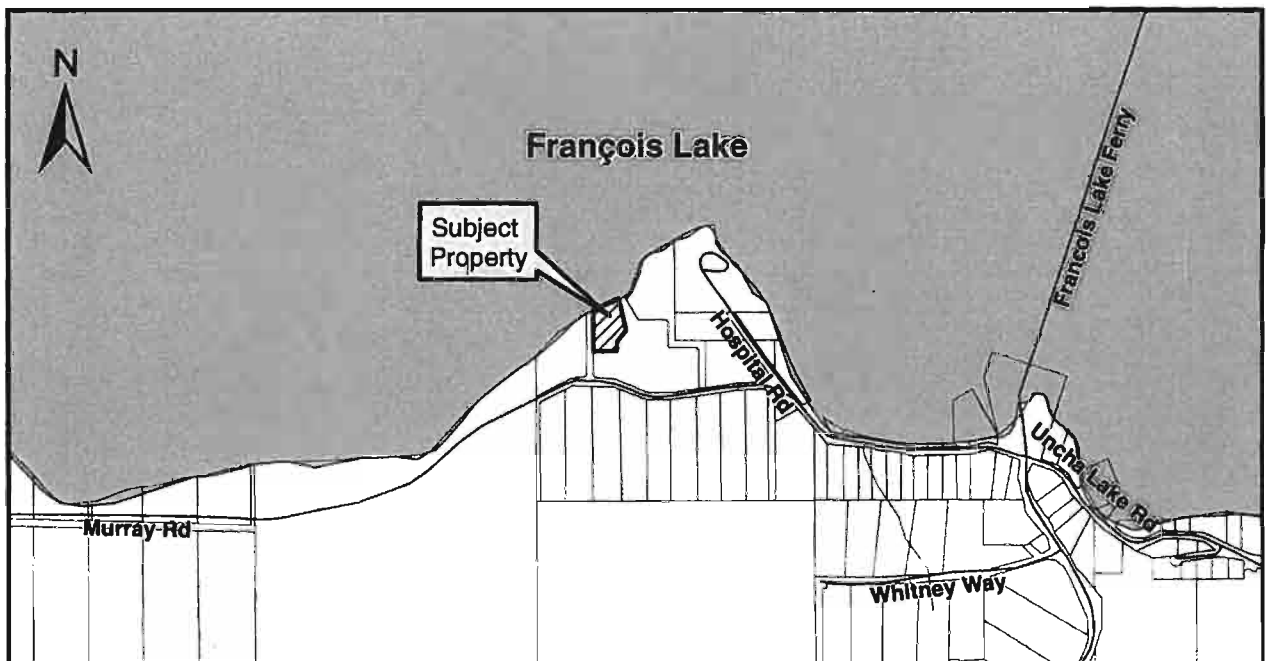
## APPLICATION SUMMARY

**Name of Applicant:** Liz-Anna Waugh

**Electoral Area:** E

**Subject Property:** Lot A, District Lot 716, Range 4, Coast District, Plan EPP21636. Property is 1.04 ha. (2.57 acres) in size

**Location:** The subject property is located at 2431 Murray Rd, approximately 1.2 kilometres west of the Southside Ferry Terminal.



**Zoning:** Tourist Commercial (C3) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

**Existing Land Use:** Residential

**ALR Status:** Not in the ALR

**Proposed Rezoning:**

To amend Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 by changing the zoning from **Tourist Commercial (C3)** to **Rural Residential (R6)**.

The subject property is zoned C3. There is a residence located on the property and the property owner is not planning to pursue any tourist commercial uses. A residence is not a permitted principal use in the C3 zone; therefore, an application has been submitted to rezone the property to legalize its residential use.

**REFERRAL COMMENTS****Ministry of Transportation**

"No objections.

- Only one (1) driveway is permitted per lot. A permit is not required for residential access off of side roads.
- If an industrial, commercial or farm access is proposed a permit will be required from the Ministry."

**Northern Health**

No referral response received to date.

**Advisory Planning Commission**

"Resolution: That the application to rezone the property from C3 to R6 be supported as proposed.

Comments: Permitted septic system already in place on property."

**PLANNING DEPARTMENT COMMENTS**

The subject property was rezoned to the C3 zone in 1999 with the intention of developing a tourist retail store, a primitive campground, an artist retreat and a bed and breakfast. The permitted principal uses in the C3 zone are:

- (a) resort lodge;
- (b) restaurant;
- (c) campground;
- (d) marina;
- (e) golf course;
- (f) guest ranch.

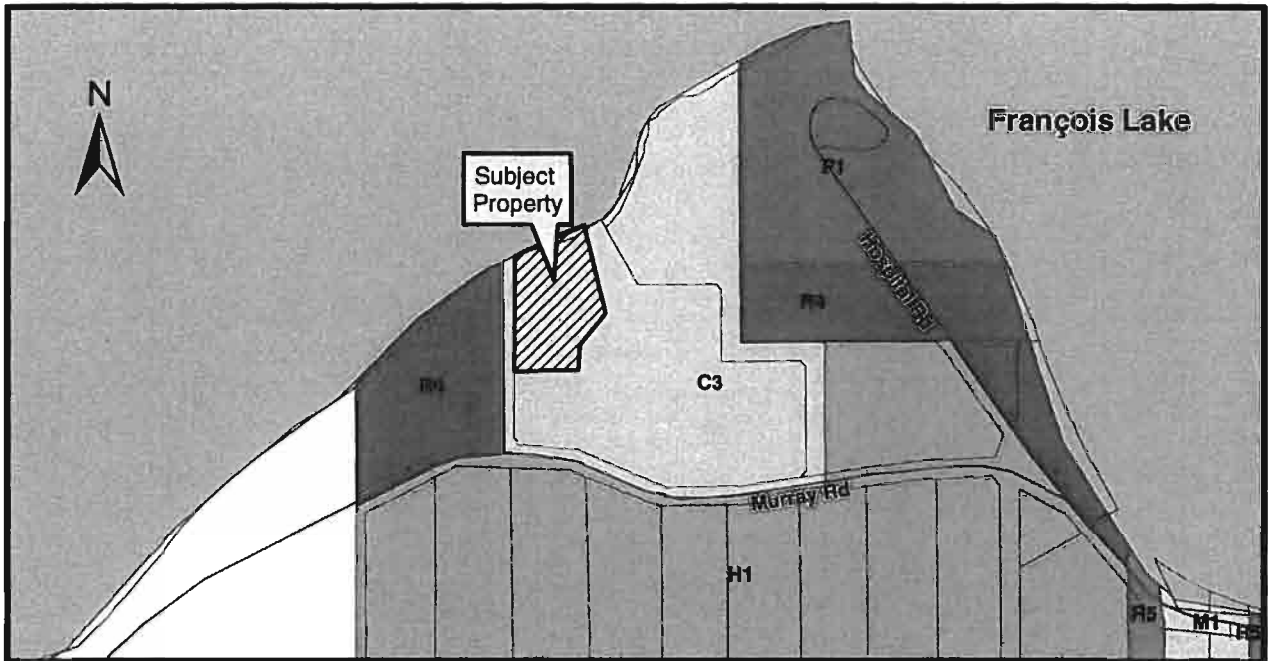
The permitted uses in the proposed R6 zone are as follows:

- (a) single family dwelling;
- (b) two family dwelling;



- (c) field crops and horticulture;
- (d) non-commercial farm livestock;
- (e) home occupation;
- (f) buildings and structures accessory to the permitted principal uses.

### Zoning Map



The property is located in a rural residential area which contains residential parcels created many years ago. As can be seen on the zoning map, there is a mix of zoning in the area, which allows residential, commercial, and community uses. The residential use of the property is not expected to conflict with the C3 and P1 zoning in the area, and the proposed residential use fits within the character of the area.

The minimum parcel area that may be created by subdivision in the R6 is 1 hectare (2.47 acres). The subject property is 1.04 ha in size; therefore, the proposed rezoning would not allow future subdivision of the property.

It is noted that the property is located outside the RDBN building inspection area.

**Recommendations**

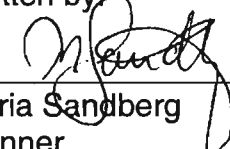
1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1738, 2015" be given first and second reading and subsequently be taken to public hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1738, 2015" be held and delegated to the Director or Alternate Director for Electoral Area E.

*Electoral Area Planning – Participants/Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Jewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Maria Sandberg  
Planner



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1738**

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:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Tourist Commercial (C3)" Zone to the "Rural Residential (R6)" Zone.

Lot A, District Lot 716, Range 4, Coast District, Plan EPP21636, 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. 1738, 2015".

READ A FIRST TIME this            day of

READ A SECOND TIME            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 "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1738, 2015"

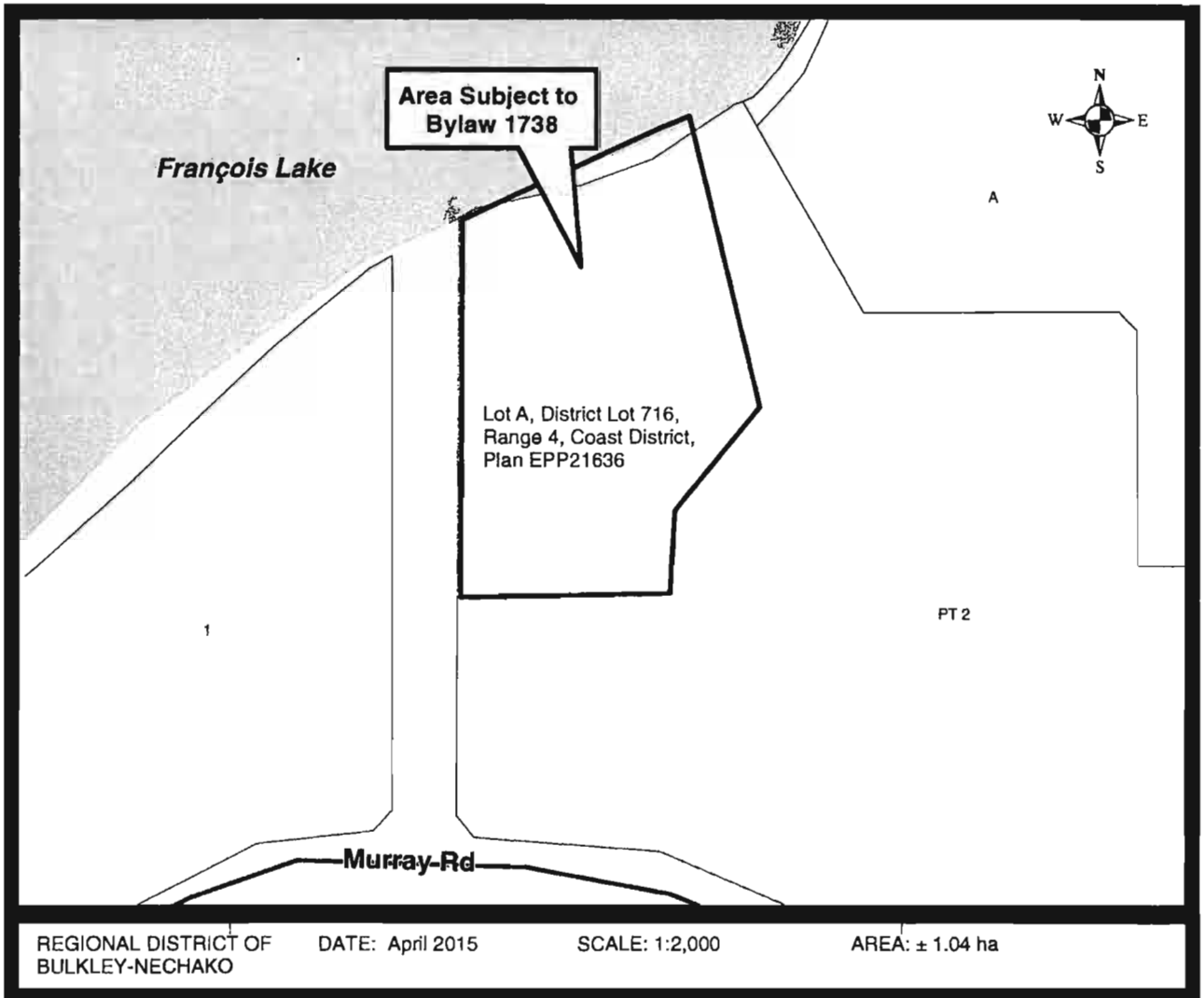
DATED AT BURNS LAKE this       day of

\_\_\_\_\_  
Corporate Administrator

ADOPTED this                    day of

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator



### **SCHEDULE "A" BYLAW NO. 1738**

Lot A, District Lot 716, Range 4, Coast District, Plan EPP21636, comprising of ±1.04 ha. Being rezoned from the "Tourist Commercial (C3)" Zone to the "Rural Residential (R6)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1738, 2015.

---

Corporate Administrator

Liz-Anna Waugh  
PO Box 68  
Southbank, BC  
V0J 2P0

March 23, 2015

Regional District of Bulkley-Nechako  
Planning Department  
PO Box 820  
Burns Lake, BC  
V0J 1E0

Re: Rezoning of PID 028-947-274 from C3 to R6  
Lot A, Plan EPP21636,DL716, Range 4, Coast Range 4 Land District

Attached is my application for the rezoning of my property from its current C3 zoning to R6.

Due to a change in circumstances, I will not be developing my property for commercial purposes as permitted under C3 zoning. The existing home is for a single family dwelling where I will continue to live and occupy a home art studio as allowed under R6 zoning. The size of the property (1 Ha) limits its appeal for commercial use if I should try to sell it and, without the commercial use, it is non-conforming and therefore a barrier to bank financing for a purchaser.

Thank you for your consideration of my application.



Liz-Anna Waugh  
Property owner

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**SUBDIVISION PLAN**

PLAN EPP21636

Of Part of Lot 2 District Lot 716, Range 4,  
Coast District, Plan 8123 Except  
Port Subdivided by Plan BCP33181

Pursuant to Section 67 of the Land Title Act.  
BCGS 93K.002

① Single family dwelling 2500 sq ft  
② Driveway and parking

SCALE:



The intended plot size of this plan is 432mm in width by 560mm in height (C size) when plotted at a scale of 1:750.

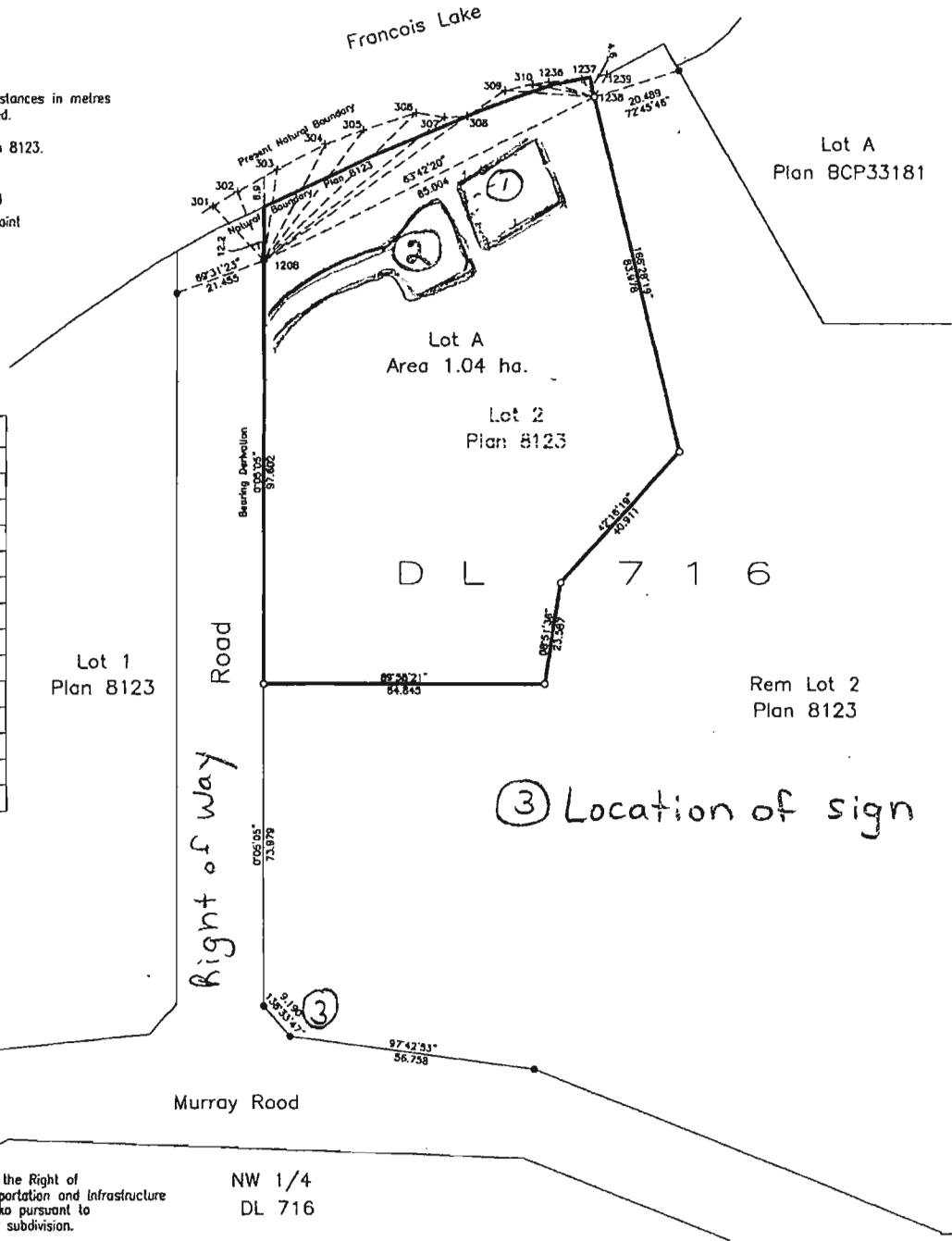
**LEGEND:**

All distances are horizontal ground-level distances in metres and decimals thereof unless otherwise noted.

Bearings are astronomic, derived from Plan 8123.

- Denotes Standard Iron Post Found
- Denotes Standard Iron Post Placed
- + Denotes an Unmarked Measured Point

Present Natural Boundary Ties			
From	To	AZIMUTH	DISTANCE
1208	301	316°40'26"	17.2
	302	338°27'44"	17.0
	303	7°54'37"	21.2
	304	27°50'33"	30.3
	305	37°24'37"	37.7
	306	46°00'44"	48.9
	307	51°44'23"	53.2
	308	54°45'01"	57.5
1238	309	274°04'51"	20.7
	310	281°27'45"	14.4
	1236	288°04'50"	11.0
	1237	325°39'07"	5.1
	1239	29°28'02"	6.0

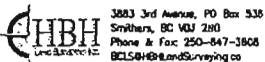


③ Location of sign

A Covenant in the name of The Crown in the Right of British Columbia c/o the Ministry of Transportation and Infrastructure and The Regional District of Bulkley Nechako pursuant to Section 219 is a condition of approval for subdivision.

NW 1/4  
DL 716

This plan lies within the jurisdiction of the Approving Officer for the Ministry of Transportation and Infrastructure, File No. 2011-05013



HBH File No. SCH1102

The field survey represented by this plan was completed by Stephen P. Howard, BCLS, on the 10th Day of May, 2012.

This plan lies within the Regional District of Bulkley Nechoko.



**Planning Department Report  
Rezoning Application File No. A-09-14  
April 17, 2015**

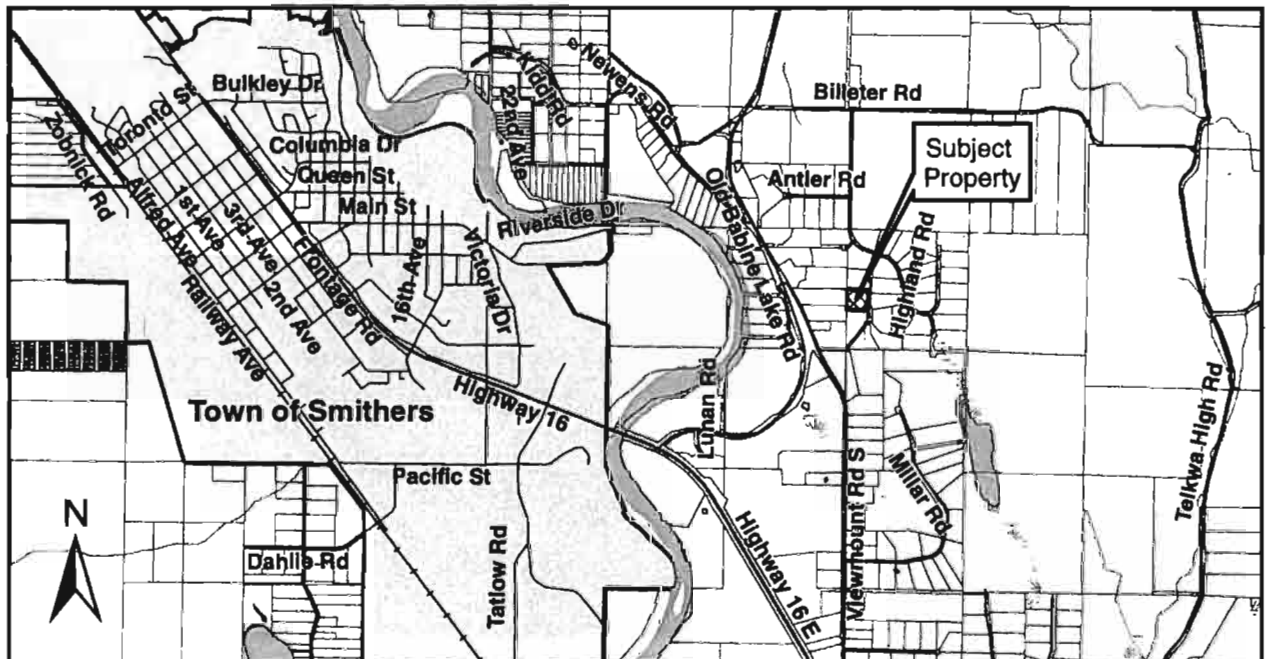
## APPLICATION SUMMARY

**Name of Applicants:** Richard and Allita Barendregt

**Electoral Area:** A

**Subject Property:** Lot 26, Section 28, Township 4, Range 5, Coast District, Plan 10551. The subject property is approximately 2.023 ha in size.

**Location:** The subject property is located at 1121 Lowland Rd. approximately 2 km east of the Town of Smithers.



**O.C.P. Designation:** Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014

**Zoning:** Small Holdings (H1) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

**Existing Land Use:** Three residential dwellings

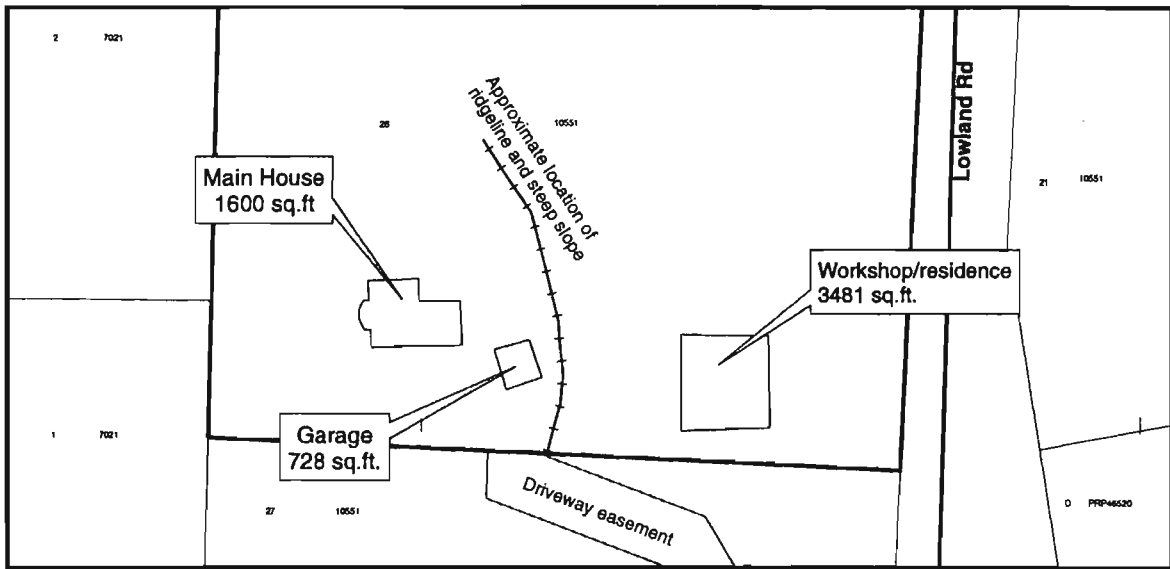
**ALR Status:** Not in the ALR

**Proposed Rezoning:**

To amend Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from **Small Holdings (H1)** to **Small Holdings (Additional Dwelling) (H1 A)** to legalize a second dwelling on the subject property.

There are currently three residential dwellings located on the property. In addition to the main house, there is a garage with a dwelling above it, and a large shop containing a third dwelling. In the H1 zone only one single family dwelling is permitted on a property that is smaller than 4 hectares (9.88 acres) in size. The applicant has submitted this application to rezone the subject property to the H1A zone in order to allow for one additional dwelling. The property owner has indicated that they will discontinue the illegal residential use of the dwelling above the garage if the zoning to allow the residential use in the workshop moves forward.

**Site Plan**



**Workshop Including Dwelling**



**Garage Including Dwelling**





## REFERRAL COMMENTS

### Ministry of Transportation

"No objections. The Ministry of Transportation and Infrastructure has no objections to this rezoning application. The only thing noted would be potential concerns with a shared easement if more than the allotted parties were using this easement."

### Northern Health

Approval recommended subject to conditions below:

1. The **sewerage system** servicing the new dwelling must meet the requirements of the Public Health Act – Sewerage System Regulation;
  - **Assessment of the current system to handle capacity** – The current system providing sewage disposal for the current property has been assessed for its ability to handle the increased demand on the system but unfortunately this information is contrary to that filed for the property. The sewage filing accepted on September 18, 2007. The Letter of Certification was submitted on May 08, 2008 and did not have any adjusted amendments to capacity. See below for specific information addressed in the filing:
    - i. Estimated daily sewerage flow (Litres/day) of 1602L and is based on a 3 bedroom house and/or 5 people.
    - ii. The treatment capacity is listed as the same amount (1602L/day)
    - iii. A comment in the septic maintenance plan and maintenance schedule report is as follows:
      - a. "This system is capable of treatment domestic residential sewage in the amount of N/A imp gallons or 1602 litres that represents 5 people and has a capacity for intermittent short term extra loading of 100% per day for up to 5 days. Do not exceed these loading rates".

The information provided in the letter and filing is conflicting. More information would be required in regards to the inspection and how this decision was made prior to recommending approval. The letter provided from the inspection is not currently sufficient to explain how the determination was made and how the current system can now handle the increase in resident capacities proposed. If this information is available then please forward to Northern Health and have the filing amended as appropriate.

Systems are normally designed for their current intended use, at the time of install, unless additional facilities /dwellings are planned at that time. There is a filing stored with Northern Health in regards to your system install (Folio#754.03773.46012) as per the Sewage System Regulations under the Public Health Act. If you do not still have access to the original

filing information then a file search for sewage can be conducted at the local Public Health office. A \$50.00 would apply.

2. The **'water supply system'** on-site must meet the requirements of the Drinking Water Protection Act and the Drinking Water Protection Regulation. A 'water supply system' is defined as a domestic water system; other than one that services only one single-family residence, and/or equipment, works or facilities prescribed by the regulation as being excluded. If there is to be a rental unit on the property or there will be any use that extends outside the definition of a single family dwelling then:
  - Construction/Operation permitting will be required for the residence prior to construction and delivery of water used for domestic purposes. As this proposal places the proponent outside the realm of a single family dwelling then it is required that they contact Northern Health for more specifics on how to complete the permitting process for a water system and meet requirements of the Drinking Water Protection Act and Regulations. The Act and Regulations provides information on best practices and requirements for the system in relation to the provision of potable waters but some guidance and applications would be required from Northern Health to complete the process."

**Advisory Planning Commission** (It is noted that a quorum was not present at this meeting.)

"Resolution: The APC recommends approval of rezoning application A-09-14 provided that the illegal dwelling above the garage is decommissioned as discussed in the staff report.

Comments: if the third illegal dwelling is not decommissioned it will be too easily converted back into residential use."

## **PLANNING DEPARTMENT COMMENTS**

### **Official Community Plan**

The subject property is designated Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 which is intended to provide opportunities for people to live in a rural setting while protecting and preserving the rural character of the area.

With regards to an additional dwelling in the RR designation, Section 3.4.2 (7) of the OCP states that rezoning applications to allow a 2<sup>nd</sup> single family dwelling on a parcel may only be considered under the following circumstances:

- (a) *The subject property is a minimum of 2 hectares (5 acres) in size or larger or a 2<sup>nd</sup> single family dwelling exists and is legal but non-conforming to zoning.*
- (b) *It has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.*

- (c) *The development is compatible with adjacent land uses and maintains the rural character of the area.*
- (d) *The parcel is not located within a floodplain or on other hazard lands.*
- (e) *The development addresses wildlife and ecological values.*
- (f) *And, the future subdivision of the land into a parcel smaller than 2 hectares (5 acres) is prohibited.*

## **Zoning**

In the proposed Small Holdings (Additional Dwelling) Zone only one single family dwelling per parcel is permitted a gross floor area which exceeds 100 square metres (1,076 ft<sup>2</sup>). The second dwelling proposed to be legalized is 71 square meters in area.

Further subdivision of the property cannot occur under the proposed zoning given the minimum parcel size at subdivision of 4.94 ha. Given the information received to date, the OCP allows the Regional District Board to consider the proposed rezoning.

## **Land use Issues**

A key consideration in rural land use planning is the desire to keep rural densities at a reasonable level to maintain a rural character, avoid the environmental issues that can be associated with on-site sewage disposal and water supply, and control the need for land use regulations associated with higher density. There are also considerations related to the appropriate balance between rural and urban growth.

One of the key ways in which rural density is controlled is through the regulation of the number of dwellings allowed on a parcel. Unfortunately, it is becoming increasingly common in Electoral Area A for property owners to apply for a building permit for an accessory building with a "studio" or "office" use and then convert that area into an illegal dwelling once the building permit process is complete. This is what occurred twice on the subject property. It is noted that the property owner is an experienced residential builder in the area.

This growing non-compliance with the RDBN's zoning regulations, Northern Health regulations, and the BC Building Code is problematic and can be expected to lead to increased rural density, land use conflict and negative long term issues. It is also unfair in that it places the property owners that voluntarily follow the regulations at a disadvantage. This growing trend needs to be addressed through changes to the building permit approval process, increased enforcement, or new regulation.

## **Sewage Disposal**

The applicant has submitted a letter from a Registered Onsite Wastewater Practitioner (ROWP) that says that the lagoon system has been inspected and has room for an increase of 2 additional dwellings. However, Northern Health's records for the on-site sewage disposal system that was constructed conflicts with the ROWP report and do not support the opinion that the system can accommodate additional dwellings. Northern Health is therefore requesting further information.

This issue should be resolved prior to the rezoning of the property.

### **Water Supply**

It appears that the water supply system serving the dwellings may be in contravention of the *Drinking Water Protection Act* and the *Drinking Water Protection Regulation*.

This issue should be resolved prior to the rezoning of the property.

### **Building Permits**

The property is located in the Regional District Building Inspection area. There are building permits on file for the main dwelling and two accessory buildings.

In 2008 the current property owner made application for a building permit for the garage. The plans identify the 2nd floor as a studio with a sink and tub and no kitchen or bedroom.

In 2010 the current property owner made application for the building permit for the workshop. The plans identify the second floor as storage and office area. It was noted at the time of building that the area was not to be used as a residential suite.

The building permits and inspection process did not anticipate the use of the accessory buildings as dwellings; therefore, illegal dwellings may not comply with the *BC Building Code* or the *BC Fire Code*. Therefore, if this application proceeds, it is expected that staff will not recommend adoption of the amendment bylaw until it is confirmed that the dwelling is in compliance with the BC Building Code. The applicant will be expected to work directly with the Building Inspectors to meet this requirement.

### **Future Bylaw Compliance**

It appears that both dwellings were established with the knowledge that they are not in compliance to zoning, the Building Code, the RDBN's Building Bylaw, and Northern Health regulations. Given the history of non-compliance Planning Department staff are concerned that the illegal dwelling in the garage will continue to operate contrary to zoning and Northern Health regulations if the rezoning is approved to legalize the dwelling in the workshop.

To help address this concerns staff asked the applicant to consider decommissioning the suite above the garage by removing the kitchen facilities, disconnecting the electrical wiring for the appliances, and removing the shower and toilet facilities from the illegal suite. Staff also asked if the applicant would register a covenant on title restricting the placement of the above noted facilities in the area above the garage. These actions would not ensure the building is not used as an illegal dwelling; however, it will make such action more difficult, and may aid any future enforcement process.

The applicant was not open to decommissioning the illegal dwelling above the garage, and only offered to ask the tenant to leave and remove the stove if the rezoning were approved.

Staff are also concerned that there is the perception in the development community that there is little risk in developing an illegal second or 3<sup>rd</sup> dwelling on a property. It may be presumed that if an illegal dwelling is discovered the rezoning process will be successful, and enforcement is highly unlikely. Support of this application (which involves two illegal dwellings, problematic sewer and water systems, and little attempt to address concerns relating to future non-compliance) would help support that public perception.

### **Staff Recommendations**

Given the outstanding issues relating to the two illegal dwellings, their non-compliance to the RDBN's Building Bylaw and Northern Health Regulations, and the concerns regarding bylaw compliance, staff are not able to recommend that the Regional District Board support this application.

It is noted that staff shall be recommending to the Regional District Board, in a subsequent staff report, that the Board direct staff to file a notice on title of the property to inform any interested persons that structures on the property are non-compliant with the BC Building Code and the RDBN's Building Bylaw.

It is also recommended that the Regional District Board provide staff with direction on whether to undertake the process to obtain a B.C. Supreme Court injunction to seek compliance with zoning, which may include an order to decommission the dwellings.

### **Alternative Approach**

Should the Regional District Board wish to support the application the following Board motion is identified.

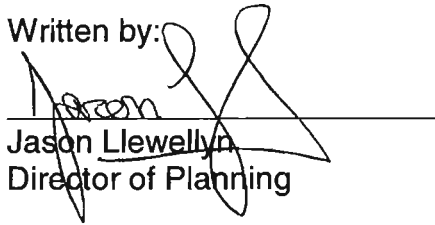
1. That a bylaw for the application A-09-14 be drafted and presented to the Regional District Board for consideration of 1<sup>st</sup> and 2<sup>nd</sup> reading.
2. And that should the bylaw be supported, final reading not be considered until:
  - b. the dwelling above the garage is no longer used as a dwelling;
  - c. the Building Code issues for the dwelling in the workshop are resolved to the satisfaction of the Building Inspector; and;
  - d. Northern Health confirms that the two dwellings are serviced by a sewage disposal system and water system that are in accordance with Northern Health regulations.

**Recommendations**

1. That rezoning application A-09-14 be denied.
2. That the Regional District Board provide staff with direction on whether to undertake the process to obtain a B.C. Supreme Court injunction to seek compliance with the Zoning Bylaw

*Electoral Area Planning – All Directors/Majority*

Written by:



Jason Llewellyn  
Director of Planning

March 14, 2015

Bulkley Nechako Regional District

PO Box 820

Burns Lake, BC V0J 2E0

To whom it may concern:

According to the RDBN Zoning Bylaw No.700, 1993, page 3, it states:

**“DWELLING UNIT** means any building or portion thereof operated as a housekeeping unit, used or intended to be used as a residence for one or more persons and containing cooking, sleeping and sanitary facilities”

The use of the word “and” means that as soon as one of the elements is not present, it would no longer be considered a dwelling. Therefore, if the ability to cook in the unit is removed, it would no longer be classified as dwelling unit.

We have a building permit and a final inspection that states we are permitted to have studio on this property. The use of this unit would be as a studio, which meets the intended use of this building. We plan to use this area as a rec room area.

We are prepared to remove the stove from the unit, and ask our tenants to leave. Thus making it no longer a residence or dwelling unit. This also complies with the state of the building as it was at final inspection.

It is our desire to keep this unit in a state that is practical for use. Thus we are willing to bring the building back to the state that it was at, at the point of the final inspection.

We appreciate your concern in your attempts to keep this area a “rural area”.

We should not be required to sign a legal document stating that we will not make the studio into a dwelling unit, as that is not required by the bylaws. Therefore we are open, upon request for you to make sure our use of the building stays within your zoning bylaws.

Sincerely,

A handwritten signature in black ink, appearing to read "Richard and Allita Barendregt". The signature is written in a cursive style with a large, sweeping flourish that extends to the left and then loops back to the right.

Richard and Allita Barendregt



**Planning Department Report  
Rezoning Application File No. A-06-14  
April 17, 2015**

## APPLICATION SUMMARY

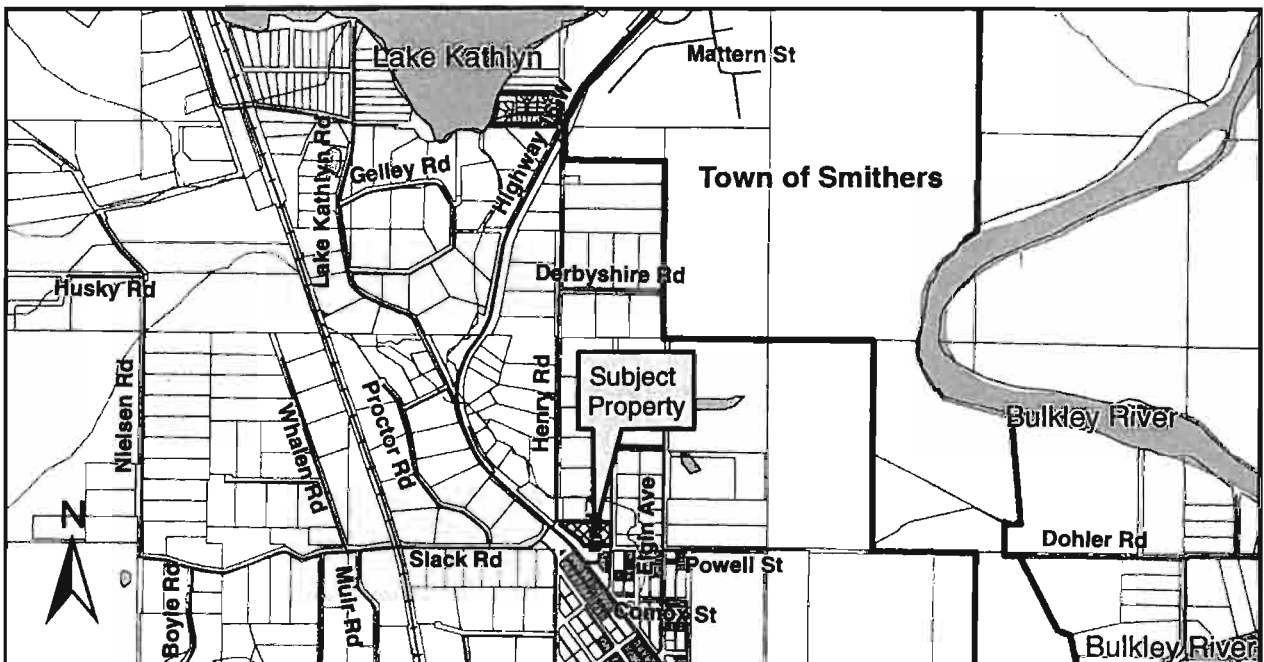
**Name of Owner:** West-End Ventures Inc.

**Name of Agent:** Colin Brintjes

**Electoral Area:** A

**Subject Property:** Lot 3, Section 2, Township 1A Range 5, Coast District Plan 4733. Property is 1.35 ha (3.34 acres) in size

**Location:** The subject property is located along Highway 16, at 3844 Henry Rd, approximately 600 metres northwest of the Town of Smithers.



**O.C.P. Designation:** Commercial (C) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014

**Zoning:** General Commercial (C1) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

**Existing Land Use:** Vacant land

**ALR Status:** Not in the ALR



**Proposed Rezoning:**

To amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" by rezoning the subject property from the **General Commercial (C1) Zone** to a new zone that allows the following uses.

**Permitted Uses**

- (a) Contracting services
- (b) Offices
- (c) Motor Vehicle Rentals
- (d) Warehousing

**CONTRACTING SERVICES** means the use of land and Structures as a base of operation for a business providing any one or more of the following services or activities on another location: construction, carpentry, plumbing, heating, electrical, roofing, tiling, silviculture, drilling or other similar services. This use may include incidental and subordinate uses such as the fabrication or assembly of components such as cabinets, heating systems, kitchen and bathroom fixtures or similar products provided that this use does not occupy in total an area in excess of 40% of the gross floor area of the structures. This use may include floor area used for showroom and or display purposes provided that this use does not occupy in total an area in excess of 40% of the gross floor area.

**MOTOR VEHICLE RENTALS** means the use of land and Structures for the rental or lease of new or used vehicles, and may include one or more of the following incidental and subordinate uses: administrative support, the storage, service and repair of vehicles.

**WAREHOUSING** means the use of lands or Structures for the storage and distribution of goods, wares, merchandise, substances, articles, or other things, including the storage of goods in separately occupied, secured storage areas and lockers. This use does not include storage of goods for retail sales, Wrecking and Salvage or a Waste Disposal Site.

The applicant has also submitted the attached site plan showing the proposed phase one development of the site.

**REFERRAL COMMENTS****Ministry of Transportation and Infrastructure**

"A fence to delineate the property line on the Hwy 16 side will be required.

Powell Frontage and Powell Ave. adjacent to the lot are not available for use. Corridor planning through this area identified Powell Avenue intersection to be closed. Powell Frontage is retained for Hwy 16 widening only.

Suggest a 30 m no build area, as shown on attached plan in red, to facilitate future access / intersection upgrade, dependent on future use.

Concern regarding sewage disposal as the willow trailer court was closed due to failing septic disposal.

### **Town of Smithers**

See attached letter.

### **Advisory Planning Commission (APC)**

To be provided at the Board meeting.

## **PLANNING DEPARTMENT COMMENTS**

### **Official Community Plan (OCP)**

The proposed uses appear to be a combination of commercial retail, commercial service, and light industrial uses designed to service the entire region. The direction provided in the OCP is that the Village of Telkwa and the Town of Smithers should be the commercial centres of the area. The policies in the OCP are designed to limit commercial development in the rural area to commercial services catering to local neighbourhoods, tourists, and outdoor recreation. Therefore, the OCP does not support the commercial activity proposed in this rezoning.

The proposed extent of the light industrial (fabricating and assembly) component of the Contracting Service use (40% of gross floor area) may not fit the intent of the Commercial OCP designation.

### **Zoning**

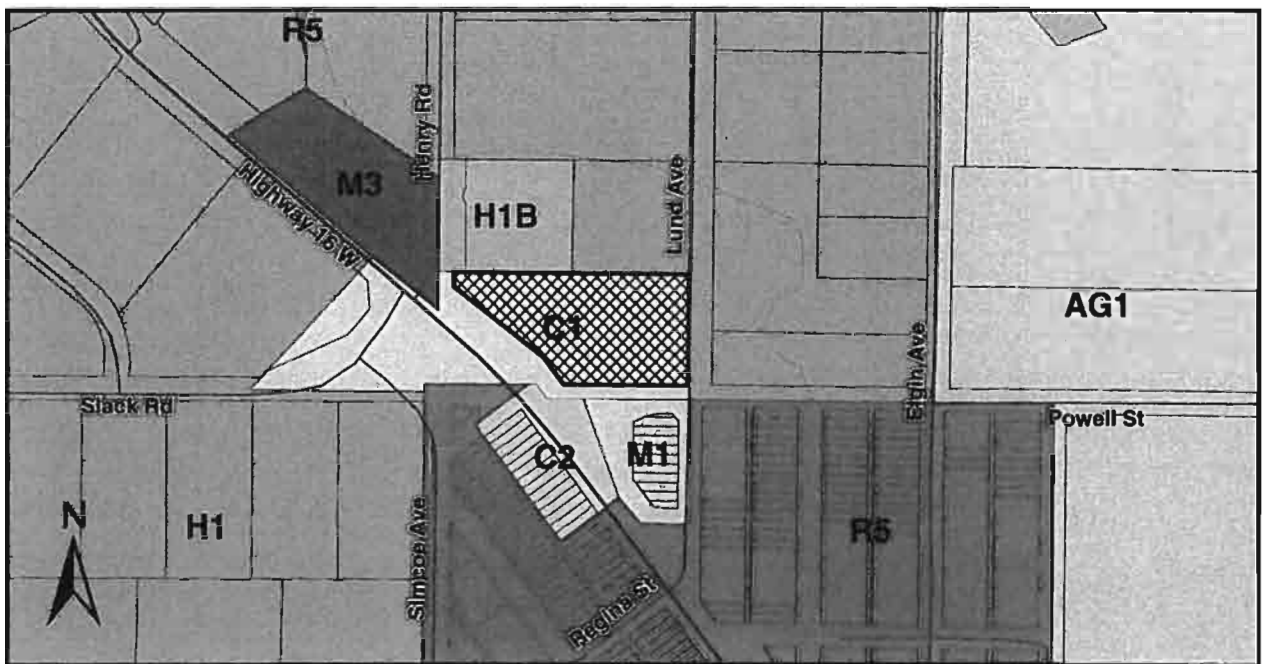
As can be seen on the map below, there is a mix of zoning adjacent to the subject property. The lands zoned Light Industrial (M1) and Highway Commercial (C2) are owned by the Province and will likely not be made available for development. The land zoned Agricultural Industry (M3) contains a greenhouse and garden supplies sales business. The majority of developed lands surrounding the subject property are residential. The property north of the subject property is zoned H1B which allows its residential use, as well as use for a commercial workshop.

The Willow Trailer Court was established on the property for many years. The property was rezoned in 1984 from Mobile Home Park (MHP) to Commercial I, for a service station. It appears that the property continued to be used for a mobile home park until 2009, when it was closed to comply with an Order under the *Public Health Act* to stop a Health Hazard. When the existing zoning bylaw was adopted in 1993 the General Commercial (C1) Zone was applied to the property.

The permitted uses in the C1 zoning are:

- (a) *retail store;*
- (b) *business and professional offices;*
- (c) *hotel and motel;*
- (d) *restaurant and licensed establishment pursuant to the Liquor Control and Licensing Act;*
- (e) *personal service establishment;*
- (f) *fraternal lodge, community hall and theatre;*
- (g) *service station.*

Zoning Map



The proposed Contracting Service, Motor Vehicle Rentals, and Warehousing uses are not allowed in the C1 zone. Therefore, the applicant has applied to amend the zoning bylaw to allow the uses. The initial application was to amend the C1 zone by adding the Motor Vehicle rentals use to the C1 zone. This application was subsequently amended to accommodate the proposed Contracting Service, Motor Vehicle Rentals, and Warehousing uses.

It is noted that Northwest Truck Rentals has recently began using the property contrary to the C1 zoning.



### **Commercial Strip Development**

The Planning Department does not recommend that small tenancy commercial or light industrial activity be allowed to spread along the highway in rural residential areas. This type of strip development is attractive for business as the land has good exposure, can be inexpensive compared to other lands in commercial areas, and is less expensive to develop because of reduced development standards and regulations in the rural area. Accommodating strip commercial / industrial development along the highway is inefficient and there are notable aesthetic, function, and land use conflict related issues that will inevitably result.

In staff's opinion this type of commercial development in the rural area will result in the need for increased RDBN regulation to control site design and development standards to mitigate the associated negative impacts. This type of regulation typically requires the Board to approve detailed development plans to ensure that issues such as on-site parking, lighting and glare, landscaping and building design, drainage control, noise abatement, and screening are dealt with appropriately. This type of regulation is very costly in terms of staff time.

The limited regulation in the rural area is possible because rural densities are kept low and commercial and service related light industrial development is focused in municipalities where the necessary regulation and development standards are in place.

### **Site Specific Considerations**

As noted the Official Community Plan discourages support of the type of development proposed in this application in the rural area; however, the situation is complicated by the fact that the property is currently zoned C1. The property owner is making the argument that the proposed uses represent an improvement over the uses permitted in the C1 zone, and that the proposed uses are suitable for the property.

The Planning Department has concerns with the proposed uses. The primary concern relates to the proposed Contracting Service use, which allows up to 80% of the gross floor area of buildings to be used for retail or industrial manufacturing. The proposed

mix of uses are not appropriate for the property, may have a notable negative impact on the surrounding area, and do not represent an improvement over the existing C1 zone.

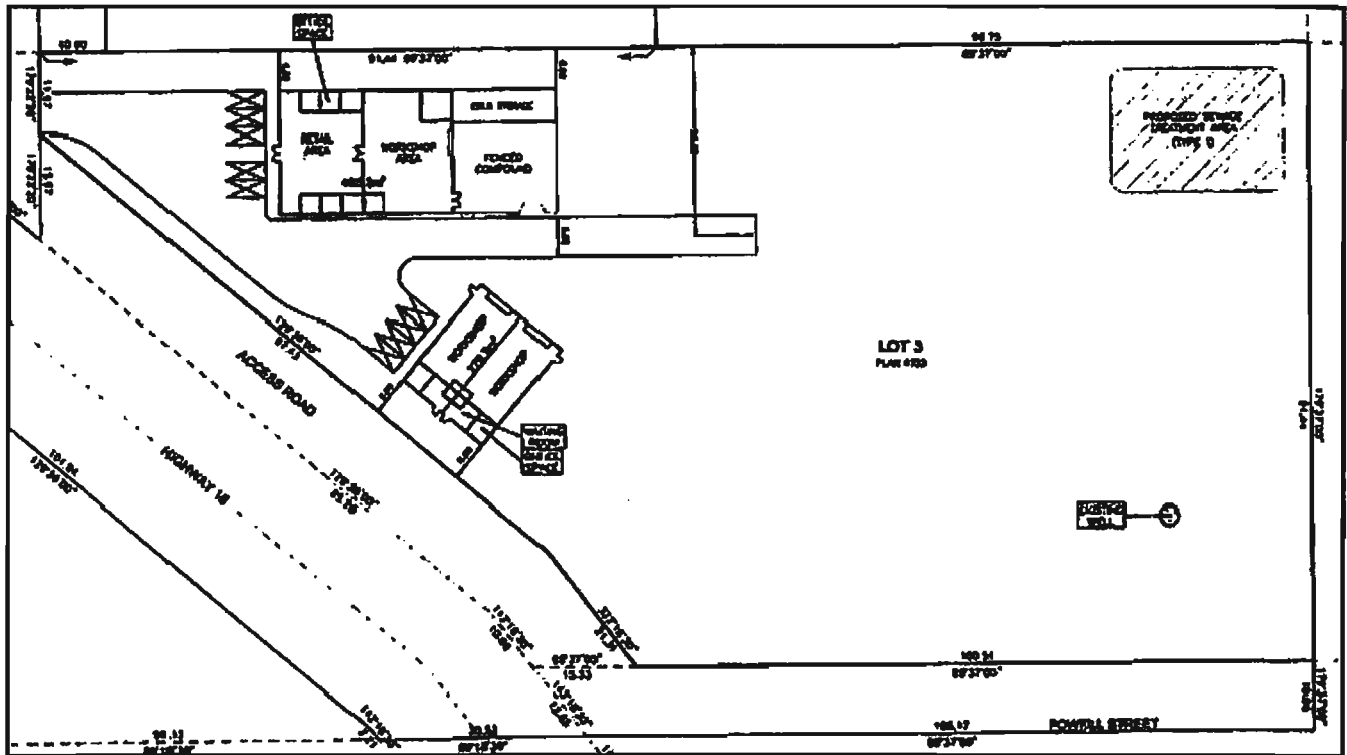


### The Site Plan

The applicant has submitted the site plan shown below. This plan includes the first phase of their proposed retail and light industrial development. Staff have the following comments on the site plan:

- The site plan only covers a portion of the property.
- The parking identified is less than half of that required pursuant to the Zoning Bylaw.
- The site plan does not contain any detail relating to landscaping, screening, paving, or lighting.

In staff's opinion the site plan does not address any of the land use impact concerns associated with the proposed uses.



### Site Design and Development Standards

The applicant has not offered to commit to develop the property in accordance with a specific site plan. Therefore, there is no certainty regarding the manner in which the property may be developed. As noted, even if the applicant had agreed to register such a covenant the above site plan would not be adequate for that purpose, in staff's opinion.

In staff's opinion, given the high visibility of this location, in the middle of a residential neighbourhood, it is important that the RDBN Board, and area residents, understand the minimum standard to which the property is proposed to be developed.

## RECOMMENDATIONS

In staff's opinion the development proposal associated with this rezoning application is not acceptable. The uses can be expected to cause land use conflict with the surrounding residential area, and the manner in which the site is to be proposed to be developed is unknown. Therefore, staff cannot support the application.

The following options are presented to the Regional District Board for consideration.

### Option 1

*That rezoning application A-06-14 be received.*

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*That staff be directed to work with the applicant in an attempt to identify a land use proposal and detailed site plan that better reflects Official Community Plan objective and policies.*

*That staff be directed to report back to the Board regarding the application at a subsequent Board meeting.*

## **Option 2**

*That rezoning application A-06-14 be denied.*

This option means that 50% of the application fee will be returned to the property owner. It is noted that an application for the same or similar land use cannot be made within a 1 year period according to the "Development Approval and Notification Procedures Bylaw."

## **Option 3**

*That the Board direct staff to prepare the necessary bylaws for first and second reading, and present those bylaws to the Board at a subsequent Board meeting.*

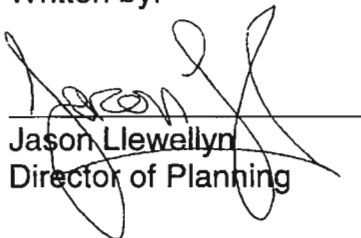
To approve the above noted bylaws the Board must be satisfied that the level of industrial development allowed is not contrary to the direction provided in the Official Community Plan.

### **Recommendations (option 1)**

1. That rezoning application A-06-14 be received.
2. That staff work with the applicant in an attempt to identify a land use proposal and site plan that better reflects Official Community Plan objective and policies, and minimizes potential negative impacts on the community.
3. That staff report back to the Board regarding the application at a subsequent Board meeting.

***Electoral Area Planning – All Directors/Majority***

Written by:

  
\_\_\_\_\_  
Jason Lewellyn  
Director of Planning

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Town of  
**Smithers**



PO Box 879, 1027 Aldous Street, Smithers, BC V0J 2N0  
Telephone (250) 847-1600 ~ Fax (250) 847-1601 ~ [www.smithers.ca](http://www.smithers.ca)

April 14<sup>th</sup>, 2015

File: 0400-55

**VIA EMAIL ONLY: [jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca)**

Jason Llewellyn  
Director of Planning, Regional District of Bulkley-Nechako  
PO Box 820  
Burns Lake, BC V0J 1E0

Dear Mr. Jason Llewellyn

**RE: Rezoning File No. A-06-14 Referral Response**

Thank-you for the opportunity to comment on the above noted rezoning application.

The Town of Smithers has multiple zones that permit vehicle rental establishments, contracting services, offices and warehousing. This includes the Smithers Downtown area, Service Commercial Zones (C-3), Light Industrial Zones (M-1), Medium Industrial Zones (M-2) as well as lands at the Smithers Airport. Given that there is currently capacity on these properties to accommodate future development, the Town of Smithers does not support the rezoning application.

In keeping with the existing and proposed new Smithers Telkwa Rural Official Community Plan, the Town of Smithers is supportive of continuing to focus commercial activity within the Town boundary to create a compact commercial district that is separate and distinct from the Regional District.

I can be reached at (250) 847-1600 if you have any questions regarding this letter.

Sincerely,

A handwritten signature in black ink that reads "Liliana Dragowska". The signature is written in a cursive, flowing style.

Liliana Dragowska, MCIP, RPP  
Planner

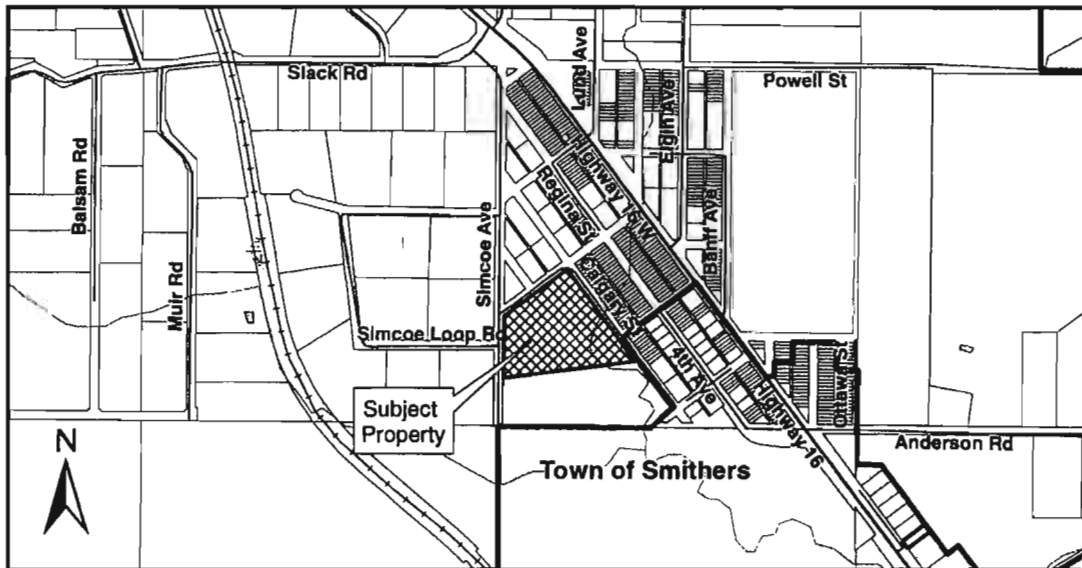




Planning Department Report  
Rezoning Bylaw No. 1710  
File No. A-04-14, 3<sup>rd</sup> Reading  
April 15, 2015

## APPLICATION SUMMARY

**Name of Owner:** Marjorie Emmelot (Hidber)  
**Name of Agent:** Gina Hidber, HBH Land Surveying Inc.  
**Electoral Area:** A  
**Subject Property:** Lot 2, Section 2, Township 1A, Range 5, Coast District, Plan 3820 Except Plan 8152. The subject property is 4.14 ha in size.  
**Location:** The subject property is located at 3225 Calgary Street, immediately north of the Town of Smithers.



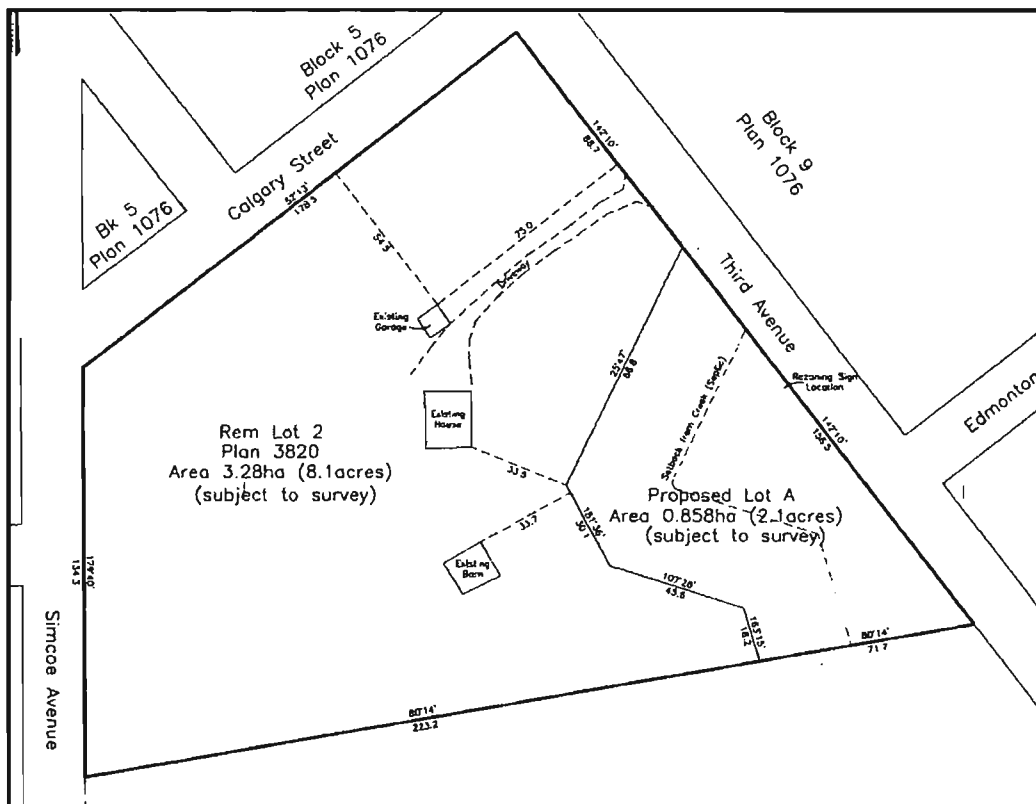
**O.C.P. Designation:** Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1425, 2007  
**Zoning:** Small Holdings (H1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993  
**Existing Land Use:** Residential  
**ALR Status:** Not in the Agriculture Land Reserve (ALR).

## Proposed Rezoning:

To amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" from **Small Holdings (H1)** to **Country Residential (R5)** for part of the subject property to allow the subdivision into two parcels, as shown on the subdivision plan below. The applicant wishes to subdivide the subject property along Kathlyn Creek as the portion of the subject property that is cut off by the creek is not being used by the property owner.

Lot A is proposed to be 0.86 ha in size and is vacant. The remainder is proposed to be 3.28 ha in size and contains a hobby farm with the applicant's residence, a garage and a barn.

## Proposed Subdivision



Proposed Lot A is too small to meet the 2 ha minimum parcel area requirement of the H1 Zone and is required to be rezoned prior to subdivision. The remainder will retain the current H1 zoning.

## REFERRAL COMMENTS

### Ministry of Environment:

"Thank you for the opportunity to help determine compliance with condition (d) of OCP Section 3.4.2. (9) for this proposed rezoning.

The OCP rezoning requirement for parcels smaller than 3 acres may be considered, “where a natural water feature exists and where criteria for Section 3.4.2 (9) are addressed.”

The proposed 0.86 ha Lot A (Third Avenue and Edmonton St) is not in compliance with condition (d) “The development addresses wildlife and ecological values.”

The high fisheries values of Chicken Creek (actually upper Kathlyn Cr) were confirmed September 22 as part of a joint field inspection by Department of Fisheries (DFO) and Ministry of Forests, Lands and Natural Resource Operations, Ecosystem Section (ES). With the exception of a very small area at the top of slope, by Third Avenue, the proposed lot is located on a steep ravine slope and floodplain terrace which is an integral part of a documented very high-value and sensitive fisheries stream. A mitigative set-back requirement from top-of-slope is not possible because the lot is too small.

The stream is identified as critical fish habitat on the Regional District Environmental Values map. It is ground-water fed which prevents de-watering and over-heating of important steelhead and coho juvenile rearing habitat during hot, dry summers such as this one. There is a build salmon-spawning bed immediately upstream and the stream is known rearing habitat.”

In follow up conversation with the Ministry of Environment it was confirmed that the Ministry does not support the application as the additional dwelling in this location, in their opinion, will require tree cutting, vegetation disturbance, and the establishment of a sewage system in to close a proximity to the watercourse. Also, there is not enough developable area to allow for a conservation covenant that would adequately protect the environmental values in the area.

**Ministry of Transportation:**

“The Ministry of Transportation and Infrastructure has no objection to this proposal. There is adequate road frontage. However, should access be requested southeast of Edmonton Street, this would be within the Town of Smithers boundary.”

**Northern Health:** No response received to date.

**Town of Smithers** No response received to date.

**Advisory Planning Commission:**

“The APC recommends approval of rezoning application A-04-14.

- Proposed lot clearly separated from remainder parcel, by topography and creek.
- Good access.
- Size of parcel fits with area.”

## PLANNING DEPARTMENT COMMENT

The Public Hearing for Bylaw No. 1710 occurred on March 25, 2015. The Report of the Public Hearing is attached to this report.

### Official Community Plan (OCP)

The current OCP designation for the property is Rural Residential. This designation is intended to provide opportunities for people to live in a rural setting while protecting and preserving the rural character of the area. Under Section 3.4.2 (9), the OCP states that rezoning applications to permit parcels smaller than 1.6 ha (4 acres) to a minimum parcel size of 0.4 ha (1 acre) may be considered where:

- (a) An area of an existing parcel proposed as a smaller parcel is truncated by an existing road or natural water feature.*
- (b) The average size of all parcels created is not smaller than 1.6 ha. (4 acres).*
- (c) The criteria outlined in Section 3.4.2 (8) are addressed.*

The proposed rezoning and subdivision of the application area complies with Section 3.4.2 (9) (a) and (b) given the size of the parent parcel and that the proposed parcel is separated from the remainder of the subject property by the natural water feature of Kathlyn Creek.

The criteria outlined in Section 3.4.2 (8) state that:

- (a) There is no known barrier to the development of an on-site water supply and sewage disposal system;*
- (b) The development is compatible with adjacent land uses and maintains the rural character of the area;*
- (c) Parcels are not located within a floodplain or on other hazard lands; and,*
- (d) The development addresses wildlife and ecological values.*
- (e) And, the development will not create an unacceptable conflict between farm and non-farm use.*

In respect to criteria (a) the applicants state that they have reassurance from MoFLNRO that there is currently sufficient supply to warrant the issuance of a domestic water licence for Kathlyn Creek. A Registered Onsite Wastewater Practitioner has done a preliminary investigation of the site and says that it might be appropriate for a raised mound, although a soil study has not been done. The applicant will be required to demonstrate that the proposed new parcel will have an acceptable water supply and can accommodate a sewage disposal system to the satisfaction of Ministry of Transportation and Infrastructure as part of the subdivision approval process.

The proposed rezoning and subdivision of the application area complies with conditions (b), (c) and (e) of Section 3.4.2 (8) in the OCP. A portion of the property is low lying and may potentially be subject to flooding; however, there is an elevated building area. The Ministry of Transportation and Infrastructure will assess the details and suitability of the building area as part of the subdivision approval process.

In order to help determine compliance with condition (d), this application was referred to the Ministry of Environment, and the applicant has retained the services of a biologist to assess the impact on the watercourse.

### **Zoning**

The proposed rezoning will not increase residential density in the area. The subject property is currently 4.138 ha in size and can be subdivided into two parcels under the current H1 zoning provided that the minimum parcel size of 2 ha. is maintained.

Also, in the H1 zone, parcels that are 4 ha in size or larger, are allowed two single family dwellings. A second dwelling can currently be accommodated on the parcel without rezoning and/or subdivision.

### **Restriction on Further Subdivision**

According to the site plan provided with the application the proposed parcel is 0.86 ha in size. The applicant states that the application area has not yet been surveyed but may be slightly smaller than the estimated 0.86 ha. The applicant wants to delay the survey of the application area and associated costs until further on in the rezoning process when there is more certainty that no major obstacles to rezoning and subsequent subdivision will be encountered.

However, as the minimum parcel size in the proposed R5 zone is 0.4 ha (0.99 acre), there is a potential for future subdivision if the proposed parcel is 0.8 ha in size or larger. The applicant is offering to register a covenant on title restricting the subdivision of the property to the subdivision plan submitted with the application, if the proposed parcel is 0.8 ha or larger in size. The exact size of the proposed parcel will need to be determined before adoption of this rezoning bylaw. The restrictive covenant alleviates any concerns regarding potential further lot development.

### **Environmental Concerns**

To address the Ministry of Environment's concerns the property owner has offered to register a conservation covenant on title of the proposed new parcel, and the remainder, restricting the disturbance of vegetation adjacent to Kathlyn Creek in accordance with the recommendations of a professional biologist (15 and 17 metres from the watercourse as identified in the biologist's report). The offered covenant would protect the riparian area on both sides of the watercourse, and would extend the length of the proposed new parcel.

In the Planning Department's opinion allowing the subdivision and development of the proposed new lot, with an appropriate conservation covenant protecting the riparian area, is acceptable. The primary reason for this position is that the area can be subdivided and developed under the current zoning, and the ability to obtain a conservation covenant represents a net improvement to the situation.

The Ministry of Transportation and Infrastructure has agreed to require the conservation covenant as part of the subdivision approval process.

### **On-Site Sewage Disposal**

The biologist's report provided by the applicant noted the following:

*"...special precautions should be taken to ensure that the sewage system used for this new development does not impact Kathlyn Creek due to its close proximity to the stream. I recommend that if Lot A is approved that efforts be made to acquire permission for the sewage from this location to be pumped to the town sewage system that appears to be located nearby on 3<sup>rd</sup> Avenue."*

The potential purchaser of the property also requested that the RDBN ask the Town of Smithers to allow the property to be connected to their municipal system, for environmental reasons.

Planning Department staff are evaluating this application based on the assumption that the proposed new parcel will be serviced by an on-site sewage disposal system. Therefore, given the concerns raised by the biologist, it is recommended that the Ministry of Transportation and Infrastructure be asked to ensure, as part of the subdivision approval process, that any on-site sewage disposal system be designed by a qualified engineer to ensure that its function will not have any negative impact on the watercourse.

### **Building Area and Slope Stability**

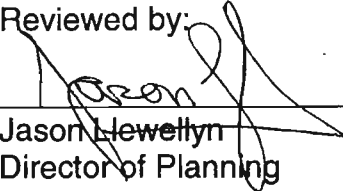
The proposed new parcel consists of a lower level adjacent to the watercourse, and an elevated area adjacent to the road. It appears that there is a suitable building area adjacent to the road, and there are no signs of soil or slope instability in the area. The Ministry of Transportation and Infrastructure will evaluate the suitability of a building site as part of the subdivision approval process.

**Recommendations**

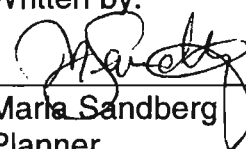
1. That the Regional District Board receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1710."
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1710, 2014" be given third reading.
3. That prior to consideration of adoption:
  - a. the proposed parcel is surveyed to determine the size of the proposed parcel; and
  - b. a covenant restricting subdivision is registered on title to the satisfaction of the Director of Planning if the proposed parcel is 0.8 ha in size or larger.
4. That the Ministry of Transportation be requested to ensure, at the time of subdivision, that:
  - a. any on-site sewage disposal system for the proposed parcel be designed by a qualified engineer to ensure that its function will not have any negative impact on the watercourse,
  - b. a conservation covenant is registered on title of the proposed new and remainder parcel as offered by the property owner during the rezoning process, and
  - c. the proposed parcel contains a suitable building site.

***Electoral Area Planning – Participants/Directors/Majority***

Reviewed by:

  
\_\_\_\_\_  
Jason Lewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Maria Sandberg  
Planner

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1710**

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:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Small Holdings (H1)" Zone to the "Country Residential (R5)" Zone.

The portion of Lot 2, Section 2, Township 1A, Range 5, Coast District, Plan 3820 Except Plan 8152, 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. 1710, 2014".

READ A FIRST TIME this 20<sup>th</sup> day of November, 2014

READ A SECOND TIME this 20<sup>th</sup> day of November, 2014

PUBLIC HEARING HELD this 25<sup>th</sup> day of March, 2015

READ A THIRD TIME this            day of

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1710, 2014"

DATED AT BURNS LAKE this            day of

\_\_\_\_\_  
Corporate Administrator

APPROVED UNDER SECTION 52(3)(a) OF THE TRANSPORTATION ACT  
this            day of

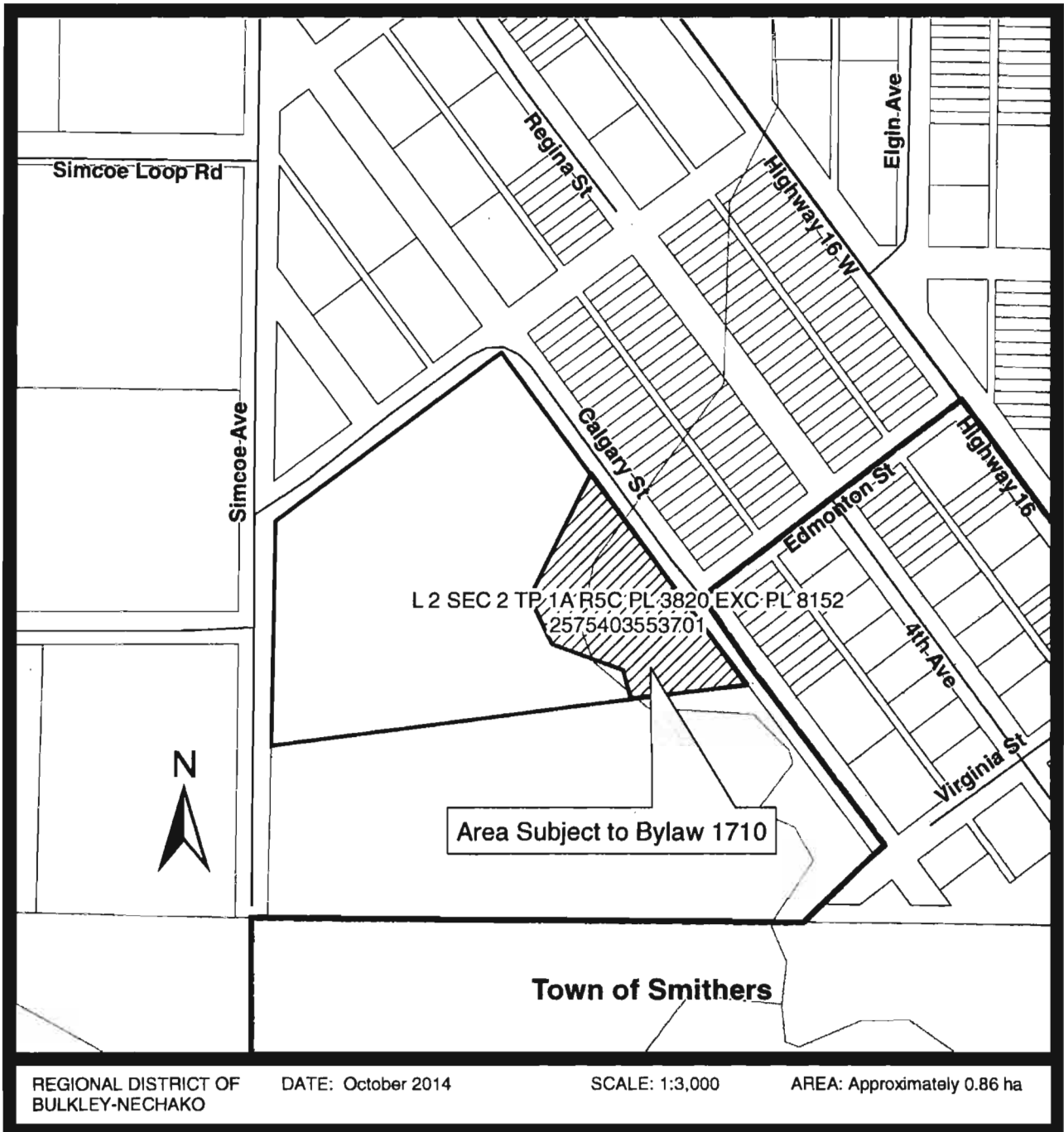
\_\_\_\_\_  
Ministry of Transportation and Infrastructure

ADOPTED this            day of

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator





### **SCHEDULE "A" BYLAW NO. 1710**

Lot 2, Section 2, Township 1A, Range 5, Coast District, Plan 3820 Except Plan 8152, comprising of approximately  $\pm 0.86$  ha. Being rezoned from the "Small Holdings (H1)" Zone to the "Country Residential (R5)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1710, 2014.

\_\_\_\_\_  
Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 1710  
March 25, 2015**

Report of the Public Hearing held at 7:00 p.m. Tuesday, March 25<sup>th</sup>, 2015 in the West Fraser Room at the Smithers Municipal Office, 1027 Aldous Street, Smithers, B.C. regarding Bylaw No. 1710.

Present:

- Mark Fisher, Chair
- Jason Llewellyn, Recording Secretary
- Rebecca Broten – Applicant
- Marjorie Broten – Property owner
- Kathy Williamson – 4960 3<sup>rd</sup> Avenue
- Karen Benson – 1422 Skeena Pl.
- Lorne Benson – 1422 Skeena Pl.
- Mike Moore – 4991 Highway 16
- Mel Banta – 3760 Ed Street
- Phil Briennesse – 2175 Main Street (left at 7:30)
- Dave Mayer – 4952 4<sup>th</sup> Avenue

CORRESPONDENCE

No written submissions were made to the Public Hearing.

CALL TO ORDER:

The meeting was called to order at 7:01 p.m.

BUSINESS:

Chairperson Fisher

Welcomed the persons present and read a statement regarding Bylaws No. 1710, noting the location of information packages, and explaining the Public Hearing process. The page missing from the Sept 21, 2014 letter from the Ministry of Environment was provided.

Chairperson Fisher

Called for comments on Bylaw 1710.

Mike Moore

Asked if this subdivision would set a precedence for future subdivision in the area, as this would be a concern.

Jason Llewellyn

Discussed the role of the Official Community Plan in directing how future development should occur.

Marjorie Emmelot

Noted that they are offering to register a covenant on title that protects the disturbance of vegetation surrounding the watercourse on the property.

Dave Mayer

Said that he did the assessment of the watercourse, according to the Provincial Riparian Areas Regulation, to determine what vegetation protection area that is necessary to protect the watercourse. He said that the assessment recommended a protection area that is 3 times the width of the watercourse in one area, and 2 times its width in other areas. The setback offered was

increased slightly from that required to 17 and 15 metres as shown on the plan submitted.

Kathy Williamson

Asked if Mr. Mayer had a conflict of interest and should not have done the assessment.

Dave Mayer

Noted that his work was reviewed by an independent biologist and that a report was provided by that biologist confirming the proposed setback.

Dave Mayer

Said that the Regional District's regulations call for only a 15 metre setback and the proposed covenant offers additional protection.

Jason Llewellyn

Confirmed that the Regional District's regulations required a building setback and do not control vegetation disturbance.

Jason Llewellyn

Asked the property owner to confirm the proposed setback being offered. He also confirmed that the Ministry of Transportation has agreed to require the covenant at the time of subdivision.

Marjorie Emmelot

Confirmed she was offering a covenant on both sides of the watercourse, of 15 and 17 metres as shown on the plan provided, along the width of the proposed Lot A.

Dave Mayer

Said that the biologist's report noted that a sewage system could be provided on the proposed lot, but concluded that the proposed lot should be serviced by the Town of Smithers sewage system, which is a close distance away. The rationale for this is provided in the Official Community Plan. Servicing the proposed new lot with municipal sewer would be more efficient and would be more environmentally sound. The connection to the municipal system could be achieved without crossing private property. Sewage can be provided on the subject property in accordance with regulations; however, this connection should occur to help protect the environment. He asked for a commitment that the Regional District will request that the Town of Smithers allow this connection. He said he has spoken to a municipal councillor and staff and the request from the Regional District is an important first step.

Jason Llewellyn

Asked if Dave Mayer was saying that there may be negative environmental impacts from sewage being disposed of on the subject property.

Dave Mayer

Said that a sewage disposal system can be installed that meets regulations. He is not an expert in this area and the system would have to be

designed by an engineer. Servicing from the Town of Smithers would be the best option. The municipal system has the capacity.

Kathy Williamson

Asked if she would lose her access if the connection were made to the municipal system.

Dave Mayer

Said that she may lose access temporarily while the line was being built.

Mike Moore

Said that rural residents should not be able to access municipal services that have been paid for by Town residents.

Kathy Williamson

Said that she remains concerned that the study should not have been done by Mr. Mayer because he has a conflict of interest as the potential purchaser of the property.

Dave Mayer

Said that all he did was measure the width of the watercourse, and the biologist did his own report. He asked for an overview of the approval process.

Jason Llewellyn


Explained that the Report of the Public Hearing would likely be presented to the Regional District Board for consideration along with 3<sup>rd</sup> reading of the bylaw in April. If 3<sup>rd</sup> reading is approved, final consideration would occur in May if all of the required actions have been completed, such as a covenant and Ministry of Transportation approval.

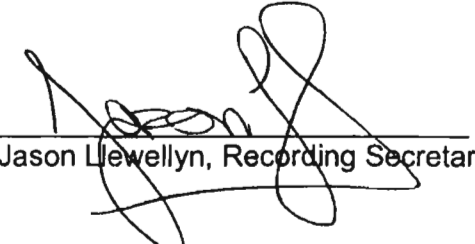
Chairperson Fisher

Chairperson Fisher called for comments three times.

Chairperson Fisher

Closed the hearing at 7:38 p.m.

  
Mark Fisher, Chairperson

  
Jason Llewellyn, Recording Secretary

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Stephen Howard, BCLS (NPI), C.L.S.  
Roberta Brown, BILT, P.E.  
Gina Hidber, P.Eng. BCLS  
Mark Krasemann, BCLS

July 14, 2014

Regional District of Bulkley Nechako  
PO Box 820  
Burns Lake, BC V0J 1E0

Attn: Planning Department

Re: Rezoning Application – Marjorie Emmelot (Hidber)

Please find enclosed the following in support of this application:

- Completed application
- Copy of Title search
- Sketch Plan
- Agency form
- Schedule 2 – environmental waiver
- Cheque for \$720

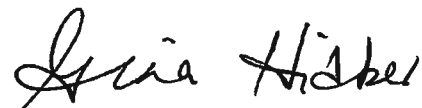
Ms. Emmelot (Hidber) would like to subdivide Lot 2 as shown on the proposed sketch in order to create an additional lot on the east side of Chicken Creek. Presently, this portion of his property is not used by Ms. Emmelot (Hidber) as it is across Chicken Creek and on a height of land removed from the developed area of the parcel.

I have been in contact with the Ministry of Forests, Lands and Natural Resource Operations who have replied that there is currently sufficient supply to warrant the issuance of a domestic water license authorizing a withdrawal of 2.27 cubic meters (500 imperial gallons) per day from Chicken creek.

John Horlings, ROWP has done some preliminary investigation of the site and suspects it may be appropriate for a sand mound. He is not offering any guarantees at this time as he has not completed a soils study. The prospective buyers of the lot, should it be subdivided, are interested in installing an engineered septic system.

Thank you for your time reviewing this application and for the preliminary information you have provided me. Should you have any questions or concerns, please do not hesitate to call me.

Sincerely,

  
Gina Hidber, P.Eng. BCLS



Planning Department Report  
Rezoning Bylaw No. 1730  
File No. E-01-14, 3<sup>rd</sup> Reading  
April 16, 2015

## APPLICATION SUMMARY

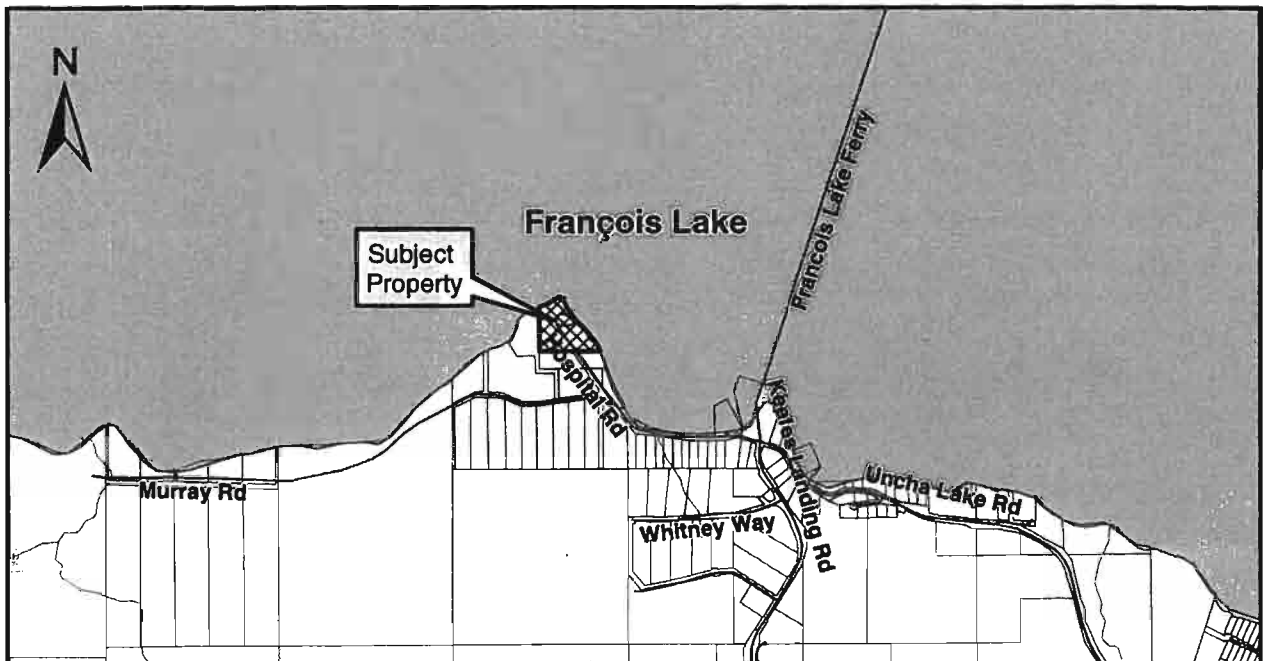
**Name of Owner:** Southside Seniors Housing Society, Inc. No. S-51984

**Name of Agent:** Kathy Hoelsing

**Electoral Area:** E

**Subject Property:** Lot B, District Lot 716, Range 4, Coast District, Plan 1379.  
The property is 4.4 ha in size

**Location:** The subject property is located at 2411 Hospital Rd at Hospital Point, approximately 800 metres northwest of the Southside ferry landing.



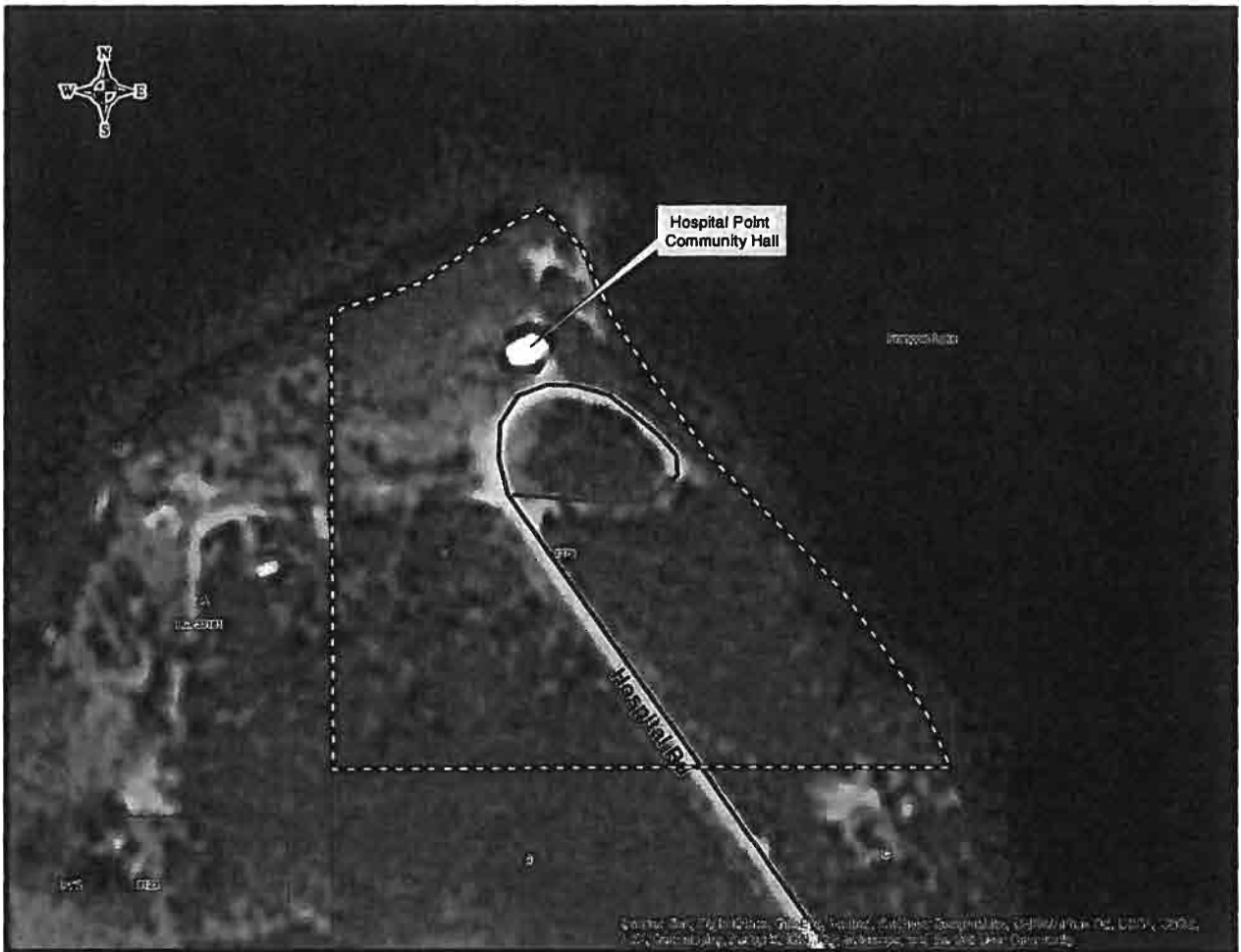
**Zoning:** Civic/Institutional (P1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

**Existing Land Use:** Community Hall

**ALR Status:** Not in the ALR.

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## Aerial of subject property



### Proposed Rezoning:

To amend the **Civic/Institutional (P1) Zone** in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.

The purpose of this application is to allow the property to be used for a multiple-family dwelling with six dwelling units. The Southside Seniors Housing Society is proposing this development to house seniors. A multi-family dwelling is not permitted in the P1 Zone.

The proposed location is approximately 500 metres from the ferry landing and the facilities located in Southbank (post office, café and the SEDA Centre).

The Hospital Point Community Hall is located on the property, and has kitchen facilities and a seating capacity of 50 people. The property also has a beach area, an outhouse and a lakeside picnic and boat launch area for smaller boats, on the property.

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## REFERRAL COMMENTS

### Ministry of Transportation

"No objections. Parking should be made available as to not block the main flow of traffic"

### Northern Health

"The above noted rezoning application has been reviewed by this office with a primary focus on sewage disposal concerns. Detail and soil information was received from the application as prepared by McElhanney Consulting Services Ltd.

Based on the review of the soil information, I have no objections with this rezoning application. The information presented by the consulting firm reasonably confirms that the property can support the addition of a multi room living accommodation through a raised bed infiltration pressure distribution system. It is important to note that the assessment was conducted in 2010 using the Sewerage System Standard Practices Manual Version 2 and that the sewage design will not necessarily be limited to an infiltration pressure distribution system. Construction will be carried out using the Sewerage System Standard Practices Manual Version 3, which should in fact provide more options for sewage system design.

Also, the domestic water supply system for this property will fall within the jurisdiction of the Drinking Water Protection Act. Prior to construction of this system, a waterworks construction permit will need to be obtained."

### Advisory Planning Commission

"Resolution: That the application be supported as proposed. Comments: The proposed seniors housing as it is a good use for the location and a benefit for the community."

## PLANNING DEPARTMENT COMMENTS

The Public Hearing for Bylaw No. 1730 occurred on April 14, 2015. The Report of the Public Hearing is attached to this report.

The current permitted uses in the P1 zone are as follows:

- (a) *public institutional uses including schools, hospitals, fire halls, police stations, and correctional centres;*
- (b) *churches and cemeteries;*
- (c) *community halls and associated recreation facilities including baseball diamonds, tennis courts, riding rings and skating rinks;*
- (d) *fraternal lodges and clubs;*
- (e) *community care facilities;*
- (f) *fire suppression crew camps;*
- (g) *public utility uses;*



(h) *government offices, storage structures and compounds.*

The proposed development is not a community care facility, which must be designated as such under the *Community Care Facility Act*. The proposed development is a multiple family dwelling, which is defined as follows:

*DWELLING, MULTIPLE FAMILY means a detached building used exclusively for residential purposes, consisting of three or more dwelling units, either with private individual access or common access and hallways. Dwelling, Multiple Family shall include apartments, row houses and townhouses.*

Staff propose that the multiple family dwelling use be added as a permitted use to the existing P1 zone in such a manner that the amendment would apply only to the subject property, as proposed and with a maximum total of 12 units. The application is for a six unit facility, so the proposed 12-unit limit would allow for a doubling of capacity in the future. This limit appears reasonable based on the size of the property, and the already existing presence of the community hall.

### **Land Use**

A multiple-family dwelling is not typical in a rural residential area, and can have a negative impact on community character. However, given the intended use of the development and its location on a large parcel in Southbank, staff do not have any notable concerns with the proposed rezoning. The ability for elderly Southside residents to remain in the community in such a development is a notable community benefit.

While there is a potential for a small increase in traffic to the neighbourhood the Planning Department does not expect that the proposed use will result in an unacceptable negative impact. The Ministry of Transportation and Infrastructure (MoTI) did not raise any concerns regarding traffic and access issues in their referral response.

The subject property is located outside the Regional District Building Inspection area. It is noted that the applicants have provided a geotechnical assessment providing recommendations for the construction.

The subject property has a beach, picnic tables and a boat launch on the eastern shore of the property. This area is used frequently by the public in the summer. The applicants state that the proposed development should not affect the public use of the beach area.

### **Covenant**

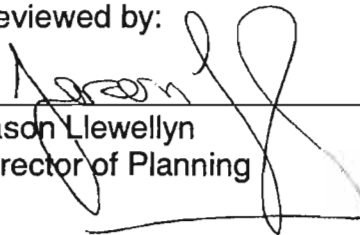
The applicants are open to the registration of a covenant on title limiting the use of the multi-unit dwelling to seniors housing operated by a society. Staff agree that the restrictive covenant is a good idea, but are supportive of the application regardless of whether the covenant is registered on title. Staff are currently working with the property owner to sort out the cost issues associated with preparing and registering the covenant on title.

**Recommendations**

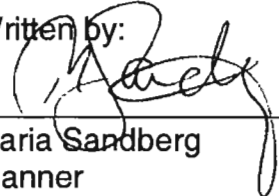
1. That the Regional District Board receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1730, 2015".
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1730, 2015" be given third reading.

*Electoral Area Planning – Participants/Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Maria Sandberg  
Planner

2167



550-A Tomin Road  
Prince George BC  
V7N 4L4  
Canada  
Tel Free 1.888.796.8253  
wintonhomes.ca

OWNER: CHINA...  
ARCHITECT: WINTON...  
DATE: 2014-11-05

**FRAMING LEGEND**

- 2x4 CONCRETE/CMU WALLS
- 2x6 CONCRETE/CMU WALLS
- 2x8 CONCRETE/CMU WALLS
- 2x10 CONCRETE/CMU WALLS
- 2x12 CONCRETE/CMU WALLS
- 2x4 CONCRETE/CMU WALLS
- 2x6 CONCRETE/CMU WALLS
- 2x8 CONCRETE/CMU WALLS
- 2x10 CONCRETE/CMU WALLS
- 2x12 CONCRETE/CMU WALLS
- 2x4 CONCRETE/CMU WALLS
- 2x6 CONCRETE/CMU WALLS
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- 2x10 CONCRETE/CMU WALLS
- 2x12 CONCRETE/CMU WALLS

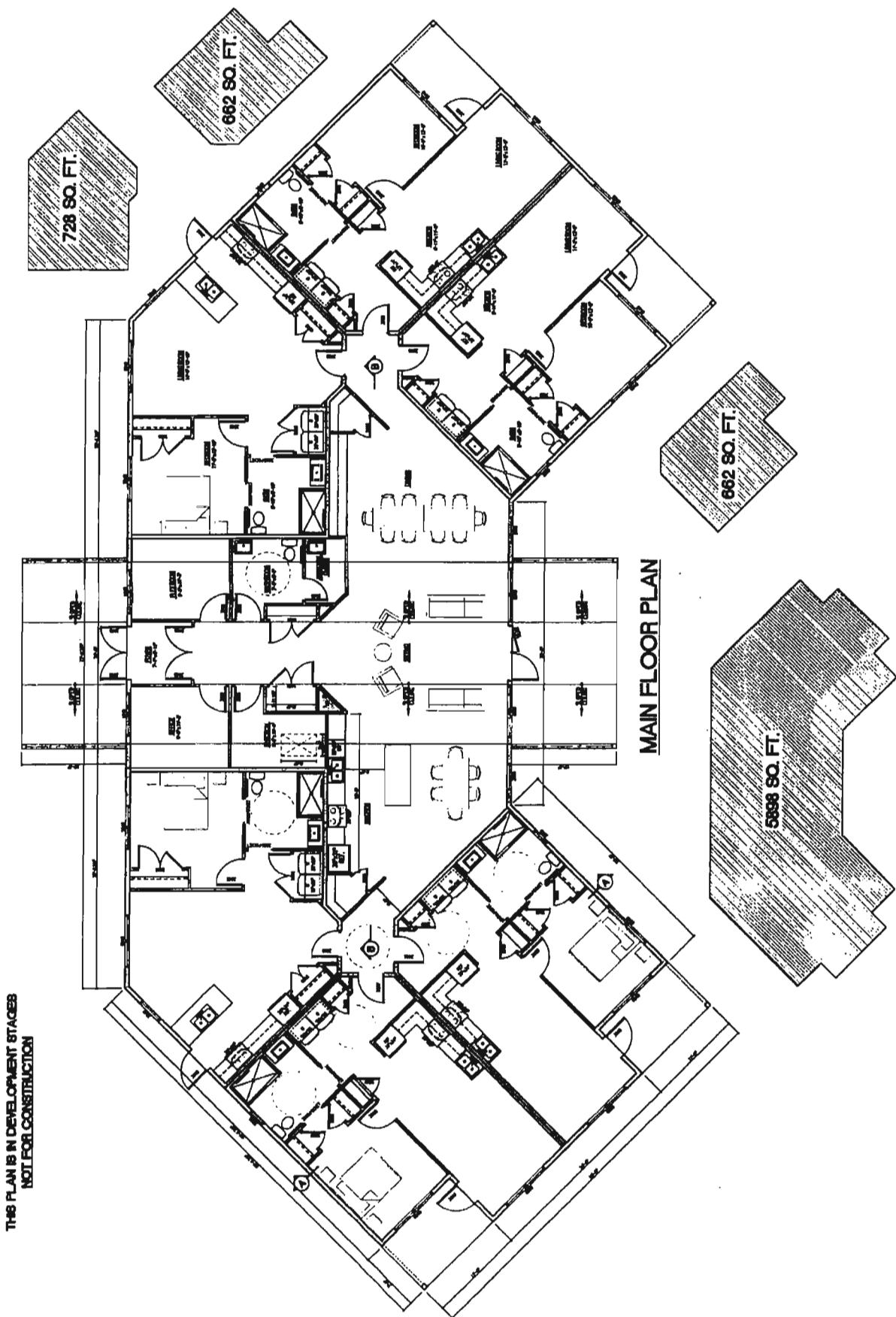
6 FLEX

PROJECT: 14-001

DATE: 2014-11-05

SCALE: 1/8" = 1'-0"

02



MAIN FLOOR PLAN

THIS PLAN IS IN DEVELOPMENT STAGES  
NOT FOR CONSTRUCTION

728 SQ. FT.

662 SQ. FT.

662 SQ. FT.

5698 SQ. FT.

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**Jason Ilewellyn**

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**From:** Kathy and Merle Hoelsing  
**Sent:** November-30-14 11:07 AM  
**To:** Jason Ilewellyn  
**Subject:** SSHS rezoning  
**Attachments:** 2331-20054 Northern Health Southside Seniors.pdf

Southside Seniors Housing Society  
17781 Tatalrose Rd  
Burns Lake, B.C.  
V0J 1E4  
November 30th, 2014

To Whom It May Concern:  
(re: rezoning of 2411 Hospital Road)

Southside Seniors Housing Society would like our property (2411 Hospital Road, Lot B, Plan PRP1379, District Lot 716, Coast Range 4 Land District PID: 004-868-471) re-zoned to make possible the construction of our independent housing project. There are 6 units with a centralized meeting area. This meeting area could be for the residents as well as community gatherings. Keep in mind that Southbank Hall still remains on this property. If all goes well and there is a need in the future we might consider another housing project on this property.

If you need additional information please feel free to call.

Kathy Hoelsing (secretary)  
Southside Seniors Housing Society  
250 694 3714



REGIONAL DISTRICT OF BULKLEY-NECHAKO  
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 1730  
April 14, 2015

Report of the Public Hearing held at 7:00 p.m., Tuesday, April 15, 2015 at the Hospital Point Community Hall, 2411 Hospital Rd, Southbank, B.C. regarding Bylaw No. 1730.

Present: Eileen Benedict, Chairperson  
Maria Sandberg, Recording Secretary  
Kathy Hoelsing, Applicant  
Geneva Wiseman  
Jan Owens  
Margaret Wiebe  
Donna Lambert  
Kendall Lambert

CALL TO ORDER: The meeting was called to order at 6:33 p.m.

BUSINESS:

Chairperson Benedict Welcomed the persons present and read a statement regarding Bylaw No. 1730, noting the location of information packages, and explaining the Public Hearing process.

Chairperson Benedict Called for comments on Bylaw 1730.

Jan Owens, 1649 Indian Bay Rd Asked what the current zoning of the property is.

Maria Sandberg Explained the P1 zone, its permitted uses and the proposed amendment to allow the development of multiple dwelling units.

Margaret Wiebe,  
2037 Hospital Point Rd Asked if the public access to the beach will remain and said that it is very popular and important to the community.

Kathleen Hoelsing Stated that the proposal should not impact the public access to the beach. The location of the seniors housing was chosen because they want the seniors to continue to be part of the community and the facility is planned to be located on the other side of the community hall, away from the beach.

Chairperson Benedict Chairperson Benedict called for comments three times.

Chairperson Benedict Closed the hearing at 6:44 p.m.

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Eileen Benedict, Chairperson

---

Maria Sandberg, Recording Secretary



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1730**

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:

That the "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following be added to the Permitted Uses for the Civic/Institutional Zone as Section 23.01 (1):

"multiple family dwellings, with a maximum combined total of 12 dwelling units, for the parcel legally described as Lot B, District Lot 716, Range 4, Coast District, Plan 1379 only."

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1730, 2015".

READ A FIRST TIME this 26<sup>th</sup> day of March, 2015

READ A SECOND TIME this 26<sup>th</sup> day of March, 2015

PUBLIC HEARING HELD this 14<sup>th</sup> day of April, 2015

READ A THIRD TIME this            day of

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1730, 2015"

DATED AT BURNS LAKE this            day of

\_\_\_\_\_  
Corporate Administrator

ADOPTED this            day of

\_\_\_\_\_  
Chairperson

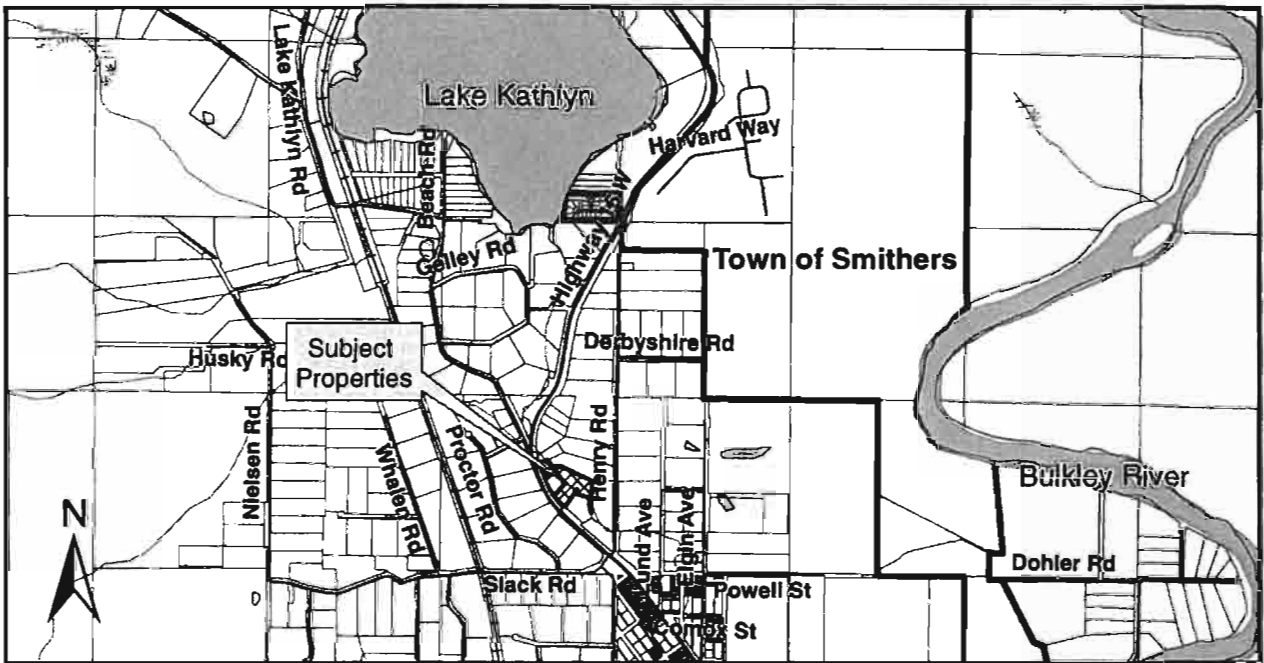
\_\_\_\_\_  
Corporate Administrator



**Planning Department Report  
Rezoning Bylaw No. 1709  
File No. A-03-14, Adoption  
April 13, 2015**

## APPLICATION SUMMARY

- Name of Owners:** Henry Kempenaar (property 1)  
Paul and Helen DeJong (property 2)
- Name of Agent:** Mark Rossman, HBH Land Surveying Inc.
- Electoral Area:** A
- Subject Properties:**
1. Lot 6, Section 2, Township 1A, Range 5, Coast District, Plan 7754, Except Plan 10135
  2. Lot 5, Section 2, Township 1A, Range 5, Coast District, Plan 5291.
- Location:** The subject properties are located at 4020 Henry Rd and 4190 Powell Frontage Rd, approximately 1.2 kilometres east of the Town of Smithers.



- O.C.P. Designation:** Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1425, 2007

**Zoning:** Country Residential (R5) and Small Holdings (H1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

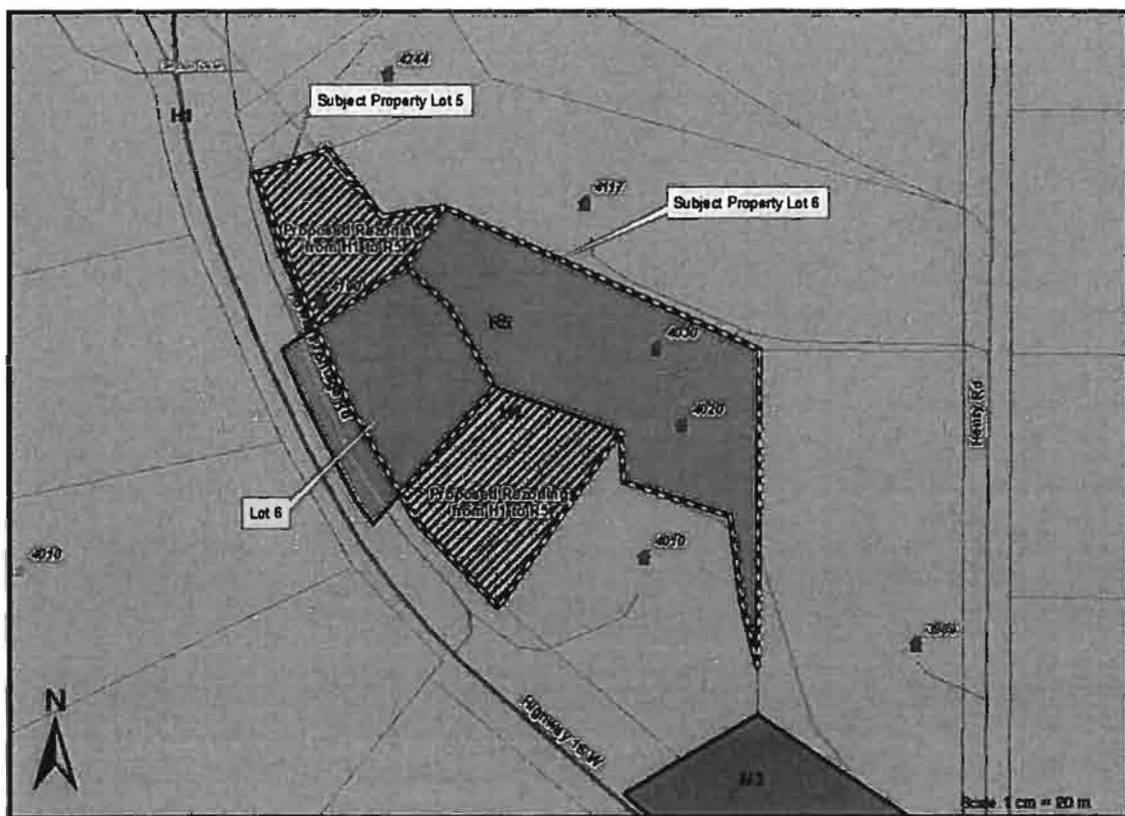
**Existing Land Use:** Residential

**ALR Status:** Not in the Agriculture Land Reserve (ALR).

**Proposed Rezoning:**

To amend Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from Small Holdings (H1) to Country Residential (R5) for Lot 5 and the part of Lot 6 that is south of Kathlyn Creek.

**Current zoning and rezoning proposal**



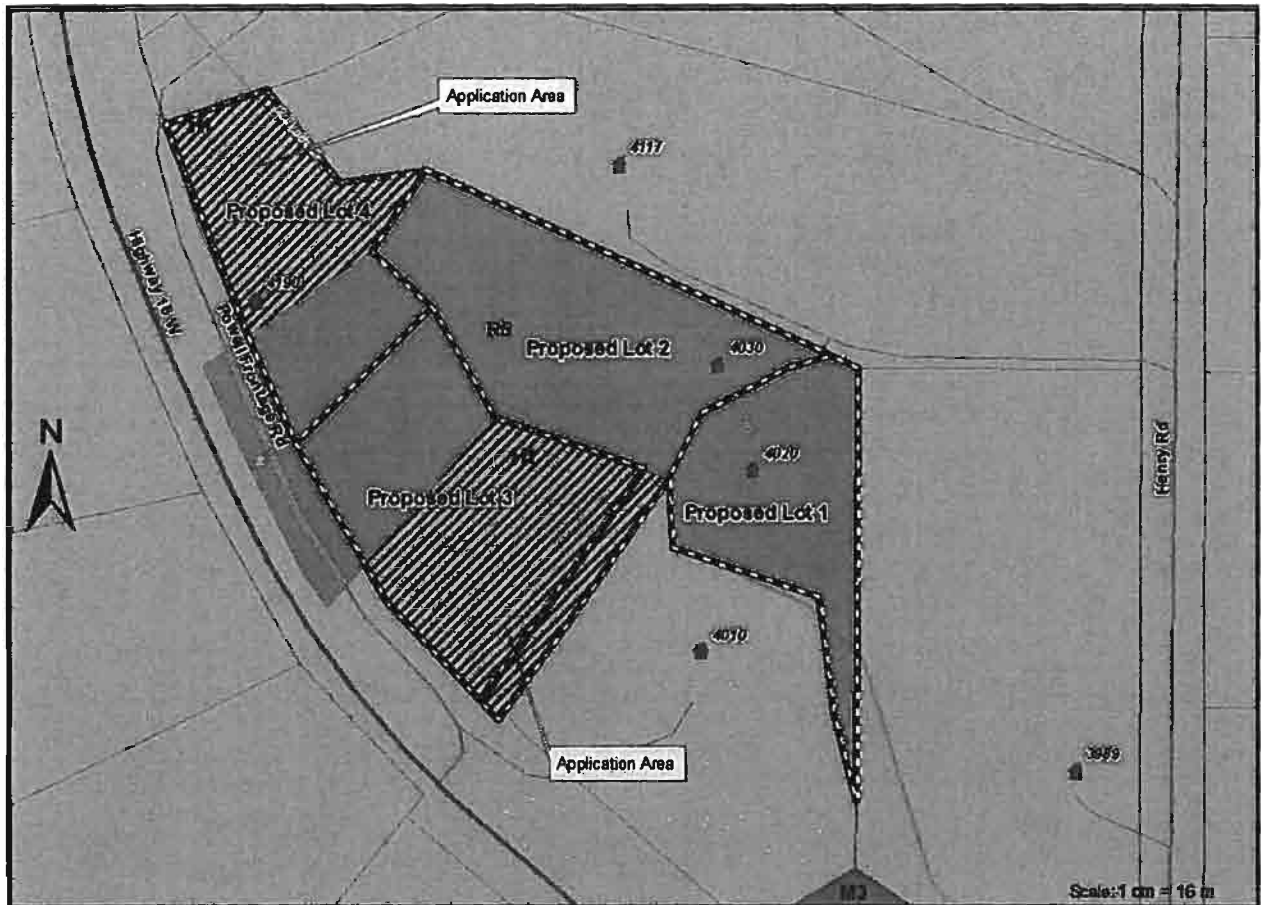
The applicants own three parcels and wish to do a boundary adjustment and a subdivision which would create four parcels. The majority of the area proposed for subdivision is zoned R5, with a minimum parcel area of 0.4 ha at subdivision. The application areas are zoned H1, which requires a minimum parcel area of 2 ha. To subdivide the parcels as proposed, the application areas must be rezoned to the R5 zone.

Mr. Kempenaar owns Lot 6 of Plan 7754, which spans Kathlyn Creek. A house and a mobile home are located north of the creek and he wishes to have each dwelling on its own legal parcel. He plans to sell the portion of the property south of the creek to Mr. De Jong.



Mr. De Jong owns two parcels, Lot 5 and Lot 6 of Plan 5291. He wishes to move the boundaries between those two lots and amalgamate Mr Kempenaar's portion south of Kathlyn Creek into proposed lot 3. Currently there is a house located on the boundary between Lot 5 and 6 and the boundary adjustment would solve that encroachment issue and make both proposed lots larger.

### Proposed Subdivision Plan with Current Zoning



- Proposed Lot 1 is to be  $\pm 0.468$  ha in size and would be accessed by easement from Henry Road, and would contain the mobile home.
- Proposed Lot 2 is to be  $\pm 0.86$  ha in size and would become a panhandle parcel with access to Powell Frontage Rd, and would contain a house.
- Proposed Lot 3 is to be  $\pm 0.76$  ha in size and would be accessed directly from Powell Frontage Rd, and is a consolidation of a portion of Lot 6, Plan 7754 and a portion of Lot 6, Plan 5291, and is vacant.
- Proposed Lot 4 is to be  $\pm 0.576$  ha in size and is a consolidation of the remainder of Lot 6, Plan 5291 with Lot 5, and would contain a house.

## Property History (Lot 6, Plan 7754)

Bylaw 401 (1983) - The part of Lot 6, Plan 7754 lying north and east of Kathlyn Creek was rezoned by Mr. Kempenaar, from Rural II to Rural I to facilitate a subdivision of the property along Kathlyn Creek, as the parcel remaining after the proposed subdivision was less than the minimum site area in the Rural II zone. It appears that this subdivision was never completed.

Bylaw 879 (1995) – Mr Kempenaar applied to rezone the part of Lot 6, plan 7754 lying south of Kathlyn Creek from Small Holdings to Country Residential to facilitate a subdivision of the property into two parcels from north to south. The Ministry of Health expressed concerns regarding the suitability of the lot for on-site sewage disposal. The rezoning was rejected at second reading.

Bylaw 1182 (2000) – Mr. Kempenaar applied to rezone the portion of the property south of Kathlyn Creek from H1 to R5 to facilitate a three lot subdivision. The Town of Smithers and Northern Health expressed concerns. The applicant requested that the application be deferred in order to provide an opportunity to address the objections. While giving the Bylaw third reading in 2005, the Board also directed that final adoption be withheld until the owner has filed an application for subdivision together with the proposed restrictive covenants required by the Northern Health Authority and the Town of Smithers. This would give the RD and its referral agencies an opportunity to review the restrictive covenants prior to subdivision approval and ensure that they are registered with the new plan. The subdivision was never completed.

## PLANNING DEPARTMENT COMMENTS

At the Regional District of Bulkley-Nechako January 29<sup>th</sup>, 2015 Board meeting third reading was given to *“Regional District of Bulkley-Nechako Rezoning Bylaw No. 1709, 2014”*.

The Regional District Board also directed that final reading not be considered until a restrictive covenant is registered on the title of Lot 6, Section 2, Township 1A, Range 5, Coast District, Plan 7754, Except Plan 10135 by the applicant to the satisfaction of the Regional District to restrict the subdivision of the subject property to the subdivision plan submitted with the application.

The applicant has registered the covenant on title to the satisfaction of staff. Bylaw No. 1709 has been signed by the Ministry of Transportation and Infrastructure. Therefore, Bylaw No. 1709 is forwarded to the Board for consideration of adoption.

### **Kathlyn Creek – conservation covenant**

This application was referred to the Ministry of Environment (MoE). The MoE’s referral response recommends a riparian preservation covenant, or equivalent legal protection, be registered on the new titles and maintained. MoE’s referral response was discussed with the property owners, and they have offered to register a 15 metre conservation covenant on the title of their properties along Kathlyn Creek. MoTI has offered to ensure

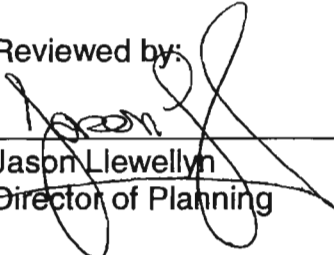
that the conservation covenant is registered at the time of subdivision. This approach is acceptable to staff.

**Recommendation**

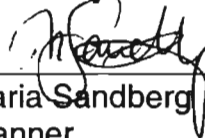
That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1709, 2014" be adopted.

*Electoral Area Planning – Participants/All/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Maria Sandberg  
Planner



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
BYLAW NO. 1709**

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:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following lands are rezoned from the "Small Holdings (H1)" Zone to the "Country Residential (R5)" Zone.

Lot 5, Section 2, Township 1A, Range 5, Coast District, Plan 5291, and the portion of Lot 6, Section 2, Township 1A, Range 5, Coast District, Plan 7754, Except Plan 10135, 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. 1709, 2014".

READ A FIRST TIME this 23<sup>rd</sup> day of October, 2014

READ A SECOND TIME this 23<sup>rd</sup> day of October, 2014

PUBLIC HEARING HELD this 8<sup>th</sup> day of January, 2015

READ A THIRD TIME this 29<sup>th</sup> day of January, 2015

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1709, 2014"

DATED AT BURNS LAKE this 23<sup>rd</sup> day of March, 2015

Gail Chapman  
Corporate Administrator

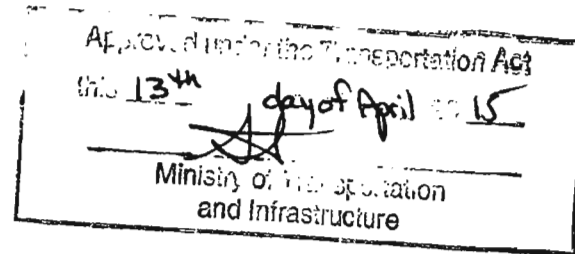
APPROVED UNDER SECTION 52(3)(a) OF THE *TRANSPORTATION ACT*  
this            day of

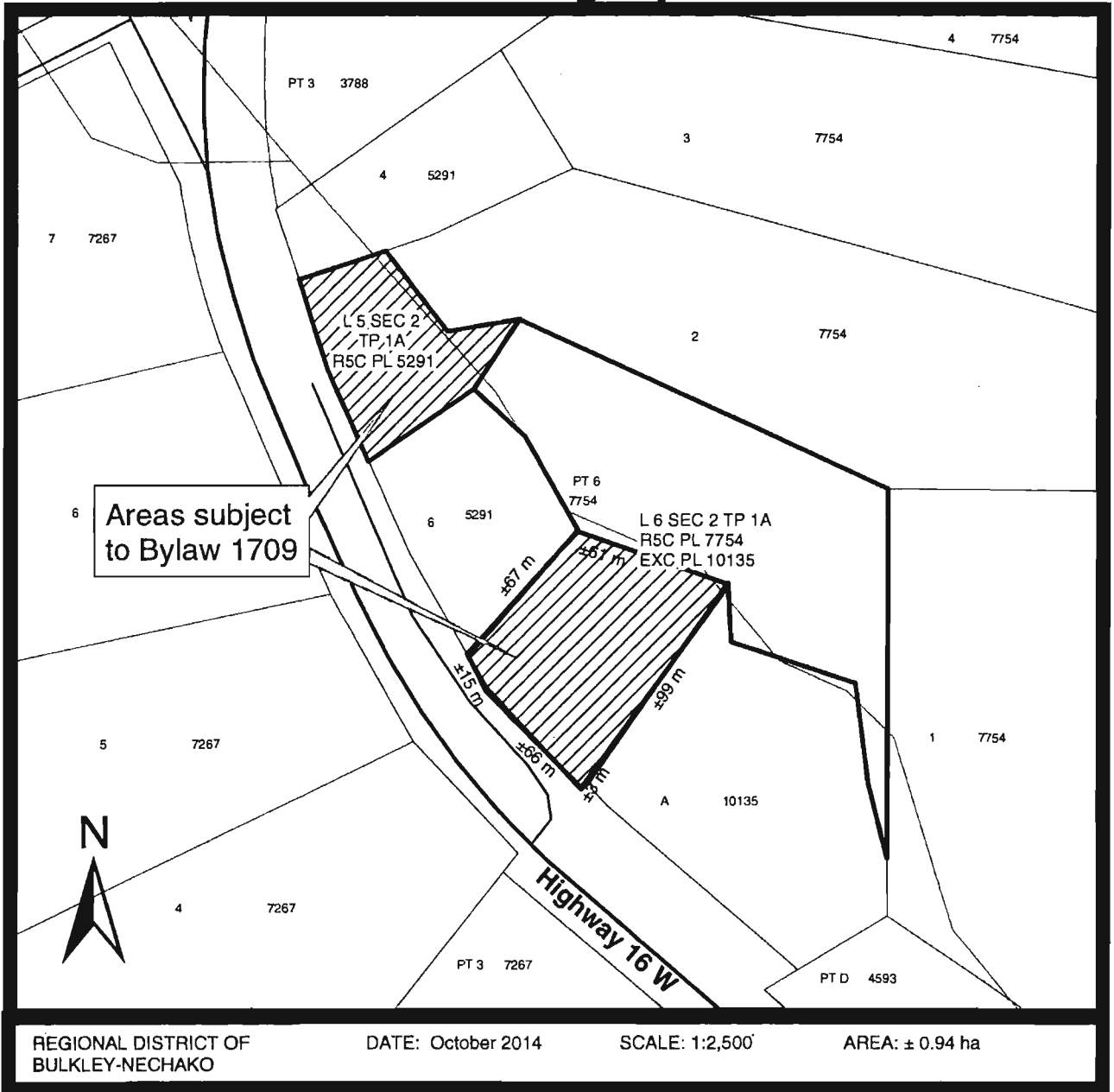
\_\_\_\_\_  
Ministry of Transportation and Infrastructure

ADOPTED this            day of

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator





**SCHEDULE "A" BYLAW NO. 1709**

Lot 5, Section 2, Township 1A, Range 5, Coast District, Plan 5291, and a portion of Lot 6, Section 2, Township 1A, Range 5, Coast District, Plan 7754, Except Plan 10135, comprising of ±0.94 ha.

Being rezoned from "Small Holdings (H1)" Zone to the "Country Residential (R5)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1709, 2014.

\_\_\_\_\_  
Corporate Administrator



# Planning Department Enquiries Report, Month of March 2015

## Planning Enquiries

For the Directors' information, the Planning Department has kept track of and tabulated the number of planning enquiries from the public that were processed by the department for the month of March 2015. During this month the Planning Department responded to 195 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other. In March 2014, the Planning Department answered 218 enquiries.

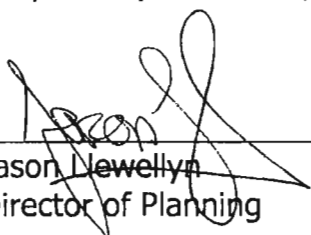
<b>Subject Area</b>	<b>Oct 2014</b>	<b>Nov 2014</b>	<b>Dec 2014</b>	<b>Jan 2015</b>	<b>Feb 2015</b>	<b>Mar 2015</b>
Development Services	25	29	20	32	40	41
Electoral Area Planning	38	35	36	45	42	69
House Numbering	9	11	13	12	10	13
Maps	31	34	26	37	25	34
Bylaw Enforcement	8	7	7	12	7	12
Other	31	33	21	34	13	24
<b>Total</b>	<b>142</b>	<b>149</b>	<b>123</b>	<b>172</b>	<b>137</b>	<b>193</b>

### Recommendation

"That the Board receive the March 2015 Planning Department Enquiries Report."

*(All Directors)*

Respectfully submitted,

  
 Jason Newell  
 Director of Planning

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

**March 2015 – Action List**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
Page 102-106 Rural Agenda March 12, 2015	Land Referral File No. 6408793 Larry Palmer Electoral Area "E"	Respond to Referral	Maria	Completed	March 13, 2015
Page 165-174 Board Agenda March 26, 2015	ALR Application 1177 Hans Ueli Tugnum Non-Farm Use within the ALR Electoral Area "A"	Submit to ALC	Maria	Completed	March 27, 2015
Page 175-183 Board Agenda March 26, 2015	Temporary Use Permit Application A-01-15 Hans Ueli Tugnum Gilbert Road, Smithers Electoral Area "A"	Advise applicant of Board decision  Wait for ALC non-farm use approval	Jason	Ongoing	
Page 184-189 Board Agenda March 26, 2015	Development Variance Permit Application A-01-15 Alexander Creagh & Crystal Waters 1873 Highland Road, Smithers Electoral Area "A"	Advise applicant of Board decision  Wait for building inspection approval	Jason	Ongoing	

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MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 190-197 Board Agenda March 26, 2015	Rezoning File No E-01-14 Southside Seniors Housing Society (Hoising) Electoral Area "E"	Arrange Public Hearing	Maria	Completed	March 27, 2015
Page 198-204 Board Agenda March 26, 2015	OCP Amendment and Rezoning File No. A-08-14 Bylaw No. 1718 & 1719 BV Rod and Gun Club Electoral Area "A"	Close File	Maria	Completed	March 30, 2015

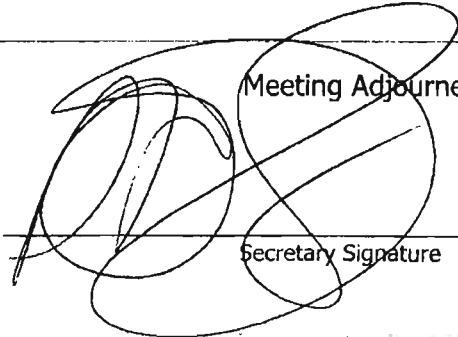


**Advisory Planning Commission Meeting Minutes for Area A  
20 April 2015 ~ Location: Smithers Municipal Office**

<b>Attendance</b>  <i>A</i>	APC Brian Atherton Janik Heer Alan <del>Koopmans</del> Natalie Trueit  Mark Fisher Sandra Hinchliffe Bob <del>Pesthuma</del> Andrew <del>Watson</del> Shelly Worthington  RDBN Stoney Stoltenberg  APPLICANTS / AGENTS Dale Bellavance Colin Bruintjes, Muriel Bruintjes, Fred Wilson and Lexie Wilson
<b>Meeting called to order @:</b>	7:01pm
<b>Chairperson:</b>	Sandra Hinchliffe
<b>Secretary:</b>	Natalie Trueit
<b>Old Business / Updates:</b>	N/A
<b>New Business:</b>	Four applications, three applicants for review and recommendation
<b>Applications:</b>	RDBN File # A-01-15 – Application for rezoning within ALR RDBN Application # 1178 – Application for subdivision within ALR RDBN File # A-06-14 – Application for rezoning RDBN File # 1179 – Application for zoning amendment within ALR
<b>Application Number:</b>	RDBN File # A-01-15 RDBN Application # 1178
<b>Resolution</b>	APC does not support the application for subdivision or rezoning.

<b>Comments:</b>	Discussion regarding setting precedent for future similar applications to be approved. Change not appropriate for location. Although the portion that is the subject of the application for rezoning is not farmed at this time, by this owner, it is surrounded by properties that are being farmed and may be in future by another owner.
<b>Application Number:</b>	RDBN File # A-06-14
<b>Resolution:</b>	APC supports the application for rezoning to include a) Contracting services b) offices c) motor vehicle rentals d) warehousing
<b>Comments:</b>	APC believes that this change is beneficial to the area in that it is a downgrade from the current zoning and therefore the impact in the area would be lower than the current zoning would permit. APC does not feel that this change will encourage the creation of more commercial space into the residentially zoned corridor between Henry and the Town of Smithers.  (note: Brian excused himself from the discussion and decision due to potential for a perceived conflict of interest)
<b>Application Number:</b>	RDBN File # 1179
<b>Resolution:</b>	APC supports the application
<b>Comments:</b>	There was very little discussion and all members supported the change to permit the tower which would be of benefit to the communities in the Bulkley Valley.

Meeting Adjourned @ 8:36 pm


  
Secretary Signature



## ***Building Inspector's Report For March, 2015***

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

There were 9 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$6,894.34, with a total construction value of \$1,142,389.19. There have been 14 permits issued to date in 2015.

2. Building Permit Summary for the Village of Burns Lake

There were 2 building permit application submitted this reporting period with a total construction value of \$180,000.00. There have been 5 permit issued to date in 2015.

3. Building Permit Summary for the Village of Fraser Lake

There was 1 building permit application submitted this reporting period with a total construction value of \$26,000.00. There has been 1 permit issued to date in 2015.

4. Building Permit Summary for the Village of Granisle

There were no building permit applications submitted this reporting period. There has been 1 permit issued to date in 2015.

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

There were 4 building permit applications submitted this reporting period with a total construction value of \$623,847.00. There have been 9 permits issued to date in 2015.

Reviewed by:

A handwritten signature in black ink, appearing to read "Jason Llewellyn".

Jason Llewellyn

Written by:

A handwritten signature in black ink, appearing to read "Jason Berlin".

Jason Berlin

**Geraldine Craven**

---

**From:** Lindsay Blair <corporate.services@houston.ca>  
**Sent:** April-21-15 5:34 PM  
**To:** Maureen; inquiries; mike.aziz@goldcorp.com; Regina Saimoto; inquiries@imperialmetals.com  
**Subject:** Minerals North 2017 - Host Community Application to Bid  
**Importance:** High

**RECEIVED**

APR 22 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Good afternoon,

At the Regular Meeting of Council held April 7, 2015, Council passed a resolution to apply to host the Minerals North 2017 conference in Houston. The Minerals North 2016 conference will be hosted by Smithers and Telkwa jointly. Minerals North awards the contract to the host community 2 years in advance of the actual conference.

Part of the application process requires letters of support from businesses within Houston. We are writing to you today to request your letter of support for this important event. Should you wish to supply a letter of support, we would require this by Monday, April 27, 2015, to meet the host application deadline date of April 30, 2015. Please see that your letter of support is sent to my attention, either by return email with a scanned and signed letter, or by dropping off this letter to our office.

Should you have any questions pertaining to this email, or the application for hosting Minerals North 2017, please contact Michael Glavin, Chief Administrative Officer at the District office, 250-845-2238.

If there is someone else in your office that should be receiving this email for action or follow-up, please forward to that individual and copy me on the reply.

Thank you.

Sent by fax:  
 CFDC Nadina – Houston  
 Fax: 250-845-2528

**Lindsay Blair**  
 Corporate Services Officer

**District of Houston**

Phone: 250-845-2238 | Fax: 250-845-3429  
 3367 12th Street | PO Box 370 | Houston, BC V0J 1Z0  
[corporate.services@houston.ca](mailto:corporate.services@houston.ca) | [www.houston.ca](http://www.houston.ca)



Nechako-Kitamaat  
Development Fund Society

March 18, 2015

**RECEIVED**

MAR 26 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Bill Miller, Chair  
Regional District of Bulkley Nechako  
PO Box 820  
Burns Lake, BC V0J 1E0

**RE: RDBN – Regional Marketing Initiative**

Dear Bill,

I wish to thank you for your application for funding assistance for the Regional Marketing Initiative project, which was reviewed during our Board Meeting in Vanderhoof on March 18, 2015.

Box 101, Station A

Prince George, BC V2L 4R9

Phone 250 964 4066

Fax 250 964 4068

Toll Free 1 877 478 3863

manager@nkdf.org

www.nkdf.org

After discussing your proposal, the Board decided to defer the application as presented and encourage you to seek other sources of funding before resubmitting.

Directors expressed concerns about the following aspects of this project:

- Project costs are operational, not incremental.
- Project sustainability.
- NKDF has provided funding for iterations of this project three times in the past (Image Bank, Connecting Producers and Consumers, Marketing Initiative).
- Lack of clarity within the budget.

If you have any questions, please contact our Manager, Dan Boudreau, at 1-877-478-3836.

Sincerely,

*Dan Boudreau*  
for

Wayne Salewski, Chair

Cc/ Corrine Swenson, Manager Regional Economic Development

**Geraldine Craven**

**From:** LGIF CSCD:EX <LGIF@gov.bc.ca>  
**Sent:** April-14-15 1:17 PM  
**To:** inquiries  
**Subject:** Unconditional Grant Funding Letter

**RECEIVED**

APR 14 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Ref: 157818

Mr. Bill Miller, Chair  
 and Members of the Board  
 Regional District of Bulkley-Nechako  
 Box 820  
 Burns Lake, BC V0J 1E0

Email: [inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca)  
 cc: [hans.berndorff@rdbn.bc.ca](mailto:hans.berndorff@rdbn.bc.ca)

Dear Chair Miller and Board Members:

2014 marked the end of the Strategic Community Investment Fund (SCIF) program. This was a multi-year program that accelerated Small Community, Regional District, and Traffic Fine Revenue Sharing grants in the early years of the program and reduced them in the later years.

Beginning in 2015, the Province of British Columbia will return to regular annual grant funding (similar to funding calculations prior to SCIF). However, there will be a one-time advance from the 2016 budget to the 2015 budget. Thus, this year's Regional District grants will be marginally higher (7% to 10%) than next year's grants.

The total value of 2015 grants for all regional districts will be \$4.7 million and will be paid in two installments (March and June), as follows:

Grant Program	Calendar Year 2015		
	March Payment	June Payment	Total Payment
	A	B	C=A+B
Regional District	1.6	3.1	4.7

The 2015 unconditional grant funding to your regional district will be as follows:

Unconditional Grant Funding	Purpose	Payment Date	Amount
Regional District	Local Government Services	March 26, 2015	\$65,416
		June 30, 2015	\$126,470

If you have any questions or comments regarding the grant payments, please feel free to contact Ms. Jennifer Richardson, Policy Analyst, by telephone at: 250 387-356-9609, or by email at: [Jennifer.Richardson@gov.bc.ca](mailto:Jennifer.Richardson@gov.bc.ca).

Sincerely,

*"Original signed by"*

## Kitimat LNG



**Marc Douglas**  
Sr. Advisor External Affairs  
Kitimat LNG

**Kitimat LNG**  
Chevron Canada  
2300 – 200 Granville St.  
Vancouver, B.C. V6C 1S4

April 7, 2015

Gail Chapman  
PO Box 820  
37 - 3rd Avenue  
Burns Lake, BC V0J 1E0

Dear Gail Chapman,

**Re: Kitimat LNG will be working on the Pacific Trail Pipeline in your region**

**RECEIVED**

**APR 10 2015**

**REGIONAL DISTRICT OF  
BULKLEY NECHAKO**

I am writing on behalf of Chevron Canada to share the current status on the proposed Kitimat LNG project as a follow up to our January 2015 project update and notification. The Kitimat LNG project includes the Kitimat LNG facility in Kitimat, the proposed Pacific Trail Pipeline (PTP) natural gas pipeline project, and the upstream assets in the Horn River and Liard basins.

The Kitimat LNG project will result in thousands of jobs and significant economic benefits for British Columbians for years to come. If you are interested in jobs or vendor opportunities, please visit [www.chevron.ca/our-businesses/kitimat-lng/employment-opportunities](http://www.chevron.ca/our-businesses/kitimat-lng/employment-opportunities).

Specifically, this letter outlines activities associated with the ongoing preliminary work related to the PTP. From now until the end of June 2015, the following activities are tentatively scheduled in your region:

- Limited Right of Way and centre line surveying west of Fraser Lake
- Continued environmental studies
- Continued archaeology studies
- Environmental and archaeology feature flagging
- Route walks

These activities are part of the ongoing early works related to the Kitimat LNG facility site and PTP that will help confirm project specifications. As part of our ongoing commitment to communities to meet or exceed regulatory requirements, Chevron shares project information and our latest schedule of activities so that you may inform your members or constituents in a timely way and provide feedback. Already feedback from people like you has resulted in a number of changes and improvements to the project and the way we interact and communicate with communities.

A variety of informational videos, including a project overview and an economic opportunities video, are available on our website at [www.chevron.ca/kitimatlng](http://www.chevron.ca/kitimatlng).

For more information, or to pose questions, please contact us by email at [KitimatLNGfeedback@chevron.com](mailto:KitimatLNGfeedback@chevron.com), call us at 1-844-800-0900, or visit [www.chevron.ca/kitimatlng](http://www.chevron.ca/kitimatlng).

Yours truly,

Marc Douglas

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RECEIVED

APR 10 2015

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Chevron Canada Limited  
Pacific Trail Pipeline (PTP MI)  
Management Inc.  
500 – Fifth Avenue, SW  
Calgary, Alberta T2P 0L7  
Tel 403 234 5000  
Fax 403 234 5947

***Landowners / Occupants / Residents / Local Authorities / Industry / Interested Parties***

**April 1, 2015**

**SENT VIA: Regular Mail**

**Regional District of Bulkley-Nechako  
37-3<sup>rd</sup> Avenue  
Box 820  
Burns Lake, BC V0J 1E0**

**Dear Sir/Madam:**

**RE: NOTIFICATION LETTER**

**Notice of OGC Crown Land Application for Pacific Trail Pipelines (PTP)  
Project: Multi-Use Site Within d-95-H, 93-L-4**

---

As per the Oil and Gas Activities Act (OGAA) and the Consultation and Notification Regulation, this letter is to advise you the Pacific Trail Pipelines Management Inc. (PTP), operated by Chevron Canada Limited (Chevron), has applied to the Oil and Gas Commission (OGC) for approval to construct a Multi-Use Site at the location shown on the attached map.

This multi-use site is intended to be used to install a communications tower and associated equipment so that PTP and Chevron have sufficient communications coverage to perform pipeline construction activities efficiently and safely. Present scheduling is to have the site prepared before the end of 2015.

Please note: As a rights holder, we would like to take this opportunity to notify you of the proposed Multi-Use Site. If you have any questions or would like to provide comments about the proposed Multi-Use Site, advise us that you do not object to our application to OGC or provide reasons why the proposed Multi-Use Site should be modified or not carried out you should respond to us within 14 days from the date you received this notice. You may send a written submission to the undersigned at the address or fax number set out above or by email to [rmills@chevron.com](mailto:rmills@chevron.com).

Written submissions concerning our proposed Multi-Use Site application may also be sent directly to the OGC's head office at BC Oil and Gas Commission, Bag 2, Fort St John, BC, V1J 2B0, Fax: 250.794.5390. A Written Submission Form is available for download from the OGC's website at [www.bcogc.ca/content/written-submission-form](http://www.bcogc.ca/content/written-submission-form), but the OGC will accept other formats.



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**Company Contacts:**

Should you have any questions regarding this crown land application please direct them to either:

**Lisa Schmick –**

Surface Land Administrator

Email: [lschmick@scottland.ca](mailto:lschmick@scottland.ca)

**Scott Land & Lease Ltd**

Phone: (250) 787-2722 Fax: (250) 787-2787

**Rae-Lynne Mills –**

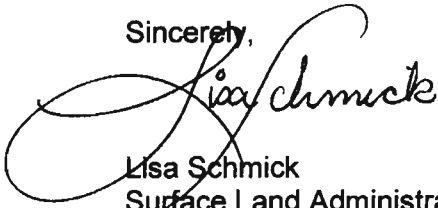
**Sr. Surface Land Representative, Lead**

Email: [RMills@chevron.com](mailto:RMills@chevron.com)

**Chevron Canada Limited**

Phone: (403) 234-5080 Fax: (403) 234-5987

Sincerely,

A handwritten signature in black ink that reads "Lisa Schmick". The signature is written in a cursive style with a large, looping initial "L".

Lisa Schmick

Surface Land Administrator

as Agent for Pacific Trail Pipelines



Safeguarding public health and the environment through the sharing of skills, knowledge, education and experience, and providing a voice for the water and waste community.

April 7, 2015

Chair Bill Miller and Board  
Bulkley-Nechako Regional District  
PO Box 820  
Burns Lake BC V0J 1E0

RECEIVED  
APR 10 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

**Re: February 2015 Report - *Are Our Water Systems at Risk?***

Dear Chair Miller and Board,

On behalf of the BC Water & Waste Association (BCWWA), I enclose a summary of *Are Our Water Systems at Risk?*, a report that assesses the financial capacity of BC's municipalities to maintain, renew, and replace BC's existing water and wastewater infrastructure. The BCWWA is a not-for-profit association that represents over 4,700 water professionals who are responsible for ensuring safe, sustainable, and secure water, sewer, and storm water systems in British Columbia and the Yukon.

The report, which is based on analysis of 2013 audited financial statements from BC's municipalities, outlines 4 concerns about the financial sustainability of BC's water and wastewater systems:

1. Water and sewer fees are not covering the full cost of service delivery in many communities; in the worst cases, rates would need to nearly double in order to reach financial sustainability.
2. Many communities are **vulnerable**, as they have not set aside sufficient reserves to buffer against unexpected changes in operating costs or revenues.
3. Smaller communities have greater **financial gaps** than larger communities, as costs are shared across a small base of users.
4. There is an unfunded liability of over **\$13 Billion** to renew and replace water and wastewater infrastructure when it comes to the end of its useful life. Additional investment will be required.

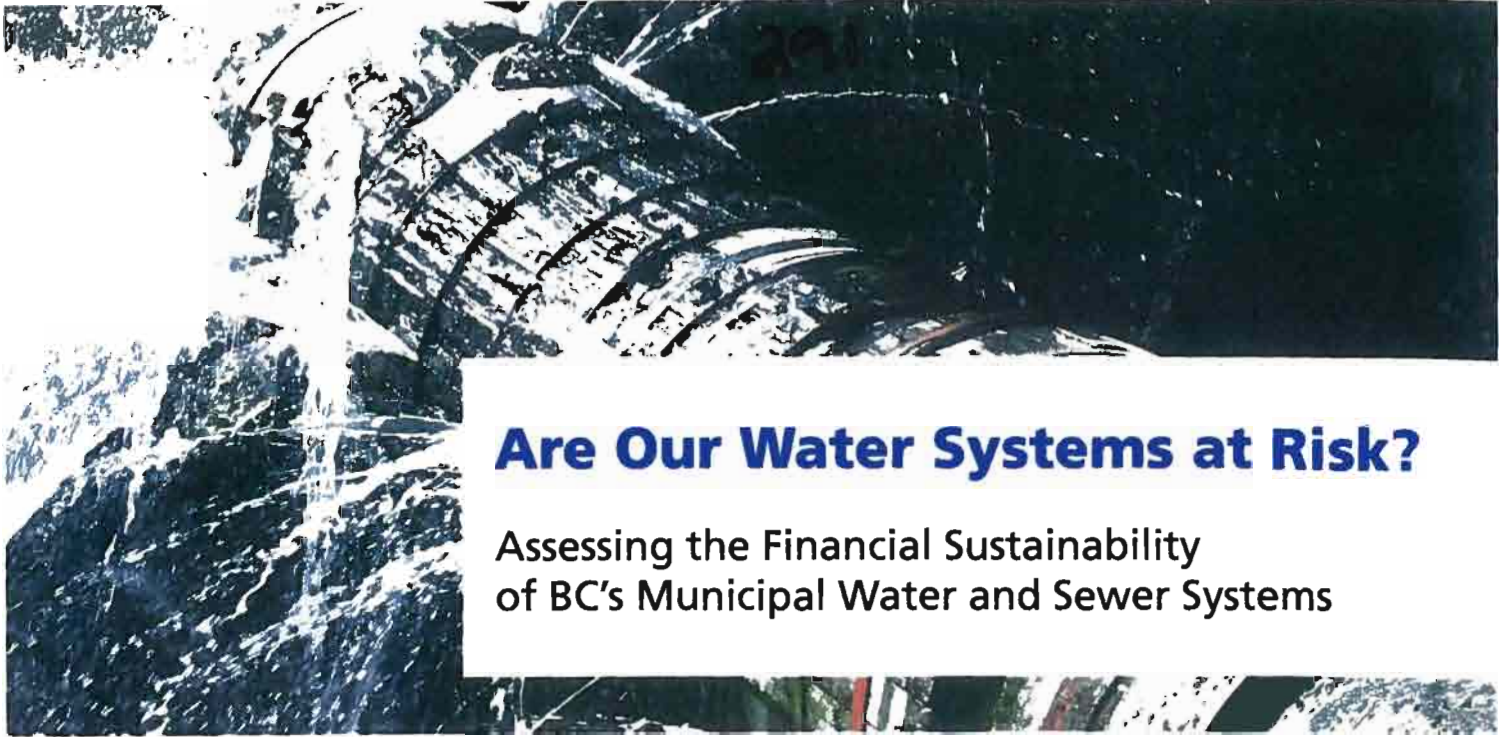
This is the first of a series of assessments that will be used to evaluate trends in the financial position of BC's water and wastewater systems over time. It is intended to inform dialog among elected officials, utility managers, and the public about policies and priorities for infrastructure renewal and investment, and provides recommendations that are aimed at enhancing the fiscal sustainability of our water, sewer, and storm water systems, to ensure that our systems continue to protect public health and the environment for generations to come.

I invite you to review the report, and encourage you to work with staff from your municipality to assess the financial sustainability of your community's water and wastewater assets, compare your community's results with those of similar size across the province as presented in the report, and prioritize water and wastewater renewal and replacement projects for capital investment. The full report can be found at [www.bcwwa.org](http://www.bcwwa.org).

The BCWWA would be pleased to present the results of the report to your Board and staff. If this is of interest, please contact me at 604-433-7824, or [tmcqueen@bcwwa.org](mailto:tmcqueen@bcwwa.org).

Best regards,

Tanja McQueen  
Chief Executive Officer  
BC Water & Waste Association



## Are Our Water Systems at Risk?

### Assessing the Financial Sustainability of BC's Municipal Water and Sewer Systems

- Are BC municipalities financially well positioned?
- Are water and wastewater rates recovering the full cost of service, including infrastructure renewal and replacement?
- How much investment is needed to sustain our water and wastewater infrastructure?
- Are municipalities financially ready for unexpected costs or failures?

Reliable water, sewer, and storm water systems are essential to public health, a clean environment, and a strong economy. But these essential systems may be at risk – aging infrastructure, growth, strengthened regulations, seismic risk, and climate change are driving the need for significant upgrades and re-investment in the pipes, pumps, and equipment that are used to treat, deliver, and remove water safely for our homes and businesses. At the same time, fiscal restraint and public complacency impede the ability of local governments and water utilities to secure the financial resources required to sustain our water infrastructure assets.

The BC Water & Waste Association (BCWWA), together with Urban Systems, has recently assessed the financial capacity of British Columbia's local governments to maintain, renew and replace our existing water and wastewater infrastructure.

Financial sustainability is a key principle for safeguarding water, sewer, and storm water systems so that they continue to protect public health and the environment, and contribute to economic development. It means having adequate funds to pay for the current cost of operating and maintaining our water and wastewater systems, and proactively planning to ensure there will be funds to eventually renew and replace systems as they come to the end of their useful life.

We have reviewed 4 financial indicators, based on data from the 2013 audited financial statements for municipal governments in BC. The indicators were selected based on a review of best practices in other jurisdictions, available information, and advice from knowledgeable professionals in the asset management field.

The results point to 4 challenges about the financial sustainability of BC's water and wastewater systems:

1. Water and sewer **fees are not covering the full cost** of service delivery in many communities; in the worst cases, rates would need to nearly double in order to reach financial sustainability.
2. Many communities are **vulnerable**, as they have not set aside sufficient reserve savings to buffer against unexpected changes in operating costs or revenues.
3. Smaller communities have greater **financial gaps** than larger communities, as costs are shared across a small base of users.
4. At least **\$13 Billion of additional investment** will be required in BC to renew and replace water and wastewater infrastructure when it comes to the end of its useful life. This does not include the investment required to meet new regulations, growth, or upgrades to address resilience for seismic or storm events.

### RESERVES TO OPERATING EXPENSE RATIO

Do reserve savings funds provide sufficient financial resilience against unexpected change?

### OPERATING SURPLUS RATIO

Do water and sewer rates cover the full cost to operate and sustain the system, including renewal and replacement of existing infrastructure?



### INTEREST COVER RATIO

What is our capacity to finance system renewal using debt?

### INFRASTRUCTURE DEFICIT PER CAPITA

How much additional money is needed to fund the replacement of existing infrastructure?

## Do Current Rates Cover the Full Cost of BC's Water Systems?

The operating surplus ratio indicates whether water and wastewater **rates cover the full cost** to operate and sustain the system, including renewal and replacement of existing infrastructure.

$$\text{Operating Surplus Ratio} = \frac{(\text{Revenue} - \text{Operating Expenses})}{\text{Revenue}}$$

Where:

- Revenue includes funds generated from the sale of services, user fees, and charges. Revenue excludes development cost charges (DCCs).
- Operating expenses include all operating and maintenance costs, replacement value depreciation, and interest on debt.

The charts below show the ratio results for BC municipalities, by size.

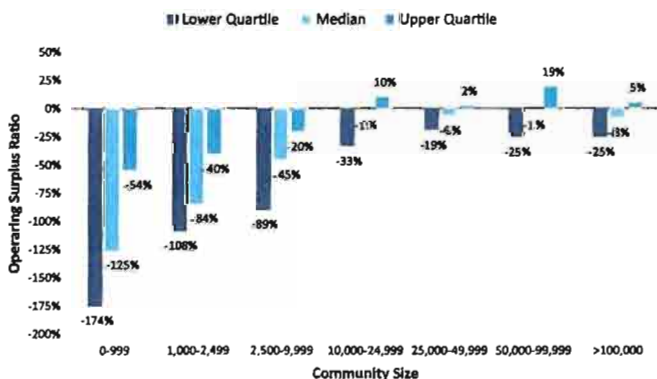
An operating surplus ratio of **zero or greater** indicates that rates charged for water and wastewater services are sufficient to fully recover the annual cost to operate and maintain existing water and wastewater infrastructure, including an annual allocation for the eventual renewal and replacement of infrastructure.

An operating surplus ratio of **less than zero** indicates that the annual costs of providing water and wastewater service are not being covered through water or wastewater rates charged to customers; the ratio value identifies the percentage value that rates would need to increase. For example, a ratio value of -25% indicates that rates would need to increase by 25% in order for revenues to cover expenses, including replacement costs.

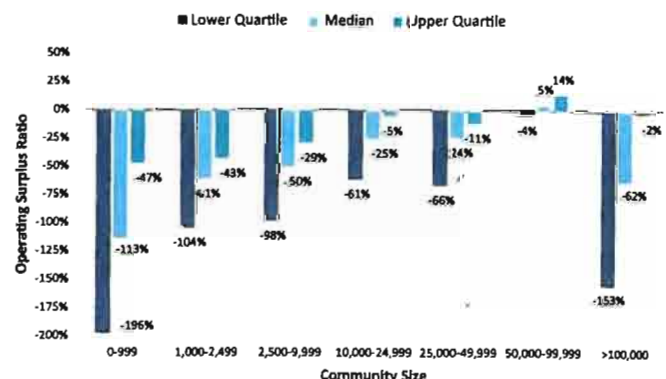
### What do the ratio results tell us?

- The majority of BC municipalities are charging annual water and wastewater rates below the full cost required to operate, maintain, and replace the systems.
- The greatest gap between revenue and operating expenses is seen in smaller municipalities (<10,000) for both water and wastewater systems. In small communities, with a few exceptions even the upper quartile or "best" municipalities are not covering full operating expenses.
- If replacement value depreciation costs of existing infrastructure are excluded from operating expenses, 27% of water systems and 38% of wastewater systems are still not covering their annual operating costs through their current water and wastewater rates.
- These results indicate that water and wastewater operations are likely being subsidized by other revenue sources such as property tax, and/or annual allocations for replacement costs are being deferred.
- The percentage increase in rates required to reach full cost recovery is significant for the majority of municipalities, requiring rate increases that are nearly double the current rates in the worst cases.

### Water Systems Operating Surplus Ratio



### Sewer Systems Operating Surplus Ratio



## Are BC municipalities financially ready for unexpected costs or failures?

The reserves to operating expense ratio provides an indication of short-term **resilience to unexpected changes** in revenues or costs, such as those that might occur due to unpredictable events like storms or equipment failure.

$$\text{Reserves to Operating Expense Ratio} = \frac{\text{Reserves}}{\text{Cash Operating Expenses}}$$

Where:

- Reserves include both restricted and unrestricted reserves for water and wastewater, but exclude development cost charge reserves (DCCs).
- Cash operating expenses include all cash-based costs to operate and maintain the system, including interest on debt. Operating expenses do not include depreciation, as this is considered to be a "non-cash" expense.

**A reserves to operating expenses ratio of 12.5% or greater** means that the reserve savings are considered to be adequate to buffer against unexpected changes in revenues or operating costs from year to year. This is based on the American Water Works Association (AWWA) recommendation for water system reserves.

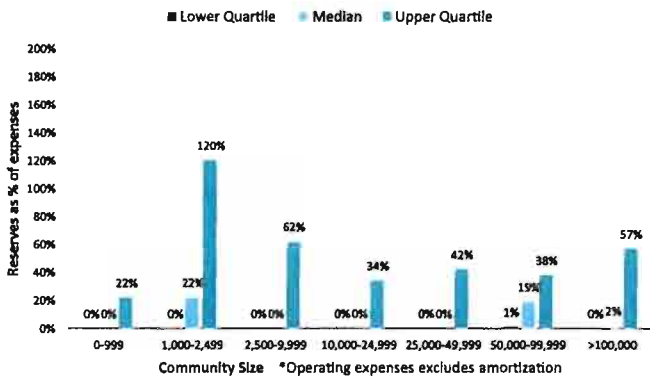
**A reserves to operating expense ratio below 12.5%** indicates that a community may be vulnerable to unexpected revenue shortfalls or unanticipated expenses, and as a result may have difficulty delivering the expected level of service or recovering from change when an unexpected event occurs.

The appropriate reserve size will vary by municipality and is dependent on specific local conditions, such as condition of infrastructure, financial policies regarding borrowing, borrowing capacity, and asset management plans.

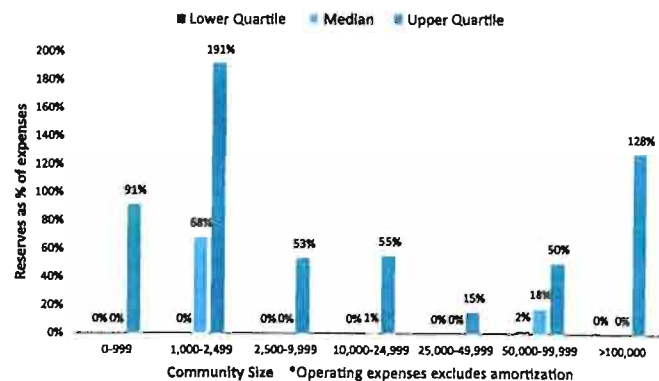
### What do the ratio results tell us?

- Across all community size groups, there are water and wastewater systems with no reserves in place, indicating that many communities are vulnerable to unexpected costs or changes in revenue.
- Municipalities with no reserves or low reserves may be vulnerable when there are abrupt changes in expenses (for example, from asset failure, an emergency situation, etc.); however, the appropriate size of the reserve depends on local context.
- There is little connection between size of municipality and the reserves as a percentage of expenses.
- Most municipalities do not hold sufficient reserves to fund substantial infrastructure renewal and replacement.

### Water Systems Reserves to Operating Expense Ratio



### Sewer Systems Reserves to Operating Expense Ratio



## Do Municipalities Have Enough Reserve Savings to Replace Existing Systems?

Infrastructure deficit per capita is an indicator of the **shortfall in current reserve savings**, to replace water and wastewater infrastructure at the end of its useful life.

$$\text{Infrastructure Deficit Per Capita} = \frac{\text{Replacement Cost Accumulated Depreciation} - \text{Reserves}}{\text{Population}}$$

Where:

- Replacement cost accumulated depreciation is the inflation adjusted accumulated depreciation.
- Reserves are funds specifically set aside by the municipality to fund water and wastewater system costs. Reserves include both statutory and general reserves held by the municipality for water and wastewater systems, but exclude development cost charges (DCCs).
- Population is based on the 2013 population estimate for the municipality.

There is an **infrastructure surplus** if current reserves exceed the expected cost to replace the asset.

There is an **infrastructure deficit** if the expected cost to replace the asset is greater than the current reserves.

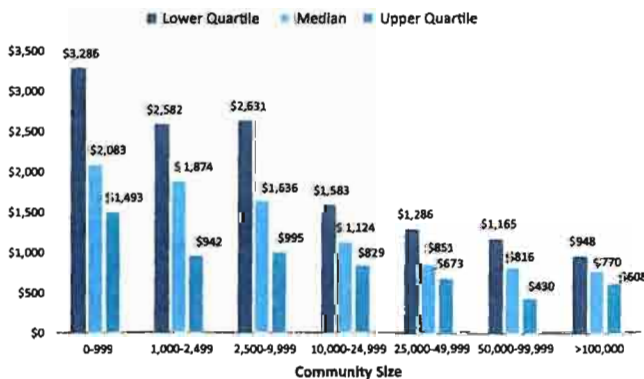
An infrastructure deficit due to a shortfall in reserves is not necessarily an indicator of poor fiscal management. Municipalities have several options to finance infrastructure renewal – it can be paid for from “savings” (i.e.: reserves that have been set aside for that purpose), or it can be paid for using debt to finance all or a portion of the construction cost when the asset is replaced.

Both strategies have merit and are equally valid means of accomplishing asset renewal. It is important, though, for a municipality to have a clear policy about which strategy it wishes to use for asset renewal, so that there is no sudden surprise when an asset reaches the end of its useful life.

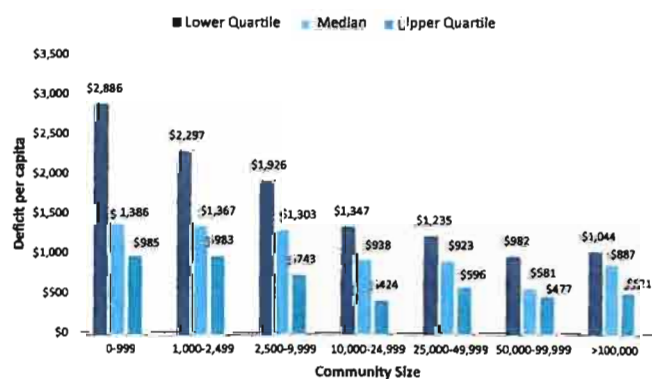
### What do the ratio results tell us?

- Smaller municipalities have the largest infrastructure deficit per capita.
- Deficit per capita is greater for water assets than wastewater assets.
- BC communities have not set aside sufficient reserve funds to fully fund the eventual replacement of water and wastewater systems assets.
- The overall water and sewer infrastructure deficit in BC is estimated to be approximately \$13.2 billion. This is a conservative estimate of the unfunded infrastructure investment to renew and replace aging water and wastewater assets in BC. It does not include the cost to enhance existing systems to meet new regulations, population growth, or resilience upgrades.

### Water Systems Infrastructure Deficit Per Capita



### Sewer Systems Infrastructure Deficit Per Capita



# Do Municipalities Have the Ability to Finance Water System Replacements?

The interest cover ratio provides an indication of our **capacity to finance** system renewal using debt.

$$\text{Interest Cover Ratio} = \frac{\text{Interest Expense}}{\text{Revenues}}$$

Where:

- Interest expenses are the sum of all interest payments for debt servicing.
- Revenues include all annual revenue from sale of water or sewer services, user fees, and charges (excluding DCCs).

The interest cover ratio indicates the proportion of revenues required to pay interest on debt.

Municipalities have varying financial policies with respect to borrowing, and varying tolerance for risk. There is no single recommended interest cover ratio, but it is important that municipalities make informed decisions about borrowing that also consider future costs for infrastructure renewal and replacement, and how these costs will be covered.

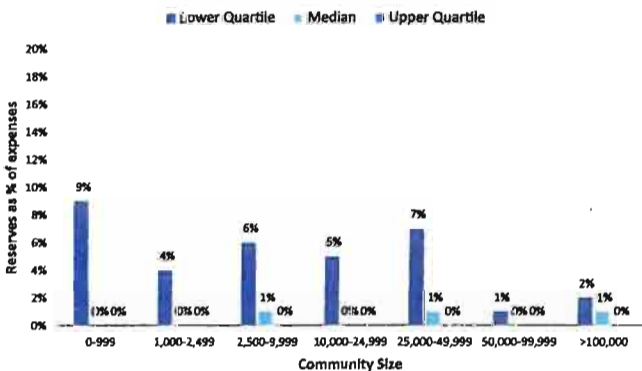
A **higher interest cover ratio** indicates that the municipality is using more debt to finance the cost of their water or sewer assets. Depending on the overall financial commitments of a community, a higher interest cover ratio may limit the municipality's ability to take on additional debt to finance asset renewal or replacement, and may indicate a greater vulnerability to increases in interest rates.

A **low interest cover ratio** indicates that a municipality is using less debt to finance the cost of their water or sewer assets. Depending on the overall financial commitments of a community, a lower interest cover ratio indicates that the municipality may have the financial capacity to use debt to finance asset renewal or replacement.

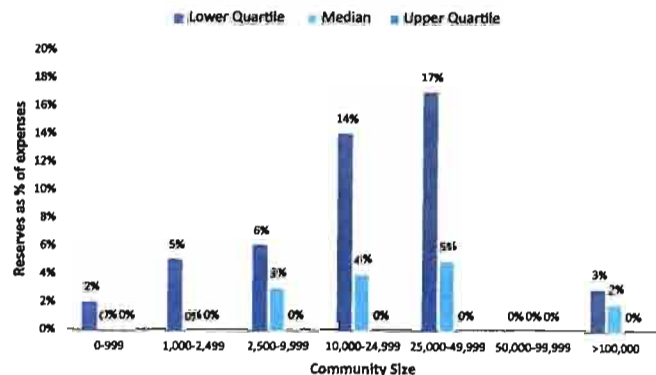
## What do the ratio results tell us?

- Larger municipalities (>50,000) have a lower interest expense as a percentage of their revenues.
- Municipalities have greater debt servicing costs for wastewater systems than water systems.

### Water Systems Interest Cover Ratio



### Sewer Systems Interest Cover Ratio







## The Path to Financial Sustainability

The cumulative effect of decisions, policies, and actions over a long period of time have influenced the financial status of BC's water and wastewater systems. Some of these factors include reliance on government grant funding for capital projects, lack of asset management planning, deferral of maintenance and investment, urban sprawl, and a lack of public support for full cost pricing.

Building financial sustainability will take time. While the financial risks to our water and wastewater systems are not immediate for all communities, it is important to make sound choices today about priorities for existing tax dollars, and set rates so that they cover the full cost of operating, maintaining, and replacing systems.

Financial sustainability is a key principle for safeguarding water, sewer, and stormwater systems so that they continue to protect public health and the environment, and contribute to economic development.

Communities can take the following steps to strengthen their financial capacity to meet current and future water and wastewater infrastructure needs:

1. Adjust water and wastewater **rates** to cover the full cost of service, including the cost to renew and replace systems.
2. Develop and implement integrated **asset management** processes that assess the state of infrastructure, evaluate risks, and set priorities for investment in water and wastewater assets.
3. Rank water and wastewater renewal and replacement projects as top **priorities** for capital investment.
4. Adopt "**smart growth**" principles.
5. Foster **collaboration** among all levels of government to support communities to become fiscally self-reliant.

*"Are Our Water Systems at Risk?"* is the first of a series of assessments that BCWWA will use to evaluate trends in the financial position of BC's water and wastewater systems over time. It is intended to inform dialog among elected officials, utility managers, and the public about policies and priorities for infrastructure renewal and investment, and provides recommendations that are aimed at enhancing the fiscal sustainability of our water, sewer, and storm water systems, to ensure that public water and wastewater systems continue to protect public health and the environment for generations to come.

To access the full report, go to [www.bcwwa.org](http://www.bcwwa.org).

The BC Water & Waste Association (BCWWA) is a not-for-profit association representing over 4,700 water professionals who are responsible for ensuring safe, sustainable and secure water, sewer, and stormwater systems in British Columbia and the Yukon. The BCWWA's members include facility operators, utility managers, engineers, consultants, suppliers, government policy and enforcement staff, and researchers from across the BC and Yukon region.

The BCWWA gratefully acknowledges the support of the Government Finance Officers Association of BC (GFOABC); the Province of BC Ministry of Community, Sport and Cultural Development; and Urban Systems who have contributed to the creation of this report.

We would like to extend a special thank you to John Weninger, Chair of BCWWA's Infrastructure Management committee for his leadership and time in producing this important financial sustainability analysis of BC's water and wastewater system assets. In his "day job", John is a principal with the Vancouver office of Urban Systems, an inter-disciplinary consulting firm that provides strategic planning, engineering, environmental science, and urban design services to both public and private sector clients throughout Western Canada.



### BC Water and Waste Association

620 - 1090 W. Pender St., Vancouver, BC V6E 2N7  
604.433.4389 | [contact@bcwwa.org](mailto:contact@bcwwa.org)

[www.bcwwa.org](http://www.bcwwa.org)

### Urban Systems

550-1090 Homer St., Vancouver, BC V6B 2W9  
604-235-1701 | [vancouver@urbansystems.ca](mailto:vancouver@urbansystems.ca)

[www.urbansystems.ca](http://www.urbansystems.ca)





## Thompson-Nicola Regional District

Department: Board Chair

300 – 465 Victoria Street  
 Kamloops, British Columbia  
 V2C 2A9  
 Tel. (250) 377-8673  
 Fax (250) 372-5048  
 Toll Free in BC: 1-877-377-8673  
 Email: admin@tnrd.bc.ca  
 Website: www.tnrd.bc.ca

March 27, 2015

To the Chair & Board of Region Districts in British Columbia

Delivered by email

To the Chair and Board:

Re: Biosolids Resolution

**RECEIVED**  
 APR 21 2015  
 REGIONAL DISTRICT OF  
 BULKLEY-NECHAKO

At the March 27, 2015 meeting of the Thompson-Nicola Regional District (TNRD) Board of Directors, the following resolution was passed:

**That the following resolution, which was approved by the Board on February 26, 2015, be sent out to all other Regional Districts for information:**

**“WHEREAS the Ministry of Environment and the Ministry of Health are responsible for reviewing and approving biosolid composting facility permits and land application notifications under the Organic Matter Recycling Regulation and the Ministry of Agriculture is responsible for administration of the Agricultural Land Commission Act;**

**AND WHEREAS, due to these activities being carried out within the Agricultural Land Reserve, the interjurisdictional importation of biosolid waste materials is being authorized and land application and composting facilities are being permitted without a public consultation process in locations where residents and the environment may be adversely affected by potential health risks, noise and odour nuisances, property value reductions and loss of community well-being:**

**THEREFORE BE IT RESOLVED that the Province form a committee including local government representatives to examine and make recommendations for changes to the Provincial biosolid review process and changes to the content in the Organic Matter Recycling Regulation and Agricultural Land Commission Act that govern the biosolid regulatory process in the Province of British Columbia.”**

**CARRIED**

In the last few months, an issue has arisen in the Nicola Valley regarding a biosolids composting facility. The application of biosolids for regular farming practices has lawfully occurred in the TNRD for many years. The issue that is of concern now is the commercial composting of biosolids on properties that are relatively small and close in proximity to other residents. The TNRD is currently reviewing and amending its bylaws to determine which can potentially be done to deal with the siting issues that are leading to these facilities being established in too close of proximity to other residential properties. The changing of TNRD bylaws would not necessarily impact the Province. The TNRD passed the resolution (above) and the resolution has been forwarded on to the Southern Interior Local Government Association (SILGA). If SILGA delegates debate and endorse the resolution, it will be forwarded on to the Union of BC Municipalities (UBCM) for consideration.

At the present time, the TNRD Board strongly feels that the issues occurring in the Nicola Valley may occur in other areas in the near future and that the Province should review current regulations and standards in anticipation of continued issues. The TNRD's recommended way to address future situations of this nature is for the Province form a committee including local government representative to examine and make recommendations for changes to the Provincial biosolid review process and changes to the contents in the Organic Matter Recycling Regulations and Agricultural Land Commission Act that govern the biosolid regulatory process in British Columbia.

Thank you for taking the time review this letter. Should the opportunity arise in the future to support TNRD's recommendation that the Province form a committee to address the issues mentioned above, we would respectfully request that your Board do so.

Yours truly,



John Ranta, Chair  
Thompson-Nicola Regional District



## *Burns Lake*

# *Community Forest Ltd.*

153 FRANCOIS LAKE DRIVE P.O. BOX 788, BURNS LAKE, BC V0J 1E0  
 TEL: (250) 692-7724 FAX: (250) 692-7767 E-MAIL: info@blcomfor.com

Date: 20/04/2015

Mr. Jason Llewellyn  
 Regional District of Bulkley Nechako  
 Box 820  
 Burns Lake, B.C. V0J 1E0

**RECEIVED**

APR 22 2015

REGIONAL DISTRICT OF  
 BULKLEY NECHAKO

Dear Mr. Llewellyn,

Please consider this letter notification that Burns Lake Community Forest (BLCF) is providing opportunity for Review and Comment regarding Management Plan #3 for Long-Term Community Forest License K1A. The management plan proposes management objectives for each resource value and management activity, and includes a proposed Annual Allowable Cut for K1A. This notice was advertised in the Lakes District News on April 22, 2015. The review period is 60 days, ending June 22, 2015 at 3:30 P.M

The community of Burns Lake was awarded a pilot Community Forest Agreement (CFA) in July, 2000. A 25 year Long-Term Community Forest Agreement was signed April 21, 2005. Since 2005, the community forest was granted uplifts to accommodate the salvage of mountain pine beetle-killed and infested areas, and to salvage a large area of blowdown. The Regional Manager or designate will consider Management Plan #3 along with public and First Nations input when he determines a new AAC for K1A. BLCF will present the findings of Management Plan #3 Review to the government after the 60-day review period.

Since inception, the community forest has completed numerous inventories on the CFA and has recently completed a formal timber supply review process with the objective of determining a new AAC that reasonably reflects current management as well as the productive capacity of the land base.

If you wish to meet and discuss Management Plan #3, or if you would like to request either a hardcopy or digital version of the plan, please contact Kerry Martin, Operations Manager. He can be reached by phone at 250-692-7724 (227), Fax 250-692-7767, or e-mail at [kerry.martin@blcomfor.com](mailto:kerry.martin@blcomfor.com). Additionally, you can visit our office at 153 Francois Lake Drive between 8:30 a.m. and 3:30 p.m. Monday to Friday.

Yours Truly,

Kerry Martin, Operations Manager  
 Burns Lake Community Forest Ltd  
 153 Francois Lake Drive  
 Box 788, Burns Lake, B.C. V0J-1E0  
 250-692-7724 Ext. 227



302

Board-Receive



Thank you for supporting the Burns Lake Minor Hockey Midget team during the 2015 BC Hockey Tier 4 Championships.

*Yours Truly* **Shutterfly**  
exclusively for shutterfly.com

RECEIVED  
APR 09 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

303

304

Board-Receive  
RECEIVED

Geraldine Craven

APR 08 2016

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

**From:** Oliver Ray <oray@nclga.ca>  
**Sent:** April-07-15 1:45 PM  
**To:** NCLGA ADMIN  
**Cc:** Madison Mitchell  
**Subject:** NCLGA Resolutions Now Posted

Good Afternoon NCLGA members,

As promised, all NCLGA Resolutions are now viewable on the NCLGA [website](#).

Please take the time to review the resolutions over the next few weeks. Preparation for the convention helps to round out an informed and educated discussion regarding these topics. Our Resolutions Committee can't wait to hear some great discussion on these pertinent and important resolutions.

We've included some demographic breakdowns here to outline resolutions participation this year:

Resolution by Regional District	No. of Resolutions
Bulkley-Nechako	6
Cariboo	5
Fraser-Fort George	0
Kitimat-Stikine	3
Northern Rockies	0
Peace River	5
Skeena-Queen Charlotte	0

Sponsor	No. of Resolutions
100 Mile House	1
Bulkley-Nechako	1
Burns Lake	1
Cariboo	1
Fort St. John	2
Hudson's Hope	3
Kitimat-Stikine	1
Quesnel	5
Stewart	1
Terrace	2
Vanderhoof	4
Wells	1
Williams Lake	1
NCLGA Executive	3

Resolutions by Category	No. of Resolutions
Community & Resources	4
Energy	1



Environment	1
Health	2
Justice & Protective Services	2
Legislative	3
Social Issues	3
Transportation & Communication	3

If you have not registered for the AGM & Convention yet, we strongly suggest that you do so soon. You can access the registration site [here](#).

Thank you again, and we look forward to seeing you at the convention in May!

Best,

**Madison Mitchell**  
Communications Officer

*The Elected Voice of Central & Northern BC*  
North Central Local Government Association  
206 - 155 George Street  
Prince George, BC V2L 1P8  
Office: (250) 564-6585

Twitter: @NCLGA  
Website: <http://www.nclga.ca>



306

# Timber Supply

**Sponsors:** Vanderhoof

Year	Category	NCLGA Ref#
2015	Community and Resources	B15

## STATUS

**NCLGA Executive Recommendation: Endorse**

## DETAILS

**WHEREAS** forest resource inventories of all forested areas in timber supply areas include information on species compensation, age, and ecosystem types;

**AND WHEREAS** accurate forest resource inventories are necessary for stable fibre supplies, which is vital to many communities' economic wellbeing:

**THEREFORE BE IT RESOLVED** that the Province of British Columbia commit the funds required for accurate forest resource inventories.

## RESPONSES

*The UBCM membership has consistently endorsed resolutions calling on the provincial government to undertake specific actions and policy review in order to support the continued viability of the forest industry in BC (2012-B33, 2011-B57, 2010-B98, 2010-B104, 2010-B105, 2009-A5, 2009-B47, 2009-B48, 2009-B131, 2007-B41, 2007-B42, 2007-B44, 2007-B179, 2006-B43, 2006-B148, 2005-B32, 2005-B33, 2005-B35, 2005-B125, 2005-B126, 1998-B75, 1992-B33).*

# 301 British Columbia Fire Service Minimum Training Standards

**Sponsors:** Regional District of Bulkley-Nechako

Year	Category	NCLGA Ref#
2015	Community and Resources	B1

## STATUS

**NCLGA Executive Recommendation: No Recommendation**

## DETAILS

**WHEREAS** the Office of the Fire Commissioner issued the 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' which establishes the "minimum standards of training required for fire services personnel in British Columbia" in September 2014 applicable to any fire service/department in British Columbia that provides fire services and includes municipal fire departments, volunteer fire departments, and fire departments established as a society under the Society Act of BC."

**AND WHEREAS** the 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' states the "Authority Having Jurisdiction" describes local or regional government and further states that each local government must select and declare its firefighting Service Level in order for the local government to determine which set of minimum standards are to be met."

Further it is the responsibility of each local government to immediately take steps to ensure implementation of the training requirements associated to the Service Level selected.

**AND WHEREAS** the financial cost to local government to implement the new 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' Regulations are extremely prohibitive for rural communities and small volunteer fire departments, and may result in the closure of these departments;

**THEREFORE BE IT RESOLVED** that the Province provide funding for rural communities and small volunteer fire departments to cover the additional costs as a result of the 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' Regulations.

# RESPONSES

308

*The UBCM membership has consistently endorsed resolutions calling on the provincial government to provide funding for fire service training for all communities, particularly small and volunteer fire departments (2009-B63, 2006-B68, 2001-B46, 1996-A2).*

# Highway Maintenance

309

**Sponsors:** Vanderhoof

Year	Category	NCLGA Ref#
2015	Community and Resources	B16

## STATUS

**NCLGA Executive Recommendation: No Recommendation**

## DETAILS

**WHEREAS** the Ministry of Transportation and Infrastructure is responsible for maintaining provincial highways;

**AND WHEREAS** the cumulative effects of climate change has caused many highways to become severely degraded, creating unsafe traveling conditions:

**THEREFORE BE IT RESOLVED** that the Province of British Columbia provide additional funding to address the cumulative effects of climate change on highways.

## RESPONSES

*The UBCM membership has not previously considered a resolution calling on the provincial government to provide additional funding for highway maintenance to address the "cumulative effects of climate change."*

*However, members have consistently endorsed resolutions requesting the Province to provide increased funding and improved highway maintenance (including, but not limited to 2009-B16, 2009-B83, 2009-B93, 2009-B161, 2008-B113, 2008-B114, 2007-B16, 2007-B97, 2005-B80, 2003-A9, 2003-B9, 2001-B14, 2000-B11).*

310

# Hydroelectric Dam Water Use Planning

**Sponsors:** Vanderhoof

Year	Category	NCLGA Ref#
2015	Community and Resources	B14

## STATUS

**NCLGA Executive Recommendation: Endorse**

## DETAILS

**WHEREAS** hydroelectric dams affect water systems that are a vital resource to communities;

**AND WHEREAS** many hydroelectric dams lack water use plans, or have water use plans that do not give communities input into decisions that affect local water systems, such as water flows;

**AND WHEREAS** communities have a strong desire to be included in decisions that affect local water resources;

**THEREFORE BE IT RESOLVED** that the Province of British Columbia require all hydroelectric dams in British Columbia to have water use plans which recognize values that give communities input into decisions that affect local governments.

## RESPONSES

*The UBCM membership has not previously considered a resolution requesting that the provincial government require all hydroelectric dams in BC to incorporate community input into the water use plans they develop.*

*However, members have consistently endorsed resolutions seeking opportunities for local government to provide input on activities occurring in community watersheds (2014-B88, 2013-A1, 2003-B95, 2001-B93, 1998-B65). The UBCM membership also endorsed resolution 2007-B147, which requested that the Province commit to reviewing and adopting BC Hydro water use plans "in a timely manner."*

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# Public Transportation in Rural Communities

**Sponsors:** Vanderhoof

Year	Category	NCLGA Ref#
2015	Community and Resources	B17

## STATUS

**NCLGA Executive Recommendation: Endorse**

## DETAILS

**WHEREAS** many rural, resource-based communities do not have public transit or taxi service;

**AND WHEREAS** the absence of local and intercommunity public transportation causes significant disadvantage to rural residents:

**THEREFORE BE IT RESOLVED** that the Province of British Columbia provide adequate funding to support local and public, intercommunity transportation in rural communities.

## RESPONSES

*The UBCM membership has consistently endorsed resolutions seeking improved and increased public transportation options, particularly for residents of small and remote communities (including, but not limited to 2013-B15, 2012-B38, 2012-B115, 2012-C37, 2011-B22, 2010-B21, 2009-B15, 2007-A5, 2007-B13, 2006-SR3, 2006-B20, 2006-B156, 2005-B7, 2005-B84, 2005-LR1, 2004-B55, 2003-B65, 2000-OF).*



# Recreation Sites

**Sponsors:** Burns Lake

Year	Category	NCLGA Ref#
2015	Community and Resources	B2

## STATUS

**NCLGA Executive Recommendation: No Recommendation**

## DETAILS

**WHEREAS** provincial recreation sites are frequently over capacity during summer months, and have fallen into disrepair;

**AND WHEREAS** sites are maintained by volunteer groups which are drastically underfunded:

**THEREFORE BE IT RESOLVED** that NCLGA and UBCM lobby the Province of British Columbia to provide funding for the improvement and maintenance of all provincial recreation sites within British Columbia.

## RESPONSES

*The UBCM membership has consistently endorsed resolutions calling on the provincial government to provide funding for improvement and maintenance of provincial recreation sites (2010-B41, 2003-B28, 2003-B94, 2002-B84).*

*The most recent of these resolutions, 2010-B41, requested that the provincial government "ensure that it provides additional funding for the maintenance and upgrading of recreation sites to enhance and promote economic development through tourism."*

*In its response to the resolution the provincial government acknowledged "the valuable social, economic and environmental contributions that recreation sites and trails provide to communities throughout British Columbia." The Province highlighted as successes its leveraging of additional funding from federal and local governments; as well as the development of partnership agreements with local organizations to maintain recreation sites and trails. Ultimately, however, the provincial government indicated that "funding for managing recreation sites and trails is limited in the current fiscal environment."*



## Fort St. James T. V. Society

Balance Sheet As at 02/28/2015

## ASSET

## Current Assets

Royal 100-363-1	52,515.80	
Royal-100-087-6	0.00	
Total Cash		52,515.80
Investments		0.00
Accounts Receivable	0.00	
Grants Receivable	0.00	
Provincial Tax @57%	0.00	
GST Reccivable@50%	944.51	
GST Under/Overclaims	0.00	
Total Receivable		944.51
Prepaid Insurance		0.00
Prepaid Miscellaneous		0.00
Deposits on Equipment		0.00
Total Current Assets		53,460.31

## Capital Assets

Buildings & Equipment	748,928.88	
Net - Buildings & Equipment		748,928.88
Office Equipment	9,111.86	
Accumulated Amort.-Office ...	0.00	
Net-Office Equipment		9,111.86
Software	399.58	
Accum Amort-Software	0.00	
Net-Software		399.58
Total Capital Assets		758,440.32

## TOTAL ASSET

811,900.63

## LIABILITY

## Current Liabilities

Account Payable	491.83	
Accrued Payables	900.00	
Royal Loan #95684973-001	0.00	
Other Payables	0.00	
Total Current liabilities		1,391.83

## TOTAL LIABILITY

1,391.83

## EQUITY

## Equity

Unearned Revenue	0.00	
Equity in Capital Assets	758,440.32	
Restricted Surplus	0.00	
Surplus Accrual Adjustment	0.00	
Retained Operating Surplus	23,235.46	
Current Earnings	28,833.02	
Total Equity		810,508.80

RECEIVED  
MAR 30 2015  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

314

**Fort St. James T. V. Society**  
Balance Sheet As at 02/28/2015

<b>TOTAL EQUITY</b>	<u>810,508.80</u>
<b>LIABILITIES AND EQUITY</b>	<u><u>811,900.63</u></u>

**Fort St. James T. V. Society**

Income Statement 08/01/2014 to 02/28/2015

**REVENUE****Sales Revenue**

Regional District Grant	76,795.81
TV Sales Income	0.00
Interest Income	5.45
Other Income/Donations	49.80
Advertizing Income	0.00
<b>Net Sales</b>	<u>76,851.06</u>
<b>TOTAL REVENUE</b>	<u>76,851.06</u>

**EXPENSE****General & Administrative Ex...**

Accounting & Legal	3,126.25
Advertising & Promotions	2,042.14
Bad Debts	0.00
Bank Charges & Interest	14.00
Bursery	500.00
Cash Over/Short	0.00
Contract Labour	0.00
Courier & Postage	95.84
Demolition and removal	0.00
Dues, Fees & Licences	25.00
Equipment Rentals	700.10
Equipment Purchases	0.00
Fuel & Power	4,425.33
Programming-Corus	0.00
Insurance	4,200.28
Interest on LTD	0.00
Office Supplies	174.73
Leases-Rentals	0.00
Display Systems Internationa...	0.00
Programming-Do Not Use	0.00
Programming-Do Not Use	0.00
Supplies	0.00
Programming-Do Not Use	0.00
Programming-Do Not Use	0.00
Programming-Do Not Use	0.00
Programming-Do Not Use	0.00
Programming-Do Not Use	0.00
Programming-Do Not Use	0.00
Programming-Do Not Use	0.00
Programming-Do Not Use	0.00
Programming All	21,644.48
Programming-Do Not Use	0.00
Programming Do Not Use	0.00
Programming-Do Not Use	0.00
Repair & Maintenance	998.23
Site Improvements	0.00
Snowplowing	0.00
Technician	71.00
Telephone	1,022.99
Suspense	0.00
BEST-Hotel & Travel	1,677.18

**Fort St. James T. V. Society**  
Income Statement 08/01/2014 to 02/28/2015

BEST-Parts & Equipment	520.12
BEST-Technical-Repair-Maint	6,780.37
<b>Total General &amp; Admin. Expe...</b>	<u>48,018.04</u>
<b>TOTAL EXPENSE</b>	<u>48,018.04</u>
<b>NET INCOME</b>	<u><u>28,833.02</u></u>



*Nechako-Kitamaat  
Development Fund Society*

311

Board-Receive

Toll-free 1-877-478-3863    manager@nkdf.org    www.nkdf.org

## **PRESS RELEASE**

### **NKDF Grants Funding for Burns Lake and Vanderhoof**

**April 13, 2015** – At the March 18<sup>th</sup>, 2015 meeting of the Nechako-Kitamaat Development Fund Society Board in Vanderhoof, the Board of Directors approved funding for six new projects, bringing the total year-to-date total amount approved across the NKDF investment area to \$531,005.00.

The six (6) newly approved projects are:

- Burns Lake Mountain Biking Association is granted \$125,000.00 toward the construction of 10.0 kilometers of new machine-built trail, including a wall ride.
- Lakes District Fall Fair is awarded \$26,222.00 toward the Parking and Washroom Upgrade project. With this funding LDFD will create a parking area designated for livestock trucks and trailers and upgrade the washrooms.
- Nechako Valley Sporting Association will receive \$35,000.00 to go toward the purchase of LED light heads and wiring materials to upgrade the ski trail lighting.
- St. Luke's Church on the Lake is approved for \$15,000.00 to renovate the St. Luke's Church on the Lake to create a safe viable venue to host events.
- Saik'uz First Nation will get \$40,000.00 to go toward building a park that will commemorate survivors and their families of those who attended Indian Residential Schools.
- Nechako Valley Search and Rescue will receive \$61,678.00 toward the renovation of a building to create a Search and Rescue training facility.

"The grants that have been approved will be put to good use by organizations in the Nechako and Kitimat regions," Minister of Jobs, Tourism and Skills Training and Minister Responsible for Labour Shirley Bond said. "From the purchase of LED lights, to parking and building upgrades, these projects will make a difference."

Rio Tinto Alcan's Kevin Dobbin, Manager of External Relations, Communities and Media said, "Rio Tinto Alcan is very glad that the Nechako-Kitamaat Development Fund continues to provide support to community initiatives that work toward sustainability, but also address community needs in many positive ways. We look forward to continuing our participation with NKDF and assisting community organizations to meet their goals"

NKDF Chair Wayne Salewski said, "The NKDF Directors are honoured to be able to provide funding assistance to the Nechako and Lakes communities throughout the NKDF benefiting area."

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“These investments will help bolster community services here in our region,” Nechako Lakes MLA John Rustad said. “By enhancing these services, the Nechako-Kitamaat Development Fund Society is helping to improve the quality of life in our region.”

The next proposal deadline is July 29<sup>th</sup>, 2015.

For more information on past projects funded throughout the NKDF investment area please visit <http://www.nkdf.org/>.

The Nechako-Kitamaat Development Fund Society was jointly established in 1997 with a combined contribution of \$15 million by the government of British Columbia and the former Alcan Inc., now Rio Tinto Alcan. The Fund's investment area includes lands impacted by the original Kemano project and focuses on those communities in the Ootsa, Lakes, Nechako and Haisla regions of the north.

The Society encourages applications from local governments and legally incorporated non-profit organizations. NKDF invests in projects that create sustainable employment, diversify the economy, and improve the basic infrastructure needed for community stability, quality of life and growth.

-30-

More information on the NKDF Society is available by visiting <http://www.nkdf.org/> or contacting the manager:

Mr. Dan Boudreau  
P.O. Box 101  
Prince George, BC  
V2L 4R9  
Phone: 1.877.478.3863 or 250.964.4066  
Fax: 1.888.648.3875  
Email: [manager@nkdf.org](mailto:manager@nkdf.org)

# Engagement Road Map Update

April 2015

Dear Reader:

Thank you for your interest and ongoing participation in Northern Gateway's Engagement Road Map. The purpose of my letter is provide you with an update.



The Engagement Road Map was created to outline how and when Northern Gateway intends to meet many of the 209 conditions required by the National Energy Board (NEB). Since we began this process last year, we have received invaluable input from First Nation and Métis communities, stakeholders and government agencies.

After listening to this feedback, we have made the decision to slow the pace on the Engagement Road Map schedule to focus on building partnerships with First Nation and Métis communities. To meet our regulatory requirements, we will continue to engage on Phase 1 of the Road Map this year.

**"Your continued feedback and input is a critical component of moving the project forward and we look forward to your participation."**



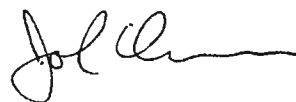
As part of our regulatory approval, work is continuing on two engagement activities:

- The research program on the behaviour and cleanup of heavy oils; and
- Northern Gateway's upcoming workshop sessions on the Pipeline Environmental Effects Monitoring Program (Pipeline EEMP) and the Marine Environmental Effects Monitoring Program (Marine EEMP). These workshops will provide stakeholders with an opportunity to have a detailed discussion on the programs, prior to our required submission June 2015 to the NEB.

As we move forward Northern Gateway's top priority remains building First Nation and Métis partnerships. The project proponents are open to change and remain committed to building this critical Canadian infrastructure.

Your continued feedback and input is a critical component of moving the project forward and we look forward to your participation.

Thank you for being part of this conversation.



John Carruthers  
President

## Research program on the behaviour and cleanup of heavy oils (Condition 169)

Together with the Canadian Energy Pipeline Association (CEPA) and the Canadian Association of Petroleum Producers (CAPP), Northern Gateway is jointly sponsoring a research program on the behavior, cleanup and recovery of heavy oils spilled in freshwater and marine aquatic environments.

The Royal Society of Canada (RSC) has been engaged to carry out this research project, entitled "The Behaviour and Environmental Impacts of Crude Oil Released into Aqueous Environments". To be completed in the fall of 2015, the RSC's independent, science-based study will be used to inform spill preparedness and response capabilities and contribute to the plan for meeting Condition 169.

The first meeting of the RSC Expert Panel and the start of their consultation with government and stakeholder participants commenced in early 2015. The Expert Panel is scheduled to continue their scientific stakeholder consultations until June 2015, which will be open and available to the public on the internet in real time as well as being made available later on the RSC's website. Formal oral presentations to the Expert Panel will be by invitation only, but it will accept all written contributions of scientific evidence and its interpretation.

More information on the RSC's protocols for public consultation and how to sign up to receive regular updates is on the RSC website at: <http://www.rsc.ca/en/expert-panels/protocols-for-public-consultations>.

## Pipeline EEMP (Conditions 27-32) and Marine EEMP (Conditions 36-37) Update

We have received valuable feedback from First Nation and Métis communities, stakeholders and government agencies on the Pipeline EEMP and Marine EEMP plans and we continue to revise these two draft plans as we receive additional input. We heard interest expressed in an opportunity for a more detailed discussion prior to our submission of the plans to the NEB. As such, we are inviting all stakeholders and government agencies to participate in a one day detailed workshop on either the Pipeline EEMP or Marine EEMP before we file in June 2015 as required by the NEB. We have and will continue to hold separate engagement for participating First Nation and Metis

communities, however these communities are also welcome to participate in the workshop if they choose. There will be six sessions across British Columbia and Alberta (lunch and coffee will be provided).

**Interested participants can register online at [www.gatewayfacts.ca/engagement](http://www.gatewayfacts.ca/engagement). Please note, only those registered will be able to attend the workshops. If you cannot make the session but would like to provide input, the draft plans will be available online on [gatewayfacts.ca](http://gatewayfacts.ca) from April 15, 2015 and feedback can be submitted to [info@northerngateway.ca](mailto:info@northerngateway.ca).**

CONDITIONS WORKSHOP SCHEDULE			
DATE	TIME	CONDITIONS FOCUS	COMMUNITY
Wednesday, April 22	10:00 am - 4:00 pm	Pipeline EEMP	Morinville, AB
Thursday, April 23	10:00 am - 4:00 pm	Pipeline EEMP	Grande Prairie, AB
Monday, April 27	9:00 am - 12.30 pm 1:00 pm - 5:00 pm	Marine EEMP Pipeline EEMP	Kitimat, BC
Tuesday, April 28	9:00 am - 12.30 pm 1:00 pm - 5:00 pm	Marine EEMP Pipeline EEMP	Terrace, BC
Wednesday, April 29	10:00 am - 4:00 pm	Pipeline EEMP	Burns Lake, BC
Thursday, April 30	10:00 am - 4:00 pm	Pipeline EEMP	Prince George, BC

*Mileage compensation is available for attendees traveling from outside the host community. Detailed information, including draft plans and venue location, will be sent to registered participants.*



---

April 15, 2015

**Re: Request for the publication of an opinion-editorial piece**

To whom it may concern:

I have prepared the following opinion-editorial about ophthalmology services in northern B.C.

We appreciate any questions and/or interest you may have on this topic.

Dr. Ronald Chapman  
Vice-President of Medicine  
Northern Health  
Prince George, B.C.

**For more information, please contact:**

Media line - 250-961-7724

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**Improving ophthalmology services in northern B.C.**

Northern Health places a high importance on providing high quality services to residents of northern B.C., and that includes ophthalmology services. Recognizing that there is an aging population, and that the demand for ophthalmology services continues to increase, we're working on solutions to improve services across the region. There have been a number of recent media reports about ophthalmology services and I'd like to provide further explanation.

We currently have ophthalmology services available in Terrace, Fort St. John, and Prince George. Ophthalmologists can diagnose all disorders that affect the eye, including cataracts and refractive errors such as nearsightedness. An ophthalmologist can carry out any medical or surgical treatment as necessary for these conditions. In Northern Health, we do not have any current ophthalmologist vacancies. Further recruitment of ophthalmologists could occur in the future depending on demand and capacity. The number of cataract surgeries in northern B.C. continue to increase year over year.

There is always work to be considered in terms of prioritizing operating room time. This includes ensuring the allocations of operating rooms. Extensive work has been completed in Terrace over the past two years to improve operating room procedures. This has

resulted in improved access to care for patients such as reduced wait times. In Prince George, there is currently a challenge with the sharing of operating room time with our surgeons. This is a process we've been working to resolve for approximately one year, and we're hopeful we will come to a conclusion this summer. Northern Health has completed a request for qualifications to increase ophthalmology surgical capacity, and we are in the process of finalizing a contract. It is expected the increased surgical capacity will be in place for the summer of 2015, and will improve access to service for residents of Prince George and the surrounding area.

As many Northern Health communities have one specialist position, we routinely plan for holiday or sick leave. Leaves of absence occur occasionally with staff and physicians for a number of reasons, including unexpected circumstances. Currently, the ophthalmologist in Terrace is away on personal leave that is expected to last approximately three months. During the ophthalmologist's leave of absence, there are locums providing ophthalmology services in Terrace to ensure residents have timely access to care. There may be urgent cases that need to be seen in Prince George, which would include potential travel time for patients. Northern Health Connections bus is available as an affordable transportation option for people with out-of-town health care appointments, if necessary.

People have a strong vested interest in their health, and we have an extremely vested interest in providing care in a timely manner. If you feel that your condition has changed dramatically while waiting for a referral or surgery, we encourage you to speak with your health care provider for a reassessment. We will continue working with the ophthalmologists in the region to improve access to care.

For further information on the practice of ophthalmology, including the role of optometrists, please visit the [Eye Care Specialists](#) page on [HealthLinkbc.ca](#).

**Media Contact:**

Northern Health media line: 250-961-7724



## Federal Budget Highlights

Apr 22, 2015

The Honourable Joe Oliver, Minister of Finance, introduced the federal budget on Tuesday. The budget, *Economic Action Plan 2015*, introduces a balanced budget with a \$1.4 billion surplus this year. The budget makes a significant investment in new public transit projects, while also focusing on tax cuts for families and seniors, as well as national security measures.

The federal budget referenced several initiatives of interest to local governments, including:

- Investing \$750 million over two years starting in 2017–18, and \$1 billion per year thereafter, for a new Public Transit Fund aimed at building new public transit infrastructure;
- Creating a new dedicated infrastructure fund to support the renovation, expansion and improvement of existing community infrastructure in all regions of the country as part of the Canada 150 celebrations (details forthcoming);
- Maintaining annual investments of \$1.7 billion for social housing for the next four years;
- Providing \$150 million over four years, starting in 2016–17, to support social housing in Canada by allowing social housing providers to prepay their long-term, non-renewable mortgages without penalty;
- Provides \$80 million over five years, starting in 2015–16, to the National Energy Board for safety and environmental protection and greater engagement with Canadians (funding to be cost recovered from industry);
- Provides \$34 million over five years, starting in 2015–16, to the Canadian Environmental Assessment Agency to continue to support consultations related to projects assessed under *the Canadian Environmental Assessment Act, 2012*;
- Continuing to support, with \$75 million over five years, starting in 2015–16, the implementation of the *Species at Risk Act*;
- Provides \$30.8 million over five years, starting in 2015-16, for measures to strengthen marine incident prevention, preparedness and response in waters south of the 60<sup>th</sup> parallel;
- Investing \$27 million over five years, starting in 2015–16, to enhance security measures at Canada's federal courts and registry offices;
- Providing \$3 million over two years, starting in 2016–17, to take initial steps to establish a Public Safety Broadband Network, a high-speed mobile network dedicated to emergency management; and
- Reducing the small business tax rate to 9 percent from 11 percent by 2019.

Absent from the budget were any commitments on partnering to meet the new federal wastewater regulations that will cost upwards of \$18 billion over the next 25 years.

The Federation of Canadian Municipalities has been advocating for a partnership with the federal government on this infrastructure project.

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## **Wildfire Prevention Program Relunched**

Apr 22, 2015

Funding for forest fuel reduction plans and projects is again available under the 2015 Strategic Wildfire Prevention Initiative, which is being relaunched today with recently announced additional provincial funding.

The initiative supports communities to mitigate risk from wildfire in the wildland urban interface. The primary objective of the program is to maximize the number of hectares treated in areas that pose the greatest risk of wildfire to communities.

2015 Program & Application Guides are now available for the initiative's Fuel Management Prescription and Operational Treatment streams. A revised program guide has also been issued for the 2015 Community Wildfire Protection Plan (CWPP) stream.

Funding permitting, local governments and First Nations may submit applications at any time, and these will be reviewed following the intake deadlines of May 29 and October 2, 2015.

Community Wildfire Protection Plan grants cover up to 50 per cent of eligible project costs for local governments (and up to 100 per cent of First Nations' CWPP costs), while prescription grants cover up to 75 per cent, and operational treatment grants pay for up to 90 per cent, of eligible project costs.

The Strategic Wildfire Prevention Initiative (SWPI) is administered by the Provincial Fuel Management Working Group, comprised of staff from UBCM, First Nations' Emergency Services Society and Wildfire Management Branch of the Ministry of Forests, Lands and Natural Resource Operations.

The 2015 SWPI program guides, application forms and resource materials are now available on UBCM's website.

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## Province Seeks Input on Emergency Communication

Apr 21, 2015

The Ministry of Justice is seeking input from key stakeholders, including local governments, in order to inform the future of emergency communications across the province involving 911 and police communication centres.

By modernizing the current approach to a more streamlined, equitable and resilient emergency communications system, services and public safety will be enhanced province-wide. Local governments have worked to manage and improve service since the 911 system was implemented in the late 1980s, when the technology was predominantly landline telephone services. Times have changed – households are moving from landline to cell phones, the majority of calls to 911 are from cell phones, and the implementation of Next Generation 911 (text and images) is expected to be complex and costly. Given these challenges, the Province is looking to revisit the overall approach to 911 service delivery in British Columbia.

The delivery and funding of 911 emergency services has been an ongoing issue for local government. UBCM in 2013 established a working group and hired a consultant to prepare a report "911 Services in British Columbia: Background Review in Relation to a Province-Wide Call Answer Levy". The report was considered at the 2013 Convention and endorsed. Following the 2013 Convention UBCM tested support for a province-wide levy on wireless devices and determined at the time that the membership was divided on the issue and there was no opportunity to move forward.

As a way to re-engage with stakeholders, a Discussion Paper – Emergency Communications Service Delivery in British Columbia - has been prepared by the Ministry of Justice that outlines the background, challenges, and strategic vision for emergency communications service delivery involving 911 PSAPs. Specifically, the vision includes a consolidated 911 PSAP and police dispatch service delivery model, with enhanced support from a call answer levy on wireless devices.

Written feedback on the questions in the Discussion Paper is requested via email by May 15, 2015. The Ministry will consider the results of the stakeholder engagement as part of the analysis of the strategic vision. If you have any questions, please contact Sandra Sajko, Executive Director, Strategic Initiatives Policing and Security Branch.

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## **Gas Tax and Asset Management Workshops Conclude**

Apr 14, 2015

UBCM staff completed a series of workshops in March and April across the province on the renewed Gas Tax Fund and Asset Management in BC.

The workshops – held in Abbotsford, Nanaimo, Kelowna, Prince George, Cranbrook and Fort St. John – provided local government staff with information on changes to the Gas Tax program in BC; details on Asset Management requirements under the Gas Tax Agreement; and information on tools, resources and training opportunities for asset management – including an overview of the work of Asset Management BC.

The workshop also included a number of case studies provided by Local Governments on their experience with Asset Management practices in their communities. Case studies included the District of North Vancouver, Fraser Valley Regional District, Regional District of Nanaimo, City of Powell River, District of Lake Country, City of Grand Forks, Northern Rockies Regional Municipality, City of Fort St. John. The workshops also included a presentation from Christina Benty, formerly Mayor of Golden, on the critical importance of communication and public engagement throughout the Asset Management process.

Presentations from the workshop, including the various case studies, will be available on the UBCM website later this month.

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## **\$1.24 Million Available for Community Energy Leadership**

Apr 14, 2015

The Ministry of Energy and Mines, on behalf of its provincial partners, has posted a Request for Expressions of Interest (RFEI) to B.C. local governments and First Nations to determine the level of interest in, and eligibility for, a potential Call for Applications under the newly created Community Energy Leadership Program (CELP).

This \$1.24M program is a component of the Ministry's Innovative Clean Energy Fund, designed to support government's energy, economic, environmental and greenhouse gas reduction priorities and advance British Columbia's clean energy sector.

The objective of the Ministry's CELP is to provide local governments and First Nations with funding ranging from \$20,000 to \$80,000 per application. The Program is scheduled to run for the next three fiscal years (2015/16 through to 2017/18, inclusive). Separate calls for applications will be made for each year. Communities will be eligible for funding if they undertake:

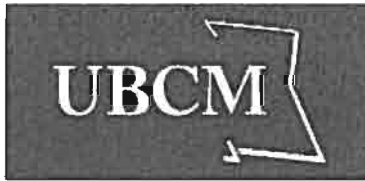
- One of a range of renewable energy capital projects that the local government or First Nation has part (e.g., IPP equity stake) or full ownership of; or
- A major energy efficiency initiative applied specifically to the local government's or First Nation's own infrastructure.

Communities are invited to provide a completed RFEI no later than Monday, May 4th 2015 by email to Leah Davies, Ministry of Energy and Mines. Please refer to RFEI number "CELP2015" in your message.

Should any local government or First Nation have questions about the RFEI, please contact Ted Sheldon, Ministry of Energy and Mines, at (250) 356-1507.

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## Community Energy Planning Workshop

Apr 14, 2015

The Community Energy Association, QUEST and Sustainable Prosperity, are pleased to invite you to participate in a free Community Energy Planning Friday June 19th, 2015 in Prince George, British Columbia.

The workshop, entitled *Community Energy Planning: Getting to Implementation in small and mid-sized communities in British Columbia*, aims to connect community energy planning practitioners to foster collaboration and inform the development of a national Community Energy Implementation Framework.

This workshop is primarily aimed at small and mid-sized communities, however large communities are also welcome to attend. The workshop will include breakfast, and be followed by an optional networking lunch. Register now - space is limited.

For more information, contact Peter Robinson, Chief Technology Officer, Community Energy Association.

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## **Funding Available for Improving Accessibility**

Apr 1, 2015

The federal Enabling Accessibility Fund is currently receiving applications from local governments for projects that improve accessibility in communities across Canada.

Eligible projects under this program include renovation, retrofit or construction activities, as well as the provision of information and communication technologies that increase accessibility to facilities where programs and services are offered to people with disabilities.

Proposals can involve a wide variety of projects, however priority will be given to projects that enhance access for children with disabilities (e.g. outdoor playgrounds), veterans with disabilities or seniors with disabilities. Projects must have support from their community and secure a minimum of 35 per cent of the total eligible proposed project costs from non-federal government sources. Organizations can receive a grant of up to \$50,000.

This year's call for proposals is open to all local governments regardless of size, but only for projects under the children with disabilities priority.

[Click here](#) to obtain further information on eligibility criteria and how to submit proposals under the 2015 Enabling Accessibility Fund Call for Proposals for community-based projects. For more information, contact Karen Lai, BRMT, MA, Accessibility & Inclusion Consultant, (604)889-7961.

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## **Funding & Resources Update April 2015**

Apr 1, 2015

Each month we provide an update on application and final report deadlines for UBCM funding programs, and information on other programs or resources that may be of interest to local governments and First Nations.

### **Renewed Gas Tax Agreement**

Strategic Priorities Fund: Applications will be accepted until April 15, 2015.

### **Local Government Program Services**

2014/15 Regional Community to Community (C2C) Forums: Final reporting for C2C forum events held under the 2014/15 program are due no later than April 30, 2015.

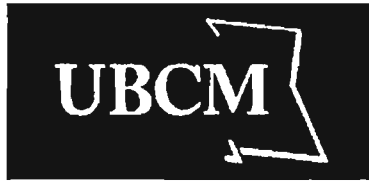
Strategic Wildfire Prevention Initiative: The province has announced an additional \$5 million to support the Strategic Wildfire Prevention Initiative. A call for applications for fuel management prescriptions and treatment projects will be made in the next few weeks with an expected deadline of May 29, 2015. The previously announced deadline for Community Wildfire Protection Plans and Updates will be extended to this new deadline.

### **Other Funding**

Asia-Pacific Gateway and Corridor Transportation Infrastructure Fund: April 30, 2015, is the deadline for BC local governments, not-for-profit and for-profit private sector organizations to apply for project funding aimed at making Canada's multimodal transportation network more efficient for international trade with Asia-Pacific.

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## Auditor General for Local Government

The *Auditor General for Local Government Act* came into force April 25, 2012. Information about that Office can be found on the AGLG Website.

### UBCM Context Paper

UBCM released a Context Paper in response to the proposed office for a Municipal Auditor General (MAG, later, the Auditor General for Local Government) in July 2011.

Municipal Auditor General Context Paper [PDF - 1022 KB]

### UBCM Policy Paper

UBCM released a policy paper on the Municipal Auditor General for consideration by the membership at the 2011 UBCM Convention. Given that there was no previous policy on a MAG, the paper sought that policy direction from the membership.

- Member Release on the Municipal Auditor General Policy Paper [PDF - 193 KB] - Sept 19, 2011
- Policy Paper: Municipal Auditor General [PDF - 173 KB]
- UBCM presentation [PDF - 6.3 MB] regarding proposed Municipal Auditor General - Sept 27, 2011
- Speaking notes [PDF - 81 KB] for UBCM presentation regarding proposed Municipal Auditor General - Sept 27, 2011

### Excerpt from the Minutes of the 2011 UBCM Convention

Opening the Convention policy session on Thursday, September 29, 2011, Mayor Greg Moore assumed the Chair at 8:55 a.m. and introduced the Municipal Auditor General Policy Paper. A motion, duly moved and seconded, that the recommendation from the Municipal Auditor General Policy Paper be amended to express disagreement with the need for an office of the Municipal Auditor General, was endorsed.

The recommendation, as amended, then read:

THEREFORE BE IT RESOLVED that UBCM, while disagreeing on the necessity to create an office of the Municipal Auditor General, due to the fact that requirements of such an office are already met under existing local government legislation and regulations, endorse in principle the policy paper and instruct the UBCM Executive to continue negotiations with the provincial government.

ON MOTION the recommendation, as amended, was ENDORSED.

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## **Additional Wildfire Prevention Funding Announced**

Mar 25, 2015

The B.C. government will provide an additional \$5 million to the Strategic Wildfire Prevention Initiative (SWPI), Forests Minister Steve Thomson announced last week. The funding will support First Nations and local governments undertake forest fuel management prescriptions and treatment projects. Reducing fuel loads in interface areas, where urban developments border forests and grasslands, is a proven method of lowering the threat of damaging wildfires.

Applications under the initiative were curtailed last year for three of four program streams. Applications for Community Wildfire Protection Planning continue to be accepted.

The additional funding will allow communities to apply for site specific planning (prescriptions) and operational treatment projects that will better protect their citizens, their homes and businesses, and critical infrastructure from the risk of wildfire.

2015 SWPI Program & Application Guides and a revised application intake deadline will be announced in the near future.

The SWPI is a suite of funding programs managed through the Provincial Fuel Management Working Group, which includes the Union of B.C. Municipalities, the First Nations' Emergency Services Society, and the Wildfire Management Branch of the Ministry of Forests, Lands and Natural Resource Operations.

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## **New Infrastructure Program Launched**

Mar 25, 2015

Federal transport minister Lisa Raitt announced a call for proposals for BC infrastructure projects under the Asia-Pacific Gateway and Corridor Transportation Infrastructure Fund (APGCTIF). Local governments, as well as provincial, not-for-profit and for-profit private sector organizations are encouraged to make application by the April 30, 2015 deadline.

Approximately \$16.5 million in contribution funds will be made available to support projects aimed at making Canada's multimodal transportation network more efficient for international trade with Asia-Pacific.

For more information on the program, please consult the APGCTIF Applicant Guide.

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## **Rural Advisory Council Announced**

Mar 18, 2015

Fourteen individuals from across the province have been appointed to the Province's new Rural Advisory Council. Four of the representatives are local elected officials: Director Grace McGregor, Regional District of Kootenay Boundary; Mayor Gerry Thiessen, Vanderhoof; Councillor Sylvia Pranger, Kent; and Mayor Chris Pieper, Armstrong.

The mandate of the council is to provide input to government policy decisions related to rural communities. The initial focus for the council will be to provide advice on rural economic development, including rural access to capital and business development support for rural entrepreneurs and businesses. The council will also advise on rural community capacity building, including the Rural Dividend. Former Terrace Mayor David Pernarowski was also appointed to the group of fourteen.

To learn more about the Rural Advisory Council, visit the Government of British Columbia website.

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<b>ABE001 ABERDEEN BUSINESS CONSULTING</b>									
PA	TP-156-001	03/12/15			TP-156-001	-1,008.00	0.00		
PA	TP-157-001	03/18/15			TP-157-001	-44.63	0.00		
Vendor (ABE001) totals:						<b>-1,052.63</b>	<b>0.00</b>		
<b>ABS001 ABSOLUTE ENERGY</b>									
PA	TP-159-001	03/26/15			TP-159-001	-28.30	0.00		
Vendor (ABS001) totals:						<b>-28.30</b>	<b>0.00</b>		
<b>ACC006 ACCESS ENGINEERING CONSULTANTS</b>									
PA	28936	03/12/15			28936	-3,381.00	0.00		
Vendor (ACC006) totals:						<b>-3,381.00</b>	<b>0.00</b>		
<b>ALT003 ALTERNATIVE GROUNDS</b>									
PA	TP-156-002	03/12/15			TP-156-002	-161.61	0.00		
PA	TP-157-002	03/18/15			TP-157-002	-117.53	0.00		
PA	TP-159-002	03/26/15			TP-159-002	-81.83	0.00		
Vendor (ALT003) totals:						<b>-360.97</b>	<b>0.00</b>		
<b>ARO001 ARO AUTOMOTIVE &amp; INDUSTRIAL</b>									
PA	TP-156-003	03/12/15			TP-156-003	-201.79	0.00		
Vendor (ARO001) totals:						<b>-201.79</b>	<b>0.00</b>		
<b>BCH002 BC HYDRO</b>									
PA	TP-156-004	03/12/15			TP-156-004	-6,703.29	0.00		
Vendor (BCH002) totals:						<b>-6,703.29</b>	<b>0.00</b>		
<b>BCL002 BC LAKE STEWARDSHIP SOCIETY</b>									
PA	28937	03/12/15			28937	-97.00	0.00		
Vendor (BCL002) totals:						<b>-97.00</b>	<b>0.00</b>		
<b>BLA001 BLACK PRESS GROUP LTD</b>									
PA	TP-159-003	03/26/15			TP-159-003	-1,795.31	0.00		
Vendor (BLA001) totals:						<b>-1,795.31</b>	<b>0.00</b>		
<b>BUI001 BUILDING OFFICIALS' ASSOC. BC</b>									
PA	28938	03/12/15			28938	-840.00	0.00		
Vendor (BUI001) totals:						<b>-840.00</b>	<b>0.00</b>		
<b>BUL010 BULKLEY VALLEY WATER SERVICES</b>									
PA	TP-159-004	03/26/15			TP-159-004	-120.00	0.00		
Vendor (BUL010) totals:						<b>-120.00</b>	<b>0.00</b>		
<b>BUL011 BULKLEY VALLEY WHOLESALE</b>									
PA	TP-159-005	03/26/15			TP-159-005	-67.54	0.00		
Vendor (BUL011) totals:						<b>-67.54</b>	<b>0.00</b>		
<b>BUL012 BULKLEY VALLEY ECONOMIC</b>									
PA	TP-160-001	03/27/15			TP-160-001	-3,333.37	0.00		
Vendor (BUL012) totals:						<b>-3,333.37</b>	<b>0.00</b>		
<b>BUR001 BURNS LAKE AUTOMOTIVE SUPPLY</b>									
PA	TP-156-005	03/12/15			TP-156-005	-818.97	0.00		
Vendor (BUR001) totals:						<b>-818.97</b>	<b>0.00</b>		
<b>BUR002 BURNS LAKE CHAMBER OF COMMERC</b>									
PA	28980	03/26/15			28980	-210.00	0.00		
Vendor (BUR002) totals:						<b>-210.00</b>	<b>0.00</b>		
<b>BUR012 BURNS LAKE PUBLIC LIBRARY</b>									
PA	TP-160-002	03/27/15			TP-160-002	-14,487.38	0.00		
Vendor (BUR012) totals:						<b>-14,487.38</b>	<b>0.00</b>		

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BUR014	BURNS LAKE REBROADCAST SOCIETY								
PA	TP-160-003	03/27/15			TP-160-003	-2,500.00	0.00		
	Vendor (BUR014) totals:					-2,500.00	0.00		
BUR028	BURNS LAKE HOME HARDWARE								
PA	TP-156-006	03/12/15			TP-156-006	-80.54	0.00		
	Vendor (BUR028) totals:					-80.54	0.00		
BUR034	BURNS LAKE MINOR HOCKEY ASSOC								
PA	28961	03/12/15			28961	-1,000.00	0.00		
	Vendor (BUR034) totals:					-1,000.00	0.00		
BVA001	B V AQUATIC CENTRE MANG. SOCIE								
PA	TP-156-007	03/12/15			TP-156-007	-1,841.00	0.00		
PA	TP-160-004	03/27/15			TP-160-004	-64,549.12	0.00		
	Vendor (BVA001) totals:					-66,390.12	0.00		
BVR001	BV ROD & GUN CLUB								
PA	28932	03/06/15			28932	-75.00	0.00		
PA	28939	03/12/15			28939	-4,164.24	0.00		
	Vendor (BVR001) totals:					-4,239.24	0.00		
CAR005	CARSWELL								
PA	TP-156-008	03/12/15			TP-156-008	-463.98	0.00		
	Vendor (CAR005) totals:					-463.98	0.00		
CHE002	CHEVRON CANADA LIMITED								
PA	28933	03/06/15			28933	-4,678.51	0.00		
	Vendor (CHE002) totals:					-4,678.51	0.00		
CLU003	CLUCULZ LAKE VOL. FIRE DEPT								
PA	TP-160-005	03/27/15			TP-160-005	-1,505.13	0.00		
	Vendor (CLU003) totals:					-1,505.13	0.00		
CRA003	Geraldine Craven								
PA	28978	03/20/15			28978	-229.45	0.00		
	Vendor (CRA003) totals:					-229.45	0.00		
DAV003	DAVERN ENTERPRISES								
PA	TP-156-009	03/12/15			TP-156-009	-792.75	0.00		
	Vendor (DAV003) totals:					-792.75	0.00		
DEL003	DELL CANADA INC.								
PA	28969	03/18/15			28969	-251.09	0.00		
	Vendor (DEL003) totals:					-251.09	0.00		
DIS001	DISTRICT OF FORT ST JAMES								
PA	28962	03/12/15			28962	-2,000.00	0.00		
	Vendor (DIS001) totals:					-2,000.00	0.00		
EAG001	EAGLE AUTOMOTIVE CENTER								
PA	TP-156-010	03/12/15			TP-156-010	-437.14	0.00		
	Vendor (EAG001) totals:					-437.14	0.00		
ESR001	ESRI CANADA LIMITED								
PA	TP-156-011	03/12/15			TP-156-011	-9,848.00	0.00		
	Vendor (ESR001) totals:					-9,848.00	0.00		
FAS001	FAST FIRST AID LTD								
PA	28981	03/26/15			28981	-227.36	0.00		
	Vendor (FAS001) totals:					-227.36	0.00		
FOR008	FORT FRASER VOL. FIRE DEP.								



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<b>FOR008 FORT FRASER VOL. FIRE DEP. (Continued)</b>									
PA	TP-160-006	03/27/15			TP-160-006	-1,516.63	0.00		
Vendor (FOR008) totals:						<b>-1,516.63</b>	<b>0.00</b>		
<b>FOR015 FORT ST. JAMES LIBRARY</b>									
PA	TP-160-007	03/27/15			TP-160-007	-1,145.87	0.00		
Vendor (FOR015) totals:						<b>-1,145.87</b>	<b>0.00</b>		
<b>FOR018 FORT ST. JAMES SECONDARY</b>									
PA	28940	03/12/15			28940	-1,000.00	0.00		
PA	28963	03/12/15			28963	-350.00	0.00		
Vendor (FOR018) totals:						<b>-1,350.00</b>	<b>0.00</b>		
<b>FOR033 FORT SAINT JAMES TV SOCIETY</b>									
PA	TP-160-008	03/27/15			TP-160-008	-10,970.87	0.00		
Vendor (FOR033) totals:						<b>-10,970.87</b>	<b>0.00</b>		
<b>FOR035 FORT ST. JAMES SLED DOG ASSOC.</b>									
PA	28964	03/12/15			28964	-2,000.00	0.00		
Vendor (FOR035) totals:						<b>-2,000.00</b>	<b>0.00</b>		
<b>FOU002 FOUR STAR COMMUNICATIONS INC</b>									
PA	TP-160-009	03/27/15			TP-160-009	-118.13	0.00		
Vendor (FOU002) totals:						<b>-118.13</b>	<b>0.00</b>		
<b>FRA014 FRASER LAKE LIBRARY BOARD</b>									
PA	TP-160-010	03/27/15			TP-160-010	-1,679.63	0.00		
Vendor (FRA014) totals:						<b>-1,679.63</b>	<b>0.00</b>		
<b>FRA016 FRASER LAKE REBROADCASTING SOC</b>									
PA	TP-160-011	03/27/15			TP-160-011	-5,583.37	0.00		
Vendor (FRA016) totals:						<b>-5,583.37</b>	<b>0.00</b>		
<b>FRA025 FRASER LAKE BOTTLE DEPOT</b>									
PA	TP-156-012	03/12/15			TP-156-012	-4,269.57	0.00		
Vendor (FRA025) totals:						<b>-4,269.57</b>	<b>0.00</b>		
<b>FRE005 FRED BANHAM &amp; ASSOCIATES</b>									
PA	28970	03/18/15			28970	-1,617.00	0.00		
Vendor (FRE005) totals:						<b>-1,617.00</b>	<b>0.00</b>		
<b>FYF001 LYNDA FYFE</b>									
PA	28982	03/26/15			28982	-1,084.38	0.00		
Vendor (FYF001) totals:						<b>-1,084.38</b>	<b>0.00</b>		
<b>GLE003 GLENWOOD WOMEN'S INSTITUTE</b>									
PA	28968	03/13/15			28968	-55,767.33	0.00		
PA	28992	03/31/15			28992	-55,767.33	0.00		
RC	28968	03/13/15				55,767.33	0.00		
Vendor (GLE003) totals:						<b>-55,767.33</b>	<b>0.00</b>		
<b>GRE003 GREYHOUND COURIER EXPRESS</b>									
PA	TP-159-006	03/26/15			TP-159-006	-43.28	0.00		
Vendor (GRE003) totals:						<b>-43.28</b>	<b>0.00</b>		
<b>HIL003 HILL STOP TRUCK WASH</b>									
PA	28941	03/12/15			28941	-119.78	0.00		
Vendor (HIL003) totals:						<b>-119.78</b>	<b>0.00</b>		
<b>HIP001 HI-PRO CORPORATE SPORTSWEAR</b>									
PA	TP-159-007	03/26/15			TP-159-007	-458.08	0.00		
Vendor (HIP001) totals:						<b>-458.08</b>	<b>0.00</b>		

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HOB001	HOBAN EQUIPMENT LTD								
PA	TP-156-013	03/12/15			TP-156-013	-61,180.41	0.00		
	Vendor (HOB001) totals:					-61,180.41	0.00		
HOT001	HOTSYNC COMPUTER SOLUTIONS								
PA	TP-157-003	03/18/15			TP-157-003	-18,443.02	0.00		
PA	TP-159-008	03/26/15			TP-159-008	-2,598.77	0.00		
	Vendor (HOT001) totals:					-21,041.79	0.00		
HOU018	HOUSTON BOTTLE DEPOT								
PA	TP-157-004	03/18/15			TP-157-004	-3,314.58	0.00		
	Vendor (HOU018) totals:					-3,314.58	0.00		
IGI001	IGI RESOURCES								
PA	TP-156-014	03/12/15			TP-156-014	-1,650.02	0.00		
	Vendor (IGI001) totals:					-1,650.02	0.00		
IND006	INDUSTRIAL TRANSFORMERS								
PA	TP-156-015	03/12/15			TP-156-015	-4,800.81	0.00		
	Vendor (IND006) totals:					-4,800.81	0.00		
IND007	INDO GOLD DEVELOPMENT LTD								
PA	28983	03/26/15			28983	-800.00	0.00		
	Vendor (IND007) totals:					-800.00	0.00		
INF001	INFOSAT COMMUNICATIONS								
PA	TP-159-009	03/26/15			TP-159-009	-55.35	0.00		
	Vendor (INF001) totals:					-55.35	0.00		
INL001	INLAND KENWORTH								
PA	TP-157-005	03/18/15			TP-157-005	-775.96	0.00		
	Vendor (INL001) totals:					-775.96	0.00		
INT001	INTERIOR ELECTRICAL AUTOMATION								
PA	TP-156-016	03/12/15			TP-156-016	-551.11	0.00		
	Vendor (INT001) totals:					-551.11	0.00		
JUB001	JUBINVILLE ENTERPRISES								
PA	28971	03/18/15			28971	-24.60	0.00		
	Vendor (JUB001) totals:					-24.60	0.00		
KAL003	KAL TIRE - BURNS LAKE								
PA	TP-157-006	03/18/15			TP-157-006	-5,999.54	0.00		
	Vendor (KAL003) totals:					-5,999.54	0.00		
KON003	KONICA MINOLTA BUSINESS								
PA	TP-157-007	03/18/15			TP-157-007	-28.00	0.00		
	Vendor (KON003) totals:					-28.00	0.00		
LAK004	LAKES DISTRICT AIRPORT SOCIETY								
PA	TP-160-012	03/27/15			TP-160-012	-6,250.00	0.00		
	Vendor (LAK004) totals:					-6,250.00	0.00		
LAK012	LAKES DISTRICT MUSEUM SOCIETY								
PA	TP-160-013	03/27/15			TP-160-013	-2,916.66	0.00		
	Vendor (LAK012) totals:					-2,916.66	0.00		
LAK014	LAKES DISTRICT PRINTING								
PA	TP-156-017	03/12/15			TP-156-017	-642.88	0.00		
PA	TP-159-010	03/26/15			TP-159-010	-33.60	0.00		
	Vendor (LAK014) totals:					-676.48	0.00		
LAU001	LANCE LAUZE								

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LAU001	LANCE LAUZE (Continued)								
PA	28979	03/20/15			28979	-300.00	0.00		
	Vendor (LAU001) totals:						<u>-300.00</u>	<u>0.00</u>	
LDF001	LD FREE CLASSIFIEDS								
PA	TP-156-018	03/12/15			TP-156-018	-990.07	0.00		
	Vendor (LDF001) totals:						<u>-990.07</u>	<u>0.00</u>	
LIB001	LIBERTY TRANSPORT LTD.								
PA	TP-159-011	03/26/15			TP-159-011	-36.80	0.00		
	Vendor (LIB001) totals:						<u>-36.80</u>	<u>0.00</u>	
LOC002	LOCAL GOVERNMENT MANAGEMENT #								
PA	28942	03/12/15			28942	-446.25	0.00		
PA	28984	03/26/15			28984	-446.25	0.00		
	Vendor (LOC002) totals:						<u>-892.50</u>	<u>0.00</u>	
LOO001	LOOMIS EXPRESS								
PA	TP-157-008	03/18/15			TP-157-008	-78.61	0.00		
	Vendor (LOO001) totals:						<u>-78.61</u>	<u>0.00</u>	
MAX001	MAXXAM ANALYTICS INC								
PA	TP-159-012	03/26/15			TP-159-012	-1,472.10	0.00		
	Vendor (MAX001) totals:						<u>-1,472.10</u>	<u>0.00</u>	
MED001	MEDICAL SER. PLAN								
PA	28943	03/12/15			28943	-3,829.50	0.00		
PA	28985	03/26/15			28985	-3,307.50	0.00		
	Vendor (MED001) totals:						<u>-7,137.00</u>	<u>0.00</u>	
MUN005	MUNICIPAL INSURANCE ASS. OF BC								
PA	28944	03/12/15			28944	-3,255.23	0.00		
	Vendor (MUN005) totals:						<u>-3,255.23</u>	<u>0.00</u>	
NAP001	NAPA AUTO PARTS - BL								
PA	28945	03/12/15			28945	-98.60	0.00		
	Vendor (NAP001) totals:						<u>-98.60</u>	<u>0.00</u>	
NEC009	NECHAKO VALLEY RODEO ASSOC.								
PA	28965	03/12/15			28965	-2,500.00	0.00		
	Vendor (NEC009) totals:						<u>-2,500.00</u>	<u>0.00</u>	
NEC012	NECHAKO HEALTHY COM. ALLIANCE								
PA	TP-157-009	03/18/15			TP-157-009	-8,340.38	0.00		
	Vendor (NEC012) totals:						<u>-8,340.38</u>	<u>0.00</u>	
NEO001	NEOPOST								
PA	TP-156-019	03/12/15			TP-156-019	-1,055.78	0.00		
	Vendor (NEO001) totals:						<u>-1,055.78</u>	<u>0.00</u>	
NEW003	NEW LEAF CAFE								
PA	TP-156-020	03/12/15			TP-156-020	-118.13	0.00		
	Vendor (NEW003) totals:						<u>-118.13</u>	<u>0.00</u>	
NOR009	NORTH CENTRAL LOCAL GOV ASSOC.								
PA	28972	03/18/15			28972	-7,220.74	0.00		
	Vendor (NOR009) totals:						<u>-7,220.74</u>	<u>0.00</u>	
NOR019	NORTHLAND AUTOMOTIVE								
PA	TP-156-021	03/12/15			TP-156-021	-79.93	0.00		
	Vendor (NOR019) totals:						<u>-79.93</u>	<u>0.00</u>	
NOR022	NORTHWEST FUELS LTD.								

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Vendor Name /	Vendor Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
<b>NOR022 NORTHWEST FUELS LTD. (Continued)</b>										
	PA	TP-156-022	03/12/15			TP-156-022	-2,341.15	0.00		
Vendor (NOR022) totals:							-2,341.15	0.00		
<b>NOR024 NORTHERN HEALTH AUTHORITY</b>										
	PA	28946	03/12/15			28946	-150.00	0.00		
Vendor (NOR024) totals:							-150.00	0.00		
<b>NOR028 ELDON NORDSTROM</b>										
	PA	28973	03/18/15			28973	-1,125.00	0.00		
Vendor (NOR028) totals:							-1,125.00	0.00		
<b>OVE002 OVERWAITEA FOODS</b>										
	PA	28947	03/12/15			28947	-175.49	0.00		
Vendor (OVE002) totals:							-175.49	0.00		
<b>PAC004 PACIFIC NORTHERN GAS LTD.</b>										
	PA	TP-156-023	03/12/15			TP-156-023	-4,470.78	0.00		
Vendor (PAC004) totals:							-4,470.78	0.00		
<b>PAC008 PACIFIC NORTHWEST REGIONAL</b>										
	PA	28966	03/12/15			28966	-4,000.00	0.00		
Vendor (PAC008) totals:							-4,000.00	0.00		
<b>PAC009 PACIFIC COASTCOM</b>										
	PA	28948	03/12/15			28948	-212.80	0.00		
Vendor (PAC009) totals:							-212.80	0.00		
<b>PEA001 THE MOOSE - VISTA RADIO LTD.</b>										
	PA	28949	03/12/15			28949	-220.50	0.00		
Vendor (PEA001) totals:							-220.50	0.00		
<b>PER003 PERRY &amp; COMPANY</b>										
	PA	28950	03/12/15			28950	-25.00	0.00		
Vendor (PER003) totals:							-25.00	0.00		
<b>PET001 EDITH PETERS</b>										
	PA	28956	03/12/15			28956	-525.00	0.00		
Vendor (PET001) totals:							-525.00	0.00		
<b>PIR002 PIRT PUMP &amp; PIPE</b>										
	PA	28986	03/26/15			28986	-68.25	0.00		
Vendor (PIR002) totals:							-68.25	0.00		
<b>PRA002 PRAGMATIC CONFERENCING</b>										
	PA	TP-159-013	03/26/15			TP-159-013	-54.39	0.00		
Vendor (PRA002) totals:							-54.39	0.00		
<b>PUR002 PUROLATOR COURIER LTD.</b>										
	PA	TP-156-024	03/12/15			TP-156-024	-31.48	0.00		
Vendor (PUR002) totals:							-31.48	0.00		
<b>RHI001 RHINO LININGS OF VANDERHOOF</b>										
	PA	28957	03/12/15			28957	-3,136.00	0.00		
Vendor (RHI001) totals:							-3,136.00	0.00		
<b>ROG001 ROGERS</b>										
	PA	TP-159-014	03/26/15			TP-159-014	-159.64	0.00		
Vendor (ROG001) totals:							-159.64	0.00		
<b>ROY004 ROYAL CANADIAN LEGION #274</b>										
	PA	28958	03/12/15			28958	-7,085.16	0.00		
Vendor (ROY004) totals:							-7,085.16	0.00		

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<b>SHA007 SHADOW LEATHERS</b>									
PA	28959	03/12/15			28959	-912.44	0.00		
Vendor (SHA007) totals:						-912.44	0.00		
<b>SMI007 SMITHERS PUBLIC LIBRARY</b>									
PA	TP-160-014	03/27/15			TP-160-014	-7,022.84	0.00		
Vendor (SMI007) totals:						-7,022.84	0.00		
<b>SMI009 SMITHERS &amp; AREA RECYCLING</b>									
PA	TP-156-025	03/12/15			TP-156-025	-4,449.53	0.00		
Vendor (SMI009) totals:						-4,449.53	0.00		
<b>SMI021 SMITHERS WELL DRILLING</b>									
PA	28974	03/18/15			28974	-223.13	0.00		
Vendor (SMI021) totals:						-223.13	0.00		
<b>SOU002 SOUTHSIDE ECONOMIC DEVELOPMEN</b>									
PA	TP-160-015	03/27/15			TP-160-015	-3,225.03	0.00		
Vendor (SOU002) totals:						-3,225.03	0.00		
<b>SOU003 SOUTHSIDE VOLUNTEER FIRE DEPT.</b>									
PA	TP-160-016	03/27/15			TP-160-016	-1,966.03	0.00		
Vendor (SOU003) totals:						-1,966.03	0.00		
<b>SPE002 SPEE-DEE PRINTERS &amp; STATIONERS</b>									
PA	TP-156-026	03/12/15			TP-156-026	-66.92	0.00		
Vendor (SPE002) totals:						-66.92	0.00		
<b>SPO001 SPOTLESS UNIFORM LTD.</b>									
PA	TP-156-027	03/12/15			TP-156-027	-80.94	0.00		
Vendor (SPO001) totals:						-80.94	0.00		
<b>STA008 STARLAND SUPPLY LTD</b>									
PA	TP-156-028	03/12/15			TP-156-028	-13.31	0.00		
Vendor (STA008) totals:						-13.31	0.00		
<b>STE012 STEWART MCDANNOLD STUART</b>									
PA	28975	03/18/15			28975	-4,011.63	0.00		
PA	28987	03/26/15			28987	-742.56	0.00		
Vendor (STE012) totals:						-4,754.19	0.00		
<b>STU003 STUART LAKE OUTREACH GROUP SOC</b>									
PA	28967	03/12/15			28967	-2,000.00	0.00		
Vendor (STU003) totals:						-2,000.00	0.00		
<b>STU011 STUART RIVER HOLDINGS LTD.</b>									
PA	28976	03/18/15			28976	-78.75	0.00		
Vendor (STU011) totals:						-78.75	0.00		
<b>SUD001 SUDS N' DUDS</b>									
PA	TP-156-029	03/12/15			TP-156-029	-157.23	0.00		
Vendor (SUD001) totals:						-157.23	0.00		
<b>SWE001 SWEEPING BEAUTIES JANITORIAL</b>									
PA	TP-160-017	03/27/15			TP-160-017	-1,996.67	0.00		
Vendor (SWE001) totals:						-1,996.67	0.00		
<b>TAK001 TAKYSIE LAKE ENTERPRISES</b>									
PA	TP-159-015	03/26/15			TP-159-015	-168.00	0.00		
Vendor (TAK001) totals:						-168.00	0.00		
<b>TAY002 TAYLOR BROS HARDWARE</b>									
PA	TP-156-030	03/12/15			TP-156-030	-19.03	0.00		

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TAY002 TAYLOR BROS HARDWARE (Continued)										
Vendor (TAY002) totals:							-19.03	0.00		
TEL002 TELUS COMMUNICATIONS COMPANY										
PA	28934	03/06/15				28934	-3,140.65	0.00		
Vendor (TEL002) totals:							-3,140.65	0.00		
TEL007 TELUS MOBILITY										
PA	TP-157-010	03/18/15				TP-157-010	-976.42	0.00		
Vendor (TEL007) totals:							-976.42	0.00		
TIR002 TIRETECH										
PA	TP-156-031	03/12/15				TP-156-031	-332.94	0.00		
Vendor (TIR002) totals:							-332.94	0.00		
TOP005 TOPLEY FIRE PROTECTION SOC.										
PA	TP-160-018	03/27/15				TP-160-018	-1,446.87	0.00		
Vendor (TOP005) totals:							-1,446.87	0.00		
TOW003 TOWER COMMUNICATIONS										
PA	TP-159-016	03/26/15				TP-159-016	-3,025.91	0.00		
Vendor (TOW003) totals:							-3,025.91	0.00		
TWE006 TWEEDSMUIR ENTERPRISES LTD										
PA	TP-160-019	03/27/15				TP-160-019	-150.00	0.00		
Vendor (TWE006) totals:							-150.00	0.00		
TWI001 TWISTERS CAR WASH										
PA	TP-156-032	03/12/15				TP-156-032	-154.14	0.00		
Vendor (TWI001) totals:							-154.14	0.00		
USB001 US BANK CANADA										
PA	TP-158-001	03/19/15				TP-158-001	-5,667.63	0.00		
Vendor (USB001) totals:							-5,667.63	0.00		
VAN005 VANDERHOOF & DISTRICTS CO-OP										
PA	TP-157-011	03/18/15				TP-157-011	-8,472.41	0.00		
Vendor (VAN005) totals:							-8,472.41	0.00		
WAS001 WASTE MANAGEMENT OF CANADA CO										
PA	TP-156-033	03/12/15				TP-156-033	-3,406.18	0.00		
Vendor (WAS001) totals:							-3,406.18	0.00		
WIE005 Roger Wiebe										
PA	TP-156-034	03/12/15				TP-156-034	-369.97	0.00		
Vendor (WIE005) totals:							-369.97	0.00		
WIL004 WILLIAMS MACHINERY										
PA	TP-156-035	03/12/15				TP-156-035	-2,747.26	0.00		
Vendor (WIL004) totals:							-2,747.26	0.00		
WOL002 VALLEY COUNTRY										
PA	28960	03/12/15				28960	-201.60	0.00		
Vendor (WOL002) totals:							-201.60	0.00		
XER001 XEROX CANADA LTD.										
PA	TP-157-012	03/18/15				TP-157-012	-2,266.44	0.00		
Vendor (XER001) totals:							-2,266.44	0.00		
ZEE001 ZEE MEDICAL INC.										
PA	TP-156-036	03/12/15				TP-156-036	-92.66	0.00		
PA	TP-157-013	03/18/15				TP-157-013	-108.51	0.00		
Vendor (ZEE001) totals:							-201.17	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)
Control account (1) totals:						-442,980.23	0.00		
COM001	COMMISSIONER OF MUN. SUPERAN.								
MC	16780001	03/06/15				-4,427.45	0.00		
Vendor (COM001) totals:						-4,427.45	0.00		
REC002	RECEIVER GENERAL								
PA	28935	03/10/15			28935	-32,611.71	0.00		
PA	28990	03/27/15			28990	-32,458.03	0.00		
Vendor (REC002) totals:						-65,069.74	0.00		
Control account (2) totals:						-69,497.19	0.00		
Report Total						-512,477.42	0.00		

124 vendor(s) printed.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 1728**

---

**A bylaw to amend cost recovery provisions for the Chinook Community Forest Economic Development Service**

---

**WHEREAS:**

- A. The Regional District of Bulkley-Nechako has established by Bylaw No. 1714 a service for the purpose of economic development, including making contribution towards the cost of creating a community forest corporation or community forest limited partnership or both cited as "Chinook Community Forest Economic Development Service Establishing Bylaw No. 1714, 2014";
- B. The Regional District may amend a Local Service Establishment Bylaw under Section 802 of the *Local Government Act*;
- C. The Regional District wishes to amend the cost recovery provisions to provide clarification that properties will be taxed on improvements only;
- D. The approval of the Inspector of Municipalities has been obtained under Section 801 of the *Local Government Act*;
- E. Participating area approval in each of the Electoral Area participating areas has been obtained under Section 801.5 of the *Local Government Act* by consent on behalf of the participating electoral area electors; and
- F. Participating area approval in the Village of Burns Lake participating area has been obtained under Section 801.4 of the *Local Government Act* by consent on behalf of the participating municipal area electors.

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

1. Section 5 (a) of Bylaw No. 1714 is hereby repealed and the following substituted therefore:
  5.
    - (a) property value taxes imposed on the net taxable value of improvements only in the Service Area, in accordance with Division 4.3 of Part 24 of the *Local Government Act*;



- 1) This bylaw may be cited as "Chinook Community Forest Economic Development Service Establishing Amendment Bylaw No. 1728, 2015."

READ A FIRST TIME this 26 day of February, 2015

READ A SECOND TIME this 26 day of February, 2015

READ A THIRD TIME this 26 day of February, 2015

I hereby certify that the foregoing is a true copy of Bylaw No. 1728.

Gail Chapman  
 Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES THIS \_\_\_\_\_ day \_\_\_\_\_ of 2015.

APPROVAL OF THE ELECTORS IN ELECTORAL AREAS B AND E SERVICE AREA IN ACCORDANCE WITH SECTION 801.5 OF THE LOCAL GOVERNMENT ACT BY CONSENT ON BEHALF OF THE PARTICIPATING MUNICIPAL AREA ELECTORS OBTAINED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.

APPROVAL OF THE ELECTORS IN THE VILLAGE OF BURNS LAKE SERVICE AREA IN ACCORDANCE WITH SECTION 801.4 OF THE LOCAL GOVERNMENT ACT BY CONSENT ON BEHALF OF THE PARTICIPATING MUNICIPAL AREA ELECTORS OBTAINED THIS \_\_\_\_\_ DAY OF \_\_\_\_\_, 2015.

ADOPTED THIS \_\_\_\_\_ day of 20\_\_\_\_.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## BYLAW NO. 1736

**A Bylaw to remove the Village of Burns Lake from the Chinook Community Forest Economic Development Service and amend the cost recovery provisions**

---

**WHEREAS:**

- A. The Regional District of Bulkley-Nechako has established by Bylaw No. 1714 a service for the purpose of economic development, including making contribution towards the cost of creating a community forest corporation or community forest limited partnership or both cited as "Chinook Community Forest Economic Development Service Establishing Bylaw No. 1714, 2014";
- B. The Regional District may amend a Local Service Establishment Bylaw under Section 802 of the *Local Government Act*;
- C. The Village of Burns Lake has requested that it be removed from the Chinook Community Forest Economic Development Service;
- D. The Regional District wishes to amend the cost recovery provisions to provide clarification that properties will be taxed on improvements only;

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

1. Sections 3 and 4 of "Chinook Community Forest Economic Development Service Establishing Bylaw No. 1714, 2014" are hereby repealed and the following substituted therefore:

3. **Boundaries**

The boundaries of the Service area are coterminous with the boundaries of Electoral Areas B (Burns Lake Rural) and E (Francois/Ootsa Lake Rural) of the Regional District of Bulkley-Nechako (the "**Service Area**").

4. **Participating Areas**

The "Participating Areas" are Electoral Area B (Burns Lake Rural) and Electoral Area E (Francois/Ootsa Lake Rural).

2. Section 5 (a) of Bylaw No. 1714 is hereby repealed and the following substituted therefore:

5. (a) property value taxes imposed on the net taxable value of improvements only in the Service Area, in accordance with Division 4.3 of Part 24 of the *Local Government Act*;

3. This bylaw may be cited as "Chinook Community Forest Economic Development Service Establishing Amendment Bylaw No. 1736, 2015."

READ A FIRST TIME this      day of                      , 2015.

READ A SECOND TIME this      day of                      , 2015.

READ A THIRD TIME this      day of                      , 2015.

I hereby certify that the foregoing is a true copy of Bylaw No. 1736.

\_\_\_\_\_  
Corporate Administrator

CONSENT OF THE VILLAGE OF BURNS LAKE RECEIVED this      day of                      , 2015.

CONSENT OF ELECTORAL AREA "B" DIRECTOR RECEIVED this      day of                      , 2015.

CONSENT OF ELECTORAL AREA "E" DIRECTOR RECEIVED this      day of                      , 2015.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this      day of                      , 2015.

ADOPTED this      day of                      , 2015.

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****BYLAW NO. 1733**

A bylaw to establish a Reserve Fund for the  
Electoral Area "E" (Francois/Ootsa Lake Rural)  
Economic Development Service

---

**WHEREAS** pursuant to the provisions of Section 814 of the *Local Government Act* and Section 188 of the *Community Charter*, the Board of the Regional District of Bulkley-Nechako may by bylaw establish a reserve fund;

**AND WHEREAS** the Board of the Regional District of Bulkley-Nechako has determined that a reserve fund be established for the Electoral Area "E" Economic Development Service;

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

1. There shall be and is hereby established a Reserve Fund, under the provisions of Section 814 of the *Local Government Act* and Section 188 of the *Community Charter*, to be known as the "Electoral Area "E" Economic Development Reserve Fund."
2. Money from the annual budget, general revenue fund surplus from the Economic Development Service or as otherwise provided in the *Local Government Act* and the *Community Charter* may from time to time be paid into the Reserve Fund.
3. Money in the Reserve Fund shall only be used for Electoral Area "E" Economic Development operations, capital expenditures, or facility repairs.
4. This bylaw may be cited for all purposes as "Electoral Area "E" Economic Development Reserve Establishment Bylaw No. 1733, 2015."

Page 2 of Bylaw No. 1733

READ A FIRST TIME this      day of                      , 2015

READ A SECOND TIME this      day of                      , 2015

READ A THIRD TIME this      day of                      , 2015

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1733.

\_\_\_\_\_  
Corporate Administrator

ADOPTED this      day of                      , 2015

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 1739**

**A bylaw to amend "Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw No. 1575, 2011"**

**WHEREAS** the Regional District of Bulkley-Nechako has enacted "Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw No. 1575, 2011";

**AND WHEREAS** the Regional Board of the Regional District of Bulkley-Nechako wishes to amend the user fees;

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

1. Schedule "A" of "Regional District of Bulkley-Nechako Fort Fraser Water Service Regulatory Bylaw No. 1731, 2015" is hereby repealed and replaced with Schedule "A" attached to this bylaw.
2. This bylaw may be cited for all purposes as "Regional District of Bulkley-Nechako Water Service Regulatory Amendment Bylaw No. 1739, 2015."

READ A FIRST TIME this      day of                      , 2015

READ A SECOND TIME this      day of                      , 2015

READ A THIRD TIME this      day of                      , 2015

ADOPTED this      day of                      , 2015

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

Certified a true and correct copy of Bylaw No. 1731 as adopted.

\_\_\_\_\_  
Corporate Administrator

**SCHEDULE "A" – WATER USER AND CONNECTION FEES**  
**Fort Fraser Water System**

**A. USER FEES**

<u>Category of Consumer</u>	<u>Annual User Fee Beginning January 1, 2015</u>
1. Residential Dwelling	\$ 252.14
2. Café or Restaurant	\$ 422.28
3. Laundromat (per washer)	\$ 105.26
4. Motel or Hotel (per unit)	\$ 105.26
5. School (per Classroom)	\$ 336.60
6. Service Station	\$ 422.28
7. Churches & Community Halls	\$ 167.69
8. Commercial Users	\$ 422.28
9. Truck Shop, Car or Truck Wash	\$ 844.56

**B. CONNECTION/DISCONNECTION FEES**

<u>CATEGORY</u>	<u>CHARGE</u>
New Connection	Actual Cost plus \$100.00 connection Fee
Permanent Disconnection Fee	Actual Cost

Turn-On / Turn-Off

Requests associated with repair:

- |                                                       |          |
|-------------------------------------------------------|----------|
| 1) Emergency – outside normal operators work schedule | \$ 15.00 |
| 2) Requests – scheduled with operators work schedule  | \$ 5.00  |
| 3) Other requests not associated with repair works    | \$ 25.00 |

Repair works may include; repair or replace defective pipes, fittings, valves, tanks or appliances.

The costs shall be estimated and paid to the Regional District by the applicant before the work is initiated, provided however, should such estimate cost be insufficient to cover the cost, the deficiency shall be charged against the persons for whom such installation was made, and provided further that any excess payment shall be returned to the persons for the installation.