



1

REGIONAL DISTRICT
OF BULKLEY & NECHAKO

AGENDA

MEETING NO. 13

NOVEMBER 19, 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"***

STRATEGIC PRIORITIES 2015-2019

Now

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

Next

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

Board Advocacy

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

AGENDA

Thursday, November 19, 2015



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – November 19, 2015</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	(All grey highlighted items may be received as a block)	
12-38	Board Meeting Minutes – October 22, 2015	Adopt
39-49	Committee of the Whole Meeting Minutes - November 5, 2015 (Unapproved)	Receive
50-57	Committee of the Whole Meeting Minutes - October 8, 2015	Receive
58-62	Forestry Committee Meeting Minutes - November 5, 2015 (Unapproved)	Receive
63-66	Forestry Committee Meeting Minutes - October 8, 2015	Receive
67-70	Rural Directors Committee Meeting Minutes - November 5, 2015 (Unapproved)	Receive
71-72	Rural Directors Committee Meeting Minutes - October 22, 2015	Receive
	<u>BUSINESS ARISING OUT OF THE MINUTES</u>	
	<u>ADMINISTRATION REPORTS</u>	
	(All grey highlighted items may be received as a block)	
73-75	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - November 5, 2015	Recommendation (Page 75)

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
76-81	Cheryl Anderson, Manager of Administrative - Fort St. James Seniors Helping Seniors Transportation Service Establishment - Alternative Approval Process	Recommendation (Page 78)
82-87	Cheryl Anderson, Manager of Administrative Services – Southside Seniors Housing Society - Request for Grant in Aid – Electoral Area “E” (Francois/Ootsa Lake Rural)	Recommendation (Page 82)
88-91	Cheryl Anderson, Manager of Administrative Services – Vanderhoof Children’s Theatre - Request for Grant in Aid – Electoral Area “F” (Vanderhoof Rural)	Recommendation (Page 88)
92-97	Deborah Jones-Middleton, Protective Services Manager – Round Lake Rural Fire Protection Area Service Agreement with the Village of Telkwa	Recommendation (Page 92)
98-108	Deborah Jones-Middleton, Protective Services Manager – Southside Volunteer Fire Department Society Revised Agreement	Recommendation (Page 98)
109-119	Deborah Jones-Middleton, Protective Services Manager – Fort Fraser Volunteer Fire Department Society Revised Agreement	Recommendation (Page 109)
120	Corrine Swenson, Manager of Regional Economic Development – Baker Airport Runway Rehabilitation Project – Northern Development Application – North West RAC	Recommendation (Page 120)
121	Corrine Swenson, Manager of Regional Economic Development – Rose Lake Community Club - Northern Development Application - North West RAC	Recommendation (Page 121)
122	Corrine Swenson, Manager of Regional Economic Development – Decker Lake Recreation Commission – Northern Development Application - North West RAC	Recommendation (Page 122)
123	Corrine Swenson, Manager of Regional Economic Development – Glenwood Hall Revitalization Project – Northern Development Application - North West RAC	Recommendation (Page 123)

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
124	Corrine Swenson, Manager of Regional Economic Development – Grassy Plains Community Hall Association – Northern Development Application - North West RAC	Recommendation (Page 124)
125-130	Corrine Swenson, Manager of Regional Economic Development – Lakes Economic Development Service – Village of Burns Lake Application for the Wet'suwet'en First Nation China Trade Mission	Recommendation (Page 125)
131-142	Hans Berndorff, Financial Administrator - Financial Plan Guidelines	Recommendation (Page 131)
143	Hans Berndorff, Financial Administrator - Chinook Community Forest Start-up Costs	Recommendation (Page 143)
145-188	Hans Berndorff, Financial Administrator - Chinook Comfor Limited Articles of Incorporation	Recommendation (Page 145)
189	Cheryl Anderson, Manager of Administrative Services – Regional Board Appointment – 2015 Executive Committee	Ratify
190-193	Hans Berndorff, Financial Administrator - Burns Lake Airport Resurfacing	Receive
194-198	Hans Berndorff, Financial Administrator - Quarterly Financial Report – September 30, 2015	Receive
199-220	Corrine Swenson, Manager of Regional Economic Development – Regional Tourism Working Group Meeting Summary	Receive
221-222	Deborah Jones-Middleton, Protective Services Manager – Monthly 9-1-1 Call Report - September 2015	Receive
223-224	Deborah Jones-Middleton, Protective Services Manager – Monthly 9-1-1 Call Report - October 2015	Receive

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
225	Cheryl Anderson, Chief Election Officer - Official Voting Results – Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015 and Topley Rural Fire Protection Loan Authorization Bylaw No. 1744, 2015	Receive
226	Cheryl Anderson, Chief Election Officer - Official Voting Results – Topley Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015	Receive
227	Cheryl Anderson, Manager of Administrative Services – Draft Guiding Principles	Discussion
	<u>DEVELOPMENT SERVICES</u> (All Directors)	
	<u>Referrals</u>	
228-274	Municipal (Smithers) Rezoning & OCP Amendment Bylaws No. 1782 and 1783 West Fraser Mills Ltd Electoral Area 'A'	Recommendation (Page 229)
	<u>ALR Application</u>	
275-289	Application No. 1185 7561466 Canada Inc (HBH) Subdivision within the ALR Electoral Area "A"	Recommendation (Page 280)
	<u>Memo</u>	
290-313	<u>Memo</u> – Jason Llewellyn, Director of Planning RE: Pacific Trails Pipeline Environmental Assessment Certificate Amendment	Recommendation (Page 291)

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<u>PAGE NO.</u>	<u>ELECTORAL AREA PLANNING</u> <i>(All Directors)</i> <u>Bylaws for First and Second Reading</u>	<u>ACTION</u>
314-322	Rezoning File No. A-03-15 Bylaw 1755 Richard and Allita Barendregt Electoral Area "A"	Recommendation (Page 320)
323-330	Rezoning File No. G-02-15 Bylaw 1756 Topley Fire Department Electoral Area "G"	Recommendation (Page 328)
	<u>Bylaw for Adoption</u>	
331-343	Rezoning File No. E-01-14 Bylaw 1730 Housing Agreement Bylaw No.1753 Southside Seniors Housing Society, Inc. No. S-51984 (Hoosing) Electoral Area "E"	Recommendation (Page 333)
	<u>Memo</u>	
344-373	<u>Memo</u> – Jason Llewellyn, Director of Planning Amendment of Covenant Document CA1963381 Electoral Area "A"	Recommendation (Page 346)
	<u>BYLAW ENFORCEMENT</u> <i>(All Directors)</i>	
374-379	Enforcement File 2012-G-01 & 2015-G-01 15944 & 15806 Balsam Road Electoral Area "G"	Receive
	<u>OTHER</u> <i>(All Directors)</i>	
	<u>Planning Department Enquiries Report</u>	
380	For October 2015	Receive
	<u>Action List</u>	
381-382	Action List – October 2015	Receive

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<u>PAGE NO.</u>	<u>APC Minutes</u>	<u>ACTION</u>
383	Minutes: Advisory Planning Commission Area "G" RE: November 2, 2015	Receive
384	<u>Building Inspector's Report</u> For October 2015	Receive
<u>Correspondence</u>		
385-386	Coastal GasLink Pipelines Project RE: Project Activity Update #34 October – November 2015	Receive
387-401	TransCanada Pipelines Ltd RE: Coastal GasLink Pipeline Project Socio-Economic Effects Management Plan October 21, 2015	Receive
402-403	TransCanada Corporation RE: Prince Rupert Gas Transmission Project Mt. Milligan Route Alternative and Witter Lake Compressor Station Amendment November 3, 2015	Receive
<u>VERBAL REPORTS</u>		
<u>RECEIPT OF VERBAL REPORTS</u>		
<u>ADMINISTRATION CORRESPONDENCE</u>		
<u>(All grey highlighted items may be received as a block)</u>		
404-405	Fire Prevention Officers Association of B.C. Conference Magazine – Request for Support	Direction
406	Town of Smithers – Appointment to the Regional District of Bulkley Nechako Board of Directors	Receive
407	Town of Smithers – Re-use Shed at the Smithers/ Telkwa Waste Transfer Station	Receive
408	Ministry of Environment – Follow Up on Meeting at 2015 UBCM Convention	Receive
409-410	Office of the Chief Information Officer, Network BC – Meeting with Network BC at UBCM	Receive

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<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE (CONT'D)</u>	<u>ACTION</u>
411-412	Fraser Lake Festival of the Arts Committee - Thank You for Support	Receive
413-414	Lakes District Art Council – Thank you for Support	Receive
415-416	Canadian Postmasters and Assistants Association – Manson Creek Post Office	Receive
417	Auditor General for Local Government - B.C.'s New Auditor General	Receive
418-428	The Kordyban Lodge: A Report on Your Gift	Receive
429-430	Clean Energy Canada – Canada Can Lead on Climate and Clean Energy with New Liberal Government	Receive
431-434	Coastal GasLink Connector – October 2015	Receive
435-437	Prince Rupert Gas Transmission – News Release - PRGT Receives BC Oil and Gas Commission Permits	Receive
438-439	The College of Family Physicians of Canada - Canada's 'Top Docs' Recognized for Outstanding Contributions to Patients, Communities and Advancing Family Medicine	Receive
440-442	Federation of Canadian Municipalities - Federal Election	Receive
443-444	Nechako-Kitimaat Development Fund Society - NKDF Approves Funding for Two New Projects	Receive
445-449	Resource Works – Justin Trudeau's Agenda for Natural Resources	Receive

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PAGE NO. ADMINISTRATION CORRESPONDENCE (CONT'D) ACTION

450-453 **Union of B.C. Municipalities** **Receive**

- Funding & Resources Update
- Register for RBC Sports Day
- 2015 Federal Election Results

INVITATIONS

454-462 **Roundup 2016 – January 25-28, 2016** **Discussion**
- Vancouver, B.C.

463 **LGLA Leadership Forum: Feb. 3-5, 2016** **Receive**
- Richmond, B.C.

464 **Electoral Area Directors Forum – February 2-3,** **Receive**
2016 – Richmond, B.C.

465 **Spill Response Forum – November 20, 2015** **Receive**
- Vancouver, B.C.

466 **Freedom of Information Webinar – November 25,** **Receive**
2015

467-468 **12th Annual Dr. Bob Ewert Memorial Lecture** **Receive**
and Dinner – April 2, 2015 – Prince George, B.C.

FINANCIAL

469-477 **Operating Accounts Paid – October, 2015** **Ratify**

BYLAWS

Bylaws for First, Second, and Third Reading

478-479 **No. 1751 – Lakes District Airport Contribution** **1st, 2nd & 3rd**
Local Service Establishment Amendment **Reading**
(All/Directors/Majority)

480-481 **No. 1752 – Lakes District Airport Loan** **1st, 2nd & 3rd**
Authorization **Reading**
(All/Weighted/Majority)

482-484 **No. 1754 – Smithers Rural Fire Protection** **1st, 2nd & 3rd**
Service Area Amendment **Reading**
(All/Directors/Majority)

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<u>PAGE NO.</u>	<u>BYLAWS (CONT'D)</u>	<u>ACTION</u>
	<u>Bylaws for Adoption</u>	
485-487	No. 1743 – Topley Rural Fire Protection Service Establishment (All/Directors/Majority)	Adopt
488-490	No. 1744 – Topley Rural Fire Protection Loan Authorization (All/Weighted/Majority)	Adopt
491-494	No. 1745 – Topley Rural Road Rescue and Medical First Responders Service Establishment (All/Directors/Majority)	Adopt
	No. 1749 – Vanderhoof Rural Fire Protection Service Area Boundary Amendment (All/Directors/Majority)	Adopt

READING FILE **RECEIVE ALL**

- Contents listed under Separate Cover

SUPPLEMENTARY AGENDA

NEW BUSINESS

SPECIAL IN-CAMERA MEETING

In accordance with Section 90 (1)(g) of the *Community Charter*, it is the opinion of the Board of the Regional District of Bulkley-Nechako that matters pertaining to litigation or potential litigation or information received relating to the matter 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. 12****Thursday, October 22, 2015**

PRESENT:

Chair	Bill Miller
Directors	Taylor Bachrach Eileen Benedict Shane Brienen Mark Fisher Dwayne Lindstrom Thomas Liversidge Rob MacDougall Rob Newell Mark Parker Jerry Petersen Darcy Repen Luke Strimbold – left at 2:32 p.m. Gerry Thiessen
Director Absent	Tom Greenaway, Electoral Area “C” (Fort St. James Rural)
Alternate Director	Bob Hughes, Electoral Area “C” (Fort St. James Rural)
Staff	Gail Chapman, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services – left at 2:15 p.m. Hans Berndorff, Financial Administrator Janine Dougall, Director of Environmental Services – arrived at 3:21 p.m. Deborah Jones-Middleton, Protective Services Manager – arrived at 11:11 a.m., left at 1:54 p.m. Jason Llewellyn, Director of Planning – arrived 11:07 a.m. Corrine Swenson, Manager of Regional Economic Development. – left at 11:53 a.m. Wendy Wainwright, Executive Assistant
Others	Tom Clement, CAO, District of Vanderhoof Anne Guarasci, FASD Training Lead, College of New Caledonia-Lakes District Campus – left at 11:33 a.m. Dwayne Herrick, Cluculz Lake – left at 11:05 a.m. Reta Herrick, Cluculz Lake – left at 11:05 a.m. Randy Holubosh, Cluculz Lake – left at 11:05 a.m. Chad Stewart, Intern, District of Vanderhoof Percy Wright, Cluculz Lake – left at 11:05 a.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:50 a.m.

**AGENDA &
 SUPPLEMENTARY AGENDA**

Moved by Director Bachrach
 Seconded by Director Newell

2015-12-1

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of October 22, 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
 – September 17, 2015

Moved by Director Petersen
 Seconded by Director Thiessen

2015-12-2

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of September 17, 2015 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee
 Meeting Minutes

Moved by Director Fisher
 Seconded by Director Benedict

2015-12-3

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

- Committee of the Whole Meeting Minutes
 -September 3, 2015;
- Forestry Committee Meeting Minutes
 -October 8, 2015 (Unapproved);
- Forestry Committee Meeting Minutes
 - August 20, 2015;
- Rural Directors Committee Meeting Minutes
 -October 8, 2015 (Unapproved);
- Rural Directors Committee Meeting Minutes
 -September 3, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

**RETA HERRICK & RANDY HOLUBOSH – Re: Mail Ballot Voting in Electoral Area "F"
 (Vanderhoof Rural)**

Chair Miller welcomed Reta Herrick & Randy Holubosh, residents of Cluculz Lake.

Mrs. Herrick thanked the Regional Board for the opportunity to present the petition of 438 signatures.

The residents and property owners at Bobtail and Cluculz Lakes are respectfully requesting that the Board of Directors of the Regional District of Bulkley-Nechako amend Section 2.1 of Bylaw 1617, 2011 to include referenda, general local elections and by-elections for Bobtail and Cluculz Lakes.

The voting stations are at Cluculz Lake and Vanderhoof. The remote distance to travel in the fall when roads are often hazardous, makes it difficult if not impossible for voters to exercise their democratic right to vote. Being a recreational area, many property owners live in and around the Prince George Area. Several non-resident property owners live as far away as Vancouver Island, Prince Rupert and Fort St. John; others are snowbirds or workers in remote camps. Mail-in ballots would give them all a voice.

DELEGATION (CONT'D)

RETA HERRICK & RANDY HOLUBOSH – Re: Mail Ballot Voting in Electoral Area “F” (Vanderhoof Rural)

Statistics for previous ballot counts at the Cluculz Lake voting station with no mail-in voting:

- November 2010 Cluculz Lake Volunteer Fire Department referendum vote, 208 votes were cast;
- November, 2014 election of Directors for RDBN 168 votes were cast.
- February, 2013 Pool Referendum vote:
 - o Mail-in was permitted for Cluculz Lake, not Bobtail Lake;
 - Total of 296 votes cast locally:
 - 150 votes cast at the Cluculz Lake voting station;
 - 145 mail-in votes. (one rejected)

These statistics show mail-in ballots certainly do encourage voter participation.

A survey of other Regional Districts in British Columbia showed that most districts have a bylaw to allow mail-in voting for all elections. This includes the District of Fraser-Fort George. Their area includes Cluculz Lake neighbours to the east of Bednesti, Dahl and Norman Lakes.

Please help to encourage voter turnout by amending this bylaw to permit all residents and non-resident property owners the opportunity to vote.

Mrs. Herrick thanked the Regional Board for the opportunity to present the petition.

Mr. Holubosh thanked the Regional Board for the opportunity to speak in regard to the need to correct the injustice to a group of overlooked people. Seasonal and fulltime taxpayers are not able to vote in RD elections along with disabled and seniors that have had to move to larger communities as their health no longer allows them to live at the lake. They lose the ability to vote without mail in ballots. Mr. Holubosh mentioned that he felt the democratic rights of individuals is violated without the ability to have mail in ballots and this is not the way to be treated as an aging population.

Seasonal property owners that live in Prince George and other communities also have challenges voting during an election as they also need to vote in the area in which they live and in order to leave after work, travel to the Cluculz Lake polling station is difficult as road conditions can be a factor. Mr. Holubosh noted that there is no control in regard to the road conditions but the ability to vote can be resolved with a mail in ballot system to improve the democratic process.

Mr. Holubosh commented that this is Canada and the Regional Board has the ability to change this process.

There are 438 signatures on the petition from property owners of Cluculz Lake and Bobtail Lake and not just random people. These vested interest taxpayers which exceeds the total people that voted in the Electoral Area “F” (Vanderhoof Rural) election of 401 votes could be voters if they had the mail in ballot option. Mr. Holubosh mentioned that he had calculated that 146 eligible voters had the opportunity to vote taken away because mail in ballots were not allowed.

He spoke to the need for higher voter turnout for votes and elections. The voice of more residents needs to be heard to ensure fairness and a unified movement.

Director Repen mentioned that residents that live in the region and work in a camp setting quite often, due to the timeframe for advance voting and general election day, do not have the opportunity to vote. He indicated his awareness of an additional cost but encouraged the Regional Board to consider mail in voting throughout the region.

DELEGATION (CONT'D)

**RETA HERRICK & RANDY HOLUBOSH – Re: Mail Ballot Voting in Electoral Area “F”
 (Vanderhoof Rural)**

Moved by Director Strimbold
 Seconded by Director Bachrach

2015-12-4

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to draft a cost analysis report in regard to mail ballot voting in the Regional District of Bulkley-Nechako and; further, that the report be brought forward at a future RDBN Board Meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Staff will provide e-mail notification to Ms. Herrick when the report is brought forward for consideration.

Chair Miller thanked Ms. Herrick and Mr. Holubosh for attending the meeting.

SUPPLEMENTARY AGENDA

DELEGATION

**ANNE GUARASCI, FASD Training Lead, College Of New Caledonia- Lakes District Campus
 RE: Transition**

Chair Miller welcomed Anne Guarasci, FASD Training Lead, College of New Caledonia-Lakes District Campus.

Ms. Guarasci provided a PowerPoint Presentation.

Hub Model of Service Delivery

- ▶ Family Programs and Services in the Lakes District;
- ▶ Intervention, Prevention, Support Early Child Development.

Lakes District Family Enhancement Society

- ▶ **Board of Directors:**
 - ▶ Cathy Ashurst, President;
 - ▶ Lynn Synotte, Vice President;
 - ▶ Monty Palmantier, Director;
 - ▶ Bernice Magee, Director;
 - ▶ Betty Mathews, Secretary/Treasurer.
- ▶ **History**
 - ▶ Incorporated as a society 23 years ago, in December 1992;
 - ▶ Strong partnerships with Aboriginal and non-Aboriginal organizations;
 - ▶ Philosophy of ensuring programs are participant-driven and responsive to community needs.
- ▶ **LDFES Request**
 - ▶ Asking for a letter of support to:
 - ▶ Maintain the 'hub' model of services that took 25 years to develop;
 - ▶ Recognize importance of having a local community service provider (such as LDFES) offer these services, so that best practices are maintained;
 - ▶ Encourage funders to explore options for transition that are least disruptive to the families and professionals working with them (e.g. direct award).

DELEGATION (CONT'D)

ANNE GUARASCI, FASD Training Lead, College Of New Caledonia- Lakes District Campus **RE: Transition**

Family Programs/Services

MCFD Funded Programs

- ▶ Building Blocks: Healthier Babies Brighter Futures – Community FASD Prevention;
- ▶ Family Centred Program – Child Protection Prevention/Intervention;
- ▶ Early Intervention Therapy Services (Physical/Occupational Therapy);
- ▶ CDBC – Support for Diagnostic Services.

Northern Health

- ▶ Speech Therapy;
- ▶ CDBC – Diagnostic Services.

Public Health Agency of Canada

- ▶ Canada Prenatal Nutrition Program (Enhancement Funds);
- ▶ Community Action Plan for Children – Kids' Edge.

Community Action Initiative

- ▶ Group sessions: Fathers/Male partners;
Maternal Figures (Grandmothers/Aunts).

Integrated Approach to Prevent

- ▶ Child maltreatment;
- ▶ Child protection involvement;
- ▶ Alcohol/substance misuse and addiction;
- ▶ FASD;
- ▶ Low birth weight;
- ▶ Teen and unplanned pregnancies;
- ▶ Homelessness;
- ▶ Malnutrition;
- ▶ Involvement with justice system (family/criminal).

Support/Intervention Provides Access To:

- ▶ Social Services;
- ▶ Early Intervention Therapy Services;
- ▶ Medical Services;
- ▶ Safe/Stable Housing;
- ▶ Education;
- ▶ Financial Support;
- ▶ Food/Nutritional Supplements;
- ▶ Diagnosis;
- ▶ Employment Services;
- ▶ Parenting and Personal Growth Group Sessions;
- ▶ Support for Early Child Development;
- ▶ Support for Daily Living.

Client Profile

- ▶ Childhood trauma (physical/sexual abuse and neglect);
- ▶ Substance misuse (dependency/addiction);
- ▶ FASD behaviours/characteristics;
- ▶ Low education;
- ▶ Unemployed;
- ▶ Poverty;
- ▶ Unstable housing;
- ▶ Living with domestic violence;
- ▶ Food insecurity.

DELEGATION (CONT'D)

ANNE GUARASCI, FASD Training Lead, College Of New Caledonia- Lakes District Campus
RE: Transition

History of Family Programs/Services

- ▶ **FCP & Daycare**
 - 1988-2015;
 - MCFD;
 - PHAC;
 - Fees.
- ▶ **EIS**
 - 1991-2015;
 - MCFD;
 - NH.
- ▶ **Kid's Edge**
 - 1995-2015;
 - PHAC.
- ▶ **HBBF**
 - 1997-2015;
 - MCFD.
- ▶ **CDBC**
 - 2006-2015;
 - MCFD;
 - NH - (Intakes).

The "Hub" Model

"I have become convinced of the need for community hubs for programs, services and education regarding early childhood development that will break down the barriers of access that parents, children and families normally experience. Thus, I was delighted to discover that Burns Lake had one of the most sophisticated and highly implemented hub models in the province. The access point of the hub is the College."

*Clyde Hertzman MD, MSc, FRCPC -
Director, Human Early Learning Partnership*

Lakes District Region Demographics

Population	
Total	7706
Children & Youth	
% Children in Care	167% higher than provincial average
School age reading & math scores	105-160% below provincial average
Vulnerability of children entering kindergarten (EDI)	70% higher than provincial average
Youth involved in serious crime	91% higher than provincial average
Child abuse rates	72% higher than provincial average
Adult & Family	
% families on Income Assistance	80% higher than provincial average
18 yrs that did not graduate	101% higher than provincial average
People 25-54 w/out high school completion	132% higher than provincial average
Families dependent on resource based income	254% higher than provincial average

DELEGATION (CONT'D)

ANNE GUARASCI, FASD Training Lead, College Of New Caledonia- Lakes District Campus

RE: Transition

Family Programs Philosophy

- ▶ Trusting relationships are foundational;
- ▶ Respect;
- ▶ Confidentiality;
- ▶ FASD Informed Practice;
- ▶ Trauma Informed Practice;
- ▶ Harm Reduction Approach;
- ▶ Recognition of the Impact of Poverty;
- ▶ Importance of Social Determinants of Health;
- ▶ Culturally Appropriate.

Recommended Knowledge, Skills and Principles for Future Service Providers

Demonstrated ability to:

- ▶ Cultivate strong Aboriginal partnerships/relationships;
- ▶ Develop meaningful partnerships: business, industry, agencies;
- ▶ Support FASD, trauma informed practice;
- ▶ Support a harm reduction approach to services;
- ▶ Recruit/retain professional staff;
- ▶ Maximize resources – human and financial;
- ▶ Sustain a hub model of service delivery – integrated, seamless, efficient services;
- ▶ Engage in reflective practice to evaluate and modify services based on evolving needs;
- ▶ Maintain accountability to funding agencies, clients (children/families) and the community;
- ▶ Provide standardized information/reports for programs as per recommendations from recently released "Growing Up in BC Report".

MCFD Funded Family Programs Participant Numbers Include Adults and Children

Family Centred Program

- ▶ Child Protection Prevention/Intervention;
- ▶ Intensive support to families at risk and group activities;
 - Group Sessions 352;
 - Outreach 101;
 - Intensive One to One 52.

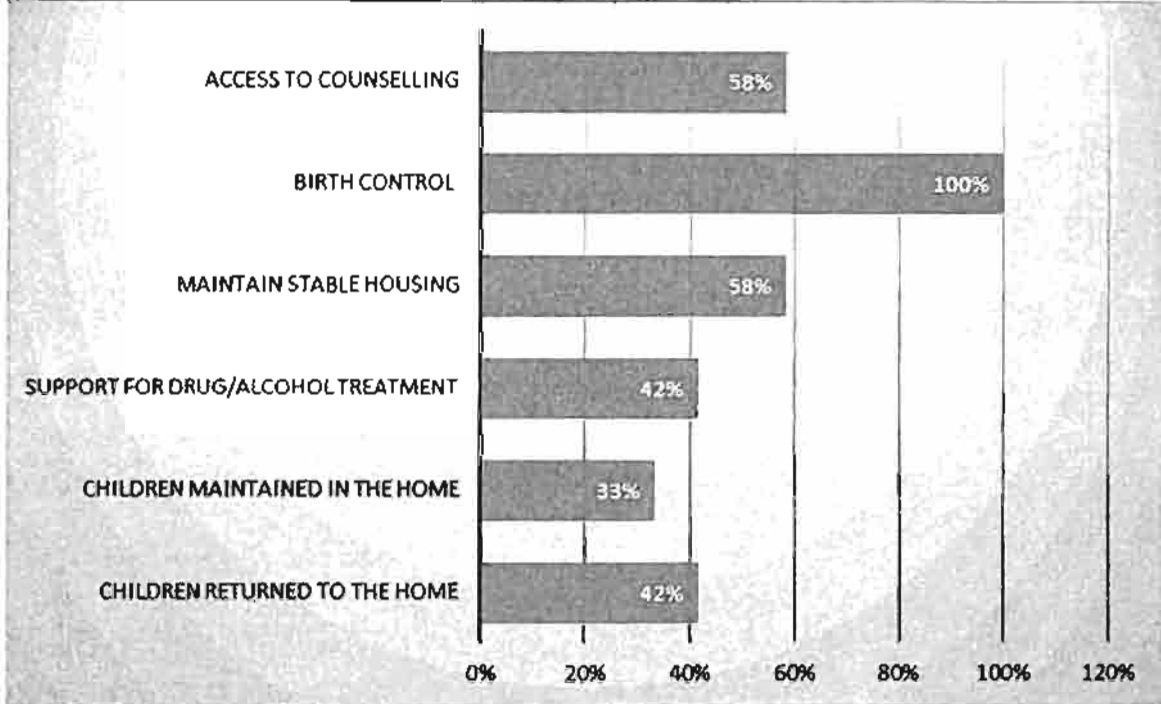
Building Blocks Program – Healthier Babies/Brighter Futures

- ▶ FASD Prevention;
- ▶ Intensive support to pregnant women and their families;
 - Group Sessions 64;
 - Intensive Support 76;
 - Workshops 124.

DELEGATION (CONT'D)

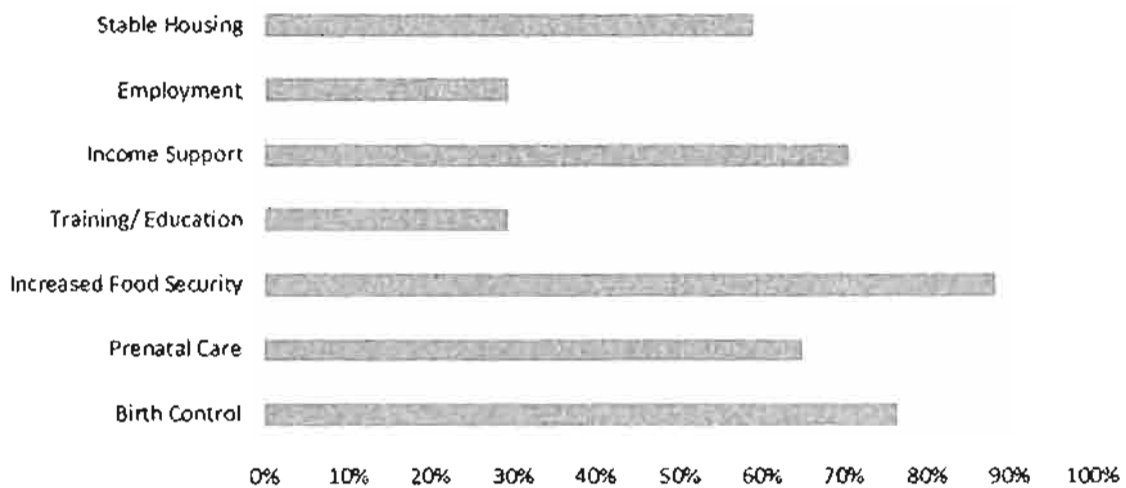
**ANNE GUARASC[, FASD Training Lead, College Of New Caledonia- Lakes District Campus
RE: Transition**

FCP Child Protection Prevention Intervention - Outcomes



Building Blocks FASD Prevention Program Outcomes

2014-2015 Outcomes
Percentage of clients who were supported
to maintain or access categories below

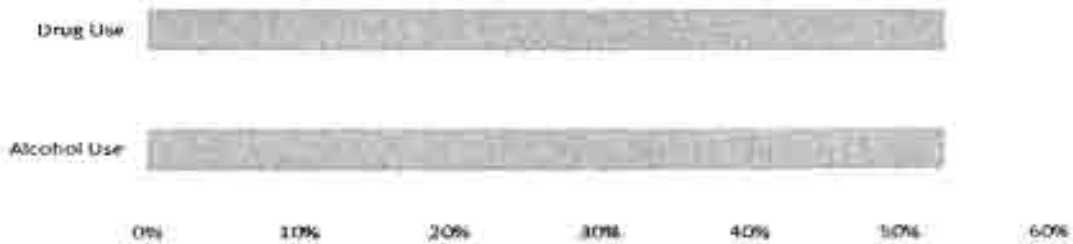


DELEGATION (CONT'D)

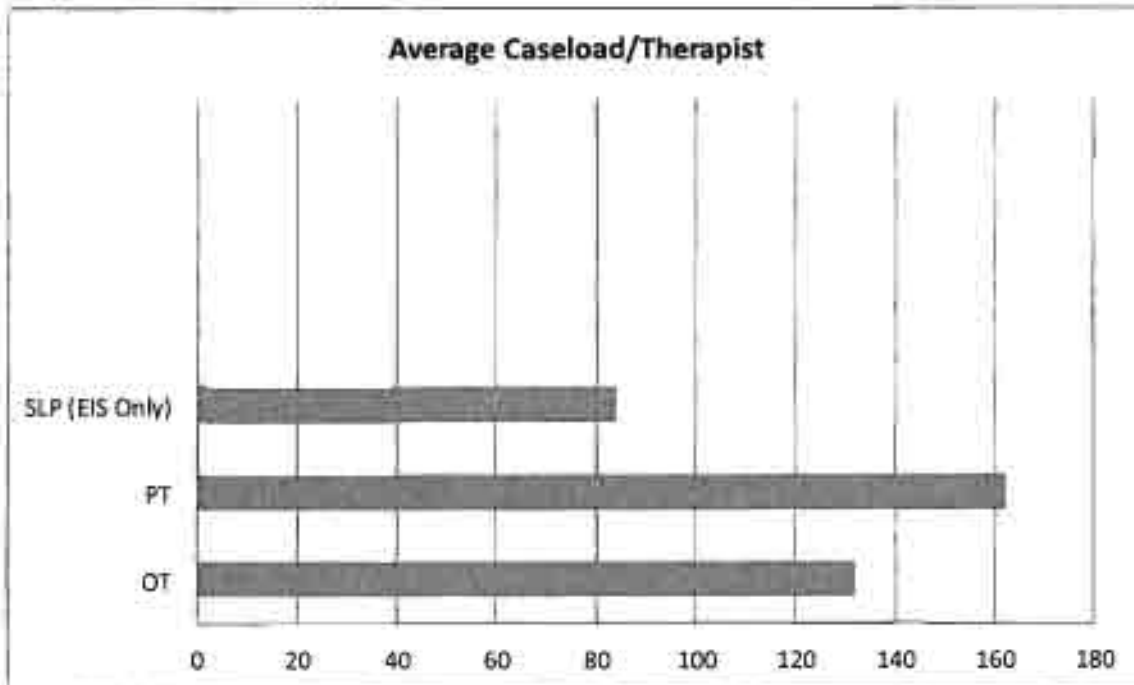
ANNE GUARASCI, FASD Training Lead, College Of New Caledonia- Lakes District Campus
RE: Transition

2014-2015 Outcomes

Percentage of Clients who were supported to Abstain or Reduce Drug/Alcohol Use



Early Intervention Therapy Services



DELEGATION (CONT'D)

ANNE GUARASCI, FASD Training Lead, College Of New Caledonia- Lakes District Campus **RE: Transition**

Current Family Programs

Children & Families

- ▶ Healthier Babies Brighter Futures;
- ▶ Family Centered Program;
- ▶ CDBC Diagnostic Clinic;
- ▶ Kid's Edge;
- ▶ Early Intervention Services;
- ▶ Ashurst Children Centre;
- ▶ Community Action Initiative.

Loss or Changes in Service Structure will Cause:

Increases:

- ▶ Teenaged Pregnancy;
- ▶ Unplanned Pregnancy;
- ▶ FASD;
- ▶ Alcohol/Drug Exposed Births;
- ▶ Low Birthweight (Primary health indicator);
- ▶ Involvement with Justice System (Family/Criminal);
- ▶ Dependence on Social Assistance;
- ▶ Child Protection Involvement (Number of children and length of time).

Decreases:

- ▶ Stable safe housing;
- ▶ Access for vulnerable families to:
 - ▶ medical services;
 - ▶ prenatal care;
 - ▶ financial assistance;
 - ▶ mental health services;
 - ▶ treatment.

Perry Preschool Project

Very similar components to hub model of service delivery

- ▶ Connection to home;
- ▶ Onsite group parenting sessions;
- ▶ High quality preschool programming;
- ▶ Support for parents.

\$12.90 return/dollar spent.

<http://www.highscope.org/Content.asp?ContentId=219>

FASD Prevention

FASD Prevention: One FASD birth is estimated to cost approximately \$1,000,000 over the course of a lifetime!

<http://www.ncbi.nlm.nih.gov/pmc/articles/PMC1949252/>

- ▶ We know we're preventing FASD births because we're working with women who struggle with alcohol dependency and addiction and we have successfully supported them to access birth control.

DELEGATION (CONT'D)

ANNE GUARASCI, FASD Training Lead, College Of New Caledonia- Lakes District Campus
RE: Transition

Case Scenario:

Sarah - Young 3 months pregnant - three children

Sarah's Profile:

- ▶ Indigenous;
- ▶ Childhood Trauma;
- ▶ Lack of Social Support;
- ▶ Low Education;
- ▶ Lack of Food Security;
- ▶ Poverty;
- ▶ Violence;
- ▶ Child Protection Involvement;
- ▶ Legal Involvement;
- ▶ FASD and/or other cognitive disabilities.

Outcomes

- ▶ Stable housing;
- ▶ Access medical and prenatal care;
- ▶ Reduced drug use;
- ▶ Abstains from alcohol;
- ▶ Attends parenting group sessions (less isolated);
- ▶ Children in daycare (connects with speech therapist);
- ▶ Partner (connected to a foundational trade program);
- ▶ Access to food bank (reduction in food security issues);
- ▶ Maintains children in her care.

Chair Miller mentioned that at the Federation of Canadian Municipalities Convention June 4-8, 2015 in Edmonton, AB discussion took place regarding a similar initiative and program in Saskatchewan. The funds spent to provide the program have proven to be less than what would have been spent if the program was not in place. Education is directly tied to an integrated approach to manage social and harm reduction processes.

Director Newell noted the advantages of early childhood education through a daycare setting and spoke of concerns regarding changes to the daycare at the CNC.

Discussion took place regarding the ability to leverage services and the direct working relationship between the CNC and Lakes District Family Enhancement Society.

Director Strimbold spoke of the significance and importance of the programs being provided by the Lakes District Family Enhancement Society for aboriginal and non-aboriginal community members. He mentioned that the Village of Burns Lake has requested a meeting with the Honourable Stephanie Cadieux, Minister of Children and Family Development.

Discussion took place regarding the possible transition of the program to the Ministry of Children and Family Development and the need for the program to remain a hub model in order to be successful. The use of the CNC building was also discussed.

Moved by Director Strimbold
Seconded by Director Newell

2015-12-5

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support expressing its support of the hub model of service delivery and the philosophies of the Lakes District Family Enhancement Society."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION (CONT'D)

ANNE GUARASCI, FASD Training Lead, College Of New Caledonia- Lakes District Campus **RE: Transition**

Chair Miller spoke of the work completed by the Omineca Beetle Action Coalition that noted the importance of continuity of service levels and the links between early childhood education and life outcomes being higher.

Discussion took place in regard to the College of New Caledonia Executive Membership and the decisions that have been made that are impacting the LDFES, the hub model and CNC.

Chair Miller thanked Ms. Guarasci for attending the meeting.

ADMINISTRATION REPORTS

Lake Babine Nation - Northern Moved by Director Strimbold
Development Application Seconded by Director Fisher
-Northwest RAC

2015-12-6

"That the Regional District of Bulkley-Nechako Board of Directors support the application to Northern Development Initiative Trust – Northwest Regional Advisory Committee from Lake Babine Nation for a \$250,000 grant towards Phase Two of a biomass heating project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the resolution of support required in order for a project to be considered by Northern Development Initiative Trust – Northwest Regional Advisory Committee. Rural Directors have provided priority projects to Director Fisher, representative Northwest RAC.

Draft Financial Plan Guidelines

Hans Berndorff, Financial Administrator provided an overview of the Draft Financial Plan Guidelines. He noted that he had contacted Regional Districts throughout the Province and requested information regarding their budget process. Regional Districts have a very difficult and challenging budget process and most RD's do not have a documented process, all have issues and all are different. The RDBN starts its budget process sooner than many other RD's and has a pre –budget Committee of the Whole planning session, three draft budgets and a final budget. Some RD's have one draft and a final budget, some have two drafts and a final budget. Some municipalities have documented budget processes but a municipal budget process is not as complex as a Regional District budget process due to the number of services provided and other factors including more restrictive legislation.

Mr. Berndorff reviewed the following items:

- financial planning process along with the associated timelines;
- the details of the budget information for Region-Wide and Regional Rural Services reviewed with the Committee of the Whole; and
- the Financial Planning Principles.

Break for lunch at 12:12 p.m.

Reconvened at 12:43 p.m.

ADMINISTRATION REPORTS (CONT'D)

Director Repen thanked Mr. Berndorff for the draft financial plan guidelines. He spoke of staff identifying services that are essential and services that are elective. Director Repen commented that perhaps with services that are elective there may be an opportunity to have a participatory budget process to allow for public consultation. Director Repen spoke of community engagement during the budget process. Mr. Berndorff noted that very few of the Regional District services are elective. The majority are essential services that are mandated by the province or have received public approval through referendum, alternative approval process or petition.

The Regional District approach to surplus and deficit was discussed. The previous year's surplus includes the unspent recycling monies and accounts for approximately 40% of the surplus in Environmental Services.

Discussion took place regarding the ability to more accurately determine what each service will cost so that there are not large surpluses. Deficits are carried forward as expenditures in the following year and surpluses are carried forward as revenue. Discussion took place regarding municipal budgets vs. regional district budgets. Regional Districts have to be under budget in every one of its services, they cannot be over budget and the RDBN has 68 services. It is normal for every service to have some surplus. Chair Miller used the example of Environmental Services, sometimes due to weather or other reasons a project that has been budgeted for cannot be completed in that budget year so the monies are carried forward to the next year as a surplus. It is not building a surplus or growing a surplus so taxation levels will not change and taxation relatively reflects the budget.

Discussion took place regarding the taxation decrease for the five years prior to 2015 and that the tax rate for 2015 was still less than in 2011.

Director Repen spoke to the need for Board members to be able to provide information to the public regarding the budget surpluses and deficits.

The Regional District uses a balanced approach to the budget process and implements capital reserves and an analysis of capital reserves is provided to the Regional Board for review. Discussion took place regarding the RDBN office building and the Smithers Pool not having sufficient capital reserves for end of life replacement at this time. Almost all RDBN services that have capital assets have reserves set aside for future expenditures.

Comments were made regarding the role of the RDBN Strategic Plan in the budget process. The effects of industry taxation within the RDBN and the benefits to the entire region when there is development in one area of the region was discussed. Mr. Berndorff spoke of the graphs presented to the Regional Board prior to last year that showed an overall expenditure decrease. Any increases that are above the tax limit outlined in the expense bylaw for that service have to go to referendum for approval by the taxpayer.

The ability to develop an interactive budget presentation was discussed. The first three draft budgets provided to the Board are one year plans and the final budget is a five year plan. Discussion took place regarding the various methods of budget review that have taken place in the past and having a select finance/budget committee. Chair Miller noted that having the entire Regional Board as part of the process has benefits.

Mr. Berndorff noted that a five year budget plan due to legislative requirements is not allowed to have a surplus or a deficit. There are certain fluctuations that can be expected in the five year plan but taxes will not be higher than what is in the five year budget plan. It is illegal for a Regional District to spend more than what is approved in the budget. The Regional District cannot go above a tax limit of any services without taxpayer approval.

Director Repen spoke of the Consumer Price Index (CPI) and population increases being direct influences on total expenditures and budgets. Mr. Berndorff commented that impacts to the budget are often caused by regulatory changes by the provincial and/or federal government, higher prices for operating costs and increased in wages and benefits. Director Repen

ADMINISTRATION REPORTS (CONT'D)

mentioned the need to explain the impacts in a budget to residents in the region. Chair Miller noted that the budget process is held during public meetings. In the past the Regional District has also held meetings with regional municipalities and public meetings throughout the region to provide information to the public in regard to the Regional District budget process. Discussion took place regarding the ability to find communication methods to relay the budget information to the residents in the region. RDBN taxation information pamphlets are provided in municipal and rural tax notices to provide residents with information regarding RDBN taxes.

Director Bachrach noted the need to continually improve the budget process and intentionally proactively managing the budget as a Regional Board.

Draft Financial Plan Guidelines Moved by Director Benedict
 Seconded by Director Liversidge

2015-12-7 "That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's October 14, 2015 memo titled "Draft Financial Plan Guidelines."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Committee Meeting
Recommendations
-October 8, 2015

Moved by Director MacDougall
 Seconded by Director Repen

2015-12-8

"That the Regional District of Bulkley-Nechako Board of Directors approve recommendations 1 through 3:

Committee of the Whole – October 8, 2015

Recommendation 1:

Re: RDBN Business Form

"That the Regional District of Bulkley-Nechako Board of Directors authorize the RDBN Sponsorship of the Business Forum for 2017; and, further that, the opportunity to host a future Business Forum be provided to the municipalities of the Regional District of Bulkley-Nechako."

Recommendation 2:

Re: Nechako Watershed Roundtable Launch

"That the Regional District of Bulkley-Nechako Board of Directors authorize Director Greenaway's attendance at the Nechako Watershed Roundtable Launch October 21 & 22, 2015 in Prince George, B.C."

ADMINISTRATION REPORTS (CONT'D)

Rural Directors Committee –October 8, 2015

Recommendation 3:

**Re: Potential Projects Requesting Northern Development
– Northwest Regional Advisory Committee Funding
in 2016**

“That the Regional District of Bulkley-Nechako Board of Directors authorize that each Regional District of Bulkley-Nechako Electoral Area Director provide direction to its Northwest Regional Advisory Committee Member as to their priority potential projects requesting funding from Northern Development Initiative Trust Northwest Regional Advisory Committee Funding.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Smithers Rural Fire Protection
and Recreation and Culture
Agreement Renewal**

Moved by Director Liversidge
Seconded by Director Fisher

2015-12-9

1. “That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager’s October 14, 2015 memo titled “Smithers Rural Fire Protection and Recreation and Culture Agreement Renewal.”
2. “That the Regional District of Bulkley-Nechako Board of Directors authorize staff to enter into the Smithers Rural Fire Protection and Recreation and Culture Agreement which will expire on December 31, 2021.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Staff Christmas Gift
Certificate**

Moved by Director Strimbold
Seconded by Director Bacharch

2015-12-10

“That the Regional District of Bulkley-Nechako Board of Directors authorize issuance of a “Holiday Season” gift cheque in the amount of \$75 after taxes to each RDBN employee; and further, that staff investigate the possible usage of local gift certificate programs through the local Chamber of Commerce.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Thiessen commented that the usage of the certificate should be throughout the Regional District. Discussion took place regarding the history of the “Holiday Season” gift cheque.

RDBN Appointments -2016

Moved by Director Liversidge
Seconded by Director Newell

2015-12-11

“That the Regional District of Bulkley-Nechako Board of Directors ratify the appointments as outlined for the year 2016:

Bankers:

-Bulkley Valley Credit Union;

Lawyers:

-Stewart McDannold Stuart, Victoria, BC;
-Young Anderson, Vancouver, BC;
-Carvellow Law Corp., Victoria, BC;

ADMINISTRATION REPORTS (CONT'D)

Election Officers: -Cheryl Anderson, Chief Election Officer
(with authority to appoint election officials as necessary)
-Geraldine Craven and Wendy Wainwright, Deputy Chief Election Officers;

Signing Authority -The Chairperson, Director from the Village of Burns Lake, the Director from Electoral Area "B", the Director from Electoral Area "E", and the Chief Administrative Officer, Financial Administrator, or Manager of Administrative Services or Interim Deputy Administrator;

Auditors -RHN Schmitz & de Grace."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Schedule of Board Meetings -2016

Moved by Director Petersen
Seconded by Director Benedict

2015-12-12

"That the Regional District of Bulkley-Nechako Board of Directors ratify the 2016 Regional District of Bulkley-Nechako Meeting Schedule as presented."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Administration Reports

Moved by Director MacDougall
Seconded by Director Bachrach

2015-12-13

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

- Chief Administrative Officer's October 14, 2015 memo titled "Statutory Holidays in December, 2015;
- Chief Administrative Officer's October 14, 2015 memo titled "Election of Chairperson and Vice-Chairperson;
- Financial Administrator's October 15, 2015 memo titled "Proposed Service – Fort St. James Senior Transit;
- Rob Newell, Director, Electoral Area "G" (Houston Rural) – Northern BC Tourism 2015."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Mr. Berndorff noted that the "Proposed Service – Fort St. James Senior Transit" is referred to by the District of Fort St. James as the Fort St. James Seniors Helping Seniors Transit. Discussion took place regarding using the same name as the District of Fort St. James and in the supplementary agenda is the bylaw with the amended budget and tax limit.

DEVELOPMENT SERVICES (All Directors)

MEMO

Board of Variance Nominations Moved by Director Repen
Seconded by Director Fisher

2015-12-14 "That the Regional District of Bulkley-Nechako Board of Directors receive staff's request that each Director nominate a candidate for the Board of Variance by December 31, 2015 so that the Board may consider Board of Variance appointments in January, 2016."

(All/Directors/2/3 Majority)

CARRIED UNANIMOUSLY

ALR APPLICATIONS

Application No. 1174 Moved by Director Newell
William Jacob Steinback, Seconded by Director Petersen
Non-Farm use within the ALR
Electoral Area "G"

2015-12-15 "That the Regional District of Bulkley-Nechako Board of Directors not authorize the submission of Agricultural Land Reserve Non-farm Use Application No. 1174 to the Agricultural Land Commission."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

OTHER

Planning Department Moved by Director MacDougall
Reports & Correspondence Seconded by Director Repen

2015-12-16 "That the Regional District of Bulkley-Nechako Board of Directors receive the following Planning Department reports:

- Enquiries Report - September, 2015;
- Planning Department Action List – September, 2015;
- Building Inspector's Reports
 - August, 2015;
 - September, 2015;

CORRESPONDENCE:

- Jamie Harding, Community Relations Coastal GasLink RE: Proposed Morice River North Alternate Route;
- Glen Okrainetz, Ministry of Environment RE: Solid Fuel Burning Domestic Appliance Regulation;
- Union of B.C. Municipalities – Potential Increased Costs for Building Official Qualifications."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAW ENFORCEMENT (All Directors)

**Unightly Premises Bylaw
 Enforcement 6535 Woods
 Road, Electoral Area "C"**

Moved by Director Liversidge
 Seconded by Alternate Director Hughes

2014-12-17

"That the Regional District of Bulkley-Nechako Board of Directors direct that the Regulation Compliance Officer monitor the clean-up of the property, and report back to the Board if the clean-up does not continue to the satisfaction of the Regulation Compliance Officer."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

District of Vanderhoof

Director Thiessen noted that two employees from the District of Vanderhoof Tom Clement, CAO and Chad Stewart, Intern were in the gallery earlier in the meeting.

Children's Hospital Fundraiser

Director Thiessen mentioned that there was a Children's Hospital Fundraiser held in Vanderhoof that raised over \$70,000. It was a very successful event.

Meeting with Rio Tinto Alcan

Director Parker attended a meeting hosted by the District of Vanderhoof with Rio Tinto Alcan regarding the Nechako River. It was good discussion.

**Nechako Watershed Round
 Table Launch**

Director Lindstrom attended the Nechako Watershed Round Table Launch in Prince George on October 21, 2015.

**Re-Use Shed Public Meeting
 -Village of Fraser Lake
 -October 15, 2015**

Director Lindstrom also attended the Re-Use Shed Public Meeting in Fraser Lake on October 15, 2015.

**Re-Use Shed Public Meeting
 -Southside – October 19, 2015**

Director Benedict attended the Re-Use Shed Public Meeting on the Southside of Francois Lake on October 19, 2015. There were 12 people in attendance and there was good conversation and the meeting went well. Director Benedict also noted that staff were extremely helpful.

**Meeting with Ministry of
 Transportation and
 Infrastructure – October 23,
 2015**

Director Benedict mentioned that tomorrow, October 23, 2015, she will be attending a meeting with Ministry of Transportation and Infrastructure regarding Colleymount Road. Lakes District Maintenance has completed some work on the road.

**Community Vitality Forum
 in Smithers – October 8, 2015**

Directors Repen and Bachrach attended the Community Vitality Forum, How do We Measure Progress? in Smithers on October 8, 2015. Director Repen mentioned that it was an amazing event and thanked Director Bachrach for facilitating the event in Smithers. Director Bachrach mentioned that the event was well attended and a report card will be developed that looks at factors beyond population and the number of building permits issued to determine community vitality.

**Grant Funding from the
 RDBN for Recreation in
 Telkwa**

Director Repen spoke of receiving grant funding for an outdoor arena or new ball diamond. Community input was requested and over 100 responses were received. The funding is being used as leverage for additional grant funding.

VERBAL REPORTS (CONT'D)

- Re-Use Shed Public Meeting
-District of Houston
-October 7, 2015 Directors Newell and Brienen attended the Re-Use Shed Public Meeting in Houston on October 7, 2015.
- Topley Rural Fire Protection
Service Establishment and
Topley Road Rescue and
Medical First Responders
Service Establishment
Referenda – November 7, 2015 Director Newell attended the public meeting in Topley in regard to the Topley Rural Fire Protection Service Establishment and Topley Road Rescue and Medical First Responders Service Establishment Referenda scheduled for November 7, 2015. He noted the very positive response to the possible services.
- Northern Health Regional
Hospital District Board Meeting
October 19, 2015, Prince
George, B.C. Director Newell also attended the Northern Health Regional Hospital District Board Meeting on October 19, 2015 in Prince George B.C. and spoke of the good discussion that was held.
- Chandler Park Soccer Field
Renovation Director Bachrach reported that the Chandler Park Soccer field renovation was put out to tender and the costs were significantly over budget for construction, so the Town of Smithers is planning to retender the project in spring of 2016.
- Hockey and Downhill Ski
Championships Director Bachrach mentioned that Smithers is planning to host a provincial hockey championship in March, 2016 and the Smithers Ski and Snowboard Club are also hosting the National Ski Cross Championships.
- Re-Use Shed Public Meeting
-Smithers/Telkwa – October 6,
2015 Director Bachrach attended the Smithers/ Telkwa Re-Use Shed Public Meeting in Telkwa on October 6, 2015. He noted that he had received feedback from individuals that were disappointed in the format of the meetings and had hoped it would be a town hall meeting rather than open house format.
- Re-Use Shed Public Meeting
-District of Vanderhoof
-October 14, 2015 Director Petersen attended the Re-Use Shed Public Meeting in Vanderhoof on October 14, 2015. Director Petersen mentioned that residents changed the format and there were some good ideas and discussion. The questionnaire provided by staff for attendees and others to fill out was very good.
- District of Houston Business
Walk Director Brienen reported that he had completed the District of Houston Business Walks which were very successful and recommended other communities consider business walks.
- Update – Director Fisher
Electoral Area “A” (Smithers
Rural) Director Fisher mentioned that he has been meeting with residents regarding possible Federal Gas Tax Applications. He has also been speaking with residents regarding projects in regard to recreation.
- Fort St. James Community
Centre Director MacDougall noted that the Fort St. James Community Centre had its Grand Opening on Saturday, October 3, 2015. During the day was an open house that approximately 160 people attended and in the evening was a formal presentation with 120 people in attendance. Fort St. James has been without a community centre for 34 years.

VERBAL REPORTS (CONT'D)

Re-Use Shed Public Meeting
-District of Fort St. James
-October 20, 2015

Director MacDougall attended the Re-Use Shed Public Meeting in Fort St. James on October 20, 2015. Director MacDougall thanked staff for attending the meeting. Good comments and written submissions were provided.

Re-Use Shed Public Meeting
-Village of Burns Lake
-October 21, 2015

Chair Miller attended the Re-Use Shed Public Meeting in Burns Lake on October 21, 2015. Chair Miller commented that there were 24 people in attendance and really good discussion occurred. Attendees were appreciative of the opportunity to have the discussion and understand what was happening at the facilities. Discussion expanded beyond the re-use sheds to recycling in the area.

Omineca Beetle Action
Coalition (OBAC) Annual
General Meeting

Chair Miller attended the Omineca Beetle Action Coalition Annual General Meeting and was re-elected as Chair. Director Thiessen was re-elected as Vice-Chair. The Executive Committee also includes Directors MacDougall, Lindstrom, and Brien.

During OBAC's regular meeting Albert Nussbaum, Director, Forest Analysis and Inventory Branch provided a presentation regarding valuing competent and complete accurate forest data and a new program similar to the RDBN's GIS mapping system. Mr. Nussbaum will be returning to OBAC's December meeting to discuss the assessment that has been completed regarding forest inventory.

OBAC had successful meetings at the Union of B.C. Municipalities Convention in Vancouver on September 21-25, 2015.

Chair Miller also reported that OBAC has approved project funding for the RDBN Regional Skills Gap SWOT Coordinator and the Nechako Watershed Roundtable and development of a watershed strategy.

Receipt of Verbal
Reports

Moved by Director Brien
 Seconded by Director Repen

2015-12-18

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Administration
Correspondence

Moved by Director Repen
 Seconded by Director Newell

2015-12-19

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

-Fraser Lake Elementary-Secondary School- FLESS Breakfast Club;
 -Councillor Sav Dhaliwal, President, UBCM - UBCM Member Visits;

ADMINISTRATION CORRESPONDENCE (CONT'D)

- Houston Search and Rescue – Thank You for Support of Search and Rescue EXPO;
- Auditor General for Local Government- City of Surrey Audit;
- Auditor General for Local Government- Comox Valley Regional District Audit;
- Coastal GasLink Pipeline Project – Proposed Morice River North Alternate Route;
- Fire Prevention Officers Association of B.C. - Advertisement in Fire Away Magazine;
- Greater Vancouver Regional District - Provincial Climate Leadership Plan Process;
- Northern Gateway – Judicial Review;
- Fort St. James T.V. Society – Financial Statements – September 30, 2015;
- Fort St. James T.V. Society – Financial Statements – August 31, 2015;
- BC Hydro – Northern Regional Community Relations 2015 Annual Report;
- Union of B.C. Municipalities
 - Wildfire Prevention Funding & Resources
 - 2016 Asset Management Planning Grants
 - AGLG Legislative Amendments Introduced
 - New FireSmart Grant Program Launched
 - FCM's CIPP Program: A New Way Forward
 - UBCM Appointment Sought to Real Estate Foundation of BC
 - September 25 Resolutions Debate
 - Endorsed Resolutions
 - NDP Government Would Focus on Partnership
 - Delegates Endorse Resolution to Eliminate AGLG
 - Let's Prosper Together Says Green Leader
 - Liability and Risk Management for Elected Officials
 - WoodWorks! Winners Announced
 - Municipal Issues Driving Federal Election
 - Proposed Changes to Fire Services Act Would Download News Costs to RDs
 - Decisions Arising from the September 23, 2015 Resolutions Session
 - Update from Emergency Management BC
 - Are Our Water Systems at Risk?
 - New Auditor General for Local Government Announced
 - President's Address Focuses on Provincial Relationship
 - Update on the Auditor General for Local Government
 - Coordinating Policing and Mental Health Care Interventions
 - Sparking Action for FireSmart Communities
 - Provincial Review of Biosolids Storage, Use Underway
 - Funding Announced for Safe Drinking Water
 - UBCM Renews MOU with MARR
 - Filling the Leadership Void in Marijuana Regulation
 - Age-friendly Grant Program Continues
 - Natural Resource Permitting Project
 - New FireSmart Grant Program Launched
 - 2016 Asset Management Planning Grants
 - LGLA Announces 2016 Leadership Forum

ADMINISTRATION CORRESPONDENCE (CONT'D)

INVITATIONS

-Roundup 2016 – January 25-28, 2016- Vancouver, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Newell brought forward attending Minerals Roundup 2016 in Vancouver, B.C. on January 25-28, 2016. Discussion took place regarding the Regional Board Members Events Policy for Minerals Roundup being the Chair and one Director, and the one Director attendance be on a rotational basis. The invitation will be brought forward at a future RDBN Board meeting.

FINANCIAL

Operating Accounts
-September, 2015

Moved by Director Benedict
 Seconded by Director Repen

2015-12-20

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ACTION LISTS

Action Lists

Moved by Director Thiessen
 Seconded by Director Fisher

2015-12-21

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

- o July, 2015;
- o August, 2015;
- o September, 2015;
- o Action Items in Progress – October 15, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAWS

Bylaws for First, Second and Third Reading

No. 1749– Vanderhoof Rural
Fire Protection Service Area
Boundary Amendment

Moved by Director Thiessen
 Seconded by Director Petersen

2015-12-22

"That "Vanderhoof Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1749, 2015" be given first, second and third reading this 22nd day of October, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

No. 1750– Fort St. James
 Seniors Helping Seniors
 Transportation Service
 Establishment

Moved by Alternate Director Hughes
 Seconded by Director Newell

2015-12-23

"That "Fort St. James Seniors Helping Seniors Transportation Service Establishment Bylaw No. 1750, 2015" be given first, second and third reading this 22nd day of October, 2015 as amended to include the amended budget and tax limit and the name "Fort St. James Seniors Helping Seniors Transit Service Establishment"."

Opposed: Director Repen CARRIED

(All/Directors/Majority)

Director Repen spoke to his concerns regarding the Alternative Approval Process. Mr. Berndorff provided an overview of the public consultation process undertaken by the RDBN Alternative Approval process.

READING FILE

Reading File

Moved by Director MacDougall
 Seconded by Director Bachrach

2015-12-24

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

INVITATIONS:

-Federation of Canadian Municipalities: 2016 Sustainable Communities Conference – Where all Roads to Sustainability Meeting;

CORRESPONDENCE:

-Auditor General for Local Government – Audit Topic 1 – Report 4 (September 2015) Achieving Value for Money in Operational Procurement – District of West Vancouver;
 -BC Chamber of Commerce – Public Affairs Update:
 - September 21, 2015 - Minimum Wage Increases by 20 cents;
 -BC's First Quarterly Report Forecasts Balanced Budget
 - September 14, 2015 – Constructive Talks
 between BC Government, First Nations, Christy Clark Pledges \$1M to Syrian Refugees
 -BC Chamber of Commerce – Insight Newsletter – September 2015;
 -BC Community Forest Association – September 2015 Newsletter;

READING FILE

CORRESPONDENCE (CONT'D)

- Canfor News Releases:
 - September 28th – Canfor Announces the Purchase of Anthony Forest Products
 - September 28th – Canfor Corporation and Canfor Pulp Products Inc. Announce Third Quarter Result Conference Call
 - September 9th – Canfor Announces Permanent Closure of Canal Flats Sawmill;
- Clean Energy Review: Nothing Weird or Strange in California;
- Clean Energy Review: Pope Hope;
- Clean Energy Review: Go West, Clean Electrons!;
- Clean Energy Review: Special Edition – Tracking Canada's Energy Revolution;
- Clean Energy Review: The World Isn't Ending After All;
- Federation of Canadian Municipalities - FCM News Week of:
 - September 21, 2015
 - September 14, 2015
 - September 7, 2015;
- Federation of Canadian Municipalities: Local Government And the Syrian Refugee Crisis;
- Federation of Canadian Municipalities: President's Corner Update;
- Geoscience BC News Release:
 - September 23, 2015 – Geoscience BC to Evaluate New Oil Plays for Northeastern BC
 - September 17, 2015 – Geoscience BC to Explore Geothermal Energy Opportunities for BC Communities
 - September 14, 2015 – Geoscience BC Announces New Members and Chair to Board of Directors
 - September 10, 2015 - \$2.4M Search Project Encourages Investment in Northwest British Columbia
- Metro Vancouver Services and Solutions for a Livable Region
 - Re: Provincial Climate Leadership Plan Process;
- Ministry of Forests, Lands and Natural Resource Operations-Update from the Minister September 2015;
- Ministry of Forests, Lands and Natural Resource Operations-Controlled Burns Planned in the Nadina Fire Zone;
- Nechako Reservoir Update - Flow Facts:
 - October 14, 2015
 - September 23, 2015
 - September 30, 2015
 - September 16, 2015;
- Northern Development Initiative Trust – Building a Stronger North Newsletter – September 2015;
- Northern Health – Lifesaving Devices Installed on Northern Health Connections Buses;
- Northern Health – Healthier Northern Communities ebriefs:
 - September 17, 2015
 - September 30, 2015;
- Northern Health – Protect Your Health by Getting Immunized;
- Northern Health – Protect Your Child Against Cancer, Learn About the HPV Vaccine;
- Resource Works – Wars in the Woods;
- Recycling Council of British Columbia – Letter to Municipalities Re: Proclamations;

READING FILE

CORRESPONDENCE (CONT'D)

-Seniors BC – e-Newsletter September 2015;
 -Youth Parliament of British Columbia – BC Youth Parliament
 87th President;
 -Vancouver Island and coast Conservation Society – Request 'A
 Day for Our Common Future', December 11, 2015 – A Day for
 Our Common Future."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

REPORTS

Proposed Service – Fort
 St. James Seniors Transit
 -Amended Budget and
 Tax Limit

Moved by Director Fisher
 Seconded by Director Repen

2015-12-25

"That the Regional District of Bulkley-Nechako Board of Directors
 receive the Financial Administrator's October 20, 2015 memo
 titled "Proposed Service – Fort St. James Seniors Transit –
 Amended Budget and Tax Limit."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Coastal GasLink Pipeline
 Project

Moved by Director Thiessen
 Seconded by Director Fisher

2015-12-26

"That the letter attached to the October 19, 2015 staff report
 regarding the Coastal GasLink Pipeline Project be sent as the
 Regional District of Bulkley-Nechako's comment on the Traffic
 Control Management Plan, Timber Salvage Strategy, and
 Access Control Management Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the lack of information from the
 Pacific Trails Pipeline Project and the Prince Rupert Gas
 Transmission Project. The Regional Board provided direction to
 staff to forward an invitation to Pacific Trails Pipeline and Prince
 Rupert Gas Transmission to attend a future RDBN meeting.

Jason Llewellyn, Director of Planning mentioned that staff
 received information this week from Pacific Trails Pipeline
 Project and will bring forward the information at a future RDBN
 Board meeting.

REPORTS (CONT'D)

Notification/Invitation to Consult on the Coastal GasLink Pipeline Project Moved by Director Thiessen
 Seconded by Director Parker

2015-12-27 "That the Regional District of Bulkley-Nechako Board of Directors direct staff to send a new referral response letter with the same content as the referral response letter dated July 21, 2014; and further, that the letter be amended to include "the Regional Board's request for the information is to be able to consider support for the pipeline projects."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Pipeline Media Release Moved by Director Thiessen
 Seconded by Director Lindstrom

2015-12-28 "That the Regional District of Bulkley-Nechako Board of Directors direct staff to distribute the media release dated Monday October 26, 2015 titled Regional District of Bulkley-Nechako Efforts to Mitigate LNG Pipeline Impacts; and further, that the said document also be provided to the municipalities within the RDBN."

(All/Directors/Majority) CARRIED UNANIMOUSLY

CORRESPONDENCE

Coastal GasLink Connector Moved by Director Repen
 Seconded by Director Thiessen

2015-12-29 "That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from TransCanada Coastal GasLink Pipeline Project titled "Coastal GasLink Connector – October, 2015."

(All/Directors/Majority) CARRIED UNANIMOUSLY

INVITATION

University of Northern British Columbia – President's Lunch – Dr. Danial Weeks, President, UNBC and SC Regional Advisory Committee Meeting -November 4, 2015 – Quesnel B.C. Moved by Director Repen
 Seconded by Director Brienen

2015-12-30 "That the Regional District of Bulkley-Nechako Board of Directors receive the invitation from the University of Northern British Columbia titled "President's Lunch – Dr. Daniel Weeks President, UNBC and SC Regional Advisory Committee Meeting – November 4, 2015 – Quesnel, B.C."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Director Thiessen will attend the UNBC President's Lunch on November 4, 2015 in Quesnel, B.C.

NEW BUSINESS

Ministry of Transportation and Infrastructure – Transportation Symposium

Director Bachrach mentioned he was unaware that the Ministry of Transportation and Infrastructures is planning to host a Transportation Symposium in Smithers until he was contacted by the local media regarding the symposium. He contacted the First Nations Health Authority who is also one of the hosts but there was no information forthcoming.

Chair Miller commented that he had been made aware of the event through the Omineca Beetle Action Coalition and because of OBAC's initiatives in regard to transportation, Chair Miller provided an overview of the process and meetings that OBAC has undertaken in regard to the issue. Director MacDougall will be attending on behalf of OBAC. The event is scheduled for November 24, 2015.

Concerns were brought forward regarding the lack of information and that key stakeholders do not seem to be aware and/or invited to the symposium.

Discussion took place regarding the possibility of the RDBN hosting a Transportation workshop to bring together stakeholders throughout the Northwest corridor. Chair Miller noted that OBAC has been accumulating information and inviting stakeholders to discuss the issues throughout the Northwest. Chair Miller will continue to update the Regional Board in regard to OBAC's progress regarding the issue.

SPECIAL IN-CAMERA MEETING

Moved by Director MacDougall
 Seconded by Director Brien

2015-12-31

"In accordance with Section 90(1)(c)(g) of the *Community Charter*, it is the opinion of the Board of the Regional District of Bulkley-Nechako that matters pertaining to labour relations or other employee relations (Exec. Meeting Matters) and litigation or potential litigation (Smithers Motocross) or information received relating to the matter must be closed to the public therefore exercise their option of excluding the public this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Benedict
 Seconded by Director Thiessen

2015-12-32

"That the meeting be adjourned at 3:22 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, November 5, 2015**

PRESENT: Chairperson Bill Miller

Directors Taylor Bachrach
Eileen Benedict
Shane Brien
Tom Greenaway
Dwayne Lindstrom – left at 12:08 p.m.
Thomas Liversidge
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen
Luke Strimbold – left at 1:13 p.m.
Gerry Thiessen

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

Alternate Director Stoney Stoltenberg, Electoral Area "A" (Smithers Rural)

Staff Gail Chapman, Chief Administrative Officer
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services – left at 2:56 p.m.
Deborah Jones-Middleton, Protective Services Manager – left at 2:56 p.m.
Jason Llewellyn, Director of Planning – left at 2:56 p.m.
Corrine Swenson, Manager of Regional Economic Development – left at 2:56 p.m.
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Miller called the meeting to order at 10:35 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Alternate Director Stoltenberg
Seconded by Director Petersen**C.W.2015-8-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of November 5, 2015 be approved; and further that the Supplementary Agenda be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – October 8, 2015

Moved by Director MacDougall
Seconded by Director Brien

C.W.2015-8-2

“That the Committee of the Whole meeting minutes of October 8, 2015 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

PRE-BUDGET PLANNING SESSION

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

Chair Miller mentioned that the pre-budget planning session is the first of the budget sessions. He spoke of the importance of the budget process and the intent to inform each of the Directors on the workings of Regional District budgets and financial statements. There are many intricacies of municipal, rural and general government and it is important to understand the process. Chair Miller noted that there are significant differences between a Regional District budget process and a municipal budget process. He also commented on the differences between a business budget process in comparison to a Regional District. It is important for the Regional Board to recognize the impact of Regional District taxation in relationship to the province and the actual impacts in regard to decisions made at the Board table. Chair Miller spent a considerable amount of time with Hans Berndorff, Financial Administrator when he was first elected to the RDBN to understand the complexity of a Regional District budget process. Every year Chair Miller has reviewed the budget in order to provide information to the residents of the region in regard to services provided. Communities within the region, along with the rural areas, have become much more robust and he noted that the information assists in reducing misunderstandings between municipal and rural taxpayers.

Each electoral area has individual, sub-regional and regional services that require individual consideration. It is important to investigate economies of scale throughout the whole region in order to minimize costs and provide a more efficient region.

Chair Miller noted that industrial development such as Mount Milligan and Endako Mine Expansion projects benefit the entire Regional District.

Chair Miller mentioned that Mr. Berndorff has a very deep understanding of the RDBN and the budget process and can provide information to the Regional Board that is easily understood. He encouraged the Regional Board to utilize Mr. Berndorff's expertise if they have questions.

Gail Chapman, Chief Administrative Officer

Ms. Chapman commented that there have been a number of ways that staff has presented the budget to the Regional Board in the past. Staff will provide an update of the projects that the Board has identified as priorities and provide an outline of projects for 2016. The pre-budget planning session provides the Board an opportunity to provide direction for staff in moving forward for the 2016 budget year. Staff are currently meeting regarding departmental budgets and the 1st draft is what is presented today. The prioritized budget can then be brought back with costs for the Regional Board to review.

Hans Berndorff, Financial Administrator

Mr. Berndorff mentioned that the pre-budget planning session provides an analysis of what has occurred thus far and hopefully will provide an opportunity for good interaction and discussion to provide guidelines from the Board to staff.

PRE-BUDGET PLANNING SESSION (CONT'D)

Background Statement: Integration of strategic, financial plans are vital to success in order to maximize current and financial performance.

Administration – Gail Chapman, Chief Administrative Officer

Ms. Chapman noted that the Administration Department are generalists and oversee the everyday workings of the RDBN.

Ms. Chapman provided an update in regard to the Strategic Priorities that were identified and adopted by the Regional Board in January, 2015

Now

- Fair Share – Committee throughout the year:
 - o Executive Discussion;
- Legacy Proposal – Bulkley-Nechako Industrial Paper Complete:
 - o Forwarded to all municipalities for Mayor and Council approval;
 - o Presentation to municipalities;
 - o Executive Committee formulation of strategy;
 - o Discussion with companies;
- Work Camp Strategy:
 - o Research and report completed – Board Receipt;
- Waste Management Strategy:
 - o Board reading/reviewing.
- Internet/Cell Phone Connectivity:
 - o Meeting scheduled at UBCM;

Next

- Diversification Strategy (Mid-Term Timbre Supply):
 - o Forestry Committee engagement with MFLNRO;

Council Advocacy

- Nechako Watershed:
 - o Meeting attended;
- Wildfire Mitigation:
 - o Workshop with Province/Industry/Local Government/OBAC/Fraser Fort George Regional District/COFI/Community Forest held October 13, 2015;
- CN Emergency Meeting and Exercise:
 - o Region-Wide Meeting held and coordinated by Protective Services Manager – March 25, 2015.

Ms. Chapman provided an overview of 2016 Projects and brought forward potential additional projects. Ms. Chapman noted that Parks/Roads/Docks/Recreation is being brought forward at a future Rural Directors Meeting for review and discussion.

Discussion took place regarding the 2016 RDBN Staff Compensation Report project. The report includes comparables to other Regional Districts of similar size and composition, industry, and the private sector. It was noted that due to privacy, industry is not always forthcoming with staff compensation information.

PRE-BUDGET PLANNING SESSION (CONT'D)

Director's Project Wish List

1. Healthcare/Seniors Services/Youth/Mental Health for Youth:
 - a. On Potential Additional Projects List;
 - b. SNRHD investigate number of beds being utilized in acute care facilities by seniors;
2. Re-use Shed:
 - i. Environmental Services.
3. Internet/Cell Phone Connectivity:
 - a. Strategic Priority.
4. Destination Tourism Website – an inventory of tourism assets
 - a. Economic Development;
5. Education
 - a. Research to determine the number of non-licensed teachers that are teaching
 - b. Important for individuals moving to the region to have good education;
6. Parks/Roads/Docks/Recreation:
 - a. On Potential Additional Projects;
 - b. Rural Directors Committee to discuss;
 - c. Focus on local residents utilizing the recreation in the region;
 - d. Increased impacts to roads with the amount of weight from industrial usage a concern.
7. Transportation
 - a. Omineca Beetle Action Coalition current priority;
 - b. Log hauling changes;
8. Agriculture Sector Engagement
 - a. 2016 Projects List;
 - b. Agriculture key to sustainable communities;
 - c. Planting of trees on Ag land;
 - d. Hay Compression Stations creating a hay shortage;
 - i. Causing hay prices to rise;
 - ii. Cattle becoming no longer sustainable due to the cost of feed;
 - e. Land being purchased for hunting by foreign individuals/groups;
 - i. Initiative in Saskatchewan to stop foreign ownership of land;
 - f. Lack of Ag land for sale.

Discussion took place regarding Board advocacy projects.

- Healthcare/Seniors Services/Youth/Mental Health for Youth;
 - o Community focus and give direction to staff;
 - o Don't lose sight of the issue.
- Education:
 - o (Policing/Healthcare/Education linked together in attracting and retaining residents to the region)
- Transportation;
- Parks/Roads/Docks/Recreation;
- Agriculture;
- Internet/Cell Phone Connectivity.

Chair Miller commented that many of the items on the 2016 projects list and Potential Additional projects are Board advocacy items.

Director Bachrach noted that some issues are not entirely something the Regional Board can control and it is difficult to achieve measurable goals.

Director Petersen mentioned that there are a number of issues that can arise throughout the year that require staff time and it is important for the Regional Board to allow for these incidents in staff work plans.

PRE-BUDGET PLANNING SESSION (CONT'D)

Director MacDougall spoke of the importance of sharing successes throughout the region and utilizing best practices.

Finance – Hans Berndorff, Financial Administrator

Mr. Berndorff reviewed the Finance Department staff time allocation, daily tasks, 2015 Projects Completed and 2016 Projects.

Director Repen asked staff to highlight changes/increases/decreases in the budget to provide clear information. Mr. Berndorff mentioned that the quarterly reports provided to the Regional Board outline actual results in comparison to the budget and they could be colour coded to provide a clear outline of the changes.

Discussion took place regarding communication with the taxpayer. The RDBN has utilized different forms of communication. All budget meetings are held in a public forum, have had public meetings, met with municipal councils, and with any groups upon request such as the Bulkley Valley Pool Committee. Discussion took place regarding the Directors' responsibility to provide information to its electorate, and that communication may need to be customized in order to provide information for that particular region.

Mr. Berndorff mentioned that the RDBN utilizes a broker for its natural gas usage and has seen a notable decrease in cost.

Director Bachrach mentioned the Bulkley Valley Pool being one of the largest contributors to greenhouse gas emissions in the RDBN and that the possible usage of waste heat from the arena may alleviate the issue. Discussion took place regarding the completion of a feasibility study and the possible costs of completing a study for the Bulkley Valley Pool to utilize the waste heat from the arena. The Bulkley Valley Pool Committee has been provided the information for consideration in the past and it would be the committees' initiative if the project is to move forward.

Discussion took place regarding the proposed new street lighting service on Laidlaw Road in Electoral Area "A" (Smithers Rural). The possible usage of LED lighting and the process undertaken by BC Hydro to implement the lights were brought forward for discussion. Several communities are investigating changing street lighting to LED. The Regional District does not pay BC Hydro to install the lights but pays an electricity flat rate monthly fee for the lights. The Regional Board discussed advocating for street lighting to be converted to LED.

Break for Lunch at 12:08 p.m.

Reconvened at 12:53 p.m.

Regional Economic Development – Corrine Swenson, Manager Regional Economic Development

Ms. Swenson noted that most Regional Economic Development initiatives are action based. She provided a review of 2015 Projects and 2016 Department Priorities and Projects.

Discussion took place regarding marketing initiatives that could promote the assets within the Regional District to appeal to individuals to work in the region. Director Repen mentioned the possibility of targeting agricultural schools. Ms. Swenson noted that the Regional Skills Gap Analysis Strategic Workforce Opportunities Team (SWOT) intends to complete and investment readiness initiative. Ms. Swenson is also moving forward with a SWOT Coordinator. Director Petersen noted that he has received positive feedback regarding the initiatives being under taken by the Regional Skills Gap Analysis SWOT.

PRE-BUDGET PLANNING SESSION (CONT'D)

Director Newell asked if the RDBN had a complete inventory of recreational and tourism assets within the region. Ms. Swenson commented that the last completed inventory was in the 2010 RDBN Tourism Plan. She also noted that the RDBN Planning Department has an inventory of trails and docks in the region.

Director Bachrach spoke of concerns regarding the two economic development functions for Smithers.

Discussion took place regarding the Parks/Roads/Docks/Recreation Project and information provided to the Regional Board. Chair Miller mentioned that the item will be discussed at a future Rural Directors Committee meeting.

Ms. Swenson spoke to the 2016 Agriculture project to investigate investment food processing companies who require a raw supply of produce. Ms. Swenson has spoken to Beyond the Market regarding the project and they have not completed such a project for produce. Discussion took place regarding the importance of agriculture and the stresses that are being imposed on the agriculture sector. The industry is finding it challenging to find qualified people to work in the sector.

Protective Services – Deborah Jones-Middleton, Protective Services Manager

Ms. Jones-Middleton provided an overview of percentage of staff resources, 2015 Projects Completed and 2016 Projects.

Director Newell mentioned that he had attended the Topley Rural Fire Protection Area Expansion and Road Rescue and Medical First Responder public meeting for the referenda and noted the positive response from those in attendance.

Director Petersen noted his concerns regarding the staff time required during an emergency operations activation and the challenges faced by staff with the increased work load from the province downloading emergency preparedness to local government.

Discussion took place regarding mass animal carcass disposal and the challenges encountered when there is an incident.

Director Parker spoke of the success of the 9-1-1 presentation to school children.

Discussion took place regarding the Regional Board continuing to advocate the federal government in regard to safety concerns regarding CN Rail.

Planning and Land Use Management – Jason Llewellyn, Director of Planning

Mr. Llewellyn provided an overview of the Planning and Land Use Management Function staffing and resources allocation, 2015 Notable Projects/Work and 2016 Notable Projects. Due to the number of pipeline development projects anticipated allowance has been made in the work plan.

The joint OCP (Official Community Plan) review of Electoral Areas "B" (Burns Lake Rural), "E" (Francois/Ootsa Lake Rural) and contract with Village of Burns Lake pilot project, as directed by the Regional Board is not currently on the 2016 Proposed Notable Projects list. The project will be revenue neutral and will be part of the 2nd draft budget process.

PRE-BUDGET PLANNING SESSION (CONT'D)

GIS and House Numbering Function – Jason Llewellyn, Director of Planning

Mr. Llewellyn provided an overview of the GIS and House Number Function and 2016 Proposed Notable Projects. He spoke of the First Nations reserve addressing capacity building project and that the RDBN is not being made aware of address changes and/or development of new housing thus the need for the project.

Building Inspection Function – Jason Llewellyn, Director of Planning

Mr. Llewellyn provided an overview of the Building Inspection Function and spoke to the recent changes to the *Building Act*. Municipalities will require building inspectors to have level three certification in the future.

Bylaw Enforcement Function – Jason Llewellyn, Director of Planning

Mr. Llewellyn noted the benefits of having a Bylaw Enforcement Officer present in the region.

Discussion took place regarding the ability to address non-compliance and a culture of disrespect for the rules. Director Bachrach spoke to the possibility of Planning Department staff completing an analysis of how many requests for variance are made prior to building, how many are made after the building is already in place and how many times enforcement action has been taken when non-compliance occurs.

Discussion took place regarding the Regional Board's past decisions in regard to variance applications. Mr. Llewellyn noted that in 2012 the Regional Board developed a policy that directs and outlines for staff its wishes on how to address bylaw enforcement issues. It clearly outlines the process for staff to try to resolve an issue and if the issue can't be resolved then seeking direction from the Board and a more formal enforcement process can be undertaken at the Board's direction. In situations wherein an application is made to correct an issue of non-compliance the Board can have a policy but due to legislative requirements it is illegal for the policy to direct the Board to make a certain decision. Each situation has to be dealt with on a case by case basis.

Reviewing the enforcement policy and adding it as a project for future review and discussion in the Planning Department's work plan was discussed. Discussion took place regarding the challenges of making decisions in respect to land use non-compliance. A fine schedule was discussed for variance, building and zoning infractions.

Discussion took place regarding water permitting regulations that the province has been discussing. Mr. Llewellyn noted that he has yet to receive formal specifications from the province and can follow-up further.

Environmental Services – Janine Dougall, Director of Environmental Services

Ms. Dougall noted that Environmental Services is an operational based department. She provided an overview of staffing allocation and equipment utilized in the department.

Ms. Dougall reviewed the services provided in the Environmental Services Department and that Solid Waste Management is the largest component. She reviewed the 2015 Projects Completed or Pending Completion in 2015. She noted that the infrastructure purchased to initiate Knockholt and Clearview Landfill Operations is currently under budget.

PRE-BUDGET PLANNING SESSION (CONT'D)

Ms. Dougall spoke of the Phase 3 development at Knockholt Landfill. The project was initially slated for 2017 but has been moved to 2016 due to the increased amount of industrial construction demolition for example the demolition of the Burns Lake Hospital. Potential pipeline and camp development may also increase the need for further capacity at Knockholt Landfill. She also noted that the Ministry of Environment is currently reviewing its new landfill guidelines and they may or may not impact the development of the Knockholt Landfill.

Ms. Dougall noted that the Environmental Services work plan is very aggressive and the department does not currently have the capacity to complete all the work. Consideration may need to be given to hiring a contractor to complete some of the work.

Director Repen spoke of tipping fees to offset the dumping of industrial demolition waste. Ms. Dougall noted that fees are currently charged at \$60 per metric tonne for Construction and Demolition (C&D) Waste and land clearing waste for anything over 2 m³ (level pickup box load). The RDBN also has fees for the removal of ozone depleting substances (ODS) at \$16 per item and for contaminated soils approved to be brought to RDBN Landfill sites. In the past the Regional Board implemented the fees in the attempt to subsidize the estimated landfill cost of approximately \$100 per metric tonne. That fee has not been reviewed or increased since implementation. Discussion took place regarding industry paying taxation to the RDBN and costs incurred for industrial waste. Discussion also took place regarding the possible increase to the ODS charge.

Director Repen commented that a regional hub for recycling may be beneficial for the region and there is ongoing conversation with the Smithers and Area Recycling Society regarding the idea of having a one stop shop.

Discussion took place regarding the usage of landfill gasses. The usage of wood waste to address methane gasses was discussed, but further investigation is required.

Chair Miller mentioned that the Burns Lake Chamber of Commerce has spoken to him regarding the 2016 cardboard ban. Ms. Dougall is meeting with the Burns Lake Chamber of Commerce on November 23, 2015.

Concerns were brought forward in regard to companies outside the RDBN bringing cardboard to RDBN Transfer Station sites due to the lack of a cardboard ban at the sites.

Break at 2:32 p.m.

Reconvened at 2:46 p.m.

Discussion:

RE: Additional Projects to be considered

Ms. Chapman provided an overview of additional projects. A number of the projects suggested are currently in departmental work plans and in the advocacy portion of work plans.

PRE-BUDGET PLANNING SESSION (CONT'D)

The following additional items for staff workplans:

Administration

- Education:
 - o Teacher shortage;
 - o Class sizes;
- Transportation – Advocacy
 - o Continuing to advocate;
 - o Log haul changes – concern;
- Agricultural Sector (Admin/Planning) (on work plan)
 - o Sustainability;
 - o Impacts of compression hay facilities;
 - o Planting of trees on Agricultural Land;
 - o Agricultural Sector Meetings;
- Health Services – Community Based;
- Parks/Roads/Docks/Recreation - on work plan;

Finance

- Highlight and colour code increases;

Protective Services

- Spill response;
- CN Rail issues;

Bylaw Enforcement (Planning)

- Review policy in regard to enforcement issues:
 - o Investigate a fine structure;

Environmental Services

- Regional hub for recycling;
- Review tipping fees Construction & Demolition and general tipping fees;
 - o Solid waste management plan review – tipping fee structure;
 - o ODS and C&D – investigate – budget implications to revenue stream;
- Continue discussions regarding LNG development infrastructure implications:
 - o Work camps.
 - o Researching the ability to address fees/bylaws for the development of work camps and waste generated.

Moved by Director Repen
Seconded by Director Stoltenberg

C.W.2015-8-3

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako include the following items for consideration on staff work plans:

Administration

- o Education:
 - Teacher shortage;
 - Class sizes;
- o Transportation – Advocacy
 - Continuing to advocate;
 - Log haul changes – concern;
- o Agricultural Sector (Admin/Planning) (on work plan)
 - Sustainability;
 - Impacts of compression hay facilities;
 - Planting of trees on Agricultural Land;
 - Agricultural Sector Meetings;
- o Health Services – Community Based;
- o Parks/Roads/Docks/Recreation (on work plan)

PRE-BUDGET PLANNING SESSION (CONT'D)

Finance

- o Highlight and colour code increases;

Protective Services

- o Spill response;
- o CN Rail issues;

Bylaw Enforcement (Planning)

- o Review policy in regard to enforcement issues:
 - Investigate a fine structure;

Environmental Services

- o Regional hub for recycling;
- o Review tipping fees Construction & Demolition and general tipping fees;
 - Solid waste management plan review – tipping fee structure;
 - ODS and C&D – investigate – budget implications to revenue stream;
- o Continue discussions regarding LNG development infrastructure implications:
 - Work camps.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

INVITATION

Physical Activity and Health Summit – November 20, 2015
-Prince George, B.C.

Moved by Director Repen
Seconded by Director Petersen

C.W.2015-8-4

“That the Committee of the Whole receive the invitation titled “Physical Activity and Health Summit on November 20, 2015 in Prince George, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

INVITATION

First Nations Health Authority/ B.C. Ministry of Transportation And Infrastructure
-Transportation Symposium Invitation -Smithers, BC: Tuesday, November 24, 2015

Moved by Director MacDougall
Seconded by Director Brien

C.W.2015-8-5

“That the Committee of the Whole receive the invitation from the First Nations Health Authority and B.C. Ministry of Transportation and Infrastructure titled “Transportation Symposium Invitation in Smithers, B.C.: Tuesday, November 24, 2015.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ministry of Transportation and Infrastructure indicated the Symposium is for staff to attend. Director MacDougall is attending on behalf of the Omineca Beetle Action Coalition.

INVITATION (CONT'D)

Discussion took place regarding the number of people along the Highway 16 corridor living in rural areas and that there should be representation from rural areas. The invitation is for two representatives from communities. Concerns were brought forward in regard to addressing the transportation issues along Highway 16.

Discussion took place regarding the recommendation brought forward regarding the issue along with the endorsement at the Union of B.C. Municipalities Convention in the past.

Moved by Director Greenaway
Seconded by Director Stotenberg

C.W.2015-8-6

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako authorize the attendance of Director Newell at the First Nations Health Authority and B.C. Ministry of Transportation and Infrastructure Transportation Symposium in Smithers, B.C. on Tuesday, November 24, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Re-use Shed Information

Discussion took place regarding the timeline that the Regional Board will receive a summary of the Re-Use Shed public meeting information. Ms. Chapman noted that a report will be brought forward for consideration at the December 10th meeting date. Discussion took place in regard to having a Waste Management Committee Meeting on December 10, 2015.

Spill Response Forum

Director Newell will forward information he has received to staff in regard to a Spill Response Forum.

ADJOURNMENT

Moved by Director MacDougall
Seconded by Director Stoltenberg

C.W.2015-8-7

"That the meeting be adjourned at 3:10 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, October 8, 2015**

PRESENT:	Chairperson	Bill Miller
	Directors	Eileen Benedict Shane Brienen Mark Fisher Tom Greenaway Dwayne Lindstrom Thomas Liversidge Rob MacDougall Rob Newell Mark Parker Jerry Petersen
	Directors Absent	Taylor Bachrach, Town of Smithers Darcy Repen, Village of Telkwa Luke Strimbald, Village of Burns Lake Gerry Thiessen, District of Vanderhoof
	Staff	Gail Chapman, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Hans Berndorff, Financial Administrator Janine Dougall, Director of Environmental Services – arrived at 11:12 a.m. Jason Llewellyn, Director of Planning – arrived at 11:12 a.m., left at 11:33 a.m., returned at 12:01 p.m. Wendy Wainwright, Executive Assistant
	Other	David Belford, Office of the Wet'suwet'en – left at 11:50 a.m. John Calogheros, Prince George – left at 11:02 a.m. Tracy Calogheros, Liberal Party Candidate, Cariboo-Prince George – left at 11:02 a.m. Richard Jaques, Green Party Candidate, Cariboo-Prince George, via teleconference at 11:02 a.m., to 11:08 a.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:29 a.m.

**AGENDA &
SUPPLEMENTARY AGENDA**Moved by Director Lindstrom
Seconded by Director Benedict**C.W.2015-7-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of October 8, 2015 be approved; and further that the Supplementary Agenda be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – September 3, 2015

Moved by Director MacDougall
 Seconded by Director Petersen

C.W.2015-7-2

"That the Committee of the Whole meeting minutes of
 September 3, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATIONS (CONT'D)

TRACY CALOGEROS, Liberal Party Candidate, Cariboo-Prince George

Chair Miller welcomed Tracy Calogheros, Liberal Party Candidate, Cariboo-Prince George.

Mrs. Calogheros provided an overview of her background. She has worked at the Exploration Place Museum and Science Centre in Prince George for 22 years and has been Chief Executive Officer for 13 years. Mrs. Calogheros mentioned that when she became CEO 13 years ago the Exploration Place had a deficit of \$1.3 million dollars for a recently completed expansion along with \$100,000 operating deficit. Today, the Exploration Place in partnership with the Regional District of Fraser-Fort George (RDFFG), has developed five year funding envelopes that will establish 45% of the operating budget. They have created a Cultural Service Advisory Council with representation from all funding agencies that provide advice to the RDFFG in regard to heritage and culture.

Mrs. Calogheros has also worked with First Nations communities, the Lheidli T'enneh Nation and Nak'azdli Band to preserve oral history and traditions along with housing collections at risk. They are in the process of developing a Memorandum of Understanding with the Lheidli T'enneh Nation for repatriation of artifacts with other partners throughout Canada.

Mrs. Calogheros noted through her work she has had a lot of experience working with local governments and a variety of governments.

She has served on the following Associations:

- British Columbia Museum Association – Past President;
- Northern British Columbia Tourism Association – Past President:
 - Mrs. Calogheros was in the role of President when the Queen of the North sank and took a prominent role in trying to protect long haul and circle tourism during that difficult time.
- Canadian Association of Science Centre Board of Directors – Current:
 - Has been lobbying Ottawa for approximately 10 years to find funding for Science Education.
- Emily Carr Association Board of Governors
 - Worked very hard to have university arts programs in the north and is very pleased that next year the University of Northern B.C. (UNBC) will be offering adjunct degree programs for northern students.

Mrs. Calogheros has been involved in the Liberal Party for approximately 20 years and became involved when she initially started trying to get grants approved for the Exploration Place. She had a very good experience working with the Liberal party at the time and felt their interest in Northern B.C. and their on the ground in approach to best allocate and target the funds being provided for needed projects was great. She took a break for a time and has since returned as a candidate and advocate for the Liberal party platform. She feels that the Liberal party platform is new and is built from the ground up and that the Liberal Party is better connected to its constituents than it was when they were last leading Canada.

DELEGATIONS (CONT'D)

TRACY CALOGEROS, Liberal Party Candidate, Cariboo-Prince George

The Liberal Party infrastructure promises will benefit local government and all residents. They are planning to implement \$120 billion infrastructure expenditures in three different areas of infrastructure development. This is \$60 billion more than what is currently allocated for infrastructure. The funds will be provided to local governments and municipalities to be able to determine where the need is and allocate funds accordingly. Mrs. Calogheros noted that a Liberal government wants to be a partner and not impede the ability to build infrastructure.

Mrs. Calogheros stated that she has experience working with all levels of government to bring funds into the community and area to strengthen what can be offered to area citizens. She spoke to the need to stop competing amongst communities and to start talking about northern B.C. as a larger picture. There is now a triple bottom line, not just a fiscal bottom line, but also a social and ecological bottom line.

Director MacDougall brought forward concerns regarding CN Rail and the lack of service to communities to get products to market and the requirement for notice regarding the commodities that are being hauled by CN Rail. Mrs. Calogheros spoke of Canada being a resource driven economy and the need to get the resources to market. One of the ways that is accomplished is through rail. Accidents do happen and there needs to be scientific information regarding the impacts to all potential spills. She mentioned that the Liberal Party intends to reinstate funding for scientists to research in order to have the necessary information to be able to mitigate a spill and/or accident. She noted the importance of CN having mitigation teams to be first to an incident and not the Public Relations Team. Mrs. Calogheros commented that CN Rail wants a social license to continue to operate. Communities need to be able to grow economies within small communities and she would work to facilitate discussions with CN regarding the concerns of small communities.

Director Petersen mentioned that the Nechako River is a controlled river and the sturgeon have been declared an endangered species by the Federal Government. Once this has occurred there does not appear to be any follow-up by the Federal Government. What can be done about this issue? Mrs. Calogheros commented that she has worked with the sturgeon recovery project and there needs to be support for the entire life support system. Once a species is put on the endangered list there needs to be more investment in determining whether the species will move to extinction or can be rejuvenated, it requires further science and further work. Once the Federal Government places a species on the endangered list it then also falls under provincial jurisdiction for the monitoring and mitigation works. Thus it needs to be done in partnership with further follow up and funding by the Federal Government.

Director Brienens asked what a Liberal Government would do vs a Conservative Government for small communities and what they would do to address infrastructure needs. Mrs. Calogheros noted the Liberal approach to information sharing is very different than the Conservative Government. They believe in opening access to government information and that any information that needs to remain confidential will be the responsibility of the government to prove. The level and delivery of funding is also different. There is an infrastructure deficit Canada wide and jobs are required in the short term until a Liberal Government has the time to decide what is needed in the long term. Mrs. Calogheros has already been gathering information from the local governments within her riding to determine what is needed in regard to infrastructure. The Infrastructure Bank which the Liberal Government is intending to implement will change the ability to match funding requirements. The Infrastructure Bank will give a better interest rate than the Municipal Finance Authority and will allow small communities to borrow the matching funds. At the end of each fiscal year the Liberal Government plans to allocate the unused funds allowed for infrastructure to local governments through the Federal Gas Tax Program for the local governments to be able to utilize.

DELEGATIONS (CONT'D)

TRACY CALOgheros, Liberal Party Candidate, Cariboo-Prince George

Director Lindstrom asked what Mrs. Calogheros' views were in regard to the Enbridge Northern Gateway Project. Mrs. Calogheros mentioned that pipelines are statistically the safest way to move oil and that we are capable of building a safe pipeline, but "safe" is a relative term. There is always a possibility for accidents and that has to be built into the risk factor. She spoke to recent discussions that she had in regard to the oil in Canada being land locked and that Canada receives a lower price for its oil because it can't get it off shore. If Canada is going to use and sell its resource it needs to get top dollar but it needs to move it in the safest way possible. She noted that it is a huge discussion. The Liberal Party has currently said "no" to Enbridge because it has followed the Environmental Assessment Process that the Conservative Government implemented and the Liberal Party does not feel that this is adequate. Mrs. Calogheros commented that there is a need to start from scratch in reviewing all the information in regard to Enbridge and pipelines.

Mrs. Calogheros does not believe that Enbridge has the social license to continue and that citizens and the government need more information in regard to tanker traffic on the coast. The Liberal Party promises serious innovation to clean energy and clean technology. She also mentioned the need to continue to invest in youth and education.

Mrs. Calogheros noted the need to find a way to get Canadian resources to market and she doesn't feel that the current government has the social license to do so. She mentioned the Tsilhqot'in decision in regard to giving First Nations true title to their land. First Nations need to be consulted and a consensus found to access their land and mineral rights. The Liberal Party will start with common goals. Everyone wants the economy to grow and everyone wants to protect the environment for this generation and generations to come.

Chair Miller spoke of the resolution brought forward and endorsed by the Federation of Canadian Municipalities in regard to the missing \$800 million for mountain pine beetle infected areas that was promised by the Conservative government. Mrs. Calogheros noted that the missing funds appear to be a promise made by the Conservative government that was not followed through on. She commented that it is important for all levels of government to work together to voice concerns about the funds that were not allocated to mountain pine beetle infected areas.

Chair Miller spoke to the importance for all political parties to work together in Ottawa and to build consensus to reach common goals and collaborate for the betterment of all Canadians.

DELEGATIONS

RICHARD JAQUES, Green Party Candidate, Cariboo-Prince George

Chair Miller welcomed Richard Jaques, Green Party Candidate, Cariboo-Prince George.

Mr. Jaques mentioned that he had lived in the region while posted in Fort St. James, Tachet and Tackla Landing as an RCMP officer. He is currently an educator in Prince George.

He spoke of the annual allowable cut reduction and voiced concerns regarding the funding that was promised by the Conservative government to mountain pine beetle infected areas and was never delivered. If elected he is committed to delivering that funding to the area.

Mr. Jacques commented that it is important to retool sawmills in order to not have repetition and allow for mills to stay in production. He spoke to the safety concerns regarding the dust created from the milling of mountain pine beetle timber and is committed to ensuring proper safety measures are followed.

DELEGATIONS (CONT'D)

RICHARD JAQUES, Green Party Candidate, Cariboo-Prince George

He mentioned his concerns in regard to the Trans-Pacific Partnership (TPP) and its impacts to the dairy and forest sectors.

Mr. Jacques will be in Vanderhoof on October 9, 2015 for a political debate.

Chair Miller thanked Mr. Jaques for attending the meeting.

REPORTS

2016 RDBN Business Forum

Moved by Director Fisher
 Seconded by Director Benedict

C.W.2015-7-3

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize the RDBN Sponsorship of the 2017 Business Forum; and, further that the opportunity to host a future Business Forum be provided to the municipalities of the Regional District of Bulkley-Nechako."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the challenges of finding a host municipality for the RDBN Business Forum for 2016. Director Lindstrom noted that Fraser Lake has limited accommodation capacity.

Regional Economic Development Status Report

Moved by Director MacDougall
 Seconded by Director Greenaway

C.W.2015-7-4

"That the Committee of the Whole receive the Manager of Regional Economic Development's September 30, 2015 memo titled "Regional Economic Development Status Report."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Corrine Swenson, Manager of Regional Economic Development provided an overview of the Regional Economic Development Status Report. Discussion took place regarding the measurable for tourism reporting. Ms. Swenson noted that the number of visitors to the regional tourism information centres is recorded, along with visitor's length and type of stay. Website traffic is recorded as a measurable along with the ability to request information from hotels. Ms. Swenson mentioned that there are future plans to participate in a performance measurement training program to learn new methods of being able to record and track measurable factors.

Discussion took place regarding Northern Development Initiative Trust and its Grant Writer program for municipalities and First Nation communities.

REPORTS (CONT'D)

The proposal writing status for September, 2015 and year to date applications was brought forward for discussion. Comments were made in regard to the percentage of grant funds received in comparison to the funds applied for and the length of time it takes to receive a response.

The Strategic Workforce Opportunities Team (SWOT) is moving forward and implementing the Regional Skills Gap Analysis. Staff are currently working to secure funding for a Coordinator for the SWOT.

CORRESPONDENCE

Correspondence

Moved by Director Parker
 Seconded by Director Fisher

C.W.2015-7-5

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

- Re-Use Shed Public Meeting Details;
- Salvaging and Re-Use Shed Background Document;
- Promoting Re-Use in the RDBN – Ideas/Suggestions/Solutions Questionnaire;
- Lyn Nugent – Request for Additional Garbage Disposal Option;
- Earnie Harding – One-Stop Recycling Facilities;

INVITATION

-Nechako Watershed Roundtable Launch October 21-22, 2015, Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Parker requested an update on the Re-Use Shed Public Meetings for Smithers/Telkwa and Houston. Janine Dougall, Director of Environmental Services mentioned that there were 49 people in attendance at the Smithers/Telkwa Public Meeting including Directors and staff. Staff provided the "Salvaging and Re-Use Shed Background" and the "Promoting Re-Use in the RDBN – Ideas/Suggestions/Solutions Questionnaire" documents. Individuals can also submit the questionnaire at a later date. The format of the meeting was an interactive process rather than a town hall meeting format. There were 13 people at the Houston Public meeting. Some of the suggestions at the meetings were:

- o Additional staffing:
 - Volunteer or RDBN;
- o Reduce Hours of the Re-Use sheds – not necessarily the same hours as the transfer stations;
- o Move to another location and perhaps be run by a society;
- o Cameras to try to control bad behavior;
- o Children not allowed out of vehicles;

A Smithers/Telkwa area resident conducted research as to what other municipalities and Regional Districts are doing in terms of a Re-Use shed and will provide the information to staff.

CORRESPONDENCE (CONT'D)

Ms. Dougall mentioned that most of the telephone calls staff have received are from the Vanderhoof area.

Director Newell requested that the information regarding the meetings and the process continue to be provided to the public.

Discussion took place regarding the public response wherein some residents are very passionate and are wanting to find a solution to re-open the re-use sheds. Some residents are quiet in their response. Some residents are also discussing the potential for a business opportunity in regard to re-use options.

Nechako Watershed Round Table Launch

Discussion took place regarding the importance of having a representative from the RDBN Board of Directors attend the Nechako Watershed Round Table Launch in Prince George on October 21-22, 2015.

Moved by Director Newell
 Seconded by Director Benedict

C.W.2015-7-6

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize Director Greenaway's attendance at the Nechako Watershed Roundtable Launch October 21 & 22, 2015 in Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Lyn Nugent – Request for Additional Garbage Disposal Option; -Earnie Harding – One-Stop Recycling Facilities

Director Fisher spoke to exploring options to determine additional garbage disposal options and whether the Recycling Depot in Smithers would be interested in the possibility. Also consideration for capacity and whether a fee for service would be required were noted. He also mentioned that perhaps the Town of Smithers would consider a partnership to provide further service. Director Fisher will research the potential options for additional garbage disposal and provide the information to the Regional Board.

Discussion took place regarding the ability for the public to conveniently access recycling options. The public has indicated that the hours of operation of the recycling facilities are not always convenient thus they are still taking products to the transfer stations.

The existing funding contract provided for recycling in the RDBN was brought forward for discussion. Ms. Dougall commented that the original intent of the funds provided in the recycling budget was to pay for programs not covered under the Extended Producer Responsibility program or industry paid products.

SUPPLEMENTARY AGENDA

INVITATION

Yellowhead Road & Bridge (Vanderhoof) Ltd. 2015/2016 Pre-winter Stakeholders Meeting -Tuesday, October 27, 2015 at 10:00 a.m. – Vanderhoof Fire Hall

Moved by Director Petersen
 Seconded by Director Greenaway

C.W.2015-7-7

"That the Committee of the Whole receive the invitation from Yellowhead Road & Bridge (Vanderhoof) Ltd. regarding its 2015/2016 Pre-winter Stakeholders Meeting, Tuesday, October 27, 2015 at 10:00 a.m. at the Vanderhoof Fire Hall.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Thank You from Chair Miler
RE: UBCM

Chair Miller thanked the Regional Board and Jason Llewellyn, Interim Deputy Administrator/Director of Planning for their support during the Union of B.C. Municipalities Convention in Vancouver, B.C. on September 21-25, 2015.

Discussion took place regarding the full schedule this year during the UBCM Convention and the need to review the most beneficial strategic plan for the RDBN Directors in attending UBCM. Concerns were brought forward that many Directors, due to the amount of meetings scheduled, were unable to attend much of the convention.

Chair Miller commented that there has been positive feedback on the meetings that he attended on behalf of the Northwest Resource Benefits Alliance. The NWRBA meeting with the LNG Alliance was well received and meetings with other sectors such as mining and forestry would be beneficial. He noted that having industry support would greatly benefit the NWRBA.

ADJOURNMENT

Moved by Director Lindstrom
 Seconded by Director Greenaway

C.W.2015-7-8

"That the meeting be adjourned at 12:20 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**FORESTRY COMMITTEE MEETING**
(Committee of the Whole)**Thursday, November 5, 2015**

PRESENT:	Chair	Rob MacDougall
	Directors	Taylor Bachrach Eileen Benedict Shane Brienen Tom Greenaway Thomas Liversidge Bill Miller Rob Newell Mark Parker Jerry Petersen Darcy Repen Gerry Thiessen
	Directors Absent	Mark Fisher, Electoral Area "A" (Smithers Rural) Dwayne Lindstrom, Village of Fraser Lake Luke Strimbold, Village of Buns Lake
	Alternate Director	Stoney Stoltenberg, Electoral Area "A" (Smithers Rural)
	Staff	Gail Chapman, Chief Administrative Officer Hans Berndorff, Financial Administrator Jason Llewellyn, Director of Planning – left at 3:54 p.m. Wendy Wainwright, Executive Assistant
	Other	Daniella Oake, Planning Forester, Babine Forest Products
	<u>CALL TO ORDER</u>	Chair MacDougall called the meeting to order at 3:11 p.m.
	<u>AGENDA</u>	Moved by Alternate Director Stoltenberg Seconded by Director Parker
	<u>F.C.2015-8-1</u>	"That the Forestry Committee Meeting Agenda of November 5, 2015 be adopted; and further, that the Supplementary Agenda be received." (All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>
	<u>SUPPLEMENTARY AGENDA</u>	Moved by Director Greenaway Seconded by Director Benedict
	<u>F.C.2015-8-2</u>	"That the Forestry Committee receive the Supplementary Agenda." (All/Directors/Majority) <u>CARRIED UNANIMOUSLY</u>

MINUTES

Forestry Committee Meeting
Minutes –October 8, 2015

Moved by Director Petersen
Seconded by Director Miller

F.C.2015-8-3

"That the Forestry Committee Meeting Minutes of October 8, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BUSINESS ARISING

Coastal GasLink Timber
Salvage Strategy

Chair MacDougall mentioned that the Coastal GasLink Timber Salvage Strategy and that it could be used as a template for other pipeline projects. He spoke of Directors visiting sawmills and processing plants in their electoral areas to determine whether Coastal GasLink has approached them in regard to processing the volume of fibre from right of way clearing.

Discussion took place regarding other pipeline companies and whether or not they may have approached the processing facilities regarding the use of fibre from their rights of way.

Discussion with Albert
Nussbaum

Director Miller commented that he met with Albert Nussbaum, Director, Forest Analysis and Inventory Branch in Burns Lake recently. Mr. Nussbaum reported that the partition went into major forest stands to mitigate the mountain pine beetle. There is a major change to the landscape. He mentioned there will be pressure to keep in place the cut level. Cutting will become much more precise and surgical in the removal of timber to make sure the undergrowth is not impacted.

Director Miller spoke of the incredible importance of the fibre cleared for pipelines being utilized to influence the huge negative impact to the midterm timber supply.

Invasive Plant Management

Discussion took place regarding pipeline projects response to invasive plant management along rights of way. Jason Lewellyn, Director of Planning mentioned that during the Environmental Assessment Review Process the RDBN requested that the RDBN be able to review and provide comment in regard to the invasive plant management plan. Coastal GasLink indicated they would provide their invasive plant management plan for review but that has not yet happened. The RDBN also requested that a program be implemented similar to the financial partnership between other right of way owners such as Ministry of Transportation and Infrastructure.

REPORTSReports

Moved by Director Stoltenberg
Seconded by Director Miller

F.C.2015-8-4

"That the Forestry Committee receive the following reports

-Summary Report – Wildfire Workshop – RDBN and OBAC – October 13, 2015;
-Wildfire Workshop Follow-up Plan Draft for Discussion – October, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the actions that could be undertaken by participating organizations to improve wildfire management in the region. Staff will bring forward a report to outline what initiatives are currently being undertaken by the RDBN. The RDBN Board can review the report and determine what more it would like to do in regard to wildfire management.

Concerns were brought forward that funding for the Omineca Beetle Action Coalition may not continue beyond March, 2016 but yet the communities impacted by the mountain pine beetle are just beginning to feel the impacts.

Discussion took place regarding the OBAC Pine Beetle Investment Account and the possibility to access funding for wildfire management initiatives.

Advocacy on behalf of the Regional Board and Forestry Committee was brought forward for discussion. The mountain pine beetle has also created more intense wildfires that cause more damage to the landscape than wildfires that go through green stands of fibre.

Discussion took place regarding the utilization of slash piles and burning slash piles. Director Brienen will follow-up with the sawmill and processing plant in Houston in regard to the slash piles in the area. The challenges of utilizing wood in slash piles was discussed.

Director Miller spoke of legislation that is drafted regarding the utilization of waste wood.



CORRESPONDENCE

Babine Lake Community
Forest Society – October, 2015

Moved by Director Repen
Seconded by Director Benedict

F.C.2015-8-5

“That the Forestry Committee receive the correspondence titled
“Babine Lake Community Forest Society – October 16, 2015
Wildfire Workshop.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Repen spoke of Telkwa salvaging the waste wood from their wildfire mitigation to utilizing for their heating plant for approximately two years. The concept of granting municipalities a buffer zone around communities to address wildfire management for a fuel source would be a benefit.

Director Liversidge mentioned that Josh Pressey, Ministry of Forests, Lands and Natural Resource Operations will be meeting with the Village of Granisle in November, 2015 to try to find options in regard to wildfire mitigation.

Chair MacDougall asked staff to respond to the correspondence from Babine Lake Community Forest Society dated October 16, 2015 and outline that a future workshop will include the topic of removing a wildfire management buffer zone from communities that can be utilized through different economic opportunities.

SUPPLEMENTARY AGENDA

CORRESPONDENCE

RDBN Write a Letter to
FP Innovations

Moved by Director Greenaway
Seconded by Director Repen

F.C.2015-8-5

“That the Forestry Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to FP Innovations requesting further information regarding the analysis completed by FP Innovations in regard to a tandem-drive 9-axle B-train and a tri-drive 9-axle B-train.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion and concerns were brought forward regarding the possible impacts to changing the configuration of log hauling trucks.

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ADJOURNMENT

Moved by Director Benedict
Seconded by Director Thiessen

F.C.2015-8-6

"That the meeting be adjourned at 3:59 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rob MacDougall, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**FORESTRY COMMITTEE MEETING**
(Committee of the Whole)**Thursday, October 8, 2015**

PRESENT:

Chair	Rob MacDougall
Directors	Eileen Benedict Shane Brien Mark Fisher Tom Greenaway Dwayne Lindstrom Thomas Liversidge Bill Miller Rob Newell Mark Parker Jerry Petersen
Directors Absent	Taylor Bachrach, Town of Smithers Darcy Repen, Village of Telkwa Luke Strimbold, Village of Burns Lake Gerry Thiessen, District of Vanderhoof
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

CALL TO ORDER

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

AGENDAMoved by Director Petersen
Seconded by Director Greenaway**F.C.2015-7-1**

"That the Forestry Committee Meeting Agenda of October 8, 2015 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Forestry Committee Meeting**
Minutes –August 20, 2015Moved by Director Miller
Seconded by Director Brien**F.C.2015-7-2**

"That the Forestry Committee Meeting Minutes of August 20, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair MacDougall asked that Director Lindstrom, in meeting with the Community Forest Association, speak to them regarding the burning of waste wood.

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RDBN Forestry Forum
(Wildfire Workshop)
October 13th, 2015

Moved by Director Miller
Seconded by Director Greenaway

F.C.2015-7-3

"That the Forestry Committee receive the Chief Administrative Officer's September 30, 2015 memo titled "RDBN Forestry Forum (Wildfire Workshop) October 13th, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Miller spoke of the positive feedback he has received from Tim Sheldan, Deputy Minister, Ministry of Forests, Lands and Natural Resource Operations regarding the RDBN facilitating the Wildfire Workshop. Doug Routledge, Vice President, Council of Forest Industries (COFI) also noted that opportunities such as the Wildfire Workshop provide communities the ability to communicate with stakeholders.

Gail Chapman, CAO, noted that the invitation has been forwarded to First Nations communities, the Regional District of Fraser Fort-George, New Gold, and a representative from COFI is also planning to attend.

CORRESPONDENCE

Correspondence

Moved by Director Brien
Seconded by Director Benedict

F.C.2015-7-4

"That the Forestry Committee receive the following correspondence:

- B.C. News – Wildfire Prevention Funding Increased, New Approaches to Forest Enhancement;
- Forest Practices Board – 2014/15 Annual Report."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Miller mentioned the positive impacts of the wildfire management conversations at the RDBN Regional Board table and other local governments across B.C.

Chair MacDougall spoke of the possibility of determining the needs for the region in regard to wildfire mitigation and the potential to collaborate sub-regionally in an application for wildfire mitigation funding. Chair MacDougall mentioned that BC Timber Sales will auction the harvest opportunities and this may provide jobs and opportunities for small scale salvagers.

Director Miller spoke with the temporary District Manager for Nadina regarding the funding proposed by the province and the possible strategies that could be developed.

CORRESPONDENCE (CONT'D)

Director Miller commented that he spoke with the Chair of the Forest Practices Board and he offered to speak to the Regional Board in the future if that is the wish of the Board.

Chair MacDougall noted the challenges in regard to the reporting program for reporting to the Forest Practices Board and the audit process.

NEW BUSINESS

Slash Piles

Director Newell asked what the process for burning slash piles in the VanJam Forest District was and if there was a policy in place that if the slash was within a certain distance of a pellet plant it had to be sent to that location to be utilized. Chair MacDougall noted that it is an option to have the material chipped and brought to a facility.

Director Newell noted that slash piles are being burned in close proximity to the pellet plant in Houston and he felt the slash could be better utilized at the pellet plant.

Director Miller mentioned that he is aware of changes within legislature and the Forest Tenures Branch that will make fibre such as slash piles much more accessible for alternate fibre usages.

Jason Llewellyn, Director of Planning commented that TransCanada had referred its timber salvage strategy document to the RDBN and has requested the RDBN to review the document and provide comment in regard to its timber salvage strategy if it desires to do so. Director Newell brought forward concerns regarding TransCanada's current timber salvaging strategy and that it does not appear to align with the Regional Board's direction regarding the utilization of fibre.

The Forestry Committee will review the document and provide comments to staff to bring forward at a future Regional Board Meeting.

Discussion took place regarding the larger amount of wood waste wood produced by short logging. Changes have been made in Fraser Lake to move to short log hauling.

Director Miller noted the opportunity to bring forward the utilization of fibre on pipeline corridors in legacy discussions.

Director Newell reported that Pacific Trails Pipelines has cleared approximately 40 kms of right of way but he is unaware of information from them as to the utilization of the fibre being removed.

bb

ADJOURNMENT

Moved by Director Greenaway
Seconded by Director Newell

F.C.2015-7-5

"That the meeting be adjourned at 1:27 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rob MacDougall, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, November 5, 2015**

PRESENT: Chair Eileen Benedict

Directors Tom Greenaway
Bill Miller
Rob Newell
Mark Parker
Jerry Petersen

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

Alternate Director Stoney Stoltenberg, Electoral Area "A" (Smithers Rural)

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

CALL TO ORDER

Chair Benedict called the meeting to order at 4:01 p.m.

AGENDAMoved by Alternate Director Stoltenberg
Seconded by Director Miller**RDC.2015-10-1**

"That the Rural Directors Committee Agenda for November 5, 2015 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee
Meeting Minutes
-October 22, 2015**Moved by Alternate Director Stoltenberg
Seconded by Director Miller**RDC.2015-10-2**

"That the minutes of the Rural Directors Committee meeting of October 22, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Fraser Basin Council
-Request for Grant in Aid
-Electoral Areas "C"
(Fort St. James Rural)
"D" (Fraser Lake Rural)
and "F" (Vanderhoof Rural)

Moved by Director Greenaway
 Seconded by Director Petersen

RDC.2015-10-3

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fraser Basin Council be given \$1,666.67 grant in aid monies from Electoral Areas "C" (Fort St. James Rural), "D" (Fraser Lake Rural), and "F" (Vanderhoof Rural) for the Nechako Watershed Roundtable Watershed Strategy and Launch."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

School District No. 91
-Request for Grant in Aid
-Electoral Area "C"
(Fort St. James Rural)

Moved by Director Greenaway
 Seconded by Director Miller

RDC.2015-10-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that School District No. 91 be given \$1,500 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for a class trip to Haida Gwaii."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Secondary
School Boys Soccer Team
-Request for Grant in Aid
-Electoral Area "C"
(Fort St. James Rural)

Moved by Director Greenaway
 Seconded by Alternate Director Stoltenberg

RDC.2015-10-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that School District No. 91 be given \$500 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with Provincial Championships in Kamloops, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

Moved by Director Petersen
 Seconded by Alternate Director Stoltenberg

RDC.2015-10-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Southside Economic Development Association be given \$500 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for its annual Halloween Party."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

69

REPORTS (CONT'D)

Electoral Area Allocations
of Federal Gas Tax Funds
-Third Quarter 2015

Moved by Alternate Director Stoltenberg
Seconded by Director Parker

RDC.2015-10-7

"That the Rural Directors Committee receive the Finance/Administration Coordinator's October 15, 2015 memorandum titled "Electoral Area Allocation of Federal Gas Tax Funds – Third Quarter 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

REFERRALS

Rec Referral File No.
REC192084 FLNRO
Electoral Area 'G'

Moved by Alternate Director Stoltenberg
Seconded by Director Miller

RDC.2015-10-8

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral REC192084" be provided to the Province as the Regional District's comments on Crown Land Referral REC192084."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.
7409808 Robert Davidson
and Mandi Bessette
Electoral Area 'F'

Moved by Director Petersen
Seconded by Director Greenaway

RDC.2015-10-9

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409808" be provided to the Province as the Regional District's comments on Crown Land Referral 7409808."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

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

Moved by Director Miller
Seconded by Director Petersen

RDC.2015-10-10

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that \$275 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) be allocated for the purchase of a dump truck load of firewood for the Burns Lake Legion's Silent Auction."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Remembrance Day Wreath
Laying in Honour of Veterans

Discussion took place regarding purchasing and laying of the Wreath by Rural Directors in honour of veterans on Remembrance Day.

ADJOURNMENT

Moved by Director Miller
Seconded by Alternate Director Stoltenberg

RDC.2015-10-11

"That the meeting be adjourned 4:14 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, October 22, 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)

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

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

Other Gerry Thiessen, District of Vanderhoof

CALL TO ORDER

Chair Benedict called the meeting to order at 3:49 p.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Miller
Seconded by Director Parker**RDC.2015-9-1**

"That the Rural Directors Committee Agenda for October 22, 2015 be approved; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee Meeting Minutes -October 8, 2015**Moved by Director Petersen
Seconded by Director Miller**RDC.2015-9-2**

"That the minutes of the Rural Directors Committee meeting of October 8, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**DISCUSSION ITEM****Parks & Recreation**Moved by Director Miller
Seconded by Director Newell**RDC.2015-9-3**

"That the Rural Directors Committee defer Discussion Item "Parks & Recreation to November 19, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Miller
Seconded by Director Petersen

RDC.2015-9-4

"That the meeting be adjourned 3:52 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: November 12, 2015

SUBJECT: Committee Meeting Recommendations
– November 5, 2015

Following are recommendations from the November 5, 2015 Committee meetings for the Regional Board's consideration and approval.

Committee of the Whole – November 5, 2015

Recommendation 1:

Re: Pre-Budget Planning – Staff Work Plan Additions

"That the Regional District of Bulkley-Nechako Board of Directors include the following items for consideration on staff work plans:

Administration

- Education:
 - Teacher shortage;
 - Class sizes;
- Transportation – Advocacy
 - Continuing to advocate;
 - Log haul changes – concern;
- Agricultural Sector (Admin/Planning) (on work plan)
 - Sustainability;
 - Impacts of compression hay facilities;
 - Planting of trees on Agricultural Land;
 - Agricultural Sector Meetings;
- Health Services – Community Based;
- Parks/Roads/Docks/Recreation (on work plan)

Finance

- Highlight and colour code increases;

Protective Services

- Spill response;
- CN Rail issues;

Bylaw Enforcement (Planning)

- Review policy in regard to enforcement issues:
 - Investigate a fine structure;

Committee of the Whole – November 5, 2015 (CONT'D)

Recommendation 1 (Cont'd):

Re: Pre-Budget Planning – Staff Work Plan Additions

Environmental Services

- Regional hub for recycling;
- Review tipping fees Construction & Demolition and general tipping fees;
 - Solid waste management plan review – tipping fee structure;
 - ODS and C&D – investigate – budget implications to revenue stream;
- Continue discussions regarding LNG development infrastructure implications:
 - Work camps.

Recommendation 2:

Re: First Nations Health Authority/B.C. Ministry of Transportation and Infrastructure

-Transportation Symposium Invitation - Smithers, BC: Tuesday, November 24, 2015

“That the Regional District of Bulkley-Nechako Board of Directors authorize the attendance of Director Newell at the First Nations Health Authority and B.C. Ministry of Transportation and Infrastructure Transportation Symposium in Smithers, B.C. on Tuesday, November 24, 2015.”

Forestry Committee Meeting – November 5, 2015

Recommendation 3:

Re: Write a Letter to FP Innovations

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to FP Innovations requesting further information regarding the analysis completed by FP Innovations in regard to a tandem-drive 9-axle B-train and a tri-drive 9-axle B-train.”

Rural Directors Committee – November 5, 2015

Recommendation 4:

Re: Fraser Basin Council – Request for Grant in Aid – Electoral Areas “C” (Fort St. James Rural), “D” (Fraser Lake Rural) and “F” (Vanderhoof Rural)

“That the Regional District of Bulkley-Nechako Board of Directors authorize the Fraser Basin Council be given \$1,666.67 grant in aid monies from Electoral Areas “C” (Fort St. James Rural), “D” (Fraser Lake Rural), and “F” (Vanderhoof Rural) for the Nechako Watershed Roundtable Watershed Strategy and Launch.”

Rural Directors Committee – November 5, 2015 (CONT'D)

Recommendation 5:

Re: School District No. 91 – Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)

“That the Regional District of Bulkley-Nechako Board of Directors authorize School District No. 91 be given \$1,500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for a class trip to Haida Gwaii.”

Recommendation 6:

Re: Fort St. James Secondary School Soccer Team – Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)

“That the Regional District of Bulkley-Nechako Board of Directors authorize School District No. 91 be given \$500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with Provincial Championships in Kamloops, B.C.”

Recommendation 7:

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

“That the Regional District of Bulkley-Nechako Board of Directors authorize Southside Economic Development Association be given \$500 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) for its annual Halloween Party.”

Recommendation 8:

Re: Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural)

“That the Regional District of Bulkley-Nechako Board of Directors authorize \$275 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) be allocated for the purchase of a dump truck load of firewood for the Burns Lake Legion’s Silent Auction.”

RECOMMENDATION:

(ALL/DIRECTORS/MAJORITY)

Recommendations 1 through 8 as written.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Miller and Board of Directors

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

DATE: November 2, 2015

**SUBJECT: Fort St. James Seniors Helping Seniors Transportation Service
Establishment – Alternative Approval Process**

At its October 22, 2015 Board meeting the RDBN Board of Directors gave three readings to "Fort St. James Seniors Helping Seniors Transportation Service Establishment Bylaw No. 1750, 2015."

Director Greenaway has requested staff to proceed with the **Alternative Approval Process** to determine public support for the adoption of the bylaw.

The Alternative Approval Process allows eligible voters to register their opposition to the establishment of a service. If the number of elector responses is less than 10% of the number of eligible electors within the proposed service area, the bylaw may then be adopted.

The bylaw has been forwarded to the Inspector of Municipalities approval and has been given Statutory Approval. The Alternative Approval Process may now commence.

For the Alternative Approval Process, under Section 86 of the *Community Charter*, the following steps are required:

1. Establish the deadline for receiving elector responses;
2. Establish elector response forms;
3. Make a fair determination of the total number of electors of the area to which the approval process applies;
4. Set the deadline for submission of Elector Response Forms (at least 30 days after the 2nd notice in the local newspaper);
5. Advertise the Alternative Approval Process for two (2) consecutive weeks in the local newspaper;
6. Following the submission deadline, review and tabulate the number of submissions;
7. If less than 10% of eligible electors submit Elector Response Forms, the Board may adopt the bylaw.

Determination of Number of Eligible Electors

In instances where an entire electoral area has been involved, statistics for BC Stats were used to determine the number of eligible electors. In this case, the AAP only pertains to a portion of the electoral area. There is not any statistical data that corresponds to the area in question.

The following steps were taken to determine the number of eligible voters within the proposed service area boundary:

1. Obtained a listing of the properties (legal descriptions and house numbers) within the proposed service area including the property owners' mailing addresses and determined how many properties are within the proposed service area.
2. Removed commercial, industrial, utility, Crown, etc. properties from the list.
3. Removed properties with non-BC addresses from the list as eligible electors must have lived in B.C. for six months prior to voting.
4. Separated the remaining list into those properties with house numbers (assume occupied) and those properties without house numbers (assume vacant land).
5. Removed property owners that existed on both lists as they would automatically be eligible to vote as a resident elector, and electors may only vote once, regardless of the number of properties owned.
6. Count properties without house numbers as non-resident property electors (1 per property). Make sure that there are no non-BC mailing addresses included.
7. Separate the properties with house numbers into two categories – those with local mailing addresses and those with addresses outside the local area (but within BC).
8. Count those properties with house numbers and local addresses as 2 resident electors per property (assume 2 adults per household).
9. Count the properties with house number but BC non-local addresses as 1 non-resident property elector (1 per property) and 2 resident electors (assume that the house is rented and 2 adults live in the rental).
10. Determine numbers.
11. Compare the final number with the census for the entire electoral area from latest Census (removing those under 18 years of age) to make sure that the result is reasonable.

Resident Electors	1084
Non-Resident Property Electors	123
Total Number of Eligible Voters	1207
10% of Eligible Voters	121

Recommendation:

(All/Directors/Majority)

“That the alternative approval process be used to determine approval of the electors for “Fort St. James Seniors Helping Seniors Transportation Service Establishment Bylaw No. 1750, 2015”;

Further, that for the purpose of obtaining approval for the “Fort St. James Seniors Helping Seniors Transportation Service Establishment Bylaw No. 1750, 2015” using the alternative approval process, 121 be used as the fair determination of 10% of the total number of eligible electors within the Fort St. James Seniors Helping Seniors Transportation Service Establishment area;

Further, that the deadline for receiving elector responses for Bylaw No. 1750 be Friday, January 15, 2016;

And further, that the attached Elector Response Form be approved as the Elector Response Form for Bylaw No. 1750.”



REGIONAL DISTRICT OF BULKLEY-NECHAKO

ALTERNATIVE APPROVAL PROCESS ELECTOR RESPONSE FORM

Fort St. James Seniors Helping Seniors Transportation Establishment Bylaw No. 1750, 2015
Electoral Area "C" (Fort St. James Rural)

As an elector in Electoral Area "C" (Fort St. James Rural) of the Regional District of Bulkley-Nechako, I am **OPPOSED** to the adoption of "Fort St. James Seniors Helping Seniors Transportation Service Establishment Bylaw No. 1750, 2015" which establishes a service within a portion of Electoral Area "C" (Fort St. James Rural) for the purpose of providing transportation services for senior citizens in the Fort St. James Area.

I CERTIFY THAT I MEET THE FOLLOWING REQUIREMENTS:

- 18 years of age or older;
- Canadian citizen;
- resident of BC for at least 6 months immediately before signing this Elector Response Form;
- resident of OR registered owner of real property in the defined portion of Electoral Area "C" of the Regional District of Bulkley-Nechako for at least 30 days immediately prior to signing this Elector Response Form; and
- not otherwise disqualified by law from voting.

FULL NAME OF ELECTOR:

_____ (Please Print Full Name)

ELECTOR'S RESIDENTIAL ADDRESS:

_____ (State Full Civic Address)

SIGNATURE OF ELECTOR:

DATE:

To be completed by Non-Resident Property Electors Only

I am entitled to register as a non-resident property elector as an owner of the property located at the following address:

- ❖ A person must not sign more than one elector response form in relation to the same Alternative Approval Process.
- ❖ A person may only submit one elector response form, regardless of the number of properties owned.

****THIS FORM IS TO BE COMPLETED ONLY IF YOU ARE OPPOSED TO THE PROPOSED SERVICE****

Unless Alternative Approval Electoral Response Forms petitioning against the adoption of this bylaw have been received from 10% (121) of the eligible electors within the defined portion of Electoral Area "C" (Fort St. James Rural) of the Regional District of Bulkley-Nechako, Bylaw No. 1750 will be deemed to have received approval of the electors.

COMPLETED ELECTOR RESPONSE FORMS WILL BE RECEIVED UNTIL 4:30 PM, FRIDAY, JANUARY 15, 2016 at the following address:

Regional District of Bulkley-Nechako
Box 820
37, 3rd Avenue
BURNS LAKE, BC V0J 1E0

- Postmarks **WILL NOT** be accepted as the date of submission
- ORIGINAL SIGNATURES ARE REQUIRED, therefore the Elector Response Forms may not be returned by fax or email.



INFORMATION REGARDING QUALIFICATIONS FOR ELECTORS

Resident Electors:

- age 18 or older;
- a Canadian citizen;
- a resident of British Columbia for at least 6 months immediately before signing this Elector Response Form;
- a resident of the defined portion of Electoral Area "C" (Fort St. James Rural) for at least 30 days before signing this Elector Response Form; and
- not disqualified by any enactment from voting in an election or otherwise disqualified by law.

Non-resident property electors:

- not entitled to register as a resident elector in the defined portion of Electoral Area "C" (Fort St. James Rural);
- age 18 or older;
- a Canadian Citizen;
- a resident of British Columbia for at least 6 months immediately before signing this Elector Response Form;
- a registered owner of real property in the defined portion of Electoral Area "C" (Fort St. James Rural) for at least 30 days before signing this Elector Response Form;
- not disqualified by any enactment from voting in an election or otherwise disqualified by law.

****If there is more than one registered owner of the property, only one of those individuals, with the written consent of the majority of the owners, may register as a non-resident property elector in relation to one parcel of real property in a jurisdiction. (Consent form is attached)**

****Properties registered in company/corporation names do not qualify under the *Local Government Act* to vote.**

Copies of this form may be utilized, provided that only Elector Response Forms with original signatures are submitted. Forms may also be obtained by contacting the Regional District of Bulkley-Nechako at 1-800-320-3339 or at www.rdbn.bc.ca .



Only required if registering as a non-resident property elector

Form No. 2-8

Local Government Act
Section 51(6)

REGIONAL DISTRICT OF BULKLEY-NECHAKO

NON-RESIDENT PROPERTY ELECTOR CONSENT FORM

We, together with the person registering, constitute a majority of registered owners of the real property noted below and hereby give consent to

_____ (name of non-resident property elector)

residing at _____ (residential address)

to be registered as the Non-Resident Property Elector for the jointly owned property

legally described as _____ (legal description of property)

and located at _____ (street address or location)

_____ name

_____ signature

_____ name

_____ signature

_____ name

_____ signature

_____ name

_____ signature

_____ name

_____ signature

- NOTE: (a) The person registering as the Non-Resident Property Elector must be one of the registered owners of the property.
- (b) The person registering must be one of the individuals granting consent.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Miller and Board of Directors

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

DATE: November 9, 2015

**SUBJECT: Southside Seniors Housing Society – Request for Grant in Aid
– Electoral Area “E” (Francois/Ootsa Lake Rural)**

Attached is a request for Grant in Aid monies from St. Luke's on the Lake Society.

The Society is seeking \$5,000 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) toward a restoration project for a new foundation and roof.

Director Benedict has indicated that she is supportive of this application.

RECOMMENDATION: (All/Directors/Majority)

“That St. Luke's on the Lake Society be given \$5,000 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) toward a restoration project for a new foundation and roof.”

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

APPLICATION SUBMITTED BY:

Applicant Name: SE hule's on the lake Society

Mailing Address: Box 602

Francis lake BC V0S1R0

E-mail Address: donna.fowler52@yahoo.ca

Contact(s): Donna Fowler 250-695-6385

Name, Telephone/Fax Number

Kim Gillespie 250-695-6783

Name, Telephone/Fax Number

APPLICATION SUMMARY

Project or purpose for which you require assistance: Restoration project
for new foundation + roof.

Amount of Grant Requested \$ 5000.00

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

Donna Fowler

(signature of authorized signatory)

(title) Chairperson

Amount Approved: _____

Date: _____

Signature of Electoral Area Director

APPLICANT PROFILE

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

- These services are solely our mandate.
- We provide a venue for community meetings
- We provide monthly travel nights for seniors
- We hope to resume educational services for our community
- we hope to offer community family picnics/potholes
- we hope to provide a district wide tourist journal that celebrates our heritage and history

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

The entire hales District & specifically
Francis hales, Callington & Southside communities

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

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

We are funded for this project from NKDF (£8,242.00)
NDL (£3,458) & Bures hales Confer (£5000)

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

- we have 7-8 members of our Society
 - we have been meeting since 2011.
-
-

PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

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

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

Proposal consists of the following:

- 1) replace existing foundation
- 2) replace existing roof.

3. Describe how this proposal will benefit the community.

St. Luke's building was originally built in 1914 by local community volunteers. The building served as a community gathering place, and elementary school temporarily, a place for church services, potlucks, family events and weddings/funerals. This building used hopefully has used for similar events. We are hoping to add to those events things like community meetings, educational venues, youth gatherings and family picnics. We are hoping to offer this venue free of charge whenever possible or appropriate.

Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:
 - Total cost of project/proposal;
 - Grants/funding from other sources;
 - Funding contributed by applicant through funding raising activities or other sources of revenue;
 - Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant/funding from other source(s)?
 YES NO

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

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
NKDF	\$ 8,242.00	✓		
N.D.I.	\$ 13,458.00	✓		
Bl. Commr	\$ 5,000.00	✓		

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

_____ YES NO If yes, complete the following chart.

Year:	\$ Amount	Purpose for which assistance was used

4. Does your organization:

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

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

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

OR, is your organization:

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

Don't forget to attach the required financial report.

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

TO: Chair Miller and Board of Directors

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

DATE: November 9, 2015

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

Attached is a request for Grant in Aid monies from the Vanderhoof Children's Theatre.

The Theatre group is seeking \$4,000 from Electoral Area "F" (Vanderhoof Rural) grant in aid monies for costs associated with its Peter Pan Production in Prince George.

Director Petersen has indicated that he is supportive of this application.

RECOMMENDATION: (All/Directors/Majority)

"That the Vanderhoof Children's Theatre be given \$4,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with its Peter Pan Production in Prince George, B.C."

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>
Sent: October-30-15 9:47 AM
To: Cheryl Anderson
Subject: ***SPAM***New submission from "Grant in Aid Application"!



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

APPLICATION SUBMITTED BY:

Vanderhoof Children's Theater

Mailing Address:

Box 1701, Vanderhoof, BC, V0J 3A0

Email:

r_wruth@hotmail.com

Contact Person:

Richard Wruth, 2505670949

APPLICATION SUMMARY

Project or purpose for which you require assistance:

Hotels In Prince George Dec 8,9,10,11 for Peter Pan Production

Amount Requested:

\$4000.00

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

Yes

(signature of authorized signatory) (title)

Signature of Electoral Area Director

Amount Approved: _____
Date: _____

APPLICATION PROFILE

Is your organization voluntary and non-profit?:

Yes

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

Registration is open to any child in grades 2-12 with no experience necessary. There is no other after school drama program that provides a chance to experience acting, singing, choreography and gives students an opportunity to work together as a team.

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

VCT performs there shows in vanderhoof. We have 6 public performances that have had people come from all surrounding areas. In addition we have 6 school shows that bring students from burnslake, fraser lake, fort fraser, fort st. james, and vanderhoof. VCT also travels to prince George for 4 days. During our stay we have 1800 school students from 30 elementary schools participate. This year we have booked our shows in prince George selling out in the first day with a waiting list of over 400 students.

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

n/a

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

VCT Started in 1999. Each production averages 40-60 students with up to a minimum of 30 volunteers per production.

PROJECT PROPOSAL PROFILE

RDBN Assistance Requested:

other purpose

Other Assistance Requested:

For hotel rooms for our trip on Dec 8,9,10,11

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

We are asking for assistance with the cost of hotel rooms for us to travel to prince George for 4 days and 3 nights has a huge cost.

Describe how this proposal will benefit the community:

With assistance VCT will be able to provide an amazing experience for all those involved. VCT provides a great live theater experience for all of Vanderhoof and surrounding areas.

FUNDING AND FINANCIAL INFORMATION

files Submitted:

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

Yes

If not, please comment.:

Name of Grant or Funding Agency1:

New Gold

Amount Applied for 1:

\$2500.00

Status of Grant Application1:

Pending

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

Yes

Year, Amount and Purpose for assistance

*2015, \$4000.00 for hotel
rooms in prince george*

Year, Amount and Purpose for assistance

*2014, \$4000.00 for hotel
rooms in prince george*

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

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



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
NOVEMBER 19, 2015**

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: November 6, 2015
Regarding: Round Lake Rural Fire Protection Area Service Agreement with the Village of Telkwa

Attached for your review is the Round Lake Rural Fire Protection Area Service Agreement with the Village of Telkwa

Recommendation

AII /DIRECTORS/MAJORITY

1. "That the Board of Directors receive the memo titled 'Round Lake Rural Fire Protection Area Service Agreement with the Village of Telkwa' from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors approve staff entering into the attached agreement with the Village of Telkwa for Round Lake fire protection service."

THIS AGREEMENT IS DATED THE ____ DAY OF December, 2015

BETWEEN:

THE REGIONAL DISTRICT OF BULKLEY-NECHAKO,
P.O. BOX 820,
Burns Lake, British Columbia, VOJ 1E0
(hereinafter referred to as "Regional District")

OF THE FIRST PART

AND:

THE VILLAGE OF TELKWA,
Box 220
Telkwa British Columbia, V0J 2X0
(hereinafter referred to as "Village")

OF THE SECOND PART

WHEREAS a Regional District may, by by-law establish and operate a local service under the provisions of Part 24 of the *Local Government Act*;

AND WHEREAS the Regional District has established by Bylaw No. 1722, a service within a portion of Electoral Area "A" (Smithers Rural) known as the "Round Lake Rural Fire Protection Service";

AND WHEREAS to facilitate the provision of fire protection services in the Round Lake Fire Protection Service Area a dry hydrant will be required in the Service Area;

AND WHEREAS the parties wish to develop an integrated fire protection service, to include the Round Lake Rural Fire Protection Service Area under the direction and management of the Village of Telkwa Fire Department;

AND WHEREAS the parties wish to enter into a contractual agreement to provide for a fire protection service in the Service Area;

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of mutual covenants and agreements herein contained, the parties hereto covenant and agree each with the other as follows:

1. Service to be Provided

The Village of Telkwa undertakes to provide fire protection service to structures and dwellings for and to the residents of the "Round Lake Rural Fire Protection Service Area" shown on Schedule "A" to "Round Lake Rural Fire Protection Service Establishment By-law No. 1722 (the Service Area) in the same manner and to the same extent as is provided to the residents of the Village of Telkwa, except as provided in this Agreement and taking into account that differing supplies of water may exist, such as fire hydrants within the Village.

2. Buy-in Fee

The Regional District, on behalf of the Service Area, shall pay a buy-in fee to the Village to recognize that the rural residents of the Round Lake Rural Fire

Protection Service Area receive value for use of the assets of the Telkwa Fire Department in existence at the commencement of this agreement. The buy-in fee shall be \$1,356.00 annually for a period of ten years; and is payable on August 1st of each year.

3. Annual Fee for Service

The Regional District, on behalf of the Service Area, undertakes to pay the Village an annual sum (to be paid on August 1st. in each year) in compensation for the provision of the said service during the lifetime of this Agreement as hereinafter determined.

- a) The formula for the calculation of the annual amount due under this Agreement, shall be as follows:
 - i) Determine the converted hospital assessment on land and improvements within the Village of Telkwa, the Telkwa Rural Fire Protection Service Area, the Round Lake Rural Fire Protection Service Area and all three areas together;
 - ii) Calculate the percentage of the converted hospital assessment within the Village of Telkwa, the existing rural service area and the Round Lake Rural Fire Protection Service Area respectively;
 - iii) Apply these percentages to the net annual operating costs of the fire protection service to determine the proportionate contribution of the Village, the Telkwa Rural Fire Protection Service Area and the Round Lake Rural Fire Protection Service Area.
- b) The maximum amount the Service Area shall contribute to the fire protection service shall not exceed ONE DOLLAR AND EIGHTY CENTS (\$1.80) per ONE THOUSAND DOLLARS (\$1,000) of the net taxable value of land and improvements in the Service Area. Renegotiation of the bylaw is required should the maximum amount be reached during the life of this Agreement.
- c) The Regional District and Village will use the latest and/or adjusted assessment information provided by the British Columbia Assessment Authority in determining the converted hospital assessment on improvements.

4. Annual Budget

The Electoral Area "A" Director of the Regional District shall be involved in the preparation of the Village's Fire Department Annual Budget, the net operating costs of which shall be furnished to the Regional District in time to be included in the Regional District's Annual Budget for that year, no later than March 1st.

5. Record of Fires

The Fire Department is to keep a record of fires within the Village and the Telkwa Rural Fire Protection Area and the Round Lake Rural Fire Protection Service Area for the benefit and information of both the Village and the

Regional District.

6. Other Agreements

The Village shall ensure that any agreement between the Village and the Ministry of Forests, Lands, and Natural Resource Operations with respect to the control and extinguishment of fires shall apply to the "Round Lake Rural Fire Protection Local Service Area".

7. Indemnities

The Village shall indemnify and save harmless the Regional District from any and all liability arising out of the provision by the Village of the fire protection service contemplated by this agreement arising from or contributed to by the negligence of the Village, its officers, employees, agents or contractors.

The Regional District shall indemnify and save harmless the Village from any and all liability arising from the provision by the Village of the fire protection service contemplated by this agreement arising out of or contributed to by the negligence of the Regional District, its officers, employees, agents or contractors.

8. Force Majeure

- a) "Force Majeure" means any event or circumstance not within the reasonable control of the party claiming Force Majeure and includes:
 - i) acts of God, including wind, ice and other storms, lightning, floods, earthquakes, volcanic eruptions and landslides;
 - ii) strikes, lockouts and other industrial disturbances;
 - iii) epidemics, war (whether or not declared), blockades, acts or public enemies, acts of sabotage, civil insurrection, riots and civil disobedience; and
 - iv) explosions, fires or mechanical breakdowns.
- b) If at any time any party hereto is unable to fulfill an obligation under this Agreement due to an event of Force Majeure, that party shall be relieved from its obligation for the duration of such event of Force Majeure, provided that the party claiming the benefit of this section shall within twenty-four (24) hours of the occurrence of the event that party claims is an event of Force Majeure provide to the other parties a notice in writing specifying:
 - i) the event that the party claims is an event of Force Majeure;
 - ii) the circumstances which that party claims prevents it from performance of its obligations under this Agreement.
- c) The Provisions of this section shall not relieve a party of its obligation to continue to take all reasonable steps within that party's control to fulfill its obligations under this Agreement, or to resume the carrying out of its obligations hereunder at the earliest opportunity, or to mitigate the extent

of the loss or damage it may suffer or incur as a result of the event of Force Majeure.

9. Term of Agreement

The procedures outlined in this Agreement shall apply to each succeeding year during the term of this Agreement. The term of this Agreement shall be five years commencing on January 1, 2016 and terminating on December 31, 2020.

10. Early Termination

- a) In the event that, at the discretion of the Village of Telkwa in consultation with the Electoral Area "A" Director of the Regional District, it is determined that the Village of Telkwa Fire Department can no longer provide adequate fire protection to the Service Area due to a lack of appropriate volunteer firefighters or equipment, the Village may terminate this agreement to take effect at the end of any calendar year with 12 months written notice.
- b) In the event that this Agreement is terminated early, all payments from the Regional District to the Village will terminate.

IN WITNESS THEREOF the said parties hereto have hereunto affixed their Seals
the day and year first above written.

SIGNED, SEALED AND DELIVERED

on this ____ day of _____, 2015 by
the Regional District of Bulkley-Nechako

"SEAL"

Chair

Chief Administrative Officer

on this ____ day of _____, 2015 by
the Village of Telkwa

"SEAL"

Mayor

Chief Administrative Officer



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Regional District of Bulkley-Nechako Board of Directors Memorandum NOVEMBER 19, 2015

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: November 6, 2015
Regarding: Southside Volunteer Fire Department Society Revised Agreement

Attached for your review is a revised agreement with Southside Volunteer Fire Department. The revisions reflect the addition of Bylaw No. 1729 a Bylaw to establish administration and regulation for the provision of fire protection in the Regional District of Bulkley-Nechako established rural fire protection areas and the Regional District naming the Southside Volunteer Fire Department Society on the Municipal Insurance Association Contract for Liability Insurance as an "Associate Member".

By adding the Southside Volunteer Fire Department Society to the Regional District Municipal Insurance Association Contract as an "Associate Member", any claims incurred could potentially affect the Regional District's insurance premium and deductible. However, since the Southside Rural Fire Protection is a Regional District of Bulkley-Nechako service, if the Southside Volunteer Fire Department Society were sued, the Regional District of Bulkley-Nechako would surely be named in the legal action as well.

Recommendation

ALL /DIRECTORS/MAJORITY

1. "That the Board of Directors receive the memo titled "Southside Volunteer Fire Department Society Revised Agreement" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors approve staff entering into the attached agreement with the Southside Volunteer Fire Department Society.
3. That by adding the Southside Volunteer Fire Department Society to the Regional District the Municipal Insurance Association Contract as an 'Associate Member 'any claims incurred could potentially affect the Regional District's insurance premium and deductible."

SOUTHSIDE RURAL FIRE PROTECTION AGREEMENT

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THIS AGREEMENT is made the ____ day of November, 2015.

BETWEEN:

REGIONAL DISTRICT OF BULKLEY-NECHAKO

Box 820
Burns Lake, BC V0J 1E0 ("Regional District")

AND:

OF THE FIRST PART

SOUTHSIDE VOLUNTEER FIRE DEPARTMENT

(Incorporation No. S-0018372) PO Box 99
1122 Witney Way
Southbank, BC V0J 2P0 ("Society")

OF THE SECOND PART

WHEREAS

- A. The Regional District adopted the Southside Rural Fire Protection Local Service Establishment Bylaw No. 761, 1993, which authorized the Regional District to undertake and carry out or cause to be carried out and provide fire prevention, fire suppression and emergency assistance services (the "Fire Protection Service") within certain parts of Electoral Area "E";
- B. Under the terms of the Southside Rural Fire Protection Local Service Area Boundary Amendment By-law No. 1175, 2000, the Regional District has expanded the boundaries of the area served by the Fire Protection Service;
- C. Under the terms of Southside Rural Fire Protection Local Service Establishment Bylaw No. 761, 1993, the annual cost of providing the Fire Protection Service is recovered by a requisition of money to be collected by a property value tax on land and improvements, and under Southside Rural Fire Protection Local Service Establishment Amendment Bylaw No. 1475, 2008, the maximum amount that may be requisitioned annually for the Fire Protection Service was increased to the greater of \$30,000.00 or the amount yielded by applying \$1.29 per \$1,000.00 to the net taxable value of the land and improvements in the Service Area;
- D. Under Section 176(1)(a) of the *Local Government Act* the Regional District may make agreements for the undertaking, provision and operation of its services; and
- E. The Society has agreed to provide the services described herein, within and for the Fire Protection Service Area;

NOW THEREFORE, this agreement witnesses that in consideration of premises, the terms and conditions hereinafter contained, and other good and valuable consideration (the receipt and sufficiency of which are acknowledged by the parties), the Regional District and the Society covenant and agree as follows:

1.0 DEFINITIONS

In this Agreement, the following words and phrases have the following meaning:

Initial _____

- (a) **“Equipment”** means all vehicles, apparatus, goods and chattels acquired by the Society using Regional District Funds or the Regional District Grant;
- (b) **“Facilities”** means the lands legally described as: PID: 004-945-701 (the “Fire Hall Site”) and the Fire Hall and other buildings and structures located on the Fire Hall Site;
- (c) **“Fire Protection Service Area”** or “Service Area” means the local service area established by the Southside Rural Fire Protection Local Service Establishment Bylaw No. 761, 1993, amended as described in Recital B of this Agreement, and as may be further amended from time to time;
- (d) **“Regional District Funds”** means money requisitioned by the Regional District for the Fire Protection Service Area and paid to the Society prior to the date of this Agreement;
- (e) **“Service”** means fire prevention, fire suppression, rescue operations and response to hazardous materials incidents, and all other activities, within the departments training parameters, as agreed to by the Regional District and Southside Volunteer Fire Department from time to time as part of the Fire Protection Service;
- (f) **“Regional District Grant”** means the grant paid to the Society by the Regional District as referred to in section 4.1 of this Agreement.

2.0 SERVICE

2.1 The Society shall provide the Service in and for the Fire Protection Service Area on the terms and conditions set out in this Agreement.

2.2 In providing the Service, the Society shall abide by:

- (a) all enactments that apply to the provision of the Fire Protection Service, including all applicable bylaws of the Regional District, as amended or replaced from time to time including but not limited to Bylaw No. 1729 A Bylaw to Establish Rules for the Administration and Regulation for the Provision of Fire Protection in the Regional District of Bulkley-Nechako Established Rural Fire Protection Areas, attached hereto as Schedule 1;
- (b) all policies of the Regional District that govern the manner in which the Fire Protection Service is to be provided, or that specify the level of the Service, as such policies may be amended or replaced from time to time;
- (c) any Standard Operational Guidelines for the Service that are developed by or for the Society and that are approved from time to time by the Regional District;
- (d) the standard of firefighting and emergency services for volunteer fire departments generally accepted in the Province of British Columbia, including the standards that apply to the training and equipment of fire fighters;
- (e) the requirements of the *Workers Compensation Act* and the Occupational Health and Safety Regulation under that *Act*; and

- (f) the directions of the Fire Chief as appointed by the Regional District Board and the Chief Administrative Officer or his/her designate, appointed by the Regional District Board to supervise and direct the provision of the Fire Protection Service.

3.0 TERM

3.1 The Term of this Agreement is five (5) years, commencing on the __ day of November, 2015 and terminating on the 31st day of October, 2020.

4.0 MONTHLY GRANT

4.1 Subject to the Society's continued performance of its obligations under this Agreement, and subject to the Regional District's annual budgeting process, the Regional District may grant to the Society the amount requested for that year in the financial plan for the Southside Rural Fire Protection Service as approved by the Regional District under section 6.3 of this Agreement for that calendar year.

4.2 The Regional District shall pay the Regional District Grant in equal monthly instalments.

5.0 COST

5.1 It is acknowledged, understood and agreed that the entire cost to the Regional District of providing the Fire Protection Service under this Agreement shall be recovered by the Regional District in the form of a property value tax payable by the owners of property within the Southside Rural Fire Protection Service Area.

5.2 It is further acknowledged, understood and agreed that under no circumstances shall the Regional District Grant exceed the maximum requisition for the Fire Protection Service authorized under the Regional District's bylaws, as amended from time to time, less any expenditures for the Fire Protection Service paid directly by the Regional District.

6.0 BUDGET

6.1 For each year of this Agreement the Society shall prepare in a form first approved by the Electoral Area Director and the Chief Financial Officer of the Regional District a five year financial plan that includes the Society's proposed capital and operating expenditures and revenues for each year of the plan.

6.2 The Society shall forward the financial plan to the Chief Financial Officer on or before the 30th day of November of each year of the Term for the following calendar year of the Term.

6.3 The Regional District shall review the financial plan as prepared under section 6.1 and shall either approve the financial plan or return it for amendment by the Society. As required, the Society shall return the final financial plan as amended to the Regional District for its final approval on or before the 31st day of October of each year of the Term immediately preceding the year in which the budget is to take effect. If the Regional District and the Society cannot reach agreement on the Society's financial plan by January 31st of the year of the Term during which the budget is to take effect, the Regional District shall determine the financial plan.

6.4 If a monthly payment or other payment is made to the Society before the

Regional District's approval of the financial plan for the year in relation to which that payment was made, any necessary adjustment shall be made by the Regional District at the time of the first payment made after approval of the budget.

- 6.5 The Society shall not expend money or otherwise incur a financial obligation in any calendar year of the Term except one that is provided for in a financial plan that has been approved in accordance with this Agreement, or except for an expenditure made entirely with money of the Society that is not transferred to the Society as part of the Regional District Grant, or that was received by the Society as Regional District Funds.

7.0 COVENANTS OF THE SOCIETY

The Society covenants agrees that it will, during the term of this Agreement:

- 7.1 maintain its corporate existence, carry on and conduct its affairs in a proper and businesslike manner and keep or cause to be kept properly books of account in accordance with generally accepted accounting principles applied consistently;
- 7.2 perform all its obligations under this Agreement at its own cost;
- 7.3 provide to the Regional District within 120 days after the close of each fiscal year of the Society a financial statement for the operation of the Society and a copy of the minutes of the Annual General Meeting;
- 7.4 keep the Service Fee and all Regional District Funds separate in the Society's books of accounts;
- 7.5 permit the Regional District and its auditors at any time and from time to time to have access to and inspect the Society's books of accounts, documents, cheques, vouchers and other records that relate to the provision of the Service;
- 7.6 permit the Regional District at any time and from time to time to have access to and inspect all facilities, equipment, goods and chattels that are used in connection with the provision of the Service;
- 7.7 under the direction of the Fire Chief, organize and coordinate the services of such volunteer firefighters and other personnel as are necessary to properly and efficiently provide the Service and to perform the Society's other obligations under this Agreement;
- 7.8 under the direction of the Fire Chief, provide for the training of the volunteer fire fighters and other personnel who provide the Service, on an ongoing basis, and as necessary to provide the Service in accordance with the requirements of this Agreement;
- 7.9 assist the Regional District on an ongoing basis in the development of Standard Operational Guidelines for the operations of the Society and for the provision of the Fire Protection Service;
- 7.10 abide by its constitution, bylaws and other requirements of the *Society Act* and hold annual meetings and file annual reports and other documents to be filed with the Registrar of Companies;
- 7.11 not make any expenditures in any year which are not provided for in the budget

approved by the Regional District under section 6.3, except for expenditures made entirely with money of the Society that is not transferred to the Society as part of the Regional District Grant or received by the Society as Regional District Funds and not borrow any funds without the approval of the Regional District of Bulkley-Nechako;

- 7.12 maintain proper records relating to the provision of the Fire Protection Service, in accordance with all applicable policies of the Regional District from time to time; and the Society acknowledges that in the course of providing the Fire Protection Service it may be required to receive and record "personal information" (as defined in the *Freedom of Information and Protection of Privacy Act*) of individuals who receive the benefit of the Service, and the Society agrees that it shall maintain all records relating to the provision of the Fire Protection Service to the Regional District, including but not limited to personal information, in accordance with the requirements of the *Freedom of Information and Protection of Privacy Act*, and that the Society shall not disclose any information relating to the provision of the Fire Protection Service under this Agreement to any person except with the authorization of the Regional District;
- 7.13 maintain the Facilities, including the grounds around the Fire Hall and all Equipment in a good working condition so that the Equipment and Facilities are available at all times for the purpose of providing the Service;
- 7.14 not adopt a resolution to dissolve the Society unless it has first given written notice to the Regional District 30 days prior to the meeting at which such resolution is to be considered, except as outlined by Sections 16 or 17 of this Agreement.

8.0 REGIONAL DISTRICT INTEREST

- 8.1 Despite anything in this Agreement, any land, buildings, structures, improvements, facilities or equipment acquired by the Society using money received as a Regional District Grant or Regional District Funds shall be held by the Society for the benefit of the Service Area, as represented by the Regional District, and shall not be sold, transferred, traded, or used as security except with the written approval of the Regional District.

9.0 EQUIPMENT

- 9.1 At the expiry or earlier termination of this Agreement, unless renewed or replaced with a similar agreement, the Society shall transfer ownership of any Equipment held in the name of the Society to the Regional District at no cost to the Regional District.

10.0 TITLE TO LAND ACQUIRED WITH SERVICE FEE

- 10.1 The Society shall not take legal title to any land using any funds paid as the Service Fee, or received by the Society as Regional District Funds, but shall arrange for such lands to be acquired in the name of the Regional District.

11.0 CONDITION OF FACILITIES

- 11.1 At the expiry or earlier termination of this Agreement, the Society shall ensure that the Facilities and Equipment are clean, uncontaminated, and in good condition, reasonable wear and tear accepted.

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12.0 INSURANCE

- 12.1 The Regional District agrees to obtain commercial general liability insurance coverage from the Municipal Insurance Association of British Columbia (MIABC), naming the Society as service provider, as an Additional Named Insured entitled to full coverage in the amount of \$5,000,000 on an occurrence basis with respect to third party liability claims for bodily injury, property damage, and personal injury while providing the agreed service. The premiums shall be paid for with funds from the Southside Rural Fire Protection Service.
- 12.2 The Society shall insure and keep insured against all risks of loss or damage the Equipment other than motor vehicles, the Facilities, and any and all other chattels and equipment owned by the Regional District or the Society and maintained and utilized by the Society to provide the Services under this Agreement, to the full replacement value thereof, such policy or policies to be on terms and with such deductible as is acceptable to the Regional District.
- 12.3 Every policy of insurance, except the one with Municipal Insurance Association, must name the Regional District as an additional insured and contain a clause stating that the policy is not to be cancelled or materially altered without at least 30 days written notice to the Regional District.
- 12.4 The Society shall provide the Regional District for each year of the Term with a certificate signed by an authorized signatory of each insurer confirming that the coverage required under this section 12 has been provided, and upon request shall provide a copy of the said policy or policies to the Regional District.
- 12.5 The Regional District shall, throughout the Term of this Agreement, obtain and maintain in force for all motor vehicles used in the provision of the Service, whether owned or leased by the Society or the Regional District, automotive liability insurance in accordance with the Insurance (Motor Vehicle) Act of British Columbia, and in the amount of not less than (\$5,000,000.00) FIVE MILLION DOLLARS per accident. The premiums shall be paid for with funds from the Southside Rural Fire Protection Service.
- 12.6 The Regional District shall, throughout the Term of this Agreement, obtain and maintain in force for Workers Compensation Insurance through WorkSafe BC. The premiums shall be paid for with funds from the Southside Rural Fire Protection Service.
- 12.7 The Regional District agrees to be responsible for any and all deductible amount including any claim expenses incurred.

13.0 INDEMNITY

- 13.1 The Society agrees to save harmless, release and indemnify the Regional District and its elected and appointed officers, employees and agents from and against all fines, suits, claims, liabilities, damages, costs, expenses, demands and actions of any kind or nature whatsoever (collectively "liability") for which the Regional District or its officers, employees and agents may become liable, suffer or incur by reason of or in any manner caused by, based upon, occasioned by or attributable to, any willful or negligent act or omission, or other actionable wrong, on the part of the Society, its employees, consultants, agents or volunteers, connected with the performance or breach of the Agreement by the Society. The

Society's obligations under this section shall survive the expiry or earlier termination of this Agreement.

- 13.2 The Regional District agrees to save harmless, release and indemnify the Society and its elected and appointed officers, employees and agents from and against all fines, suits, claims, liabilities, damages, costs, expenses, demands and actions of any kind or nature whatsoever (collectively "liability") for which the Society or its officers and employees may become liable, suffer or incur by reason of or in any manner caused by, based upon, occasioned by or attributable to, any willful or negligent act or omission, or other actionable wrong, on the part of the Regional District, its employees, consultants, agents or volunteers, connected with the performance or breach of the Agreement by the Regional District. The Regional District's obligations under this section shall survive the expiry or earlier termination of this Agreement.

14.0 APPOINTMENT OF FIRE CHIEF

- 14.1 The Society shall, at its Annual General Meeting each year, elect or re-elect a Fire Chief of the Southside Volunteer Fire Department.
- 14.2 The Fire Chief elected or re-elected under section 14.1 shall serve as the Regional District's Fire Chief for the purpose of the Fire Protection Service, subject to that person:
- (a) meeting the qualifications for the position of Fire Chief as approved from time to time by the Regional District;
 - (b) having their election as Fire Chief ratified by the Regional District Board.

15.0 AUDIT

- 15.1 At any time the Regional District may give the Society written notice that it desires its appointed representative to examine and audit the books of account of the Society.

16.0 TERMINATION

- 16.1 Either party may terminate this Agreement at any time by giving written notice of termination to the other party, and the Agreement shall terminate on the 31st day of October of the year following receipt of such notice by the other party, provided however that, in any event, the Agreement shall terminate not later than the 31st day of October, 2020.

17.0 EARLY TERMINATION

- 17.1 Notwithstanding any other provision of this Agreement, the Regional District may terminate this Agreement upon giving 30 days' notice of its intention to so terminate:
- (a) should the Society fail to file its Annual Report or otherwise no longer be in good standing with the Registrar of Companies under the *Societies Act*;
 - (b) should the Society default in any term or condition of this Agreement or fail to perform any covenant required to be performed by the Society under this Agreement;
 - (c) should the Regional District or any successor to the Regional District

provide alternate fire protection and emergency response service within the Service Area; or

- (d) should the Society, in the opinion of the Regional District, fail to provide the Service in accordance with the requirements of this Agreement.

18.0 GENERAL PROVISIONS

18.1 Notice

- (a) All notices required or permitted to be given under this Agreement shall be in writing and may be delivered by hand, sent by facsimile transmission or forwarded by first-class prepaid registered mail to the addresses set forth on the first page or such other address as may from time to time be notified in writing by the parties.
- (b) If the Society gives notice to the Regional District, that notice must be marked to the attention of the Corporate Administrator of the Regional District.
- (c) Any notice delivered or sent by hand or by facsimile transmission shall be deemed to be given and received at the time of sending. Any notice mailed shall be deemed to have been given and received on the expiration of 3 days after it is posted, provided that if there shall be between the time of mailing and the actual receipt of the notice a mail strike, slow down or other labour dispute which might affect the delivery of such notice by mail, then such notice shall only be effective once delivered.

18.2 Authority

The Society represents and warrants to the Regional District that it has the authority to enter into this Agreement and carry out its transactions and all necessary resolutions and procedural formalities have been completed and the persons executing this Agreement on its behalf are duly authorized to do so.

18.3 Assignment

This Agreement shall not be assignable by the Society.

18.4 Enurement

This Agreement shall ensure to the benefit of and be binding upon the parties hereto and their respective successors.

18.5 Time

Time is to be of the essence of this Agreement.

18.6 Further Assurances

The parties hereto shall execute and do all such further deeds, acts, things and assurances that may be reasonably required to carry out the intent of this Agreement.

18.7 Entire Agreement

This Agreement is the entire agreement among the parties as at the date hereof and neither the Regional District nor the Society has given or made

representations, warranties, guarantees, promises, covenants or agreements to the other except those expressed in writing in this Agreement, and no amendment of this Agreement is valid or binding unless in writing and executed by the parties.

18.8 Waiver

The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

18.9 Cumulative Remedies

No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

18.10 Amendment

No amendment, waiver, termination or variation of the terms, conditions, warranties, covenants, agreements and undertakings set out herein will be of any force or effect unless they are in writing and duly executed by all parties to this Agreement.

18.11 Law Applicable

This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

19.0 INTERPRETATION

19.1 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise.
- (b) articles and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this Agreement;
- (d) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (e) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
- (f) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (g) reference to time or date is to the local time or date in Victoria, British Columbia;
- (h) all provisions are to be interpreted as always speaking;
- (i) reference to a "party" is a reference to a party to this Agreement and to

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their respective successors, assigns, trustees, administrators and receivers;

- (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided;
- (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including";
- (l) word importing the masculine gender includes the feminine or neuter, and a word importing the singular includes the plural and vice versa; and
- (m) a reference to approval, authorization, consent, designation, waiver or notice means written approval, authorization, consent, designation, waiver or notice.

IN WITNESS WHEREOF the parties hereto have set their hands and seals as of the day and year first above written.

REGIONAL DISTRICT OF BULKLEY-NECHAKO by its authorized signatories:)
)

Chair)
)

Corporate Administrator)
)

SOUTHSIDE VOLUNTEER FIRE DEPARTMENT by its authorized signatories:)
)
)
)
)
)

Evan Plesko, President)
)
)

Kevin Lazeski, Secretary/Treasurer



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Regional District of Bulkley-Nechako
Board of Directors Memorandum
NOVEMBER 19, 2015

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: November 6, 2015
Regarding: Fort Fraser Volunteer Fire Department Society Revised Agreement

Attached for your review is a revised agreement with Fort Fraser Volunteer Fire Department. The revisions reflect the addition of Bylaw No. 1729 a Bylaw to establish administration and regulation for the provision of fire protection in the Regional District of Bulkley-Nechako established rural fire protection areas and the Regional District naming the Fort Fraser Volunteer Fire Department Society on the Municipal Insurance Association Contract for Liability Insurance as an 'Associate Member'.

By adding the Fort Fraser Volunteer Fire Department Society to the Regional District Municipal Insurance Association Contract as an 'Associate Member' any claims incurred could potentially affect the Regional District's insurance premium and deductible. However, since the Fort Fraser Rural Fire Protection is a Regional District of Bulkley-Nechako service, if the Fort Fraser Volunteer Fire Department Society were sued, the Regional District of Bulkley-Nechako would surely be named in the legal action as well.

Recommendation

All /DIRECTORS/MAJORITY

1. That the Board of Directors receive the memo titled "Fort Fraser Volunteer Fire Department Society Revised Agreement" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors approve staff entering into the attached agreement with the Fort Fraser Volunteer Fire Department Society.
3. That by adding the Fort Fraser Volunteer Fire Department Society to the Regional District the Municipal Insurance Association Contract as an 'Associate Member' any claims incurred could potentially affect the Regional District's insurance premium and deductible.

FORT FRASER RURAL FIRE PROTECTION AGREEMENT

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THIS AGREEMENT is made the ____ day of November, 2015.

BETWEEN:

REGIONAL DISTRICT OF BULKLEY-NECHAKO

Box 820
Burns Lake, BC VOJ 1EO ("Regional District")

AND:

OF THE FIRST PART

FORT FRASER VOLUNTEER FIRE DEPARTMENT

(Incorporation No. S-0027921) Box 180
Highway 16
Fort Fraser, BC VOJ 1NO ("Society")

OF THE SECOND PART

WHEREAS

- A. The Regional District adopted the Fort Fraser Fire Protection Local Service Establishment Bylaw No. 624, 1990 (Bylaw No. 624) which converted the Fort Fraser Fire Protection Specified Area Service to a local service, and which authorized the Regional District to undertake and carry out or cause to be carried out and provide fire prevention, fire suppression, first response to medical emergencies, rescue operations and response to hazardous materials incidents (the "Fire Protection Service") within certain parts of Electoral Area "D" (Fraser Lake Rural);
- B. Under the terms of the Fort Fraser Fire Protection Local Service Area Amendment By-law No. 628, 1990, the Fort Fraser Fire Protection Local Service Area Amendment By-law No. 688, 1991, the Fort Fraser Fire Protection Local Service Area Amendment By-law No. 1315, 2004, and the Fort Fraser Fire Protection Local Service Area Amendment By-law No. 1411, 2006, the Regional District has expanded the boundaries of the area served by the Fire Protection Service;
- C. Under the terms of Fort Fraser Fire Protection Service Area Amendment Bylaw No. 1245, 2002, the annual cost of providing the Fire Protection Service is recovered by a requisition of money to be collected by a property value tax on land and improvements, and under Fort Fraser Fire Protection Local Service Area Amendment By-law No. 1269, 2003, the maximum amount that may be requisitioned annually for the Fire Protection Service was increased to \$45,000.00;
- D. Under Section 176(1)(a) of the *Local Government Act* the Regional District may make agreements for the undertaking, provision and operation of its services; and
- E. The Society has agreed to provide the services described herein, within and for the Fire Protection Service Area;

NOW THEREFORE, this agreement witnesses that in consideration of premises, the terms and conditions hereinafter contained, and other good and valuable consideration (the receipt and sufficiency of which are acknowledged by the parties), the Regional District and the Society covenant and agree as follows:

Initial _____



1.0 DEFINITIONS

In this Agreement, the following words and phrases have the following meaning:

- (a) **"Equipment"** means all vehicles, apparatus, goods and chattels acquired by the Society using Regional District Funds or the Regional District Grant;
- (b) **"Facilities"** means the lands legally described as: L A SEC 26 TP 15 RSC PL 12510 (the "Fire Hall Site") and the Fire Hall and other buildings and structures located on the Fire Hall Site;
- (c) **"Fire Protection Service Area" or "Service Area"** means the local service area established by the Fort Fraser Fire Protection Local Service Establishment Bylaw No. 624, 1990, amended as described in Recital B of this Agreement, and as may be further amended from time to time;
- (d) **"Regional District Funds"** means money requisitioned by the Regional District for the Fire Protection Service Area and paid to the Society prior to the date of this Agreement;
- (e) **"Service"** means fire prevention, fire suppression, first response to medical emergencies, rescue operations and response to hazardous materials incidents, and all other activities duly authorized by the Regional District from time to time as part of the Fire Protection Service;
- (f) **"Regional District Grant"** means the grant paid to the Society by the Regional District as referred to in section 4.1 of this Agreement.

2.0 SERVICE

2.1 The Society shall provide the Service in and for the Fire Protection Service Area on the terms and conditions set out in this Agreement.

2.2 In providing the Service, the Society shall abide by:

- (a) all enactments that apply to the provision of the Fire Protection Service, including all applicable bylaws of the Regional District, as amended or replaced from time to time including but not limited to Bylaw No. 1729 A Bylaw to Establish Rules for the Administration and Regulation for the Provision of Fire Protection in the Regional District of Bulkley-Nechako Established Rural Fire Protection Areas, attached hereto as Schedule 1;
- (b) all policies of the Regional District that govern the manner in which the Fire Protection Service is to be provided, or that specify the level of the Service, as such policies may be amended or replaced from time to time;
- (c) any Standard Operational Guidelines for the Service that are developed by or for the Society and that are approved from time to time by the Regional District;
- (d) the standard of firefighting and emergency services for volunteer fire departments generally accepted in the Province of British Columbia, including the standards that apply to the training and equipment of fire fighters;
- (e) the requirements of the *Workers Compensation Act* and the *Occupational Health and Safety Regulation under that Act*, and

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- (f) the directions of the Fire Chief as appointed by the Regional District Board and the Chief Administrative Officer or his/her designate appointed by the Regional District Board to supervise and direct the provision of the Fire Protection Service.

3.0 TERM

- 3.1 The Term of this Agreement is five (5) years, commencing on the __ day of November, 2015 and terminating on the 31st day of October, 2020.

4.0 MONTHLY GRANT

- 4.1 Subject to the Society's continued performance of its obligations under this Agreement, and subject to the Regional District's annual budgeting process, the Regional District may grant to the Society the amount requested for that year in the financial plan for the Fort Fraser Rural Fire Protection Service as approved by the Regional District under section 6.3 of this Agreement for that calendar year.
- 4.2 The Regional District shall pay the Regional District Grant in equal monthly instalments.

5.0 COST

- 5.1 It is acknowledged, understood and agreed that the entire cost to the Regional District of providing the Fire Protection Service under this Agreement shall be recovered by the Regional District in the form of a property value tax payable by the owners of property within the Fort Fraser Fire Protection Service Area.
- 5.2 It is further acknowledged, understood and agreed that under no circumstances shall the Regional District Grant exceed the maximum requisition for the Fire Protection Service authorized under the Regional District's bylaws, as amended from time to time, less any expenditures for the Fire Protection Service paid directly by the Regional District.

6.0 BUDGET

- 6.1 For each year of this Agreement the Society shall prepare in a form first approved by the Electoral Area Director and the Chief Financial Officer of the Regional District a five year financial plan that includes the Society's proposed capital and operating expenditures and revenues for each year of the plan.
- 6.2 The Society shall forward the financial plan to the Chief Financial Officer on or before the 30th day of November of each year of the Term for the following calendar year of the Term.
- 6.3 The Regional District shall review the financial plan as prepared under section 6.1 and shall either approve the financial plan or return it for amendment by the Society. As required, the Society shall return the final financial plan as amended to the Regional District for its final approval on or before the 31st day of October of each year of the Term immediately preceding the year in which the budget is to take effect. If the Regional District and the Society cannot reach agreement on the Society's financial plan by January 31st of the year of the Term during which the budget is to take effect, the Regional District shall determine the financial plan.
- 6.4 If a monthly payment or other payment is made to the Society before the Regional District's approval of the financial plan for the year in relation to which that payment

was made, any necessary adjustment shall be made by the Regional District at the time of the first payment made after approval of the budget.

- 6.5 The Society shall not expend money or otherwise incur a financial obligation in any calendar year of the Term except one that is provided for in a financial plan that has been approved in accordance with this Agreement, or except for an expenditure made entirely with money of the Society that is not transferred to the Society as part of the Regional District Grant, or that was received by the Society as Regional District Funds.

7.0 COVENANTS OF THE SOCIETY

The Society covenants that it will, during the term of this Agreement:

- 7.1 maintain its corporate existence, carry on and conduct its affairs in a proper and businesslike manner and keep or cause to be kept properly books of account in accordance with generally accepted accounting principles applied consistently;
- 7.2 perform all its obligations under this Agreement at its own cost;
- 7.3 provide to the Regional District within 120 days after the close of each fiscal year of the Society a financial statement for the operation of the Society and a copy of the minutes of the Annual General Meeting;
- 7.4 keep the Service Fee and all Regional District Funds separate in the Society's books of accounts;
- 7.5 permit the Regional District and its auditors at any time and from time to time to have access to and inspect the Society's books of accounts, documents, cheques, vouchers and other records that relate to the provision of the Service;
- 7.6 permit the Regional District at any time and from time to time to have access to and inspect all facilities, equipment, goods and chattels that are used in connection with the provision of the Service;
- 7.7 under the direction of the Fire Chief, organize and coordinate the services of such volunteer firefighters and other personnel as are necessary to properly and efficiently provide the Service and to perform the Society's other obligations under this Agreement;
- 7.8 under the direction of the Fire Chief, provide for the training of the volunteer fire fighters and other personnel who provide the Service, on an ongoing basis, and as necessary to provide the Service in accordance with the requirements of this Agreement;
- 7.9 assist the Regional District on an ongoing basis in the development of Standard Operational Guidelines for the operations of the Society and for the provision of the Fire Protection Service;
- 7.10 abide by its constitution, bylaws and other requirements of the *Society Act* and hold annual meetings and file annual reports and other documents to be filed with the Registrar of Companies;
- 7.11 not make any expenditures in any year which are not provided for in the budget approved by the Regional District under section 6.3, except for expenditures made entirely with money of the Society that is not transferred to the Society as part of the Regional District Grant or received by the Society as Regional District Funds

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and not borrow any funds without the approval of the Regional District of Bulkley-Nechako;

- 7.12 maintain proper records relating to the provision of the Fire Protection Service, in accordance with all applicable policies of the Regional District from time to time; and the Society acknowledges that in the course of providing the Fire Protection Service it may be required to receive and record "personal information" (as defined in the *Freedom of Information and Protection of Privacy Act*) of individuals who receive the benefit of the Service, and the Society agrees that it shall maintain all records relating to the provision of the Fire Protection Service to the Regional District, including but not limited to personal information, in accordance with the requirements of the *Freedom of Information and Protection of Privacy Act*, and that the Society shall not disclose any information relating to the provision of the Fire Protection Service under this Agreement to any person except with the authorization of the Regional District;
- 7.13 maintain the Facilities, including the grounds around the Fire Hall and all Equipment in a good working condition so that the Equipment and Facilities are available at all times for the purpose of providing the Service;
- 7.14 not adopt a resolution to dissolve the Society unless it has first given written notice to the Regional District 30 days prior to the meeting at which such resolution is to be considered, except as outlined by Sections 16 or 17 of this Agreement.

8.0 REGIONAL DISTRICT INTEREST

- 8.1 Despite anything in this Agreement, any land, buildings, structures, improvements, facilities or equipment acquired by the Society using money received as a Regional District Grant or Regional District Funds shall be held by the Society for the benefit of the Service Area, as represented by the Regional District, and shall not be sold, transferred, traded, or used as security except with the written approval of the Regional District.

9.0 EQUIPMENT

- 9.1 At the expiry or earlier termination of this Agreement, unless renewed or replaced with a similar agreement, the Society shall transfer ownership of any Equipment held in the name of the Society to the Regional District at no cost to the Regional District.

10.0 TITLE TO LAND ACQUIRED WITH SERVICE FEE

- 10.1 The Society shall not take legal title to any land using any funds paid as the Service Fee, or received by the Society as Regional District Funds, but shall arrange for such lands to be acquired in the name of the Regional District.

11.0 CONDITION OF FACILITIES

- 11.1 At the expiry or earlier termination of this Agreement, the Society shall ensure that the Facilities and Equipment are clean, uncontaminated, and in good condition, reasonable wear and tear accepted.

12.0 INSURANCE

The Society shall, throughout the Term of this Agreement, obtain and maintain a policy or

policies of liability insurance, with a deductible and in a form acceptable to the Regional District, and in the amount of not less than FIVE MILLION DOLLARS (\$5,000,000.00) per occurrence, protecting the Society and the Regional District against any claim for personal injury, bodily injury (including death) or property damage sustained by any person, arising or resulting from the Society's provision of the Service;

- 12.1 The Regional District agrees to obtain commercial general liability insurance coverage from the Municipal Insurance Association of British Columbia (MIABC), naming the Society as an Additional Named Insured entitled to full coverage in the amount of \$5,000,000 on an occurrence basis with respect to third party liability claims for bodily injury, property damage, and personal injury while providing the agreed service. The premiums shall be paid for with funds from the Fort Fraser Rural Fire Protection Service.
- 12.2 Every policy of insurance, except the one with the Municipal Insurance Association, must name the Regional District as an additional insured and contain a clause stating that the policy is not to be cancelled or materially altered without at least 30 days written notice to the Regional District.
- 12.3 The Society shall provide the Regional District for each year of the Term with a certificate signed by an authorized signatory of each insurer confirming that the coverage required under the section 12 has been provided, and upon request shall provide a copy of the said policy or policies.
- 12.4 The Regional District shall, throughout the Term of this Agreement, obtain and maintain in force for all motor vehicles used in the provision of the Service, whether owned or leased by the Society or the Regional District, automotive liability insurance in accordance with the Insurance (Motor Vehicle) Act of British Columbia, and in the amount of not less than (\$5,000,000.00) FIVE MILLION DOLLARS per accident. The premiums shall be paid for with funds from the Fort Fraser Rural Fire Protection Service.
- 12.5 The Regional District shall insure and keep insured against all risks of loss or damage the Equipment, the Facilities, and any and all other chattels and equipment owned by the Regional District and maintained and utilized by the Society to provide the Services under this Agreement, to the full replacement value thereof. The premiums shall be paid for with funds from the Fort Fraser Rural Fire Protection Service.
- 12.6 The Regional District shall, throughout the Term of this Agreement, obtain and maintain in force for Workers Compensation Insurance through WorkSafe BC. The premiums shall be paid for with funds from the Fort Fraser Rural Fire Protection Service.
- 12.7 The Regional District agrees to be responsible for any and all deductible amount including any claim expenses incurred.

13.0 INDEMNITY

- 13.1 The Society agrees to save harmless, release and indemnify the Regional District and its elected and appointed officers, employees and agents from and against all fines, suits, claims, liabilities, damages, costs, expenses, demands and actions of any kind or nature whatsoever (collectively "liability") for which the Regional District or its officers and employees may become liable, suffer or incur by reason of or in

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any manner caused by, based upon, occasioned by or attributable to, any willful or negligent act or omission, or other actionable wrong, on the part of the Society, its employees, consultants, agents or volunteers, connected with the performance or breach of the Agreement by the Society. The Society's obligations under this section shall survive the expiry or earlier termination of this Agreement.

- 13.2 The Regional District agrees to save harmless, release and indemnify the Society and its elected and appointed officers, employees and agents from and against all fines, suits, claims, liabilities, damages, costs, expenses, demands and actions of any kind or nature whatsoever (collectively "liability") for which the Society or its officers and employees may become liable, suffer or incur by reason of or in any manner caused by, based upon, occasioned by or attributable to, any willful or negligent act or omission, or other actionable wrong, on the part of the Regional District, its employees, consultants, agents or volunteers, connected with the performance or breach of the Agreement by the Regional District. The Regional District's obligations under this section shall survive the expiry or earlier termination of this Agreement.

14.0 APPOINTMENT OF FIRE CHIEF

- 14.1 The Society shall, at its Annual General Meeting each year appoint or reappoint a Fire Chief of the Fort Fraser Volunteer Fire Department.
- 14.2 The Fire Chief appointed or reappointed under section 14.1 shall serve as the Regional District's Fire Chief for the purpose of the Fire Protection Service, subject to that person:
- (a) meeting the qualifications for the position of Fire Chief as approved from time to time by the Regional District;
 - (b) having their appointment as Fire Chief ratified by the Regional District Board.

15.0 AUDIT

- 15.1 At any time the Regional District may give the Society written notice that it desires its appointed representative to examine and audit the books of account of the Society.

16.0 TERMINATION

- 16.1 Either party may terminate this Agreement at any time by giving written notice of termination to the other party, and the Agreement shall terminate on the 31st day of October of the year following receipt of such notice by the other party, provided however that, in any event, the Agreement shall terminate not later than the 31st day of October, 2020.

17.0 EARLY TERMINATION

- 17.1 Notwithstanding any other provision of this Agreement, the Regional District may terminate this Agreement upon giving 30 days' notice of its intention to so terminate:
- (a) should the Society fail to file its Annual Report or otherwise no longer be in good standing with the Registrar of Companies under the Societies Act;
 - (b) should the Society default in any term or condition of this Agreement or fail

to perform any covenant required to be performed by the Society under this Agreement;

- (c) should the Regional District or any successor to the Regional District provide alternate fire protection and emergency response service within the Service Area; or
- (d) should the Society, in the opinion of the Regional District, fail to provide the Service in accordance with the requirements of this Agreement.

18.0 GENERAL PROVISIONS

18.1 Notice

- (a) All notices required or permitted to be given under this Agreement shall be in writing and may be delivered by hand, sent by facsimile transmission or forwarded by first-class prepaid registered mail to the addresses set forth
- (b) on the first page or such other address as may from time to time be notified in writing by the parties.
- (c) If the Society gives notice to the Regional District, that notice must be marked to the attention of the Corporate Administrator of the Regional District.
- (d) Any notice delivered or sent by hand or by facsimile transmission shall be deemed to be given and received at the time of sending. Any notice mailed shall be deemed to have been given and received on the expiration of 3 days after it is posted, provided that if there shall be between the time of mailing and the actual receipt of the notice a mail strike, slow down or other labour dispute which might affect the delivery of such notice by mail, then such notice shall only be effective once delivered.

18.2 Authority

The Society represents and warrants to the Regional District that it has the authority to enter into this Agreement and carry out its transactions and all necessary resolutions and procedural formalities have been completed and the persons executing this Agreement on its behalf are duly authorized to do so.

18.3 Assignment

This Agreement shall not be assignable by the Society.

18.4 Enurement

This Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective successors.

18.5 Time

Time is to be of the essence of this Agreement.

18.6 Further Assurances

The parties hereto shall execute and do all such further deeds, acts, things and assurances that may be reasonably required to carry out the intent of this Agreement.

18.7 Entire Agreement

This Agreement is the entire agreement among the parties as at the date hereof and neither the Regional District nor the Society has given or made representations, warranties, guarantees, promises, covenants or agreements to the other except those expressed in writing in this Agreement, and no amendment of this Agreement is valid or binding unless in writing and executed by the parties.

18.8 Waiver

The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

18.9 Cumulative Remedies

No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.

18.10 Amendment

No amendment, waiver, termination or variation of the terms, conditions, warranties, covenants, agreements and undertakings set out herein will be of any force or effect unless they are in writing and duly executed by all parties to this Agreement.

18.11 Law Applicable

This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

19.0 INTERPRETATION

19.1 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise.
- (b) articles and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or lettered article, section or Schedule of this Agreement;
- (d) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
- (e) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment; reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
- (f) reference to time or date is to the local time or date in Victoria, British Columbia;
- (g) all provisions are to be interpreted as always speaking;

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- (h) reference to a "party" is a reference to a party to this Agreement and to their respective successors, assigns, trustees, administrators and receivers;
- (i) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided;
- (j) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including";
- (k) word importing the masculine gender includes the feminine or neuter, and a word importing the singular includes the plural and vice versa; and
- (l) a reference to approval, authorization, consent, designation, waiver or notice means written approval, authorization, consent, designation, waiver or notice.

IN WITNESS WHEREOF the parties hereto have set their hands and seals as of the day and year first above written.

REGIONAL DISTRICT OF BULKLEY-NECHAKO by its authorized signatories:)

_____)
Chair)

_____)
Corporate Administrator)

FORT FRASER VOLUNTEER FIRE DEPARTMENT by its authorized signatories:)

_____)
Name:)

_____)
Name:)



**Regional District of Bulkley-Nechako
Board of Directors
November 19, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: November 10, 2015
 Regarding: Baker Airport Runway Rehabilitation Project - Northern Development Application-
 North West RAC

The Lakes District Airport Society (LDAS) has submitted an application to Northern Development Initiative Trust's (Northern Development) Economic Diversification Infrastructure, North West Regional Advisory Committee Account (NWRAC). An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

The Lakes District Airport Society is requesting \$250,000 for the Baker Airport Runway Rehabilitation Project. The Baker Airport, owned by the Village of Burns Lake but leased and operated by the LDAS, is located in Electoral Area 'B' (Burns Lake Rural).

The \$ 1,585,619 project budget includes the resurfacing of the 1,547 metres long runway. This project is necessary for the continued operation of the airport.

Funding Organization	Amount	Status
RDBN – Capital Reserves	\$116,625	Confirmed
RDBN- Federal Gas Tax Funds	\$275,000	Confirmed
BC Air Access	\$300,000	Pending
Northern Development	\$250,000	Pending
GST Rebate	\$37,748	Confirmed
Nechako Kitamaat Development Fund	\$200,000	Pending
RDBN - Borrowing	\$406,426	Intended
Total	\$1,585,619	

Of special note with this application is the requested amount of \$250,000 is above the NWRAC's current policy for second time applicants, who are only eligible for a maximum \$125,000. As the LDAS only accessed \$80,000 of the eligible \$250,000 in their first application in 2011, the Society is requesting \$250,000. Directors Benedict, Miller and Strimbold have submitted a letter to the NWRAC in support of this request.

A copy of the application with attachments will be available at the Board meeting should Directors wish to review the information in greater detail.

Recommendation:	(All/Directors/Majority)
<p>That the Regional District of Bulkley-Nechako Board of Directors supports the Lakes District Airport Society's application to the Northern Development Initiative Trust – Economic Diversification Infrastructure in the amount of \$250,000.</p>	



**Regional District of Bulkley-Nechako
Board of Directors
November 19, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: November 10, 2015
 Regarding: Rose Lake Community Club - Northern Development Application-
 North West RAC

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

The Rose Lake Community Club is requesting \$15,000 for building upgrades to the Rose Lake Community Hall located in Electoral Area 'B' (Burns Lake Rural).

The \$ 47,019 Renovation Project includes:

- Removing existing interior wall between storage area and women's bathroom
- Replacing interior doors
- Constructing a 12' x 18' addition to be used for storage of tables and chairs
- Upgrading electrical and lighting
- Purchasing 100 banquet chairs
- Purchasing new PA System

Funding Organization	Amount	Status
Burns Lake Community Forest Ltd.	\$3,750	Confirmed
Burns Lake Community Foundation	\$2,500	Confirmed
Bulkley Valley Credit Union	\$2,500	Confirmed
RDBN Federal Gas Tax Funds	\$13,000	Confirmed
Northern Development	\$15,000	Pending
Nechako-Kitamaat Development Fund	\$10,269	Pending
Total	\$47,019	

A copy of the application with attachments will be available at the Board meeting should Directors wish to review the information in greater detail.

Recommendation:	(All/Directors/Majority)
<p>That the Regional District of Bulkley-Nechako Board of Directors supports the Rose Lake Community Club's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities Program in the amount of \$15,000.</p>	



**Regional District of Bulkley-Nechako
Board of Directors
November 19, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: November 10, 2015
 Regarding: Decker Lake Recreation Commission - Northern Development Application - North West RAC

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

The Decker Lake Recreation Commission is requesting \$11,181 for building upgrades and capital purchases for the Decker Lake Hall located in Electoral Area 'B' (Burns Lake Rural).

The \$ 24,867 Project includes:

- Painting the basement floors and walls
- Constructing a new storage closet
- Replacing the kitchen faucets and sink
- Purchasing 150 banquet chairs & chair dolly
- Purchasing 15 dozen settings of banquet flatware

Funding Organization	Amount	Status
Burns Lake Seniors	\$200	Confirmed
Decker Lake Recreation Commission	\$1,000	Confirmed
Bulkley Valley Credit Union	\$1,300	Pending
Northern Development Initiative Trust	\$11,181	Pending
Nechako-Kitamaat Development Fund	\$11,186	Pending
Total	\$24,867	

A copy of the application with attachments will be available at the Board meeting should Directors wish to review the information in greater detail.

Recommendation:	(All/Directors/Majority)
That the Regional District of Bulkley-Nechako Board of Directors supports the Decker Lake Recreation Commission's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities Program in the amount of \$11,181.	



**Regional District of Bulkley-Nechako
Board of Directors
November 19, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: November 10, 2015
 Regarding: Glenwood Hall Revitalization Project - Northern Development Application-
 North West RAC

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

The Glenwood Women's Institute is requesting \$16,578 for Phase 2 of the Glenwood Hall Revitalization Project, located in Electoral Area 'A' (Smithers Rural).

The \$31,578 Renovation Project includes:

- Replacing flooring in the entrance, bar area and new addition
- Installing slate tile on the wood stove back panel and base
- Resurfacing of the stage
- Renovation of the stage storage
- Installation of a chemical and broom closet
- Installation of a kitchen work island
- Purchase of chairs and dishes
- Purchase of food cooler

Funding Organization	Amount	Status
Bulkley Valley Community Foundation	\$3,000	Confirmed
Wetzin'kwa Community Forest Corp	\$10,000	Confirmed
Donation – Ted Dean	500	Pending
Northern Development	\$28,000	Pending
In Kind Revenue Speedee ,Bandstra, Glenwood Hall Committee	\$750	Confirmed
Total	\$31,578	

A copy of the application with attachments will be available at the Board meeting should Directors wish to review the information in greater detail.

Recommendation: (All/Directors/Majority)

That the Regional District of Bulkley-Nechako Board of Directors supports the Glenwood Women's Institute's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities in the amount of \$16,578.



**Regional District of Bulkley-Nechako
Board of Directors
November 19, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: November 10, 2015
 Regarding: Grassy Plains Community Hall Association- Northern Development Application- North West RAC

The Grassy Plains Community Hall Association has submitted an application to Northern Development Initiative Trust's (Northern Development) Fabulous Festivals and Events, North West Regional Advisory Committee Account. An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

Grassy Plains Community Hall Association is requesting \$2,500 for the purchase of necessary sound equipment to be used for their Annual Summer Festival in Electoral Area 'E' (Francois/Ootsa Lake Rural).

The Annual Summer Festival consists of a two day music event with a kick off dance on the Friday night. Full concession is available both days and local vendors are encouraged to set up booths. A Family Fun Day with children's games takes place on the Saturday. The Annual Summer Festival draws a large number of people to the Southside of Francois Lake during the event. The event provides an economic boost during the summer for all local business.

The projected 2016 budget for the Annual Summer Festival is \$17,822. Other funding sources for the event include an anticipated Gaming Grant of \$10,000.

A copy of the application with attachments will be available at the Board meeting should Directors wish to review the information in greater detail.

Recommendation:	(All/Directors/Majority)
That the Regional District of Bulkley-Nechako Board of Directors supports the Grassy Plains Community Hall Association application to the Northern Development Initiative Trust – Fabulous Festivals and Events in the amount of \$2,500.	



**Regional District of Bulkley-Nechako
Board of Directors
November 19, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: November 2, 2015
 Regarding: Lakes Economic Development Service – Village of Burns Lake Application
 for the Wet'suwet'en First Nation China Trade Mission

The Village of Burns Lake is requesting that Lakes Economic Development Service (LEDS) contribute \$3,803 for the Wet'suwet'en First Nation China Trade Mission taking place October 30 – November 7, 2015.

For more information on the Trade Mission please see the attached application and supporting documentation.

Directors Miller and Strimbold are supportive of the Village of Burns Lake accessing a grant of \$3,803 from the Lakes Economic Development Service for this initiative.

RECOMMENDATION:	(All/Directors/Majority)
<p>That the RDBN Board of Directors authorizes contributing \$3,803 of Lakes Economic Development Service funds to the Village of Burns Lake for the Wet'suwet'en First Nation China Trade Mission.</p>	



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1260

*Application to Lakes Economic Development Fund
 Wet'suwet'en First Nation China Trade Mission Sponsorship
 November 2, 2015*

Organization Information:

The Village of Burns Lake Economic Development department is responsible for providing leadership through community involvement which provides economic well being of the community, which includes the Village of Burns Lake and Regional District of Bulkley-Nechako Electoral Area B. This includes supporting local business and community groups and seeking opportunities that promotes the community and community attributes to the appropriate markets.

Project Details:

The Mayor and Area B Director has approved funds from the LEDS function to sponsor Chief Karen Ogen from the Wet'suwet'en First Nations, along with members of the Yinka Dene Economic Development Limited Partnership, to travel with Premier Christy Clark and International Trade Minister Teresa Wat on a trade mission to China. The key focus of this trip will be to focus on key partnerships in many sectors, including Information and Communications Technology, Clean Technology, Agrifood and Seafood and Liquefied Natural Gas. The trip takes place from October 30-November 7th and will involve a series of conferences, seminars and match-making sessions with key investors.

Deliverables:

The key goals and deliverables for this project include:

- Opening new markets for BC exports;
- Promote BC's competitive advantage in priorities sectors;
- Attract foreign direct investment in BC and create employment opportunities in BC;
- Promote B.C. as a strategic headquarter location for Chinese companies seeking a North American presence;
- Strengthen bilateral relations with government partners;
- Highlight the deep historical bond between B.C. and Guangdong with networking events built around B.C.'s many familial, economic and educational connections to China.

Project Budget:

Project Costs		
Item	Cost	Quote or Estimate
LEDS	3803.00	N/A
Sponsorship of Trade Mission		



Project Funder		
LEDS	\$3803*	Confirmed**

*Total cost of project is \$30,425.16. Sponsorship was provided from many organizations to cover the cost.

**The Mayor and Area 8 Director verbally approved this project on October 22, 2015. Project is now awaiting Board approval.

Economic and Community Benefits:

With Chief Ogen participating in this project, it will provide exposure the Wet'suwet'en First Nations and Burns Lake area. As a funder for the trip, the communication team accompanying the trade mission team has worked with the organizations to collect information that can be presented to a variety of government officials, industry representatives and potential investors. The topics and presentations at the conferences, seminars and match-making sessions will allow Chief Ogen and her team to showcase our community and the many opportunities that are available. This is one of the first times a First Nation Chief from our area has been invited to participate on such a trip and without their representation, there would be no individual there to advocate and promote for our region. It is important to take full advantage of opportunities such as this when they become available as China has been identified as an important trade partner for the Northern BC economy.

Contact Information:

Krystin St Jean, Economic Development Officer
 Village of Burns Lake
 Burns Lake, BC, V0J 1E0
 250-692-7587
 kstjean@burnslake.ca

Dear Mr. Dunlop:

Chief Karen Ogen has been invited as a delegate to accompany Premier Christy Clark and the Minister of International Trade, the Honourable Teresa Wat on a trade mission to the priority market of China. The mission will focus on strengthening relations with key partners in the sectors of Information and Communications Technology (ICT), Clean Technology, Agrifood and Seafood, and of particular importance: Liquid Natural Gas (LNG).

Through a series of conferences, seminars and match-making sessions with key investors, the 2015 China trade mission will:

- **Open new markets for B.C. exports;**
- **Promote B.C.'s competitive advantage in priority sectors;**
- **Attract foreign direct investment to B.C. and create employment opportunities in B.C.;**
- **Promote B.C. as a strategic headquarter location for Chinese companies seeking a North American presence;**
- **Strengthen bilateral relations with government partners;**
- **Highlight the deep historical bond between B.C. and Guangdong with networking events built around B.C.'s many familial, economic and educational connections to China.**

Chief Ogen's presence has been requested to help develop and build these relationships and provide an example of how First Nations and the BC Government are working together to move the province's economy forward.

When: October 30 – November 7, 2015

Where: Four major Chinese cities: Beijing, Guangzhou, Shenzhen and Hong Kong

Key objectives of the Trade Mission (from Chief Ogen's perspective):

- Represent Wet'suwet'en First Nation (WFN), Yinka Dene Economic Development General Partnership (YLP) and the First Nations LNG Alliance (FNLNGA) as forward-thinking partners in economic development for the province of BC.
- Build relationships with other BC delegates and possible Chinese partners.
- Increase trade initiatives and to expand areas of economic cooperation.
- Provide First Nations representation and show support of the province's initiatives for LNG in BC.

Estimate of expenses:

Expense	City	Airline/Hotel	Date/time	Cost	CND \$
Travel	Flight: Vancouver -> Beijing (direct)	Air Canada (11 hours)	10/30/15	~ \$600-800 CND (economy) *no business class remaining	\$800
	Flight: Beijing - > Guangzhou (direct)	Air China/China Southern Airlines (3 hours, 15 mins)	11/03/15	~ \$175 USD	\$227.20
	Train: Guangzhou to Shenzhen	High speed train (72 mins)	11/06/15	¥99.5	~ \$20
	Train: Shenzhen to Hong Kong	Luohu Port/ Lok Ma Chau Station -> Wan Chai Station (60 mins)	11/06/15	HK \$50	\$8.38
	Flight: Hong Kong -> Vancouver	Air Canada (11 hours, 45 mins)	11/07/15	~ \$500 (economy) ~ \$5000 (business)	~ \$500
Accommodations	Beijing	The Beijing Rosewood Hotel	Check in: 11/01/15 Check out: 11/03/15	Per night: ¥1,650 (2 nights)	(\$337.45 x 2) \$674.90
	Guangzhou	Guangzhou Four Seasons Hotel	Check in: 11/03/15 Check out: 11/06/15	Per night: ~ CNY 2,080 (3 nights) -	(\$425.39 x 3) \$1,276.17
	Hong Kong	Hong Kong Four Seasons Hotel	Check in: 11/06/15 Check out: 11/07/15	~ HKD 5,300 (if we book 10-days in advance) (1 night)	\$888.09

Necessary expenses	Daily <u>Per diem</u>			\$175 (x 7)	\$1,225
	Taxis/luggage fees				\$100
	M-Visa (express applications)				\$199.05
Communications	Cell phone roaming fees			\$125-\$150	\$150
Total					~ \$6,068.79 per traveler
Additional expenses	Business class flight for Chief Ogen				\$4,500 (total cost, \$5000)
	Cultural gifts of thanks (WFN gifts – books, art, beading)				\$1,000
	Camera gear rental and transportation				\$500
	Print materials (business cards, handouts, etc)				~\$150
Grand total:					\$30,425.16

Financial request summary:

Chief Ogen is requesting financial support to send herself, representative from the YLP and two support staff on the Trade Mission.

The total cost of these expenses would be \$30,425.16.

Thank you for your consideration and am looking forward to any questions you may have.



Regional District of Bulkley-Nechako Memo – Board Agenda November 19, 2015

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: November 10, 2015
Re: Financial Plan Guidelines

During the October 22nd Board meeting, the attached Financial Plan Guidelines were discussed. They are being brought forward at this time to request Board approval

I would be pleased to answer any questions.

A handwritten signature in black ink, appearing to read "Hans Berndorff".

Recommendation:

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated November 10, 2015 regarding Financial Plan Guidelines be received; and,
2. That the Financial Plan Guidelines dated October 22, 2015 be approved.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

FINANCIAL PLAN GUIDELINES

October 22, 1015

Regional District of Bulkley-Nechako
Financial Plan Guidelines
Table of Contents

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Regional District of Bulkley-Nechako
Financial Plan Guidelines

1. Purpose

To provide structured guidance for the preparation of the Five Year Financial Plan.

2. Legal Framework

a. Financial Plan Bylaw Details

For each service, the financial plan bylaw must set out:

- i. Proposed Expenditures
- ii. Proposed Funding Sources
- iii. Proposed Transfers to and from funds, separately for reserve funds and accumulated surplus for each service

b. Revenue Categories

For each service, the financial plan bylaw must set out:

- i. Revenue from property value taxes
- ii. Revenue from parcel taxes
- iii. Revenue from fees and charges
- iv. Revenue from other sources
- v. Proceeds from borrowing

c. Expenditure Categories

For each service, the financial plan bylaw must set out:

- i. Interest and Principal on debt
- ii. Capital Expenditures
- iii. Deficit from prior year, if any
- iv. Amount required for other purposes.

d. Limit on Taxation

Budgeted taxation for each service cannot exceed the maximum tax requisition in each service establishment bylaw.

e. Limit on Tax Requisition

The tax requisition for each service cannot exceed budgeted taxation for that service.

f. Deadline for Financial Plan Bylaw Adoption

March 31

g. Balanced Budget Requirement

Each service must have a balanced budget

- i. If an actual deficit results, it must be included as an expenditure in the following year's financial plan
- ii. If an actual surplus results, it is included as revenue in the following year's financial plan

h. Public Consultation

Regional Districts are required to consult with the public on their financial plans. The nature and extent of public consultation is not prescribed.

i. Financial Plan Amendments

The Financial Plan may be amended by the Regional District Board at any time

j. Borrowing in the financial plan must undergo a separate approval process.

3. RDBN Services

Each service must be accounted for and managed separately.

The RDBN has 68 separate services including region-wide services, regional rural services, sub-regional services and local services. A table of RDBN active services by category is shown on the following page.

Region-Wide Services (6)	Local Services (39)
• General Government	• Fort Fraser Local Community
• Feasibility Studies	• Area "A" Economic Development
• Regional Economic Development	• Area "E" Economic Development
• Development Services	• Lake Kathlyn Weed Harvesting
• Environmental Services	• Glacier Gulch Water Diversion
• 9-1-1 Service	• Fort Fraser Sewer System
	• Fort Fraser Water System
Regional Rural Services (7)	• Fort Fraser Rural Fire Protection
• Rural Government	• Southside Rural Fire Protection
• Rural Planning	• Burns Lake Rural Fire Protection
• Rural Building Inspection	• Fort St. James Rural Fire Protection
• Rural Building Numbering	• Houston Rural Fire Protection
• Unsightly Premises Regulatory Control	• Luck Bay Rural Fire Protection
• Rural Weed Control	• Smithers Rural Fire Protection
• Emergency Preparedness Planning	• Telkwa Rural Fire Protection
	• Vanderhoof Rural Fire Protection
Sub-Regional Services (13)	• Round Lake Rural Fire Protection
• Chinook Community Forest	• Cluculz Lake Emergency Response
• Lakes Economic Development	• Topley Emergency Response
• Stuart-Nechako Economic Development	• Area "A" Emergency Services
• Burns Lake Victims Services	• Area "F" Extrication
• Lakes District Airport	• Lakes District Emergency Services
• Bulkley Valley Regional Pool	• Area "D" Extrication
• Burns Lake Arena	• Area "C" Road Rescue
• Smithers/Telkwa/Houston TV Rebroadcasting	• Smithers Para-Transit
• Fraser Lake & Area TV Rebroadcasting	• Telkwa Pedestrian Crosswalk
• Fort St. James & Area TV Rebroadcasting	• Decker Lake Street Lighting
• Burns Lake and Area TV Rebroadcasting	• Endako Street Lighting
• Burns Lake Library	• Fort Fraser Street Lighting
• Burns Lake Museum	• Gerow Island Street Lighting
	• Colony Point Street Lighting
Non-Taxable Services (3)	• Fort St. James Arena Grant
• Municipal Financing	• Smithers Recreation and Culture
• Pump & Haul Sewer Disposal	• Vanderhoof Recreation and Culture
• Liquid Waste Disposal	• Fort Fraser Cemetery Grant
	• Topley Cemetery Grant
	• Fraser Lake Library Grant
	• Fort St. James Library Grant
	• Fort Fraser Community Hall

4. Property Assessments

a. Assessment Base for the Budget

The five year financial plan is based on property assessments in the Completed Tax Roll, which is available in January.

b. Assessment Base for the Tax Requisition

The Tax Requisition for the year is based on the Revised Tax Roll, which is available at the end of March. The deadline for the tax requisition is April 10.

5. Property Class Tax Rate Multipliers

Unlike, Municipalities, which establish tax rates for each class of property, for regional district taxation, the relationship between tax rates for residential properties and other classes of properties is established by provincial statute.

Class 1	Residential	Established for each service by Regional District Board
Class 2	Utilities	3.5 times the residential rate
Class 3	Supportive Housing	1.0 times the residential rate
Class 4	Major Industry	3.4 times the residential rate
Class 5	Light Industry	3.4 times the residential rate
Class 6	Business and Other	2.45 times the residential rate
Class 7	Managed Forest	3.0 times the residential rate
Class 8	Farm	1.0 times the residential rate

6. Tax Exemptions

a. Mandatory Exemptions

There are certain mandatory exemptions determined by the Local Government Act. Some examples are properties owned by the Federal Government, the Province, the Regional District, a Municipality within the Regional District or buildings used for public worship.

b. Contractual Exemption

A 1950 agreement between the Province and Alcan (now Rio Tinto Alcan) has exempted Alcan's properties that are used for the generation of power for the smelter in Kitimat. Since 2009, we have been receiving a grant in lieu of taxes from the Province under a 15 year commitment ending in 2024. The 2014 grant was \$811,172 and it increases annually according to the formula used by BC Hydro for its generating facilities.

c. Permissive Tax Exemptions

Under the *Local Government Act*, regional districts are authorized to enact bylaws to exempt properties owned by not-profit organizations in a limited number of categories. A one year exemption can be granted with a two thirds majority of the Regional District Board. A permissive tax exemption longer than one year and up to 10 years requires the consent of the electors. Some examples are properties used primarily for public athletic, recreation or education purposes. The RDBN currently has no active permissive tax exemptions.

7. Reserve Funds

- a. **Statutory Capital Reserves** can be established by bylaw for any service to accumulate funds for capital expenditures expected in the future, typically for asset replacement, refurbishment, additions or major repairs. Contributions and accumulated interest can only be spent for the purpose established in the Capital Reserve Establishment bylaw.
- b. **Operating Reserves** can be established by bylaw to provide funds for operating costs that fluctuate from year to year, such as rural elections.

8. Surpluses or Deficits from the Prior Year

Surpluses and deficits must be accounted for separately for each service

a. Deficits

If the actual financial results for a service from the prior year resulted in a deficit for that service, it must be carried forward to the current year's budget as an expenditure.

b. Surpluses

If the actual financial results for a service from the prior year resulted in a surplus for that service, it is carried forward to the current year's budget as revenue in that service.

Such revenue may be used to:

- i. Reduce taxation for the current year;
- ii. Fund additional expenditures for one-time projects in the current year;
- iii. Contribute to a capital reserve;
- iv. Contribute to an operating reserve; or
- v. Budget for a contingent expenditure for projects that may be identified during the current year or a future year

9. Debt

a. For RDBN services

i. Revenue Anticipation Borrowing

Short term borrowing to cover a temporary shortfall in funds in anticipation of the collection of annual tax requisition is collected can be approved by the Regional District Board.

ii. Short Term Capital Borrowing

For Administration Purposes only, short term capital borrowing (less than 5 years) can be approved by the Regional District Board up to a maximum of \$50,000 plus \$2 per capita. For example, in 2005, the RDBN borrowed \$131,700 under this provision to pay for part of the purchase price of the McLeod Building in Burns Lake (later to become the new RDBN Administration Building). The loan was repaid over 5 years.

iii. **Short Term Equipment Financing**

Equipment financing (less than 5 years) can be approved by the Regional District Board. For example, in 2015, the RDBN borrowed \$1,547,000 to finance part of the costs of landfill equipment at Knockholt and Clearview.

iv. **Long Term Capital Borrowing**

Borrowing of greater than 5 years requires:

1. A Loan authorization Bylaw that has received the consent of the electors, and
2. A Debenture Security Issuing Bylaw that can be approved by the Regional District Board

v. **Temporary Borrowing**

Temporary Borrowing in anticipation of receiving debenture proceeds can be approved by the Regional District Board once the loan authorization bylaw has been approved.

b. **Financing Municipal Undertakings**

Municipalities that wish to borrow using the Municipal Finance Authority debenture facility must do so through Regional Districts.

- i. The Municipality requires a loan authorization bylaw that has undergone the usual municipal approval process as well as a Council resolution requesting that the Regional District participate in a debenture issue on its behalf, and
- ii. The Regional District Board issues a Security Issuing Bylaw for debenture borrowing on behalf of municipalities.

- c. **Joint and Several Liability** – The Regional District and its member municipalities are jointly and severally liable for each other’s MFA debenture debt.

10. **Financial Plan Preparation and Management Process**

The following outlines the financial planning process along with the associated timelines:

September	<ul style="list-style-type: none"> • Finance Staff develops a financial model for the new budget year
Early November	<ul style="list-style-type: none"> • Pre-budget Committee of the Whole (COW) planning session to review status of current year’s activities and proposed staff work plans and priorities for the ensuing year – costs are not available at this point • Opportunity for the COW to provide budget direction regarding Board priorities.
During November	<ul style="list-style-type: none"> • CAO and Finance Department meet with each department head to review September year to date financial results and projections for the remainder of the current year • Receive departmental input into region-wide and regional rural service budgets and five year projections

November /December	<ul style="list-style-type: none"> Finance Department prepare first draft of budget for region-wide and regional rural services for follow up discussions with department heads to reflect any corrections or changes
Early January	<ul style="list-style-type: none"> First draft of the financial plan, including operating and capital budgets for region-wide and regional rural services, reviewed with Committee of the Whole Includes analysis of changes in each service area budget from the prior year, by expenditure category Includes analysis of projected residential tax rates for each of the above services Receive direction from the COW for any changes
Early February	<ul style="list-style-type: none"> Second draft of the financial plan for region-wide and regional rural services reviewed with Committee of the Whole Reflects changes resulting from COW direction and changes in surpluses resulting from the difference between projected and actual results for the prior year Includes updated analysis of changes in each service area budget from the prior year and analysis of tax rates for each service Receive direction from the COW for any changes
January /February	<ul style="list-style-type: none"> Receive draft budgets from municipalities for any shared services that are operated by municipalities (e.g.: fire protection, road rescue, recreation & culture, etc.) Prepare draft local service and shared sub-regional service budgets, including property assessments and projected tax rates Distribute draft local service budgets to Directors participating in those services for direction
February /March	<ul style="list-style-type: none"> Receive direction from Directors participating in local services and shared sub-regional services Update the respective budgets accordingly
Early March	<ul style="list-style-type: none"> Third draft of the financial plan for region-wide and regional rural services reviewed with Committee of the Whole Reflects changes resulting from COW direction Includes updated analysis of changes in each service area budget from the prior year and analysis of tax rates for each service Receive direction from the COW for any changes
Late March	<ul style="list-style-type: none"> Reflect any changes directed by the COW into the final draft of the budget for review and adoption by the Board

11. Details of Budget Information for Region-wide and Regional Rural Services reviewed with the Committee of the Whole:

- a. Summary of Costs for each proposed initiative for Year 1 of the Financial Plan.
- b. Detailed schedules for each region-wide service and each regional rural service showing projected revenues and expenditures by major category in Year 1 of the Financial Plan compared with the prior year.
- c. Table showing projected taxation, assessments and residential tax rates for region-wide services and regional rural services in Year 1 of the Financial Plan compared with the prior year.
- d. Five Year Bar Graphs comparing taxation for region-wide services and regional rural services in Year 1 of the financial plan with each of the previous 4 years.

- e. Pie charts for Year 1 of the financial plan showing the percentage of taxation that each service makes up of region-wide services and regional rural services.
- f. Detailed budgets for each service are available on request.

12. Financial Planning Principles

a. Service Sustainability

The five year financial plan should reflect long term cost projections and revenue expectations for each service. This would include reasonable tax rates, including contributions to capital reserves and/or the use of debt financing, where necessary, to sustain each service in the long term.

b. Minimum Taxation

For each service, taxation should be kept to the lowest level possible, consistent with delivering quality, sustainable services.

c. Matching Costs with Benefits

A balanced approach is needed when planning for the ultimate replacement of long lived assets. The options are:

1. Pay as you go

Tax properties at the time the asset is replaced. This can lead to large, one-time taxes.

2. Debt Financing

Borrow the funds at the time the asset is replaced and repay the debt over the life of the new asset (cannot be longer than 30 years).

3. Capital Reserves

Contribute to capital reserves during the time the asset is used up so that enough funds are available to finance the new asset at the time of replacement.

Inter-generational equity is affected when making a choice between contributing to capital reserves and using future debt financing to fund the future replacement of capital assets. In making this choice, consideration is given to how the existing assets were financed in the first place.

i. Capital Reserves

When the current generation of taxpayers did not fund the existing asset, it is appropriate to contribute to capital reserves for ultimate replacement. This reflects the fact that current taxpayers are using up an asset they did not pay for.

ii. Debt Financing

When the current generation of taxpayers have paid for the existing assets through taxes, contributing to capital reserves would result in them paying for

the existing asset twice (once for initial acquisition and once for replacement). In this case, it would be appropriate to consider debt financing for future asset replacement so that the future generation of taxpayers bears the cost of the new asset.

d. Stable Tax Rates

Large fluctuations in tax rates should be avoided, to the extent possible. Tools to manage tax rate fluctuations include:

i. Capital Reserves

Capital reserves can smooth out the cost of long term or infrequent capital purchases.

ii. Operating Reserves

Operating reserves can smooth out the cost of regular operating costs that occur every few years.

iii. Operating Contingencies

Where a service has a historically large surplus, the excess could be used to reduce taxes in year 1 of the financial plan or used to budget for an operating contingency, which could be used in the future to offset future tax increases.

iv. Service Level Adjustments

Under certain circumstances, it may be appropriate to minimize tax increases by reducing that scope of the service provided.

e. Consistency with Other Plans

The financial plan should be consistent with any other existing RDBN plans, including:

- i. RDBN Strategic Plan
- ii. Departmental Work Plans
- iii. Official Community Plans

f. Public Consultation

i. Open Budget Deliberations

Each draft of the financial plan is deliberated in a public, open meeting of the Committee of the Whole. The final financial plan is deliberated by the RDBN Board in a public, open meeting. These deliberations should be advertised in advance of the meetings.

ii. Public Meetings with Municipal Councils

On request, the RDBN will attend a Municipal Council meeting to present the RDBN budget for the current year.



Regional District of Bulkley-Nechako Memo – Board Agenda November 19, 2015

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: November 10, 2015
Re: Chinook Community Forest Start-up Costs

The Chinook Community Forest Economic Development Service is a sub-regional service whose participants are Electoral Area "B" and "E".

The 2015 budget for the Chinook Community Forest Service includes \$50,000 in start-up costs, primarily legal fees and advertising costs. Director Miller and Director Benedict have indicated that they would pay for these costs using Electoral Area B and E grant in aid funds.

The Board is being requested to approve the use of up to \$25,000 from each of the Area B and E grant in aid funds to pay for the above costs.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated November 10, 2015 regarding the Chinook Community Forest Start-up Costs be received; and,
2. That the use of up to \$25,000 in electoral area grant in aid funds from each of Electoral Area "B" and Electoral Area "E" be approved.



Regional District of Bulkley-Nechako Memo – Board Agenda November 19, 2015

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: November 12, 2015
Re: Chinook Comfor Limited Articles of Incorporation

Attached for approval by the RDBN Board are the Articles of Incorporation for Chinook Comfor Limited. A brief summary of the key provisions follows.

Purpose

The purpose of the company, as set out in Article 1.3, is to acquire and hold community forest tenures from the Province of British Columbia and to carry on such businesses and activities as permitted under those community forest tenures, including the “planning, harvesting, marketing and selling of timber and other forest products and managing community forest tenures”. The company is not permitted to carry out any other business activities unrelated to those foregoing purposes.

Shareholders

The company shareholders are made up of eight separate legal entities; six First Nation-owned companies and two local governments. The shares are divided into seven equal parts; each of the six First Nation corporations have one part, and the seventh portion is shared on a 60%/40% split between the RDBN and the Village of Burns Lake, respectively. This is established in the Shareholders Agreement, which has yet to be finalized.

Quorum of Shareholders

The quorum of shareholders is all the shareholders unless the Shareholders Agreement sets a different quorum. In the current version of the Shareholders Agreement, the quorum is not set. However, if the company wishes to enter into a contract in excess of \$4.5 million, approval by a majority of the shareholders is required where at least one local government shareholder is required to approve the contract together with at least four other shareholders.

Directors

Each shareholder shall appoint one director, other than the RDBN, who shall appoint two directors, one from Electoral Area “B” and one from Electoral Area “E”. Article 13.10 sets out those who are not eligible to become a director; this includes the Chief or Councillor of a shareholder First Nation, the Mayor or Councillor of the Village of Burns Lake, a Director of the RDBN or a corporate, financial or chief administrative officer of the RDBN.

Quorum of Directors

The quorum of directors is 75% of all directors provided the three Village and RDBN directors are present. This is consistent with the current Shareholders Agreement, where seven directors representing at least four of the shareholders, and one of the directors of the Village of Burns Lake, and both directors of the RDBN are required. Under paragraph



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3.6 of the Shareholders Agreement in its current version, as an exception to this, some matters of business of the directors may be conducted with four of the nominees of the First Nation corporations and at least one of either the RDBN or the Village of Burns Lake nominees.

Limits on Borrowing

In accordance with the guidelines of the Inspector of Municipalities with respect to seeking the Inspector's approval under the *Local Government Act*, the Articles of Incorporation also include limitations on borrowing and contracting. The borrowing limit in aggregate of debt obligations is \$1 million Canadian. The RDBN, as shareholder cannot guarantee any borrowing except in the limited circumstances allowed by the *Local Government Act*.

Freedom of Information and Privacy Protection Act (FOIPPA)

The corporation is subject to FOIPPA and the directors of the company are obligated to make the company documents available to the public as if it were a public authority in accordance with the provisions of the FOIPPA.

Limited Partnership Structure

The Chinook Comfor Limited company, if approved by the Inspector of Municipalities, and once registered in the Register of Companies, is intended to be the General Partner in a limited partnership called the Chinook Comfor Limited Partnership. The limited partners of the limited partnership are the six First Nation corporations, the RDBN and the Village of Burns Lake.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated November 12, 2015 regarding the Chinook Comfor Limited Articles of Incorporation be received; and,
2. Whereas the Regional District of Bulkley-Nechako intends to be a shareholder in a community forest corporation and has sought approval from the Inspector of Municipalities for the incorporation of the proposed Chinook Comfor Limited;

Therefore be it resolved that should the Inspector of Municipalities approve the Articles of Incorporation for the proposed Chinook Comfor Limited, the Board of the Regional District of Bulkley-Nechako approves for execution by its authorized signatories the Chinook Comfor Limited Articles of Incorporation for registration with the Registrar of Companies in accordance with the *Business Corporations Act*, (BC).

INCORPORATION NUMBER: BC0 _____

CHINOOK COMFOR LIMITED (the "Company")**ARTICLES**

1. Interpretation
2. Shares and Share Certificates
3. Issue of Shares
4. Share Registers
5. Share Transfers
6. Transmission of Shares
7. Acquisition of Company's Shares
8. Borrowing Powers
9. Alterations
10. Meetings of Shareholders
11. Proceedings at Meetings of Shareholders
12. Votes of Shareholders
13. Directors
14. Election and Removal of Directors
15. Powers and Duties of Directors
16. Interests of Directors and Officers
17. Proceedings of Directors
18. Executive and Other Committees
19. Officers
20. Indemnification
21. Dividends
22. Accounting Records and Auditor
23. Notices
24. Seal
25. Prohibitions
26. FOIPPA

1. Interpretation

1.1 Definitions

In these Articles, unless the context otherwise requires:

- (1) **“appropriate person”** has the meaning assigned in the *Securities Transfer Act*;
- (2) **“board of directors”, “directors”** and **“board”** mean the directors or sole director of the Company for the time being;
- (3) **“Business Corporations Act”** means the *Business Corporations Act* (British Columbia) from time to time in force and all amendments thereto and includes all regulations and amendments thereto made pursuant to that Act;
- (4) **“FOIPPA”** means the *Freedom of Information and Protection of Privacy Act* (British Columbia) from time to time in force and all amendments thereto and includes all regulations and amendments thereto made pursuant to that Act;
- (5) **“Interpretation Act”** means the *Interpretation Act* (British Columbia) from time to time in force and all amendments thereto and includes all regulations and amendments thereto made pursuant to that Act;
- (6) **“Inspector of Municipalities”** means the inspector appointed under section 1019 of the *Local Government Act*, R.S.B.C. 1996, c. 323 and referred to in section 195 of the *Local Government Act*, R.S.B.C. 1996, c. 323;
- (7) **“legal personal representative”** means the personal or other legal representative of a shareholder;
- (8) **“protected purchaser”** has the meaning assigned in the *Securities Transfer Act*;
- (9) **“registered address”** of a shareholder means the shareholder’s address as recorded in the central securities register;
- (10) **“seal”** means the seal of the Company, if any;
- (11) **“securities legislation”** means statutes concerning the regulation of securities markets and trading in securities and the regulations, rules, forms and schedules under those statutes, all as amended from time to time, and the blanket rulings and orders, as amended from time to time, issued by the securities commissions or similar regulatory authorities appointed under or pursuant to those statutes; **“Canadian securities legislation”** means the securities legislation in any province or territory of Canada and includes the *Securities Act* (British Columbia); and **“U.S. securities legislation”** means the securities legislation in the federal jurisdiction of the United States and in any state of the United States and includes the Securities Act of 1933 and the Securities Exchange Act of 1934;

- (12) **“Securities Transfer Act”** means the *Securities Transfer Act* (British Columbia) from time to time in force and all amendments thereto and includes all regulations and amendments thereto made pursuant to that Act.

1.2 Business Corporations Act and Interpretation Act Definitions Applicable

The definitions in the *Business Corporations Act* and the definitions and rules of construction in the *Interpretation Act*, with the necessary changes, so far as applicable, and unless the context requires otherwise, apply to these Articles as if they were an enactment. If there is a conflict between a definition in the *Business Corporations Act* and a definition or rule in the *Interpretation Act* relating to a term used in these Articles, the definition in the *Business Corporations Act* will prevail in relation to the use of the term in these Articles. If there is a conflict or inconsistency between these Articles and the *Business Corporations Act*, the *Business Corporations Act* will prevail.

1.3 Company purpose

The purpose of the Company is to act as the General Partner of the limited partnership known as Chinook Comfor Limited Partnership, whose purpose is to acquire and hold one or more community forest tenures from the Province of British Columbia, as represented by the Minister of Forests, Lands and Natural Resource Operations and to carry on such businesses and activities as may be desirable and permitted under such community forest tenures including the planning, harvesting, marketing and selling of timber and other forest products and managing community forest tenures. The Company shall not carry on any businesses or activities unrelated to the foregoing purposes.

2. Shares and Share Certificates

2.1 Authorized Share Structure

The authorized share structure of the Company consists of shares of the class or classes and series, if any, described in the Notice of Articles of the Company.

2.2 Form of Share Certificate

Each share certificate issued by the Company must comply with, and be signed as required by, the *Business Corporations Act*.

2.3 Shareholder Entitled to Certificate or Acknowledgment

Unless the shares of which the shareholder is the registered owner are uncertificated shares within the meaning of the *Business Corporations Act*, each shareholder is entitled, without charge, to (a) one share certificate representing the shares of each class or series of shares registered in the shareholder's name or (b) a non-transferable written acknowledgment of the shareholder's right to obtain such a share certificate, provided that in respect of a share held jointly by several persons, the Company is not bound to issue more than one share certificate or acknowledgment and delivery of a

share certificate or an acknowledgment to one of several joint shareholders or to a duly authorized agent of one of the joint shareholders will be sufficient delivery to all.

2.4 Delivery by Mail

Any share certificate or non-transferable written acknowledgment of a shareholder's right to obtain a share certificate may be sent to the shareholder by mail at the shareholder's registered address and neither the Company nor any director, officer or agent of the Company is liable for any loss to the shareholder because the share certificate or acknowledgement is lost in the mail or stolen.

2.5 Replacement of Worn Out or Defaced Certificate or Acknowledgement

If the directors are satisfied that a share certificate or a non-transferable written acknowledgment of the shareholder's right to obtain a share certificate is worn out or defaced, they must, on production to them of the share certificate or acknowledgment, as the case may be, and on such other terms, if any, as they think fit:

- (1) order the share certificate or acknowledgment, as the case may be, to be cancelled; and
- (2) issue a replacement share certificate or acknowledgment, as the case may be.

2.6 Replacement of Lost, Destroyed or Wrongfully Taken Certificate

If a person entitled to a share certificate claims that the share certificate has been lost, destroyed or wrongfully taken, the Company must issue a new share certificate, if that person:

- (1) so requests before the Company has notice that the share certificate has been acquired by a protected purchaser;
- (2) provides the Company with an indemnity bond sufficient in the Company's judgment to protect the Company from any loss that the Company may suffer by issuing a new certificate; and
- (3) satisfies any other reasonable requirements imposed by the directors.

A person entitled to a share certificate may not assert against the Company a claim for a new share certificate where a share certificate has been lost, apparently destroyed or wrongfully taken if that person fails to notify the Company of that fact within a reasonable time after that person has notice of it and the Company registers a transfer of the shares represented by the certificate before receiving a notice of the loss, apparent destruction or wrongful taking of the share certificate.

2.7 Recovery of New Share Certificate

If, after the issue of a new share certificate, a protected purchaser of the original share certificate presents the original share certificate for the registration of transfer, then in

addition to any rights under the indemnity bond, the Company may recover the new share certificate from a person to whom it was issued or any person taking under that person other than a protected purchaser.

2.8 Splitting Share Certificates

If a shareholder surrenders a share certificate to the Company with a written request that the Company issue in the shareholder's name two or more share certificates, each representing a specified number of shares and in the aggregate representing the same number of shares as represented by the share certificate so surrendered, the Company must cancel the surrendered share certificate and issue replacement share certificates in accordance with that request.

2.9 Certificate Fee

There must be paid to the Company, in relation to the issue of any share certificate under Articles 2.5, 2.6 or 2.8, the amount, if any and which must not exceed the amount prescribed under the *Business Corporations Act*, determined by the directors.

2.10 Recognition of Trusts

Except as required by law or statute or these Articles, no person will be recognized by the Company as holding any share upon any trust, and the Company is not bound by or compelled in any way to recognize (even when having notice thereof) any equitable, contingent, future or partial interest in any share or fraction of a share or (except as required by law or statute or these Articles or as ordered by a court of competent jurisdiction) any other rights in respect of any share except an absolute right to the entirety thereof in the shareholder.

3. Issue of Shares

3.1 Directors Authorized

Subject to the *Business Corporations Act* and the rights, if any, of the holders of issued shares of the Company, the Company may issue, allot, sell or otherwise dispose of the unissued shares, and issued shares held by the Company, at the times, in the manner, on the terms and conditions and for the issue prices (including any premium at which shares with par value may be issued) that the directors may determine, provided that the issue, allotment or sale is to a municipality or regional district incorporated in the Province of British Columbia or First Nations. The issue price for a share with par value must be equal to or greater than the par value of the share.

3.2 Company Need Not Recognize Unregistered Interests

Except as required by law or these Articles, the Company need not recognize or provide for any person's interests in or rights to a share unless that person is the shareholder of the share.

3.3 Commissions and Discounts

The Company may at any time pay a reasonable commission or allow a reasonable discount to any person in consideration of that person purchasing or agreeing to purchase shares of the Company from the Company or any other person or procuring or agreeing to procure purchasers for shares of the Company.

3.4 Brokerage

The Company may pay such brokerage fee or other consideration as may be lawful for or in connection with the sale or placement of its securities.

3.5 Conditions of Issue

Except as provided for by the *Business Corporations Act*, no share may be issued until it is fully paid. A share is fully paid when:

- (1) consideration is provided to the Company for the issue of the share by one or more of the following:
 - (a) past services performed for the Company;
 - (b) property;
 - (c) money; and
- (2) the value of the consideration received by the Company equals or exceeds the issue price set for the share under Article 3.1.

3.6 Share Purchase Warrants and Rights

Subject to the *Business Corporations Act*, the Company may issue share purchase warrants, options and rights upon such terms and conditions as the directors determine, which share purchase warrants, options and rights may be issued alone or in conjunction with debentures, debenture stock, bonds, shares or any other securities issued or created by the Company from time to time.

4. Share Registers

4.1 Central Securities Register

As required by and subject to the *Business Corporations Act*, the Company must maintain in British Columbia a central securities register. The directors may, subject to the *Business Corporations Act*, appoint an agent to maintain the central securities register. The directors may also appoint one or more agents, including the agent which keeps the central securities register, as transfer agent for its shares or any class or series of its shares, as the case may be, and the same or another agent as registrar for

its shares or such class or series of its shares, as the case may be. The directors may terminate such appointment of any agent at any time and may appoint another agent in its place.

4.2 Closing Register

The Company must not at any time close its central securities register.

5. Share Transfers

5.1 Registering Transfers

The Company must register a transfer of a share of the Company if either:

- (1) the Company or the transfer agent or registrar for the class or series of share to be transferred has received:
 - (a) in the case where the Company has issued a share certificate in respect of the share to be transferred, that share certificate and a written instrument of transfer (which may be on a separate document or endorsed on the share certificate) made by the shareholder or other appropriate person or by an agent who has actual authority to act on behalf of that person;
 - (b) in the case of a share that is not represented by a share certificate (including an uncertificated share within the meaning of the *Business Corporations Act* and including the case where the Company has issued a non-transferable written acknowledgment of the shareholder's right to obtain a share certificate in respect of the share to be transferred), a written instrument of transfer made by the shareholder or other appropriate person or by an agent who has actual authority to act on behalf of that person; and
 - (c) such other evidence, if any, as the Company or the transfer agent or registrar for the class or series of share to be transferred may require to prove the title of the transferor or the transferor's right to transfer the share, that the written instrument of transfer is genuine and authorized and that the transfer is rightful or to a protected purchaser; or
- (2) all the preconditions for a transfer of a share under the *Securities Transfer Act* have been met and the Company is required under the *Securities Transfer Act* to register the transfer.

5.2 Form of Instrument of Transfer

The instrument of transfer in respect of any share of the Company must be either in the form, if any, on the back of the Company's share certificates or in any other form that

may be approved by the company or the transfer agent for the class or series of shares to be transferred.

5.3 Transferor Remains Shareholder

Except to the extent that the *Business Corporations Act* otherwise provides, the transferor of shares is deemed to remain the holder of the shares until the name of the transferee is entered in a securities register of the Company in respect of the transfer.

5.4 Signing of Instrument of Transfer

If a shareholder or other appropriate person or an agent who has actual authority to act on behalf of that person signs an instrument of transfer in respect of shares registered in the name of the shareholder, the signed instrument of transfer constitutes a complete and sufficient authority to the Company and its directors, officers and agents to register the number of shares specified in the instrument of transfer or specified in any other manner, or, if no number is specified but share certificates are deposited with the instrument of transfer, all the shares represented by such share certificates:

- (1) in the name of the person named as transferee in that instrument of transfer; or
- (2) if no person is named as transferee in that instrument of transfer, in the name of the person on whose behalf the instrument is deposited for the purpose of having the transfer registered.

5.5 Enquiry as to Title Not Required

Neither the Company nor any director, officer or agent of the Company is bound to inquire into the title of the person named in the instrument of transfer as transferee or, if no person is named as transferee in the instrument of transfer, of the person on whose behalf the instrument is deposited for the purpose of having the transfer registered or is liable for any claim related to registering the transfer by the shareholder or by any intermediate owner or holder of the shares, of any interest in the shares, of any share certificate representing such shares or of any written acknowledgment of a right to obtain a share certificate for such shares.

5.6 Transfer Fee

There must be paid to the Company, in relation to the registration of any transfer, the amount, if any, determined by the directors.

6. Transmission of Shares

6.1 Legal Personal Representative Recognized on Death

In the case of the death of a shareholder, the legal personal representative of the shareholder, or in the case of shares registered in the shareholder's name and the name of another person in joint tenancy, the surviving joint holder, will be the only person recognized by the Company as having any title to the shareholder's interest in the

shares. Before recognizing a person as a legal personal representative of a shareholder, the directors may require the original grant of probate or letters of administration or a court certified copy of them or the original or a court certified or authenticated copy of the grant of representation, will, order or other instrument or other evidence of the death under which title to the shares or securities is claimed to vest.

6.2 Rights of Legal Personal Representative

The legal personal representative of a shareholder has the rights, privileges and obligations that attach to the shares held by the shareholder, including the right to transfer the shares in accordance with these Articles, if the appropriate evidence of appointment or incumbency within the meaning of s. 87 of the *Securities Transfer Act* has been deposited with the Company. This Article 6.2 does not apply in the case of the death of a shareholder with respect to shares registered in the shareholder's name and the name of another person in joint tenancy.

7. Acquisition of Company's Shares

7.1 Company Authorized to Purchase or Otherwise Acquire Shares

Subject to Article 7.2, the special rights or restrictions attached to the shares of any class or series of shares and the *Business Corporations Act*, the Company may, if authorized by the directors, purchase or otherwise acquire any of its shares at the price and upon the terms determined by the directors.

7.2 No Purchase, Redemption or Other Acquisition When Insolvent

The Company must not make a payment or provide any other consideration to purchase, redeem or otherwise acquire any of its shares if there are reasonable grounds for believing that:

- (1) the Company is insolvent; or
- (2) making the payment or providing the consideration would render the Company insolvent.

7.3 Sale and Voting of Purchased, Redeemed or Otherwise Acquired Shares

If the Company retains a share redeemed, purchased or otherwise acquired by it, the Company may sell, gift or otherwise dispose of the share, but, while such share is held by the Company, it:

- (1) is not entitled to vote the share at a meeting of its shareholders;
- (2) must not pay a dividend in respect of the share; and
- (3) must not make any other distribution in respect of the share.

8. Borrowing Powers

8.1 Borrowing

Subject to Articles 8.2, 8.3 and 8.4, and subject to the unanimous approval of the shareholders, the Company, if authorized by the directors, may:

- (1) borrow money in the manner and amount, on the security, from the sources and on the terms and conditions that the directors consider appropriate;
- (2) issue bonds, debentures and other debt obligations either outright or as security for any liability or obligation of the Company or any other person and at such discounts or premiums and on such other terms as the directors consider appropriate;
- (3) guarantee the repayment of money by any other person or the performance of any obligation of any other person; and
- (4) mortgage, charge, whether by way of specific or floating charge, grant a security interest in, or give other security on, the whole or any part of the present and future assets and undertaking of the Company.

8.2 Municipal Security and Guarantees

- (1) The Company will not borrow money on security provided by the Village of Burns Lake shareholder or the Regional District of Bulkley-Nechako shareholder, or the repayment of which is guaranteed by the Village of Burns Lake shareholder or the Regional District of Bulkley-Nechako shareholder, except where the Village of Burns Lake shareholder or the Regional District of Bulkley-Nechako shareholder provides such security or guarantee in a manner permitted by law.
- (2) The Company will not mortgage, charge, whether by way of specific or floating charge, grant a security interest in or give other security on, the whole or any part of a community forest tenure issued by the Province of British Columbia as represented by the Minister of Forests to the company in relation to Chinook Comfor Limited.

8.3 Borrowing Limit

The Company may not incur aggregate debt obligations that, if fully drawn, would exceed one million Canadian dollars (CDN \$1,000,000).

8.4 Contract Limit

The Company may not enter into a contract that is in excess of four million five hundred thousand Canadian dollars (CDN\$4,500,000) without prior approval by a majority of the shareholders which majority must include at least one of the shareholder Regional District of Bulkley-Nechako or the shareholder Village of Burns Lake and must include

four other shareholders.

9. Alterations

9.1 Alteration of Authorized Share Structure

Subject to Article 9.2 and the *Business Corporations Act*, the Company may by special resolution:

- (1) create one or more classes or series of shares or, if none of the shares of a class or series of shares are allotted or issued, eliminate that class or series of shares;
- (2) increase, reduce or eliminate the maximum number of shares that the Company is authorized to issue out of any class or series of shares or establish a maximum number of shares that the Company is authorized to issue out of any class or series of shares for which no maximum is established;
- (3) subdivide or consolidate all or any of its unissued, or fully paid issued, shares;
- (4) if the Company is authorized to issue shares of a class of shares with par value:
 - (a) decrease the par value of those shares; or
 - (b) if none of the shares of that class of shares are allotted or issued, increase the par value of those shares;
- (5) change all or any of its unissued, or fully paid issued, shares with par value into shares without par value or any of its unissued shares without par value into shares with par value;
- (6) alter the identifying name of any of its shares; or
- (7) otherwise alter its shares or authorized share structure when required or permitted to do so by the *Business Corporations Act*;

and, if applicable, alter its Notice of Articles and, if applicable, its Articles, accordingly, subject to Article 9.5.

9.2 Special Rights or Restrictions

Subject to the *Business Corporations Act*, the Company may by special resolution:

- (1) create special rights or restrictions for, and attach those special rights or restrictions to, the shares of any class or series of shares, whether or not any or all of those shares have been issued; or
- (2) vary or delete any special rights or restrictions attached to the shares of any class or series of shares, whether or not any or all of those shares have been

issued;

and, if applicable, alter its Notice of Articles and, if applicable, subject to Article 9.5, its Articles accordingly.

9.3 Change of Name

The Company may by special resolution authorize an alteration to its Notice of Articles in order to change its name and may, by ordinary resolution or directors' resolution, adopt or change any translation of that name.

9.4 Other Alterations

If the *Business Corporations Act* does not specify the type of resolution and these Articles do not specify another type of resolution, the Company may by special resolution alter these Articles.

9.5 Approval of Alterations

Notwithstanding the other provisions of these Articles, including without limitation Article 9.4, the Company will not alter or amend these Articles in any way without the prior written approval of the Inspector of Municipalities.

9.6 Consent for subsidiaries

The Company will not create, organize or facilitate the incorporation of a subsidiary corporation of the Company without the prior written consent of the Inspector of Municipalities

10. Meetings of Shareholders

10.1 Annual General Meetings

Unless an annual general meeting is deferred or waived in accordance with the *Business Corporations Act*, the Company must hold its first annual general meeting within 18 months after the date on which it was incorporated or otherwise recognized, and after that must hold an annual general meeting at least once in each calendar year and not more than 15 months after the last annual reference date at such time and place as may be determined by the directors provided it is located on reserve land as that term is defined in the *Indian Act* R.S.C. 1985 c I-5.

10.2 Resolution Instead of Annual General Meeting

If all the shareholders who are entitled to vote at an annual general meeting consent by a unanimous resolution to all of the business that is required to be transacted at that annual general meeting, the annual general meeting is deemed to have been held on the date of the unanimous resolution. The shareholders must, in any unanimous resolution passed under this Article 10.2, select as the Company's annual reference date

a date that would be appropriate for the holding of the applicable annual general meeting.

10.3 Calling of Meetings of Shareholders

A meeting of shareholders may be called at any time, by either the directors or by any two shareholders, such meeting to be held at such time and place as may be determined by the directors or the shareholders calling the meeting, as the case may be.

10.4 Notice for Meetings of Shareholders

The Company must send notice of the date, time and location of any meeting of shareholders (including, without limitation, any notice specifying the intention to propose a resolution as an exceptional resolution, a special resolution or a special separate resolution and any notice to consider approving an amalgamation into a foreign jurisdiction, an arrangement or the adoption of an amalgamation agreement, and any notice of a general meeting, class meeting or series meeting), in the manner provided in these Articles, or in such other manner, if any, as may be prescribed by ordinary resolution (whether previous notice of the resolution has been given or not), to each shareholder entitled to attend the meeting, to each director and to the auditor of the Company, unless these Articles otherwise provide, at least the following number of days before the meeting:

- (1) if and for so long as the Company is a public company, 21 days;
- (2) otherwise, 10 days.

10.5 Notice of Resolution to Which Shareholders May Dissent

The Company must send to each of its shareholders, whether or not their shares carry the right to vote, a notice of any meeting of shareholders at which a resolution entitling shareholders to dissent is to be considered specifying the date of the meeting and containing a statement advising of the right to send a notice of dissent together with a copy of the proposed resolution at least the following number of days before the meeting:

- (1) if and for so long as the Company is a public company, 21 days;
- (2) otherwise, 10 days.

10.6 Record Date for Notice

The directors may set a date as the record date for the purpose of determining shareholders entitled to notice of any meeting of shareholders. The record date must not precede the date on which the meeting is to be held by more than two months or, in the case of a general meeting requisitioned by shareholders under the *Business Corporations Act*, by more than four months. The record date must not precede the date on which the meeting is held by fewer than:

- (1) if and for so long as the Company is a public company, 21 days;
- (2) otherwise, 10 days.

If no record date is set, the record date is 5 p.m. on the day immediately preceding the first date on which the notice is sent or, if no notice is sent, the beginning of the meeting.

10.7 Record Date for Voting

The directors may set a date as the record date for the purpose of determining shareholders entitled to vote at any meeting of shareholders. The record date must not precede the date on which the meeting is to be held by more than two months or, in the case of a general meeting requisitioned by shareholders under the *Business Corporations Act*, by more than four months. If no record date is set, the record date is 5 p.m. on the day immediately preceding the first date on which the notice is sent or, if no notice is sent, the beginning of the meeting.

10.8 Failure to Give Notice and Waiver of Notice

The accidental omission to send notice of any meeting of shareholders to, or the non-receipt of any notice by, any of the persons entitled to notice does not invalidate any proceedings at that meeting. Any person entitled to notice of a meeting of shareholders may, in writing or otherwise, waive that entitlement or agree to reduce the period of that notice. Attendance of a person at a meeting of shareholders is a waiver of entitlement to notice of the meeting unless that person attends the meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called.

10.9 Notice of Special Business at Meetings of Shareholders

If a meeting of shareholders is to consider special business within the meaning of Article 11.1, the notice of meeting must:

- (1) state the general nature of the special business; and
- (2) if the special business includes considering, approving, ratifying, adopting or authorizing any document or the signing of or giving of effect to any document, have attached to it a copy of the document or state that a copy of the document will be available for inspection by shareholders:
 - (a) at the Company's records office, or at such other reasonably accessible location in British Columbia as is specified in the notice; and
 - (b) during statutory business hours on any one or more specified days before the day set for the holding of the meeting.

11. Proceedings at Meetings of Shareholders

11.1 Special Business

At a meeting of shareholders, the following business is special business:

- (1) at a meeting of shareholders that is not an annual general meeting, all business is special business except business relating to the conduct of or voting at the meeting;
- (2) at an annual general meeting, all business is special business except for the following:
 - (a) business relating to the conduct of or voting at the meeting;
 - (b) consideration of any financial statements of the Company presented to the meeting;
 - (c) consideration of any reports of the directors or auditor;
 - (d) the setting or changing of the number of directors;
 - (e) the election or appointment of directors;
 - (f) the appointment of an auditor;
 - (g) the setting of the remuneration of an auditor;
 - (h) business arising out of a report of the directors not requiring the passing of a special resolution or an exceptional resolution;
 - (i) any other business which, under these Articles or the *Business Corporations Act*, may be transacted at a meeting of shareholders without prior notice of the business being given to the shareholders.

11.2 No waiver of auditor

Notwithstanding the provisions of the *Business Corporations Act*, including without limitation subsection 203(2) of the *Business Corporations Act*, a resolution to waive the appointment of an auditor will be of no force or effect.

11.3 Preparation and disclosure of financial statements

The Company's fiscal year end will be December 31 and the Company will appoint an auditor and have audited financial statements prepared within 120 days of the Company's each fiscal year end. The Company will present, annually at an open Board meeting of the Regional District of Bulkley-Nechako, the financial statements of the Company, including the report of the Company's auditor on those financial statements, that were presented to the annual general meeting of the Company.

11.4 Special Majority

The majority of votes required for the Company to pass a special resolution at a general meeting of shareholders is two-thirds of the votes cast on the resolution.

11.5 Quorum

The quorum for the transaction of business at a meeting of shareholders will be as specified in a shareholders' agreement, failing which the quorum is all the shareholders.

11.6 One Shareholder May Constitute Quorum

If there is only one shareholder entitled to vote at a meeting of shareholders:

- (1) the quorum is one person who is, or who represents by proxy, that shareholder, and
- (2) that shareholder, present in person or by proxy, may constitute the meeting.

11.7 Persons Entitled to Attend Meeting

In addition to those persons who are entitled to vote at a meeting of shareholders, the only other persons entitled to be present at the meeting are the directors, the president (if any), the secretary (if any), the assistant secretary (if any), any lawyer for the Company, the auditor of the Company, any persons invited to be present at the meeting by the directors or by the chair of the meeting and any persons entitled or required under the *Business Corporations Act* or these Articles to be present at the meeting; but if any of those persons does attend the meeting, that person is not to be counted in the quorum and is not entitled to vote at the meeting unless that person is a shareholder or proxy holder entitled to vote at the meeting.

11.8 Requirement of Quorum

No business, other than the election of a chair of the meeting and the adjournment of the meeting, may be transacted at any meeting of shareholders unless a quorum of shareholders entitled to vote is present at the commencement of the meeting, but such quorum need not be present throughout the meeting.

11.9 Lack of Quorum

If, within one-half hour from the time set for the holding of a meeting of shareholders, a quorum is not present:

- (1) in the case of a general meeting requisitioned by shareholders, the meeting is dissolved, and
- (2) in the case of any other meeting of shareholders, the meeting stands adjourned to the same day in the next week at the same time and place.

11.10 Lack of Quorum at Succeeding Meeting

If, at the meeting to which the meeting referred to in Article 11.9(2) was adjourned, a quorum is not present within one-half hour from the time set for the holding of the meeting, the person or persons present and being, or representing by proxy, one or more shareholders entitled to attend and vote at the meeting constitute a quorum.

11.11 Chair

The following individual is entitled to preside as chair at a meeting of shareholders:

- (1) the chair of the board, if any; or
- (2) if the chair of the board is absent or unwilling to act as chair of the meeting, the president, if any.

11.12 Selection of Alternate Chair

If, at any meeting of shareholders, there is no chair of the board or president present within 15 minutes after the time set for holding the meeting, or if the chair of the board and the president are unwilling to act as chair of the meeting, or if the chair of the board and the president have advised the secretary, if any, or any director present at the meeting, that they will not be present at the meeting, the directors present must choose one of their number to be chair of the meeting or if all of the directors present decline to take the chair or fail to so choose or if no director is present, the shareholders entitled to vote at the meeting who are present in person or by proxy may choose any person present at the meeting to chair the meeting.

11.13 Adjournments

The chair of a meeting of shareholders may, and if so directed by the meeting must, adjourn the meeting from time to time and from place to place, but no business may be transacted at any adjourned meeting other than the business left unfinished at the meeting from which the adjournment took place.

11.14 Notice of Adjourned Meeting

It is not necessary to give any notice of an adjourned meeting of shareholders or of the business to be transacted at an adjourned meeting of shareholders except that, when a meeting is adjourned for 30 days or more, notice of the adjourned meeting must be given as in the case of the original meeting.

11.15 Decisions by Show of Hands or Poll

Subject to the *Business Corporations Act*, every motion put to a vote at a meeting of shareholders will be decided on a show of hands unless a poll, before or on the declaration of the result of the vote by show of hands, is directed by the chair or demanded by any shareholder entitled to vote who is present in person or by proxy.

11.16 Declaration of Result

The chair of a meeting of shareholders must declare to the meeting the decision on every question in accordance with the result of the show of hands or the poll, as the case may be, and that decision must be entered in the minutes of the meeting. A declaration of the chair that a resolution is carried by the necessary majority or is defeated is, unless a poll is directed by the chair or demanded under Article 11.15, conclusive evidence without proof of the number or proportion of the votes recorded in favour of or against the resolution.

11.17 Motion Must be Seconded

A motion proposed at a meeting of shareholders must be seconded, and the chair of any meeting of shareholders is entitled to propose or second a motion.

11.18 Casting Vote

In the case of an equality of votes, the chair of a meeting of shareholders does not, either on a show of hands or on a poll, have a second or casting vote in addition to the vote or votes to which the chair may be entitled as a shareholder.

11.19 Manner of Taking Poll

Subject to Article 11.20, if a poll is duly demanded at a meeting of shareholders:

- (1) the poll must be taken:
 - (a) at the meeting, or within seven days after the date of the meeting, as the chair of the meeting directs; and
 - (b) in the manner, at the time and at the place that the chair of the meeting directs;
- (2) the result of the poll is deemed to be the decision of the meeting at which the poll is demanded; and
- (3) the demand for the poll may be withdrawn by the person who demanded it.

11.20 Demand for Poll on Adjournment

A poll demanded at a meeting of shareholders on a question of adjournment must be taken immediately at the meeting.

11.21 Chair Must Resolve Dispute

In the case of any dispute as to the admission or rejection of a vote given on a poll, the chair of the meeting must determine the dispute, and his or her determination made in

good faith is final and conclusive.

11.22 Casting of Votes

On a poll, a shareholder entitled to more than one vote need not cast all the votes in the same way.

11.23 No Demand for Poll on Election of Chair

No poll may be demanded in respect of the vote by which a chair of a meeting of shareholders is elected.

11.24 Demand for Poll Not to Prevent Continuance of Meeting

The demand for a poll at a meeting of shareholders does not, unless the chair of the meeting so rules, prevent the continuation of the meeting for the transaction of any business other than the question on which a poll has been demanded.

11.25 Retention of Ballots and Proxies

The Company must, for at least three months after a meeting of shareholders, keep each ballot cast on a poll and each proxy voted at the meeting, and, during that period, make them available for inspection during normal business hours by any shareholder or proxyholder entitled to vote at the meeting. At the end of such three month period, the Company may destroy such ballots and proxies.

12. Votes of Shareholders

12.1 Number of Votes by Shareholder or by Shares

Subject to any special rights or restrictions attached to any shares and to the restrictions imposed on joint shareholders under Article 12.3:

- (1) on a vote by show of hands, every person present who is a shareholder or proxy holder and entitled to vote on the matter has one vote; and
- (2) on a poll, every shareholder entitled to vote on the matter has one vote in respect of each share entitled to be voted on the matter and held by that shareholder and may exercise that vote either in person or by proxy.

12.2 Votes of Persons in Representative Capacity

A person who is not a shareholder may vote at a meeting of shareholders, whether on a show of hands or on a poll, and may appoint a proxy holder to act at the meeting, if, before doing so, the person satisfies the chair of the meeting, or the directors, that the person is a legal personal representative or a trustee in bankruptcy for a shareholder who is entitled to vote at the meeting.

12.3 Votes by Joint Holders

If there are joint shareholders registered in respect of any share:

- (1) any one of the joint shareholders may vote at any meeting of shareholders, personally or by proxy, in respect of the share as if that joint shareholder were solely entitled to it; or
- (2) if more than one of the joint shareholders is present at any meeting of shareholders, personally or by proxy, and more than one of them votes in respect of that share, then only the vote of the joint shareholder present whose name stands first on the central securities register in respect of the share will be counted.

12.4 Legal Personal Representatives as Joint Shareholders

Two or more legal personal representatives of a shareholder in whose sole name any share is registered are, for the purposes of Article 12.3, deemed to be joint shareholders registered in respect of that share.

12.5 Representative of a Corporate Shareholder

If a corporation that is not a subsidiary of the Company is a shareholder, that corporation may appoint a person to act as its representative at any meeting of shareholders of the Company, and:

- (1) for that purpose, the instrument appointing a representative must be received:
 - (a) at the registered office of the Company or at any other place specified, in the notice calling the meeting, for the receipt of proxies, at least the number of business days specified in the notice for the receipt of proxies, or if no number of days is specified, two business days before the day set for the holding of the meeting or any adjourned meeting; or
 - (b) at the meeting or any adjourned meeting, by the chair of the meeting or adjourned meeting or by a person designated by the chair of the meeting or adjourned meeting;
- (2) if a representative is appointed under this Article 12.5:
 - (a) the representative is entitled to exercise in respect of and at that meeting the same rights on behalf of the corporation that the representative represents as that corporation could exercise if it were a shareholder who is an individual, including, without limitation, the right to appoint a proxy holder; and
 - (b) the representative, if present at the meeting, is to be counted for the purpose of forming a quorum and is deemed to be a shareholder present

in person at the meeting.

Evidence of the appointment of any such representative may be sent to the Company by written instrument, fax or any other method of transmitting legibly recorded messages.

12.6 When Proxy Holder Need Not Be Shareholder

A person must not be appointed as a proxy holder unless the person is a shareholder, although a person who is not a shareholder may be appointed as a proxy holder if:

- (1) the person appointing the proxy holder is a corporation or a representative of a corporation appointed under Article 12.5;
- (2) the Company has at the time of the meeting for which the proxy holder is to be appointed only one shareholder entitled to vote at the meeting;
- (3) the shareholders present in person or by proxy at and entitled to vote at the meeting for which the proxy holder is to be appointed, by a resolution on which the proxy holder is not entitled to vote but in respect of which the proxy holder is to be counted in the quorum, permit the proxy holder to attend and vote at the meeting; or
- (4) the Company is a public company or is a pre-existing reporting company which has the Statutory Reporting Company Provisions as part of these Articles or to which the Statutory Reporting Company Provisions apply.

12.7 When Proxy Provisions Do Not Apply to the Company

If and for so long as the Company is a public company or is a pre-existing reporting company which has the Statutory Reporting Company Provisions as part of these Articles or to which the Statutory Reporting Company Provisions apply, Articles 12.8 to 12.16 apply only insofar as they are not inconsistent with any Canadian securities legislation applicable to the Company, any U.S. securities legislation applicable to the Company or any rules of an exchange on which securities of the Company are listed.

12.8 Appointment of Proxy Holders

Every shareholder of the Company, including a corporation that is a shareholder but not a subsidiary of the Company, entitled to vote at a meeting of shareholders may, by proxy, appoint one or more proxy holders to attend and act at the meeting in the manner, to the extent and with the powers conferred by the proxy.

12.9 Alternate Proxy Holders

A shareholder may appoint one or more alternate proxy holders to act in the place of an absent proxy holder.

12.10 Deposit of Proxy

A proxy for a meeting of shareholders must:

- (1) be received at the registered office of the Company or at any other place specified, in the notice calling the meeting, for the receipt of proxies, at least the number of business days specified in the notice, or if no number of days is specified, two business days before the day set for the holding of the meeting or any adjourned meeting; or
- (2) unless the notice provides otherwise, be received at the meeting or any adjourned meeting, by the chair of the meeting or adjourned meeting or by a person designated by the chair of the meeting or adjourned meeting.

A proxy may be sent to the Company by written instrument, fax or any other method of transmitting legibly recorded messages.

12.11 Validity of Proxy Vote

A vote given in accordance with the terms of a proxy is valid notwithstanding the death or incapacity of the shareholder giving the proxy and despite the revocation of the proxy or the revocation of the authority under which the proxy is given, unless notice in writing of that death, incapacity or revocation is received:

- (1) at the registered office of the Company, at any time up to and including the last business day before the day set for the holding of the meeting or any adjourned meeting at which the proxy is to be used; or
- (2) at the meeting or any adjourned meeting, by the chair of the meeting or adjourned meeting, before any vote in respect of which the proxy has been given has been taken.

12.12 Form of Proxy

A proxy, whether for a specified meeting or otherwise, must be either in the following form or in any other form approved by the directors or the chair of the meeting:

(the "Company")

The undersigned, being a shareholder of the Company, hereby appoints *[name]* or, failing that person, *[name]*, as proxy holder for the undersigned to attend, act and vote for and on behalf of the undersigned at the meeting of shareholders of the Company to be held on *[month, day, year]* and at any adjournment of that meeting.

Number of shares in respect of which this proxy is given (if no number is specified, then this proxy is given in respect of all shares registered in the name of the undersigned):

Signed *[month, day, year]*

[Signature of shareholder]

[Name of shareholder—printed]

12.13 Revocation of Proxy

Subject to Article 12.14, every proxy may be revoked by an instrument in writing that is received:

- (1) at the registered office of the Company at any time up to and including the last business day before the day set for the holding of the meeting or any adjourned meeting at which the proxy is to be used; or
- (2) at the meeting or any adjourned meeting by the chair of the meeting or adjourned meeting, before any vote in respect of which the proxy has been given has been taken.

12.14 Revocation of Proxy Must Be Signed

An instrument referred to in Article 12.13 must be signed as follows:

- (1) if the shareholder for whom the proxy holder is appointed is an individual, the instrument must be signed by the shareholder or his or her legal personal representative or trustee in bankruptcy;
- (2) if the shareholder for whom the proxy holder is appointed is a corporation, the instrument must be signed by the corporation or by a representative appointed for the corporation under Article 12.5.

12.15 Chair May Determine Validity of Proxy

The chair of any meeting of shareholders may determine whether or not a proxy deposited for use at the meeting, which may not strictly comply with the requirements of this Part 12 as to form, execution, accompanying documentation, time of filing or otherwise, shall be valid for use at such meeting and any such determination made in good faith shall be final, conclusive and binding upon such meeting.

12.16 Production of Evidence of Authority to Vote

The chair of any meeting of shareholders may, but need not, inquire into the authority of any person to vote at the meeting and may, but need not, demand from that person production of evidence as to the existence of the authority to vote.

13. Directors

13.1 First Directors; Number of Directors

The first directors are the persons designated as directors of the Company in the Notice of Articles that applies to the Company when it is recognized under the *Business Corporations Act*. The number of directors, excluding additional directors appointed under Article 14.8, is set at:

- (1) subject to paragraphs (2) and (3), the number of directors that is equal to the number of the Company's first directors;
- (2) if the Company is a public company, the greater of three and the most recently set of:
 - (a) the number of directors set by ordinary resolution (whether or not previous notice of the resolution was given); and
 - (b) the number of directors set under Article 14.4;
- (3) if the Company is not a public company, the most recently set of:
 - (a) the number of directors set by unanimous resolution (whether or not previous notice of the resolution was given); and
 - (b) the number of directors set under Article 14.4.

13.2 Change in Number of Directors

If the number of directors is set under Articles 13.1(2)(a) or 13.1(3)(a):

- (1) the shareholders may elect or appoint the directors needed to fill any vacancies in the board of directors up to that number;
- (2) if the shareholders do not elect or appoint the directors needed to fill any vacancies in the board of directors up to that number contemporaneously with the setting of that number, then the directors, subject to Article 14.8, may appoint, or the shareholders may elect or appoint, directors to fill those vacancies.

13.3 Directors' Acts Valid Despite Vacancy

An act or proceeding of the directors is not invalid merely because fewer than the number of directors set or otherwise required under these Articles is in office.

13.4 Qualifications of Directors

A director is not required to hold a share of the Company as qualification for his or her office but must be qualified as required by the *Business Corporations Act* and these Articles to become, act or continue to act as a director.

13.5 Remuneration of Directors

The directors are entitled to the remuneration for acting as directors, if any, as the directors may from time to time determine. If the directors so decide, the remuneration of the directors, if any, will be determined by special resolution of the shareholders. That remuneration may be in addition to any salary or other remuneration paid to any officer or employee of the Company as such, who is also a director.

13.6 Reimbursement of Expenses of Directors

The Company must reimburse each director for the reasonable expenses that he or she may incur in and about the business of the Company.

13.7 Special Remuneration for Directors

If any director performs any professional or other services for the Company that in the opinion of the directors are outside the ordinary duties of a director, or if any director is otherwise specially occupied in or about the Company's business, he or she may be paid remuneration fixed by the directors, or, at the option of that director, fixed by ordinary resolution, and such remuneration may be either in addition to, or in substitution for, any other remuneration that he or she may be entitled to receive.

13.8 Gratuity, Pension or Allowance on Retirement of Director

If approved by the shareholders, the directors on behalf of the Company may pay a gratuity or pension or allowance on retirement to any director who has held any salaried office or place of profit with the Company or to his or her spouse or dependants and may make contributions to any fund and pay premiums for the purchase or provision of any such gratuity, pension or allowance.

13.9 Composition of Directors

Each shareholder shall appoint one director other than the shareholder Regional District of Bulkley-Nechako, that shall appoint two directors, one from each electoral district.

13.10 Persons Qualified as Directors

In addition to the requirements of the *Business Corporations Act*, an individual is not qualified to become or act as a director of the Company if the individual is:

- (a) any person who is also a Chief or Councillor of a shareholder First Nations;
- (b) any person who is a Mayor or Councillor of the Village of Burns Lake or who is also a Director of the shareholder Regional District of Bulkley-Nechako;
- (c) any person who is a candidate for the election for any of the positions set out in Article 13.10(a) and (b);

- (d) any person who is also a corporate, financial or chief administrative officer of the shareholder Regional District of Bulkley-Nechako; and
- (e) any person who is a spouse of any of the persons set out in Article 13.10(a), (b), (c) or (d).

14. Election and Removal of Directors

14.1 Election at Annual General Meeting

At every annual general meeting and in every unanimous resolution contemplated by Article 10.2:

- (1) the shareholders entitled to vote at the annual general meeting for the election of directors must elect, or in the unanimous resolution appoint, a board of directors consisting of the number of directors for the time being set under these Articles; and
- (2) all the directors cease to hold office immediately before the election or appointment of directors under paragraph (1), but are eligible for re-election or re-appointment.

14.2 Consent to be a Director

No election, appointment or designation of an individual as a director is valid unless:

- (1) that individual consents to be a director in the manner provided for in the *Business Corporations Act*;
- (2) that individual is elected or appointed at a meeting at which the individual is present and the individual does not refuse, at the meeting, to be a director; or
- (3) with respect to first directors, the designation is otherwise valid under the *Business Corporations Act*.

14.3 Failure to Elect or Appoint Directors

If:

- (1) the Company fails to hold an annual general meeting, and all the shareholders who are entitled to vote at an annual general meeting fail to pass the unanimous resolution contemplated by Article 10.2, on or before the date by which the annual general meeting is required to be held under the *Business Corporations Act*; or
- (2) the shareholders fail, at the annual general meeting or in the unanimous resolution contemplated by Article 10.2, to elect or appoint any directors;

then each director then in office continues to hold office until the earlier of:

- (3) when his or her successor is elected or appointed; and
- (4) when he or she otherwise ceases to hold office under the *Business Corporations Act* or these Articles.

14.4 Places of Retiring Directors Not Filled

If, at any meeting of shareholders at which there should be an election of directors, the places of any of the retiring directors are not filled by that election, those retiring directors who are not re-elected and who are asked by the newly elected directors to continue in office will, if willing to do so, continue in office to complete the number of directors for the time being set pursuant to these Articles until further new directors are elected at a meeting of shareholders convened for that purpose. If any such election or continuance of directors does not result in the election or continuance of the number of directors for the time being set pursuant to these Articles, the number of directors of the Company is deemed to be set at the number of directors actually elected or continued in office.

14.5 Directors May Fill Casual Vacancies

Any casual vacancy occurring in the board of directors may be filled by the directors.

14.6 Remaining Directors' Power to Act

The directors may act notwithstanding any vacancy in the board of directors, but if the Company has fewer directors in office than the number set pursuant to these Articles as the quorum of directors, the directors may only act for the purpose of appointing directors up to that number or of calling a meeting of shareholders for the purpose of filling any vacancies on the board of directors or, subject to the *Business Corporations Act*, for any other purpose.

14.7 Shareholders May Fill Vacancies

If the Company has no directors or fewer directors in office than the number set pursuant to these Articles as the quorum of directors, the shareholders may elect or appoint directors to fill any vacancies on the board of directors.

14.8 Additional Directors

Notwithstanding Articles 13.1 and 13.2, between annual general meetings or unanimous resolutions contemplated by Article 10.2, the directors may appoint one or more additional directors, but the number of additional directors appointed under this Article 14.8 must not at any time exceed:

- (1) one-third of the number of first directors, if, at the time of the appointments, one or more of the first directors have not yet completed their first term of office; or
- (2) in any other case, one-third of the number of the current directors who were elected or appointed as directors other than under this Article 14.8.

Any director so appointed ceases to hold office immediately before the next election or appointment of directors under Article 14.1(1), but is eligible for re-election or re-appointment.

14.9 Ceasing to be a Director

A director ceases to be a director when:

- (1) the term of office of the director expires;
- (2) the director dies;
- (3) the director resigns as a director by notice in writing provided to the Company or a lawyer for the Company; or
- (4) the director is removed from office pursuant to Articles 14.10 or 14.11.

14.10 Removal of Director by Shareholders

The shareholders may remove any director before the expiration of his or her term of office by special resolution. In that event, the shareholders may elect, or appoint by ordinary resolution, a director to fill the resulting vacancy. If the shareholders do not elect or appoint a director to fill the resulting vacancy contemporaneously with the removal, then the directors may appoint or the shareholders may elect, or appoint by ordinary resolution, a director to fill that vacancy.

14.11 Removal of Director by Directors

The directors may remove any director before the expiration of his or her term of office if the director is convicted of an indictable offence, or if the director ceases to be qualified to act as a director of a company and does not promptly resign, and the directors may appoint a director to fill the resulting vacancy.

15. Powers and Duties of Directors

15.1 Powers of Management

The directors must, subject to the *Business Corporations Act* and these Articles, manage or supervise the management of the business and affairs of the Company and have the authority to exercise all such powers of the Company as are not, by the *Business Corporations Act* or by these Articles, required to be exercised by the shareholders of the Company.

15.2 Appointment of Attorney of Company

The directors may from time to time, by power of attorney or other instrument, under seal if so required by law, appoint any person to be the attorney of the Company for such

purposes, and with such powers, authorities and discretions (not exceeding those vested in or exercisable by the directors under these Articles and excepting the power to fill vacancies in the board of directors, to remove a director, to change the membership of, or fill vacancies in, any committee of the directors, to appoint or remove officers appointed by the directors and to declare dividends) and for such period, and with such remuneration and subject to such conditions as the directors may think fit. Any such power of attorney may contain such provisions for the protection or convenience of persons dealing with such attorney as the directors think fit. Any such attorney may be authorized by the directors to sub-delegate all or any of the powers, authorities and discretions for the time being vested in him or her.

15.3 Shareholder Approval for Disposal of Assets

Despite Article 15.1, the directors must not assign, give, sell, grant, charge, convey, bequest, divide, lease, divest, release any land or improvements of the Company or any other significant asset of the Company, or agree to do any of those things, without first obtaining the unanimous approval of the shareholders.

16. Conflicts of Interests of Directors and Officers

16.1 Obligation to Account for Profits

A director or senior officer who holds a disclosable interest (as that term is used in the *Business Corporations Act*) in a contract or transaction into which the Company has entered or proposes to enter is liable to account to the Company for any profit that accrues to the director or senior officer under or as a result of the contract or transaction only if and to the extent provided in the *Business Corporations Act*.

16.2 Restrictions on Voting by Reason of Interest

A director who holds a disclosable interest in a contract or transaction into which the Company has entered or proposes to enter is not entitled to vote on any directors' resolution to approve that contract or transaction, unless all the directors have a disclosable interest in that contract or transaction, in which case any or all of those directors may vote on such resolution.

16.3 Interested director counted in quorum

A director who holds a disclosable interest in a contract or transaction into which the Company has entered or proposes to enter and who is present at the meeting of the directors at which the contract or transaction is considered for approval may be counted in the quorum at the meeting whether or not the director votes on any or all of the resolutions considered at the meeting.

16.4 Director Holding Other Office in the Company

A director may hold any office or place of profit with the Company, other than the office of auditor of the Company, in addition to his or her office of director for the period and on the terms (as to remuneration or otherwise) that the directors may determine.

16.5 No Disqualification

No director or intended director is disqualified by his or her office from contracting with the Company either with regard to the holding of any office or place of profit the director holds with the Company or as vendor, purchaser or otherwise, and no contract or transaction entered into by or on behalf of the Company in which a director is in any way interested is liable to be voided for that reason.

16.6 Professional Services by Director or Officer

Subject to the *Business Corporations Act*, a director or officer, or any person in which a director or officer has an interest, may act in a professional capacity for the Company, except as auditor of the Company, and the director or officer or such person is entitled to remuneration for professional services as if that director or officer were not a director or officer.

16.7 Director or Officer in Other Corporations

A director or officer may be or become a director, officer or employee of, or otherwise interested in, any person in which the Company may be interested as a shareholder or otherwise, and, subject to the *Business Corporations Act*, the director or officer is not accountable to the Company for any remuneration or other benefits received by him or her as director, officer or employee of, or from his or her interest in, such other person.

17. Proceedings of Directors

17.1 Meetings of Directors

The directors may meet together for the conduct of business, adjourn and otherwise regulate their meetings as they think fit, and meetings of the directors held at regular intervals may be held at the place, at the time and on the notice, if any, as the directors may from time to time determine.

17.2 Voting at Meetings

Questions arising at any meeting of directors are to be decided by a majority of votes and, in the case of an equality of votes, the chair of the meeting does not have a second or casting vote.

17.3 Chair of Meetings

The following individual is entitled to preside as chair at a meeting of directors:

- (1) the chair of the board, if any;
- (2) in the absence of the chair of the board, the president, if any, if the president is a director; or

- (3) any other director chosen by the directors if:
- (a) neither the chair of the board nor the president, if a director, is present at the meeting within 15 minutes after the time set for holding the meeting;
 - (b) neither the chair of the board nor the president, if a director, is willing to chair the meeting; or
 - (c) the chair of the board and the president, if a director, have advised the secretary, if any, or any other director, that they will not be present at the meeting.

17.4 Meetings by Telephone or Other Communications Medium

A director may participate in a meeting of the directors or of any committee of the directors:

- (1) in person;
- (2) by telephone; or
- (3) with the consent of all directors who wish to participate in the meeting, by other communications medium;

if all directors participating in the meeting, whether in person or by telephone or other communications medium, are able to communicate with each other. A director who participates in a meeting in a manner contemplated by this Article 17.4 is deemed for all purposes of the *Business Corporations Act* and these Articles to be present at the meeting and to have agreed to participate in that manner.

17.5 Calling of Meetings

A director may, and the secretary or an assistant secretary of the Company, if any, on the request of any two directors must, call a meeting of the directors at any time.

17.6 Notice of Meetings

Other than for meetings held at regular intervals as determined by the directors pursuant to Article 17.1 or as provided in Article 17.7, reasonable notice of each meeting of the directors, specifying the place, day and time of that meeting must be given to each of the directors by any method set out in Article 23.1 or orally or by telephone.

17.7 When Notice Not Required

It is not necessary to give notice of a meeting of the directors to a director if:

- (1) the meeting is to be held immediately following a meeting of shareholders at which that director was elected or appointed, or is the meeting of the directors at

which that director is appointed; or

- (2) the director has waived notice of the meeting.

17.8 Meeting Valid Despite Failure to Give Notice

The accidental omission to give notice of any meeting of directors to, or the non-receipt of any notice by, any director does not invalidate any proceedings at that meeting.

17.9 Waiver of Notice of Meetings

Any director may send to the Company a document signed by him or her waiving notice of any past, present or future meeting or meetings of the directors and may at any time withdraw that waiver with respect to meetings held after that withdrawal. After sending a waiver with respect to all future meetings and until that waiver is withdrawn, no notice of any meeting of the directors need be given to that director and all meetings of the directors so held are deemed not to be improperly called or constituted by reason of notice not having been given to such director. Attendance of a director or at a meeting of the directors is a waiver of notice of the meeting unless that director attends the meeting for the express purpose of objecting to the transaction of any business on the grounds that the meeting is not lawfully called.

17.10 Quorum

The quorum necessary for the transaction of the business of the directors is seventy-five percent (75 %) of all the directors provided at least one (1) director appointed by the Village of Burns Lake and two (2) directors appointed by the Regional District are present.

17.11 Validity of Acts Where Appointment Defective

Subject to the *Business Corporations Act*, an act of a director or officer is not invalid merely because of an irregularity in the election or appointment or a defect in the qualification of that director or officer.

17.12 Consent Resolutions in Writing

A resolution of the directors or of any committee of the directors may be passed without a meeting:

- (1) in all cases, if each of the directors entitled to vote on the resolution consents to it in writing; or
- (2) in the case of a resolution to approve a contract or transaction in respect of which a director has disclosed that he or she has or may have a disclosable interest, if each of the other directors who have not made such a disclosure consents in writing to the resolution.

A consent in writing under this Article 17.12 may be by any written instrument, fax, e-mail

or any other method of transmitting legibly recorded messages in which the consent of the director is evidenced, whether or not the signature of the director is included in the record. A consent in writing may be in two or more counterparts which together are deemed to constitute one consent in writing. A resolution of the directors or of any committee of the directors passed in accordance with this Article 17.12 is effective on the date stated in the consent in writing or on the latest date stated on any counterpart and is deemed to be a proceeding at a meeting of the directors or of the committee of the directors and to be as valid and effective as if it had been passed at a meeting of the directors or of the committee of the directors that satisfies all the requirements of the *Business Corporations Act* and all the requirements of these Articles relating to meetings of the directors or of a committee of the directors.

18. Executive and Other Committees

18.1 Appointment and Powers of Executive Committee

The directors may, by resolution, appoint an executive committee consisting of the director or directors that they consider appropriate, and during the intervals between meetings of the board of directors all of the directors' powers are delegated to the executive committee, except:

- (1) the power to fill vacancies in the board of directors;
- (2) the power to remove a director;
- (3) the power to change the membership of, or fill vacancies in, any committee of the directors; and
- (4) such other powers, if any, as may be set out in the resolution or any subsequent directors' resolution.

18.2 Appointment and Powers of Other Committees

The directors may, by resolution:

- (1) appoint one or more committees (other than the executive committee) consisting of the director or directors that they consider appropriate;
- (2) delegate to a committee appointed under paragraph (1) any of the directors' powers, except:
 - (a) the power to fill vacancies in the board of directors;
 - (b) the power to remove a director;
 - (c) the power to change the membership of, or fill vacancies in, any committee of the directors; and

- (d) the power to appoint or remove officers appointed by the directors; and
- (3) make any delegation referred to in paragraph (2) subject to the conditions set out in the resolution or any subsequent directors' resolution.

18.3 Obligations of Committees

Any committee appointed under Articles 18.1 or 18.2, in the exercise of the powers delegated to it, must:

- (1) conform to any rules that may from time to time be imposed on it by the directors; and
- (2) report every act or thing done in exercise of those powers at such times as the directors may require.

18.4 Powers of Board

The directors may, at any time, with respect to a committee appointed under Articles 18.1 or 18.2:

- (1) revoke or alter the authority given to the committee, or override a decision made by the committee, except as to acts done before such revocation, alteration or overriding;
- (2) terminate the appointment of, or change the membership of, the committee; and
- (3) fill vacancies in the committee.

18.5 Committee Meetings

Subject to Article 18.3(1) and unless the directors otherwise provide in the resolution appointing the committee or in any subsequent resolution, with respect to a committee appointed under Articles 18.1 or 18.2:

- (1) the committee may meet and adjourn as it thinks proper;
- (2) the committee may elect a chair of its meetings but, if no chair of a meeting is elected, or if at a meeting the chair of the meeting is not present within 15 minutes after the time set for holding the meeting, the directors present who are members of the committee may choose one of their number to chair the meeting;
- (3) a majority of the members of the committee constitutes a quorum of the committee; and
- (4) questions arising at any meeting of the committee are determined by a majority of votes of the members present, and in the case of an equality of votes, the chair of the meeting does not have a second or casting vote.

18.6 Annual Information Meeting

The Company must hold an annual information meeting open to the public for the purpose of the public receiving information about the activities and achievements of the Company including to review the Company's audited financial statements. The annual information meeting must be held at least once in each calendar year on such dates and at such times and places as may be determined by the directors.

19. Officers

19.1 Directors May Appoint Officers

The directors may, from time to time, appoint such officers, if any, as the directors determine and the directors may, at any time, terminate any such appointment.

19.2 Functions, Duties and Powers of Officers

The directors may, for each officer:

- (1) determine the functions and duties of the officer;
- (2) delegate to the officer any of the powers exercisable by the directors on such terms and conditions and with such restrictions as the directors think fit; and
- (3) revoke, withdraw, alter or vary all or any of the functions, duties and powers of the officer.

19.3 Qualifications

No officer may be appointed unless that officer is qualified in accordance with the *Business Corporations Act*. One person may hold more than one position as an officer of the Company. Any person appointed as the chair of the board or as a managing director must be a director. Any other officer need not be a director.

19.4 Remuneration and Terms of Appointment

All appointments of officers are to be made on the terms and conditions and at the remuneration (whether by way of salary, fee, commission, participation in profits or otherwise) that the directors think fit and are subject to termination at the pleasure of the directors, and an officer may in addition to such remuneration be entitled to receive, after he or she ceases to hold such office or leaves the employment of the Company, a pension or gratuity.

20. Indemnification

20.1 Definitions

In this Article 20:

- (1) “eligible penalty” means a judgment, penalty or fine awarded or imposed in, or an amount paid in settlement of, an eligible proceeding;
- (2) “eligible proceeding” means a legal proceeding or investigative action, whether current, threatened, pending or completed, in which a director or former director of the Company (an “eligible party”) or any of the heirs and legal personal representatives of the eligible party, by reason of the eligible party being or having been a director of the Company:
 - (a) is or may be joined as a party; or
 - (b) is or may be liable for or in respect of a judgment, penalty or fine in, or expenses related to, the proceeding;
- (3) “expenses” has the meaning set out in the *Business Corporations Act*.

20.2 Mandatory Indemnification of Directors

Subject to the *Business Corporations Act*, the Company must indemnify a director or former director of the Company and his or her heirs and legal personal representatives against all eligible penalties to which such person is or may be liable, and the Company must, after the final disposition of an eligible proceeding, pay the expenses actually and reasonably incurred by such person in respect of that proceeding. Each director is deemed to have contracted with the Company on the terms of the indemnity contained in this Article 20.2.

20.3 Permitted Indemnification

Subject to any restrictions in the *Business Corporations Act*, the Company may indemnify any person.

20.4 Non-Compliance with *Business Corporations Act*

The failure of a director or officer of the Company to comply with the *Business Corporations Act* or these Articles or, if applicable, any former *Companies Act* or former Articles, does not invalidate any indemnity to which he or she is entitled under this Part 20.

20.5 Company May Purchase Insurance

The Company may purchase and maintain insurance for the benefit of any person (or his or her heirs or legal personal representatives) who:

- (1) is or was a director, officer, employee or agent of the Company;

- (2) is or was a director, officer, employee or agent of a corporation at a time when the corporation is or was an affiliate of the Company;
- (3) at the request of the Company, is or was a director, officer, employee or agent of a corporation or of a partnership, trust, joint venture or other unincorporated entity;
- (4) at the request of the Company, holds or held a position equivalent to that of a director or officer of a partnership, trust, joint venture or other unincorporated entity;

against any liability incurred by him or her as such director, officer, employee or agent or person who holds or held such equivalent position.

21. Dividends

21.1 Payment of Dividends Subject to Special Rights

The provisions of this Part 21 are subject to the rights, if any, of shareholders holding shares with special rights as to dividends.

21.2 Declaration of Dividends

Subject to the *Business Corporations Act*, and the rights of the holders of the issued shares of the Company, the directors may from time to time declare and authorize payment of such dividends as they may consider appropriate.

21.3 No Notice Required

The directors need not give notice to any shareholder of any declaration under Article 21.2.

21.4 Record Date

The directors may set a date as the record date for the purpose of determining shareholders entitled to receive payment of a dividend. The record date must not precede the date on which the dividend is to be paid by more than two months. If no record date is set, the record date is 5 p.m. on the date on which the directors pass the resolution declaring the dividend.

21.5 Manner of Paying Dividend

A resolution declaring a dividend may direct payment of the dividend wholly or partly in money or by the distribution of specific assets or of fully paid shares or of bonds, debentures or other securities of the Company or any other corporation, or in any one or more of those ways.

21.6 Settlement of Difficulties

If any difficulty arises in regard to a distribution under Article 21.5, the directors may settle the difficulty as they deem advisable, and, in particular, may:

- (1) set the value for distribution of specific assets;
- (2) determine that money in substitution for all or any part of the specific assets to which any shareholders are entitled may be paid to any shareholders on the basis of the value so fixed in order to adjust the rights of all parties; and
- (3) vest any such specific assets in trustees for the persons entitled to the dividend.

21.7 When Dividend Payable

Any dividend may be made payable on such date as is fixed by the directors.

21.8 Dividends to be Paid in Accordance with Number of Shares

All dividends on shares of any class or series of shares must be declared and paid according to the number of such shares held.

21.9 Receipt by Joint Shareholders

If several persons are joint shareholders of any share, any one of them may give an effective receipt for any dividend, bonus or other money payable in respect of the share.

21.10 Dividend Bears No Interest

No dividend bears interest against the Company.

21.11 Fractional Dividends

If a dividend to which a shareholder is entitled includes a fraction of the smallest monetary unit of the currency of the dividend, that fraction may be disregarded in making payment of the dividend and that payment represents full payment of the dividend.

21.12 Payment of Dividends

Any dividend or other distribution payable in money in respect of shares may be paid by cheque, made payable to the order of the person to whom it is sent, and mailed to the registered address of the shareholder, or in the case of joint shareholders, to the registered address of the joint shareholder who is first named on the central securities register, or to the person and to the address the shareholder or joint shareholders may direct in writing. The mailing of such cheque will, to the extent of the sum represented by the cheque (plus the amount of the tax required by law to be deducted), discharge all liability for the dividend unless such cheque is not paid on presentation or the amount of tax so deducted is not paid to the appropriate taxing authority.

21.13 Capitalization of Retained Earnings or Surplus

Notwithstanding anything contained in these Articles, the directors may from time to time capitalize any retained earnings or surplus of the Company and may from time to time issue, as fully paid, shares or any bonds, debentures or other securities of the Company as a dividend representing the retained earnings or surplus so capitalized or any part thereof.

22. Accounting Records and Auditor

22.1 Appointment of Auditor

The Company, at the annual general meeting, must appoint an auditor who shall prepare audited financial statements for each calendar year.

22.2 Recording of Financial Affairs

The directors must cause adequate accounting records to be kept to record properly the financial affairs and condition of the Company and to comply with the *Business Corporations Act*.

22.3 Remuneration of Auditor

The directors may set the remuneration of the auditor of the Company.

23. Notices

23.1 Method of Giving Notice

Unless the *Business Corporations Act* or these Articles provide otherwise, a notice, statement, report or other record required or permitted by the *Business Corporations Act* or these Articles to be sent by or to a person may be sent by any one of the following methods:

- (1) mail addressed to the person at the applicable address for that person as follows:
 - (a) for a record mailed to a shareholder, the shareholder's registered address;
 - (b) for a record mailed to a director or officer, the prescribed address for mailing shown for the director or officer in the records kept by the Company or the mailing address provided by the recipient for the sending of that record or records of that class;
 - (c) in any other case, the mailing address of the intended recipient;
- (2) delivery at the applicable address for that person as follows, addressed to the

person:

- (a) for a record delivered to a shareholder, the shareholder's registered address;
 - (b) for a record delivered to a director or officer, the prescribed address for delivery shown for the director or officer in the records kept by the Company or the delivery address provided by the recipient for the sending of that record or records of that class;
 - (c) in any other case, the delivery address of the intended recipient;
- (3) unless the intended recipient is the auditor of the Company, sending the record by fax to the fax number provided by the intended recipient for the sending of that record or records of that class;
 - (4) unless the intended recipient is the auditor of the Company, sending the record by e-mail to the e-mail address provided by the intended recipient for the sending of that record or records of that class;
 - (5) physical delivery to the intended recipient.

23.2 Deemed Receipt

A notice, statement, report or other record that is:

- (1) mailed to a person by ordinary mail to the applicable address for that person referred to in Article 23.1 is deemed to be received by the person to whom it was mailed on the day (Saturdays, Sundays and holidays excepted) following the date of mailing;
- (2) faxed to a person to the fax number provided by that person referred to in Article 23.1 is deemed to be received by the person to whom it was faxed on the day it was faxed; and
- (3) e-mailed to a person to the e-mail address provided by that person referred to in Article 23.1 is deemed to be received by the person to whom it was e-mailed on the day it was e-mailed.

23.3 Certificate of Sending

A certificate signed by the secretary, if any, or other officer of the Company or of any other corporation acting in that capacity on behalf of the Company stating that a notice, statement, report or other record was sent in accordance with Article 23.1 is conclusive evidence of that fact.

23.4 Notice to Joint Shareholders

A notice, statement, report or other record may be provided by the Company to the joint shareholders of a share by providing such record to the joint shareholder first named in the central securities register in respect of the share.

23.5 Notice to Legal Personal Representatives and Trustees

A notice, statement, report or other record may be provided by the Company to the persons entitled to a share in consequence of the death, bankruptcy or incapacity of a shareholder by:

- (1) mailing the record, addressed to them:
 - (a) by name, by the title of the legal personal representative of the deceased or incapacitated shareholder, by the title of trustee of the bankrupt shareholder or by any similar description; and
 - (b) at the address, if any, supplied to the Company for that purpose by the persons claiming to be so entitled; or
- (2) if an address referred to in paragraph (1)(b) has not been supplied to the Company, by giving the notice in a manner in which it might have been given if the death, bankruptcy or incapacity had not occurred.

23.6 Undelivered Notices

If on two consecutive occasions, a notice, statement, report or other record is sent to a shareholder pursuant to Article 23.1 and on each of those occasions any such record is returned because the shareholder cannot be located, the Company shall not be required to send any further records to the shareholder until the shareholder informs the Company in writing of his or her new address.

24. Seal

24.1 Who May Attest Seal

Except as provided in Articles 24.2 and 24.3, the Company's seal, if any, must not be impressed on any record except when that impression is attested by the signatures of:

- (1) any two directors;
- (2) any officer, together with any director;
- (3) if the Company only has one director, that director; or
- (4) any one or more directors or officers as may be determined by the directors.

24.2 Sealing Copies

For the purpose of certifying under seal a certificate of incumbency of the directors or officers of the Company or a true copy of any resolution or other document, despite Article 24.1, the impression of the seal may be attested by the signature of any director or officer.

24.3 Mechanical Reproduction of Seal

The directors may authorize the seal to be impressed by third parties on share certificates or bonds, debentures or other securities of the Company as they may determine appropriate from time to time. To enable the seal to be impressed on any share certificates or bonds, debentures or other securities of the Company, whether in definitive or interim form, on which facsimiles of any of the signatures of the directors or officers of the Company are, in accordance with the *Business Corporations Act* or these Articles, printed or otherwise mechanically reproduced, there may be delivered to the person employed to engrave, lithograph or print such definitive or interim share certificates or bonds, debentures or other securities one or more unmounted dies reproducing the seal and such persons as are authorized under Article 24.1 to attest the Company's seal may in writing authorize such person to cause the seal to be impressed on such definitive or interim share certificates or bonds, debentures or other securities by the use of such dies. Share certificates or bonds, debentures or other securities to which the seal has been so impressed are for all purposes deemed to be under and to bear the seal impressed on them.

25. Prohibitions

25.1 Definitions

In this Part 25:

- (1) **"security"** has the meaning assigned in the *Securities Act* (British Columbia);
- (2) **"transfer restricted security"** means:
 - (a) a share of the Company;
 - (b) a security of the Company convertible into shares of the Company;
 - (c) any other security of the Company which must be subject to restrictions on transfer in order for the Company to satisfy the requirement for restrictions on transfer under the "private issuer" exemption of Canadian securities legislation or under any other exemption from prospectus or registration requirements of Canadian securities legislation similar in scope and purpose to the "private issuer" exemption.

25.2 Application

Article 25.3 does not apply to the Company if and for so long as it is a public company or a pre-existing reporting company which has the Statutory Reporting Company Provisions as part of these Articles or to which the Statutory Reporting Company Provisions apply.

25.3 Consent Required for Transfer of Shares or Transfer Restricted Securities

No share or other transfer restricted security may be sold, transferred or otherwise disposed of without the consent of the directors and the directors are not required to give any reason for refusing to consent to any such sale, transfer or other disposition.

25.4 Restriction on Business

The Company is restricted from conducting any business that is not related to its purposes as set out in Article 1.3.

26. FOIPPA

26.1 FOIPPA

Shareholders will be entitled to discovery of any and all information respecting any details or conduct of the Company's business and affairs, limited only to the extent that the directors, acting in good faith and acting in accordance with the requirements of FOIPPA, determine it would be inexpedient in the interests of the Company to make certain information available and neither the *Business Corporations Act* nor FOIPPA otherwise require that the Company make such information available to its shareholders. For certainty, whether or not FOIPPA applies to the Company, for so long as the Regional District of Bulkley-Nechako or the Village of Burns Lake is a shareholder of the Company, the directors will cause the Company to make Company document available to the public as if it were a public authority in accordance with the provisions of that Act.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

Memorandum

TO: Chairperson Miller and Board of Directors

FROM: Cheryl Anderson, Manager of Administrative Services

SUBJECT: Regional Board Appointment – 2015 Executive Committee

DATE: November 10, 2015

Chair Miller wishes to appoint Director Mark Fisher to the 2015 Executive Committee.

Appointments made by the Chairperson must be brought forward for ratification by the Regional Board.

RECOMMENDATION: (All/Directors/Majority)

“That the Regional Board of the Regional District of Bulkley-Nechako ratify the appointment of Director Mark Fisher to the 2015 Executive Committee.”



Regional District of Bulkley-Nechako Memo – Board Agenda November 19, 2015

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: November 9, 2015
Re: Burns Lake Airport Resurfacing

Background

The Burns Lake Airport is owned by the Village of Burns Lake and operated by the Lakes District Airport Society (the Society) under a long term lease. The Society is funded by the RDBN through a sub-regional service that taxes properties in the participating jurisdictions, which are the Village of Burns Lake and Electoral Areas "B" and "E". Taxation is on improvements only and the current tax limit is \$93,750 (equivalent to \$0.20 per \$1,000 on improvements only).

Runway Resurfacing

The runway has deteriorated over time. It has been patched from time to time, but a complete resurfacing is now required. The total cost for the project is quoted at \$1,585,619.

Project Financing

Proposed financing for this project is as follows:

Withdrawal from Capital Reserve	\$116,625
Federal Gas Tax Funds from Area B and E	275,000
GST Rebate	37,748
NDI Grant (pending)	125,000
NKDF Grant (pending)	50,000
RDBN Debt Funding	<u>981,246</u>
	<u>\$1,585,619</u>

The RDBN Grant Writer has applied for higher grant amounts and additional grants, but the amounts above are considered realistic. The RDBN debt funding would be by issuing 15 year MFA debentures.

Service Area Budget

The proposed 5 year financial plan for the Burns Lake Airport Service is attached. The annual debt repayment costs for a 15 year debenture at a conservative interest rate of 4% would be \$91,568. Debt repayment, plus the annual grant of \$75,000 to the Society for operating costs as well annual contributions to the capital reserve of \$50,000, would result in annual taxation of \$188,949 starting in 2017. As a result, an increase in the tax limit for the service would be needed.



Proposed Loan Authorization Bylaw

A loan authorization bylaw is being proposed that would authorize borrowing of an amount up to \$1 million to be repaid over a term of not exceeding 15 years, which is the estimated life of the new runway surface.

Proposed Increase in Tax Limit

To accommodate the costs of repaying the debt as outlined in the attached service area budget, it is proposed to increase the tax limit from \$93,750 (equivalent to a residential tax rate of \$20 on a \$100,000 property) to \$190,000 (equivalent to a residential tax rate of \$41 for a \$100,000 property) on improvements only.

Public Approval

The proposed method of obtaining the consent of the electors is by referendum to be held in late February. If the result of the referendum is affirmative, the bylaws must be adopted by the RDBN Board no later than the March 24, 2015 Board meeting to facilitate taxation in 2016.

The Board is being requested to give three readings to Bylaw No. 1751 and 1752 further in the agenda.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the memorandum from the Financial Administrator, dated November 9, 2015 regarding the Burns Lake Airport Resurfacing project be received.

**REGIONAL DISTRICT OF BULKLEY NECHAKO
LAKES DISTRICT AIRPORT**

(8101)

Based on Most Likely Grant Revenue

Participants: Burns Lake, Area "B", Area "E"

	2012 Actual	2013 Actual	2014 Budget	2014 Actual	Five Year Financial Plan:				
					2015	2018	2017	2018	2019
REVENUE:									
Converted Hospital Assessments (Completed Roll)	42,548,439	43,546,532		45,070,916	46,040,992	46,040,992	46,040,992	46,040,992	46,040,992
Estimated Residential Tax Rate (cents per \$1,000)	0.13	0.16		0.18	0.20	0.24	0.41	0.41	0.41
Taxation on Improvements Only	55,726	71,809	79,254	79,253	93,750	109,846	188,949	188,949	188,949
Tax Limitation = \$93,750 per Bylaw No. 1692, 2014									
Withdrawal from Capital Reserve						116,625			
Debenture Debt Proceeds						997,201			
Grants or Other Revenues						487,748			
446001 Grants in Lieu of Taxes	488	643	500	556	500	500	500	500	500
446002 Grant in lieu of Alcan Taxes	19,256	27,815	27,839	29,027	28,986	28,986	28,986	28,986	28,986
480001 Miscellaneous Revenue									
499999 Prior Year's Surplus	9,989	10,439	2,651	2,850	3,831				
TOTAL REVENUE	85,439	110,506	110,244	111,486	126,867	1,740,906	218,435	218,435	218,435
EXPENDITURE:									
612220 Grant to LD Airport Society	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000	75,000
605999 Contingency			2,389		1,867	1,867	1,867	1,867	1,867
Debenture Principal Payments (until 2030)							51,680	51,680	51,680
Debenture Interest Payments (until 2030)							12,465	39,888	39,888
Debenture Fees							15,955		
Capital Expenditures						1,585,619			
779999 Miscellaneous Expense									
781001 Contribution to Capital Reserve		32,855	32,855	32,855	50,000	50,000	50,000	50,000	50,000
799999 Prior year's deficit									
TOTAL EXPENDITURE	75,000	107,855	110,244	107,855	126,867	1,740,906	218,435	218,435	218,435
Revenues minus Expenditures	10,439	2,851	-	3,631	-	-	-	-	-

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Burns Lake Airport Debt Repayment - Most Likely Principal Amount

15 Year Term

3.5% Capitalization Rate

Principal:	997,201.22
1% Sinking Fund	-9,972.01
0.6% Fee	-5,983.21
Amount Needed	981,246.00

Interest Rate: **4.00%**

S/F Factor:
0.051825069

	Principal Pymnt	Interest Pymnt	Total Pymnt	Actuarial	Reducing Balance	Annual Payment		
						Principal	Interest	Total
					997,201.22			
Yr 1 Semi Annual		19,944.02	19,944.02		997,201.22			
Yr 1 Annual	51,680.02	19,944.02	71,624.05		945,521.20	51,680	39,888	91,568
Yr 2 Semi Annual		19,944.02	19,944.02		945,521.20			
Yr 2 Annual	51,680.02	19,944.02	71,624.05	1,808.80	892,032.37			
Yr 3 Semi Annual		19,944.02	19,944.02		892,032.37			
Yr 3 Annual	51,680.02	19,944.02	71,624.05	3,680.91	836,671.44			
Yr 4 Semi Annual		19,944.02	19,944.02		836,671.44			
Yr 4 Annual	51,680.02	19,944.02	71,624.05	5,618.54	779,372.88			
Yr 5 Semi Annual		19,944.02	19,944.02		779,372.88			
Yr 5 Annual	51,680.02	19,944.02	71,624.05	7,623.99	720,068.86			
Yr 6 Semi Annual		19,944.02	19,944.02		720,068.86			
Yr 6 Annual	51,680.02	19,944.02	71,624.05	9,699.63	658,689.21			
Yr 7 Semi Annual		19,944.02	19,944.02		658,689.21			
Yr 7 Annual	51,680.02	19,944.02	71,624.05	11,847.92	595,161.27			
Yr 8 Semi Annual		19,944.02	19,944.02		595,161.27			
Yr 8 Annual	51,680.02	19,944.02	71,624.05	14,071.40	529,409.84			
Yr 9 Semi Annual		19,944.02	19,944.02		529,409.84			
Yr 9 Annual	51,680.02	19,944.02	71,624.05	16,372.70	461,357.12			
Yr 10 Semi Annual		19,944.02	19,944.02		461,357.12			
Yr 10 Annual	51,680.02	19,944.02	71,624.05	18,754.54	390,922.56			
Yr 11 Semi Annual		19,944.02	19,944.02		390,922.56			
Yr 11 Annual	51,680.02	19,944.02	71,624.05	21,219.75	318,022.78			
Yr 12 Semi Annual		19,944.02	19,944.02		318,022.78			
Yr 12 Annual	51,680.02	19,944.02	71,624.05	23,771.25	242,571.52			
Yr 13 Semi Annual		19,944.02	19,944.02		242,571.52			
Yr 13 Annual	51,680.02	19,944.02	71,624.05	26,412.04	164,479.45			
Yr 14 Semi Annual		19,944.02	19,944.02		164,479.45			
Yr 14 Annual	51,680.02	19,944.02	71,624.05	29,145.26	83,654.17			
Yr 15 Semi Annual		19,944.02	19,944.02		83,654.17			
Yr 15 Annual	51,680.02	19,944.02	71,624.05	31,974.15	-0.00			
TOTALS:	775,200.34	598,320.73	1,373,521.07	222,000.88				
	35,812.02	9,972.01	45,784.04					

Total principal repaid plus total actuarial earnings equal amount originally borrowed

NOTE: This schedule of payments is calculated on an estimate of rates based on today's rate.

91568.071153600
9%
5%



REGIONAL DISTRICT OF BULKLEY-NECHAKO

Memo – Board Agenda November 19, 2015

To: Chairman Miller and the Board of Directors
 From: Hans Berndorff, Financial Administrator
 Date: November 9, 2015
 Re: Quarterly Financial Report – September 30, 2015

Attached are the consolidated financial statements for the six months ending September 30, 2015, which show a year to date surplus of \$2,553,509 compared with budget. This results from a combination of timing, where expenditures anticipated in the third quarter were spent in the fourth quarter (e.g.: landfill equipment purchases), unspent recycling budgets likely to be deferred to 2016, unspent contingencies and other deferred projects. The surplus for the full year is likely to be less.

Also attached is a colour coded summary report showing the expenses for region wide and regional rural services. In addition, each electoral area and municipal Director has been provided with a custom report that also includes the sub-regional and local services in which that jurisdiction participates.

The colour coding has been set up to format automatically as follows:

- Green indicates that expenditures for that service are within budget;
- Yellow indicates that expenditures are over budget by less than \$2,000; and,
- Red indicates that expenditures are over budget by more than \$2,000.

In the current report, Rural Government expenditures is shown as Red because Federal Gas Tax projects funded in the Q3 year to date are more than anticipated. This is offset by transfers from the Gas Tax Reserve in the same amount.

Within the details, although each of the following services are within budget, individual line items that are significantly over budget and not likely to self-correct in the fourth quarter include:

- General Government computer network costs (\$5,065) due to significantly more security issues;
- Environmental Services Staff Travel (\$7,436) due to vehicles repairs and heavy operational travel needs;
- Environmental Services Hiring Expense (\$5,590) due to replacement of unanticipated staff departure;
- Environmental Services Western Waste hauling (\$21,772) due to major truck repairs;
- EOC expenditures (\$13,548) not reimbursed by EMBC, including on call overtime that pre-dated EMBC's official start of the event and advertising that took place after the event was terminated.

The full detailed departmental financial statements are available on request.

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Also attached as Schedule 1 is a listing of our capital reserves at September 30, 2015 totalling about \$7.58 million; and Schedule 2 is a listing of our debenture debt at September 30, 2015 totalling \$2.46 million.

I would be pleased to answer any questions.

A handwritten signature in black ink, appearing to be 'H. P. ...'.

Recommendation:

(all/directors/majority)

That the memorandum from the Financial Administrator dated November 9, 2015 regarding the Quarterly Financial Report for the six months ended September 30, 2015 be received.

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Regional District of Bulkley-Nechako

Departmental Expenses - Budget Variance

For the Month Ended September 30, 2015

	<u>YTD Expenses</u>	<u>YTD Expense Budget</u>	<u>Budget Variance Fav (Unfav)</u>
Region Wide Services			
Dept	Description		
1201	General Government - Legislative	247,267	49,655
1202	General Government - Administration	558,978	167,939
1203	General Government - Finance	315,288	52,560
1301	Feasibility Studies	810	13,501
2500	Economic Development	256,589	246,865
4301	Development Services	211,275	93,013
5000	Environmental Services	4,540,177	1,229,748
7501	911 Service	323,578	111,156
Sub-total		\$6,453,962	\$8,418,399
Rural Services			
Dept	Description		
1101	Rural Government - Legislative	93,329	62,553
1102	Rural Government - Administration	966,593	-10,638
1103	Grant In Aid	67,808	189,119
4101	Electoral Area Planning	160,177	47,614
4401	Building Numbering	5,516	1,556
4501	Unightly Premises Regulatory Control	20,274	13,057
5901	Invasive Plant Control	12,282	23,046
7601	Emergency Preparedness Planning	222,185	38,027
7602	Eoc Expenditures	163,839	62,033
Sub-total		\$1,712,003	\$2,138,370
Totals		\$8,165,965	\$10,556,769
			\$2,390,804

Regional District of Bulkley-Nechako
Capital Reserves
As at:
September 30, 2015

Administration/Planning/Emerg Preparedness Vehicle	89,316
Administration Building	45,694
Administration Equipment	74,713
Building Inspection Vehicle	55,151
Env Services Vehicle Vehicle	61,129
Insurance	51,966
Landfill Closure & Post Closure	709,849
Landfill Phase Development	582,306
Map Plotter	35,882
Weed Vehicle	5,593
Houston Rural Fire Protection Equipment	12,458
Burns Lake Rural Fire Protection Equipment	47
Fort St. James Rural Fire Protection Equipment	59,021
Fort Fraser Rural Fire Protection Equipment	37,668
Telkwa Rural Fire Protection Equipment	25,582
Vanderhoof Rural Fire Protection Equipment	35,241
Southside Rural Fire Protection Equipment	21,467
Smithers Rural Fire Protection Equipment	106,029
Luck Bay Rural Fire Protection Equipment	6,070
Lakes District Airport Capital	117,250
Burns Lake Arena	97,156
Glacier Gulch Equipment	2,184
Bulkley Valley Pool Capital	528,255
Emergency Services Capital	50,848
911 Service	391,029
Fort Fraser Sewer Capital	113,755
Fort Fraser Water Capital	391,559
Rural Elections	39,151
Federal Gax Tax	3,828,916
	7,575,287
	7,575,287

Regional District of Bulkley-Nechako
Outstanding Debt
As at September 30, 2015

	<u>Originally Borrowed</u>		<u>Year of Maturity</u>	<u>Interest Rate</u>		<u>Balance Outstanding</u>
	<u>Year</u>	<u>Issue</u>				
Environmental Services	2008	103	677,000	2018	4.65% Fixed	231,631
	2010	112	729,517	2020	3.73% Fixed	471,493
	2015	Loan	1,547,000	2020	1.24% Floating	1,547,000
			<u>2,953,517</u>			<u>2,250,124</u>
Burns Lake Arena	1999	71	200,000	2019	6.20% Fixed	68,789
			<u>200,000</u>			<u>68,789</u>
Luck Bay Rural Fire Protection	2006	97	125,000	2026	4.67% Fixed	80,576
	2010	112	10,000	2030	3.73% Fixed	8,574
			<u>135,000</u>			<u>89,150</u>
Fort Fraser Rural Fire Protection	2004	81	147,140	2019	5.30% Fixed	50,267
Fort Fraser Sewer	2001	74	30,000	2016	5.93% Fixed	2,752
			<u>30,000</u>			<u>2,752</u>
			<u>3,465,657</u>			<u>2,461,082</u>

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**Regional District of Bulkley-Nechako
Board of Directors
November 19, 2015**

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: November 4, 2015
Regarding: Regional Tourism Working Group Meeting Summary

For the Board's information, please find attached the summary for the September 16, 2015 Regional Tourism Working Group Meeting.

Recommendation:	(All/Directors/Majority)
Receive.	



Visit Bulkley-Nechako

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Regional Tourism Working Group

September 16, 2015

RDBN, 37 3rd Ave, Burns Lake

9:00 AM – 4:00 PM

Meeting Summary

In Attendance: Brenda Andersson, Village of Granisle
Emily Kaehn, Village of Granisle
Jane Stevenson, Village of Telkwa
Gladys Atrill, Tourism Smithers
Krystin St Jean, Village of Burns Lake
Jolene Webb, Village of Fraser Lake
Maureen Czirfusz, District of Houston
Emily Colombo, District of Fort St. James
Corrine Swenson, Regional District of Bulkley-Nechako
Deneve Vanderwolf, Regional District of Bulkley-Nechako

Meeting of the Regional Tourism Working Group included the following:

- Update on the 2010 Regional Tourism Plan & 2014 Regional Economic Development Plan (Attachment A)
Corrine Swenson, Regional District of Bulkley-Nechako
- Review of community visits, Itinerary Project status (Attachment B)
Deneve Vanderwolf, Regional District of Bulkley-Nechako
 - Next Step: Research components and complete interviews
- Discussion: Tourism in Northern BC - Who are the visitors, Stats, What experience are the visitors looking for, experiences and accounts from the Visitor Info Centres (Provincial Tourism Indicators August 2015- <http://bit.ly/1JkQJG7> , Tourism Indicators 2012- <http://bit.ly/1MHef7f> , Opportunity BC 2020: Tourism Sector- <http://bit.ly/1OPiTOi>)
- Northern BC Tourism Association and Destination BC Update
Gladys Atrill, Tourism Smithers
- Experiential Tourism: Creating a tourism experience for the visitor, engaging your businesses (Attachment C)
Gladys Atrill, Tourism Smithers
- Discussion: Tourism Marketing - Who is marketing tourism in the region?, Current Initiatives, Marketing Platforms (Attachment D-Marketing Material, Attachment E-Smithers Marketing Material)
- Tour of Boer Mountain Recreation Site (Attachment F)

Actions from Discussion:

1. Investigate Destination Marketing Organization (DMO) opportunity for the RDBN.
 - TWG members will discuss with their accommodation providers to gauge an interest in charging a 2% accommodation tax.
 - Investigate process to become a DMO and charge accommodation tax.
2. Request Value of Tourism Study be included in the Regional Economic Development 2016 workplan.
3. Investigate marketing initiatives for 2016 and potential projects to apply for the Destination BC Coop grant.
4. Organize a future conference call to discuss 2016 projects. Include a presentation on effective marketing strategies.
5. Discuss NBCTA 2016 project Google Trekker with Tasha Petersen at NBCTA

Action	Description from Tourism Plan	Action Taken	Outcomes	Future Action
Encourage Stakeholder Participation in existing MTCA programs coordinated by NBCTA	Staff plan to meet with Northern BC Tourism Association and Ministry of Tourism, Culture and the Arts representatives in Prince George which will result in Staff organizing information sessions for local tourism operators to gain knowledge of programs, encourage utilization of programs, and building relationships with NBCTA and MTCA. Staff to attend the NBCTA Annual General Meeting.	Held Tourism Information Sessions in 2011 and 2013 in the communities of Vanderhoof, Burns Lake and Smithers. Sessions included Northern BC Tourism, Destination BC, Recreations Sites and Trails BC, RDBN, local tourism groups. Staff attended NBCT AGM in 2011, 2012 and 2013.	Received feedback from the Tourism Information Sessions will be creating links to other tourism sites recommended from attendees and other updates as suggested 2013 • Attendance overall was 43 BL-14, VH-11, Sm-18	
Updating Visitors Section of the RDBN website	Staff will update the RDBN website to include a more extensive Visitor's Section. Some additions may include: <ul style="list-style-type: none"> • Itineraries, Circle Tours • Website links to tourism operators, visitor information centres, municipalities, www.hellobc.com • Pictures • Calendar of events 	TWG requested and named "Visit Bulkley-Nechako" website to meet the visitors' needs and avoid the political RDBN website.	Hosted, maintained and upgraded annually.	Continue to host, maintain and complete updates to visitbulkleynechako.ca
Update the www.hellobc.com website with pictures and stories from the RDBN	Tourism operators, residents, tourists will be encouraged to post information to the HelloBC.com website.	Held Tourism Information Sessions in 2011 and 2013 in the communities of Vanderhoof, Burns Lake and Smithers. Sessions included Northern BC Tourism, Destination BC, Recreations Sites and Trails BC, RDBN,	2012 • Review of www.hellobc.ca was completed	
Develop Image Bank	Staff will research options in developing an image bank and determine budget. Activities to research include photo contests, in-house developed image bank, consultant developed image bank.	Created Regional Image Bank under the umbrella of the NBCT Image Bank. Each community has representatives that have access to the Image Bank. RDBN covers the hosting and uploading costs annually. To fill gaps in the Image Bank "Give us your best shot" regional photo contest will be held as well as the purchase of professional photos. Held training sessions.	<ul style="list-style-type: none"> • Image Bank with over 5,000 photos is available free of charge to those marketing the region • Trainings sessions for Community Partners have taken place • Purchased professional photos • Held annual photo contest 	2015 Give Us your Best Shot Photo Contest Purchase of professional photography in Electoral Areas 'A', 'B', 'E' and 'G'. 2016 Give Us Your Best Shot Photo Contest Purchase of professional photography in Electoral Areas 'C', 'D', and 'F'
Developing Circle Tours and Travel Itineraries	Stakeholders will be engaged to establish a planning group to develop driving routes. A budget will then be set to develop, map and market the routes. Suggested tours include driving, ATV, cultural, agriculture, biking, hiking, and skiing.	"The Traveler" Itineraries were developed and posted on the visitbulkleynechako website.		As identified in the Regional Economic Development Action Plan, extensive travel itineraries will be created, coordinates gps, signage inventory complete
Promotion of Sport and Recreational Opportunities	Develop a flat sheet map of outdoor sporting and recreational opportunities in the RDBN. This project will encourage use of trails, lakes, rivers by a wide range of user groups and enthusiasts. A determination of tenured, authorized	Activity Brochures were created focusing on one activity that each of the communities has in common.	Hiking in the Bulkley Nechako was created in 2013 and Winter Activities in 2014.	

	trails and coordinated stakeholder groups will be conducted. Stakeholders will be engaged to determine which activities are best suited for promotion; development of an inventory of locations that are most ready to promote; a budget for the potential project, creation of maps/trail brochures and market or distribute final product.			
Promote Heritage and Cultural Tourism	Staff will meet with stakeholders to determine a workplan and budget.	The Salmon Trails project, promotion of heritage and cultural tourism across the RDBN and North west, was developed through the Bulkley Valley Museum. The RDBN supported this project by attending Advisory meetings and providing grant writing support.	Salmon Trails Project – website, kiosks at VIC's	
HostingBC and Sports Tournaments Promotion	Staff will encourage community groups will be approached to list their recreational infrastructure, events and tournaments on www.hostingbc.ca website.	Held Tourism Information Sessions in 2011 and 2013. Sessions included Northern BC Tourism, Destination BC, RDBN, local tourism groups.	More awareness of the promotion	
Tradeshaw Presence		Annually attend the Vancouver Outdoor Adventure Travel Show.	2011 and 2012 <ul style="list-style-type: none"> Attended outdoor adventure tradeshows – Calgary/Vancouver Requested and received Hawkair flight for contest prize 	Continue to attend the Vancouver Outdoor Adventure Show.
			<ul style="list-style-type: none"> Vh, FSJ, FL and RDBN staff attended the two tradeshows 2013-2015 attend Vancouver Outdoor Adventrue Show with Travel Northern BC partners 2015 Partnership to exhibit at Canada Winter Games 	
Value of Tourism Study	A study which will outline the value of tourism is a Ministry of Tourism, Culture and the Arts (MTCA) initiative in which communities and/or regions have the value of tourism within a specified area measured using a MTCA model. The project will gather fixed roof and rv/campground accommodation data from a 12 month period. Staff will research options in conducting the study to determine if this project can be performed in-house or will need to be contracted out.	Project was put forward to the RDBN Board a couple of years, but did not make the approved work plan.		
Worldhost Training	WorldHost Training is a workshop that teaches the essentials of customer service excellence to frontline staff. Staff will work with WorldHost providers across the Region will be approached to provide WorldHost training opportunities to businesses across the RDBN.	Worldhost Training – Incomplete as advised by TWG TWG reported that the Colleges offered this program and that the training was not generally supported by businesses. They either did not		

		recognize the training as a need or there were barriers to sending staff for the training. TWG felt this was not a project to focus on as such the project will not be completed..		
Signage Program	The Tourism Plan suggests an inventory of all signage be conducted in order to identify gaps to ensure adequate signage is displayed. This would include pictures and gps location of the signs. An inventory and recommendations will be determined for improved signage.	This project has not made it to the approved projects on the Regional Economic Development work plan.	<ul style="list-style-type: none"> • Contacted Thompson Rivers University for assistance • Contacted MOF and MTCA requested info on signage – received info to assist with project • 2015 Staff toured region and photographed and recorded gps coordinates for signage • A report will be compiled 	
Purchase of Advertisements			<p>2011:</p> <ul style="list-style-type: none"> • Purchased ad for the Bulkley-Nechako Map Book • Completed MilePost advertisement with Ho, BL, FL, FSJ, VH partnering in a 2 page ad <p>2012</p> <ul style="list-style-type: none"> • Purchased MilePost advertisement with all 8 municipalities partnering in a 2 page ad <p>Purchased PG Visitors Guide Advertisement</p> <p>2013</p>	
			<ul style="list-style-type: none"> • Placed ads in MilePost, Northern BC Tourism Guide and PG Visitors Guide for 2014 • Placed ads in MilePost, PG Visitors Guide, Northern BC Tourism Guide Advertisements <p>2015</p> <ul style="list-style-type: none"> • Placed ads in MilePost, PG Visitors Guide, Northern BC Tourism Guide Advertisements 	
Regional Tourism Brochure			<p>2014</p> <ul style="list-style-type: none"> • Printed 3,000 copies Regional Tourism Brochure • Printed Regional Activity Maps 	
Regional Profiles		Created Regional Profile including community and electoral area profiles and sector profiles	<p>2014</p> <p>Sector Profile: Tourism</p>	
Western Canada Mountain Bike Tourism Association Partnership	Sponsorship of the Northern BC Mountain Bike Tourism Initiative (development of a marketing strategy and capacity building within communities)	Participated in advisory group and provided funding	Completion of Mountain Bike Recreation & Tourism Development Strategy by the Western Canada Mountain Bike Tourism Association	Support of initiatives selected by regional stakeholders

Regional Tourism Itineraries

Data Collection Report from August 19-28

The development of the Regional Tourism Itineraries began with a visit to the six Visitor and two Tourist Information Centres in the region. While traveling, tourism signage was inventoried by GPS coordinates and photographed as well as many points of interest. This report will summarize the interviews, identify additional stakeholders, provide a list of ideas for the components within the Itineraries, and list the potential themes for the itineraries.

Visitor and Tourist Information Interviews

Visitor Information Centres interviewed – Burns Lake, Vanderhoof, Fort St. James, Granisle, Smithers

Tourist Information Centres interviewed – Southside, Fraser Lake

What do you promote?

- Museums
- Migratory Bird Sanctuary
- White Sturgeon Interpretive Centre
- Historic Park
- Municipal Parks and Campgrounds
- Provincial Parks and Campgrounds
- Community Trail Systems
- Alcan Spillway
- Chief Louis Paddle Company
- Verdun Mountain Lookout
- Ootsa Lake Osprey
- Burns Lake Opal Beds
- Hiking
- Fishing
- Mountain Biking
- Wildlife Viewing
- Camping
- Salmon Fisheries
- Waterfalls
- Driftwood Canyon Fossil Beds
- Backcountry Activities



What are your favorite publications?

- Official Community Brochures
- Visit Bulkley-Nechako Brochure
- Community Resource Guides
- Super Camping
- Northern BC Travel Guide

Do you get geocaching inquiries?

- Very seldom are inquiries made at any of the VICs

What is an Itinerary?

- Document that gives times for attractions
- A list of things to do
- Document that organizes the day
- Top ten list
- A tour guide

Do you have any itineraries?

- Fraser Lake has to do lists on website
- Smithers has Driving Tours with timelines

Do people ask for Itineraries?

- There is a certain type of tourist looking for an itinerary document. Inquiries for itineraries are made in many of our VICs.

Do you have a public computer?

- Five out of seven locations have a public computer.

Do you have free Wi-fi?

- Five out of seven locations have free Wifi.

Do you use the computer to promote tourism?

- Only one location uses the computer to promote tourism.

Do people inquire about equipment rentals?

- All locations interviewed receive inquiries about equipment rentals. (boats, bikes, winter gear)

Do you have rental shops?

- Only Burns Lake and Smithers have rental shops located in the municipality. Many private lodges in the region rent boats and the ski facilities rent winter equipment.

Additional Stakeholders to Interview

- Maureen Czirfusz, EDO, District of Houston
- Houston Visitor Information Centre
- Lakes Outdoor Recreation Society
- Houston Hikers
- BC Recreation Sites and Trails
- Jane Stevenson, EDO, Village of Telkwa
- Burns Lake Mountain Bike Association
- Emily Colombo, EDO, District of Fort St. James



Itinerary Component Ideas

- Water Fall Locations
- Wifi Locations
- Good spots to eat
- B&B options
- QR Codes to sites
- Coupons to local Business
- Bucks to spend in local businesses
- Horseback Riding Places
- Best Sunsets
- Great Rainy Day spots
- Parking
- Overnight Parking
- Sani Dumps
- Great places to buy latte, lunch, dinner, drinks
- Geology History
- Special notes-Open Range, gas stations
- Road Conditions
- Birding
- GPS Coordinates
- Boat/Bike Rentals
- Small Town Love
- Music Festivals
- Fall fairs
- Other Events
- Bear awareness
- Things to do for people who don't want to fish
- Historic Stops
- Statues
- Fishing Holes
- FN History
- Waterfalls
- Geocaching
- Fishing Calendar
- Special Interest - Churches, Cemeteries, Halls, Berry/Fruit
- Wildlife
- Plants/Trees



Itinerary Theme Ideas**Water**

- Paddling
- Fishing
- Boat Rentals
- Waterfalls
- Rivers

Adventure

- Rock Climbing
- Dogsledding
- White river Rafting
- Skydiving
- Mountain Biking
- Heli-skiing
- Horseback Riding
- Floating the Rivers

Education

- Historic Park
- Interpretive Centres
- Fisheries
- Ripples of the Past
- Museums
- Walking Museums
- Perimeter Trail
- Rod Reid Trail
- Art Galleries
- Migratory Bird Sanctuary
- Historic Churches
- Pictographs
- Geology

Rainy Day

- Rec Centres
- Museums
- Pools
- Shopping

Shopping

- Artisans
- Farmers Markets
- Art Galleries
- FN Crafts
- Coffee Shops

Itinerary Structure Ideas**Online Itinerary Generator Idea**

This concept could possibly work well with the adventure and education themes. The idea consists of an interactive online document that allows the user to make choices from a drop down menu. An Itinerary would be generated based on choices made. Some features would include a choice for the season, driving times between activities chosen, and listing of tourism businesses offering activities. Other components from the brainstorming list would be integrated as applicable to the theme of the itinerary.

Bulkley-Nechako Road Game

This concept would involve a road game through our region that would highlight the sites to see from the highway/roads. The game would involve setting the odometer as visitors enter the region and carry on with things to see at determined odometer readings throughout their journey.

Keepsake Idea

This concept would apply to the water theme. It involves having small wooden paddles made at the Chief Louis Paddle Company engraved with identified lakes. The paddles would be collected as visitors go to the lakes or rivers identified in the itinerary. Collection of the paddles would take place through our VICS or as geocaches at the sites. There would be a collection of different paddles.

Be a Tourist In Your own Backyard

This concept would market community assets to the residents of the region.

Experiential Tourism

Experiential tourism is an outgrowth of a global movement toward experiential learning, whereby people create meaning through direct experience.

Experiential Tourism



Experiential Tourism

People are looking to experience, rather than stand back and gaze. Involves participation and involvement.

Experiential Tourism

Key points in planning -

- Focus - what do you have that others don't
- Consult and involve community
- Conserve the resource
- Engage the senses
- Collaborate with experts
- Take time
- Have clear goals: profit, employment etc
- Plan tightly

Experiential Tourism

- Standards for E. T. - food for thought
- People create meaning through direct experience
 - E.T. draws people to nature, local culture and history
 - E.T. is low volume, low impact, high yield
 - E.T. is very personal and unique
 - E.T. shows rather than describes
 - E.T. provides personal enrichment
 - E.T. encourages the coming together of cultures

Experiential Tourism

Why People Travel

Travel Activity and Motivation Survey.
2006 survey by Destination Canada (formerly Canadian Tourism Commission)

TAMS - BC
(link on resources slide)

Experiential Tourism

Why People Travel (to BC)

Travel Activity and Motivation Survey TAMS – BC (2006)

- Involved in outdoor activity
- Nature oriented
- Cultural & entertainment
- Sport activities
- Physically challenging
- Intellectually stimulating

Experiential Tourism

Destination Canada's – Explorer Quotient

- Created based on understanding travel motivation
- Further breakdown into categories of travel

Experiential Tourism

Destination Canada's – Explorer Quotient

- Created based on understanding travel motivation
- Further breakdown into categories of travel.
- Take the quiz ----
- <http://quiz.canada.travel/caen?partnerid=749&campaignid=&customerid=&mode=2>
- <http://quiz.canada.travel/caen/all-traveller-types>

Experiential Tourism

Resources –

Destination Canada - Experiences toolkit

http://en.destinationcanada.com/sites/default/files/pdf/Resources/sec_exptoolkit_lores_final.pdf

Destination Canada - EQ toolkit

http://en.destinationcanada.com/sites/default/files/pdf/Resources/EQ/v3/eq_toolkit.pdf

TAMS - BC

[http://www.destinationbc.ca/getattachment/Research/Travel-Motivations-\(TAMS\)/Canadian-Travel-Motivations/Canadian_Travellers_to_British_Columbia_Report.pdf.aspx](http://www.destinationbc.ca/getattachment/Research/Travel-Motivations-(TAMS)/Canadian-Travel-Motivations/Canadian_Travellers_to_British_Columbia_Report.pdf.aspx)

Engaging Tourism Businesses *Creating* the Tourism Experience

Engage

- Industry Associations -
 - Tourism Advisory Groups, Regional & provincial Tourism Boards, TIABC, TIAC.
- Sector Associations -
 - NW Guides & Outfitters, BC Fishing & Resort Outfitters, Sport organizations,
- Local Business – Chambers of Commerce
- Create the visitor experience together.
- Professional tourism businesses, well developed product, marketed appropriately
- Influence the community attitude toward visitors
 - Welcoming
 - Deliver what is promised

The marketer does not control the end product. Work with those you trust.

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Marketing Material

<p>Regional</p>	
<p>Vanderhoof</p>	
<p>Fort St. James</p>	
<p>Fraser Lake</p>	
<p>Burns Lake</p>	
<p>Granisle</p>	

<p>Houston</p>	 
<p>Telkwa</p>	
<p>Smithers</p>	   

Websites and Social Media Links

	Websites	Social Media
Regional	http://www.visitbulkleynechako.com/	
Vanderhoof	http://www.vanderhoofchamber.com/	https://www.facebook.com/DistrictofVanderhoof?fref=ts
Fort St. James	http://fortstjames.ca/ http://fortstjameschamber.ca/	https://www.facebook.com/fortstjames
Fraser Lake	http://www.fraserlake.ca/	https://www.facebook.com/fraserlake
Burns Lake	http://tourism.burnslake.ca/ http://burnslakechamber.com/	https://www.facebook.com/Village-of-Burns-Lake-176515518423/timeline/ https://www.facebook.com/VillageRecreation https://www.facebook.com/burnslakevisitorcentre
Granisle	http://www.granisle.net/	
Houston	http://www.houstonchamber.ca/ http://www.houstonhikers.ca/	
Telkwa	http://www.telkwa.com/	https://www.facebook.com/Village.of.Telkwa

Smithers	http://www.tourismsmithers.com/ http://www.smitherschamber.com/community/visitor-centre.html	https://www.facebook.com/SmithersTourism
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Tourism Smithers

Marketing samples and initiatives

clear water
IT'S AUTHENTIC.
dark roast
fish on!

northern lights
dining
(unexpected)

S
S
S
S
S
S

natural setting
biking
ice fishing

Tourism Smithers Word Cloud

great company

The top of the world!

THROTTLE UP

Drift Away

Soft Landings Guaranteed

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61 Motels Rooms • Free Wi-Fi
Lots of Parking for Large Units
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THROTTLE UP

www.southwestsmithers.com

SnoRiders Magazine

Northward

arts

big alpine

glaciers
(unexpected)

Smithers

vertical

horse-drawn sleigh
snowshoe tracks
ice fishing
hot chocolate
cackling fun
trail to town

(unexpected)

Take a break from the usual Smithers Main Street in a treasure trove of locally owned boutiques where you can chat with the owner while you shop. Stroll colorful brick sidewalks, enjoy the temptation of window shopping and inhale the aroma of a freshly roasted coffee. From here you can witness the adventures of your dreams. Come and enjoy the unexpected!

Smithers

www.tourismsmithers.com

Northern Routes

Northern Explorer

must do's
with Smithers

Smithers

The Milepost

Capri Motor Inn

61 Motels, Air-Conditioned Rooms
Full-Service Suites • Restaurant on Site
Within walking distance of
mountain boutiques and shopping

Toll-Free 1-800-663-3120

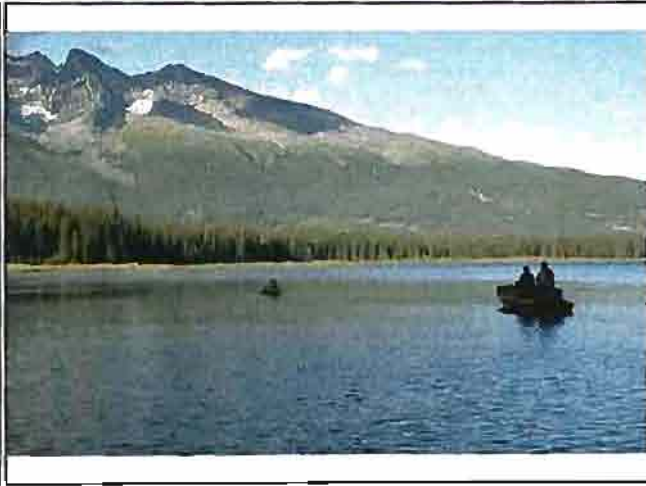
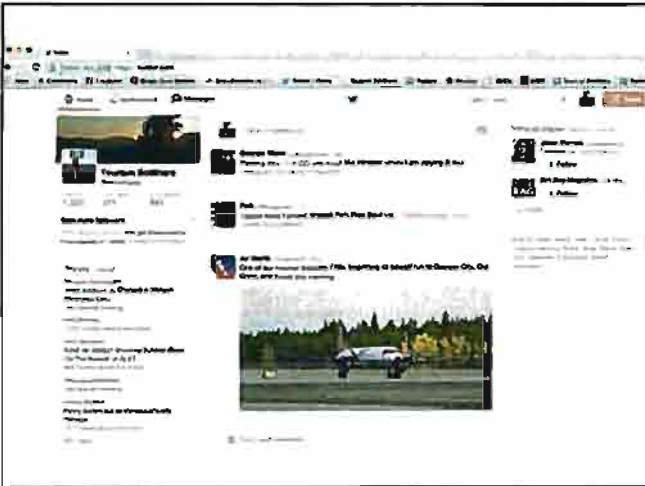
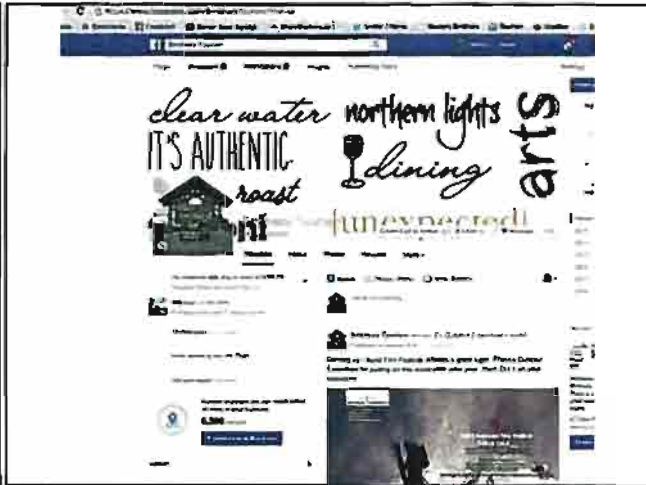
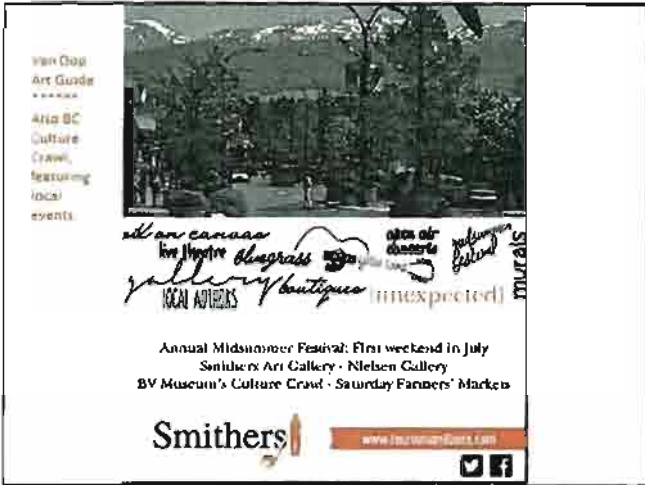
www.CapriMotorInnSmithers.com

SMITHERS ADVENTURES

SMITHERS ADVENTURES

SMITHERS ADVENTURES

Smithers





Tourism Smithers

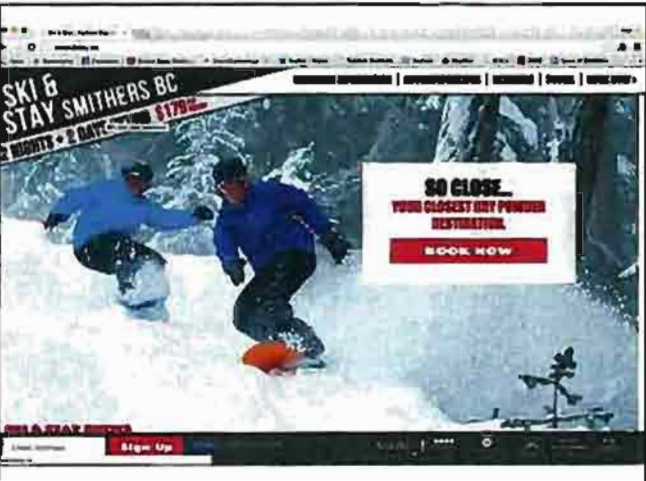
Brands without....

Ski and Stay

Multi-year, multi-partner program.

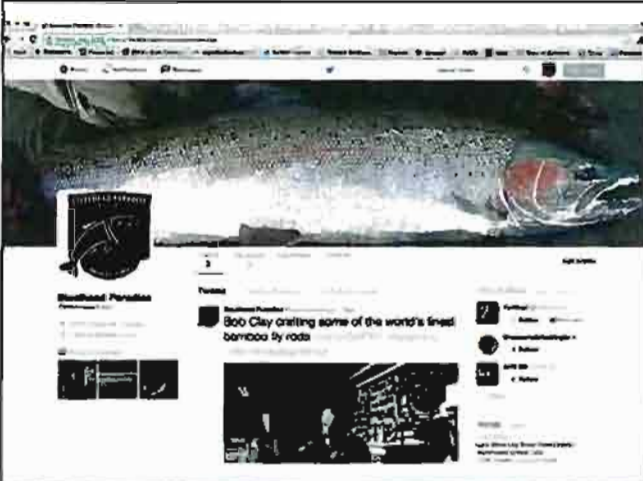
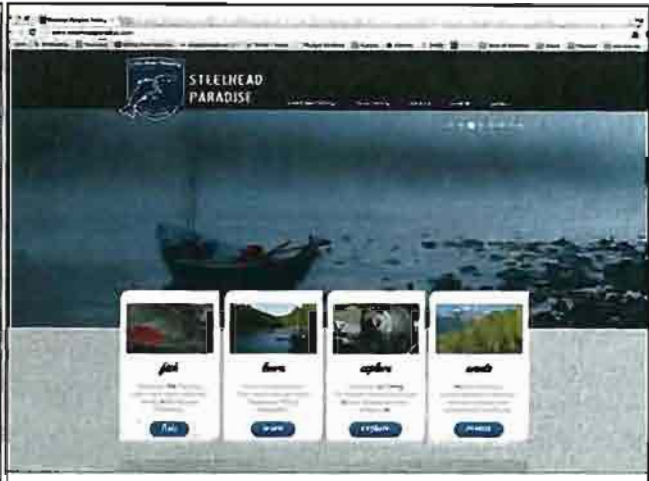
Steelhead Paradise

Multi-year, multi-community program.



skiandstay.ca
Web add.
These were used
in conjunction
with newspaper
ads in regional
publications.





Flyfishing film festival – bringing locals and visitors together

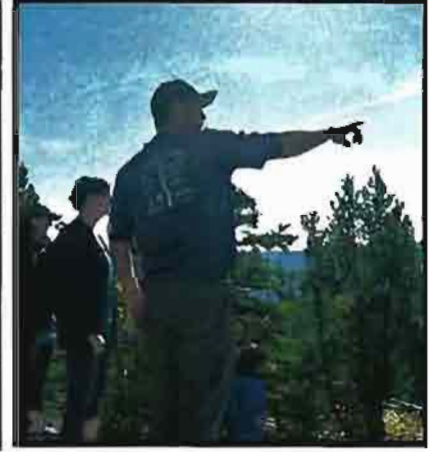


The Steelhead Paradise Team - locals and guests.



Alpheim concert at
Water Lake, July 2, 2015





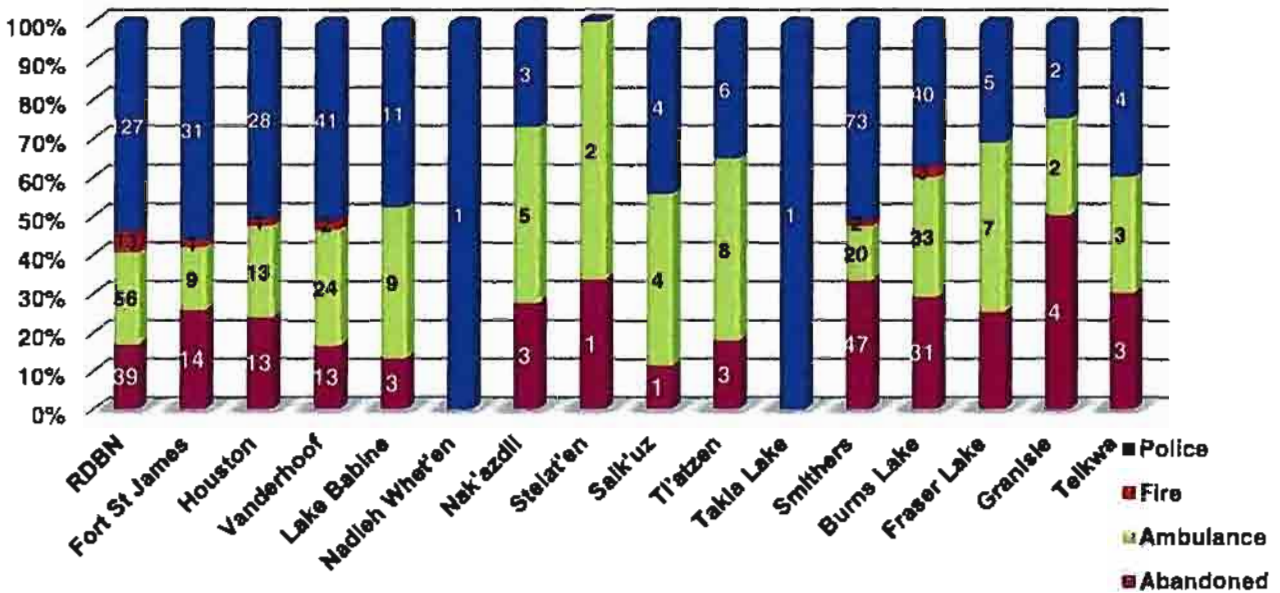


221
Regional District of Bulkley-Nechako
Memorandum
November 19, 2015

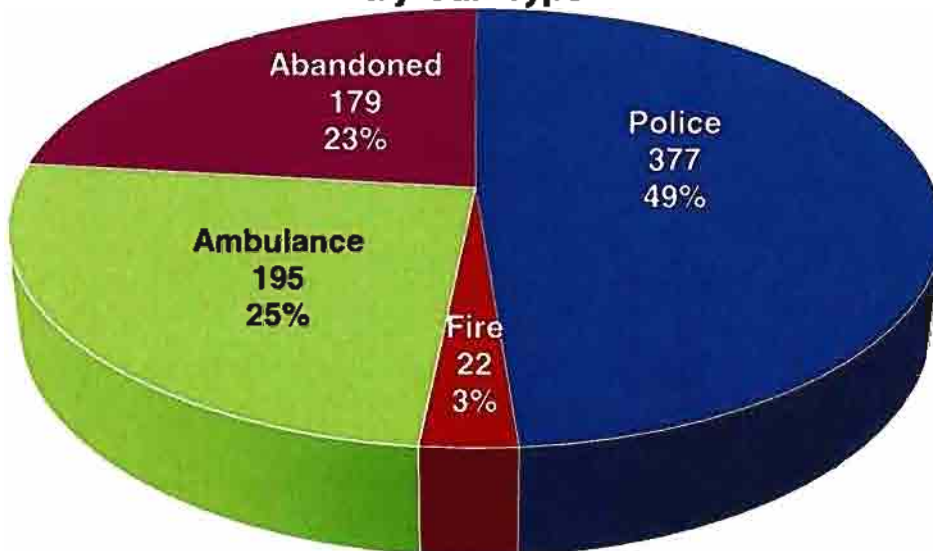
To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton, Protective Services Manager
Date: November 9, 2015
Regarding: Monthly 9-1-1 Call Report – September 2015

E-COMM received **773** 9-1-1 calls for the month of September 2015 from the Regional District of Bulkley-Nechako area. The charts below indicate the Total 9-1-1 calls received by Area and by Call Type.

September 2015
Monthly 9-1-1 Call Summary By Area

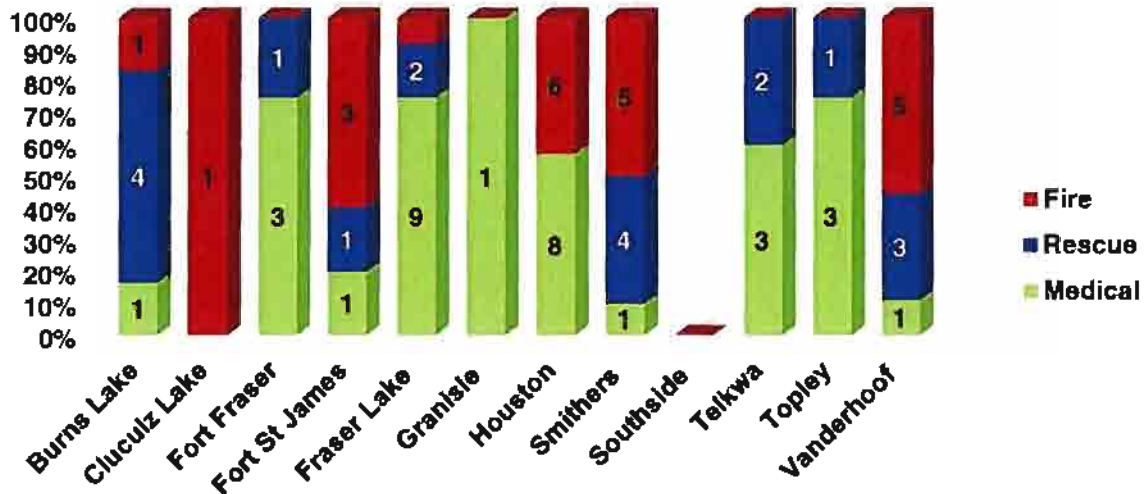


September 2015
Monthly 9-1-1 Call Summary
By Call Type

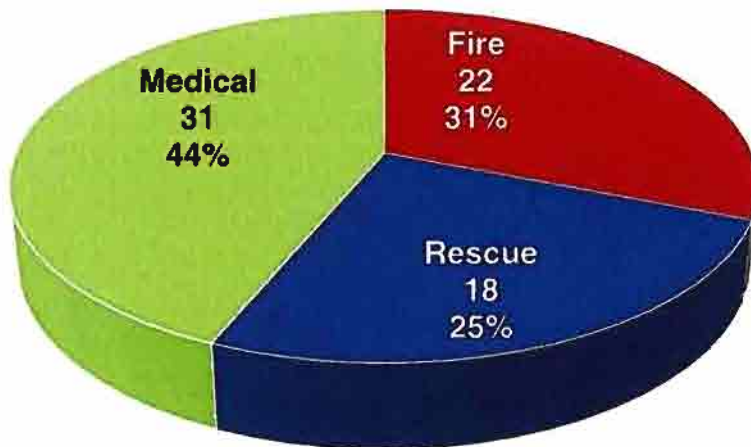


There were 71 calls down streamed to the Fire Operation Communication Centre from the Regional District of Bulkley-Nechako in September 2015. The charts below indicate the 9-1-1 calls received by Fire Department and by Call Type.

**September 2015
 Fire Department Call Summary
 By Fire Department**



**September 2015
 Fire Service Call Summary
 By Call Type**



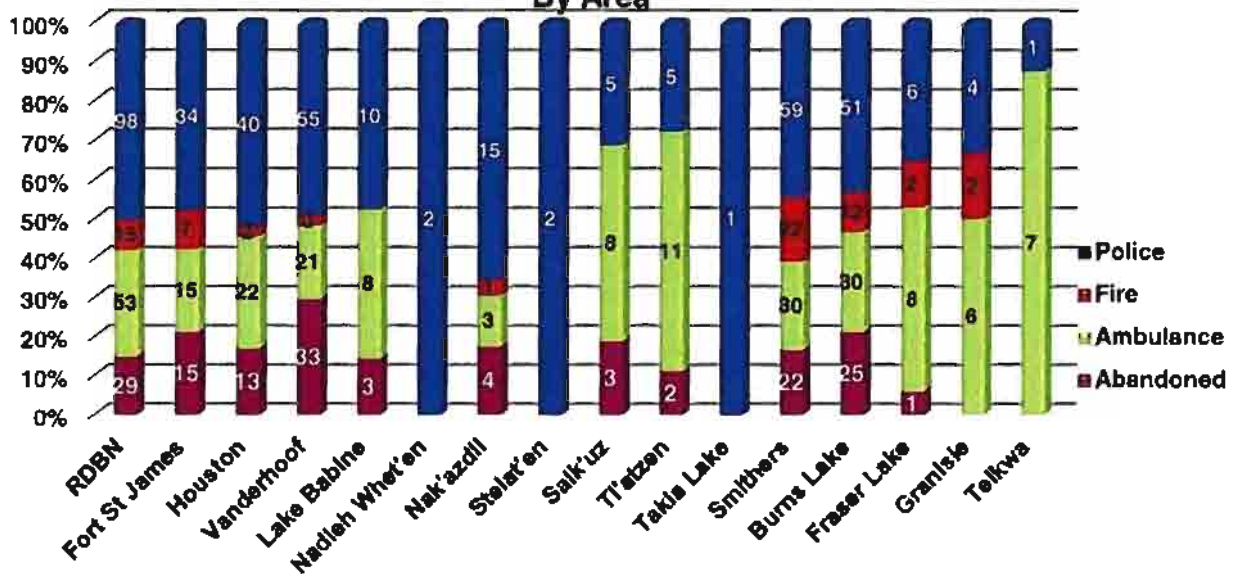


223
Regional District of Bulkley-Nechako
Memorandum
November 19, 2015

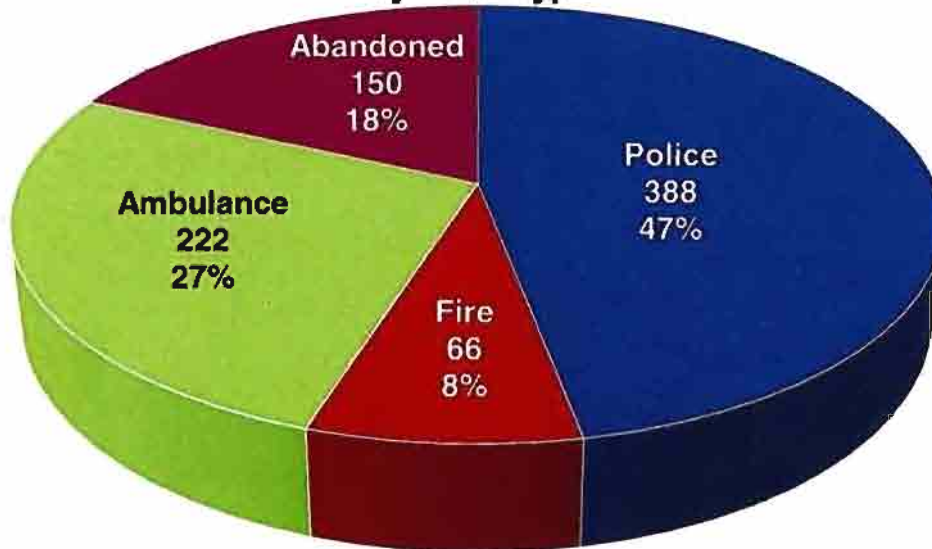
To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton, Protective Services Manager
Date: November 9, 2015
Regarding: Monthly 9-1-1 Call Report – October 2015

E-COMM received **826** 9-1-1 calls for the month of October 2015 from the Regional District of Bulkley-Nechako area. The charts below indicate the Total 9-1-1 calls received by Area and by Call Type.

October 2015
Monthly 9-1-1 Call Summary
By Area

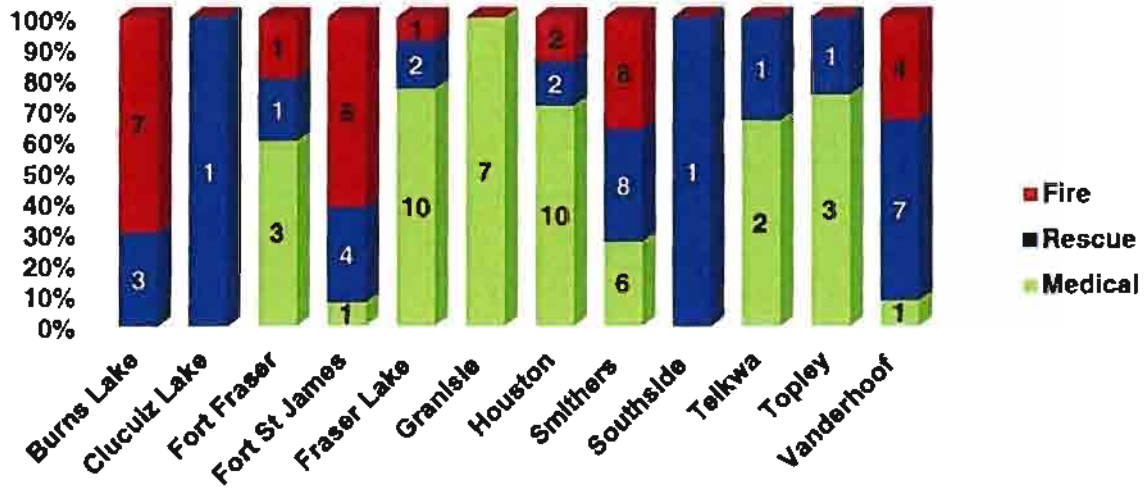


October 2015
Monthly 9-1-1 Call Summary
By Call Type

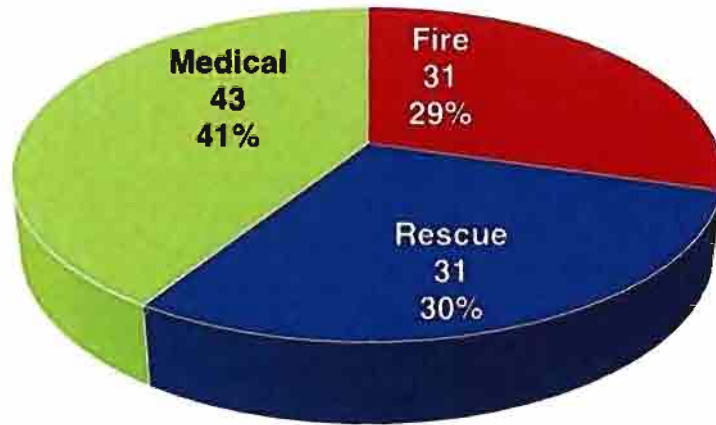


There were **105** calls down streamed to the Fire Operation Communication Centre from the Regional District of Bulkley-Nechako in October 2015. The charts below indicate the 9-1-1 calls received by Fire Department and by Call Type.

**October 2015
 Fire Department Call Summary
 By Fire Department**



**October 2015
 Fire Service Call Summary
 By Call Type**





37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

225

REGIONAL DISTRICT
OF BULKLEY & NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

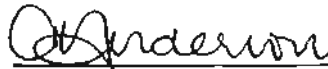
OFFICIAL VOTING RESULTS

**TOPLEY RURAL FIRE PROTECTION SERVICE ESTABLISHMENT BYLAW NO. 1743, 2015
AND TOPLEY RURAL FIRE PROTECTION LOAN AUTHORIZATION
BYLAW NO. 1744, 2015**

NOVEMBER 7, 2015

VOTING PLACE	YES	NO
Topley Community Hall	82	21

This determination of official voting results is made as of the date below and is based on ballot accounts as accepted or amended by the Chief Election Officer



Chief Election Officer

November 10, 2015

Date



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

226

REGIONAL DISTRICT
OF BULKLEY & NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

OFFICIAL VOTING RESULTS

TOPLEY ROAD RESCUE AND MEDICAL FIRST RESPONDERS SERVICE
ESTABLISHMENT BYLAW NO. 1745, 2015

NOVEMBER 7, 2015

VOTING PLACE	YES	NO
Topley Community Hall	97	15

This determination of official voting results is made as of the date below and is based on ballot accounts as accepted or amended by the Chief Election Officer



Chief Election Officer

November 10, 2015

Date



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Miller and Board of Directors

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

DATE: November 9, 2015

SUBJECT: Guiding Principles Drafted by Director Mark Fisher for Board Consideration

The following was drafted and emailed to Directors, by both Staff and Director Mark Fisher for Board consideration:

"We, the Board of Directors, recognize that the physical health of its citizens, much of the economic activity in the RDBN, and efficient delivery of public services are all dependent on a well-managed, vibrant, and healthy environment. As such, we welcome partnerships with industry, business, visitors, and citizens that are focused on reducing the impact of all types of activity on human health, as well as the natural environment on which we depend. Furthermore, it is the expectation of the RDBN that all types of activities in the district will be done in a way that helps communities meet the provincial air quality guidelines, does not place extra cost on residential taxpayers to increase (commercial or industrial) waste management capacity, and that it pro-actively mitigates and compensates for negative impacts on individuals' health, home and community caused by regular operations and emergency situations. We welcome industry, business, visitors, and residents who are aware and responsive to the challenges and impacts of their activities on the physical and economic health of the region. We encourage and are committed to partnerships that enhance the region and help it remain a healthy and diverse place to live, work, and play.

RECOMMENDATION: (All/Directors/Majority)

Discussion



MEMORANDUM

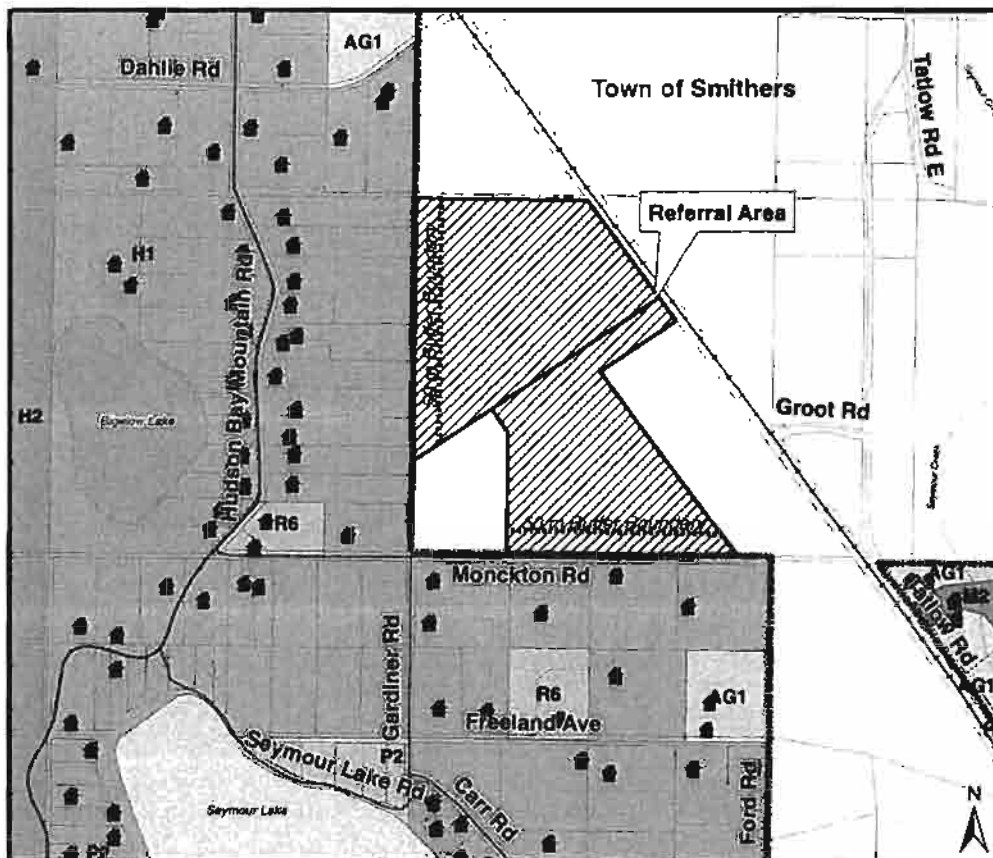
To: Board of Directors
 From: Jennifer MacIntyre
 Date: November 11, 2015

Re: Municipal Rezoning and OCP Amendment Bylaw No. 1782 and 1783

Proposal Referred

The Town of Smithers is considering an application to amend their Official Community Plan to change the designation from rural lands to heavy industrial, and rezone from Agricultural (Ag) to Heavy Industrial (M3) for the subject properties.

The subject properties are legally described as Lot 1, Section 19, Township 4, Range 5, Coast District, Plan 8848 and All that Part of the SW ¼ Section 19, Township 4, Range 5, Coast District Lying to the SW of DL 5714 as shown on Plan 1231, Except Plans 6428, 7747, 8848 and 8895. They are accessed through Tatlow Road, and are at the boundary of the Town of Smithers and Regional District of Bulkley-Nechako.



The applicant, West Fraser Mills, has owned the subject property since 1990. The intent of this application is to extend West Fraser Mills operations. The proposed uses are wood fibre and finished product storage, snow storage, wood grinding, a water treatment facility and a non-hazardous waste landfill. However, the property could potentially be used for all of the uses permitted in the M-3 Zone if that zoning were applied to the property. Therefore, Town of Smithers staff are recommending that a new zone be created allows only those uses being proposed by West Fraser Mills. Also a 50 Metre buffer zone is proposed.

DISCUSSION

The application area serves as a buffer between the rural residential area and the industrial development along Tatlow Road. The rural area is designated Rural Residential (RR) use in the "Smithers/ Telkwa Rural Official Community Plan".

The applicant has consulted early with Regional District Residents on this application and concerns regarding the impact of the use on the rural area were raised. Noise, dust, and aesthetic impacts can be expected given the proposed use.

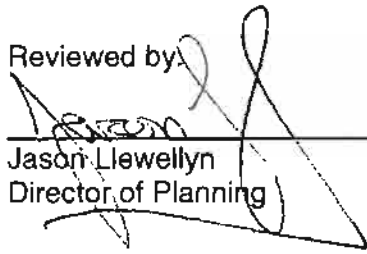
The RDBN Planning Department recommends that the Board support the idea of creating a M-3A zone limiting the uses allowed; however, there is concern that the applicant is requesting that wood grinding be allowed. Also, given the scale of the industrial operation the maintenance of a 100 metre treed buffer may be more appropriate.

Recommendations

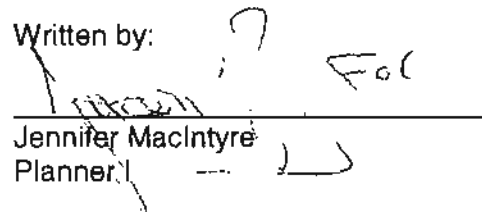
1. That the Regional District Board request that the Town of Smithers consider holding a public meeting once the details of the OCP amendment and rezoning applications are developed to allow residents the opportunity to comment prior to Council's consideration of the bylaws for 1st reading.
2. That the Regional District Board recommends that the applications involve:
 - a. the development of a new zone which allows the uses proposed by the applicant, with the exception of wood grinding or chipping, and
 - b. the registration of a Section 219 Covenant on title of the subject properties that requires the maintenance of a 100 metre treed buffer along the Regional District Boundary.

Development Services – All/Directors/Majority

Reviewed by:


 Jason Llewellyn
 Director of Planning

Written by:


 Jennifer MacIntyre
 Planner



PO Box 879, 1027 Aldous Street, Smithers, BC V0J 2N0
 Telephone (250) 847-1600 ~ Fax (250) 847-1601 ~ www.smithers.ca

DATE , 2015

File: 3360-20/R15-05

«Title»«First_Name» «Last_Name»
 «Company_Name»
 «Address_Line_1»
 «Address_Line_2»
 «City» «Postal_Code»

To Whom It May Concern:

RE: Notice of XXXXX, 201X Public Hearing for 1492 Main Street

This letter is to notify you, as an adjacent property owner or tenant, of a public hearing on **Tuesday, XXX, 201X** beginning at **6:30 pm** in the Council Chambers of the Town Hall, 1027 Aldous Street, Smithers, BC. The following bylaws will be considered at the public hearing:

- Bylaw No. 1782** **Official Community Plan Amendment to redesignate Lot 1, Section 19, Township 4, Range 5, Coast District, Plan 8848 (PID 006-708-137) and All that part of the Southwest ¼ of section 19, Township 4, Range 5, Coast District, Lying to the Southwest of District Lot 5714 as shown on Plan 1231, Except Plans 6428, 7747, 8848 and 8895 (PID: 008-531-269) from Rural Lands to Heavy Industrial.**
- Bylaw No. 1783** **Zoning Bylaw Amendment to rezone Lot 1, Section 19, Township 4, Range 5, Coast District, Plan 8848 (PID 006-708-137) and All that part of the Southwest ¼ of section 19, Township 4, Range 5, Coast District, Lying to the Southwest of District Lot 5714 as shown on Plan 1231, Except Plans 6428, 7747, 8848 and 8895 (PID: 008-531-269) from Agricultural (A-1) Zone to Heavy Industrial (M-3) Zone.**

Purpose:

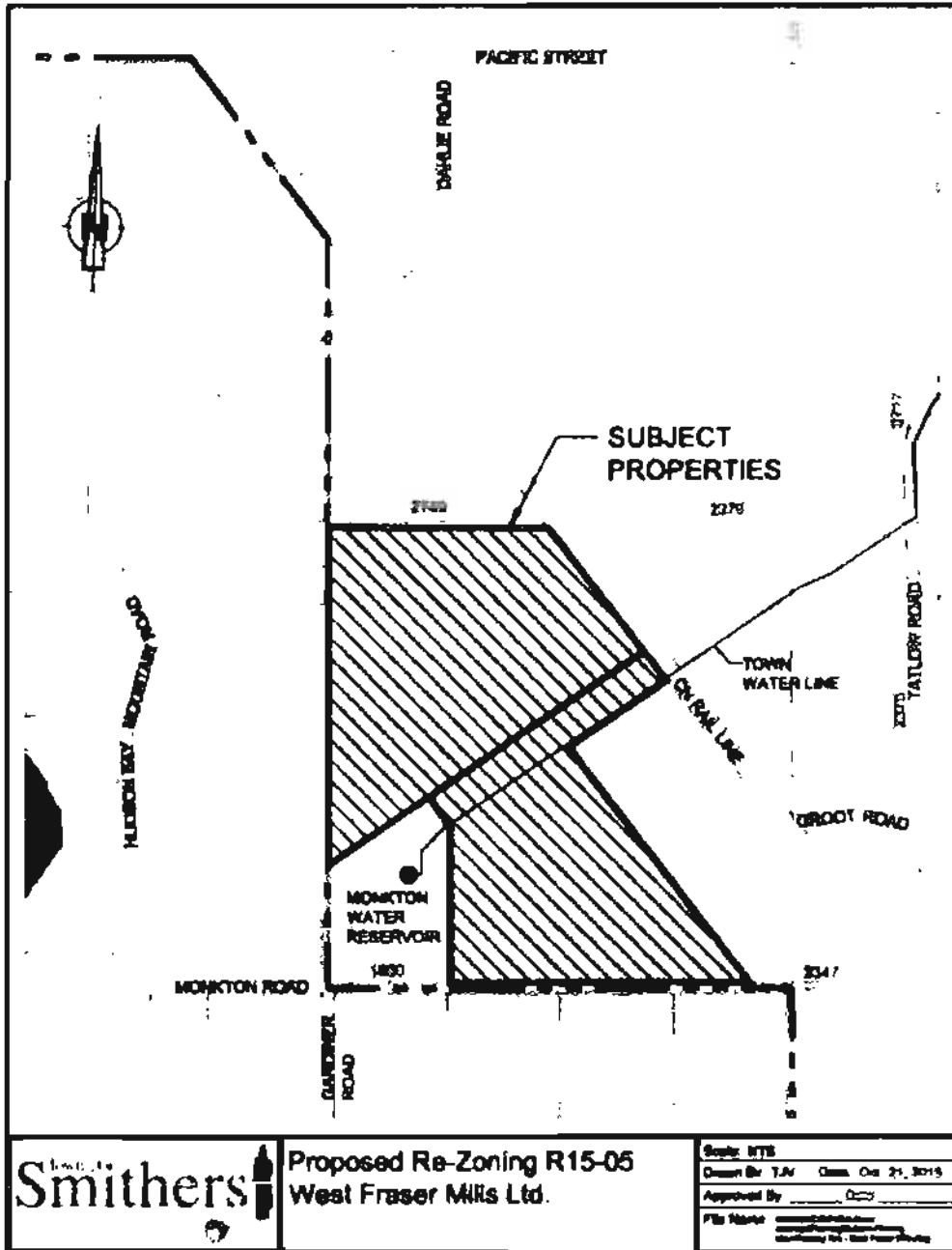
The purpose of Bylaw No. 1782 is to ensure the Official Community Plan and associated guidelines are consistent with Council's decision to consider industrial uses on the subject properties.

The purpose of Bylaw No. 1783 is to rezone the subject properties (see map on next page) from Agricultural (A-1) Zone to Heavy Industrial (M-3) Zone.

Public Input:

Anyone who believes they will be affected by the proposed bylaws are invited to attend the public hearing to present verbal or written submissions to Council for consideration. Written submissions to be considered at the public hearing must be received at the Town Office by 3:30 pm on the day of the public hearing.

The proposed bylaws and relevant background information can be viewed at the Town Office, 1027 Aldous Street, Monday through Friday (except holidays), 8:30 am to 4:30 pm, or online at www.smithers.ca. For further information please contact XXXX, Planner, at (250) 847-1600 or XXXX@smithers.ca.



Sincerely,

XXXXX, MCIP, RPP
Planner

Town of Smithers



232

PO Box 879, 1027 Aldous Street, Smithers, BC V0J 2N0 .
Telephone (250) 847-1600 ~ Fax (250) 847-1601 ~ www.smithers.ca

October 26th, 2015

File: 3360-20/R15-05

VIA EMAIL: jason.llewellyn@rdbn.bc.ca

Mr. Jason Llewellyn, Planner
Regional District of Bulkley Nechako
P.O. Box 820
Burns Lake, B.C. V0J 1E0

Dear Mr. Llewellyn:

RE: **Referral OCP Amendment Bylaw No. 1782 and Zoning Amendment Bylaw No. 1783
– West Fraser Mills (PIR, Smithers BC)**

You are requested to comment on the attached bylaw for potential effect on your agency's interests. We would appreciate your response within 30 days. If no response is received within that time, it will be assumed that your agency's interests are unaffected.

Purpose of the Bylaws:

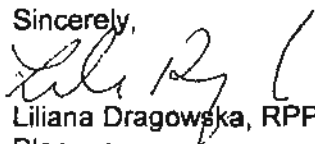
Bylaw No. 1782 Official Community Plan Amendment to redesignate Lot 1, Section 19, Township 4, Range 5, Coast District, Plan 8848 (PID 006-708-137) and All that part of the Southwest ¼ of section 19, Township 4, Range 5, Coast District, Lying to the Southwest of District Lot 5714 as shown on Plan 1231, Except Plans 6428, 7747, 8848 and 8895 (PID: 008-531-269) from Rural Lands to Heavy Industrial.

Bylaw No. 1783 Zoning Bylaw Amendment to Rezone Lot 1, Section 19, Township 4, Range 5, Coast District, Plan 8848 (PID 006-708-137) and All that part of the Southwest ¼ of section 19, Township 4, Range 5, Coast District, Lying to the Southwest of District Lot 5714 as shown on Plan 1231, Except Plans 6428, 7747, 8848 and 8895 (PID: 008-531-269) from Agricultural (A-1) Zone to Heavy Industrial (M-3) Zone.

If your agency's interests are "Unaffected" no further information is necessary. In all other cases, we would appreciate receiving additional information to substantiate your position and, if necessary, outline any conditions related to your position. Please note any legislation or official government policy which would affect our consideration of this Bylaw.

Please contact me at 250-847-1600 if you have any questions or concerns regarding the content of this letter.

Sincerely,


Liliana Dragowska, RPP, MCIP
Planner

LD/bj

N:\DEVELOPMENT SERVICES\DEVELOPMENT 2015\OTHER CORRESPONDENCE\LILIANA\Referral Letter Regional Dist\Referral Letter Regional District.docx

Attach



REPORT TO THE ADVISORY PLANNING COMMISSION

DATE: October 22nd, 2015 **REPORT:** DEV15-90
FROM: Liliana Dragowska, Planner **FILE:** 3360-20/R15-05
SUBJECT: Official Community Plan and Zoning Amendment Application from Agricultural/ Rural Lands to Heavy Industrial Lands for West Fraser Mills Parcel Identifiers 006-708-137 and 008-531-269

RECOMMENDATION:

THAT the Advisory Planning Commission recommends that Council proceed with the application to redesignate Parcel ID 006-708-137 and 008-531-269 as identified in Schedule "B" of Proposed Amendment Bylaw No. 1782 from Rural Lands to Heavy Industrial;

AND THAT the Advisory Planning Commission recommends that Council proceed with the application to re-zone Parcel 006-708-137 and 008-531-269 as identified in Schedule "B" of Proposed Amendment Bylaw No. 1783 from Agricultural (A-1) to Heavy Industrial (M-3), subject to the following conditions:

- The Town receives approval to proceed with the application from the Director of Waste Management regarding the Site Profile prior to a Public Hearing;
- Registration of a Statutory Right of Way on the title of Lot 1, PID 006-708-137 for the Town's watermain;
- The applicant providing a proposed Development Plan identifying potential uses, soil conditions, and including a fire protection plan for the industrial use of the lands;
- Industrial road access is maintained from Tatlow Road and Groot Road with the existing railway crossing;
- The applicant satisfies the Environmental Development Permit Area requirements or exemptions; and

CAO	<input type="checkbox"/>	Dir/DS	<input type="checkbox"/>	Dir/FIN	<input type="checkbox"/>	Agen Date: Oct 28 th , 2015
Dir/CS	<input type="checkbox"/>	Dir/WO	<input type="checkbox"/>	Bldg Ins	<input type="checkbox"/>	In-Cam Date:
Admin Asst.	<input type="checkbox"/>	Fire	<input type="checkbox"/>	Planner	<input type="checkbox"/>	Agenda Placement:
Dir /Rec	<input type="checkbox"/>	Air/Mgr	<input type="checkbox"/>	PCSO	<input type="checkbox"/>	Other: APC

- The applicant agrees to register the proposed 50-metre buffer area as a Section 219 Restrictive Covenant on title, and all costs associated with the drafting and registration of the covenant to be borne by the applicant.

BACKGROUND:

Rezoning and OCP Amendment Applications were received from West Fraser Mills Ltd (WFM or Pacific Inland Resources – PIR), registered owner of the subject property, on Sept 30th, 2015 (see attached). The subject properties are identified as follows:

- Lot 1, Section 19, Township 4, Range 5, Coast District, Plan 8848 (PID 006-708-137); and
- All that part of the Southwest ¼ of section 19, Township 4, Range 5, Coast District, Lying to the Southwest of District Lot 5714 as shown on Plan 1231, Except Plans 6428, 7747, 8848 and 8895 (PID: 008-531-269).

The applicant is proposing to expand the operational space for WFM to store and sort hogge material and then to landfill any waste wood material that cannot be utilized in the energy system at PIR or Fraser Lake operations. In the application WFM anticipates using the properties for:

- Log storage
- Wood fiber storage
- Equipment storage
- Grinding of wood fiber into hogge fuel
- One industrial non-hazardous waste landfill, accepting materials only from the PIR operations
- Snow storage area
- Finished product storage
- Water treatment facility
- Buildings and structures accessory to the above-noted uses

Photo: Aerial Photo of the Subject Lands with Legal's



Detailed zoning and land use information pertaining to the subject property is as follows:

Current Use:	Vacant Land
Site Area:	Approximately 89 ac (36 ha)
Services:	Municipal Water Main with no SRW
Current OCP Designation:	Rural Lands
Proposed OCP Designation:	Heavy Industrial
Current Zoning:	Agricultural (A-1)
Proposed Zoning Amendment:	Heavy Industrial (M-3)
Surrounding Land Use:	
North:	Heavy Industrial (M-3)
South:	Regional District Small Holdings (H-1)
East:	Heavy Industrial (M-3)
West:	Public Utility A (P-1A) and Regional District Small Holdings (H-1)

Surrounding OCP Designation:

North:	Heavy Industrial
South:	Smithers Telkwa Rural OCP Rural Residential
East:	Heavy Industrial
West:	Civic/Community Use and Smithers Telkwa Rural OCP Rural Residential

Property History:

The subject properties have historically been zoned in the Town's Zoning Bylaws as Acreage/Agricultural use and designated Rural in the Town's OCP's as follows:

- Zoning Bylaw No. 740, 1985 repealed 2002 – This bylaw zoned the property Acreage Reserve (A-1) until the current bylaw.
- Zoning Bylaw No. 1403, 2002 – current bylaw zones the property as Agricultural (A-1).
- Official Community Plan Bylaw No. 861, 1989, repealed 2000 – Designated the property Acreage Reserve from 1989 to 2000.
- Official Community Plan Bylaw No. 1335, 2000 repealed 2010 - Designated the property Rural from 2000 to 2010.
- Official Community Plan Bylaw No. 1614, 2010 current bylaw – Currently designates the property as Rural Lands.

The applicant has owned the lands since 1990. Prior to this the lands were owned by Skeena Sawmills Ltd. Repap Canada, and Groot Brothers Sawmills. There have been sawmilling operations on parts of these lands for over 40 years. In addition, to sawmill operations BC Hydro has two Statutory Right of Way's (SRW) through the properties for transmission lines to Smithers, and Pacific Natural Gas has a SRW through the property for the line that services Smithers. The Town of Smithers also has a trunk watermain, from the Monkton Road water reservoir that is within the BC Hydro SRW but is not registered under its own SRW. Please refer to the map in Attachment A.

DISCUSSION:**OCP Compliance and Consistency:**

The proposed rezoning requires an Official Community Plan amendment, as it is inconsistent with the Rural designation on the property. A Heavy Industrial designation would be necessary to support the proposed zoning change. Below is an excerpt from the Town's OCP identifying the intent of each designation:

*The intent of the **Rural** designation is to maintain the rural character in Smithers by limiting development and infrastructure investments on rural lands. The development of land designated Rural is discouraged. The subdivision of land into parcels less than sixteen hectares within areas designated Rural will not be supported without the provision of roads and sewerage, storm drain and water facilities. The cost of providing such services will dictate a more rural development density.*

*The intent of the **Heavy Industrial** designation is to provide appropriate places for activities such as resource processing, manufacturing, warehousing, sand and gravel extraction and auto wreckers and similar uses which may by their nature cause noise, emissions, or visual impact and should be separated from other uses. The zoning bylaw shall specify appropriate site sizes, setback distances and range of uses to ensure that heavy industry can operate effectively. Retail and office use will be restricted to a minor role on these sites, and must be associated with the primary business.*

Section 9 of the OCP further outlines the objectives and policies relating to Rural Lands as follows:

9.4.2 Maintain Rural Character

Objective: To maintain rural lands for rural uses and provide a rural boundary to the community.

Policy 1 The areas designated as Rural on Schedule A: Land Use are intended to be retained for rural residential, agricultural and forestry uses over the long-term.

Policy 2 Support agricultural and forestry uses on rural lands.

Policy 3 Encourage the Bulkley Nechako Regional District to maintain the rural and agricultural zoning in the areas adjacent to the Town's boundary.

Section 14 of the Town's OCP further outlines the community's vision, objectives and applicable policies for Industrial lands as follows:

***Industrial land** in Smithers is located primarily in the south portion of the Town on both sides of Highway 16. Heavy industrial is located mainly south of Pacific Street and adjacent to the rail tracks. As the Town is a major landowner in the industrial area, there is a strong interest in ensuring that industrial lands are well utilized, and do not become a dispersed commercial area.*

14.2.3. Industrial

Objective: Secure adequate industrial lands to ensure capacity for value added manufacturing and future capacity for any tourism and/or resource based ventures.

Policy 1 Restrict industrial development to the area generally south of Pacific Street and east of the planned extension to 16th Avenue in order to concentrate industrial development in areas separate and distinct from commercial and residential lands while at the same time acknowledging the potential for industrial development in the future land use plan for the airport.

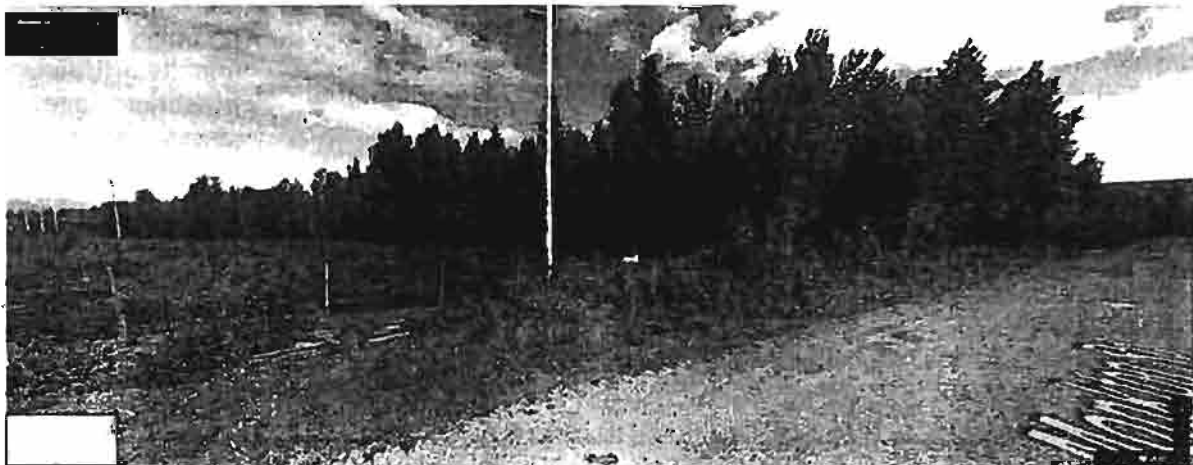
Policy 5 Areas with active industrial use shall be buffered from non-industrial uses.

It should be noted that the subject lands are south of Pacific Street and adjacent to the CN Railway tracks and have historically been used for sawmill related uses as they are under the same ownership. The Town of Smithers has a limited Industrial land base that is suitable for further industrial development, especially adjacent to the railway tracks. These lands have excellent potential for industrial development in conjunction with the railway, however they are adjacent to residential properties within the Regional District.

Zoning Bylaw Compliance:

The subject property is currently zoned Agricultural (A-1) under the Town of Smithers Zoning Bylaw No. 1403. This zoning allows for agricultural, single family dwelling, gravel removal and parks and trails, however has been used historically for sawmill related uses and is owned and accessed through the Sawmill site. To use the lands for agricultural uses would be challenging.

The applicant is proposing to rezone the property to Heavy Industrial to expand the operational space for West Fraser Mills to store and sort hogge material and then to landfill any waste wood material that cannot be utilized in the energy system at PIR or Fraser Lake operations. The applicant has indicated their interest in providing a 50m buffer along the property lines adjacent to the residential areas to the West and South as can be seen in the Google street view image below:



As seen in the application package, WFM delivered letters and a map to neighbouring property owners in the regional district before submitting the application to the Town. (A copy of which can be found in Attachment B) Issues brought forward from neighbouring property owners included:

- Noise from the proposed operations
- Visual screening
- Increased Traffic on Hudson Bay Road
- Road Dust
- Riparian Areas

The above noted concerns may have different levels of severity depending on the industrial use of the property. The uses proposed by the applicant may add only minimal disturbance and variance from the current vacant use of the land, however, the APC and Council should note that if in the future WFM or another owner takes over the land any listed heavy industrial permitted use can take place with no further public input. APC and Council have the option to recommend limiting the permitted industrial uses by creating a new zone that would limit the permitted use to those specified in the rezoning application. As an alternative, the APC and Council could recommend a larger buffer area that could include all the lands to the South West of the Power lines. It should be noted that the lands proposed for industrial activity are lower in elevation than the residential properties within the Regional District.

In the table below one can see the uses permitted within the M-3 Zone and WFM's anticipated uses of the properties:

<p style="text-align: center;">Town of Smithers Permitted Uses in the M-3 Zone</p>	<p style="text-align: center;">West Fraser Mills Anticipated uses</p>
<ul style="list-style-type: none"> o contractors' yard and storage building; o distilling, incinerating, tanning or rendering of fish, animal or vegetable products, and the manufacture of paper or rubber; o works yard; o industrial service industry: heavy equipment overhaul and repair, welding shop, electrical shop, plumbing and heating shop, blacksmith shop; o junk yard, wrecking yard, or salvage yard; o manufacturing, processing, refining, mixing or bulk storing of petroleum, bitumen, coal tar products or derivatives, corrosive, noxious, flammable or explosive materials, chemicals, gases, fission or fused products; o operation of sawmills, hammer mills, rolling mills, blast furnaces, foundries, drop forges, brick kilns, flour mills; o operation of stockyards, the slaughtering of animals or poultry, the manufacturing of fertilizer; o secondary manufacturing industries including furniture manufacture, mobile home building, wood products manufacturing, textile manufacturing; o smelting, refining and reducing of minerals or metallic ores; o transportation: uses including truck terminal, railways, freight handling and transit depot; o asphalt, concrete gravel crushing plant, gravel extraction; o fuel sales - wood; o gravel removal. 	<ul style="list-style-type: none"> • Snow storage area; • Log storage; • Wood fiber storage; • Finished product storage; • Equipment storage; • Water treatment facility; • Grinding of wood fiber into hogge fuel; • One industrial non-hazardous waste landfill, accepting materials only from the PIR operations; • Buildings and structures accessory to the above-noted uses.

Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

The subject properties are bordered to the South East by a number of residential lots within the Regional District of the Bulkley-Nechako. These properties are small acreage zoned Small Holdings Zone (H-1) permitting the following uses of land, buildings or structures:

- (a) single family dwelling;
- (b) two family dwelling;
- (c) agriculture;
- (d) horticulture, nursery, greenhouse;
- (e) silviculture;
- (f) kennel and veterinary clinic;
- (g) home occupation;
- (h) buildings and structures accessory to the permitted principal uses.

CPTED and Access Control

Town Staff have noted historical concerns with access to private industrial lands and the adjacent water reservoir. In the past there have been a number of problems with parties around the water reservoir and vandalism on industrial equipment. WFM has managed access on their existing industrial operations and expansion of such operations may warrant additional access control from Monkton Road, which may be used for security/emergency response, but not for industrial truck traffic.

Development Plan

As seen above, the M-3 zoning permits a number of industrial uses that go above and beyond the applicants anticipated uses. The list of anticipated uses and permitted uses raise a number of questions regarding the proposed development of the site and how potential concerns can be mitigated. At the re-zoning stage of any development proposal Council has the ability to ask the applicant and land owner to provide further information and details regarding the future use and or potential future use of the lands. Staff recommends that the OCP and Zoning amendment application be subject to the applicant providing a detailed development plan for the property. Such a plan would include a site plan of potential use development, an outline of any access control issues and mitigation, a fire protection plan and any proposed fire hydrants to be approved by the Town, and identify site drainage and storm water management.

Municipal Infrastructure

Currently there is a trunk water main from the Town's water reservoir on Monkton Road running down the Northern property line of Lot 1. This water main is not protected by a Statutory Right-of-Way (SRW) registered on the lands, meaning the Town has limited legal rights for entering the property and maintaining that line. It is recommended that as a condition of the rezoning application WFM agree to register an SRW agreement on title for the municipal water main.

Site Profile

The provincial Contaminated Sites Regulation under the Environmental Management Act contains a site profile form. The form, which requires a basic land description and information on the past and present uses of the site, is an initial screening tool for identifying sites that might be contaminated. The applicant submitted a Site profile for

the subject properties with a "yes" response to a Schedule 2 activity historically being located on the site. Legislation requires that if there is one or more "yes" answer, local government officials must forward the site profile to a Director of Waste Management. This site profile was forwarded to the Director of Waste Management on Oct 14th, 2015.

A response was received on October 22nd, 2015 from the Director of Waste Management indicating the site profile requires a 'freeze' on the re-zoning amendment application until it is release by the Ministry and conditions of the Contaminated Sites Act & Regulations have been addressed.

POLICY CONSIDERATIONS:

Further, Official Community Plan Bylaw No. 1614 Compliance:

The Official Community Plan Environmental Development Permit Areas Map, being Schedule B of Bylaw No. 1614, identifies Bigelow Creek as a Riparian Area passing through the subject properties. This Schedule B triggers a requirement for an Environmental Development Permit.

The applicant has provided a report indicating that Bigelow Creek does not exist as shown on Schedule B of the Town's OCP but rather runs along the boundary of the subject property identified as PID: 008-531-269.

Although in a different location Bigelow Creek is still identified as having a Riparian Area strip that may need protection. As such, staff recommends that the applicant provide a *written statement from a Qualified Environmental Professional with relevant experience confirming the absence of a sensitive ecosystem within the area that would be affected by the proposed work*; or provide the Town with an Environmental Impact Assessment proposal to satisfy the requirements of the Environmental Development Permit Areas General Guidelines Section 17.2 and more specifically point e. as follows:

e. An Environmental Impact Assessment (EIA) for proposals within riparian areas may be required by the Town in order to evaluate the impacts of a proposed development on the natural environment. The EIA shall include the following information:

- Information regarding potential impacts of proposed development, mitigation options and design alternatives;*
- Evidence that the development will not result in Harmful Alteration, Disruption, or Destruction (HADD) of riparian areas;*
- The width of the leave strip area which must be protected;*
- Measures required to maintain the integrity of the riparian area;*
- An indication of when the monitoring of important environmental conditions should occur.*

An Environmental DP can be issued concurrently with this zoning amendment.

OPTIONS:


1. Recommend that the Zoning Amendment application for Parcels 006-708-137 and 008-531-269 as identified in Schedule "B" of Proposed Bylaw No. 1783 be amended so as to create a new M-3A zone to limit the future uses of the property to those listed in the Re-zoning Application.
2. Recommend any conditions or changes to Council on the proposed OCP or zoning amendment application.
3. Recommend that Council reject the application.

Respectfully submitted by:



Liliana Dragowska, MCIP, RPP
Planner

Submission approved by:



Susan Bassett
Acting Chief Administrative Officer

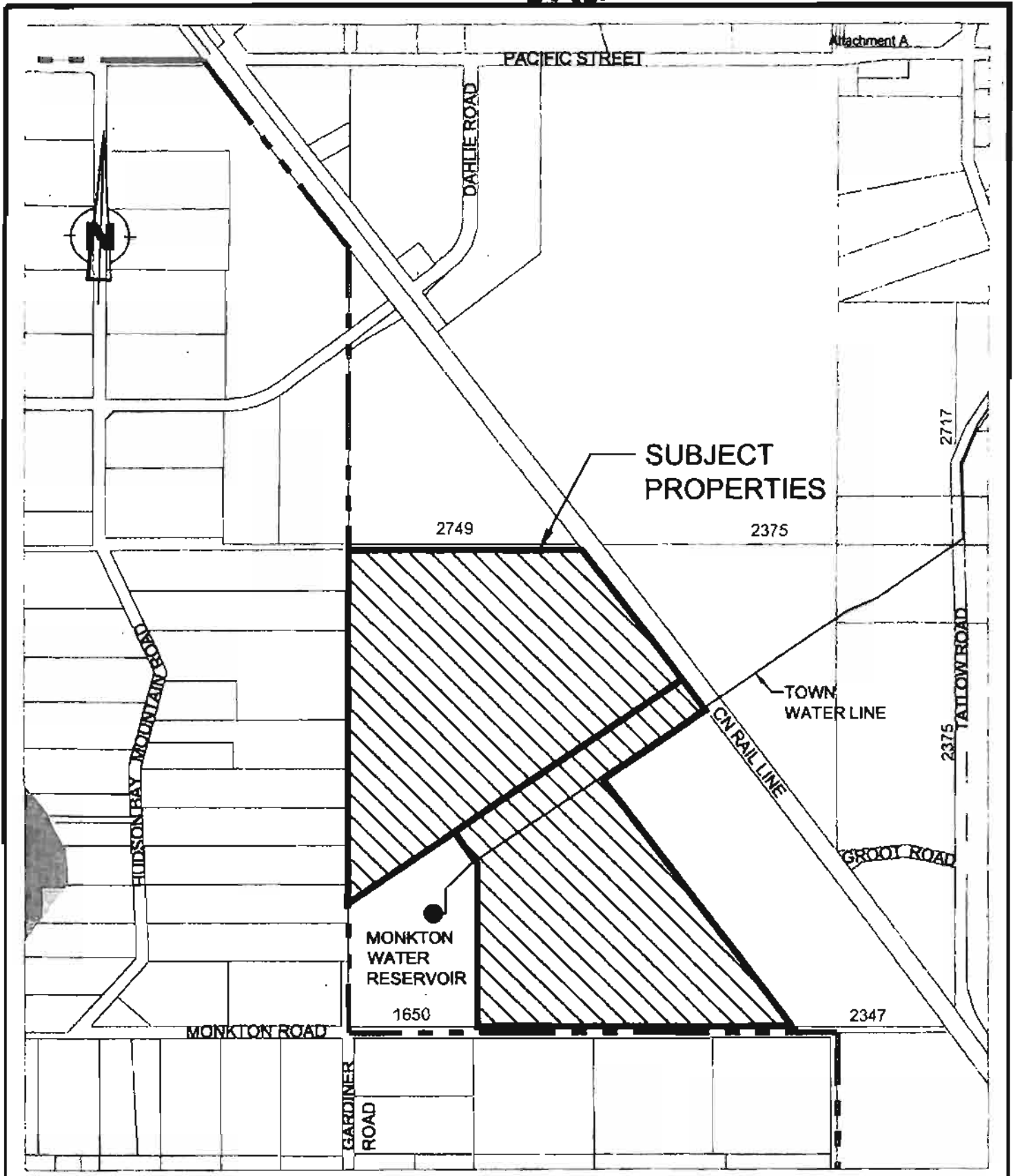
Attachments**Attachment A**- Subject Property Map**Attachment B** – Application for OCP and Zoning Amendment from WFM (PIR)**Attachment C** – Draft OCP Amendment Bylaw No. 1782**Attachment D** – Draft Zoning Amendment Bylaw No. 1783**Attachment E** – Draft Public Notice

LD

File:

n:\development services\development 2015\15-05 pir\report to apc r15-05.doc

Attachment A



**Proposed Re-Zoning R15-05
West Fraser Mills Ltd.**

Scale: NTS
 Drawn By: TJV Date: Oct. 21, 2015
 Approved By: _____ Date: _____
 File Name: C:\ENGINEERING\audiod\Drawing\Planning\Subject Property Map\Railway Ave - West Fraser Mills.dwg



PO Box 879, 1027 Aldous Street, Smithers, BC V0J 2N0
 Telephone (250) 847-1600 Fax (250) 847-1601
 www.smithers.ca

DEVELOPMENT PROPOSAL APPLICATION

APPLICATION TYPE:

- | | |
|------------------------------------------------------------------------------------------------|----------------------------------------------------------------------|
| <input checked="" type="checkbox"/> Joint Official Community Plan & Zoning Amendment (\$1,500) | <input type="checkbox"/> Official Community Plan Amendment (\$1,200) |
| <input type="checkbox"/> Zoning Amendment (\$1,000) | <input type="checkbox"/> Environmental Development Permit (\$400) |
| <input type="checkbox"/> Temporary Use Permit (\$600) | <input type="checkbox"/> Form & Character Development Permit (\$400) |
| <input type="checkbox"/> Development Variance Permit (\$400) | <input type="checkbox"/> Development Permit Amendment (\$200) |
| <input type="checkbox"/> Board of Variance (\$400) | |

APPLICANT INFORMATION

APPLICANT

Name(s): West Fraser Mills Ltd.
 Mailing address: Suite 501-858 Beatty Street
Vancouver BC, V6B 1C1

Phone: 604 895 2700

Email: Dave.Lehane@WestFraser.com

The applicant requests that all correspondence in regards to this application be sent to:

Dean Macdonald General Manager
 Pacific Inland Resources
 Box 3130 Smithers BC
 V0J 2N0

Email: Dean.MacDonald@Westfraser.com

REGISTERED OWNER(S)

Name(s): West Fraser Mills Ltd.
 Mailing address: Suite 501-858 Beatty Street
Vancouver BC, V6B 1C1

Phone: 604 895 2700

Email: Dave.Lehane@WestFraser.com

SUBJECT PROPERTY INFORMATION

Civic address: Unknown
 Legal description of Properties:

ALL THAT PART OF THE SOUTHWEST ¼ OF SECTION 19 TOWNSHIP 4 RANGE 5 COAST DISTRICT LYING TO THE SOUTHWEST OF DISTRICT LOT 5714 AS SHOWN ON PLAN 1231 EXCEPT PLANS 6428, 7747, 8848, AND 8895. Parcel Identifier: 008-531-269

LOT 1 SECTION 19 TOWNSHIP 4 RANGE 5 COAST DISTRICT PLAN 8848. Parcel Identifier: 006-708-137

Description of the present use of the property: Currently bare land with materials stored on site from previous owners

Existing OCP designation: Rural Lands Existing zoning designation: Agriculture (A-1)
 Proposed OCP designation: Heavy Industrial Proposed zoning designation: Heavy Industrial (M-3)

PROPOSAL DESCRIPTION (supplemental letter of intent/rationale is encouraged):

Please see the attached supplemental documentation

ATTACHMENT CHECKLIST

A) PLEASE ATTACH THE FOLLOWING FOR ALL APPLICATIONS:

- Letter of authorization if the applicant is other than the registered owner(s).
- Site profile in accordance with the *Environmental Management Act* and *Contaminated Sites Regulation*.
- Site plan (Including 1 set of reduced 8.5x11 plans) showing:
 - Location of existing and proposed buildings and structures, lot dimensions & setbacks
 - Parking areas, loading space, access/egress, garbage areas & landscaping
 - North arrow & scale.
 - Measurements in metric (Imperial measurements may also be included).
- Supplemental letter of intent & rationale is strongly encouraged but not required
- Other information as necessary to assess the development proposal.

B) OCP &/OR ZONING AMENDMENT APPLICATIONS ONLY:

- Acknowledge sign notification posting requirements as specified by the Town of Smithers.

C) ENVIRONMENTAL DEVELOPMENT PERMIT APPLICATIONS ONLY:

- Plans showing:
 - Toe of slope and top of bank;
 - Location of watercourses and any watercourse setback areas that are located on or that abut the site;
 - Existing and proposed grades, including details on proposed retaining walls;
 - Floodplain areas
 - Areas to be cleared, areas of cut and fill and proposed sequencing/timing.

D) FORM & CHARACTER DEVELOPMENT PERMIT APPLICATIONS ONLY:

- Elevation drawings illustrating all sides of the building(s) & including proposed signage details.
- Exterior samples and materials.

AUTHORIZATION

As the applicant or approved agent, I hereby make application in accordance with the above-stated information and declare that the statements are true and correct.

I understand that this application form is a public document and that any and all information contained in it, including personal information as defined in the *Freedom of Information and Protection of Privacy Act* of BC, is open for inspection by the public and may be reproduced and distributed to the public as part of a report(s) to Council or for purposes of a public hearing.

I acknowledge that fees as per the Town of Smithers Development Procedures Bylaw No. 1643 do not imply or guarantee application approval.

Applicant Signature: [Handwritten Signature]
D. Lechard, Vice President - W. Plans

Date: Sept 29/15.

Your personal information is maintained in accordance with the *Freedom of Information and Protection of Privacy Act*. If you have any questions regarding the use of your personal information, please call the Director of Corporate Services for the Town of Smithers at 250-847-1800

West Fraser Mills 2015 Zoning Amendment
Supporting Documentation
Date September 15, 2015

Legal Description of Subject Properties

1. ALL THAT PART OF THE SOUTHWEST ¼ OF SECTION 19 TOWNSHIP 4 RANGE 5 COAST DISTRICT LYING TO THE SOUTHWEST OF DISTRICT LOT 5714 AS SHOWN ON PLAN 1231 EXCEPT PLANS 6428, 7747, 8848, AND 8895.
Parcel Identifier: 008-531-269
2. LOT 1 SECTION 19 TOWNSHIP 4 RANGE 5 COAST DISTRICT PLAN 8848.
Parcel Identifier: 006-708-137

Proposed Zoning Amendment

The current zoning for these lots under Smithers Zoning Bylaw is Agriculture (A-1) and are designated as Rural Lands in the Smithers Official Community Plan. The desired zoning designation is Heavy Industrial (M-3).

Historic Use of Properties

The lands proposed for rezoning have been owned by West Fraser Mills Ltd (WFM) since 1990. Prior to this the lands were owned by Skeena Sawmills Ltd, Repap Canada, and Groot Brothers Sawmills. There have been sawmilling operations on parts of these lands for over 40 years. In addition to sawmill operations BC Hydro has two easements through the properties for main service lines to Smithers. While Pacific Natural Gas has an easement through the properties for the main line that services Smithers.

Proposed Use of the Properties

WFM currently has no plans to expand its primary sawmill or planer operations on to these lands

As the Town of Smithers is aware WFM shut down its Smithers beehive burner in 2005. WFM has since then shut down the remaining beehive burners at all its operations in B.C. One of the overall strategies behind this is to reduce the air emissions produced at each of the sawmill locations. In Smithers WFM has developed an energy system that efficiently burns hog fuel and uses the heat to dry lumber, displaces the need for natural gas. While at its Fraser Lake and Chetwynd operations WFM has worked with the Province and BC Hydro to develop cogeneration plants to produce electricity from waste wood materials, also known as hog material. The investment into these new operations provides WFM an opportunity to reduce the volume of wood waste being produced and landfilled. Therefore, the primary reason for this rezoning is to provide more operational space for WFM to store, and sort, hog material and then to landfill any waste wood material that cannot be utilized in the energy systems at PIR or Fraser Lake operations.

Based on this plan the list of activities WFM can anticipate using the properties for are as follows:

- log storage
- wood fiber storage
- finished product storage
- equipment storage
- grinding of wood fiber into hog fuel
- water treatment facility
- snow storage area
- one industrial non-hazardous waste landfill, accepting materials only from the PIR operations, and
- buildings and structures accessory to the above-noted uses.

Consultation

Prior to submitting this proposed amendment WFM delivered a letter and map to neighbors of the properties being proposed for rezoning. A copy of the letter, map and individuals who received can be found in Appendix I. A meeting was also held with Town of Smithers planning staff on August 4, 2015. The reason for doing this was to determine what issues or concerns neighbors and the Town may have with the rezoning. Issues brought forward to WFM were:

1. Noise from the Operations

Some neighbors brought forward that they can currently hear the operations very clearly and do not want the noise level to increase especially during the evenings and at night. The proposed operations noted above are not anticipated to increase the noise level from the facility. PIR does not anticipate having significant night time operations associated with any of the proposed operations listed above.

2. Visual Screening

A few neighbors were concerned about the land being cleared to property boundaries and being able to see the plant and operations more clearly from their properties. WFM has committed to maintaining a 50m wide "buffer area" along the western and southern edge of the property where it is adjacent to the neighboring lots. Within this buffer the vegetation will be maintained as visual screen. Trees and vegetation would only be removed if they pose a safety risk to operations on the properties. The proposed visual buffer is mapped on the map in appendix I.

3. Increased Traffic

Increased traffic on Hudson Bay Road was the most common concern expressed by the neighbors. WFM has no plans to access the properties from Hudson Bay Road. The current access from Tatlow road via Groot road is adequate and convenient to the operations.

4. Road Dust

None of the neighbors WFM met with expressed that dust from the operations was a concern. At the Town of Smithers meeting it was brought forward that road dust from the log yard and mill is a concern to neighbors. WFM does not anticipate a large increase in traffic with the uses being proposed on the lands to be rezoned. In addition WFM employs and will continue to employ a road dust control program during the summer months to reduce the dust that is produced from the site.

5. Riparian Areas

The Town of Smithers brought forward that in the Official Community Plan (OCP) there is a mapped riparian area associated with Bigelow creek going through these properties. PIR in 2005 as part of its waste water mitigation plan hired Dave Bustard and Associates Ltd. to do a fish assessment of Bigelow creek. The report produced can be found in Appendix II. Based on this report and other GPS data collection it has been confirmed that the location of Bigelow creek is as mapped in Appendix I. As such the mapped riparian area in the (OCP) is incorrect.

In regards to managing riparian areas associated with Bigelow creek. WFM will be required to meet the legislated requirements based on the operations being proposed.

Appendix I
Letter and Map Delivered to Neighboring Properties
in July 2015



Attachment B (23 pgs)

Pacific Inland Resources

Box 3130
V0J 2N0

Smithers, BC
Phone (250) 847-2656
Fax (250) 847-5520

July 6, 2015

Dear Resident:

Pacific Inland Resources (PIR) is applying to the Town of Smithers for an official community plan amendment to rezone a portion of several lots located to the west of our main sawmill property. The basic contents of the rezoning application are as follows:

The legal descriptions of the lots proposed to be rezoned are

- ALL PT OF THE SW ¼ OF SEC 19 TP 4 R5C LYING TO THE SW OF DL5714 SHOWN ON PL 1231 EXC PLS 6428 7747 8848 & 8995
- L1 SEC 19 TP4 R5C PL848

The current zoning for these lots under Smithers Zoning Bylaw is Agriculture (A-1) and are designated as Rural Lands in the Smithers Official Community Plan. The desired zoning designation is Heavy Industrial (M-3).

The Heavy Industrial zone allows for a myriad of different uses. PIR does not intend to use the area for all the allowed uses in this zone. To restrict the allowed uses, part of our application will include an agreement to place a covenant upon title of subject properties with the Town of Smithers. The proposed covenant will limit the activities on the rezoned portion of the properties to:

- log storage
- wood fibre storage
- finished product storage
- equipment storage
- grinding of wood fibre into hog fuel
- water treatment facility
- snow storage area
- one industrial non-hazardous waste landfill, accepting materials only from the PIR operations, and
- buildings and structures accessory to the above-noted uses.

Additionally the proposed covenant will require a 50m wide "buffer area" along the western and southern edge of the property where it is adjacent to the neighbouring lots. Within this buffer the vegetation will be maintained as visual screen. Enclosed with this letter is a map depicting the proposed area to rezone, along with the location of the buffer.

To facilitate PIR communication with adjacent land owners and to ensure the information presented to the Town of Smithers is accurate. It would be appreciated if the following information could be provided:

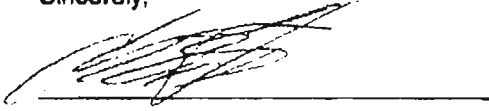
- Name of the legal property owner.
- Mailing address of the legal property owner
- Location of property infrastructure such as ground water wells, lagoons, septic fields, and residence. To facilitate this a map has been provided that information can be put on and provided to PIR, or alternatively with the landowners permission PIR is willing to have a representative GPS survey these features

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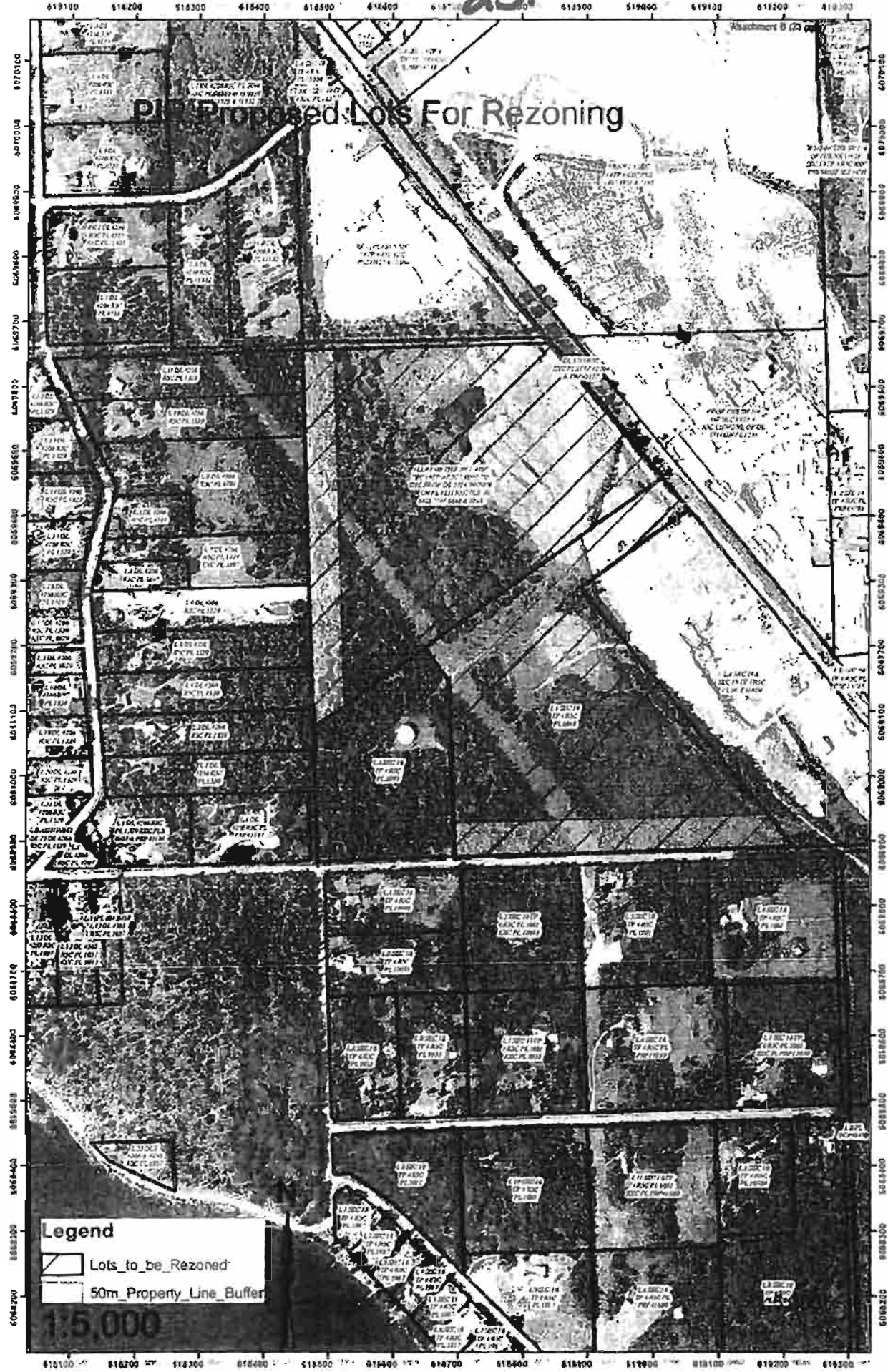
19/46

If you have questions or would like to arrange a meeting time to discuss the rezoning proposal please
contact the undersigned. Attachment B (23 pgs)

Sincerely,



Alan Baxter, RPF
Planning Forester
Pacific Inland Resources
PH: 250 847 6517
Email: Alan.Baxter@Westfraser.com



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Attachment B (23 pgs)

Appendix II
Dave Bustard and Associates Ltd.
2005 Fish Assessment of Bigelow Creek

**FISH ASSESSMENT OF
BIGELOW CREEK 2005**

Prepared by

David Bustard and Associates Ltd.

for

Pacific Inland Resources Inc.

West Fraser Mills Ltd.

July 2005

1.0 INTRODUCTION

David Bustard and Associates Ltd. undertook fish studies in Bigelow Creek as part of a program investigating the development of a passive treatment system for runoff at West Fraser's Pacific Inland Resources Ltd.¹

The objective of these studies was to define the discharge point into the environment based on fish distribution in Bigelow Creek. This would assist in the location of the water treatment system and potential limitations to the siting and construction based on the presence of fish.

2.0 METHODS

- A combination of electrofishing and minnow trapping was used to sample Bigelow Creek during June 2005. The sampling focused on the 0.5-km section downstream from the millsite to the Bigelow confluence with Seymour Creek, and on the 1-km section of Bigelow Creek above the millsite.
- Five electrofishing sites were established - two downstream from the millsite and three upstream as shown in Figure 1. These sites were each 50 m long² and enclosed with stopnets. Two-pass removal electrofishing was conducted at each site using a Smith-Root BP-15 backpack electrofisher.
- Ten minnow traps baited with roe were set overnight in a beaver pond located immediately downstream from Tatlow Road (B3 in Figure 1).
- Habitat site cards (RIC 1998) were completed at each of the electrofishing sites. Information included measurements of channel and wetted width, slope, bed material and cover descriptors and photographs of each site. Discharge was measured during fish sampling above and below the millsite using a Swiffer velocity meter.
- Fish sampling was not conducted in the lowest section of Bigelow Creek just upstream from Seymour Creek. Past information was available for this location dating back to 1999 (Bustard 2004). As well, historic lake survey information for Bigelow Lake was available and has been summarized in this report.

¹ Proposal submitted by NW Response and Microbial Technologies, May 2005.

² Except Site B7 that is 27 m long.

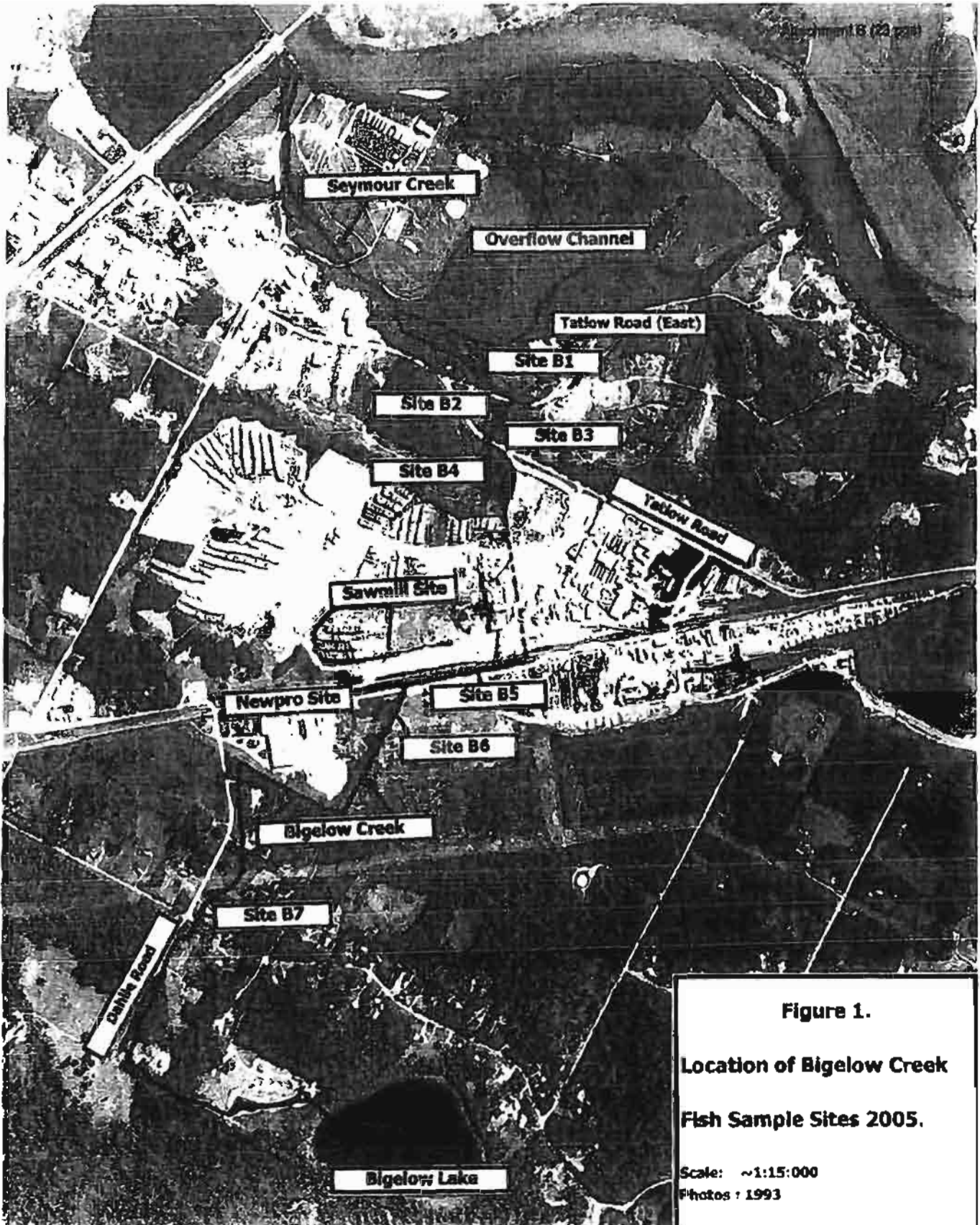


Figure 1.
Location of Bigelow Creek
Fish Sample Sites 2005.
Scale: ~1:15:000
Photos: 1993

3.0 RESULTS AND DISCUSSION

Bigelow Creek flows from Bigelow Lake for approximately 1.5 km to the south side of Pacific Inland Resource's mill, under the mill yard and re-appears several hundred meters upstream from the Tatlow Road crossing (Figure 1). The creek then drops down onto the Bulkley River floodplain and joins Seymour Creek adjacent to the Fall Fair Grounds and flows into the Bulkley River.

Bigelow Creek has been altered extensively starting with rail construction in 1914. A buried water line from Bigelow Lake supplied water to the rail yards. Locals suggest that historically Bigelow Creek may have flowed into Dahlie Creek and that the location of the upper creek channel was modified to its present location with the construction of Dahlie Road in the 1940's.

Major relocations have occurred with the construction of the sawmill and development of log storage yards in the 1970's, and the creek is now essentially a diversion ditch running through private properties, around the Newpro mill, along the CN Rail tracks, and under the West Fraser mill. The channel has been straightened, re-directed and lacks typical habitat complexity in most sections. Residents report that the upper reach of Bigelow Creek is dry for much of the late summer period.

3.1 Bigelow Creek

- June 2005 sampling results from the six sites located in Bigelow Creek in the stream sections located upstream and downstream from the mill indicate that no fish are present (Table 1). The sampling effort was extensive, water clarity was good and if fish were present in this section, the effort was more than adequate to identify use.
- Observations in the section of Bigelow Creek from the millsite to Seymour Creek identified three barriers to the upstream movement of fish from Seymour Creek – two road culverts and a 1.6 m high beaver dam.
- Based on six years of minnow trapping at the lowermost site in Bigelow Creek just upstream from Seymour Creek, only a single largescale sucker and two peamouth chub have been sampled – all in 1999. No fish have been sampled in this section since 1999 despite annual sampling in the lower section (Bustard 2004).

Table 1. Summary of fish sampling effort and results in Bigelow Creek and Bigelow Lake since 1982.

Site	Date	Method	Effort	Fish Present	Comments
B1	1999-2004	Minnow trapping	5 traps/year	1999 only	Two pearmouth chub and 1 largescale sucker in 1999
B2	Jun-05	Electrofishing	2-pass; 50 m long	No	Tatlow Road (East) culvert impassable for smaller fish
B3	Jun-05	Minnow trapping	10 traps	No	Beaver dam impassable
B4	Jun-05	Electrofishing	2-pass; 50 m long	No	Tatlow Road culvert impassable
B5	Jun-05	Electrofishing	2-pass; 50 m long	No	Ditch line between road and CNR
B6	Jun-05	Electrofishing	2-pass; 50 m long	No	Ditch line behind Newpro mill
B7	Jun-05	Electrofishing	2-pass; 27 m long	No	Private property - dewatered in summer
Bigelow Lake	Aug-82	Gillnetting	2 -90 m long sinking gillnets	Yes	One mature Dolly Varden captured in the two nets
Bigelow Lake	1983-86	Stocking record		Yes	Eastern brook trout stocking to develop winter fishery
Bigelow Lake	Oct-86	Gillnet Visual	1 gillnet set	No Yes	Fish kill due to low dissolved oxygen Lake chub observed along margin

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3.2 Bigelow Lake

- Bigelow Lake, the headwaters of Bigelow Creek, is a small (11ha) eutrophic lake located 3 km south of Smithers. The lake has no year-round inlets.
- Gillnetting surveys conducted during a lake survey in August 1982 yielded a single mature Dolly Varden in two 90-m net sets (Webber and Jesson 1982).
- Dissolved oxygen profiles conducted during this survey indicated that levels were less than 1 mg/l below 2 m depth and that the lake had a strong likelihood of periodic fish-kills due to low dissolved oxygen levels.
- Bigelow Lake was subsequently stocked with a total of 20,000 eastern brook trout between 1983 and 1986, and provided a popular winter ice-fishery during this period (Hatlevik 1985).
- A die-off occurred during October 1986, killing all of the eastern brook trout in the lake (Hatlevik 1986). Two dissolved oxygen profiles conducted at this time indicated that levels were less than 1 mg/l throughout the water column accounting for the die-off. Consideration was given to installing an aeration system into the lake, but these plans were subsequently abandoned, presumably due to budget limitations.
- During the October 1986 investigations, lake chub were noted along the margin of the lake. A dead lake chub was found in one of the eastern brook trout.

4.0 CONCLUSIONS

- Although Bigelow Lake has supported fish in the past, and may still support lake chub, the seasonal nature of Bigelow Creek below the lake makes the creek generally unsuitable for fish use (Webber and Jesson 1982 and this survey).
- The lowermost section of Bigelow Creek may support fish moving upstream from Seymour Creek, but none have been sampled in the past five years. These fish would not be able to move up past Tatlow Road due to two impassable culverts and a beaver dam.
- For the purpose of discharge purposes and the development of the water treatment system, the lowermost culvert on Bigelow Creek on Tatlow Road (East) located a short distance above Seymour Creek should be considered the upper extent of fish habitat in Bigelow Creek.

5.0 LITERATURE CITED

- Bustard, D. 2004. Results of fish sampling and discharge estimates in lower Bigelow Creek and Seymour Creeks – 2004. Man. Report prepared for West Fraser Mills Ltd. Smithers.
- Hatlevik, S. 1985. Bigelow Lake creel census, December 1984 to March 1985. Skeena Fisheries Management Report SK-49-B.
- Hatlevik, S. 1986. Bigelow Lake – An investigation into the 1986 fish die-off and consideration of aeration as a remedy. Water Land and Air Protection (WLAP) memo to file, Smithers.
- RIC (Resource Inventory Committee). 1998. Reconnaissance (1:20,000) Fish and Habitat Inventory: Standards and Procedures. Fisheries Inventory Section for the Resources Inventory Committee.
- Webber, T. and D. Jesson. 1982. Bigelow Lake Survey. On file, WLAP, Smithers.



Photo 1. This culvert located on lower Bigelow Creek is impassable to fish moving upstream from Seymour Creek.



Photo 4. Bigelow Creek at Site B6 located behind Newpro mill.



Photo 2. This beaver pond located just below Tatlow Road is backed up behind a 1.6 m high dam and acts as a settling pond for sediment from upstream locations.



Photo 5. Upper Bigelow Creek at Site B7. This site, located on private land, has been cleared and dewatered during the summer.



Photo 3. Site B4 just upstream from Tatlow Road. This is an excavated channel along the top side of the road.

Appendix 1 Table 1. Bigelow Creek Electrofishing Sites - June 2005

SITE: B2	REACH: I	MAP:	PHOTO: 146u/s 147 d/s	DATE: June 28/05
SITE LOCATION: Site 1 is located immediately upstream from the culvert on the hill to Fall Fair Ground and extends up to the base of the 1.6 m beaver dam below Tatlow Rd.				
			ACCESS:	
			EFFORT: PASS 1	617 secs
			PASS 2	547 secs
SLOPE (%):	7%	TEMP (°C): 13		
			TIME: 9:30	
SAMPLING COMMENTS: Used lower stopnet. Brushed trail so site was passable. Very thick. Beaver dam used as top of site.				

POPULATION ESTIMATES:

SPECIES	AGE	FL		PASS		N	S.E.	N/m ²	N/100 m
		RANGE	MEAN	1	2				
NO FISH CAPTURED OR OBSERVED									
1 long-toed salamander in lower stopnet									
TOTAL						0.0			

LOCATION	WIDTH (m)	CHANNEL (m)	SITE COVER				MORPH.	RES. DEPTH (cm):	CPw
0	1.6	3	LWD			A		13	
3	1.2	2	SWD			A			
6	1.9	2.2	COBBLE						
9	2.3	2.4	IN VEG						
12	1.0	1.1	OVER VEG			A			
15	1.6	1.8	CUTBANK						
18	1.2	1.3	DEEP POOL						
20									
24									
			TOTAL:				D95/D:	30/<1	
							(cm)		
AREA (m ²):	1.5								
	77.1	MARGIN (m):	50						

HABITAT COMMENTS:

Discharge = 5.4 l/sec

0.7 m drop midway up site. 1.6 m old beaver dam at 50 m (Photo 148) is a definite barrier.

Culvert is ~ 20 m long * 0.8 m diameter with 20 cm drop at the outlet. Slope is 5% - and would not be passable to smaller fish.

Ponded area above beaver dam has filled with silt. Deepest section of pond is 0.7 m deep.

262

Appendix 1 Table 2. Bigelow Creek Minnow Trapping Site - June 2005

SITE: B3	REACH: 1	MAP:	PHOTO:	DATE: JJune 28/29
SITE LOCATION:				
				ACCESS: Veh
				EFFORT: 10 traps
SLOPE (%) :	0%			TEMP (°C): 13
				TIME:
SAMPLING COMMENTS: Set 10 minnow traps baited with roe overnight. Soak time 20 hours.				

POPULATION ESTIMATES:

SPECIES	AGE	FL RANGE	FL MEAN
NO FISH CAPTURED OR OBSERVED			
TOTAL			

LOCATION	WIDTH (m)	CHANNEL (m)	SITE COVER	MORPH. RES. DEPTH (cm):	Pool	
	~34m * 6 m	LWD	A		70	
		SWD	A			
		COBBLE		BED MATERIAL		
		IN VEG			Dominant:	flaes
		OVER VEG	A		Subdominant:	flaes
	CUTBANK					
	DEEP POOL					
		TOTAL:		D95/D: (cm)	flaes	
AREA (m²):	MARGIN (m): ~34 m					

HABITAT COMMENTS:
 Discharge = 5.4 l/sec
 This is an old beaver pond with no recent activity. It is filled with silt and maximum depth is 0.7 m.
 Dam is 1.6 m high.

Appendix 1 Table 3. Bigelow Creek Electrofishing Sites - June 2005

SITE: B4	REACH: 2	MAP:	PHOTO: 151 u/s 152 d/s	DATE: June 28/05
SITE LOCATION: Site is located immediately upstream from the Tatlow Road crossing culvert upstream towards the sawmill.				
			ACCESS Veh	
			EFFORT: PASS 1	451 secs
			PASS 2	417 secs
SLOPE (%):	2%	TEMP (°C):		15.5
		TIME:		12:00
SAMPLING COMMENTS: Established upper and lower stopnets and brushed lower part of site so channel could be seen.				

POPULATION ESTIMATES:

SPECIES	AGE	FL	FL	PASS		U1+U2	N	S.E.	N/m ²	N/100 m	
		RANGE	MEAN	1	2						
NO FISH CAPTURED OR OBSERVED											
TOTAL							0.0				

LOCATION	WIDTH (m)	CHANNEL (m)	SITE COVER		MORPH.	Rpconst
0	1.3	1.6	LWD	A	RES. DEPTH (cr	11
3	1.1	1.2	SWD	P	BED MATERIAL	
6	1.3	1.6	COBBLE	Dominant: fines		
9	1.1	1.1	IN VEG	Subdominant: cobble		
12	0.7	0.7	OVER VEG	A	D95/D: 15/fines	
15	1.1	1.1	CUTBANK	(cm)		
18	0.9	0.9	DEEP POOL			
20			TOTAL:			
24						
AREA (m ²):	54.6	MARGIN (m):	51			

HABITAT COMMENTS:	
Discharge =	5.41 l/sec
Channel has been ditched through this section to connect to culvert. Lacks diversity and complexity.	

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Appendix 1 Table 4. Bigelow Creek Electrofishing Sites - June 2005

SITE: B5	REACH: 2	MAP:	PHOTO: 153 u/s 154 d/s	DATE: June 28/05
SITE LOCATION: Site is located above mill ~ 70 m upstream from hopper. Lower net is set at gas line culvert entering to millsite.				
			ACCESS Veh	
			EFFORT: PASS 1	342 secs
			PASS 2	304 secs
SLOPE (%):	<1%		TEMP (°C):	19
			TIME:	14:00
SAMPLING COMMENTS: Established upper and lower stopnets and brushed site so channel could be seen.				

POPULATION ESTIMATES:

SPECIES	AGE	FL		PASS		U1+U2	N	S.E.	N/m ²	N/100 m
		RANGE	MEAN	1	2					
NO FISH CAPTURED OR OBSERVED Dragonfly nymph in net										
TOTAL						0.0				

LOCATION	WIDTH (m)	CHANNEL (m)	SITE COVER		MORPH.	RPconst	
0	0.4	0.6	LWD		RES. DEPTH (cm):	11	
3	0.6	0.8	SWD	A			
6	0.5	0.6	COBBLE		BED MATERIAL		
9	0.5	0.6	IN VEG	A	Dominant:	fines	
12	0.7	1	OVER VEG	A	Subdominant:	fines	
15	0.7	0.8	CUTBANK				
18			DEEP POOL				
20					D95/D:	<1/fines	
24			TOTAL:		(cm)		
		0.6					
AREA (m ²):	28.3	MARGIN (m):	50				

HABITAT COMMENTS:	
Discharge =	1.4 l/sec
Channel has been ditched along the top of the railroad through this section. Lacks diversity and complexity. Heavy sedge and brush in and along the channel in this section.	

265

Appendix 1 Table 5. Bigelow Creek Electrofishing Sites - June 2005

SITE: B6	REACH: 2	MAP:	PHOTO: 135 u/s 156 d/s	DATE: 28-Jun
SITE LOCATION: Site is located ~ 70 m upstream on channel on east side of Newpro mill. This is in a strip of riparian adjacent to the old log storage site for Skeena Cell.				
ACCESS:				
EFFORT: PASS 1 416 secs PASS 2 472 secs				
SLOPE (%):	<1	TEMP (°C): 17		TIME: 13:45
SAMPLING COMMENTS: Established upper and lower stopnets Site did not need to be brushed.				

POPULATION ESTIMATES:

SPECIES	AGE	FL		PASS		U1+U2	N	S.E.	N/m ²	N/100 m
		RANGE	MEAN	1	2					
NO FISH CAPTURED OR OBSERVED										
TOTAL							0.0			

LOCATION	WIDTH (m)	CHANNEL (m)	SITE COVER		MORPH.	RES. DEPTH (cm):	RPconst
0	2.2	2.4	LWD				
3	1.9	2.2	SWD	P			11
6	2.4	2.8	COBBLE				
9	2.2	2.4	IN VEG				
12	1.8	2.1	OVER VEG	A			fine
15	0.9	1.4	CUTBANK				fine
18			DEEP POOL				
20					D95/D:		fincs
24			TOTAL:		(cm)		fincs
	1.9						
AREA (m ²):	95.0	MARGIN (m):	50				

HABITAT COMMENTS:	
Discharge =	1.4 l/sec
This section of the creek has been ditched in the past with 2-3 m high banks. Full re-vegetated. Missing complexity and structure. Seepage channel in from east side midway up through site. Mallard duck and chicks in channel.	

Appendix 1 Table 6. Bigelow Creek Electrofishing Sites - June 2005

SITE: B7	REACH: 3	MAP:	PHOTO: 157 u/s 158 d/s	DATE: 28-Jun
SITE LOCATION: Site is located on private property immediately downstream from Hudson Bay Mt. Road Creek passes through several properties in this reach.				
				ACCESS:
		EFFORT:	PASS 1 151 secs	PASS 2 172 secs
SLOPE (%):	2%	TEMP (°C):	17	TIME: 14:30
SAMPLING COMMENTS: Upper and lower stopnets used at this site. Two-pass removal.				

POPULATION ESTIMATES:

SPECIES	AGE	FL		PASS		UI+U2	N	S.E.	N/m ²	N/100 m
		RANGE	MEAN	1	2					
NO FISH CAPTURED OR OBSERVED Residents in area indicate they have never seen fish in this section of the creek.										
TOTAL						0.0				

LOCATION	WIDTH (m)	CHANNEL (m)	SITE COVER			MORPH.	RPw
0	0.7	1.5	LWD			RES. DEPTH (cm):	14
3	0.6	1.1	SWD				
6	0.7	2.3	COBBLE				
9	0.5	1.8	IN VEG	P		BED MATERIAL	
12	0.5	1.5	OVER VEG	A		Dominant:	G
15	0.4	0.9	CUTBANK			Subdominant:	F
18			DEEP POOL				
20						D95/D:	4/2
24			TOTAL:			(cm)	
AREA (m ²):		0.6	MARGIN (m):		27		

HABITAT COMMENTS:	
Discharge = <1.4 l/sec	
Creek has been cleared out in a section of private property. Owner indicates creek dries up in late summer.	
Downstream from here creek channel is narrow, deep and thick with grass.	

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BYLAW NO. 1782

TOWN OF SMITHERS OFFICIAL COMMUNITY PLAN BYLAW NO. 1614 AMENDMENT NO. 15-05

WHEREAS the Council may, under the authority of Section 876 of the *Local Government Act*, adopt one or more Official Community Plans;

NOW THEREFORE the Council of the Town of Smithers, in open meeting assembled, hereby enacts as follows:

SECTION 1 - ADMINISTRATIVE PROVISIONS

- 1.1 This bylaw may be cited as "Bylaw No. 1782 – Town of Smithers Official Community Plan Bylaw No. 1614 Amendment No. 15-05" and takes effect as of the date of adoption.
- 1.2 If any section, subsection, sentence, clause or phrase in this bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the decision shall not affect the validity of the remaining portion of the bylaw.

SECTION 2 - MAP AMENDMENT

- 2.1 The Map of the Town of Smithers Official Community Plan Bylaw No. 1614 is amended by changing the designation of the lands legally described as the Lot 1, Section 19, Township 4, Range 5, Coast District, Plan 8848 (PID 006-708-137) and All that part of the Southwest ¼ of section 19, Township 4, Range 5, Coast District, Lying to the Southwest of District Lot 5714 as shown on Plan 1231, Except Plans 6428, 7747, 8848 and 8895 (PID: 008-531-269), shown on Schedule "B" attached hereto and forming part of this Bylaw:

From: Rural Lands
To: Heavy Industrial

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**TOWN OF SMITHERS
BYLAW NO. 1782**

Page 2

READ A FIRST TIME THIS _____ DAY OF _____ 2015

READ A SECOND TIME THIS _____ DAY OF _____ 2015

PUBLIC HEARING HELD THIS _____ DAY OF _____ 2015

READ A THIRD TIME THIS _____ DAY OF _____ 2015

ADOPTED THIS _____ DAY OF _____ 2015

The Corporate Seal of the Town of Smithers
was hereto affixed in the presence of:

Taylor Bachrach
Mayor

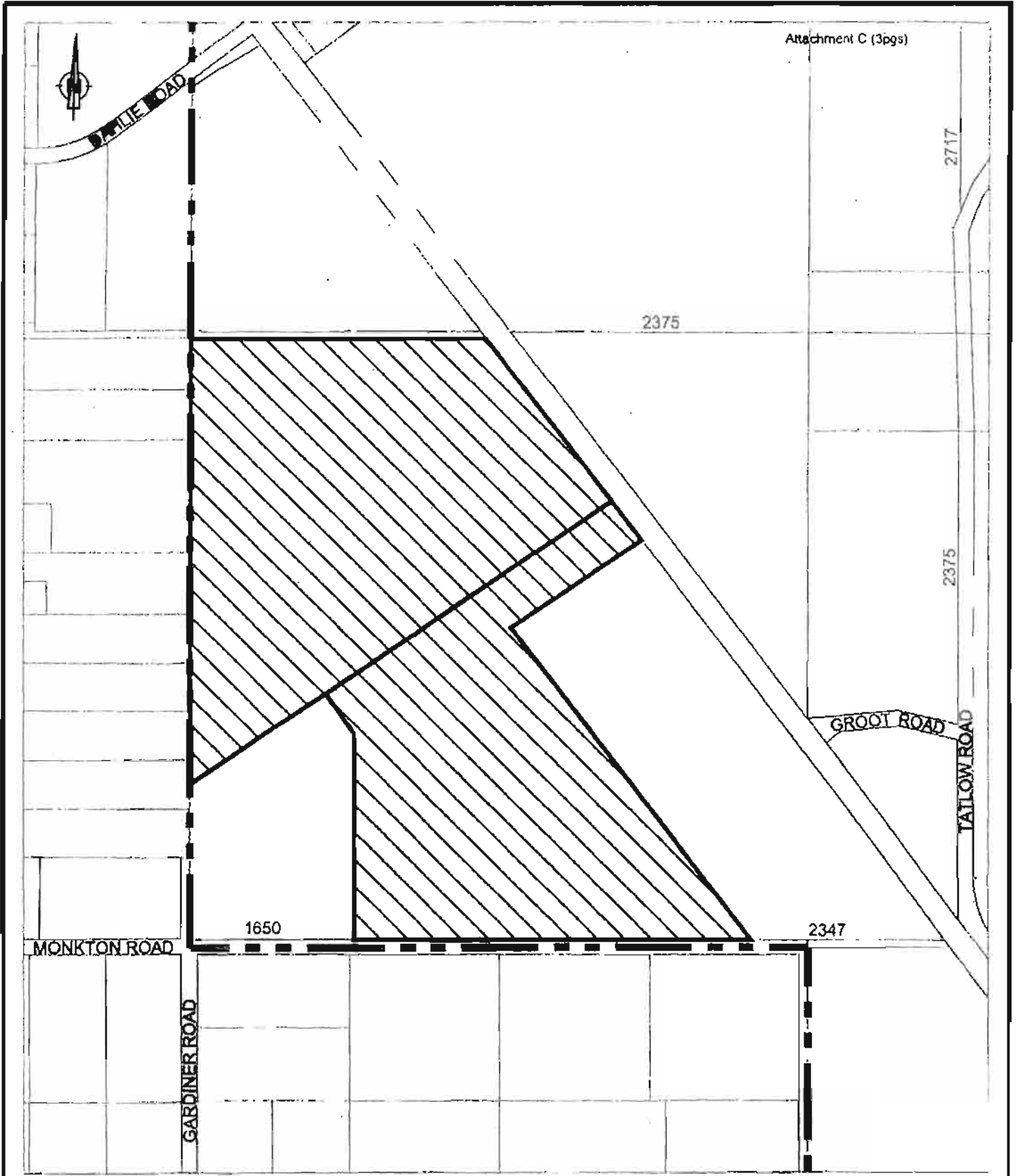
Susan Bassett
Acting Chief Administrative Officer

**CERTIFIED A TRUE AND CORRECT
COPY** of "Bylaw No. 1782 – Town of
Smithers Official Community Plan Bylaw
No. 1614 Amendment No. 15-05".

Susan Bassett
Corporate Administrator

LD

Attachment C (3pgs)



Schedule 'A'
OCP Amendment Bylaw 1782
West Fraser Mills

Scale: NTS
 Drawn By: TJV Date: Oct. 20, 2015
 Approved By: _____ Date: _____
 File Name: O:\ENGINEERING\Autocad drawings\Planning\Bylaw Maps\Schedule A - Bylaw 1782 - Railway Ave - West Fraser Mills.dwg

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271

40/46



BYLAW NO. 1783

TOWN OF SMITHERS ZONING BYLAW NO. 1403 AMENDMENT NO. 15-05

WHEREAS the Council may, under the authority of Section 903 of the *Local Government Act*, create different zones and regulate uses, density, and siting within each zone;

NOW THEREFORE the Council of the Town of Smithers, in open meeting assembled, hereby enacts as follows:

SECTION 1 - ADMINISTRATIVE PROVISIONS

- 1.1 This bylaw may be cited as "Bylaw No. 1783 – Town of Smithers Zoning Bylaw No. 1403 Amendment No. 15-05" and takes effect as of the date of adoption.
- 1.2 If any section, subsection, sentence, clause or phrase in this bylaw is for any reason held to be invalid by a decision of any Court of competent jurisdiction, the decision shall not affect the validity of the remaining portion of the bylaw.

SECTION 2 - MAP AMENDMENT

- 2.1 The Map of the Town of Smithers Zoning Bylaw No. 1403 is amended by changing the zoning of the lands legally described as the Lot 1, Section 19, Township 4, Range 5, Coast District, Plan 8848 (PID 006-708-137) and All that part of the Southwest ¼ of section 19, Township 4, Range 5, Coast District, Lying to the Southwest of District Lot 5714 as shown on Plan 1231, Except Plans 6428, 7747, 8848 and 8895 (PID: 008-531-269), shown on Schedule "B" attached hereto and forming part of this Bylaw:

From: Agricultural Zone (A-1)
To: Heavy Industrial Zone (M-3)

**TOWN OF SMITHERS
BYLAW NO. 1783**

Page 2

READ A FIRST TIME THIS _____ DAY OF _____ 2015

READ A SECOND TIME THIS _____ DAY OF _____ 2015

PUBLIC HEARING HELD THIS _____ DAY OF _____ 2015

READ A THIRD TIME THIS _____ DAY OF _____ 2015

ADOPTED THIS _____ DAY OF _____ 2015

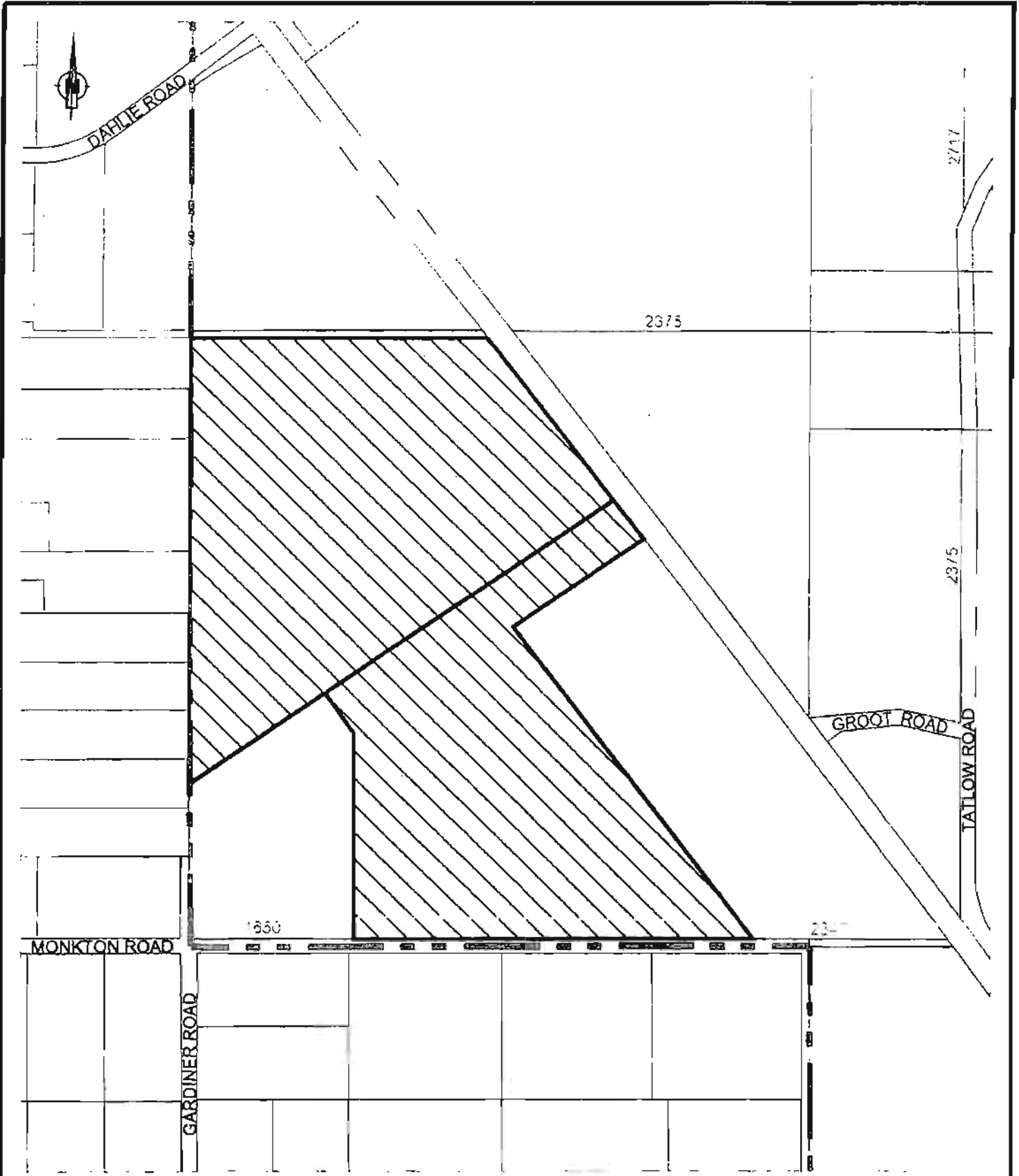
The Corporate Seal of the Town of Smithers
was hereto affixed in the presence of:

Taylor Bachrach
Mayor

Susan Bassett
Acting Chief Administrative Officer

**CERTIFIED A TRUE AND CORRECT
COPY** of "Bylaw No. 1783 – Town of
Smithers Zoning Bylaw No. 1403
Amendment No. 15-05".

Susan Bassett
Corporate Administrator



Town of
Smithers

Schedule 'A'
Zoning Amendment Bylaw 1783
West Fraser Mills

Scale: NTS
 Drawn By: T.JV Date: Oct. 20, 2015
 Approved By: _____ Date: _____
 File Name: Q:\ENGINEERING\Autocad
 drawings\Planning\Bylaw Maps\Schedule A -
 Bylaw 1783 - Railway Ave - West Fraser
 Mills.dwg



APPLICATION SUMMARY

- Name of Property Owners:** 7561466 Canada Inc.
- Name of Agent:** HBH Land Surveying Inc.
- Electoral Area:** A
- Subject Properties:**
- Lot 2 Block B District Lot 956 Range 5 Coast District Plan EPP26092;
 - Block A District Lot 956 Range 5 Coast District;
 - District Lot 734 Range 5 Coast District Except Block A;
 - District Lot 6661 Range 5 Coast District Except Plan EPP26092;
 - The NE 1/4 of District Lot 882 Range 5 Coast District;
 - The NW 1/4 of District Lot 882 Range 5 Coast District;
 - Block A District Lot 734 Range 5 Coast District;
 - Lot 1 Block B District Lots 956, 7835 and 6661 Range 5 Coast District Plan EPP26092.

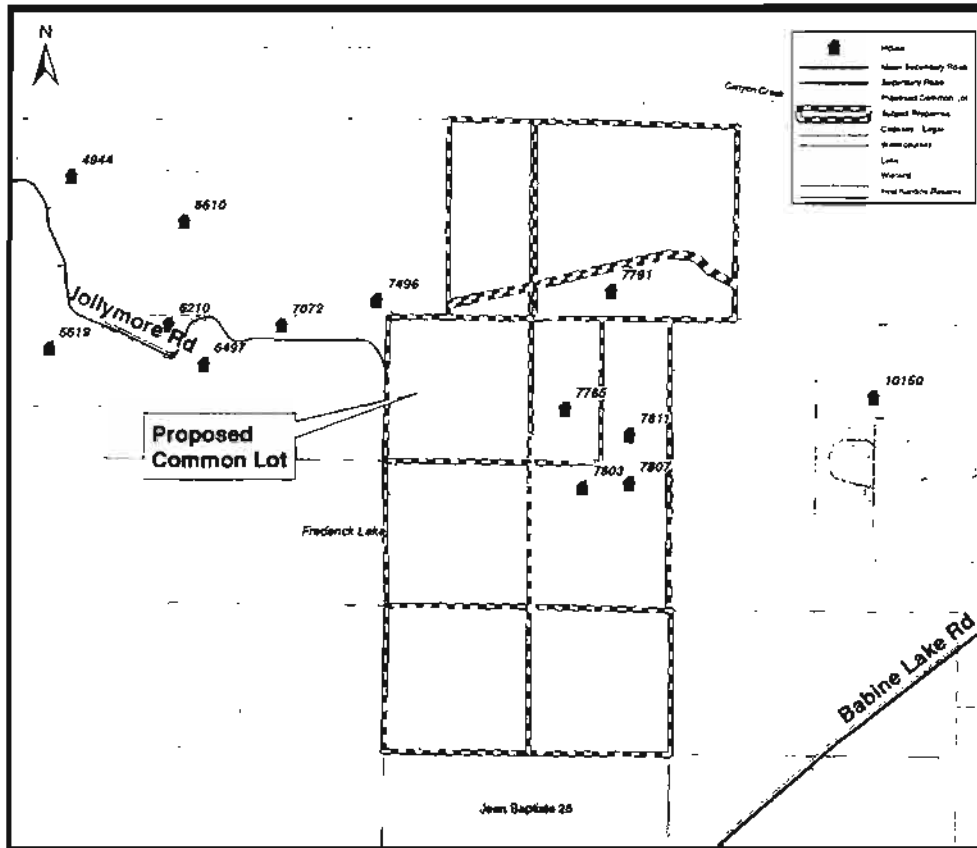
Location: The subject properties are located at the end of Jollymore Road, approximately 6.5 km from the Town of Smithers. To the east and west are large parcels used for agricultural and residential purposes. To the south is the Jean Baptiste Indian Reserve, and to the north there is undeveloped crown land.

Subdivision Proposal:

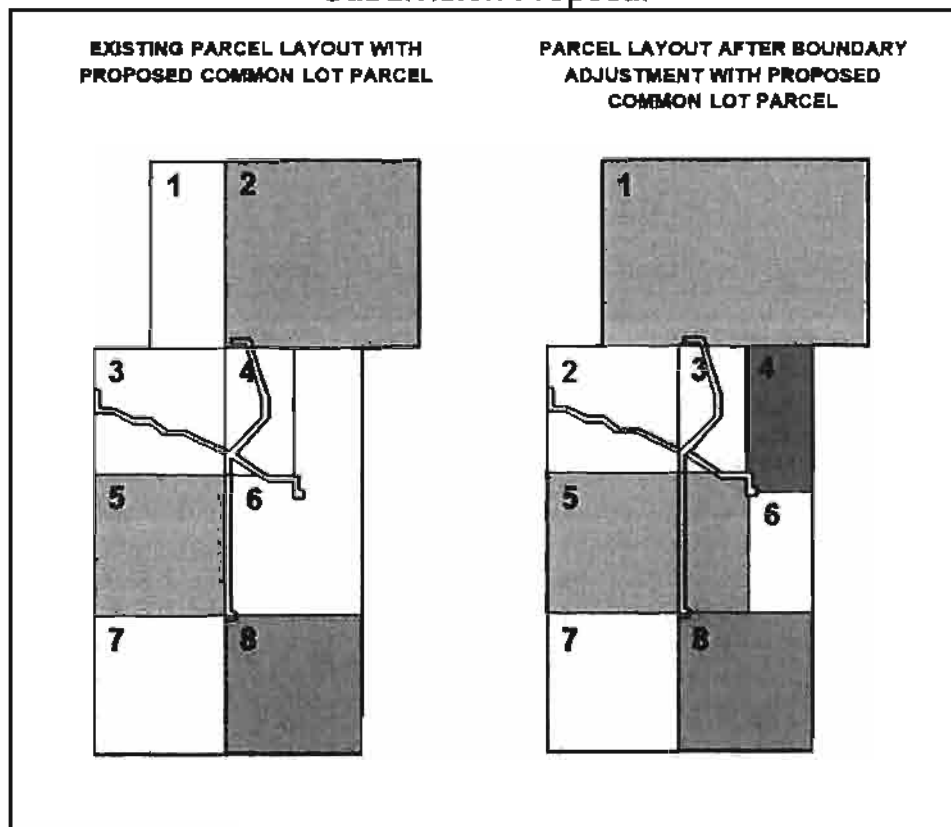
This application is regarding the proposed creation of a parcel that will serve as road access to 8 rural parcels. This parcel is being proposed as an alternative to creating access by public roads. The common access parcel would be under shared ownership where each owner of a parcel accessed by the road would own a 1/8 share of the common access parcel. The 1/8 share would be referenced on the title of the benefitting parcel so the share of the common access parcel cannot be sold separately.

The maps below show the location of the proposed common access parcel in relation to the existing parcels, and the proposed parcels following a boundary adjustment. The subdivision of this shared interest parcel requires ALC approval.

General Location Map



Subdivision Proposal



The Land Use:

The eight parcels involved total 498.6 ha (1232.1 acres) in area and are owned by a Quebec company which has ties to the natural health industry. Previously there was an old homestead and some outbuildings on one of the properties. The majority of the land was undeveloped. The company has built large dwellings on 5 of the properties, and a 6th building which will be converted to a dwelling following the proposed boundary adjustment, if approved. Presently, the majority of these dwellings remain vacant for most of the year. There is a resident caretaker on the property and several full-time employees working on construction and land development.

A significant amount of effort has been expended clearing land and developing its agricultural potential. The perimeter of the eight properties has been fenced. The stated goal is to raise several hundred heads of Black Angus cattle.



It appears that the intent is to use the parcels as a large rural estate which contains a cattle ranch and dwellings intended for either personal or corporate use. The proposal also allows the parcels to be sold off to separate owners.

**O.C.P. Designation:**

Agricultural (AG) in Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014

Zoning: Agricultural (Ag1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

Agricultural Capability:

Based on Canada Land Inventory mapping:

87% of the Subject Property is
100% Class 4 limited by stoniness and topography

13% of the Subject Property is
100% Class 6 limited by excess water (groundwater)

Class 4 Land is capable of a restricted range of crops. Soil and Climate conditions require special management.

Class 6 Land is important in its natural state as grazing land. These lands cannot be cultivated due to soil and/or climate limitations.

Previous Applications:

No. 396 NE 1/4 District Lot 882, Coast District 5.

Application to subdivide one ±16 hectare parcel from 64.8 hectare parcel in 1981.

Staff recommendation:	Approval
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

No. 944 Block A, District Lot 734, Range 5, Coast District.

Application to subdivide one ±16 hectare parcel from 51 hectare parcel in 1991

Staff recommendation:	Approval
Regional Board recommendation:	Approval
A.L.C. Decision:	Denied

Surrounding Applications:

No. 184 SW 1/4, District Lot 883, Range 5, Coast District

Application to utilize approximately 1 1/2 acres of the ± 160 acres of the described property as a public road, Which will establish two 5 acre lots outside of the ALR within DL 259. (June 1977).

Staff recommendation:	Approval
Regional Board recommendation:	Approval
A.L.C. Decision:	Approved

No. 371 District Lot 7922, Range 5, Coast District

Application to exclude the ± 89.1 ha parcel of land described as District Lot 7922, Range 5, Coast District (Jan 1981).

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

No. 515 District Lot 7922, Range 5, Coast District

Application to subdivide the ± 89.1 ha parcel of land into three parcels; one of 20.25 ha, one of 32.4 ha and one of 36.45 ha (March 1983).

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

No. 1093 District Lot 7922, Range 5, Coast District

To subdivide the 88 ha lot into a 24 ha lot and a 64 ha lot or alternatively, a 16.8 ha lot and a 71.2 ha lot. (March 2010).

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Approved, subject the new parcel not being greater than 2 ha and located in the SE corner of the property and for the sole benefit of the son.

REFERRAL COMMENTS

Advisory Planning Commission See supplementary agenda.

Ministry of Agriculture See supplementary agenda.

PLANNING DEPARTMENT COMMENTS

It is clear that the subject properties are being developed for farming and residential use. However, the character of the development is unique in that the farming aspect of the development appears to be a component of the creation of a high end rural retreat or rural estate. Regardless of the nature of the residential use there is little doubt that

the intent is to use the majority of the land for agricultural purposes. However, should the lands be sold separately it is unlikely that they will be purchased by farmers, given the character of the development.

Private Access

Currently two of the eight parcels have no legal access. In order to do the desired boundary adjustment the applicant must satisfy Section 75 of the *Land Title Act*, which deals with access.

Generally speaking the Planning Department has concerns with the restriction of public access to large areas of the rural community by allowing the privatization of the roads network. In the long term this type of development can negatively impact the character of the rural area. There are also issues related to public access to lands beyond. However, given the specific situation there are no apparent negative implications associated with this development. The subject properties are being developed for agricultural use (among other uses), and the owners desire to limit public access to the area does not appear to have any negative impact on the agricultural use of the land. Therefore, staff has no objection to the application based on the agricultural issues.

Official Community Plan and Zoning

The Agricultural (AG) designation in the Smithers Telkwa Rural OCP encourages consolidation of legal parcels and boundary adjustments that permit more efficient use of arable land for agricultural purposes (3.1.2(8)). The proposed boundary adjustment is keeping the parcels large and at a productive size, as the smallest proposed parcel is 29.9 ha (not including the proposed common access parcel).

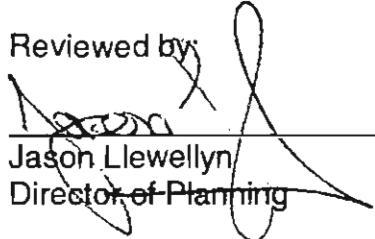
The proposed common access parcel does not meet the minimum parcel area requirement of 16 ha in the Ag1 Zone. Therefore, the proposed subdivision cannot occur without the Regional District Board first issuing a development variance permit to reduce the required minimum parcel area.

Recommendation

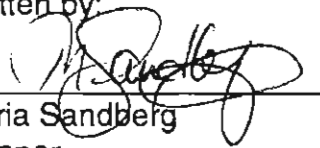
That Agricultural Land Reserve Subdivision Application No. 1185 (7561466 Canada Inc. /HBH Land Surveying Inc.) be recommended to the Agricultural Land Commission for approval.

Development Services – All/Directors/Majority

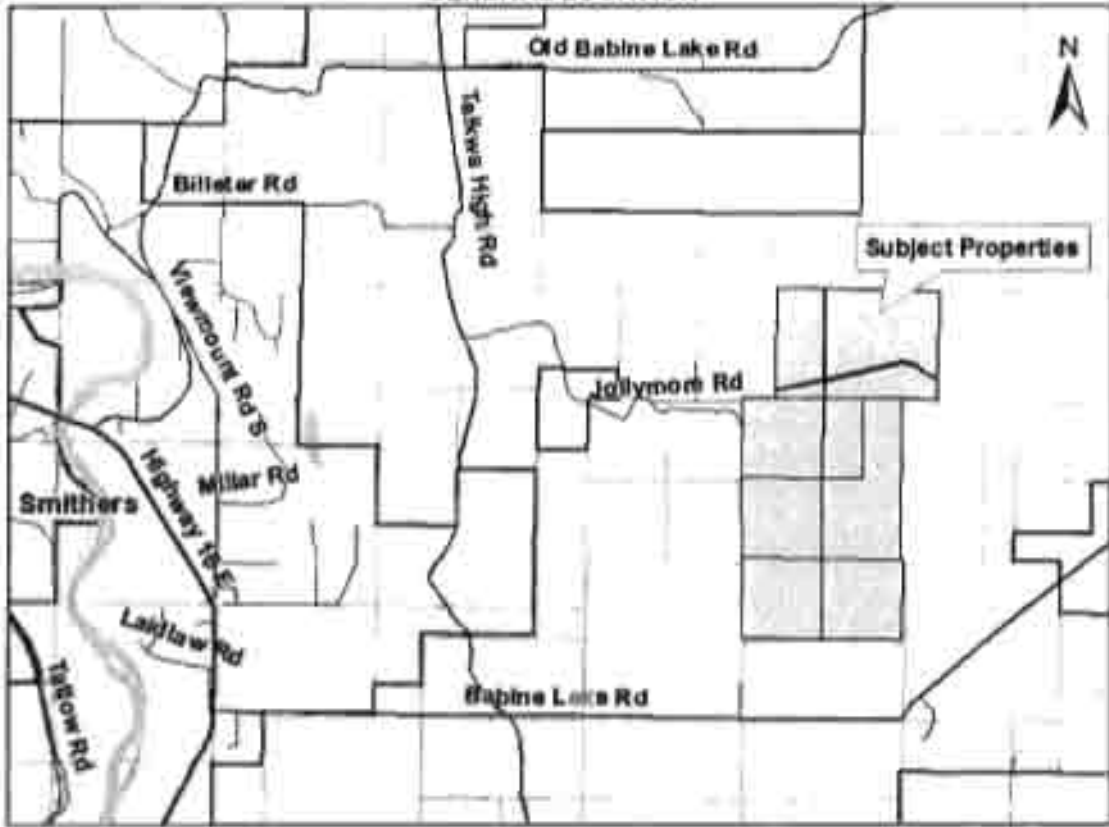
Reviewed by:


 Jason Llewellyn
 Director of Planning

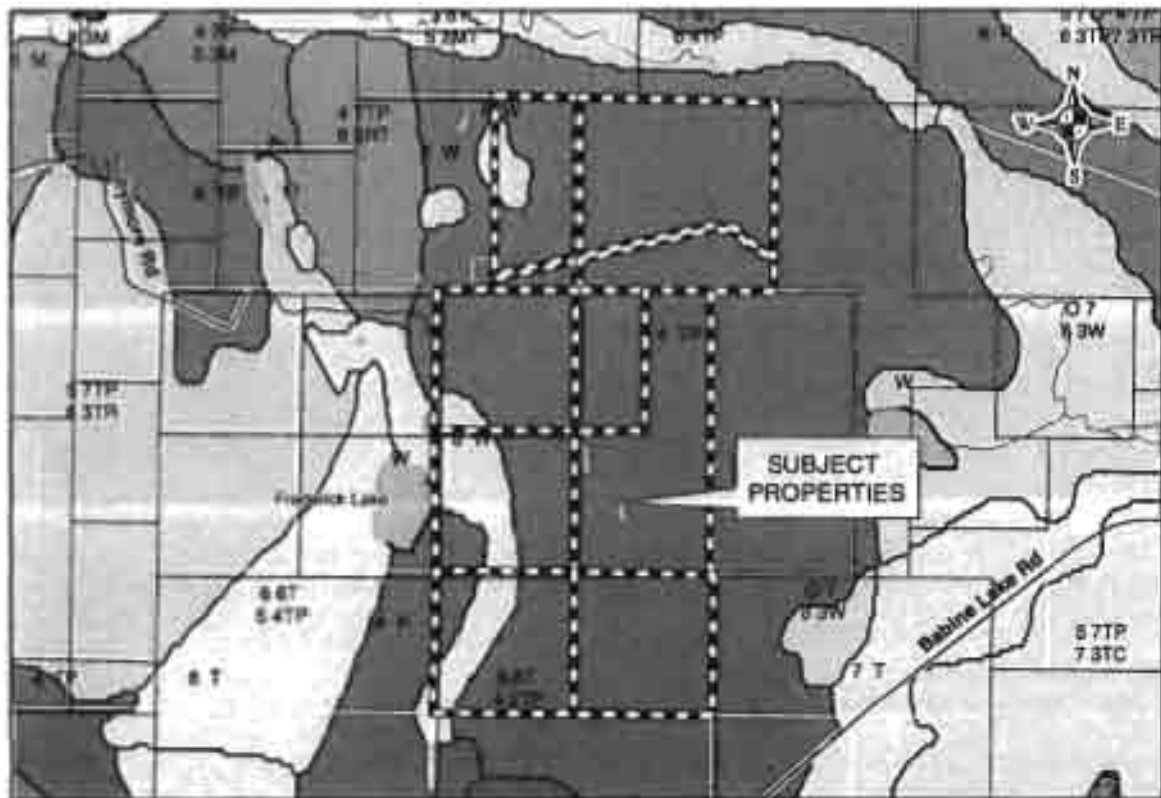
Written by:


 Maria Sandberg
 Planner

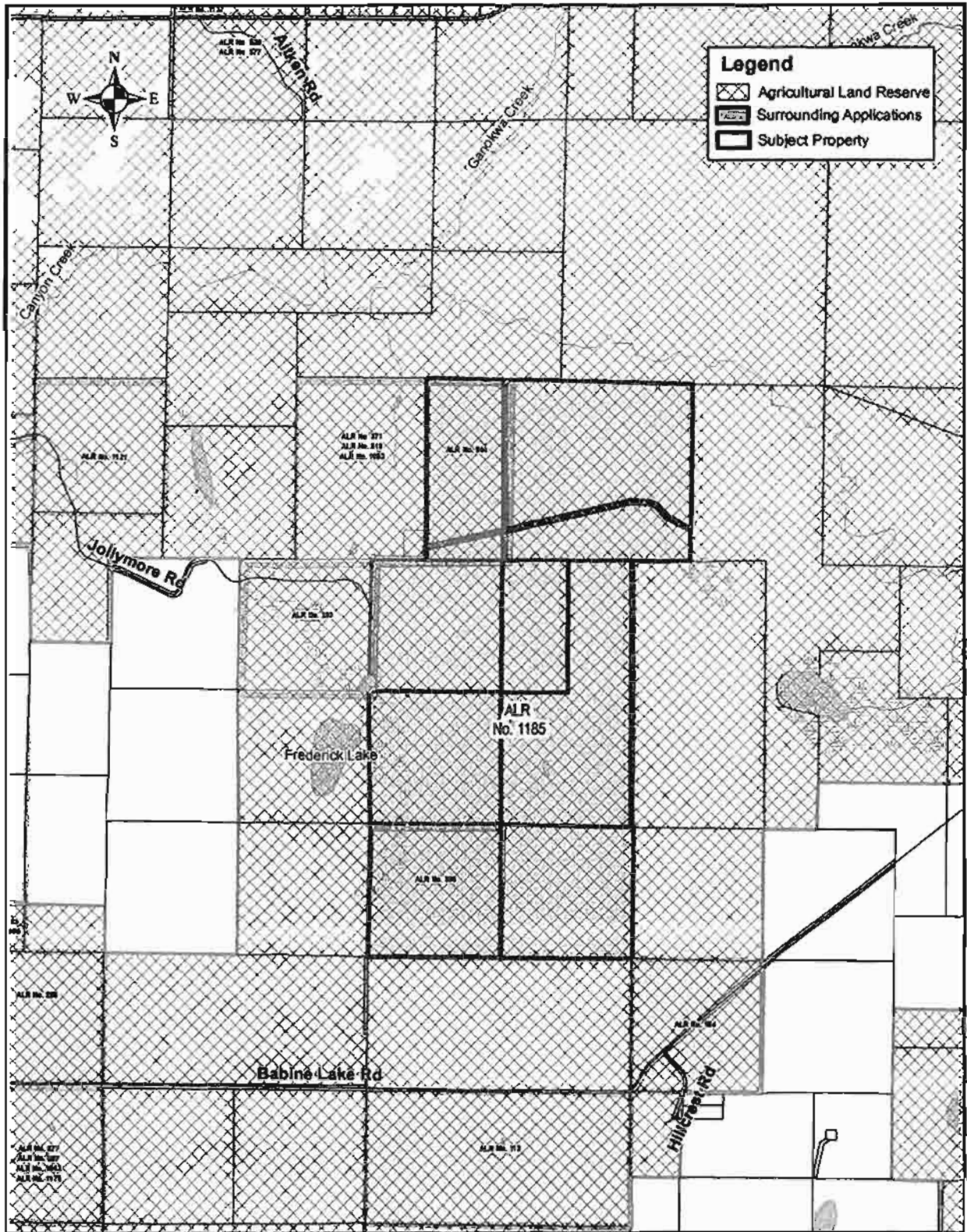
GENERAL LOCATION



C.L.I. AGRICULTURAL CAPABILITY



Surrounding Applications, ALR Status & Surrounding Development



SITE VISIT REPORT

APPLICATION ID: 54393 (Submitted pursuant to s. 21 of the *Agricultural Land Commission Act*)

PANEL REGION: North

ALR ZONE 2

DATE OF SITE INSPECTION: August 20, 2015

ARRIVED AT PROPERTY: 8:30 am

WEATHER CONDITIONS: overcast

COMMISSION REPRESENTATIVES:

Dave Merz	Vice Chair, North Panel
Sandy Busche	Commissioner, North Panel
Garry Scott	Commissioner, North Panel

Gordon Bednard	Regional Planner
Laurel Eyton	Land Use Planner

OTHER PARTICIPANTS:

Agents	Gina Hidber, HBH Land Surveying Inc. Wabe Lubbers, Caretaker for the Properties
Ministry of Agriculture —	Regional Agrologist John Stevenson

PROPOSAL: To subdivide approximately 6 ha from the Properties as common property (strata) in order to provide private access to the Properties.

OBSERVATIONS:

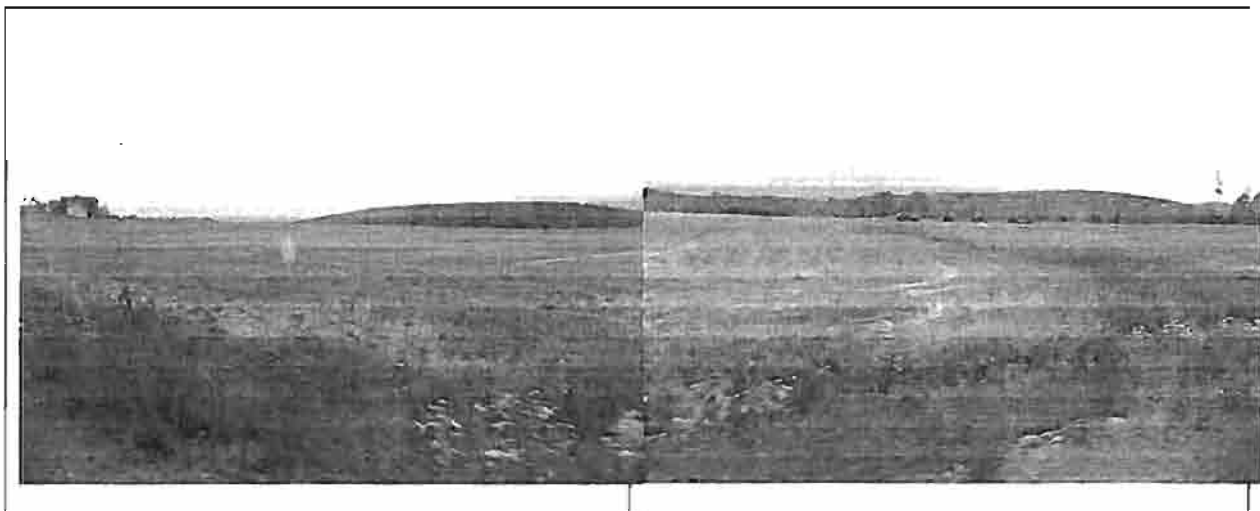
- 150 acres of the Properties are in seed as hay.
- The lower fields (approximately 170 acres) were cleared and very rocky; when the Panel was onsite workers were hand-picking the rocks.
- The Properties slope down towards the south.
- The houses proposed for the Properties on the attached revised sketch plan were under construction.

DISCUSSION:

- The Agents report that as of Spring 2016 the Properties will have 270 acres in production. Currently there are oats and hay planted.
- The Applicant currently has 300 cows associated with these Properties on another farm in Walcott. The Applicant plans to run up to 700 cows and winter them on the Walcott farm. The Applicant intends to produce organic beef with all organic feed and grain.
- The Agents report that the operation is currently limited by water, and that if they had more water they could increase production.
- The Agents report that the Applicant installed 7km of fencing onto the Properties last year and another 1500 fence posts this year. 500 acres total has been fenced within the last 2 years and there are further plans for cross-fencing.
- The Agents provided further details on the Application. The public roads on the Properties are a result of the origin of these properties as agricultural leases. The Properties and homes are all owned by the Applicant, to be used as a retreat for staff and his extended family. There will be a caretaker living and working onsite and two full time farmers working on the land. The Applicant desires for private access only to minimize trespass on his Properties and interference with his livestock.

ATTACHMENTS:

Photographs 1 and 2: Fields in production on the Properties (both photos) and one of the houses (left photo).



Photographs 2 (left, looking southeast) and 3 (right, looking south): Recently cleared fields.



Photograph 3: At the southern end of the Properties, looking north upslope to the recently cleared fields where workers were hand-picking rocks.



DEPARTED PROPERTY: 9:15 am

CERTIFICATION:

On DATE, NAME (Applicant(s)/Agent) confirmed that this site inspection report accurately reflects the observations and discussions that occurred on August 20, 2015.



Stephen Howard, BCLS (NP), CLS
 Gina Hidber, PEng, BCLS
 Rebecca Broten, EIT, BCLS
 Mark Rosemann, BCLS

Agricultural Land Commission
 Attn: Laurel Eyton
 #133 - 4940 Canada Way
 Burnaby, BC
 V5G 4K6

February 26, 2015

Re: ALC Application # 53839
Our File # LUB1302

In response to your email of February 24, 2015, please find below additional information as requested.

Our client has acquired eight contiguous parcels of land with the intent to farm all parcels as a whole. Homes have been built or will be built on all of the eight properties. Each of the houses are and will be residential, there will be no rural recreational facility. Each residence will be used to house individuals farming the land, cultivating the soil and raising cattle.

Before the remainder of the homes are built, our client has engaged in a boundary adjustment application in order to make the best use of the land. In order for the boundary reconfiguration to be approved by the Provincial Approving Officer, adequate access was necessary to satisfy the requirements of Section 75 of the Land Title Act. 75(1)(a)(i) is the section of the Land Title act that gives the approving authority to ensure appropriate access to land under subdivision.

- 75 (1) A subdivision must comply with the following, and all other, requirements in this Part:
- (a) to the extent of the owner's control, there must be a sufficient highway to provide necessary and reasonable access
 - (i) to all new parcels, and
 - (ii) through the land subdivided to land lying beyond or around the subdivided land;

There were three options to create access to the proposed lots: access by public road, access by easement, and access by common lot.

If access were created by public road, any member of the public could have access into the farm. Our client was not in favour of increasing public access. Furthermore, increased access to ALR lands contravenes the principles of the ALC.



Stephen Howard, BCLS (NP), CLS
 Gina Hidber, PEng, BCLS
 Rebecca Broten, EIT, BCLS
 Mark Rossmann, BCLS

Access can be granted by easement, but to **one** parcel only from an established road or highway. Section 9 of BC Land Title Act Regulation 334/79 states, "An approving officer may grant relief from compliance with section 75 (1) (a) (i) of the Act if a subdivision creates a **single** parcel that does not abut a highway and the subdivider proposes to grant, appurtenant to the new parcel, an easement of access to a highway or, where there is no established system of highways, a private road or way..." Since there is more than one parcel in this boundary adjustment, access by easement cannot be granted.

A third option was access by common lot. As stated in Section 12 of BC Land Title Act Regulation 334/79, "an approving officer may approve a subdivision where the subdivider is a registered owner in fee simple of an existing parcel together with an undivided share or shares in one or more parcels that individually or collectively are contiguous to the existing parcel and he submits a subdivision plan showing

- (a) the existing parcel divided into lots, and
- (b) a table drawn in the manner prescribed by section 11 (4), completely allotting to those lots the subdivider's share or shares in the lands which are contiguous to the existing parcel.

In essence, each new lot created will own a 1/8 fractional share of the road being created. This 1/8 share and the lot itself, will comprise the registerable lot. Access by common lot can be likened to that of access by strata road.

The proposal was sent to the Provincial Approving Officer Michelle Boudreau and a discussion was had regarding access. It was Michelle who suggested that access by common lot would be a good alternative to road in this situation so access could be preserved without dedicating new road.

It is our opinion and that of Approving Officer Michelle Boudreau that access by common lot will adhere to the principles of the ALC by restricting access by the public to ALR land, create access desirable to our client, and be within the Statutes and Regulations of the Land Title Act. Most importantly, it will allow for the continuous uninterrupted development and farming of the parcels under application.

The alternative to the common lot is to dedicate public road in order for the boundary adjustment to move forward. The neighbour who was concerned about the development of a recreational facility may well see his fears realized if the road were to be public. In this instance, the landowner could not prevent the public from travelling the roads in any legal motorized vehicle, pedal bikes etc. It is a substantial development with beautiful log homes and is certainly an attractive



Stephen Howard, BCLS (NP), CLS
 Gina Hidber, P.Eng, BCLS
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 Mark Rossmann, BCLS

destination for the curious. Access by common lot will ensure limited access, in essence a private road.

An application had been sent to the Ministry of Transportation and Infrastructure Provincial Approving Officer as a first step in the boundary adjustment process. A referral was sent to the Ministry of Agriculture and John Stephens, P.Ag replied that he has no issue with the configuration as presented.

Along with this letter, please find attached a map showing current tenure as it exists on this property. You will notice that many of the lots were crown granted without access. In addition, a revised Proposed Plan of Subdivision is attached. This plan shows the 3 lots subject to the subdivision application (boundary adjustment), shown in green, magenta and orange, along with the desired common lot D for access shown in red. I have included acreage calculations showing the resultant areas of each parcel with the common lot area removed. Our application to close the crown grant roads was not successful so you will notice that these roads will still exist and are not included in parcel areas.

If you have any further questions or require additional clarification, please contact me at your convenience.

Best Regards,

Gina Hidber
 R2F677

Digitally signed by Gina Hidber
 R2F677
 DN: c=CA, ou=Gina Hidber R2F677,
 o=HBH Land Surveying, country=CA
 at www.hbh.ca/ASJP.dn1
 16402927
 Date: 2015.02.26 22:04:29 -0500

Gina Hidber, P.Eng., BCLS
 HBH Land Surveying Inc.



MEMORANDUM

To: Regional District Board
From: Jason Llewellyn, Director of Planning
Date: November 10, 2015
Re: **Pacific Trails Pipeline Environmental Assessment Certificate Amendment**

BACKGROUND

On June 26, 2008, Pacific Trail Pipelines Limited (PTP) was issued an Environmental Assessment (EA) Certificate to construct a 470 km natural gas pipeline between Summit Lake and Kitimat BC. The Pacific Trails Pipeline Project was previously known as the Kitimat-Summit Lake Pipeline Looping Project.

At the September 20, 2012 Board meeting, the Regional District Board approved the Regional District's participation in the Environmental Assessment Office's Working Group regarding the Pacific Trail Pipelines Project.

Since the EA certificate was issued there have been three approved amendments. PTP requested the first amendment for an increase in pipeline diameter from 36" to 42" that was approved on April 10, 2012. The second amendment was requested for a name change from Kitimat-Summit Lake Natural Gas Pipeline Looping Project to Pacific Trail Pipeline, the addition of a stockpile site, and seven route amendments. Amendment #2 was approved on August 9, 2012. The third amendment was to make 54 route changes, and allow a number of multi-use sites, and relocate the pipeline terminal point. The amendment also included a five year extension of the EA Certificate, which was to expire on June 26, 2013. Amendment #3 was approved on July 13, 2013.

On February 14th, 2014 the PTP submitted an application for a 4th amendment to their project. This amendment proposes 27 route changes, the clearing and grading of extra temporary workspace, one temporary stockpile site, and the relocation of a compressor station from the Burns Lake area to Summit Lake. The route changes in the RDBN occur in the area from the eastern boundary of the RDBN to the area northeast of Tchesinkut Lake.

At its March 20th, 2014 meeting the Regional District Board approved a motion requesting:

- That PTP maintain open communications with local communities during construction so that any issues that arise may be appropriately and quickly identified and addressed in consultation with the community.
- That PTP develop, as soon as possible, an environmental management plan in consultation with the RDBN that identifies the proposed use of RDBN facilities to deal with liquid and solid waste relating to construction activities and work camps.

A draft environmental management plan was reviewed by staff in 2014. Unfortunately that document did not contain any information regarding the use of RDBN facilities for liquid and solid waste.

DISCUSSION

PTP have made minor amendments to the route, and are undertaking consultations regarding the route shown on the attached maps. Staff has no comments or concerns regarding the route amendments. However, it is recommended that the RDBN send the attached letter to PTP. This letter contains comments in line with those provided to other pipeline development proponents.

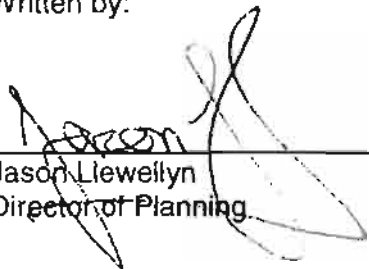
The working group tracking table and "Pacific Trail Pipeline Project Environmental Assessment Certificate E08-01 Amendment #4 Project Description" document are available from staff on request.

Recommendation

That the letter attached to the staff report dated November 10th, 2015 be sent to Chevron Canada Limited.

Development Services – All/Directors/Majority

Written by:



Jason Llewellyn
Director of Planning

November 19th, 2015

Rae-Lynne Mills – Team Lead, Surface Land
Chevron Canada Limited
Canada Business Unit
500 – Fifth Avenue SW
Calgary, AB, Canada, T2P 0L7

Sent by e-mail to RMills@chevron.com

Re: Invitation to Consult Regarding the Pacific Trails Pipeline

This letter is provided on behalf of the Board of the Regional District of Bulkley-Nechako (RDBN) in response to your November 3rd, 2015 letter seeking to consult with the RDBN regarding the Pacific Trails Pipeline (PTP).

The Regional District of Bulkley-Nechako would like to accept your offer to consult and has the following comments regarding the pipeline project and associated facilities.

The Location and Size of Worker Camps and other Pipeline Facilities

The location and size of worker camps, and other facilities associated with construction should be confirmed. Also issues associated with these facilities, such as emergency response, waste disposal, and traffic management have not been adequately discussed. We note that a number of work camps or other facilities may not legally occur in the locations under investigation.

Further information relating to the location of proposed pipeline facilities in the Regional District is provided in the attached brochure.

Solid Waste Disposal

The RDBN is asking that there be discussion regarding the pipeline's solid waste disposal needs as necessary to allow the RDBN to identify any potential impacts on our infrastructure, determine our ability to accommodate the waste, and allow for the necessary planning and budgeting. The following is an example of some of the information required:

- How much solid waste (in tonnes) is proposed to be disposed of at each RDBN landfill?
- How much of that waste is industrial waste and hazardous waste?
- Over what time period is the waste proposed to be disposed?

- What waste reduction activities will be conducted to minimize waste generated (recycling, composting, etc.)

There is no certainty that the RDBN may be able to accommodate certain solid waste from pipeline construction at our landfills. There needs to be discussions relating to the capacity of our facilities, our operational limitations, and our long term costs well in advance of any request to utilize RDBN facilities.

Liquid Waste Disposal

The RDBN's ability to accept liquid waste at our facilities is very limited. The most practical solution may be the disposal of liquid waste at municipal facilities; however, the capacity of municipal facilities to accommodate the waste from all of the potential pipeline projects is likely not known. It may be in the best interest of Chevron Canada Ltd. to begin working with municipalities to identify their capacity to accept liquid waste, identify any facility upgrades that may be necessary, and discuss the fees that may be associated with utilizing municipal facilities. It may also be an option to develop a regional facility. This may be an opportunity for the region to obtain upgrades to infrastructure for the benefit of the region's residents. This same opportunity may be available for municipal water systems. The RDBN's Environmental Services Department is open to facilitating the necessary discussions between the municipalities and the pipelines.

Invasive Plant Control

The proposed Coastal Gaslink Pipeline right of way can be expected to facilitate the spread of invasive plants. The RDBN is asking that Chevron Canada Ltd. develop an invasive plant management plan (for the RDBN's review), and commit to provide annual funding to the Northwest Invasive Plant Council (NWIPC) to support their weed control efforts in the RDBN.

Fire Protection and Emergency Response

Chevron Canada Ltd. should consult with the RDBN regarding fire protection, emergency response, and their emergency management plan. The Regional District is concerned that there will be inadequate and inconsistent plans and protocols between camps, and pipeline contractors. Of particular concerns are the communications protocols and emergency evacuation components of the plan.

Log and Wood Fiber Utilization

The cutting of trees and the long term loss of forested lands associated with the proposed pipeline represents a negative impact to the long term sustainability of the region's forest industries. To minimize this loss it is important that all useable logs cut from the pipeline right of way be utilized. The RDBN is concerned that where the cost of harvesting and transportation are too high the logs will not be utilized in support of the

forest products industries. The RDBN would like Chevron Canada Ltd. to ensure that wood fibre is utilized in support of the forest products industries even if it cannot be sold or otherwise economically transported to market.

Employee Training and Apprenticeships

The RDBN requests that Chevron Canada Ltd. take all steps possible to facilitate the training of workers in the region. The specific actions that TransCanada is committing to undertake to maximize local training and employment needs to be further discussed and confirmed. Also, it is requested that Chevron Canada Ltd. participate in the implementation of the RDBN's Regional Skills Gap Analysis project.

Use of Local Business

The RDBN encouraged Chevron Canada Ltd. to do all that is possible to scale the size of contracts related to pipeline construction and operation in a manner which allows local business to take advantage of the opportunity offered by the pipeline. Early communication with local business regarding the opportunities that will be available has also been identified as important to ensure that these opportunities are taken advantage of by local entrepreneurs. The specific actions that Chevron Canada Ltd. is committing to undertake to maximize the involvement of local business in the pipeline construction, and maintenance process, needs to be further discussed and confirmed.

The Regional District remains concerned that very few contracts associated with pipeline construction will go to local business given the scale of the contracts and a lack of knowledge of the procurement process. There is opportunity for local businesses to expand or be created as a result of pipeline construction; however, the extent of the local opportunity is entirely dependent on the business practices of Chevron Canada Ltd.

The Regional District of Bulkley-Nechako looks forward to addressing these issues with Chevron Canada Ltd.

Cheers,

Bill Miller,
Chair, RDBN Board

cc: Peter Wijkamp, Manager, Special Projects, OGC (Peter.Wijkamp@bcogc.ca)
Scott Bailey, Executive Project Director LNG Facilities, EAO (Scott.Bailey@gov.bc.ca)
BC Oil and Gas Commission, Bag 2, Fort St. John, BC, V1J 2B0
Angela London – Project Coordinator, (alondon@scotland.ca)



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Chevron Canada Limited
Canada Business Unit
500 - Fifth Avenue SW
Calgary, Alberta T2P 0L7
Tel 403-234-5000
Fax 403-234-5947

VIA EMAIL

Date: November 3, 2015

Landowners / Occupants / Residents / Local Authorities / Industry / Interested Parties

Bulkley Nechako Regional District
PO Box 820
Burns Lake, BC V0J 1E0

Attention: Jason Llewellyn

RE: PTP BC ENVIRONMENT ASSESSMENT OFFICE CERTIFICATE AMENDMENT #4
PIPELINE SECTION TWO (NTS / PNG MAP LOCATIONS d-76-K/93-J-2 to c-8-E/93-K-3)
Local Authority

Pacific Trail Pipelines Management Inc. (PTPMI), operated by Chevron Canada Limited, is proposing a 42 inch sweet gas pipeline from Summit Lake, BC to Bish Cove, south of Kitimat, BC. The proposed pipeline is comprised of six (6) Sections totaling 471 Kilometers. In an effort to keep you informed of planned activities related to the above, Pacific Trail Pipelines Management Inc. is writing to inform you of our intention to file a small route change as it relates to PTPMI's Environmental Assessment Certificate (#08-01).

Background:

PTPMI currently has a BC environmental assessment certificate undergoing an amendment process as it relates to route refinements along the originally proposed pipeline route (EAC Amendment #4). PTPMI originally submitted its amendment application to the BC Environmental Assessment Office (EAO) in December 2013. Through the EAO review process, concerns with one of the route changes near Savory Lake (approx. kilometer 179 of the pipeline) were raised. In response, PTPMI has moved the route approximately 200 meters south of the original certified route (see attached map) to address those concerns.

Next Steps:

To account for the above mentioned route adjustment, PTPMI will be submitting a revision for its EAC Amendment #4 application to the EAO. In addition, PTPMI is also required to file a revision to its Section 2 pipeline application with BC Oil and Gas Commission (OGC) to reflect this change. An invitation to consult regarding PTPMI's revised Section 2 OGC pipeline application is enclosed in this correspondence.

COMPANY CONTACTS:

Rae-Lynne Mills – Senior Landman
Email: RMills@chevron.com

Chevron Canada Limited
Phone: (403) 234-5080 Fax: (403) 234-5947

Angela London – Project Coordinator
Email: alondon@scottland.ca

Scott Land & Lease Ltd.
Phone: (250) 787-2722

Sincerely,
Pacific Trail Pipelines Management Inc.

Angela London for
Rae-Lynne Mills, Team Lead, Surface Land
Chevron Canada Limited



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Chevron Canada Limited
Canada Business Unit
500 - Fifth Avenue SW
Calgary, Alberta T2P 0L7
Tel 403-234-5000
Fax 403-234-5947

VIA EMAIL

Date: November 3, 2015

Landowners / Occupants / Residents / Local Authorities / Industry / Interested Parties

Bulkley Nechako Regional District
PO Box 820
Burns Lake, BC V0J 1E0

Attention: Jason Llewellyn

RE: PACIFIC TRAIL PIPELINES MANAGEMENT INC. SECTION TWO
NTS / PNG MAP LOCATIONS d-76-K/93-J-2 to c-8-E/93-K-3
INVITATION TO CONSULT AND PROJECT UPDATE

In an effort to keep you informed of planned activities and pursuant to our requirements under the *Oil and Gas Activities Act (OGAA)* Pacific Trail Pipelines Management Inc. is writing to inform you of our intention to file a revision to our application for the section of proposed pipeline noted above, currently under review by the BC Oil and Gas Commission.

Pacific Trail Pipelines Management Inc. (PTP MI), operated by Chevron Canada Limited, is proposing a 42 inch sweet gas pipeline from Summit Lake, BC to Bish Cove, south of Kitimat, BC. The proposed pipeline is comprised of six (6) Sections totaling 471 Kilometers. PTP MI is revising its Section two (2) application (from d-76-K/93-J-2 to c-8-E/93-K-3 or KM 15 to KM 200) in response to consultation with a variety of stakeholders including landowners, First Nations, as well as crown tenure holders and industry users.

The changes include:

- 1) Re-Route at near Savory Lake (approximately KM 179 of the project).
- 2) Re-Route near Primer Lake (Approximately KM 186 to KM 197)

The proposed routing changes accommodate both local stakeholder as well as PTP MI operational requirements. PTP MI continues to strive for best-fit solutions with other local users where-ever possible.

KEY FACTS

PIPELINE:	Total Project - a-50-A/93-J-7 to c-37-B/103-I-2 (Approximately 471km) Section Two -- d-76-K/93-J-2 to c-8-E/93-K-3 (Approximately 185km)
EXPECTED PRODUCTION TYPE:	Gas
SUBSTANCE:	Sweet
MAXIMUM H2S LEVEL %	0.0% H2S



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Chevron Canada Limited
Canada Business Unit
500 - Fifth Avenue SW
Calgary, Alberta T2P 0L7
Tel 403-234-5000
Fax 403-234-5947

PROJECT SCHEDULING:	Timber harvesting and construction operations for Section 2 are currently anticipated to begin early in 2017.
DESCRIPTION OF DEVELOPMENT:	Construction of a pipeline to transport sweet natural gas from a compressor station located at d-76-K/93-J-2 to c-8-E/93-K-3
EQUIPMENT REQUIRED:	<p>The new pipeline will be constructed of NPS 42 (1067 mm) OD steel pipe in accordance with Canadian Standards Association (CSA) Z662-11 Standard – Oil and Gas Pipeline Systems, and the OGC requirements. The line will be designed and installed with external coating and cathodic protection to prevent corrosion. It will be installed at a minimum burial depth of 0.8 metres. The Maximum Operating Pressure (MOP) will be 14,890 kPa.</p> <p>There will be considerable construction related equipment associated with the clearing, construction and cleanup of the pipeline. Once the pipeline has been installed the only visible equipment will be an aerial crossing at KM 179 and approximately 14 valve sites, periodic vent pipes, and a compressor station at the eastern end of the Project.</p>
FLARING AND EMISSIONS:	During normal operation, there will be no flaring, emissions or odours associated with this pipeline. Some venting of gas may be required for maintenance purposes on an infrequent basis.
NOISE, DUST AND TRAFFIC:	Noise, dust and traffic will be increased during construction of the pipeline. Once installed, there will be no permanent noise or traffic associated with this project. Noise levels will be as per OGC Noise Control Guideline. Dust control will be monitored and mitigated (where required) through the watering down of roads and/or by other approved methods.
NOTIFICATION AND CONSULTATION DISTANCE FOR PIPELINES	200 meters either side of the center of the right of way of a pipeline or access roadway
OTHER ISSUES:	None
EMERGENCY RESPONSE PLAN REQUIRED:	This pipeline will be included in the PTPMI Corporate Emergency Response Plan

ACCESS ROADS

The project will utilize a combination of existing access roads including public highway, Forest Service / Permit Roads and other public access. PTP MI is proposing additional access roads under a separate application to the BC Oil and Gas Commission for which affected parties have received notification and an invitation to consult.



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500 - Fifth Avenue SW
Calgary, Alberta T2P 0L7
Tel 403-234-5000
Fax 403-234-5947

CONSULTATION

As a person receiving the invitation to consult you may provide a written response to PTP MI, within 21 days of receiving this invitation, either advising that you do not object to the proposed application or doing one or both of the following:

- (i) Outline the reasons why the proposed activities that will be the subject of PTP MIs' application should not be carried out or should be modified;
- (ii) Request a meeting with Pacific Trail Pipelines to discuss the proposed activities.

Please direct responses to Rae-Lynne Mills or Angela London at the contact information below.

Further, under Section 22 (5) of the *Oil and Gas Activities Act*, a written submission with respect to this application prior to permit approval may also be made directly to the OGC:

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.bco.gc.ca/content/written-submission-form but the OGC will accept other formats.

SAFETY:

PTP MI considers safety to be a critical component in the design, construction and operation of the pipeline system in order to protect local residents, the general public, construction workers, and operational personnel. All activities will comply with applicable Federal & Provincial safety regulations, OGC requirements, contractor safety programs, and PTP MI safety policies.

**Please note that the Pacific Trail Pipelines
24 hour emergency phone number is 1-800-874-3262**

COMPANY CONTACTS:

Rae-Lynne Mills – Team Lead, Surface Land
Email: RMills@chevron.com

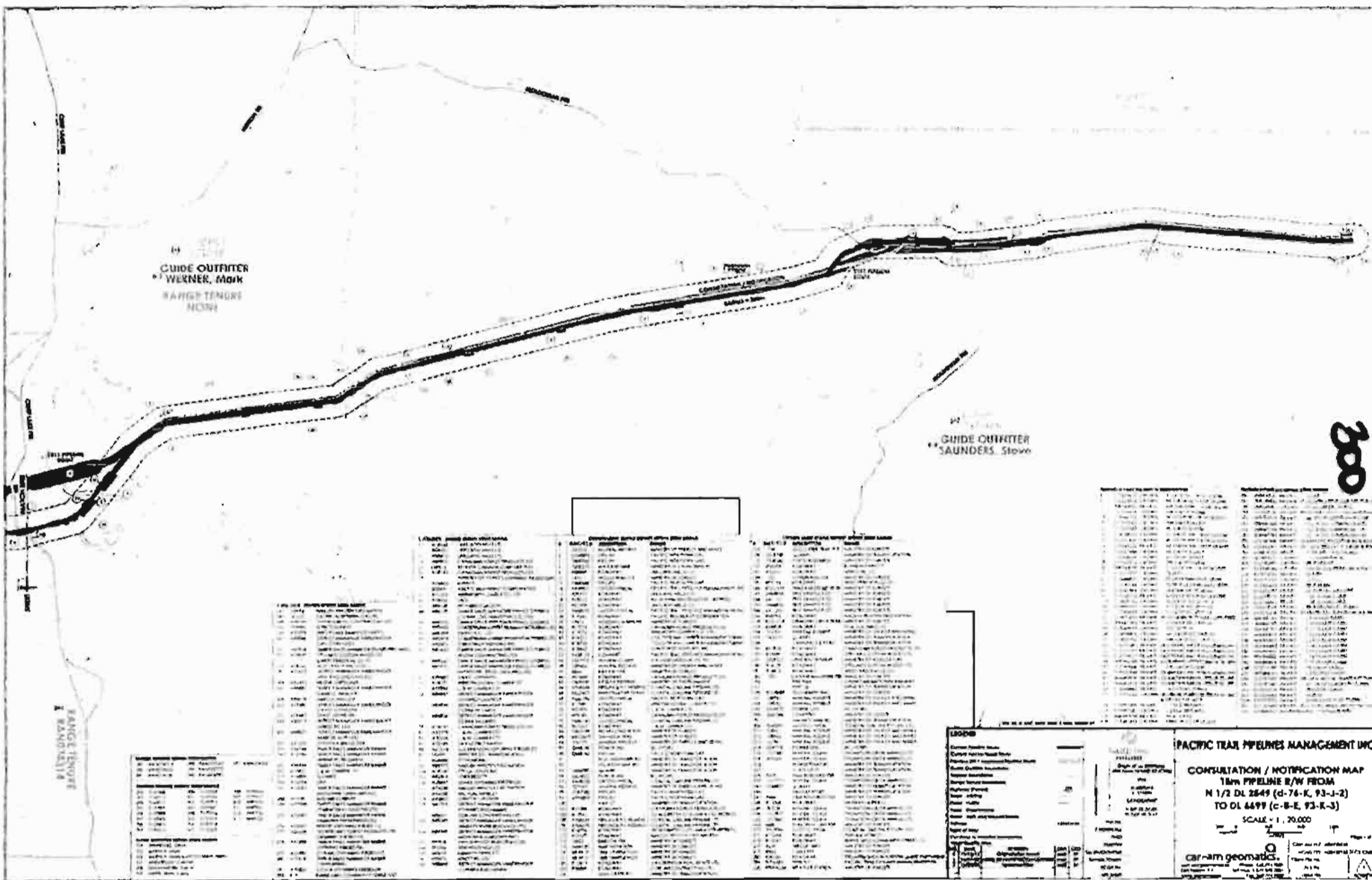
Chevron Canada Limited
Phone: (403) 234-5080 Fax: (403) 234-5947

Angela London – Project Coordinator
Email: alondon@scotland.ca

Scott Land & Lease Ltd.
Phone: (250) 787-2722

Sincerely,
Pacific Trail Pipelines Management Inc.

Angela London for:
Rae-Lynne Mills, Team Lead Surface Land
Chevron Canada Limited



GUIDE OUTFITTER
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GUIDE OUTFITTER
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PACIFIC TRAIL PIPELINES MANAGEMENT INC.

CONSULTATION / NOTIFICATION MAP
 18in PIPELINE R/W FROM
 N 1/2 DL 2849 (G-76-K, 93-J-2)
 TO DL 4499 (C-B-E, 93-E-3)

SCALE = 1" = 20,000'

car-am geomatics

DATE: 10/15/2010

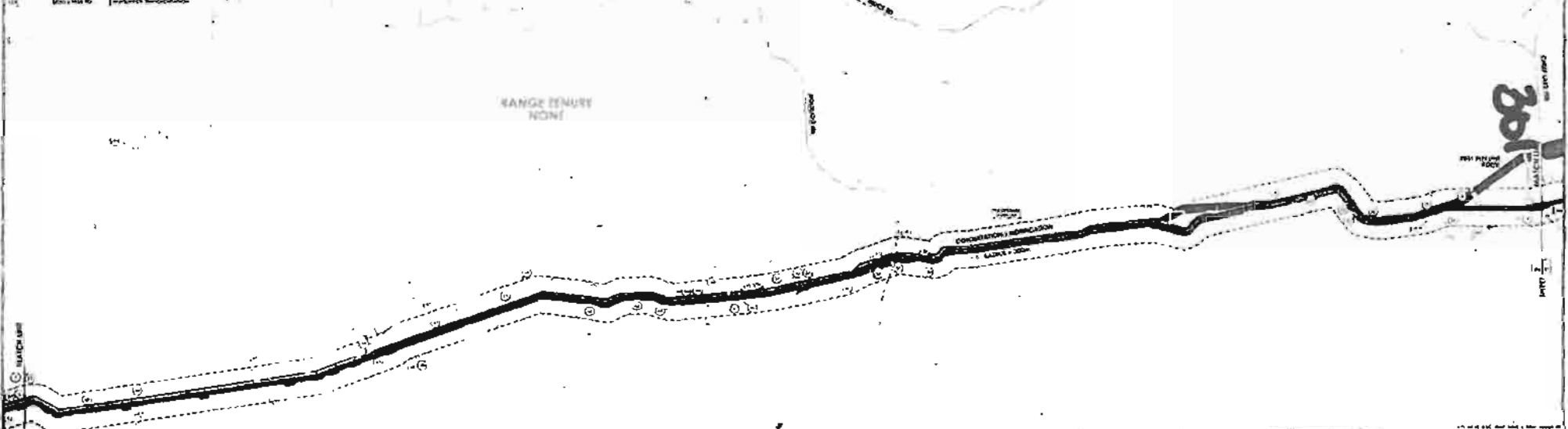
PROJECT: DL 2849 (G-76-K, 93-J-2) TO DL 4499 (C-B-E, 93-E-3)

SCALE: 1" = 20,000'

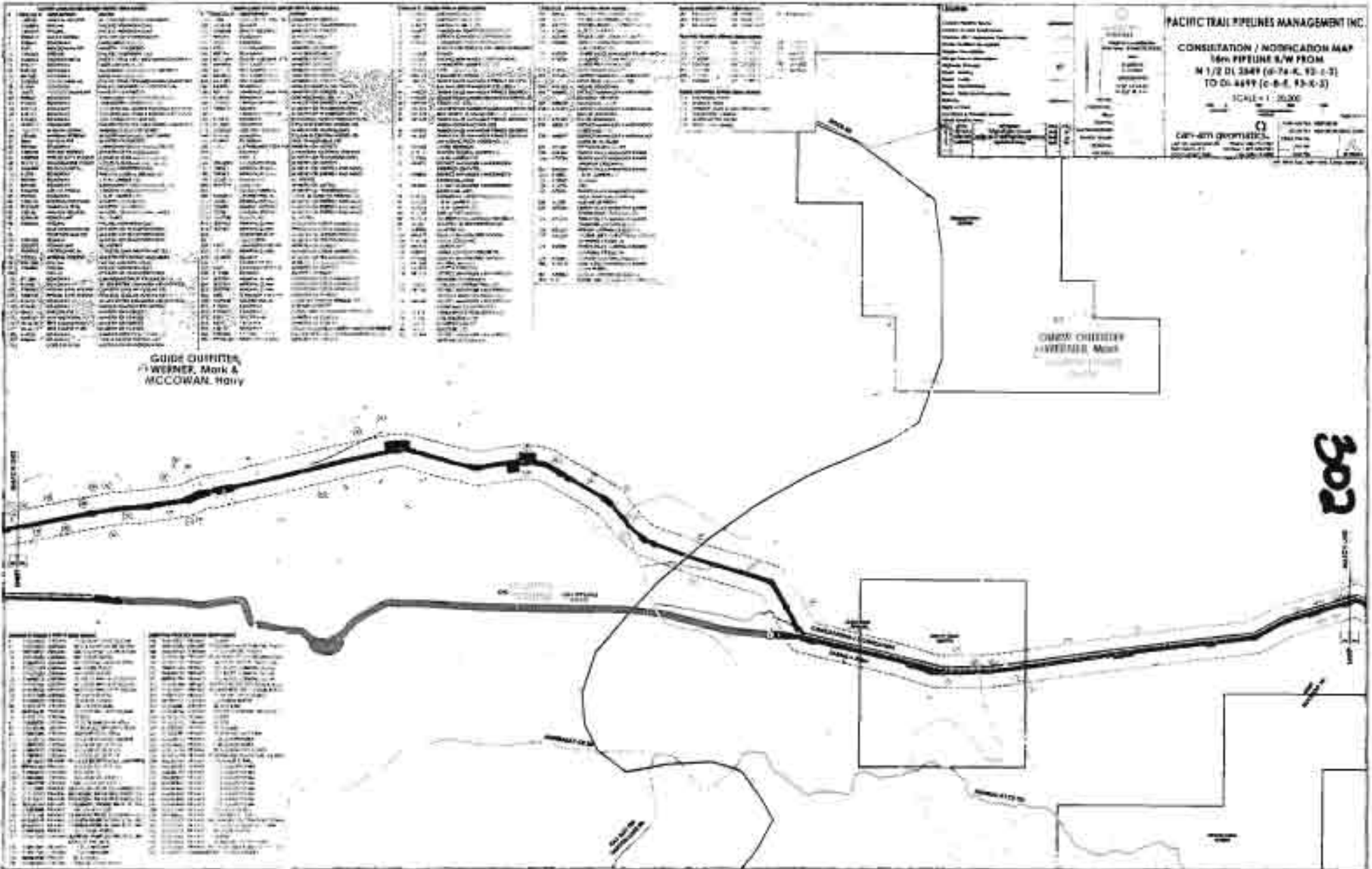
PROJECT: DL 2849 (G-76-K, 93-J-2) TO DL 4499 (C-B-E, 93-E-3)

SCALE: 1" = 20,000'

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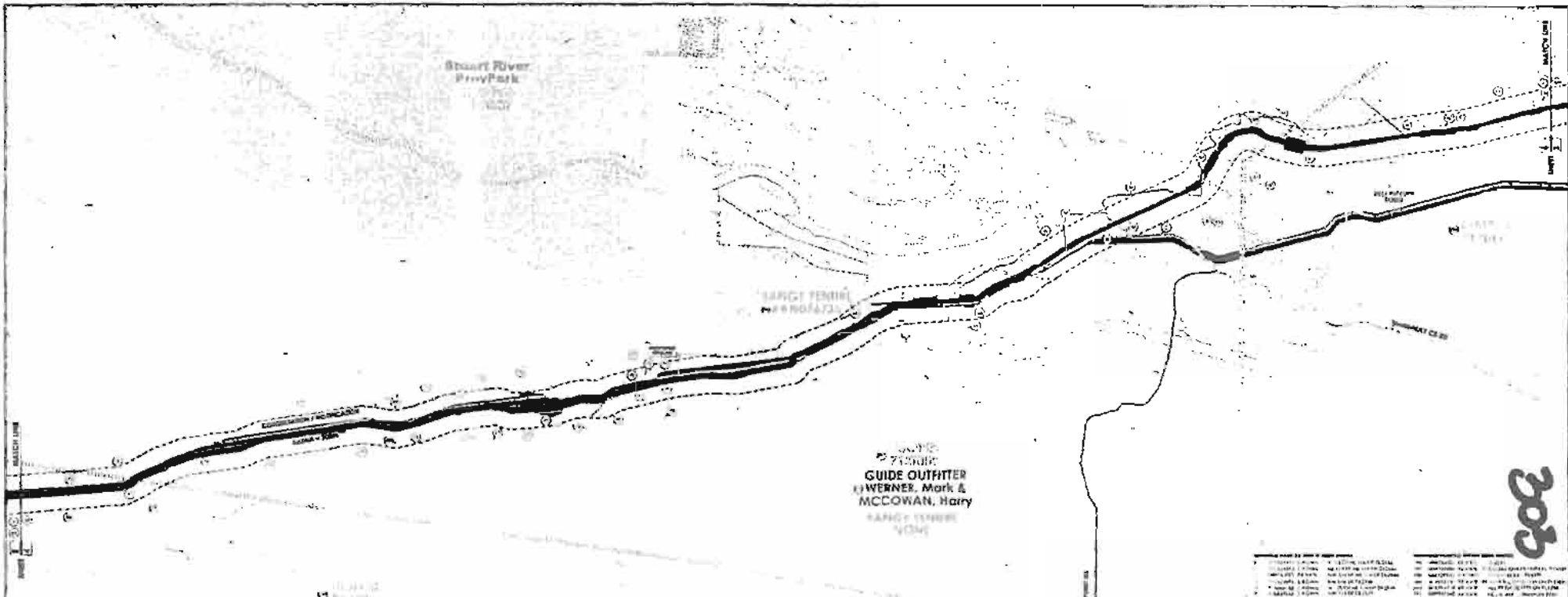
LEGEND Symbol Description --- Proposed Pipeline --- Concentration Indication --- Contour Lines --- Road --- Boundary --- Other Features	PROJECT INFORMATION Project Name: PACIFIC TRAIL PIPELINES MANAGEMENT INC. Consultant: can-am geomatics Date: 2011-07-27	CONSULTATION / NOTIFICATION MAP 18m PIPELINE 1/2 FROM N 1/2 DL 2549 (d-74-K, 93-J-2) TO DL 4499 (e-8-E, 93-K-3)
		SCALE = 1:20,000 can-am geomatics 2011-07-27



GUIDE QUINTER,
WERNER, Mark &
MCCOWAN, Harry

PACIFIC TRAIL PIPELINES MANAGEMENT INC.
CONSULTATION / MODIFICATION MAP
16" PIPELINE S/W FROM
M 1/2 DL 3849 (6-74-R, 13-1-3)
TO DL 4499 (6-8-8, 13-1-3)
SCALE = 1" = 2000'
CITY-4071 (09/18/83)

302



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100+15	...	100+15	...	100+15	...
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Station	Description	Station	Description
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101+00	End of Section	101+00	End of Section

PACIFIC TRAIL PIPELINES MANAGEMENT INC.

CONSULTATION / NOTIFICATION MAP
 18in PIPELINE R/W FROM
 N 1/2 DL 2549 (d-7A-X, 93-J-2)
 TO DL 6699 (d-8-E, 93-K-3)

SCALE = 1" = 20,000'

can-am geomatics

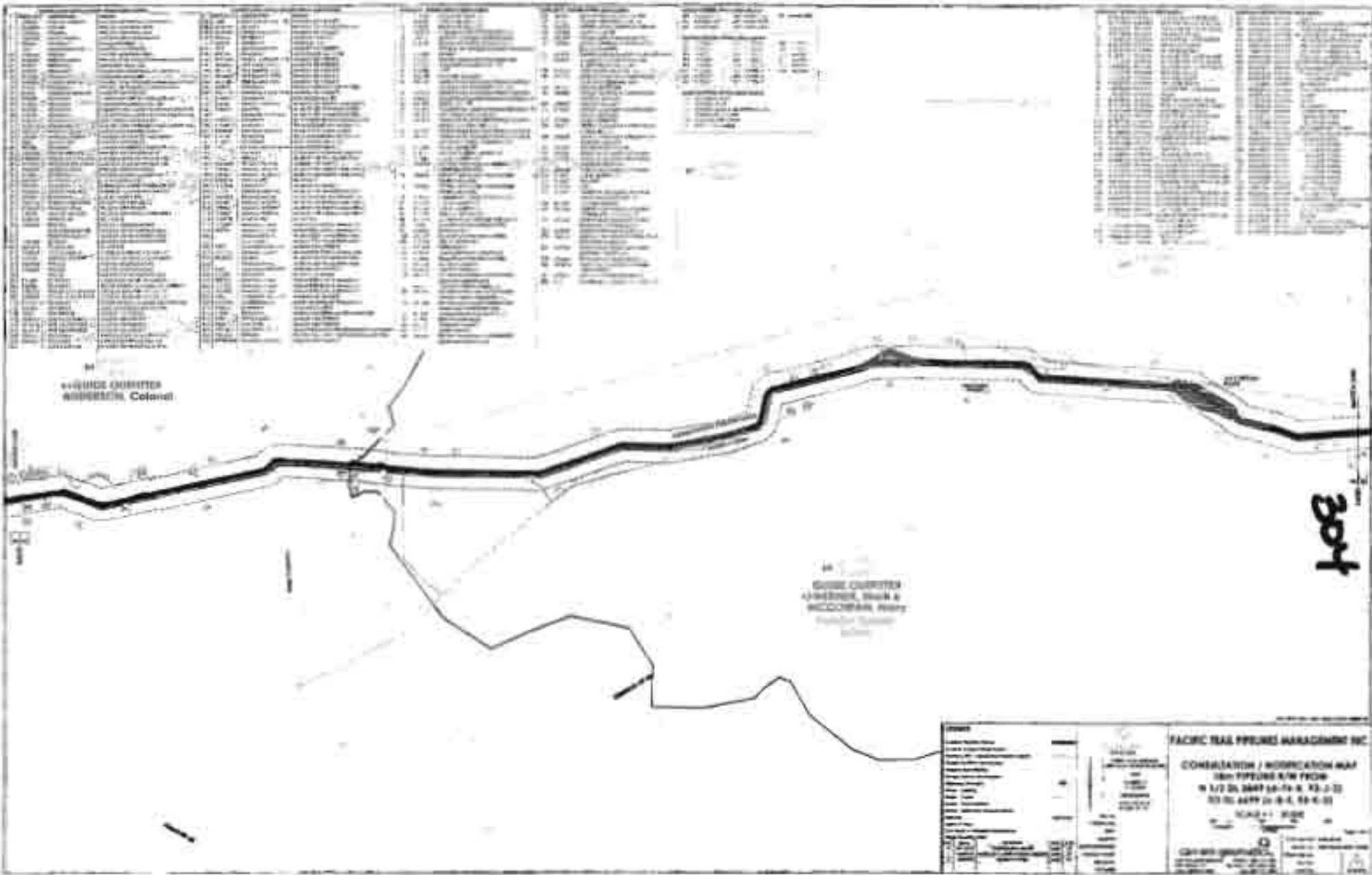
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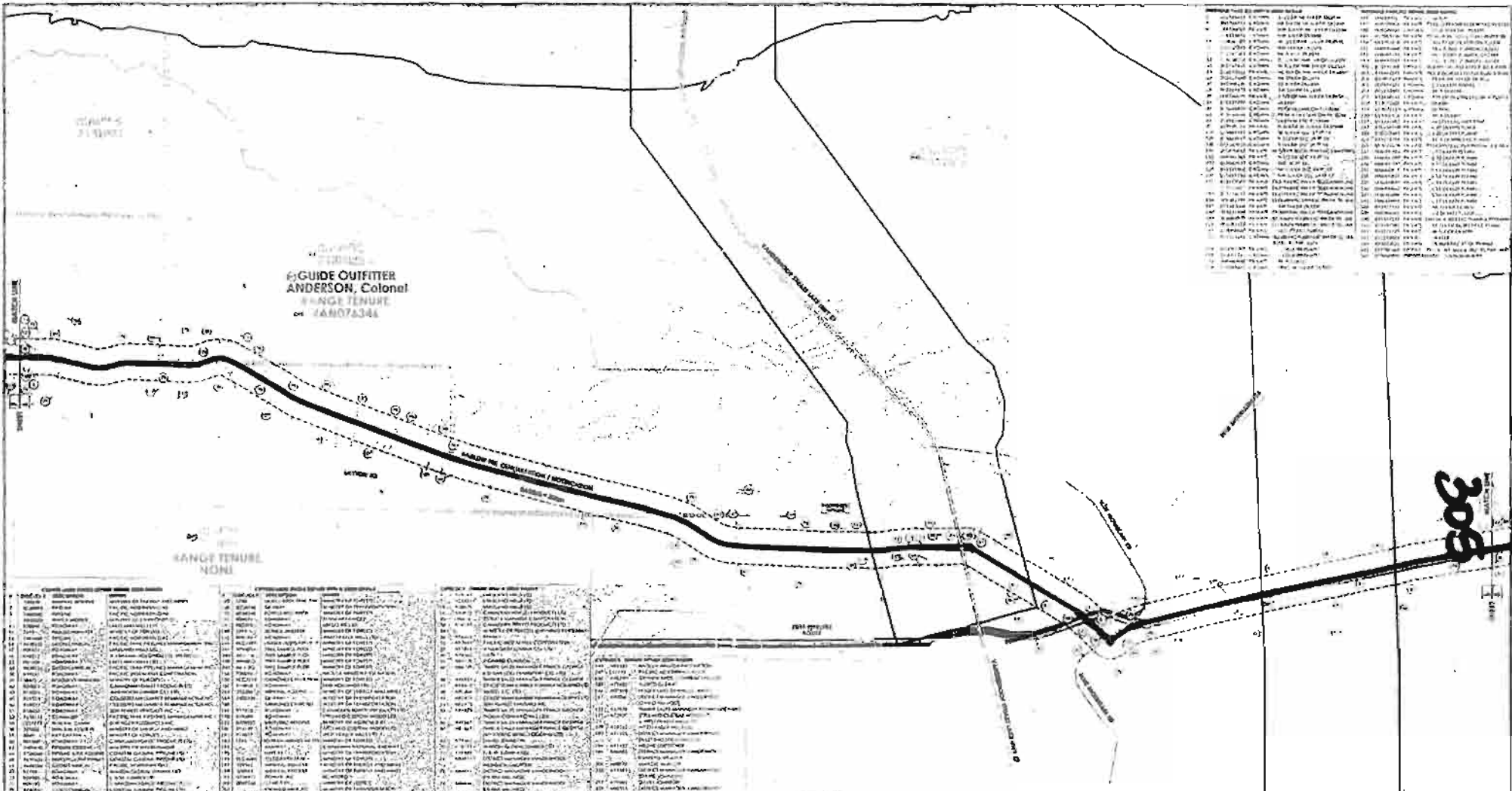
DATE: 01/15/01

DRAWN BY: [Name]

CHECKED BY: [Name]

APPROVED BY: [Name]





GUIDE OUTFITTER
 ANDERSON, Colonel
 RANGE TENURE
 # 168072344

RANGE TENURE
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100	Valve	250	Manhole

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Project Name: _____

Client: _____

Contract No: _____

Scale: 1:20,000

Date: _____

Drawn by: _____

Checked by: _____

Approved by: _____

PACIFIC TRAIL PIPELINES MANAGEMENT INC.

CONSULTATION / NOTIFICATION MAP

18in PIPELINE E/W FROM

N 1/2 DL 2549 (c-6-K, 93-J-2)

TO DL 6499 (c-6-E, 93-K-3)

SCALE = 1:20,000

can-am geomatics

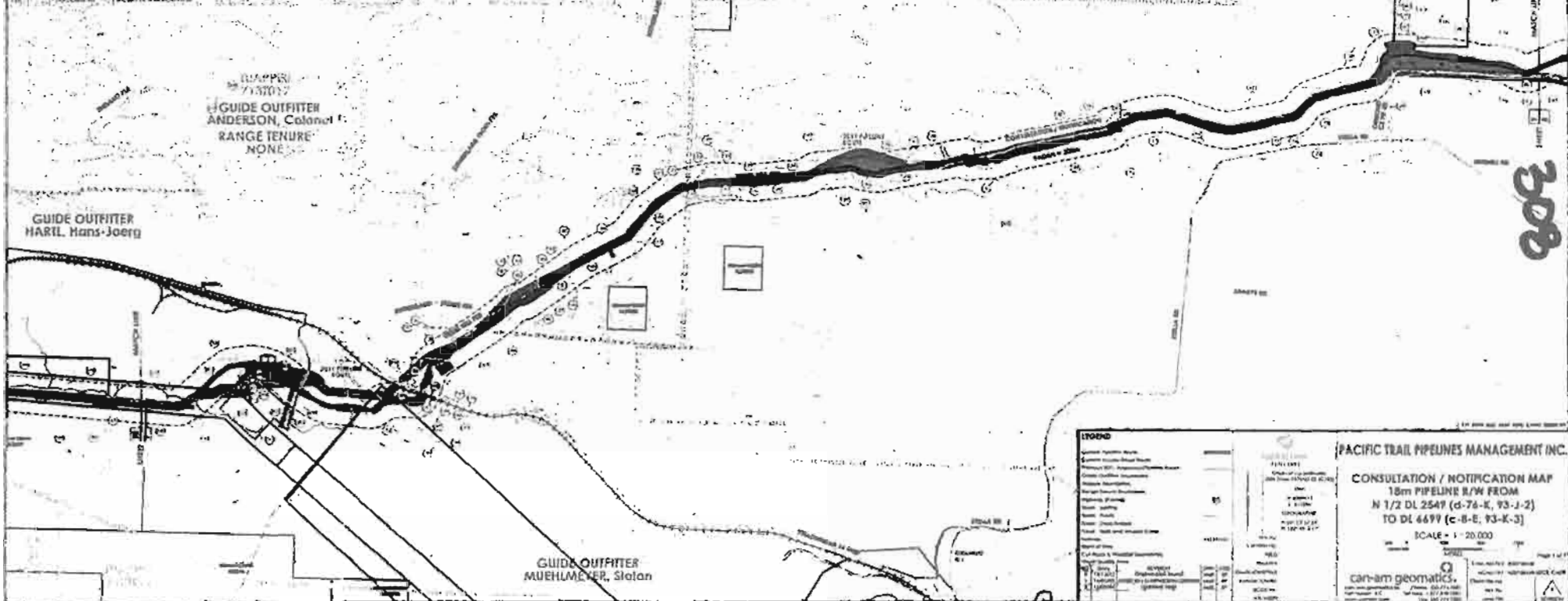
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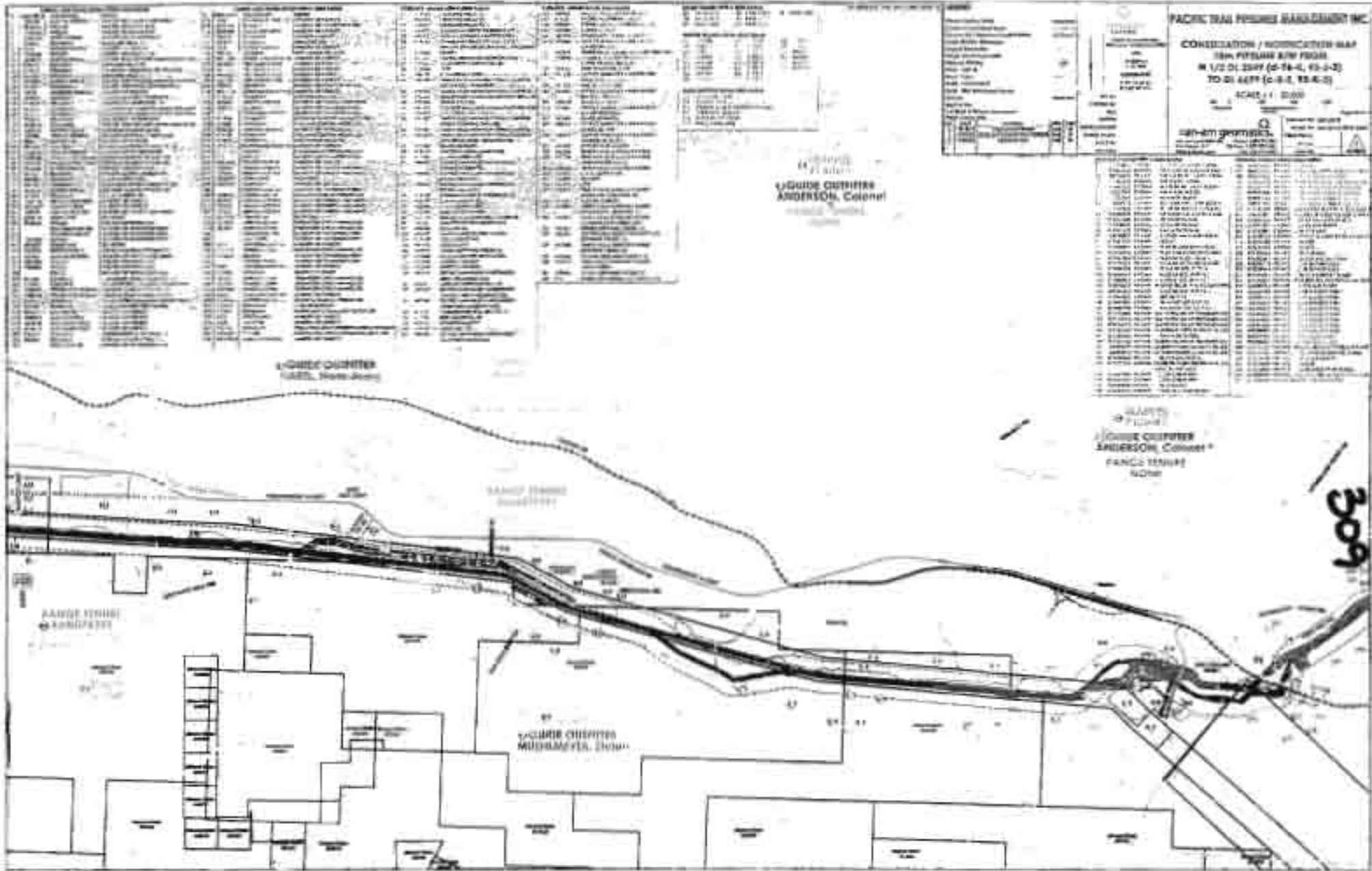
Sheet No: _____

Total Sheets: _____

Revision: _____

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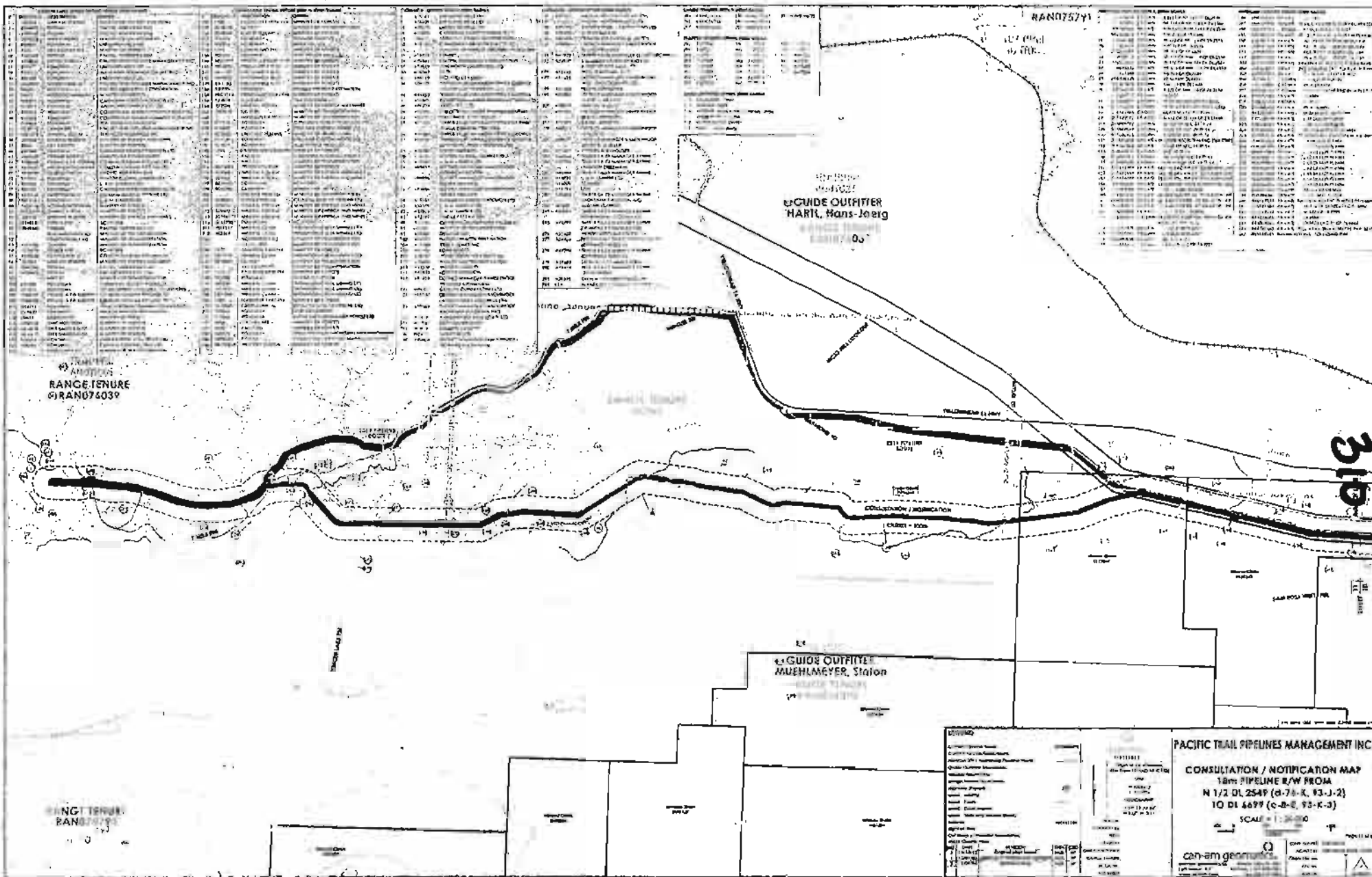
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PACIFIC TRAIL FIBERS MANAGEMENT INC.
CONNECTION / ROUTING MAP
 15th FIBER & 15th FIBER
 N 1/2 D1 2547 (D-14-4, F2-2-2)
 TO D1 4677 (D-14-4, F2-4-2)
 SCALE: 1" = 500'

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PTP Amendment #4 – Working Group Info Session

Working Group Info Session: October 29, 2015

Thursday: 11:00-12:00 (MDT)

Accepted	Decline	No Response
Kelly Cook – FLNRO George Halliday – FLNRO Troy Larden – FLNRO Jason Llewellyn – RDBN Tara Moorhouse – MOTI Zishan Shah – Lheidli T’enneh Nicole Curnow – BC OGC Krystin St Jean – Village of Burns Lake Tina Erickson – Nak’azdli First Nation Rodney Holland – Village of Fraser Lake Rosemarie Sam – Nak’azdli First Nation Nathan Braun – EAO Dan Motisca – EAO Norm James – PTP Alex Grimard – PTP Collin Daniels – PTP Colin Bennett – PTP Rae-Lynn Mills – PTP Keith Vorland – PTP Ashleigh Crompton – PTP	Kyle Drummond – MOTI Jody Fisher – MOE C Fredrick – Lheidli T’enneh Ann Godon – MOE Julie Robinson – MARR Angela Donato – NRC Jason Morgan – FLNRO	Benjie Alexis – Saik’uz First Nation Terry Burgess – RDFFG Gail Chapman – RDBN Darren Chow – DFO Cameron Derdak – MOTI Angela Donato – NRC Dominic Frederick – Lheidli T’enneh Albert George – Saik’uz First Nation Shane Goretzky – FLNRO Keith Henry – Lheidli T’enneh Edward Hoffman – MOE Clay Teliston – City of Prince George Clinton Mauthe – Village of Fraser Lake Warren McCormick – MOE Ed Miska – MOTI Hurrian Peyman – Climate Action Secretariat Deborah Prince – MLIB Wesley Sam – Burns Lake First Nation Jaime Sanchez – Nadleh Whut’en First Nation Karen Spence – BC OGC Terry Teegee – CSTC Greg Tegart – MARR Jackie Thomas – Saik’uz First Nation Peter Witjkamp – BC OGC Sheryl Worthing – Village of Burns Lake
	Tentative Marija Soklic – RDFFG	

Agenda:

- Opening remarks – EAO
- Round Table Attendee Introductions
- EA timelines- EAO
- PTP Presentation Covering
 - Chevron Safety/OE Moment
 - Project Status and 2015 Activities
 - Amendment #4 Status- Scope and Summary of Changes since Original Submission
 - Working Group Issues Tracking- Key Issues and Resolution
 - PTP Next Steps and Required Approvals
- Round Table questions or comments
- Final Remarks from EAO/PTP

Highlights:

- EAO informed audience of Amendment #4’s progress to date, next steps and anticipated timelines.
- PTP Presented a project update, a summary of the two route changes to Amendment #4 since the original submission, the Working Group process to date, and next steps for PTP and Amendment #4.
- PTP answered one question from the audience on the Summit Lake Compressor footprint. PTP provided an update clarifying that there has not been any changes to the compressor site area originally submitted for EAC Amendment #4. PTP also informed the WG that given further design work, PTP has not submitted an OGC Facility Application to the OGC.
- EAO questioned whether Ann Godon and Jason Llewellyn’s still had concerns regarding camp locations. PTP referenced the Working Group tracking table issue #64 for the resolution. PTP will obtain any required MOE approvals required for planned camps, and PTP has been working with RDBN on their requirements for future camps. PTP has yet to determine final camp locations.

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Chevron Canada Limited
Pacific Trail Pipelines
Management Inc.
500 - Fifth Avenue, SW
Calgary, Alberta T2P 0L7
Tel 403 234 5000
Fax 403 234 5947

September 23, 2015

Mr. Nathan Braun, Executive Project Director
2nd Floor 836 Yates St
PO Box 9426 Stn Prov Govt
Victoria BC V8W 9V1

delivered via courier

RE: PTP Submission of Revised EAC E08-01 Amendment #4

Dear Mr. Braun,

Chevron Canada Limited (Chevron) is the operator of the above project on behalf of Pacific Trail Pipelines Management Inc. Chevron would like to provide you with the attached update to its fourth amendment of the original Project, Environmental Assessment Certificate (EAC), EAC No. E08-01 (issued June 26, 2008). This fourth amendment application (Amendment #4) was originally submitted to the EAO in February 2014, and proposed a number of route refinements, additional temporary workspace, stockpile site and a compressor station near Summit Lake.

Through the remainder of 2014, the Amendment #4 application went through a public comment period, First Nations engagement and working group review process. In response to stakeholder routing concerns raised during the review and comment phases, PTP introduced further adjustments to two proposed route refinements. These route changes are referred to as Elliot 2 (previously Elliot), and Primer (previously South Tchesinkut) within the application. PTP has completed the evaluation of these route changes, and revised Amendment #4 accordingly. Also included for your review, is the Working Group Issues tracking table and Public Consultation report.

If you have any questions, or require additional information please contact the undersigned at 403-234-5768.

Sincerely,

A handwritten signature in black ink, appearing to read "N. James".

Norman James,
PTP Permits & Approvals Lead
Chevron Canada Limited

Attachment: E08-01 Amendment#4 binder

Comment ID#	Date Submitted	Submitter	Comment/Issue Description	Relevant Section of Amendment Application	Category/Theme	Proponent's Response
64	March 22, 2014	Jason Llewellyn, Regional District of Bulkley-Nechako (RDBN)	<p>The Regional District Board has Requested that the following occur</p> <ul style="list-style-type: none"> That PTP maintain open communications with local communities during construction so that any issues that arise may be appropriately and quickly identified and addressed in consultation with the community That PTP develop, as soon as possible, an environmental management plan in consultation with the RDBN that identifies the proposed use of RDBN facilities to deal with liquid and solid waste relating to construction activities and work camps 	Not Identified	General Comment	<p>PTP has developed a Project Environmental Management Plan that identifies waste management procedures. This information has been reviewed by Jason Llewellyn at RDBN.</p> <p>On July 15, 2014 a PTP representative provided RDBN a copy of the EMP for review.</p> <p>Under the Consultation and Notification DGC permitting requirements PTP will contact RDBN regarding the location of camps and other construction activities that may require the use of RDBN facilities prior to construction. Camps will follow British Columbia building code requirements including fire protection needs. PTP will approach the appropriate regional district/municipality for building permits.</p> <p>Several commitments appended to the EAC address these issues/concerns Jason has brought forth</p> <p>EAC Commitment 9.13 PTP commits to implement a Construction Waste Management Plan to ensure appropriate and efficient waste management</p> <p>EAC Commitment 9.14 PTP commits to transport waste in accordance with provincial and federal regulatory requirements and local guidelines. Comply with other existing legislation, regulations, policies, permits, codes, and orders in effect with respect to waste management</p> <p>EAC Commitment 9.17 PTP commits that toilets will be contained and waste will be trucked off site to a location that is acceptable to authorities having jurisdiction on these matters</p> <p>EAC Commitment 9.14 PTP commits that a Waste Management Plan will be followed to minimize potential concerns at Campsites</p> <p>In order to provide details about the project and locations have not yet been determined but as PTP is committed to ensuring the project does not cause local infrastructure to that end PTP would be happy to arrange a meeting to discuss the above concerns</p> <p>As per the BC Consultation and Notification regulations, RDBN will be notified and consulted with on specific installation. RDBN may also offer the RDBN. These issues will be addressed as part of the pipeline Section 4 and 5 DGC application process. PTP engaged RDBN to identify DGS required by local permitting requirements and change of potential multi-use sites. PTP in fact has included RDBN approvals requirements in the permitting plans and details for multi-use sites along the entire RDW. PTP will work with RDBN on a multi-use site are located and required to be permitted by the RDBN.</p>
	Sept 10, 2014		<p>DGC Comments (to proponent's response): The Consultation and Notification Regulation (CNR) applies to activities that fall under the AA. Camps are Crown Land Authorizations (CLA). The requirement for CLAs is notification of rights holders overlapped by the activity (construction activities that fall under OGAA, as per CNR section 4, would require notification or consultation with the Regional District (RD) if the proposed activity is within the applicable distance of an existing building or structure owned by the RD, on a area identified in an official community plan, or a known community watershed within the RD's territory.</p> <p>Our preliminary comment regarding your Environmental Management Plan is that the critical information is missing. Therefore, we cannot provide much meaningful input other than noting that critical information is missing. The following general questions, and other more specific questions, are unanswered and are critical to our interest. These issues need to be discussed ASAP in some detail with the RDBN. The attached brochure provided some additional background on our issues.</p> <p>Where are the PTP worker camps, stockpile sites, and other facilities proposed to be located in the RDBN. Are the lands zoned to allow that use? Are they in a building inspection area? Do the camps have fire protection needs?</p> <p>Can PTP consider contributing financially to the ongoing operation of the Northwest Invasive Plant Council?</p> <p>Where is the potable water supply for the worker camps coming from?</p> <p>Are you planning to dispose of any solid waste from the construction process and from worker camps at an RDBN</p>			

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Planning Department Report
 1st & 2nd Reading, Bylaw No. 1755
 File No. A-03-15
 November 6, 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.

Location: The subject property is located at 1067 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: Residential

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.

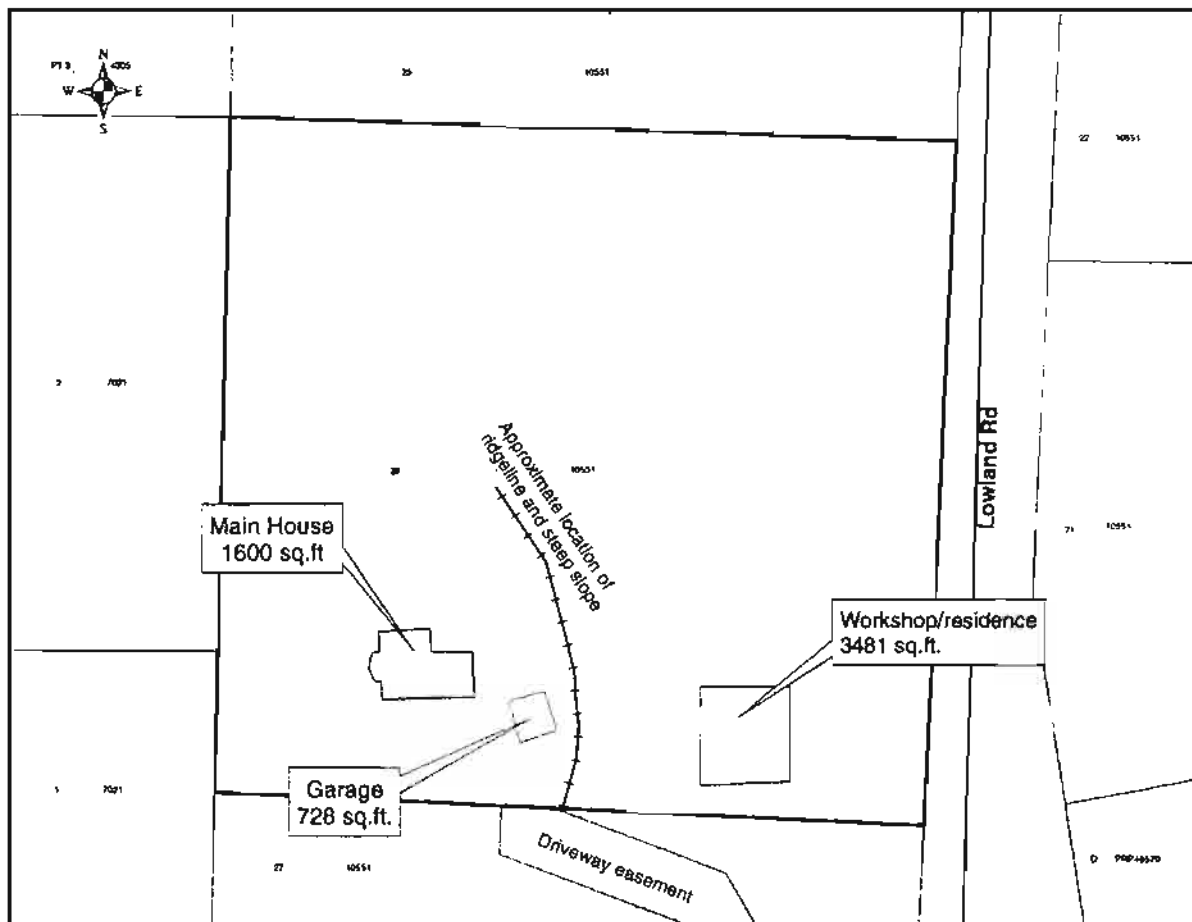
In the H1 zone only one single family dwelling is permitted on a property that is smaller than 4 hectares (9.88 acres) in size.

Previous Application:

A similar rezoning application (A-09-14) was denied by the Board in March, 2015. At the time of the previous rezoning application there were three residential dwellings located on the property. In addition to the main house, there was a garage with a dwelling above it, and a large shop containing a third dwelling.

The dwelling above the garage has now been decommissioned; therefore, only one illegal dwelling in the workshop remains. It also appears that a number of issues associated with the sewer system capacity and building code are being addressed.

Site Plan



REFERRAL COMMENTS

MINISTRY OF TRANSPORTATION

"Approval recommended subject to conditions: Proponent to ensure that access permit or brochure is secured prior to construction of any new access."

NORTHERN HEALTH AUTHORITY

"Approval recommended subject to conditions:

Sewage Disposal: According to Eerik Lilles', PEng. report, the current lagoon is not capable of supporting the sewage from both the main house and workshop residence. I agree with Lilles' findings. Based on his measurements of the lagoon, his findings are consistent with the Standard Practices Manual (v.3). Therefore, I recommend that the RDBN requires the applicant to make proper alterations to the sewage system to accommodate the estimated daily flow generated by the workshop residence. A defined completion date may be established by the RDBN. An option for an alteration may include Lilles' recommendation to add an additional lagoon cell to the current sewerage system to meet the estimated daily flow. Improvements must be designed and constructed under the supervision of an authorized person. Significant alterations to sewerage systems must be filed with the Northern Health prior to construction, as per the *Sewerage System Regulation* [BC Reg 326/2004].

Comments:

Drinking Water: Currently, the well located on the subject property supplies water to the main house, garage, and workshop/ residence. The drinking water supply system has received health approval from Northern Health and will be subject to routine inspections."

ADVISORY PLANNING COMMISSION

A meeting was held in 2014 and 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

OCP

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 2nd single family dwelling on a parcel may be considered under the following circumstances:

- (a) *The subject property is a minimum of 2 hectares (5 acres) in size or larger, or a 2nd 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 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 ft²). The second dwelling proposed to be legalized is 71 m² (764.2 ft²) in area.

Further subdivision of the property cannot occur under the current or the proposed zoning due to the existing parcel size of 2.023 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

The applicant has submitted a letter from an engineer confirming that the lagoon system is suitable for the existing three bedroom main house only. The engineer recommends the applicant build an additional cell to accommodate the workshop residence. This recommendation is also supported by Northern Health Authority, who recommend the application be approved subject to the applicant make the proper alterations to the sewerage system to accommodate the estimated daily flow generated by the workshop residence.

Staff recommend that the work needed in order for the dwelling to comply to the RDBN's Building Bylaw be completed following Third Reading and prior to Board Consideration of adoption.

Water Supply

In September, 2015 a Northern Health Environmental Health Officer (EHO) inspected the visible components of the well including the storage tank and the treatment room. The EHO confirmed that one well services the main residence and the workshop/dwelling. It appears that the applicants are in compliance with the Drinking Water Protection Act. Sampling sites have also been set up so the property owners can sample monthly.

Building Permits

The property is located in the Regional District Building Inspection area. There are building permits on file for the dwelling and the accessory buildings. The original building permits and inspection process did not anticipate the use of the accessory building as dwellings; therefore, additional work would be needed in order for the workshop residence to comply with the *BC Building Code*.

A RDBN building inspector met with the property owner to discuss the work necessary to comply with RDBN's Building Bylaw. A building permit will have to be issued and based on a preliminary review of the building it appears that the following work may be necessary:

- the installation of two interconnected smoke/carbon alarms;
- the installation of a ducted kitchen exhaust fan;
- the installation of a interlocked bathroom exhaust fan and central make-up air intake fan;
- a one hour fire resistance rating between the shop and residence; and
- testing for radon gas.

Decommissioning of the Third Dwelling

It appears that the illegal dwellings were established with the knowledge that the second and third dwellings are not permitted. Given the history of bylaw contravention staff are concerned that the area above the garage may again be used as a third dwelling contrary to the proposed new zoning, if the application is approved.

The property owners have undertaken the following work to decommission the third dwelling unit above the garage.

- Removal of the kitchen facilities including appliances and cupboards.
- Disconnection of the electrical wiring for the appliances from a power supply and capping of the wires.
- Removal of the bath and / shower facilities and capping of the drain beneath the floor.
- Removal of the toilet and capping of the drain beneath the floor.

The Planning Department has asked that the property owner consider a covenant that restricts the future reinstallation of a kitchen, toilet, and bath or shower facilities in the area above the garage. This would allow the RDBN additional enforcement options should the third illegal suite be reinstalled after the rezoning is completed. The applicant has not agreed to the registration of such a Section 219 covenant on title.

Staff recommendations

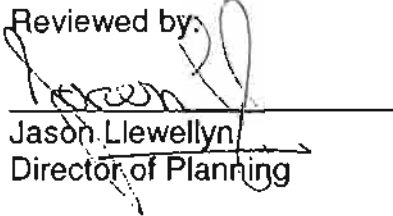
Given the applicant's recent efforts to comply with Northern Health Regulations, and RDBN's Building Bylaw, staff are able to recommend that the application be given first and second reading, and be taken to a public hearing.

Recommendations:

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1755, 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. 1755, 2015" be held and delegated to the Director or Alternate Director for Electoral Area A.
3. And that prior to consideration of adoption Bylaw No. 1755, 2015 the following conditions are met:
 - a) The applicant submits a building permit application for the additional dwelling in the workshop with all supporting documents and fees and obtains an indication from the Building Inspector that a Building Permit is ready to be issued upon the adoption of the rezoning bylaw.
 - b) The applicant upgrades the sewage system as necessary recommended by the engineer to accommodate the additional workshop residence, in accordance with Northern Health regulations.

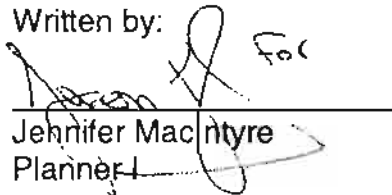
Electoral Area Planning – All Directors/Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:



Jennifer MacIntyre
Planner



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1755

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 "Small Holdings (Additional Dwelling) (H1A)" Zone.

Lot 26, Section 28, Township 4, Range 5, Coast District, Plan 10551, 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. 1755, 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. 1755, 2015"

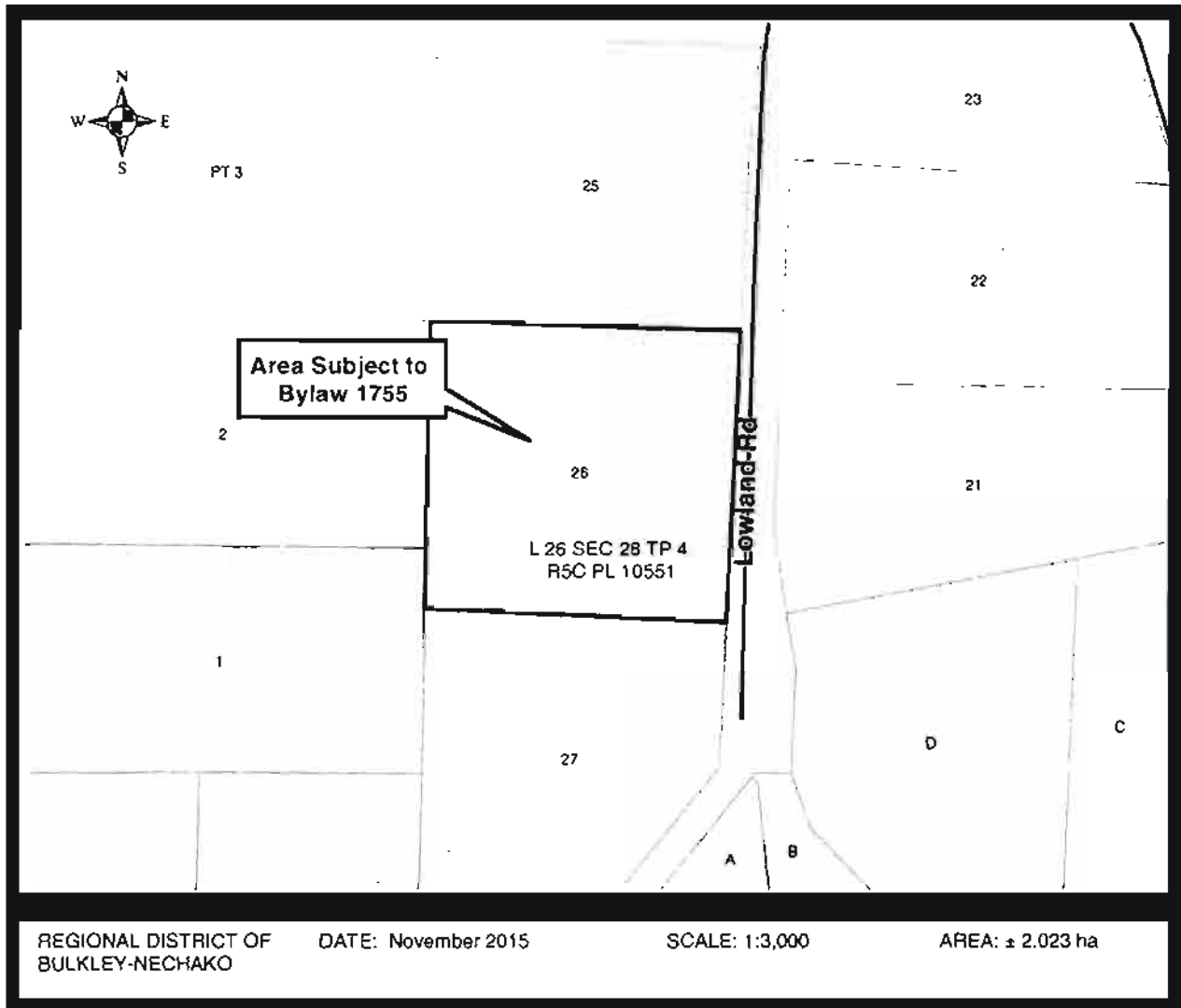
DATED AT BURNS LAKE this day of

Corporate Administrator

ADOPTED this day of

Chairperson

Corporate Administrator



SCHEDULE "A" BYLAW NO. 1755

Lot 26, Section 28, Township 4, Range 5, Coast District, Plan 10551, comprising of ±2.023 ha. Being rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings (Additional Dwelling) (H1A)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1755, 2015.

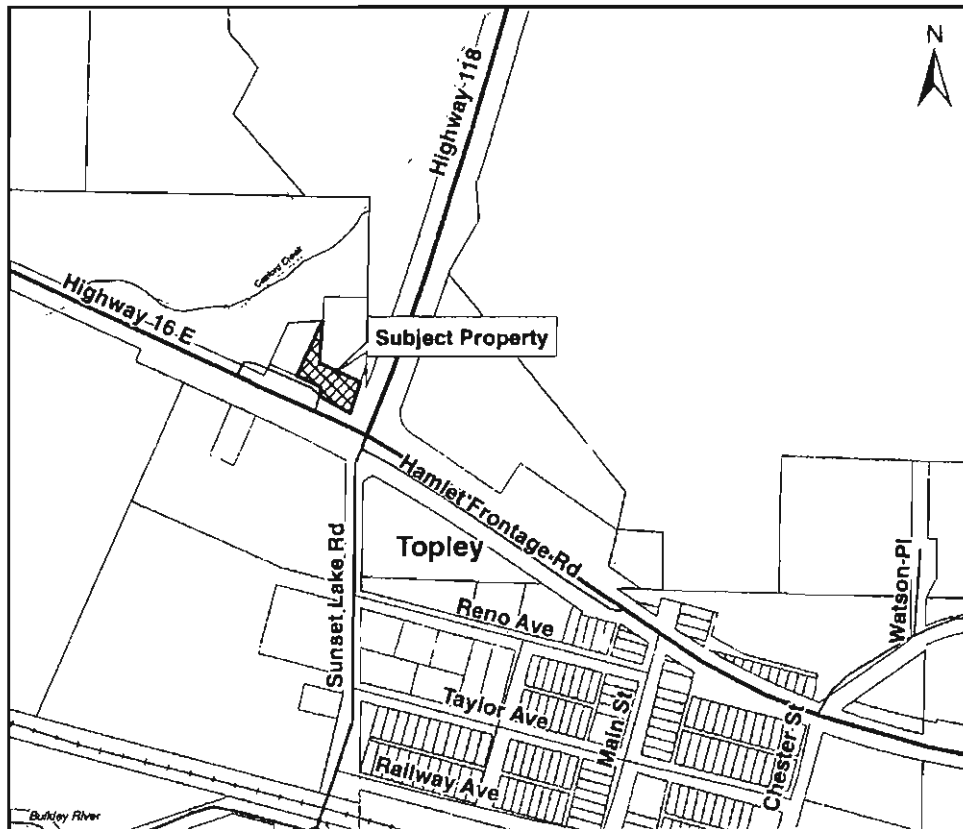
Corporate Administrator



APPLICATION SUMMARY

Name of Applicants:	Topley Fire Protection Society
Name of Agent:	David Townsend
Electoral Area:	G
Subject Property:	Lot 2, District Lot 2623, Range 5, Coast District, Plan 10310. The subject property is ± 0.26 ha (± 0.64 acres) in size.
Location:	The subject property is located at 21628 Topley Post Office Road, at the intersection of Highway 118 and Highway 16 E in the community of Topley, BC.

Site Plan



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O.C.P. Designation: Commercial (C) in the Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011.

Zoning: General Commercial (C1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

Existing Land Use: Garage

ALR Status: Not in the ALR

Proposed Rezoning:

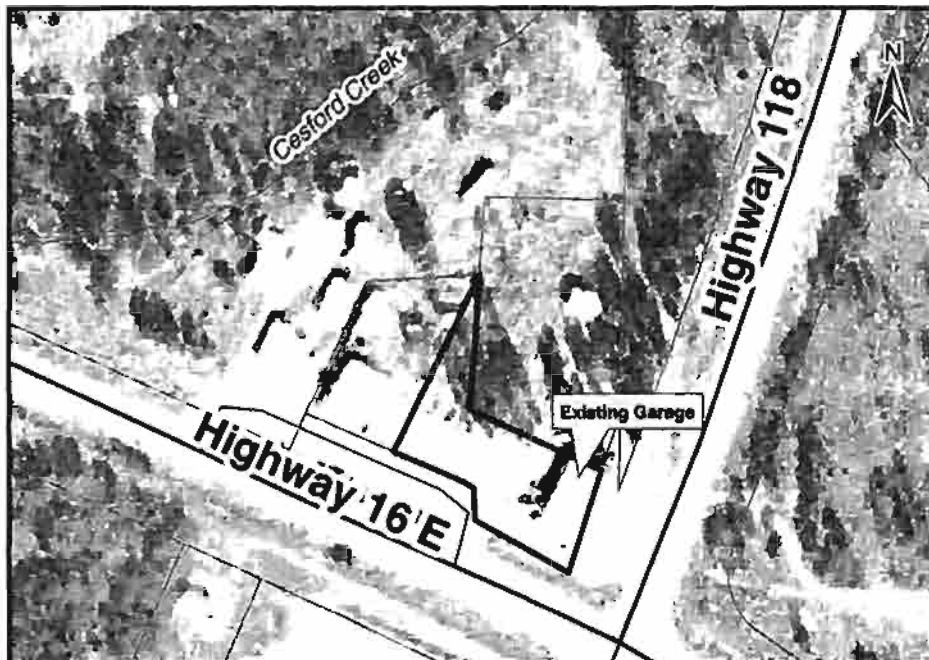
To rezone the subject property from **General Commercial (C1) Zone** to **Civic/Institutional (P1)**.

The purpose of this application is to allow the relocation of the Topley Fire Hall to the subject property from their current location across Highway 16. The society has recently purchased the subject property which contains a vacant automobile garage that the Fire Department plans to convert into a fire hall.

The C1 zone does not allow the property to be used as a fire hall; therefore, a rezoning to P1 is necessary.

The Topley Fire Protection Society has requested the fees be waved as they are a non-profit organization. Section 5.2 of "Development Procedures Bylaw No. 1422, 2007" states that an application may be waived or reduced by an affirmative vote of at least two-thirds (2/3) of Board Members eligible to vote. The Board is asked to consider waving the fees prior consideration to First & Second Reading of the bylaw.

Aerial of subject property



REFERRAL COMMENTS**Ministry of Transportation and Infrastructure**

"No objections. Please notify MoTI if fire hall is moving as we will need to move some signs and order and install another."

Northern Health Authority

"Approval Recommended Subject to Conditions Below:

Water:

All water sources intended for public drinking or domestic use by the public must be potable as stipulated in the Drinking Water Protection Act and Regulation. Application to Northern Health for a water system construction and operating permit will be required.

Sewage:

Any sewage and wastewater from the site must be disposed of in an adequate wastewater treatment system as described in the Sewerage System Regulation and its supporting documents (Sewerage System Standard Practice Manual). If a new sewerage system is to be installed or the current system altered, a sewage filing and letter of certification must be completed by an authorized person (Registered Onsite Wastewater Practitioner or a professional).

All operations related to this proposal must also comply with the Public Health Act and its associated regulations."

Advisory Planning Commission

"Resolution: No Quorum, but all in attendance are in favour of this application.

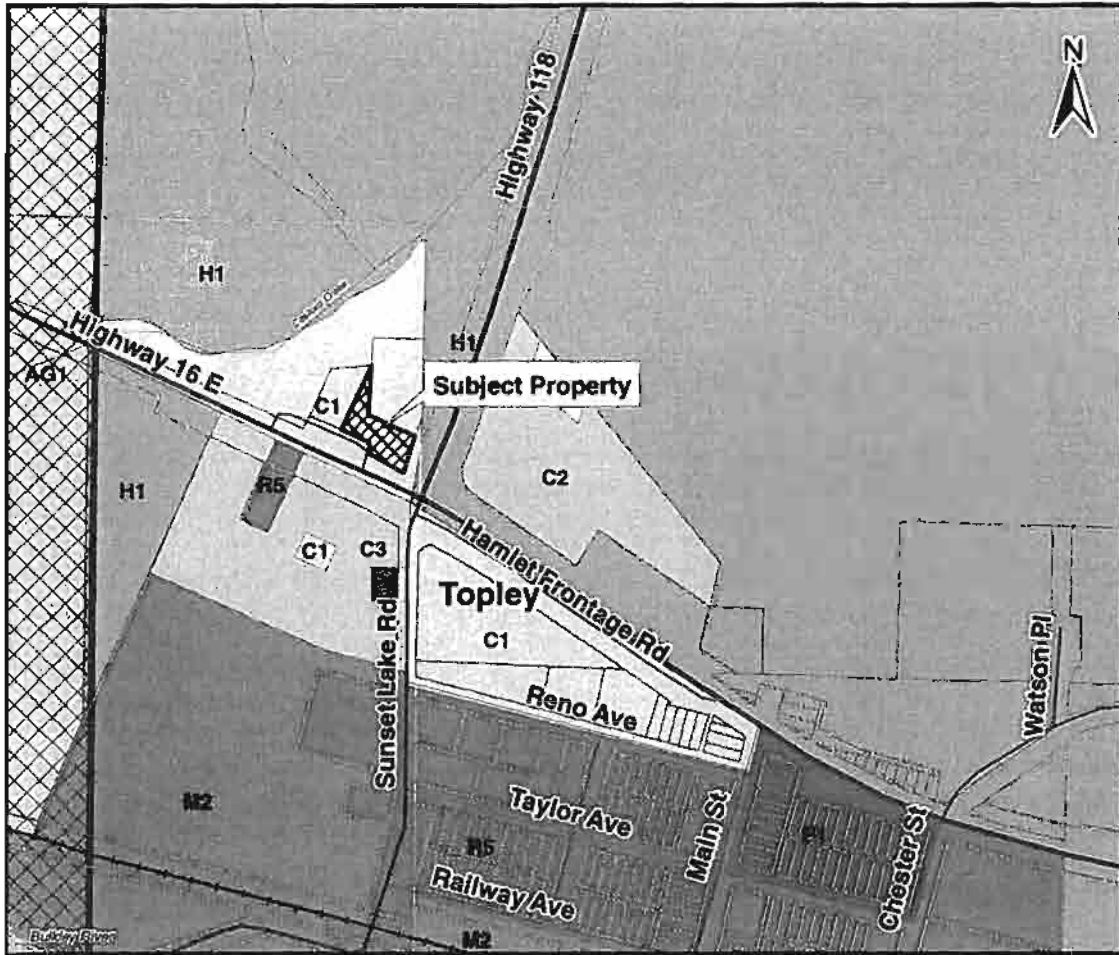
Comments: Jerry Botti spoke on behalf of the Topley Fire Protection Society."

PLANNING DEPARTMENT COMMENTS**OCP**

The subject property is designated Commercial (C) in the "Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011". This designation is intended to provide for limited and appropriate opportunities for tourist and neighbourhood commercial development throughout the Plan areas, where those services are necessary and do not conflict with existing uses.

Section 3.6.2 (1) of the Official Community Plan states that rural fire halls are acceptable in any designation, subject to zoning. Therefore, an amendment to the OCP is not required.

326 Zoning Map



Zoning

The subject property's current C1 zoning permits a number of commercial uses. A Rural Fire Hall is not a permitted use in the C1 Zone.

The permitted uses in the proposed Civic/Institutional (P1) zone are as follows:

- (a) public institutional uses including schools, hospitals, fire halls, police stations, and correctional centers;
- (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.

Land Use

The subject property is located in Topley, at the junction of Highway 16 and Highway 118. The area is zoned commercial and has a light-industrial character. In the Planning Department's opinion the Fire Hall fits the character of the area.



The Fire Hall would have good access to both highways at this location. Currently the driveway is located on Topley Post Office Road. There is access to Highway 118 along the east side of the building.

There is a residence to the north of the subject property located at 12003 Highway 118. Registered on the subject property's title is an easement for well access to this residence. The covenant states that the property owner must allow access to the well and shall not obstruct access or interfere with or damage equipment associated with the well.

Staff are concerned that the water capacity could be a potential issue for the neighboring residence if the well does not regenerate quickly. The fire department will require the use of this well to fill their tanks to haul water; therefore, the applicant is encouraged to investigate the well yield to verify if the water supply is suitable for the fire department and neighboring residence.

Building Code & Building Bylaw Issues

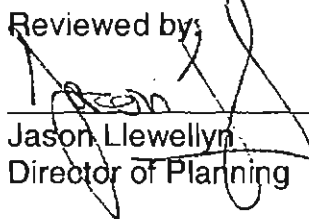
The property is located in the RDBN Building Inspection Area. In order for the Topley Fire Protection Society to utilize the existing garage, the property owners are required to apply for a Building Permit. The applicant may be required to upgrade the existing structure to that of a post-disaster rated building in accordance with the *BC Building Code*. The applicant is working with the Building Inspector regarding this requirement. The RDBN building inspectors have not inspected this building.

Recommendations:

1. That the Board consider the applicant's request to waive the \$700.00 application fee pursuant to Section 5.2 of "Development Procedures Bylaw No. 1422, 2007."
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1756, 2015" be given first and second reading and subsequently be taken to public hearing.
3. That the public hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1756, 2015" be held and delegated to the Director or Alternate Director for Electoral Area G.

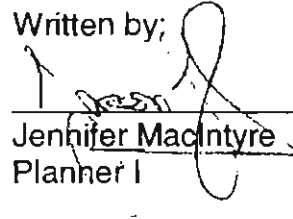
Electoral Area Planning – All Directors/Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:



Jennifer MacIntyre
Planner I



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1756

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 "General Commercial (C1)" Zone to the "Civic/Institutional (P1)" Zone.

Lot 2, District Lot 2623, Range 5, Coast District, Plan 10310, 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. 1756, 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. 1756, 2015"

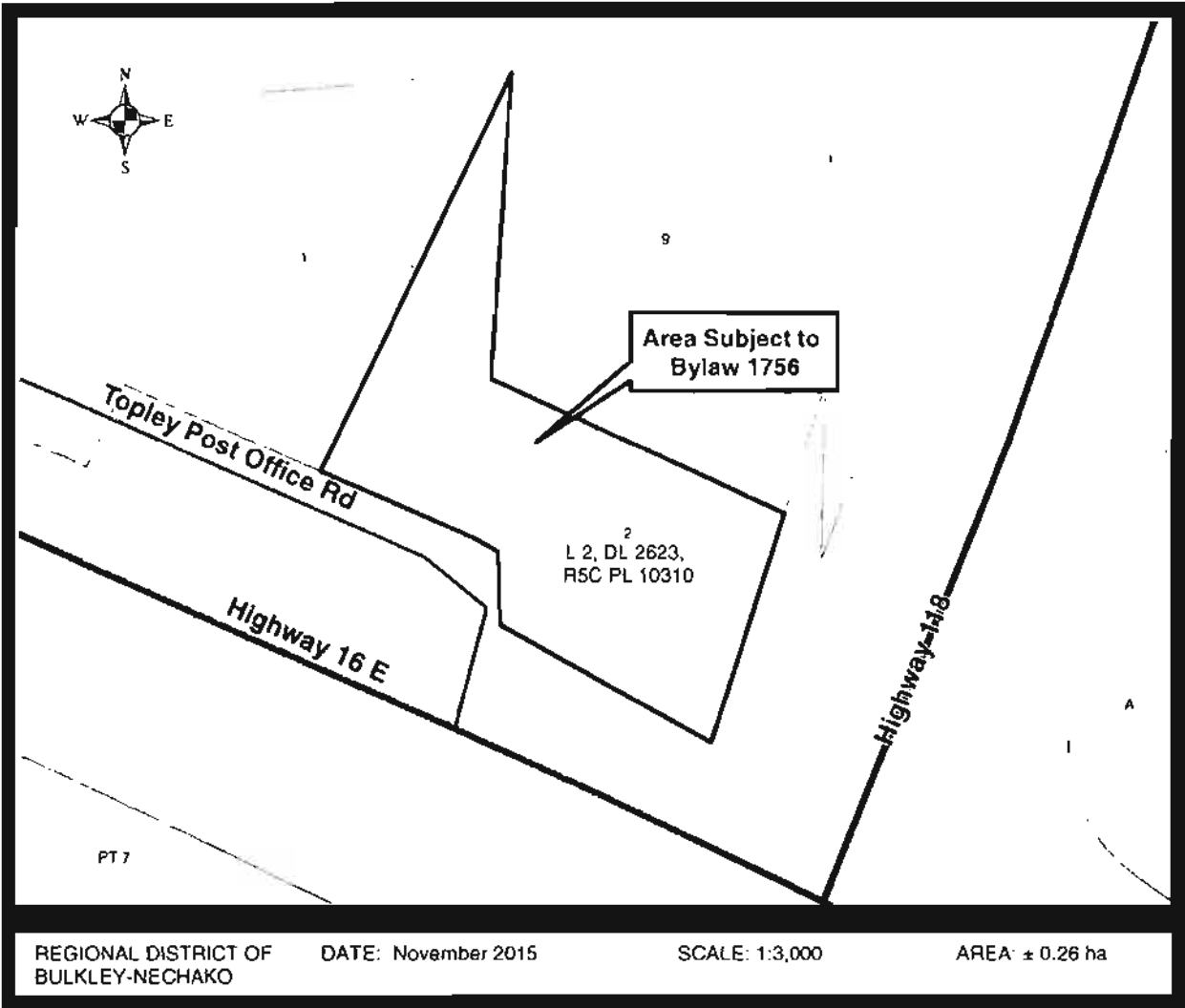
DATED AT BURNS LAKE this day of

Corporate Administrator

ADOPTED this day of

Chairperson

Corporate Administrator



SCHEDULE "A" BYLAW NO. 1756

Lot 2, District Lot 2623, Range 5, Coast District, Plan 10310, comprising of ±0.26 ha. Being rezoned from the "General Commercial (C1)" Zone to the "Civic/Institutional (P1)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1756, 2015.

Corporate Administrator



Planning Department Report
 Rezoning Bylaw No. 1730
 File No. E-01-14, Adoption
 Housing Agreement Bylaw No. 1753
 October 30, 2015

APPLICATION SUMMARY

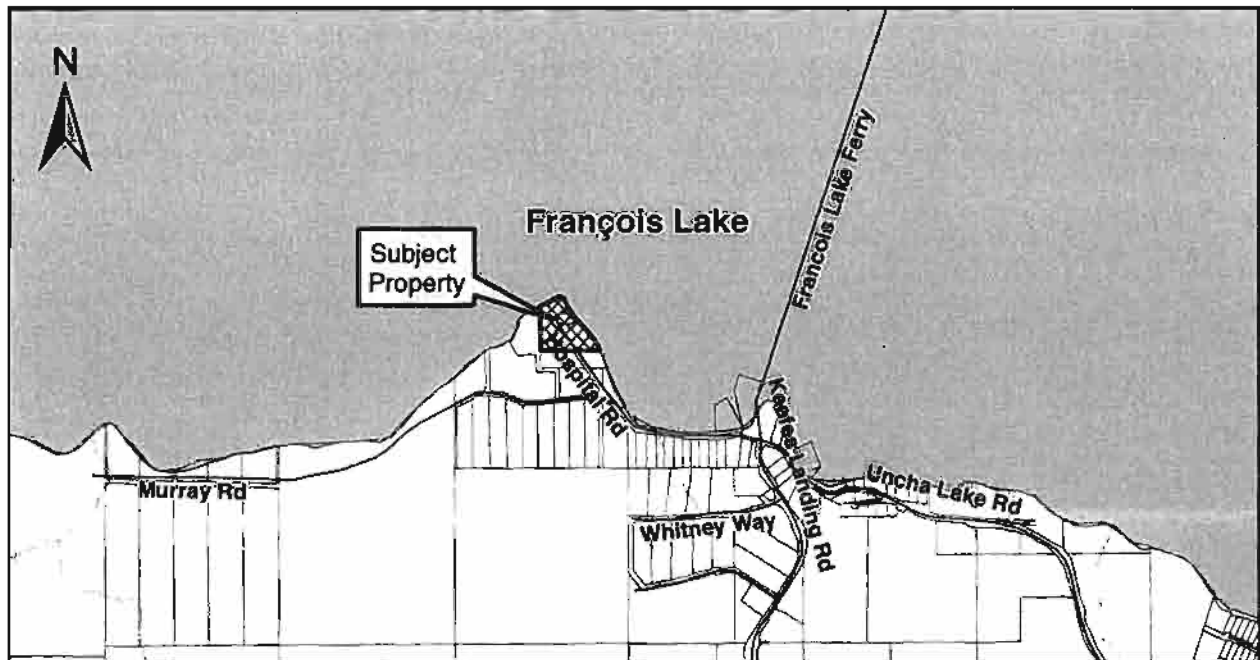
Name of Owner: Southside Seniors Housing Society, Inc. No. S-51984

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.

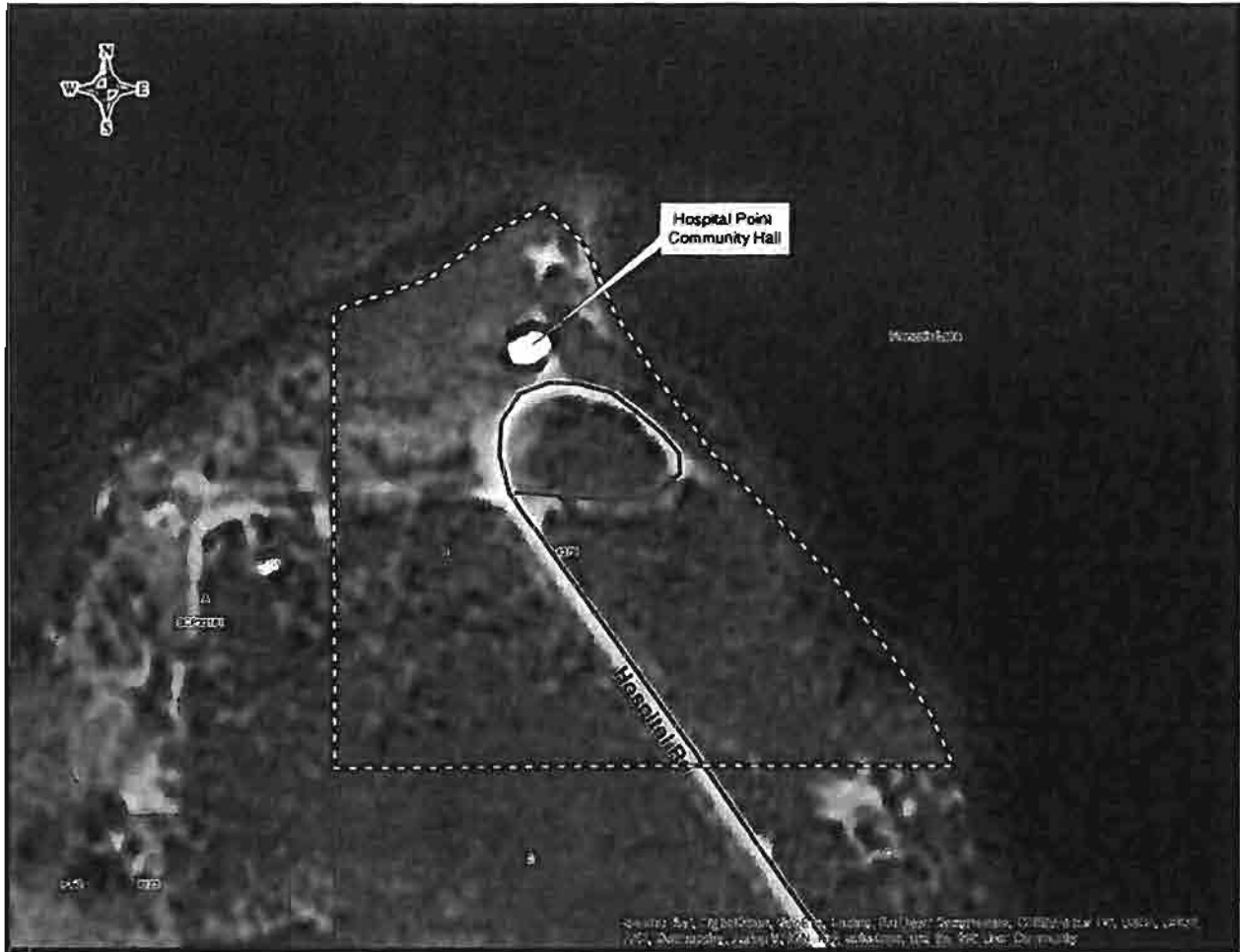


Zoning: Civic/Institutional (P1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

Existing Land Use: Community Hall

ALR Status: Not in the ALR.

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.

PLANNING DEPARTMENT COMMENTS

At its April 30th, 2015 meeting, the Board of the Regional District of Bulkley Nechako received the Report of the Public Hearing for the Bylaw, which was held on April 14, 2015 and gave third reading to "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1730, 2015".

Covenant and housing agreement

The applicants are open to the registration of a covenant and housing agreement on title limiting the use of the multi-unit dwelling to seniors housing operated by a society.

The covenant restricts the use of the property to a community care facility with a maximum of 22 persons in care, and a dwelling unit. However, the covenant can only restrict the use of the land and not the user. Therefore a housing agreement is required to ensure that the proposed development is restricted to use by persons who are fifty-five (55) years of age or older.

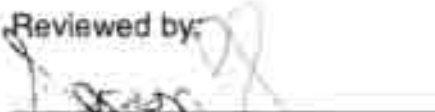
A housing agreement is an agreement between a local government and the property owner and is regulated by under section 905 of the *Local Government Act*. To enter into a housing agreement the Regional District must pass a Housing Agreement Bylaw before having the document executed by its signatories. The covenant and the housing agreement will then be registered on title of the property and the provisions run with the land to bind future property owners.

Recommendations


1. That "Regional District of Bulkley-Nechako Housing Agreement (Southside Seniors – 2411 Hospital Road) Bylaw No.1753, 2015" be given first, second, third reading and adoption.
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1730, 2015" be adopted.

Electoral Area Planning – Participants/Directors/Majority

Reviewed by:


 Jason Lewellyn
 Director of Planning

Written by:


 Maria Sandberg
 Planner

334



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 26th day of March, 2015

READ A SECOND TIME this 26th day of March, 2015

PUBLIC HEARING HELD this 14th day of April, 2015

READ A THIRD TIME this 30th day of April, 2015

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



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1753

A Bylaw to Authorize a Housing Agreement
under Section 905 of the *Local Government Act*

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

1. That the Regional District’s Chairperson and Chief Administrative Officer are authorized to execute the Housing Agreement (and all associated documents):
 - (a) in substantially the form set out in Schedule A,
 - (b) between the Regional District and Southside Seniors Housing Society, and
 - (c) that applies to lands with a current civic address of 2411 Hospital Road in the Regional District of Bulkley-Nechako in the Province of British Columbia, and legally described as:

PID: 004-868-471
 Lot B, District Lot 716, Range 4, Coast District, Plan 1379.

2. This bylaw may be cited as the “Regional District of Bulkley-Nechako Housing Agreement (Southside Seniors – 2411 Hospital Road) Bylaw No. 1753, 2015”.

READ A FIRST TIME this day of

READ A SECOND TIME this day of

PUBLIC HEARING HELD this day of

READ A THIRD TIME this day of

I hereby certify that the foregoing is a true and correct copy of “Regional District of Bulkley-Nechako Housing Agreement (Southside Seniors – 2411 Hospital Road) Bylaw No.1753, 2015”

DATED AT BURNS LAKE this day of

Corporate Administrator

33b

ADOPTED this day of

Chairperson

Corporate Administrator

SCHEDULE A to Bylaw No. 1753
HOUSING AGREEMENT

SECTION 219 COVENANT AND HOUSING AGREEMENT
SOUTHSIDE SENIORS HOUSING SOCIETY – 2411 HOSPITAL ROAD
 (Section 219 of the *Land Title Act* and Section 905 of the *Local Government Act*)

THIS AGREEMENT (the "Agreement") is made the ____ day of _____, 2015.

BETWEEN:

REGIONAL DISTRICT OF BULKLEY-NECHAKO
 37 3rd Avenue, PO Box 820
 Burns Lake, BC V0J 1E0

(the "REGIONAL DISTRICT")

AND

SOUTHSIDE SENIORS HOUSING SOCIETY, (INC. NO. S-51984)
 17781 Tatalrose Road
 Burns Lake, BC V0J 1E4

(the "OWNER")

RECITALS:

- A. The Owner is the registered owner in fee-simple of those lands with a current civic address of 2411 Hospital Road in the Regional District of Bulkley-Nechako in the Province of British Columbia, and legally described as:
- PID: 004-868-471
 Lot B District Lot 716 Range 4 Coast District Plan 1379
 (the "Lands").
- B. The Regional District, at the request of the Owner, rezoned the Lands further to REGIONAL DISTRICT OF BULKLEY-NECHAKO REZONING BYLAW NO. 1730, 2015 (the "Rezoning Bylaw") and the Owner proposes to develop the Lands for Multiple Family Dwelling use, and to construct up to twelve (12) Dwelling Units along with accessory uses as permitted under the Rezoning Bylaw (collectively, the "Proposed Development") in accordance with the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993, as amended (the "Zoning Bylaw").
- C. The Owner and the Regional District wish to enter into this Agreement to confirm that all of the proposed units in the Proposed Development may only be used for housing for seniors on the terms and conditions set out in this Agreement, and agree that this Agreement is both a Section 219 covenant under the *LTA* and a housing agreement under Section 905 of the *LGA*.
- D. Section 219 of the *Land Title Act* (the "**LTA**") permits the registration of a covenant of a negative or positive nature in favour of the Regional District with provisions:
- in respect of the use of land or the use of a building on or to be erected on land;

- that land is to be built on in accordance with the covenant;
- that land is not to be built on or subdivided except in accordance with the covenant;
- that land is not to be used, built on or subdivided;
- that parcels of land designated in the covenant and registered under one or more indefeasible titles are not to be sold or otherwise transferred separately; and
- that land or a specified amenity in relation to it be protected, preserved, conserved, maintained, enhanced, restored or kept in its natural or existing state in accordance with the covenant and to the extent provided in the covenant.

E. Section 905 of the *Local Government Act* (the "**LGA**") permits the Regional District to, by bylaw, enter into a housing agreement with an owner regarding the occupancy of the housing units identified in the housing agreement, including but not limited to terms and conditions referred to in Section 905(2) of the *LGA*.

NOW THIS AGREEMENT WITNESSES that pursuant to Section 219 of the *LTA* and Section 905 of the *LGA*, and in consideration of the premises and covenants contained in this Agreement, the parties agree each with the other as follows:

1. DEFINITIONS

1.1. In addition to those terms defined elsewhere in this Agreement, the following definitions apply in this Agreement:

- (a) "**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 (as defined in the Zoning Bylaw);
- (b) "**Eligible Senior Couple**" means two persons, both of whom are able to manage their own personal care, have the capacity to walk and are not bedridden, living together in a spousal relationship, one of whom is fifty-five (55) years of age or older;
- (c) "**Eligible Senior Person**" means a person of the age of fifty-five (55) years or older who is able to manage their own personal care, has the capacity to walk and is not bedridden;
- (d) "**Owner**" means the registered owner of the Lands, and includes a Strata Corporation if stratification of the Lands or a building on the Lands is permitted; and
- (e) "**Tenancy Agreement**" means a tenancy agreement, lease, license or other agreement granting rights to occupy a Dwelling Unit.

1.2. Unless otherwise stated, the definitions of the Regional District's Zoning Bylaw apply to this Agreement.

2. LTA S. 219 – RESTRICTIONS ON USE OF LAND

2.1. With respect to multiple-family dwelling residential uses and other dwelling units only, the Owner covenants and agrees that the Lands must not be subdivided, further built upon, or used for such residential uses, except for up to twelve (12) units of seniors residential housing for permanent full-time residents, including accessory uses (anticipated to be in two 6-unit buildings). For greater certainty, the intent of this subsection is not to restrict

the use of the existing buildings as of the date of this Agreement, or the subdivision or building for other uses provided that such uses are permitted by the Zoning Bylaw).

3. LGA S. 905 – TERMS AND CONDITIONS

3.1. **RESTRICTIONS ON OCCUPANCY:** The Owner covenants and agrees that for a period of seventy-five (75) years commencing upon the earlier of January 1, 2016 and execution of the first Tenancy Agreement for the units in question, and subject to the terms set out herein, the Owner will only use or permit the use and occupancy of the Dwelling Units on the Lands in accordance with all of the following restrictions:

- (a) all Dwelling Units that are occupied must be used and occupied only by Eligible Senior Persons or Eligible Senior Couples;
- (b) all Dwelling Units must be rental, and not available for purchase or other acquisition or disposition or stratification, including as further specified under Section 3.2 of this Agreement; and
- (c) in the event of the death or permanent hospitalization of one of the members of an Eligible Senior Couple such that the member of the Eligible Senior Couple remaining in occupancy of the Dwelling Unit is not fifty-five (55) years of age or older, that remaining member may continue to occupy the Dwelling Unit notwithstanding Section 3.1(a).

3.2. RENTAL UNITS ONLY:

- (a) The Owner covenants and agrees that the Owner shall not take any steps, or enter into any agreements, or impose any rules or regulations whatsoever the effect of which would be to sell or transfer the Dwelling Units on the Lands other than for rental purposes.
- (b) Without limiting the generality of Section 3.2(a), the Owner covenants and agrees that
 - i. it will not make application to deposit a strata plan to stratify the Lands or Dwelling Units in any buildings, without the express written permission of the Regional District; and
 - ii. the Tenancy Agreements for the Dwelling Units must be in compliance with the *Residential Tenancy Act* (British Columbia), must not be of a term inconsistent with rental tenure, and must not permit assignment, sub-tenancy or sub-leasing.
- (c) If the Lands or building are permitted to be stratified in accordance with Section 3.2(b), the Owner further covenants and agrees:
 - i. that the Strata Corporation will not pass bylaw(s) that would restrict the availability for rental of any Dwelling Units unless this Agreement is amended accordingly; and
 - ii. to notify the Regional District of any proposed amendment to its strata bylaws that pertains to use or occupancy.
- (d) The Owner acknowledges that it is within the Regional District's sole discretion, acting reasonably, to consent or not to consent to permission under or modification of this Agreement. Pursuant to LGA S.905(4), the Regional District acknowledges

that this Agreement may only be amended by bylaw adopted with the consent of the Owner.

3.3. ADMINISTRATION & MANAGEMENT – REPORTING

- (a) Within thirty (30) days of receipt of a request from the Regional District, the Owner must provide a report (the "Report") in writing that identifies the following:
- i. Total number of Dwelling Units on the Lands;
 - ii. Number and age of occupants of each Dwelling Unit;
 - iii. Name and contact information of all companies and societies that manage or operate the Dwelling Units;
 - iv. Location and use of other buildings, units and rooms on the Lands;
 - v. Copy of the standard form(s) of Tenancy Agreement for each Dwelling Unit, including term of that agreement (but without the personal information of each individual agreement);
 - vi. If applicable, any changes or proposed changes to the Strata Corporation's bylaws that may affect the terms of this Agreement; and
 - vii. Such further information identified in the request from the Regional District, provided such is relevant to the interpretation, administration or enforcement of this Agreement.
- (b) The Regional District may request a Report no more than once in any calendar year, unless the Regional District has reasonable grounds to believe that the Owner is in breach of any of its obligations under this Agreement.
- (c) For greater certainty, the Owner is not required to provide a Report unless the Regional District so requests.

3.4. **TERMINATION OF TENANCY:** The Owner must terminate any Tenancy Agreement where the tenant of the Dwelling Unit uses or occupies, or allows use or occupation, of the Dwelling Unit in breach of this Agreement and the Regional District requests such termination in writing, such termination to be in accordance with the terms of the *Residential Tenancy Act* (British Columbia).

3.5. **NOTICE IN LAND TITLE OFFICE:** For clarity, the Owner acknowledges and agrees that:

- (a) this Agreement constitutes both a covenant under Section 219 of the *LTA* and a housing agreement under Section 905 of the *LGA*;
- (b) the Regional District will file a notice of housing agreement in the Land Title Office at the cost of the Owner in accordance with the *LGA* S.905; and
- (c) this Agreement is binding on the parties to this Agreement as well as all persons who acquire an interest in the Lands after filing of the Notice.

4. RELEASE AND INDEMNITY

4.1. The Owner covenants and agrees to indemnify and save harmless the Regional District from any and all claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which

anyone has or may have against the Regional District or which the Regional District incurs as a result of any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.

- 4.2. The Owner releases and forever discharges the Regional District of and from any claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which the Owner can or may have against the Regional District for any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.

5. GENERAL PROVISIONS

- 5.1. **OBSERVE AGREEMENT:** The Owner covenants and agrees for itself, its heirs, executors, successors and assigns, that it will at all times perform and observe the requirements and restrictions set out in this Agreement.
- 5.2. **NOTICE:** Any notice permitted or required by this Agreement to be given to either party must be given to that party at the address set out above, or at any other address of which the party has given the other party notice in writing expressly for the purposes of this Agreement.
- 5.3. **CONFLICT:** In the event of a conflict between the terms of this Agreement and the provisions of Regional District bylaws in relation to land use or density, the bylaws will prevail in accordance with Section 905(3) of the *Local Government Act*.
- 5.4. **BINDING EFFECT:** This Agreement will enure to the benefit of and be binding upon the parties hereto and their respective heirs, administrators, executors, successors, and permitted assignees, and in accordance with Section 905(6) of the *Local Government Act*.
- 5.5. **PRIORITY:** At the Owner's sole cost, the Owner must do everything necessary to secure priority of registration and interest for this Agreement over all encumbrances of a financial nature.
- 5.6. **FURTHER ASSURANCES:** The Owner agrees to execute all other documents and provide all other assurances necessary to give effect to the covenants contained in this Agreement.
- 5.7. **REGISTRATION COSTS:** The Owner, as a personal covenant between the parties, agrees to pay the legal fees and Land Title Office costs to the Regional District in connection with the preparation and registration of this Agreement.
- 5.8. **ENTIRE AGREEMENT:** It is mutually understood, acknowledged and agreed by the parties that the Regional District has made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Owner other than those contained in this Agreement.
- 5.9. **NO RESTRICTION ON REGIONAL DISTRICT AUTHORITY:** Except as required by the LGA S.905, nothing contained or implied in this Agreement.

- (a) prejudices or affects the rights, powers or discretion of the Regional District in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Lands as if the Agreement had not been executed and delivered by the Owner;
- (b) imposes any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement or the breach of any provision in this Agreement; or
- (c) imposes any public law duty, whether arising from the principles of procedural fairness or the rules of natural justice, on the Regional District with respect to its exercise of any right or remedy expressly provided in this Agreement or at law or in equity.

5.10. WITHHOLDING OF PERMITS AND APPROVALS: The Owner covenants and agrees that the Regional District may withhold development permits, building permits and other approvals related to the use, building or subdivision of land as necessary to ensure compliance with the covenants in this Agreement, and that the issuance of a permit or approval does not act as a representation or warranty by the Regional District that the covenants of this Agreement have been satisfied.

5.11. CUMULATIVE REMEDIES: No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity. Damages will be an inadequate remedy for the Regional District, and the Regional District is entitled to an order for specific performance or a prohibitory or mandatory injunction in order to compel performance of the obligations in this Agreement.

5.12. WAIVER: The waiver by a party of any breach of this Agreement or failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar, and no waiver is effective unless it is written and signed by both parties.

5.13. SEVERABILITY: If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.

5.14. TIME: Time is of the essence of this Agreement.

5.15. RELATIONSHIP OF PARTIES:

- (a) No provision of this Agreement may be construed to create a partnership or joint venture relationship, an employer-employee relationship, a landlord-tenant, or a principal-agent relationship.
- (b) The Owner is solely responsible for all costs and expenditures required to fulfill its obligations under this Agreement, whether those costs and expenses are specifically referred to in this Agreement.

5.16. ACKNOWLEDGEMENT: The Owner acknowledges having been directed to obtain independent legal advice and having read and fully understood all the terms and conditions of this Agreement. The Owner confirms that this Agreement has been entered into voluntarily. The Owner acknowledges and agrees that any information submitted to

the Regional District is subject to the *Freedom of Information and Protection of Privacy Act* (British Columbia).

- 5.17. **COUNTERPARTS:** This Agreement may be executed and delivered in counterparts with the same effect as if both parties had signed the same document. Each such counterpart will be deemed an original and together will form one and the same instrument.
- 5.18. **APPLICABLE LAW:** This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.
- 5.19. **DEED AND CONTRACT:** By executing and delivering this Agreement each of the parties intends to create both a contract and a deed executed and delivered under seal.

As evidence of their agreement to be bound by the above terms, the parties each have executed and delivered this Agreement by executing Forms C and D (pages 1 and 2) attached.



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MEMORANDUM

To: Chairperson Miller and Board of Directors
From: Jason Llewellyn, Director of Planning
Date: November 10, 2015
Re: Amendment of covenant document CA1963381 (Electoral Area "A")

This report is regarding an amendment to Covenant No. CA1963381, which is registered on title of the property at 2803 Dahlie Rd. The covenant concerns the subdivision of the property into a 9 lot bare land strata subdivision.

BACKGROUND:

The following is a short chronology of the process leading to the most recent request to amend the covenant.

- In June 2008 the Regional District Board approved rezoning application A-02-08 at 3rd reading. Board consideration of final approval was subject to a number of requirements. These conditions were never fulfilled and the bylaws expired in 2010.

During the processing of this application staff has recommended that a geotechnical report be undertaken to obtain some comfort that the property could be subdivided as proposed. The applicant wished to defer investigation of these issues until the time of subdivision so a geotechnical report was not required.

- In June 2010 staff received a geotechnical report (1st geotechnical) from the property owner along with a second application to rezone the subject property. The new application (A-07-10) involved a new site development plan. The applicant was advised by RDBN staff to review the content of the geotechnical report with the Ministry of Transportation to make sure it will satisfy their needs at the subdivision stage.

The geotechnical report contains a number of very specific requirements regarding the safe development of the site.

- In April 2011 the Regional District Board approved rezoning application A-07-10. The applicant registered Covenant No. CA1963381 on title of the property. The covenant contained the 1st geotechnical report, a site development plan, and a number of development related requirements.
- In mid-2013 the Regional District was informed that the property owner had obtained another geotechnical report (2nd geotechnical report) which recommended a revised site development plan, and addressed a number of the concerns expressed in the 1st geotechnical report.

- In August 2013 the Regional District was informed by the Provincial Approving Officer that the 2nd geotechnical report must be registered on title. The property owner then requested that the covenant be amended to include the 2nd geotechnical report and that the site development plan be changed.
- In February 2014 the Regional District Board approved the requested amendment to Covenant No. CA1963381. The property owner did not follow through on the covenant amendment process.
- In November 2015 the Regional District was provided another geotechnical report (3rd geotechnical report) that was prepared at the request of the Provincial Approving Officer as part of the subdivision approval process. The Provincial approving Officer explained that the 3rd geotechnical report was required to substantiate the conclusions of the 2nd geotechnical report.

The property owner's solicitor then attempted to initiate the process to amend Covenant No. CA196338 as proposed in 2014, without including the 3rd geotechnical report. Staff informed the property owner's solicitor and consultant that the 3rd geotechnical report should also be registered on title as it contains notable information relating to the previous geotechnical reports. This requires Board approval.

DISCUSSION:

Staff recommend that the Board approve the proposed amendments to Covenant No. CA1963381, as approved in 2014, including the attachment of the 3rd geotechnical report. It is important that future property owners and anyone involved in the future development or subdivision of the property have knowledge of and access to all of the geotechnical reports.

The following is attached to this report:

- Covenant No. CA1963381.
- The covenant amendment document from 2014.
- The 2nd geotechnical report (prepared by Ryzuk Geotechnical in Oct. 7, 2013).

The 3rd geotechnical report (prepared by Ryzuk Geotechnical on Sept 22, 2015) is provided under separate cover.

The 1st geotechnical report prepared in 2008 is available from staff upon request.

Staff will work with our solicitor to ensure that the 2014 covenant amendment documents presented to the Board Chair for signing are properly amended to accommodate the 3rd geotechnical report.

Recommendations

That the Regional District Board approve the proposed amendments to Covenant No. CA1963381, as approved in 2014, including the attachment of the 3rd geotechnical report prepared by Ryzuk Geotechnical on Sept 22, 2015, and authorize the Board Chair to sign the covenant amendment document.

Electoral Area Planning – Participants/Directors/Majority
(All Directors)

Written by:



Jason Llewellyn
Director of Planning

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Status: Registered

Doc #: CA1963381

RCVD: 2011-04-06 RQST: 2013-11-07 09.39.02

FORM C_V17 (Charge)

NEW WESTMINSTER LAND TITLE OFFICE

LAND TITLE ACT
FORM C (Section 233) CHARGE
GENERAL INSTRUMENT - PART 1 Province of British Columbia

Apr-06-2011 09:03:05.001

CA1963381 CA1963382

PAGE 1 OF 145 PAGES

Your electronic signature is a representation that you are a subscriber as defined by the Land Title Act, RSBC 1996 c.250, and that you have applied your electronic signature in accordance with Section 168.3, and a true copy, or a copy of that true copy, is in your possession.

Sean Ernest
Rowell
NWWSFQ

Digital signed by Sean Ernest Rowell
NWWSFQ
DN: o=CA, cn=Sean Ernest Rowell
NWWSFQ, ou=Lawyer, ou=Verify ID at
www.landtitle.com.bc.ca, email=sean.ernest@nwwsfq.com
d=NWWSFQ
Date: 2011.04.05 10:42:21 -0700

1. APPLICATION: (Name, address, phone number of applicant, applicant's solicitor or agent)
Perry & Company, Barristers & Solicitors
1081 Main Street (250)847-4341
PO Box 790
Smithers BC V0J 2N0
Document Fees: \$143.80 STC Fees: \$10.20
Derivat LTSA Fees? Yes

2. PARCEL IDENTIFIER AND LEGAL DESCRIPTION OF LAND:
[PID] [LEGAL DESCRIPTION]
015-221-946 THE NORTH 1/2 OF THE NORTH 1/2 OF DISTRICT LOT 4267 RANGE 5 COAST
DISTRICT EXCEPT PLAN PRP13594
STC? YES

3. NATURE OF INTEREST CHARGE NO. ADDITIONAL INFORMATION
SEE SCHEDULE

4. TERMS: Part 2 of this instrument consists of (select one only)
(a) Filed Standard Charge Terms D.F. No. (b) Express Charge Terms Annexed as Part 2
A selection of (a) includes any additional or modified terms referred to in Item 7 or in a schedule annexed to this instrument.

5. TRANSFEROR(S):
JODY VICTOR BRADLEY AND TERESA ANNE BRADLEY

6. TRANSFEREE(S): (including postal address(es) and postal code(s))
THE REGIONAL DISTRICT OF BULKLEY-NECHAKO
P.O. BOX 820
BURNS LAKE BRITISH COLUMBIA
V0J 1E0 CANADA

7. ADDITIONAL OR MODIFIED TERMS:
N/A

8. EXECUTION(S): This instrument creates, assigns, modifies, enlarges, discharges or governs the priority of the interest(s) described in Item 3 and the Transferor(s) and every other signatory agree to be bound by this instrument, and acknowledge(s) receipt of a true copy of the filed standard charge terms, if any.

Officer Signature(s)

John L. Perry
Barrister & Solicitor
P.O. Box 790
Smithers, B.C. V0J 2N0

Execution Date		
Y	M	D
11	03	15

Transferor(s) Signature(s)

JODY VICTOR BRADLEY

TERESA ANNE BRADLEY

OFFICER CERTIFICATION:

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the Evidence Act, R.S.B.C. 1996, c.124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the Land Title Act as they pertain to the execution of this instrument.

LAND TITLE ACT
FORM D

EXECUTIONS CONTINUED

Officer Signature(s)

Execution Date

Transferor / Borrower / Party Signature(s)

Gail E. Chapman
A Commissioner for taking Affidavits for
British Columbia
Box 820, Burns Lake, BC V0J 1E0
(250) 692-3195

Y	M	D
11	03	28

REGIONAL DISTRICT OF BULKLEY-
NECHAKO by its authorized
signatory(ies):

Lance Hamblin

Thevarajah Rabimohan, Notary Public
City of Toronto, Limited to the
attestation of Instruments and the
taking of affidavits for Royal Bank of
Canada, Royal Trust Corporation of
Canada and The Royal Trust Company
180 Wellington Street West,
Toronto, Ontario, M5J 1J1
Expires December 05, 2011

11	03	25
----	----	----

ROYAL BANK OF CANADA by its
authorized signatory(ies):

JEWELL GREENIDGE
Team Leader

ESMERALDA ALVES
Team Leader

OFFICER CERTIFICATION

Your signature constitutes a representation that you are a solicitor, notary public or other person authorized by the *Evidence Act*, R.S.B.C. 1996, c 124, to take affidavits for use in British Columbia and certifies the matters set out in Part 5 of the *Land Title Act* as they pertain to the execution of this instrument

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Status: Registered

Doc #: CA1963381

RCVD: 2011-04-06 RQST: 2013-11-07 09:39:02

FORM E v17

LAND TITLE ACT
FORM E

SCHEDULE

PAGE 3 OF 145 PAGES

NATURE OF INTEREST
Covenant

CHARGE NO.

ADDITIONAL INFORMATION
Section 219

NATURE OF INTEREST
Priority Agreement

CHARGE NO.

ADDITIONAL INFORMATION
Granting the Covenant with one registration
number less than this priority agreement priority
over Mortgage CA574838

NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

NATURE OF INTEREST

CHARGE NO.

ADDITIONAL INFORMATION

TERMS OF INSTRUMENT - PART 2

RECITALS:

- A. The Transferor is the registered owner in fee-simple of those lands with a current civic address of 2803 Dahlie Road, more particularly described in Item #3 of Form C, in the Regional District of Bulkley-Nechako in Province of British Columbia (the "**Lands**").
- B. The Transferee is the Regional District of Bulkley-Nechako ("**Transferee**" or "**Regional District**").
- C. The Transferor has submitted an application to the Regional District to amend the Official Community Plan designation of the Lands to Rural Residential further to OCP Amendment Bylaw No. 1585 and to rezone the Lands to Bare Land Strata Residential Zone (R11) and Rural Residential (R6) Zones further to Rezoning Bylaw No. 1586 (the "**Amendment Bylaws**"), in order to permit a 9-lot bare land strata subdivision with significant greenspace protected as common property and through park dedication/return to the Provincial Crown, and acknowledging that it is in the public interest that the subdivision, development and use of the Lands be limited, in particular given potential geotechnical constraints, protection and conservation of natural habitat, greenspace, and existing and future trails, has volunteered and wishes to grant this covenant to the Transferee, and the Transferee has accepted this covenant (the "**Agreement**") and required its registration as a condition of the Amendment Bylaws.
- D. Section 219 of the *Land Title Act* gives authority for a covenant and indemnity, whether of a negative or positive nature, to be registered against the Lands and granted in favour of the Transferee with provisions:
- in respect of the use of land or the use of a building on or to be erected on land;
 - that land is to be built on in accordance with the covenant;
 - that land is not to be built on or subdivided except in accordance with the covenant;
 - that land is not to be used, built on or subdivided;
 - that parcels of land designated in the covenant and registered under one or more indefeasible titles are not to be sold or otherwise transferred separately; and
 - that land or a specified amenity in relation to it be protected, preserved, conserved, maintained, enhanced, restored or kept in its natural or existing state in accordance with the covenant and to the extent provided in the covenant.

NOW THEREFORE in consideration of the payment of the sum of \$10.00 by the Transferee to the Transferor (receipt and sufficiency acknowledged), the mutual covenants and agreements contained in this Agreement, and for other good and valuable consideration, the parties covenant and agree as to the following, including under Section 219 of the *Land Title Act*:

Development in Compliance with Agreement

1. The Transferor covenants and agrees with the Transferee that it must not use or permit the use of the Lands or any building on the Lands for any purpose, construct any building on the Lands or subdivide the Lands except in strict accordance with this Agreement.

Subdivision Layout in Compliance with Plan

2. The Transferor covenants and agrees the Lands must not be subdivided except in substantial compliance with the draft subdivision plan attached as Schedule 'A' ("**Subdivision Plan**").

3. The parties acknowledge and agree that the Subdivision Plan in Schedule "A" is schematic only and the exact configuration of boundaries, including of the areas labelled the fee simple "Lot A", the bare land Strata Lots 1-9, the "Common Strata Land" areas, the "Return to Crown" areas (which includes the Trail Return to Crown areas), and the roads and access routes, may be determined in accordance with subsequent surveys, and provided that:
- the total number of lots does not change and their respective areas does not change by more than five percent (5%),
 - the Return to Crown areas do not decrease in area,
 - the Common Strata Land area does not decrease except to allow a consequent increase in Return to Crown area, and
 - any changes are consistent with the Transferee's bylaws and regulations,

this Agreement shall be interpreted to apply to the areas so defined. The parties may modify this Agreement from time to time to reflect the more accurate description of the above-noted areas, and the Grantor agrees that these covenant restrictions may be registered against the whole of the Lands until such modification.

Use and Development Restricted until Subdivision

4. The Transferor agrees that, notwithstanding the land uses now or later permitted by the Regional District's Bylaws, the Transferor must not use, develop or build upon the Lands, or any portion of the Lands, or apply to the Regional District for any permit to do so, until completion of the subdivision that creates the areas to be developed and built upon in accordance with this Agreement, except as follows:
- (a) all existing land uses (the "**Existing Uses**") permitted by current bylaws may continue until the land uses permitted by the Amendment Bylaws have commenced provided that the Existing Uses are permitted by the Amendment Bylaws;
 - (b) the Transferor may carry out site servicing, clearing or excavation, except in the Return to Crown area;
 - (c) the Transferor may carry out geotechnical or geohazard investigations; and
 - (d) the Transferor may carry out exploring, digging and developing sources for potable water.

Dedication concurrent with Subdivision

5. The Lands must not be subdivided unless the Return to Crown area of the Lands, generally as shown on the Subdivision Plan, is concurrently dedicated as park on a registered plan of subdivision, or otherwise returned to the Provincial Crown, subject to clause 6 of this Agreement.
6. The parties acknowledge and agree that the Return to Crown area may be:
- (a) increased to include an area generally parallel to the southern boundary of the Lands, connecting the existing Dahlie Road and the Return to Crown area as presently shown, including for use as trails and parking lot, and if so increased the Common Strata Land area may be decreased proportionately; or
 - (b) decreased or eliminated entirely if the Provincial Crown chooses not to accept the dedication or return, and if so decreased or eliminated the Common Strata Land area must be increased proportionately.

Riparian and Conservation Areas

7. The Transferor acknowledges that the Lands contain watercourses, riparian and other areas with natural habitat values and therefore covenants and agrees to protect, preserve, conserve, maintain and keep in its natural and existing state the areas identified as Common Strata Land (and, until the Lands are subdivided, the Return to Crown Area) on the Subdivision Plan (the "**Conservation Area**"), and without limiting the generality of the foregoing, the Transferor covenants and agrees:
- (a) the Conservation Area must not be further subdivided following the creation of the areas identified on the Subdivision Plan;
 - (b) to protect, preserve and conserve in its natural state the vegetation and trees in the Conservation Area;
 - (c) not to cut, trim, prune, damage, defoliate or remove any vegetation or tree from the Conservation Area;
 - (d) not to excavate, remove soil or place fill from or on the Conservation Area;
 - (e) not to use pesticides, herbicides or any other deleterious substance of any kind on the Lands;
 - (f) not to build, place or install any building or structure of any kind on, over or under the Conservation Area; and
 - (g) not to do, omit to be done, or knowingly permit to be done or omitted, anything that does or could reasonably be expected to destroy, impair, diminish, negatively affect or alter the Conservation Area and vegetation and habitat therein.
8. As the sole exceptions to the preceding clause, and only on the conditions noted below, the Transferor may:
- (a) construct one pedestrian trail not to exceed 1.5 metres in width to connect the access route on the lands to existing or future trails in the Return to Crown area,
 - (b) undertake reasonable activities to develop a wastewater treatment facility for the development,
 - (c) undertake reasonable activities to construct buildings specifically permitted by zoning regulations and Regional District bylaws, and
 - (d) in an emergency situation, such as fire or a real and substantial threat to human safety or property, cut down or trim living or dead vegetation or trees in the Conservation Area,
- provided however that all of the following conditions are satisfied with respect to each of the above exceptions:
- (i) all such activities are done in such a manner as to prevent the direct or indirect release or deposit of any debris, soil, silt or other deleterious substance into any watercourse on the Lands,
 - (ii) all construction wastes, soil, fill or other substances deleterious to aquatic life are disposed of or placed on the Lands in such a manner as to prevent the direct or

indirect release or deposit of such wastes, soil, silt or substances into any watercourse on the Lands,

- (iii) the Transferor must notify the Transferee of the circumstances of all such activities within 30 days, including identifying the actual or likely effect on the Conservation Area as the case may be, and
- (iv) the Transferor undertakes to implement remedial measures to restore the overall habitat of the Conservation Area in accordance with recommendations, if any, of the Regional District, Provincial Ministry or independent professional at its sole cost.

For certainty, the parties agree this provision applies only to this Agreement and does not eliminate the lawful requirements of other governments.

9. For greater certainty, the provisions of this part of this Agreement are not intended to limit any agreements that may be reached between the Transferor and the Provincial Crown in relation to the recreational use of the Return to Crown areas. If the Provincial Crown does not accept the dedication or return of the Return to Crown areas, those portions of the Lands are added to the Common Strata Land, and therefore become part of the Conservation Area subject to this part, however one further unconditional exception applies: the Transferor and Provincial Crown may agree as to development, construction, ongoing maintenance and use of recreational uses, including trails, of the Return to Crown portion of the Conservation Area.

Geotechnical & Fire Safety Considerations

10. The Transferor acknowledges that the Lands may be subject to hazards as identified in the report entitled Landslide Hazard Assessment prepared by Dr. Alan Campbell and dated March 15, 2010, a copy of which is attached as Schedule 'B' to this Agreement (the "**Geotechnical Report**"), and therefore covenants and agrees that the Lands must not be built upon or used except in accordance with that Geotechnical Report and further no strata lot or fee simple lot proposed to be created from the Lands may be built upon or used unless:
- (a) such parcel has been reviewed and certified by a professional engineer or a professional geoscientist, with experience or training in geotechnical study and geohazard assessments, to be safely used for the intended use;
 - (b) the Transferor has provided the Transferee's building official with a copy of the geotechnical report(s) required under this section; and
 - (c) this provision in this Agreement has been replaced with a covenant under section 56 of the *Community Charter* or successor legislation in respect of the Lands, or relevant portion, if and as required in accordance with that section.
11. Without limiting the generality of the foregoing, the Geotechnical Report identifies a number of specific constraints on development, and the Transferor covenants and agrees not to build upon or use the Lands unless the following preliminary issues are addressed:
- (a) with respect to proposed Strata Lots 1, 2 and 3, no building until all areas of glacial till are identified;
 - (b) with respect to proposed Strata Lot 4, no building except with protection from flooding and extreme humidity, and only with the incorporation of dewatering measures (e.g. French drains);

- (c) with respect to proposed Strata Lots 5, 6 and 7,
 - (i) no building until potential slide hazards are investigated and addressed,
 - (ii) building permitted only with the incorporation of dewatering measures (e.g. French drains), and
 - (iii) no building, development or clearing of active alluvial fan deposits;
- (d) with respect to proposed Strata Lots 8 and 9,
 - (i) no building until all areas of glacial till are identified and determined to be sufficient and stable for development,
 - (ii) no building, development or clearing of active alluvial fan deposits or areas covered with poorly sorted sand and gravel, and
 - (iii) building permitted only with the incorporation of piers or reasonable alternatives designed by an engineer;

and all only in accordance with the recommendations and conditions of a professional engineer.

12. The parties acknowledge that the above provisions in this part in no way precludes the Approving Officer from requiring similar or alternative measures under the authority of the *Land Title Act* or Bare Land Strata Regulations, and such measures and covenants may or may not be sufficient to address the provisions in this part.
13. The Transferor further acknowledges that the Lands are located within the Rural Fire Service Protection Area and Official Community Plan policies for rezonings such as under the Amendment Bylaws contemplate any improvements and development be subject to annual fire inspections at the sole cost of the Transferor, with any recommendations implemented at the sole responsibility and cost of the Transferor, and therefore the Transferor covenants and agrees to engage a professional to undertake such annual inspections and only to build upon and continue to use the Lands in compliance with the recommendations of such inspections. The Transferor must provide a copy of such inspection reports, at no cost, to the Regional District on demand (and the Transferee may, but is under no obligation, to review and consider it).

Indemnity and Release

14. The Transferor covenants and agrees to indemnify and save harmless the Transferee from any and all claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which anyone has or may have against the Transferee or which the Transferee incurs as a result of any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.
15. The Transferor releases and forever discharges the Transferee of and from any claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which the Transferor can or may have against the Transferee for any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.

Registration

16. The restrictions and requirements in this Agreement are covenants running with the Lands in favour of the Transferee and intended to be perpetual, and shall continue to bind all of the Lands when subdivided.
17. At the Transferor's sole cost, the Transferor must do everything necessary to secure priority of registration and interest for this Agreement over all encumbrances of a financial nature.
18. The Transferor agrees to execute all other documents and provide all other assurances necessary to give effect to the covenants contained in this Agreement.
19. The Transferor, as a personal covenant between the parties, agrees to pay the legal fees and land title office costs of the Transferee in connection with the preparation and registration of this Agreement.

General

20. The Transferor covenants and agrees for itself, its heirs, executors, successors and assigns, that it will at all times perform and observe the requirements and restrictions set out in this Agreement.
21. It is mutually understood, acknowledged and agreed by the parties that the Transferee has made no representations, covenants, warranties, guarantees, promises or agreements (oral or otherwise) with the Transferor other than those contained in this Agreement. Furthermore, the Transferor acknowledges and agrees that due to the scope of private servicing required, technical restraints and hazards, the requirement for Approving Officer approvals and the requirements for third-party approvals, the Transferor may be unable to subdivide, or to use, develop or construct upon the Lands to the density permitted by the Amendment Bylaws, or at all, despite the Regional District's adoption of the Amendment Bylaws.
22. Nothing contained or implied in this Agreement:
 - (a) prejudices or affects the rights, powers or discretion of the Transferee in the exercise of its functions under any public or private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised in relation to the Lands as if the Agreement had not been executed and delivered by the Transferor;
 - (b) imposes any legal duty or obligation, including any duty of care or contractual or other legal duty or obligation, to enforce this Agreement or the breach of any provision in this Agreement; or
 - (c) imposes any public law duty, whether arising from the principles of procedural fairness or the rules of natural justice, on the Transferee with respect to its exercise of any right or remedy expressly provided in this Agreement or at law or in equity.
23. The Transferor covenants and agrees that the Transferee may withhold development permits, building permits and other approvals related to the use, building or subdivision of land as necessary to ensure compliance with the covenants in this Agreement, and that the issuance of a permit or approval does not act as a representation or warranty by the Transferee that the covenants of this Agreement have been satisfied.
24. The Transferor covenants and agrees that:

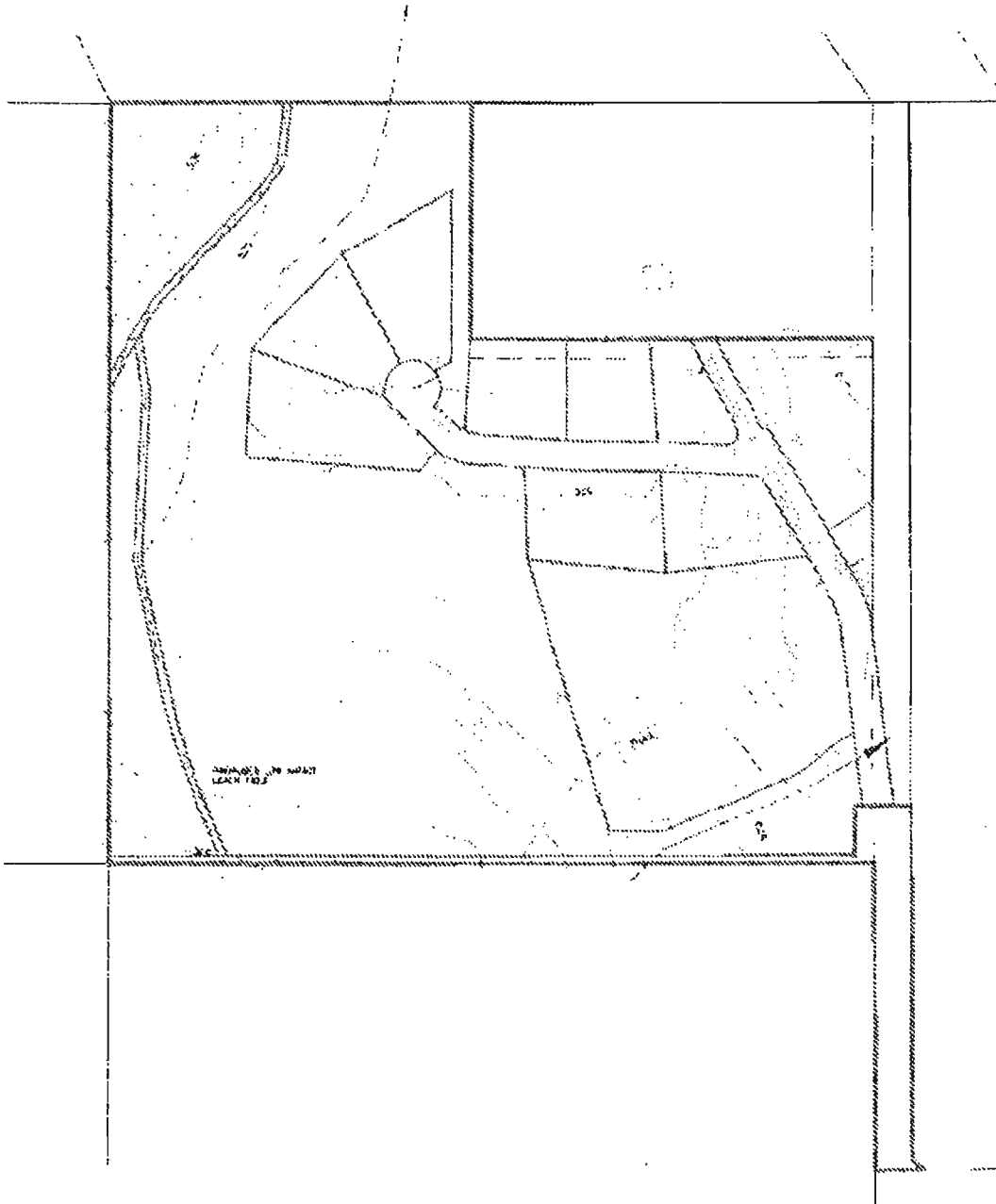
- (a) if the Transferee advises of a breach of this Agreement, as determined in its reasonable discretion, the Transferor must promptly remedy that breach at its sole cost;
 - (b) if the Transferor has not remedied the breach to the reasonable satisfaction of the Transferee within fifteen (15) days of notice or other time longer period specified by the Transferee, the Transferee may, but is under no obligation to, remove or rectify the breach at the expense of the Transferor without further notice; and
 - (c) any costs to the Transferee of such removal or rectification is a debt due from the Transferor to the Transferee together with interest at a rate of 3% per annum in excess of the Prime Lending Rate of the Royal Bank of Canada in effect from time to time, and:
 - (i) the Transferor must pay such costs and interest to the Transferee forthwith upon demand; and
 - (ii) failing payment, the Transferee may add such costs to property taxes for the Lands.
25. No remedy under this Agreement is to be deemed exclusive but will, where possible, be cumulative with all other remedies at law or in equity.
26. The waiver by a party of any breach of this Agreement or failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar, and no waiver is effective unless it is written and signed by both parties.
27. If any part of this Agreement is held to be invalid, illegal or unenforceable by a court having the jurisdiction to do so, that part is to be considered to have been severed from the rest of this Agreement and the rest of this Agreement remains in force unaffected by that holding or by the severance of that part.
28. The Transferor acknowledges having received legal advice prior to executing this Agreement, and the Transferor agrees that it fully and completely understands this Agreement and its impact on the Land.
29. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia.

Priority

30. ROYAL BANK OF CANADA (the "Chargeholder") is the registered holder of a charge by way of MORTGAGE against the Lands, registered under No. CA574838 (the "Charge"), agrees with the Transferee, in consideration of the sum of Ten Dollars (\$10.00) paid by the Transferee to the Chargeholder (receipt and sufficiency acknowledged), that the Agreement shall be an encumbrance upon the Lands in priority to the Charge in the same manner and to the same effect as if the Agreement had been dated and registered prior to the Charge.

The Transferor and Transferee acknowledge that this Agreement has been duly executed and delivered by the parties executing Forms C and D (pages 1 and 2) attached.

Schedule A - Subdivision
Plan



112 010/2803 Dahlie Road/Rezoning Covenant/Feb 14, 2011

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Status: Registered

Doc #: CA1963381

RCVD: 2011-04-06 RQST: 2013-11-07 09:39 02

Schedule B – Geotechnical Report



Campbell & Associates 6915 Lake Rd. Kelwa BC Canada V0J 2X1

Bradley Subdivision Proposal

**Preliminary Legislated Landslide
Hazard Assessment
March 15, 2010**

Dr. Alan N. Campbell P.Geo., PhD, FGAC

Dr. Alan N. Campbell Ph.D., P.Geo., FGAC: (250) 846-5855, acampbel@bulky.net
Applied Earth Sciences – Surficial – Ground Water – Ore Deposits – Knowledge Information Systems

TERMS OF INSTRUMENT - PART 2

RECITALS:

- A. The Transferor is the registered owner in fee-simple of those lands with a current civic address of 2803 Dahlie Road, more particularly described in Item #2 of Form C, in the Regional District of Bulkley-Nechako in Province of British Columbia (the "**Lands**").
- B. The Transferee is the Regional District of Bulkley-Nechako ("**Transferee**" or "**Regional District**").
- C. Pursuant to the Section 219 Covenant registered in the Prince Rupert Land Title Office under Number CA1963381 (the "**Covenant**"), the Lands are subject to restrictions and requirements affecting the subdivision, development and use of the Lands, in particular given potential geotechnical constraints, and for the protection and conservation of natural habitat, greenspace, and existing and future trails.
- D. The Transferor, following consultation with the Provincial Approving Officer and further geotechnical investigations for subdivision purposes, proposes:
- (a) an alternate subdivision layout of lots as identified in the plan entitled "Proposed Bare Land and Conventional Subdivision" prepared by HBH Land Surveying Inc. file No. BRA1302 – Rev. 4 dated October 2013 (the "**Second Subdivision Plan**"), a copy of which is attached to, and forms part of, this Modification as Schedule "I",
 - (b) the addition of the further geotechnical information and assessment prepared by Ryzuk Geotechnical dated October 7, 2013 - File 8-6727-1 (the "**Second Geotechnical Report**"), including the Landslide Assessment Assurance Statement dated June 26, 2013 for "subdivision approval" purposes, a copy of which is attached to, and forms part of, this Modification as Schedule "II",

and the parties have agreed to modify the Covenant accordingly in this agreement (the "**Modification**").

- E. Section 219 of the *Land Title Act* gives authority for a covenant and indemnity, whether of a negative or positive nature, to be registered against the Lands and granted in favour of the Transferee with provisions:
- in respect of the use of land or the use of a building on or to be erected on land;
 - that land is to be built on in accordance with the covenant;
 - that land is not to be built on or subdivided except in accordance with the covenant;
 - that land is not to be used, built on or subdivided;
 - that parcels of land designated in the covenant and registered under one or more indefeasible titles are not to be sold or otherwise transferred separately; and
 - that land or a specified amenity in relation to it be protected, preserved, conserved, maintained, enhanced, restored or kept in its natural or existing state in accordance with the covenant and to the extent provided in the covenant.

NOW THEREFORE in consideration of the payment of the sum of \$10.00 by the Transferee to the Transferor (receipt and sufficiency acknowledged), the mutual covenants and agreements contained in this Modification, and for other good and valuable consideration, the parties covenant and agree as to the following, including under Section 219 of the *Land Title Act*:

Replacement of Subdivision Plan

1. The "**Subdivision Plan**" defined in paragraph 2, located at Schedule "A" and referenced in various other paragraphs of the Covenant, shall, from the date of registration of this Modification, be considered a reference to the Second Subdivision Plan.
2. Consequential amendments pertaining to the Subdivision Plan and Second Subdivision Plan include:
 - (a) Reference to "Common Strata Land" in the Covenant shall now be "Common Strata Property";
 - (b) The "Return to Crown" areas shall continue to include areas identified on the original Subdivision Plan whether or not labelled on the new Subdivision Plan; and
 - (c) The "Return to Crown" areas shall continue to include the "Existing Trail" labelled on the new Subdivision Plan.

Additional Geotechnical Report

3. In paragraphs 10 and 11 of the Covenant, the words "and Second Geotechnical Report" shall be inserted after each reference to the "Geotechnical Report".
4. In paragraph 11 of the Covenant, the numbered Strata Lots shall be adjusted accordingly to reflect the updated lot number of the Second Subdivision Plan.
5. For greater certainty, the addition of the Second Geotechnical Report, being for subdivision purposes, shall not be considered satisfaction of paragraph 11(c) of the Covenant, and the Building Inspector remains at liberty to exercise his/her authority under section 56 of the *Community Charter* following applications for building permit.

All other Provisions Continue and are Updated to reflect this Modification

6. The instrument shall be read and construed with the Covenant and be treated as a part thereof and, save as amended above in relation to the Second Subdivision Plan and Second Geotechnical Report, all other terms, covenants and conditions, including personal agreements, shall continue in full force and effect and references to "Agreement" shall be read to include this Modification.

Indemnity and Release

7. The Transferor covenants and agrees to indemnify and save harmless the Transferee from any and all claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which

anyone has or may have against the Transferee or which the Transferee incurs as a result of any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.

8. The Transferor releases and forever discharges the Transferee of and from any claims, causes of action, suits, demands, fines, penalties, costs or expenses or legal fees (on a solicitor-client basis) whatsoever, in law or equity, which the Transferor can or may have against the Transferee for any loss, damage, deprivation, enrichment or injury, including economic loss, arising out of or connected with the restrictions or requirements of this Agreement, the breach of any covenant in this Agreement, or the use of the Lands contemplated under this Agreement.

Registration

9. At the Transferor's sole cost, the Transferor must do everything necessary to secure priority of registration and interest for this Modification over all encumbrances of a financial nature.
10. The Transferor, as a personal covenant between the parties, agrees to pay the legal fees of the Transferee in connection with the preparation of this Modification, and to be solely responsible for, including costs for, registration of this Modification at the Land Title Office, and to provide a registered copy and updated title search to the Transferee.

Priority

11. ROYAL BANK OF CANADA (the "**Chargeholder**") is the registered holder of a charge by way of MORTGAGE against the Lands, registered under No. CA574838 (the "**Charge**"), agrees with the Transferee, in consideration of the sum of Ten Dollars (\$10.00) paid by the Transferee to the Chargeholder (receipt and sufficiency acknowledged), that the Modification shall be an encumbrance upon the Lands in priority to the Charge in the same manner and to the same effect as if the Modification had been dated and registered prior to the Charge.

The Transferor and Transferee acknowledge that this Modification has been duly executed and delivered by the parties executing Forms C and D (pages 1 and 2) attached.

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Schedule I – Second Subdivision Plan

PROPOSED BARE LAND AND CONVENTIONAL SUBDIVISION

Lot 1 of DL 1053 Plan 1595
 DL 4267 except Plan 10011029
 And Lot 1 of DL 1053 Plan 1595
 Range 3, Town 18 West

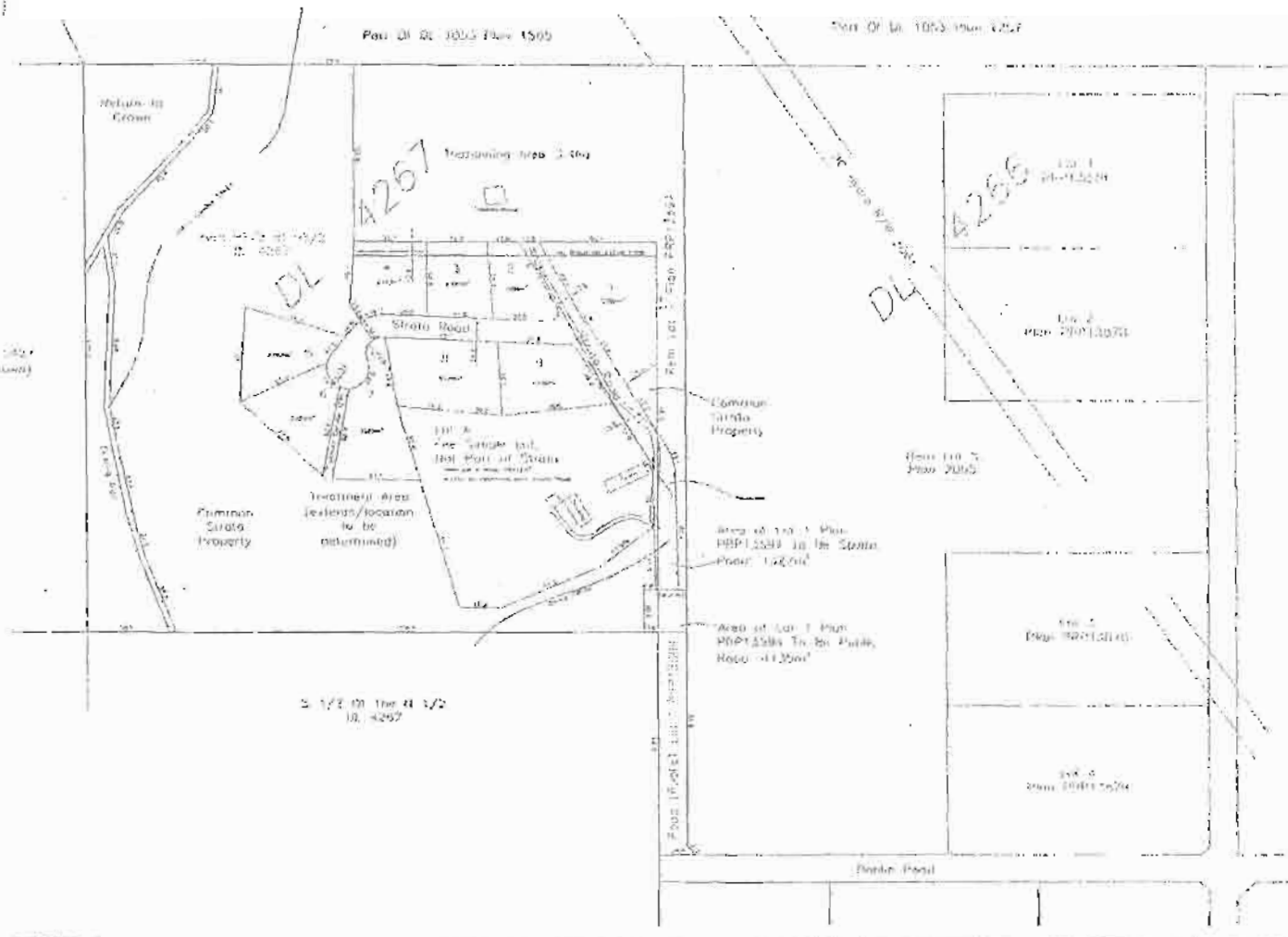
100-18-05

Scale

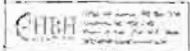
0 10 20 30 40 50

1" = 100 feet
 1:10000

Notes:
 - Proposed subdivision is for a bare land and conventional subdivision.
 - The proposed subdivision is for a bare land and conventional subdivision.
 - The proposed subdivision is for a bare land and conventional subdivision.



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CH2M HILL

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Schedule II – Second Geotechnical Report

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RYZUK GEOTECHNICAL

Engineering & Materials Testing

28 Crease Avenue, Victoria, BC, V8Z 1S3 Tel: 250-475-3131 Fax: 250-475-3611 www.ryzuk.com

October 7, 2013
File No: 8-6727-1

Bell Group International
PO Box 171
Brentwood Bay, BC
V8M 1R3

Attn: Dale Bellavance (By E-mail: dale@bellgroupinternational.org)

Dear Sir,

Re: The North ½ of the North ½ of District Lot 4267 Range 5 Coast District
Except Plan PRP 13594
Proposed Nine Lot Subdivision - Dahlie Road – Smithers, BC

As requested, and in accordance with our proposal of May 24, 2013, we have undertaken an assessment of the existing geotechnical conditions as such relate to subdivision of the land and subsequent construction of residences. We understand that a Legislated Landslide Assessment has been requested by the Ministry of Transportation and Infrastructure as part of the subdivision process. Our work has involved a background review of available digital aerial imagery and surficial and geological bedrock mapping, as well as a visual assessment of the site and a subsurface test pit investigation program on June 10, 2013. Our associated comments and recommendations are provided herein, and our work has been undertaken in accordance with, and is subject to, the attached Terms of Engagement.

The property is approximately L-shaped and is located a short distance north of Dahlie Road. It is accessed by an unnamed public road and is bounded by undeveloped land. The property is generally level, but gently slopes down toward the north and northeast with a total of approximately 20 m of relief across the site. A local low-lying boggy area in the vicinity of North Fishhook Creek is present within the northwest portion of the site, to the north of the proposed lots, while Dahlie Creek runs through the southeast corner of the site. Currently the property is mostly undeveloped and consists of mixed forest (spruce, poplar, and birch) and grassy areas with one existing dwelling in the southeast of the site.

We understand that the proposed subdivision will involve the creation of nine bare land strata parcels ranging in size from 0.2 to 0.5 ha and one fee simple lot of approximately 1.8 ha. At the time of our attendance, the proposed lot layout was generally marked in the field with stakes and flagging. The proposed layout is shown on the attached Test Pit Location Plan, dwg no. 8-6727-1-1.

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RYZUK GEOTECHNICAL

Bell Group International
Dahlie Road – Smithers, BC

October 7, 2013

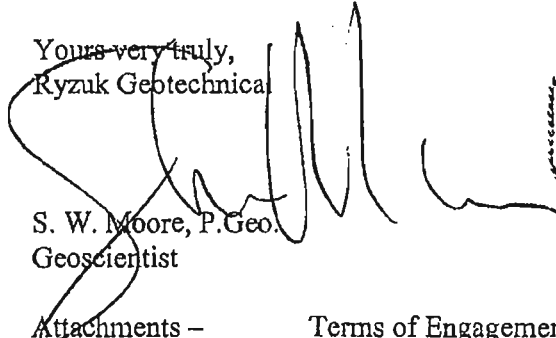
Our subsurface investigation involved the excavation of nine shallow test pits with a small excavator to assess soil subgrade bearing and groundwater conditions within the vicinity of the proposed lots at the site. The subsurface conditions observed within the test pits were generally consistent and comprised 0.1 to 0.75 m of organic topsoil ovetop of native clay or gravel soils, with the exception of one test pit where organic fill was observed to a depth of 2.0 m, atop silty coarse sand. This hole was located within the low-lying boggy area where no lots are proposed. Moderate seepage was observed within both layers in this hole. A more detailed summary of the subsurface conditions can be found on the attached Table 1: Summary of Test Pit Information.

On the basis of the above, it is our professional opinion that all of the land contained within the proposed Lots 1, 2, 3, 4, 5, 6, 7, 8, 9, and Lot A is geotechnically safe from geohazards. Our geohazard assessment was carried out in consideration of landslide, avalanche, debris flood, debris flow, and flooding events as mandated by the Legislated Landslide Assessment and in accordance with the Guidelines for Legislated Landslide Assessments for Proposed Residential Developments in British Columbia. Our assessment in this regard is provided in the attached Appendix D: Landslide Assessment Assurance Statement. We do not consider there to be any risk of landslide hazard at the subject property as the grades are relatively benign. Similarly, we do not perceive there to be a risk associated with an avalanche, debris flow, debris flood or large scale overland flood. Accordingly, we do not consider that future geohazard inspections of the property are necessary nor are any encumbrances in the form of geotechnical covenant on title. Most all areas are suitable for conventional construction and we consider that there are multiple buildable areas on each lot; however, specific locations and details of future residences have not yet been determined.

In summary, the land for the proposed nine lot subdivision may be used safely for the use intended, that being rural residential use, in accordance with Section 86 of the Land Title Act and Section 56 of the Community Charter. Our assessment has taken into account a design seismic event with 2% probability of ground motion exceedance in 50 years in accordance with the current BC Building Code.

We trust the preceding is suitable for your purposes at present. If you have any questions with respect to the above, please contact us.

Yours very truly,
Ryzuk Geotechnical



S. W. Moore, P. Geo.
Geoscientist



Attachments –

- Terms of Engagement
- Test Pit Location Plan dwg. 8-6727-1-1
- Table 1: Summary of Test Pit Information
- Appendix D: Landslide Assessment Assurance Statement

TERMS OF ENGAGEMENT

GENERAL

Ryzuk Geotechnical (the Consultant) shall render the Services, as specified in the agreed Scope of Services, to the Client for this Project in accordance with the following terms of engagement. The Services, and any other associated documents, records or data, shall be carried out and/or prepared in accordance with generally accepted engineering practices in the location where the Services were performed. No other warranty, expressed or implied is made. The Consultant may, at its discretion and at any stage, engage sub-consultants to perform all or any part of the Services.

Ryzuk Geotechnical is a wholly owned subsidiary of C. N. Ryzuk & Associates Ltd.

COMPENSATION

All charges will be payable in Canadian Dollars. Invoices will be due and payable by the Client on receipt of the invoice without hold back. Interest on overdue accounts is 24% per annum.

REPRESENTATIVES

Each party shall designate a representative who is authorized to act on behalf of that party and receive notices under this Agreement.

TERMINATION

Either party may terminate this engagement without cause upon thirty (30) days' notice in writing. On termination by either party under this paragraph, the Client shall forthwith pay to the Consultant its Charges for the Services performed, including all expenses and other charges incurred by the Consultant for this Project.

If either party breaches this engagement, the non-defaulting party may terminate this engagement after giving seven (7) days' notice to remedy the breach. On termination by the Consultant under this paragraph, the Client shall forthwith pay to the Consultant its Charges for the Services performed to the date of termination, including all fees and charges for this Project.

ENVIRONMENTAL

The Consultant's field investigation, laboratory testing and engineering recommendations will not address or evaluate pollution of soil or pollution of groundwater. The Consultant will cooperate with the Client's environmental consultant during the field work phase of the investigation.

PROFESSIONAL RESPONSIBILITY

In performing the Services, the Consultant will provide and exercise the standard of care, skill and diligence required by customarily accepted professional practices and procedures normally provided in the performance of the Services contemplated in this engagement at the time when and the location in which the Services were performed.

INSURANCE

Ryzuk Geotechnical is covered by Professional Indemnity Insurance as follows:

1. \$ 2,000,000 each and every claim
2. \$ 4,000,000 aggregate
3. \$ 5,000,000 commercial/general liability coverage

LIMITATION OF LIABILITY

The Consultant shall not be responsible for:

1. the failure of a contractor, retained by the Client, to perform the work required for the Project in accordance with the applicable contract documents;
2. the design of or defects in equipment supplied or provided by the Client for incorporation into the Project;
3. any cross-contamination resulting from subsurface investigations;
4. any Project decisions made by the Client if the decisions were made without the advice of the Consultant or contrary to or inconsistent with the Consultant's advice;
5. any consequential loss, injury or damages suffered by the Client, including but not limited to loss of use, earnings and business interruption;
6. the unauthorized distribution of any confidential document or report prepared by or on behalf of the consultant for the exclusive use of the Client
7. Subsurface structures and utilities

The Consultant will make all reasonable efforts prior to and during subsurface site investigations to minimize the risk of damaging any subsurface utilities/mains. If, in the unlikely event that damage is incurred where utilities were unmarked and/or undetected, the Consultant will not be held responsible for damages to the site or surrounding areas, utilities/mains or drilling equipment or the cost of any repairs.

The total amount of all claims the Client may have against the Consultant or any present or former partner, executive officer, director, stockholder or employee thereof under this engagement, including but not limited to claims for negligence, negligent misrepresentation and breach of contract, shall be strictly limited to the amount of any professional liability insurance the Consultant may have available for such claims.

No claim may be brought against the Consultant in contract or tort more than two (2) years after the date of discovery of such defect.

DOCUMENTS AND REPORTING

All of the documents prepared by the Consultant or on behalf of the Consultant in connection with the Project are instruments of service for the execution of the Project. The Consultant retains the property and copyright in these documents, whether the Project is executed or not. These documents may not be used on any other project without the prior written agreement of the Consultant.

The documents have been prepared specifically for the Project, and are applicable only in the case where there has been no physical alteration to, or deviation from any of the information provided to the Consultant by the Client or agents of the Client. The Client may, in light of such alterations or deviations, request that the Consultant review and revise these documents.

The identification and classification as to the extent, properties or type of soils or other materials at the Project site has been based upon investigation and interpretation consistent with the accepted standard of care in the engineering consulting practice in the location where the Services were performed. Due to the nature of geotechnical engineering, there is an inherent risk that some conditions will not be detected at the Project site, and that actual subsurface conditions may vary considerably from investigation points. The Client must be aware of, and accept this risk, as must any other party making use of any documents prepared by the Consultant regarding the Project.

Any conclusions and recommendations provided within any document prepared by the Consultant for the Client has been based on the investigative information undertaken by the Consultant, and any additional information provided to the Consultant by the Client or agents of the Client. The Consultant accepts no responsibility for any associated deficiency or inaccuracy as the result of a miss-statement or receipt of fraudulent information.

JOBSITE SAFETY AND CONTROL

The Client acknowledges that control of the jobsite lies solely with the Client, his agents or contractors. The presence of the Consultant's personnel on the site does not relieve the Client, his agents or contractors from their responsibilities for site safety. Accordingly, the Client must endeavor to inform the Consultant of all hazardous or otherwise dangerous conditions at the Project site of which the Client is aware.

The client must acknowledge that during the course of a geotechnical investigation, it is possible that a previously unknown hazard may be discovered. In this event, the Client recognizes that such a hazard may result in the necessity to undertake procedures which ensure the safety and protection of personnel and/or the environment. The Client shall be responsible for payment of any additional expenses incurred as a result of such discoveries, and recognizes that under certain circumstances, discovery of hazardous conditions or elements requires that regulatory agencies must be informed. The Client shall not bring about any action or dispute against the Consultant as a result of such notification.

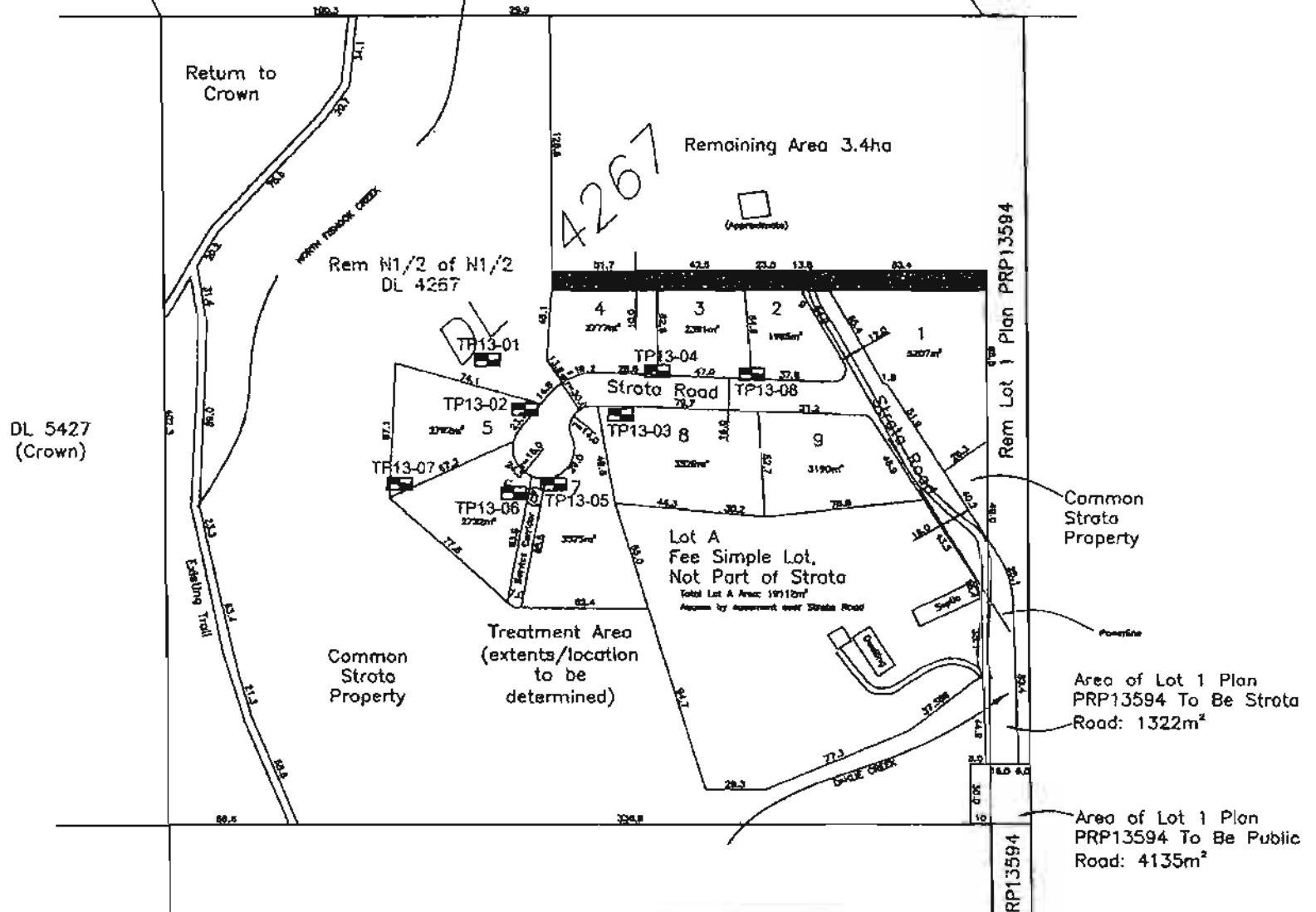
FIELD SERVICES

Where applicable, field services recommended for the Project are the minimum necessary, in the sole discretion of the Consultant, to observe whether the work or a contractor retained by the Client is being carried out in general conformity with the intent of the Services. Any reduction from the level of services recommended will result in the Consultant providing qualified certifications for the work.

DISPUTE RESOLUTION

If requested in writing by either the Client or the Consultant, the Client and the Consultant shall attempt to resolve any dispute between them arising out of or in connection with this Agreement by entering into structured non-binding negotiations with the assistance of a mediator on a without prejudice basis. The mediator shall be appointed by agreement of the parties. If a dispute cannot be settled within a period of thirty (30) calendar days with the mediator, the dispute shall be referred to and finally resolved by arbitration under the rules of the arbitrator appointed by agreement of the parties or by reference to a Judge of the British Columbia Court.

Part Of DL 1053 Plan 1565



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- Notes:
1. Base plan taken from HBH Land Surveying File No. BRA1302 - Rev. 4.
 2. Test pits excavated with a small excavator on June 10, 2013.
 3. Testing locations located relative to site features by Ryzuk Geotechnical. Estimated accuracy +/- 5 m.



Bell Group International

TEST PIT LOCATION PLAN
Proposed Nine Lot Subdivision

Dahlie Road Smithers, BC

RYZUK GEOTECHNICAL **Engineering & Materials Testing**

DRAWN	LBL
DATE	October 2013
APPROVED	<i>[Signature]</i>
SCALE	1:3000
DRAWING No.	B-6727-1-1

Table 1:
Summary of Test Pit Information

Test Pit #	Depth to Native Soil (m)	Comments
TP13-01	0.5	Native soil was clay/silt, transitioning to sandy clay at 2.5 m.
TP13-02	2.0	Native soil was silty coarse sand. Moderate seepage observed.
TP13-03	0.3	Native soil was stiff clay.
TP13-04	0.3	Native soil was stiff clay.
TP13-05	0.3	Native soil was firm clay, becoming stiff, sandy with depth.
TP13-06	0.3	Native soil was gravel.
TP13-07	0.75	Native soil was stiff clay.
TP13-08	0.1	Native soil was light brown stiff clay.
TP13-09	0.1	Native soil was gravel.

Notes: 1) Test pits advanced with small excavator and listed in same order as dug.

APPENDIX D: LANDSLIDE ASSESSMENT ASSURANCE STATEMENT

Note: This Statement is to be read and completed in conjunction with the "APEGBC Guidelines for Legislated Landslide Assessments for Proposed Residential Development in British Columbia", March 2008/Revised September 2008 ("APEGBC Guidelines") and the "2006 BC Building Code (BCBC 2006)" and is to be provided for *landslide assessments* (not floods or flood controls) for the purposes of the Land Title Act, Community Charter or the Local Government Act. Italicized words are defined in the APEGBC Guidelines.

To: The Approving Authority

Date: June 26, 2013

Ministry of Transportation - Bulkley-Stikine District

Bag 5000, 3726 Alfred Avenue Smithers, BC V0J 2N0

Jurisdiction and address

With reference to (check one):

- Land Title Act (Section 86) – Subdivision Approval
- Local Government Act (Sections 919.1 and 920) – Development Permit
- Community Charter (Section 56) – Building Permit
- Local Government Act (Section 910) – Flood Plain Bylaw Variance
- Local Government Act (Section 910) – Flood Plain Bylaw Exemption
- British Columbia Building Code 2006 sentences 4.1.8.16 (8) and 9.4 4.4.(2) (Refer to BC Building and Safety Policy Branch Information Bulletin B10-01 issued January 18, 2010)

For the Property:

The N1/2 Of The N1/2 Of DL 4267, Except Plan PRP13594 And Part Of Lot 1 PRP13594, Range 5 Coast District
Legal description and civic address of the Property

The undersigned hereby gives assurance that he/she is a *Qualified Professional* and is a *Professional Engineer* or *Professional Geoscientist*.

I have signed, sealed and dated, and thereby certified, the attached *landslide assessment* report on the Property in accordance with the *APEGBC Guidelines*. That report must be read in conjunction with this Statement. In preparing that report I have:

Check to the left of applicable items

- 1. Collected and reviewed appropriate background information
- 2. Reviewed the proposed *residential development* on the Property
- 3. Conducted field work on and, if required, beyond the Property
- 4. Reported on the results of the field work on and, if required, beyond the Property
- 5. Considered any changed conditions on and, if required, beyond the Property
- 6. For a *landslide hazard analysis* or *landslide risk analysis* I have:
 - 6.1 reviewed and characterized, if appropriate, any *landslide* that may affect the Property
 - 6.2 estimated the *landslide hazard*
 - 6.3 identified existing and anticipated future *elements at risk* on and, if required, beyond the Property
 - 6.4 estimated the potential *consequences* to those *elements at risk*
- 7. Where the *Approving Authority* has adopted a *level of landslide safety* I have:
 - 7.1 compared the *level of landslide safety* adopted by the *Approving Authority* with the findings of my investigation
 - 7.2 made a finding on the *level of landslide safety* on the Property based on the comparison
 - 7.3 made recommendations to reduce *landslide hazards* and/or *landslide risks*
- 8. Where the *Approving Authority* has not adopted a *level of landslide safety* I have:

- 8.1 described the method of *landslide hazard analysis* or *landslide risk analysis* used
- 8.2 referred to an appropriate and identified provincial, national or international guideline for *level of landslide safety*
- 8.3 compared this guideline with the findings of my investigation
- 8.4 made a finding on the *level of landslide safety* on the Property based on the comparison
- 8.5 made recommendations to reduce *landslide hazards* and/or *landslide risks*
9. Reported on the requirements for future inspections of the Property and recommended who should conduct those inspections.

Based on my comparison between

Check one

- the findings from the investigation and the adopted *level of landslide safety* (item 7.2 above)
- the appropriate and identified provincial, national or international guideline for *level of landslide safety* (Item 8.4 above)

I hereby give my assurance that, based on the conditions^[1] contained in the attached *landslide assessment* report,

Check one

- for subdivision approval, as required by the Land Title Act (Section 86), "that the land may be used safely for the use intended"

Check one

- with one or more recommended registered covenants.
- without any registered covenant.

- for a development permit, as required by the Local Government Act (Sections 919.1 and 920), my report will "assist the local government in determining what conditions or requirements under [Section 920] subsection (7.1) it will impose in the permit".
- for a building permit, as required by the Community Charter (Section 56), "the land may be used safely for the use intended"

Check one

- with one or more recommended registered covenants.
- without any registered covenant.

- for flood plain bylaw variance, as required by the "Flood Hazard Area Land Use Management Guidelines" associated with the Local Government Act (Section 910), "the development may occur safely".
- for flood plain bylaw exemption, as required by the Local Government Act (Section 910), "the land may be used safely for the use intended".

Shane W. Moore

Name (print)

June 26, 2013

Date

Signature

^[1] When seismic slope stability assessments are involved, *level of landslide safety* is considered to be a "life safety" criteria as described in the National Building Code of Canada (NBCC 2005), Commentary on Design for Seismic Effects in the User's Guide, Structural Commentaries, Part 4 of Division B. This states:

"The primary objective of seismic design is to provide an acceptable level of safety for building occupants and the general public as the building responds to strong ground motion; in other words, to minimize loss of life. This implies that, although there will likely be extensive structural and non-structural damage, during the DGM (design ground motion), there is a reasonable degree of confidence that the building will not collapse nor will its attachments break off and fall on people near the building. This performance level is termed 'extensive damage' because, although the structure may be heavily damaged and may have lost a substantial amount of its initial strength and stiffness, it retains some margin of resistance against collapse".

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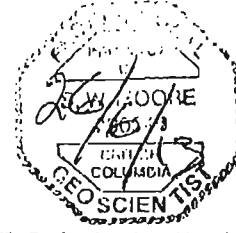
28 Crease Avenue

Address

Victoria, BC V8Z 1S3

250-475-3131

Telephone



(Affix Professional seal here)

If the *Qualified Professional* is a member of a firm, complete the following.

I am a member of the firm _____
and I sign this letter on behalf of the firm.

Ryzuk Geotechnical

(Print name of firm)



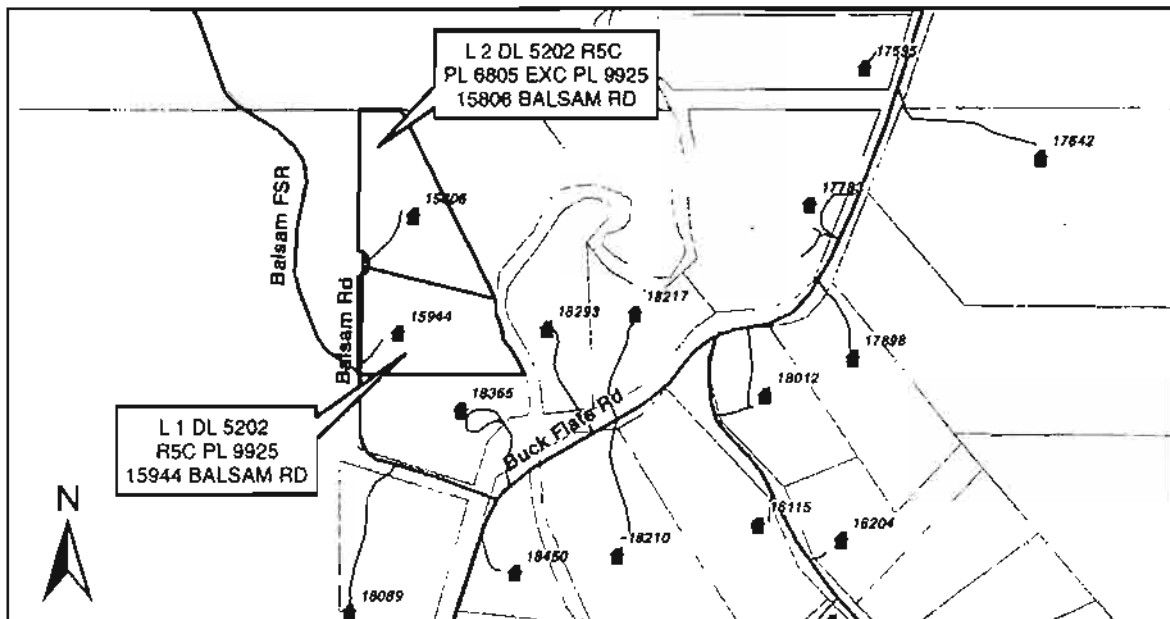
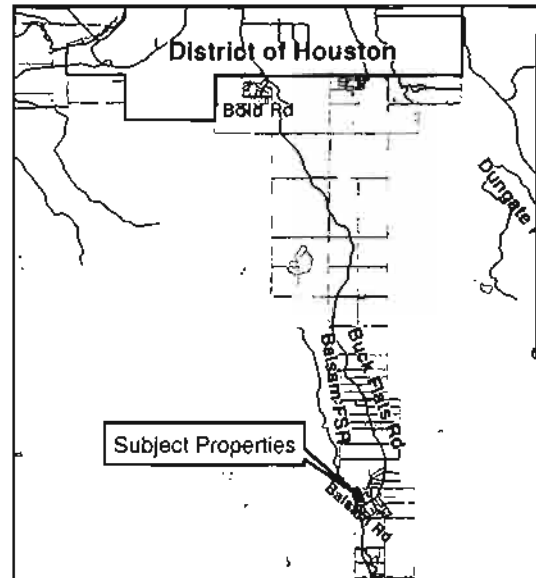
374 MEMORANDUM

To: Regional District Board
From: Jason Llewellyn, Director of Planning
Date: October 25, 2015
Re: Enforcement Files 2012-G-01 (15944 Balsam Rd)
2015-G-01 (15806 Balsam Rd)

INTRODUCTION:

The purpose of this report is to provide the Board with an update on two related bylaw enforcement files, and receive direction regarding enforcement at 15944 Balsam Road in Electoral Area G. The situation involves the following two properties:

- an (former) illegal sawmill and associated log storage located at 15806 Balsam Road (Lot 2, District Lot 5202, Range 5, Coast District, Plan 9925);
- and, an unsightly premises located at 15944 Balsam Road (Lot 1, District Lot 5202, Range 5, Coast District, Plan 9925).



UPDATE

15806 Balsam Road

At the July 23rd, 2015 Regional District Board meeting the Board gave staff direction to undertake the process to obtain a petition for a B.C. Supreme Court injunction ordering the owners to remove the sawmill and log storage use from the property at 15806 Balsam Road, and seek to recover costs.

Prior to initiating legal action staff worked further with the property owner in an effort to bring his property into compliance with the Zoning Bylaw. These efforts were successful and the property owner has removed the sawmill from the property. Also, multiple pieces of heavy equipment have been removed from the property.

The logs still remain on site. The property owner has indicated that some of it will be used as firewood, and the remainder will be hauled off as needed.

In staff's opinion the property is substantially in compliance with RDBN Bylaws provided that the logs are not used for a purpose contrary to zoning.

15806 Balsam Road Pictures





15944 Balsam Road

At the July 23rd, 2015 Regional District Board meeting the Board passed a resolution directing the Bylaw Enforcement Officer to direct the property owner to clean up their property and bring it into compliance with "Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012" by September 30th, 2015.

The property contains derelict vehicles, various pieces of equipment, and other materials that result in the property being unsightly. Some materials may be spilling over onto the adjacent property at 15806 Balsam Road. It appears that a few of the Derelict Motor Vehicles have been removed, but little clean-up has occurred.

The property owner has indicated that they will continue working to clean up the property, and have asked that they be allowed to finish the clean-up of the property in the spring of 2016. Staff have no objection to this request given that the RDBN would not be in a position to undertake the work, if directed, until the spring of 2016.

Staff recommend that the RDBN Board pass the attached resolution requiring the property owner to undertake the clean up of the property, and authorizing staff to undertake the work necessary to clean up the property at 15944 Balsam Road if the work is not done by July 15, 2016.

The property owner has been given notice that the Board will be considering this resolution, and has been advised of their opportunity to appear before the Board to address the proposed resolution. Prior to considering the resolution the Board Chair should ask if there is anyone present in the gallery that wishes to address the Board regarding the resolution for 15944 Balsam Road.

15944 Balsam Road Pictures



Recommendations regarding 15944 Balsam Road

That the Regional District Board consider passing the attached resolution regarding enforcement of "Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012" at 15944 Balsam Road.

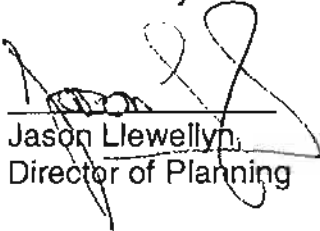
All / Directors / Majority

Recommendation regarding 15806 Balsam Road

That the Regional District Board direct staff to monitor the land use at 15806 Balsam Road and report to the Board if an illegal use of the property occurs.

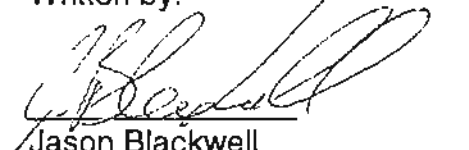
All / Directors / Majority

Reviewed by:



Jason Lewellyn,
Director of Planning

Written by:



Jason Blackwell
Regulation Compliance Officer

**RESOLUTION REGARDING ENFORCEMENT OF
“REGIONAL DISTRICT OF BULKLEY NECHAKO UNSIGHTLY
PREMISES BYLAW NO. 1649, 2012” AT
15944 BALSAM ROAD**

The Board of the Regional District of Bulkley-Nechako, pursuant to “Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012” (the Bylaw) hereby resolves that:

1. The storage, collection and accumulation of Filth, Discarded Materials and Rubbish on the subject property, legally described as (Lot 1, District Lot 5202, Range 5, Coast District, Plan 9925)(15944 Balsam Road), is in contravention of the Bylaw.
2. The owners and occupiers of the subject property have allowed the subject property to become unsightly in contravention of the Bylaw.
3. The owners and occupiers of the subject property be notified to:
 - a) Clear from the subject property any Automobile Wreck or any Derelict Motor Vehicles in excess of two (2).
 - b) Remove from the subject property all accumulations of Filth, Discarded Materials, and Rubbish.
 - c) Remove from the subject property all unsightly materials and conditions.
4. **AND BE IT FURTHER RESOLVED** that the Bylaw Enforcement Officer of the Regional District of Bulkley-Nechako **BE AND IS HEREBY AUTHORIZED**, in default of such removal or remedial measures being undertaken by the owners or occupiers by July 30th, 2016, to carry out or have such work carried out and the expense charged to the owners or occupiers. If unpaid on December 31st in the year in which the work is done, the expenses shall be added to and form part of the taxes payable on that real property as taxes in arrears.



Planning Department Enquiries Report, Month of October 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 October 2015. During this month the Planning Department responded to 151 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other. In October 2014, the Planning Department answered 142 enquiries.

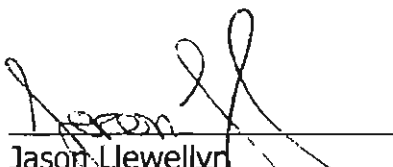
Subject Area	May 2015	June 2015	July 2015	August 2015	Sept 2015	Oct 2015
Development Services	43	54	45	32	37	31
Electoral Area Planning	70	58	60	45	40	33
House Numbering	17	26	16	19	26	18
Maps	34	59	42	26	26	31
Bylaw Enforcement	15	13	11	15	10	8
Other	28	32	53	52	43	30
Total	207	242	227	189	182	151

Recommendation

"That the Board receive the October 2015 Planning Department Enquiries Report."

(All Directors)

Respectfully submitted,



Jason Llewellyn
Director of Planning

REGIONAL DISTRICT OF BULKLEY-NECHAKO
Planning Department

October 2015 – Action List

PAGE #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 107-109 Board Agenda Sept 17, 2015	Enforcement Files Derelict Buildings on Crown Land Reno Road, Topley Electoral Area "G" 4620 Kissock Road, Decker Lake Electoral Area "B" 50995 Shallow Bay Road Electoral Area "F"	Follow up with Fire Departments. Report to Board	Jason Blackwell	Ongoing	
Page 12-16 Rural Agenda Oct 8, 2015	Rec Referral File REC230290 Recreation Sites and Trails BC Electoral Area "A"	Respond to Referral	Jennifer	Completed	October 9, 2015
Page 17-21 Rural Agenda Oct 8, 2015	Rec Referral File REC192080 Ministry of Forests, Lands and Natural Resource Operations Electoral Area "G"	Respond to Referral	Jennifer	Completed	October 9, 2015
Page 22-26 Rural Agenda Oct 8, 2015	Rec Referral File REC192077 Recreation Sites and Trails BC Electoral Area "G"	Respond to Referral	Jennifer	Completed	October 9, 2015

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PAGE #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 2-4 Rural Supp Agenda Oct 8, 2015	Land Referral File No. 6407832 Ellen Hansen Electoral Area "A"	Respond to Referral	Jennifer	Completed	October 9, 2015
Page 5-7 Rural Supp Agenda Oct 8, 2015	Land Referral File No.6408870 Tanya Belsham Electoral Area "A"	Respond to Referral	Jennifer	Completed	October 9, 2015
Page 8-10 Rural Supp Agenda Oct 8, 2015	Rec Referral File No. REC6457 Historic Yukon Telegraph Trail Electoral Area "A"	Respond to Referral	Jennifer	Completed	October 9, 2015
Page 80-91 Board Agenda Oct 22, 2015	Memo: Board of Variance Nominations	Receive Board of Variance nominations. Report to Borad in January 2016.	Jason Llewellyn	Ongoing	
Page 92-96 Board Agenda Oct 22, 2015	ALR Application 1174 William Jacob Steinback Non-farm usewithin the ALR Electoral Area "G"	Advise applicant of Board decision	Jennifer	Completed	October 9, 2015
Page 10-19 Board Agenda Supp Oct 22, 2015	Notification to Consult - Coastal GasLink Pipeline Project	Send letter	Jason Llewellyn	Completed	
Page 20-21 Board Agenda Supp Oct 22, 2015	LNG Pipeline Media Release	Send out release	Jason Llewellyn	Completed	

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Advisory Planning Commission Meeting Minutes for Area G

Nov. 02/15, 2015 ~ Location: Municipal Hall

Attendance G	<input checked="" type="checkbox"/> Chris Newell <input checked="" type="checkbox"/> Jerry Botti - <i>Appt. const.</i> <input type="checkbox"/> Tom Euverman <input checked="" type="checkbox"/> Vera Boyce	<input type="checkbox"/> Jason <input type="checkbox"/> <i>Juan</i> <input checked="" type="checkbox"/> Rob Newell
Meeting called to order @:	7:51 p.m.	
Chairperson:	Chris Newell	
Secretary:	Vera Boyce	

Old Business / Updates:**New Business:**

Jerry Botti was appointed
 Chairperson for area G APC
 Vera Boyce - secretary

Applications:

File No. G-02-15

Application Number:**Resolution:**

No Quorum, but all in attendance
 are in favour of this application

Comments

Jerry Botti spoke on behalf
 of the Topley Fire Protection Society



Building Inspector's Report For October, 2015

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

There were 8 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$1,530.00, with a total construction value of \$220,320.00. There have been 98 permits issued to date in 2015.

2. Building Permit Summary for the Village of Burns Lake

There were 5 building permit applications submitted this reporting period with a total construction value of \$25,500.00. There have been 23 permits issued to date in 2015.

3. Building Permit Summary for the Village of Fraser Lake

There were no building permit applications submitted this reporting period. There have been 7 permits issued to date in 2015.

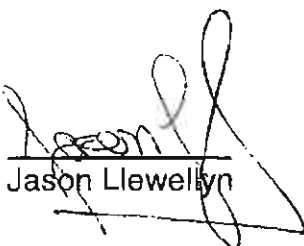
4. Building Permit Summary for the Village of Granisle

There were no building permit applications submitted this reporting period. There have been 5 permits issued to date in 2015.

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

There were 3 building permit applications submitted this reporting period with a total construction value of \$1,373,000.00. There have been 45 permits issued to date in 2015.

Reviewed by:


Jason Llewellyn

Written by:


Jason Berlin



Project Activity Update #34

October – November 2015

Since early 2013, Coastal GasLink has conducted field programs to collect information related to permitting applications, compliance with regulatory requirements and construction planning. There is no engineering or environmental field work activity until spring 2016.

Much of our field work in 2015 focused on the refinement of locations for necessary construction facilities such as camps, access roads and borrow sites. We continued to gather input and answer questions from potentially affected landowners, local governments, Aboriginal groups and the public.

The Coastal GasLink project team is working to be ready to begin construction in 2016, and commence pipeline operation in time to supply natural gas to meet the in-service date of the proposed LNG Canada facility in Kitimat.

1. Management Plans

Through 2013, Coastal GasLink developed a comprehensive assessment of potential adverse effects of the Project, in accordance with the Application Information Requirements issued by the BC Environmental Assessment Office (EAO). An Application for an Environmental Assessment Certificate (EAC) was filed with the EAO in January of 2014. This was followed by a detailed review process and the issuing of an EAC in October 2014.

Conditions attached to the EAC require the development and implementation of several management plans prior to construction. A primary management plan is the Environmental Management Plan (EMP). The EMP provides a toolbox of recommended environmental management measures and commitments to avoid or reduce potential adverse effects of construction of the Project, which are to be carried out by Coastal GasLink and its contractors. The EMP includes general environmental management measures that have been developed based on past project experience, TransCanada standards (adopted by Coastal GasLink), current industry-accepted best management practices and additional measures identified during the environmental assessment.

Appendices to the EMP include various Contingency Plans and Management Plans, such as a Caribou Mitigation and Monitoring Plan, a Heritage Resource Discovery Contingency Plan, an Invasive Plant Management Plan, a Traditional Land Use Sites Discovery Contingency Plan, a Traffic Control Management Plan, a Water Quality Monitoring Plan, and a Wildlife and Wildlife Habitat Management Plan. Comments were received from Aboriginal groups and regulatory agencies on the draft management plans during April through July this year to inform the revised plans. Coastal GasLink has provided a revised EMP to the EAO in late October.

The conditions attached to the EAC also require development and implementation of a Socio-economic Effects Management Plan (SEEMP) describing the approach to monitor and report on mitigation implementation, specific to social and economic infrastructure and services during construction. A draft SEEMP was circulated for comment in April 2015 to local governments, provincial agencies and Aboriginal groups, and feedback has now been received. Coastal GasLink submitted a SEEMP to the EAO in late October.

For more information:

1.855.633.2011 (toll free)

coastalgaslink@transcanada.com

www.CoastalGasLink.com

Page 1 of 2



2. Application to the EAO: Route Alternative

On September 23, 2015, Coastal GasLink announced its intention to apply to add an alternate route by amending our Environmental Assessment Certificate (EAC) received from the BC Environmental Assessment Office (EAO), and our BC Oil and Gas Commission (OGC) permit.

The proposed alternate pipeline route is located in the Regional District of Bulkley-Nechako. It begins at a point approximately 35 kilometres south of Houston and runs westward, approximately parallel to our EAC route. Most of the alternate route is on the north side of the Morice River rather than the south side. It rejoins the EAC route approximately 56 kilometres from its starting point.

The decision to submit this application follows extensive consultation with Aboriginal groups in the area of the Morice River, and feedback about the potential impact of pipeline construction and operations on ground water flows into the Morice River. We are considering the feasibility of an alternate route referred to as the "Morice River North Alternate" (MRNA) Route, which is approximately five kilometers north of our current approved pipeline route, and like the approved route, has been exposed to logging. Environmental, archaeological and engineering information has been collected on the MRNA Route that would support amendment applications to both the EAO and OGC. Aboriginal groups whose traditional territory may be potentially impacted by the proposed MRNA route were invited to participate in the field data collection programs and provide Traditional Ecological Knowledge.

We anticipate filing an application to amend the EAC with the EAO in November 2015, and applying to the OGC for approval of the MRNA Route at the same time.

We are confident both routes could be built, and both options reflect TransCanada's high standards and commitment to safety and environmental protection. We'll decide on a final route after we've completed the regulatory process and fully assessed both options, taking into account cultural, environmental, commercial, and construction planning considerations.

3. In the Community

Coastal GasLink, along with the Prince Rupert Gas Transmission project, was proud to sponsor the Partners in Trades event in Richmond, B.C. October 21 to October 23. Members of the project team attended and Greg Cano, Director, Project Planning and Execution, spoke.

Coastal GasLink co-sponsored and attended the Prince George Chamber of Commerce Business Excellence Awards on October 24. Coastal GasLink also co-sponsored the Terrace Chamber of Commerce Business Excellence Awards on October 24.

TransCanada is pleased to sponsor the World Under-17 Hockey Challenge in Dawson Creek and Fort St. John in November. Project representatives will attend the opening and closing ceremonies as well as various tournament activities.

For more information:

1.855.633.2011 (toll free)

coastalgaslink@transcanada.com

www.CoastalGasLink.com

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TransCanada

In business to deliver

TransCanada PipeLines Limited
450 – 1st Street S.W.
Calgary, AB, Canada T2P 5H1

Tel: 403-920-5279

Fax: 403-920-2371

Email: sian_weaver@transcanada.com

Web: www.transcanada.com

CGL4703-CGP-RDBN-SE-LTR-1595

October 21, 2015

Ms. Gail Chapman
Regional District of Bulkley-Nechako
e-mail: gail.chapman@rdbn.bc.ca

Mr. Jason Llewellyn
Regional District of Bulkley-Nechako
e-mail: jason.llewellyn@rdbn.bc.ca

**Re: Coastal GasLink Pipeline Project
Socio-Economic Effects Management Plan**

Dear Gail and Jason,

Pursuant to Environmental Assessment Certificate #E14-03, Condition #24, Coastal GasLink Pipeline Ltd. (Coastal GasLink) has submitted the 'Socio-economic Effects Management Plan (SEEMP)' to the Environmental Assessment Office and the Ministry of Community, Sport and Cultural Development for review and approval. I am pleased to provide you with a copy of the SEEMP that has been submitted as well as the development comment review sheet which includes feedback provided by your organization and Coastal GasLink responses.

These documents have also been uploaded to your folder located on Coastal GasLink's SharePoint site ([Regional District of Bulkley-Nechako-RDBN](#)).

If you should have any questions during the EAO and CSCD review, please contact Mr. Michael Shepard at (250) 387-8745, or by e-mail at michael.shepard@gov.bc.ca

We look forward to continuing communication with your organization as the project advances.

Sincerely,

A handwritten signature in cursive script, appearing to read 'Sian Weaver'.

Sian Weaver
Socio-economic Advisor

Coastal GasLink
Pipeline Project

Coastal GasLink SEEMP Rev B Review							
Organization	Reviewer (s)	Date day/mth/yr	Section Number	Page Number	Line Number	SEEMP Comment and Recommendation	Action
Regional District Bulkley Nechako	Jason Ujewellyn	2-Jul-15	Appendix D	Contracts and Procurement Expenditures		Schedule D should be amended to require that communications regarding sub-contracting opportunities and information sessions specific to First Nations should also be made available to the general population.	No edit required. Coastal GasLink expects to notify communities when the prime contractors are selected, and tour the northern BC region with the contractors to promote both local contracting and local employment.
Regional District Bulkley Nechako	Jason Ujewellyn	2 Jul-15	Appendix D	Contracts and Procurement Expenditures		Schedule D should be amended to require that the RDBN has an opportunity to review and comment on the Local and Aboriginal Participation Plan.	No edit required. The Local and Aboriginal Participation Plan is included in a list of TransCanada policies and programs, of which some are externally available and others are for internal use. The Local and Aboriginal Participation Plan is developed for internal use to inform strategies to maximize local hiring. Coastal GasLink personnel remain available to meet with RDBN and provide information about employment, contracting and procurement activities. The most recent information update was presented at nine Open Houses held between April 13-29, 2015. At these public open houses, Coastal GasLink delivered a local opportunities presentation to inform attendees about our process for contracting and hiring including the qualifications needed to encourage those interested in business and employment to obtain the requirements needed to be qualified and work-ready. Further information about the Plan was provided to RDBN in a May 29, 2015 letter (CGL4703-CGP-RDBN-ENV-LTR-1438)
Regional District Bulkley Nechako	Jason Ujewellyn	2 Jul-15	Appendix D	Employment and Training Opportunities		Schedule D should be amended to require that the RDBN has an opportunity to review and comment on TransCanada's Education and Training Plan as a mitigation measure to address concerns regarding training, education, and local employment.	No edit required. The Education and Training Plan is included in a list of TransCanada policies and programs, of which some are externally available and others are for internal use. The Education and Training Plan is developed for internal use to inform strategies to support local skills training. Coastal GasLink personnel remain available to meet with RDBN and provide information about the Education and Training program activities. Further information about this Plan was provided to RDBN in a May 29, 2015 letter (CGL4703-CGP-RDBN-ENV-LTR-1438)
Regional District Bulkley Nechako	Jason Ujewellyn	2-Jul-15	Appendix D	Employment and Training Opportunities		Schedule D should be amended to require as a mitigation measure TransCanada's involvement as a participant on the RDBN's Strategic Workforce Opportunities Team (SWOT).	No edit required. The SEEMP was written in accordance with the EAC Condition #24. The Condition requires monitoring and reporting on the mitigation set out in the Application section 12: Tables 12-8, 12-9, and section 15: Tables 15-7 and 15-23. Coastal GasLink will continue to participate in RDBN's Strategic Workforce Opportunities Team (SWOT)
Regional District Bulkley Nechako	Jason Ujewellyn	2 Jul-15	Appendix D	Emergency Services		Schedule D should be amended to require as a mitigation measure communications with the RDBN on the same status as other emergency service providers in the rural area.	Add "Regional Districts" to Data Source / Input column for bullets 3, 4 and 12 under Emergency Service potential adverse effect.
Regional District Bulkley Nechako	Jason Ujewellyn	2-Jul-15	Appendix D	Emergency Services		Schedule D should be amended to require as a mitigation measure that TransCanada develop an emergency response plan, fire suppression plan, and work camp evacuation plan following meaningful consultation with the RDBN. These plans should be based on an understanding of the emergency services available, and the emergency response role of the RDBN.	No edit required. Further information about emergency response planning was provided to RDBN in a May 29, 2015 letter (CGL4703-CGP-RDBN-ENV-LTR-1438)
Regional District Bulkley Nechako	Jason Ujewellyn	2-Jul-15	Appendix D	Waste Management Facilities		Schedule D should be amended to require as a mitigation measure that TransCanada should consult with the RDBN and member municipalities to determine opportunities for, and actions necessary to accommodate, their taking of liquid waste.	No edit required. Further information about waste management planning was provided to RDBN in a May 29, 2015 letter (CGL4703-CGP-RDBN-ENV-LTR-1438)

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Organization	Reviewer (s)	Date day/mth/yr	Section Number	Page Number	Line Number	SEEMP Comment and Recommendation	Action
Regional District Bulkley-Neuchako	Jason Llewellyn	2-Jul-15	Appendix D	Waste Management Facilities		Schedule D should be amended to require as a mitigation measure that TransCanada develop a solid waste management plan, liquid waste management plan, and recycling plan following meaningful consultation with the RDBN at least 9 months prior to construction. These plans should be based on an understanding of the types of waste that the RDBN can accept, and the volumes that can be accommodated without an impact on capacity and operations.	No edit required. Further information about waste management planning was provided to RDBN in a May 29, 2015 letter (CGL4703-CGP-RDBN-ENV-LTR 1438)
Regional District Bulkley-Neuchako	Jason Llewellyn	2-Jul-15	Appendix D	other		Schedule D should be amended to include as a mitigation measure a commitment for TransCanada to provide funding to the Northwest Invasive Plant Council.	No edit required. The SEEMP reflects effects and mitigation as outlined in EAC Condition #24. The Northwest Invasive Plant Council Strategic Plan and Plant Profile Report was used to inform Coastal GasLink's Invasive Plant Management Plan. Coastal GasLink is committed to ongoing dialogue with the Council.
Regional District Bulkley-Neuchako	Jason Llewellyn	2-Jul-15	Appendix D	other		Schedule D should be amended to include as a mitigation measure a requirement that TransCanada address the fact that 4 of the 9 identified work camp locations are not allowed in the locations proposed pursuant to "Regional District of Bulkley-Neuchako Zoning Bylaw No. 700, 1993". This mitigation should include the requirement that temporary use permit applications be made at least 6 months prior to construction.	No edit required. Coastal GasLink will comply with all applicable regulatory requirements.

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	SEEMP Comment and Recommendation	Response
<p>Feedback During Calls / E-mails</p>	<p>Jason e-mailed questions around Appendix B camp information. He is looking for more information on the Jellet Camp and the Houston Pioneer Camp.</p>	<p>Camp locations and timing have not been finalized and were provided in Appendix B as a draft sample only. Further information will be communicated as it becomes available.</p>
	<p>Regional District review of the local contracting plan should be made available within SEEMP Appendix D. Will the local contracting strategy be made available for the district to review?</p>	<p>The SEEMP reflects the mitigation outlined in the EA in Section 12, 15.5 and 15.6 and through the EA Issue Response process. SEEMP mitigation is purposely aligned with the EA and the SEEMP framework. As a result, the SEEMP mitigation will not change at this stage. However, the SEEMP outlines an Adaptive Management Approach should mitigation not have the intended effect. Addressed question in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015</p>
	<p>Regional District asked that Coastal GasLink consider adding economic development officers as data sources in SEEMP Appendix D.</p>	<p>Yes. That is feedback Coastal GasLink is looking for and requested that RDBN provide exactly where when submitting their SEEMP feedback.</p>
	<p>Can the Regional District review the education and training plan?</p>	<p>Coastal GasLink has a 'Pipeline to Readiness' and an 'Education Legacy' program outlined in the EA. Addressed question in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015</p>
	<p>Kiel Giddens participates on the Strategic Workplace Opportunities Committee. This should be part of the SEEMP mitigation in Appendix D.</p>	<p>The SEEMP reflects the mitigation outlined in the EA in Section 12 and through the EA Issue Response process. SEEMP mitigation is purposely aligned with the EA and the SEEMP framework. As a result, the SEEMP mitigation will not change at this stage. However, continued participation will be considered. Connect Kiel Giddens with RDBN to discuss the education and training program in further detail. (completed)</p>
	<p>Coastal GasLink is not precise on what the long term effects are in Section 4 and indicated the effects 'are not serious'.</p>	<p>The SEEMP is not intended to duplicate the EA but effects are summarized for easy use of the document. Summary is taken directly from the EA and shortened. Addressed question in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015.</p>
	<p>How can effects be determined if we do not have the details?</p>	<p>Details were collected and used in the assessment. This data can be found in the EA Economic and Social Technical Reports. Questions and concerns regarding the EA process can be directed to the BC EAO.</p>
	<p>EA doesn't talk about how Coastal GasLink will deal with these effects.</p>	<p>Mitigation tables set out in the EA shows how Coastal GasLink will reduce the potential adverse effects. This includes residual and cumulative effects.</p>
	<p>SEEMP states that there will be short-term effects from construction. This is new information.</p>	<p>The effects assessment and mitigation to reduce potential adverse effects are found in the EA section 12, 15.5 and 15.6. SEEMP Section 4 is a summary and is taken directly from the EA. The assessment and effects have not changed.</p>

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	SEEMP Comment and Recommendation	Response
<p>Feedback During Calls / E-mails</p>	<p>SEEMP does not include details on other management plans. Provision to review such plans should be a regulatory condition referenced in Appendix D.</p>	<p>The SEEMP reflects the mitigation outlined in the EA in Section 12 and through the EA Issue Response process. SEEMP mitigation is purposely aligned with the EA and the SEEMP framework. As a result, the SEEMP mitigation will not change at this stage. However, Coastal GasLink will consider making the management plans available for RDBN review.</p> <p>Sent plans on May 8, 2015 with attached letter CGL4703-CGP-RDBN-ENV-LTR-1422.</p>
	<p>Is Coastal GasLink open to changing mitigation in SEEMP Appendix D?</p>	<p>The SEEMP reflects the mitigation outlined in the EA in Section 12 and through the EA Issue Response process. SEEMP mitigation is purposely aligned with the EA and the SEEMP framework. As a result, the SEEMP mitigation will not change at this stage. However, the SEEMP outlines an Adaptive Management Approach should a mitigation not have the intended effect.</p> <p>Addressed question in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015.</p>
	<p>SEEMP Appendix D states that Coastal GasLink would engage with local fire protection services. Does Coastal GasLink expect to have services available from municipal fire protection?</p>	<p>The Project would be self-sufficient. However, Coastal GasLink has an interest in the capacity of local fire departments in regards to the community investment program.</p> <p>Addressed question in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015.</p>
	<p>Most camps are beyond the reach of municipalities. If services are required, a contract arrangement with the regional district would be needed.</p>	<p>Coastal GasLink acknowledges comment.</p>
	<p>Can RDBN review the Emergency Response Plan and is there one plan for each camp?</p>	<p>Coastal GasLink will follow up with the internal subject matter expert for further information and to respond.</p> <p>Addressed question in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015.</p>
	<p>RDBN requires that camp operators share their evacuation plans with them.</p>	<p>Coastal GasLink acknowledges comment.</p> <p>Addressed in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015.</p>
	<p>Coastal GasLink's intentions with regards to solid waste are unclear. SEEMP Appendix B does not have all the information required for planning. RDBN requires information on volumes, type, source, timing, recycling process and hazardous waste. RDBN does not accept industrial waste.</p>	<p>Estimates for waste were generated based on experience and provided during the Issue Response EA process. Camp contractors need to be in place before further details will be available.</p> <p>Addressed question in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015.</p>
	<p>A regional landfill expansion requires at least a year's notice.</p>	<p>Coastal GasLink acknowledges this information.</p> <p>Coastal GasLink acknowledges information requested and will provide it once available. Addressed question in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015.</p>

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	SEEMP Comment and Recommendation	Response
<p>Feedback During Calls / E-mails</p>	<p>Can RDBN review the Chemical and Waste Management plan? It should be entered as a regulatory condition in Appendix D.</p>	<p>The SEEMP reflects the mitigation outlined in the EA in Section 12 and through the EA Issue Response process. SEEMP mitigation is purposely aligned with the EA and the SEEMP framework. As a result, the SEEMP mitigation will not change at this stage. However, Coastal GasLink will consider making the management plans available for RDBN review.</p> <p>Sent plans on May 8, 2015 with attached letter CGL4703-CGP-RDBN-ENV-LTR-1422.</p>
	<p>Septic haulers in the region have been approached by camp contractors asking about portable toilets and removing waste. RDBN does not accept project waste into existing septic fields</p>	<p>Camp bidders were specifically requested not to contact local infrastructure and service providers during the bidding process so that the local capacity to respond to multiple requests wasn't strained. They may not have been calling in regards to the Coastal GasLink project.</p> <p>Addressed in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015</p>
	<p>How can the EA comment on these effects without having all these details?</p>	<p>Details were collected and used in the assessment. This data can be found in the EA Economic and Social Technical Reports. Questions and concerns regarding the EA process can be directed to the BC EAO.</p>
	<p>Will other effects not in the EA be in the SEEMP and if not, how can they be addressed?</p>	<p>Confirmed the SEEMP focuses on direct project effects identified in the EA. However, it also includes an Adaptive Management Approach should mitigation not have the intended effect. Coastal GasLink confirmed that there will be ongoing dialogue with groups on issues outside of the SEEMP framework as part of ongoing consultation.</p> <p>Addressed in letter CGL4703-CGP-RDBN ENV-LTR-1438 dated May 29, 2015.</p>
	<p>Were effects on rural recreational facilities such as campgrounds considered and if so, where is the mitigation for that?</p>	<p>Yes effects were considered and mitigation presented in the EA Section 14 (Current Land Use). This is outside of the SEEMP framework.</p> <p>Addressed in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015.</p>
	<p>Did the project consider these issues?</p>	<p>Yes effects were considered and mitigation presented in EA Section 15.5 and in SEEMP Appendix D.</p> <p>Addressed in letter CGL4703-CGP-RDBN-ENV-LTR-1438 dated May 29, 2015.</p>
	<p>RDBN would like to review the Traffic Management and Access Management Plan.</p>	<p>Coastal GasLink will consider making the management plans available for RDBN review.</p> <p>Sent plans on May 8, 2015 with attached letter CGL4703-CGP-RDBN-ENV-LTR-1422.</p>

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	SEEMP Comment and Recommendation	Response
<p>Feedback During Calls / E-mails</p>	<p>How far is the project willing to go to include new issues under the regulatory process?</p>	<p>Confirmed the SEEMP focuses on direct project effects and mitigation identified in the EA. However, it also includes an Adaptive Management Approach should mitigation not have the intended effect. Coastal GasLink confirmed that there will be ongoing dialogue with groups on issues outside of the SEEMP framework as part of ongoing consultation.</p> <p>Addressed question in letter CGL4703-CGP-R08N-ENV-LTR-1438 dated May 29, 2015.</p>
	<p>When will Coastal GasLink be ready to dialogue on other issues?</p>	<p>Coastal GasLink confirmed that there will be ongoing dialogue with groups on issues outside of the SEEMP framework as part of ongoing consultation at any time requested.</p> <p>Addressed question in letter CGL4703-CGP-R08N-ENV-LTR-1438 dated May 29, 2015.</p>

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May 29, 2015

Jason Llewellyn
Regional District of Bulkley-Nechako
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CGL4703-CGP-RDBN-ENV-LTR-1438

Re: Coastal GasLink Pipeline Project – Social and Economy Information Request

Dear Jason,

As requested during the Socio-economic Effects Management Plan (SEEMP) conference call on May 4, 2015, Coastal GasLink Pipeline Ltd. (Coastal GasLink) is pleased to provide further information in response to the questions raised by the Regional District of Bulkley-Nechako (RDBN).

LOCAL CONTRACTING

Section 2.2 of the SEEMP lists several TransCanada policies and programs of which some are externally available and other are for internal use. The Coastal GasLink Local and Aboriginal Participation Plan is developed for internal use to inform strategies to maximize local hiring. Please note that this plan was not provided to First Nations for review as suggested in the RDBN meeting notes that were shared with Coastal GasLink.

Coastal GasLink personnel remain available to meet with RDBN and provide information about employment, contracting and procurement activities. The most recent information update was presented at nine Open Houses held between April 13-29, 2015 in Kitimat, Terrace, Houston, Smithers, Burns Lake, Fraser Lake and Vanderhoof, Chetwynd and Dawson Creek. At these public open houses, Coastal GasLink delivered a local opportunities presentation to inform attendees about our process for contracting and hiring including the qualifications needed to encourage those interested in business and employment to obtain the requirements needed to be qualified and work-ready. These sessions were advertised in local papers, radio, through the Chambers of Commerce, as well as through mail outs to those who have signed up on our information and vendor lists. We had over 250 people across northern B.C attend these sessions.

Plan Highlights:

Most business opportunities on Coastal GasLink will be provided through prime contractors or their sub-contractors. The prime contractors will be large firms with international pipeline construction experience. We expect to have our prime contractors in place by the end of 2015 or early 2016.

We plan to notify communities when our prime contractors are selected, and tour the northern B.C. region with our contractors to promote both local contracting and local employment.

Highlights of the plan include:

- During construction, Coastal GasLink will oversee the prime contractors to ensure all our objectives are met – including a quality product and a safe worksite.
- We will require that every prime contractor has a local and Aboriginal participation plan that covers both contracting and employment. We will monitor the implementation of these plans and require regular reports on implementation.
- Clearing, camp management, security and medical have been designated as Aboriginal opportunities. Aboriginal business entities will hold a minimum 51 per cent share of the contracting companies. We expect that they will often partner with other entities that have experience in these services.
- Coastal GasLink representatives will continue to engage with communities throughout the construction period – on social and economic issues or on any issues of concern.

It is our objective to have a significant portion of the construction-phase jobs made available to B.C. residents. This will depend in large part on the availability of qualified B.C. labour during the construction period.

Further discussion on the plan and benefits of local contracting can be found in the EA Section 1.5:

http://a100.gov.bc.ca/appsdata/epic/documents/p392/d37367/1394551665412_d56d24ee466441db246e16e23e42e730633649487df1686d6220780282b5a309.pdf

TRAINING AND EDUCATION

Similar to the above mentioned plan, the Coastal GasLink Education and Training Plan has been developed for internal use to inform strategies to maximize education and training capacity building initiatives.

As noted above, the latest information update including information on training and education was also presented at the nine open houses held between April 13-29, 2015. Kiel Giddens, Community Liaison, will be in direct contact with you to share further information about the education and training program. Attached is a brochure with further information.

Plan Highlights:

As discussed on the May 4 conference call, training and education have been defined by Coastal GasLink as being two separate programs with different objectives. Training is defined as short-term programming that is directly linked to working on the construction and operations activities for the proposed Project. Coastal GasLink has defined education as a long-term program that supports communities' needs and priorities.

Coastal GasLink's Pipeline to Readiness Training Program focuses on developing Project-specific employment and increasing the local skills capacity. Short-term workforce readiness training directly related to the proposed Project focuses on the following three steps: assessing and identifying gaps; determining proper skills development; and developing processes to help local residents obtain construction-related employment that is transferrable to other future projects and developments.

Coastal GasLink recognizes the need for the development of community capacity beyond the short-term nature of the pipeline construction opportunities. In that context, Coastal GasLink will initiate the Coastal GasLink Education Legacy Program. The Program focus is supporting long-term community capacity, based on the community's needs and priorities. Coastal GasLink has and will continue to work with communities to identify their needs and support the required education to help address community-specific priorities.

Further discussion on the plan and benefits to training and education can be found in the EA Section 1.5:

http://a100.gov.bc.ca/appsdata/epic/documents/p392/d37367/1394551665412_d56d24ee466441db246e16e23e42e730633649487df1686d6220780282b5a309.pdf

MANAGEMENT PLANS

Coastal GasLink is pleased to share the draft management plans for your review. The draft plans were provided to you on May 8 through the RDBN folder on the Coastal GasLink Sharepoint site. Attached is an overview that provides a summary description of the plans. Feedback for all the management plans is requested by June 30, 2015.

EMERGENCY RESPONSE

For the construction phase, prime contractors develop Emergency Response Plans (ERP) that would be included in their Site Specific Safety Plans (SSSP). The ERP will include a list of the emergency service providers (ESP) contact information for police, fire, medical including hospitals and air evacuation. The contractors' safety representatives will contact emergency response providers to engage on the scope of the project and review emergency protocols.

Incident Command System:

Coastal GasLink will implement the TransCanada "Incident Command System (ICS)" for emergency response. This allows for a unified command approach, where TransCanada works with federal, provincial and local government agencies and aboriginal representatives to develop common objectives and action plans to implement should an emergency occur.

The Incident Command Post (at or near the emergency event) will be supported by a Regional Emergency Operation Center (REOC) that will provide initial response coordination and communications with the regulator and community authorities.

- The REOC will be located at the TransCanada office in Prince George.
- Additional support is provided by the Corporate EOC (located in Calgary) which will provide subject matter expertise to assist with local decision making.
- Emergency Response activation is immediate. Once the process is activated, resources are dispatched to the site and to the REOC. Response organizations are notified of our attendance and communications are open between the company and the site until resources can arrive.

Coastal GasLink Firefighting Capability:

Coastal GasLink gathered detailed information on firefighting capacity in communities and regional districts in northern B.C. and will continue in dialogue with fire protection and emergency service providers.

TransCanada conducts business so it meets or exceeds all applicable laws and regulations and minimizes risk to employees, the public and the environment. We understand that sections of the construction corridor will lie beyond local fire protection areas and Coastal GasLink expects dialogue with local fire protection and emergency services with regard to potential fee-for-service agreements.

Emergency Response Testing:

TransCanada expects prime contractors to undertake emergency exercises or simulation during construction.

WASTE MANAGEMENT

Coastal GasLink will work with prime contractors and camp contractors to develop site-specific waste management plans. Estimated volumes for various waste management components of the construction phase are:

Estimated Waste by Type and Camp

	Solid Waste (m3)	Cardboard (m3)	Cans and Bottles (each)	Hazardous Waste (kg.)	Water (L)	Liquid Waste (L)
(per manday)	0.01	0.14	2.60	0.04		
Camp 1 (Peace River Regional District)	1,092	10,449	189,974	2,926	18,285,000	18,285,000
Camp 2 (Regional District of Fraser-Ft. George)	728	6,964	126,623	1,950	12,187,500	12,187,500
Camp 3 (Regional District of Fraser-Ft. George)	728	6,964	126,623	1,950	12,187,500	12,187,500
Camp 4 (Regional District of Fraser-Ft. George)	1,416	13,543	246,234	3,792	23,700,000	23,700,000
Camp 5 (Regional District of Bulkley-Nechako)	728	6,964	126,623	1,950	12,187,500	12,187,500
Camp 6 (Regional District of Bulkley-Nechako)	1,219	11,657	211,948	3,264	20,400,000	20,400,000
Camp 7 (Regional District of Bulkley-Nechako)	1,523	14,571	264,935	4,080	25,500,000	25,500,000
Camp 8 (Regional District of Bulkley-Nechako)	728	6,964	126,623	1,950	12,187,500	12,187,500
Camp 9 (Regional District of Kitimat-Stikine)	291	2,786	50,649	780	4,875,000	4,875,000
Camp 10 (Regional District of Kitimat-Stikine)	728	6,964	126,623	1,950	12,187,500	12,187,500

Detailed estimates of solid and liquid waste flows have not been developed at this stage. As detailed execution planning continues, better estimates of expected waste streams will be developed. Coastal GasLink understands the capacity concerns raised by RDBN and is committed to providing further details and working with RDBN as construction planning and detailed engineering design advances and the information becomes available.

In the Fall of 2014, RDBN proposed a co-funded waste management exercise with Coastal GasLink. In follow-up, Coastal GasLink requested RDBN submit a proposal to move this request forward. We believe this planning would help clarify capacity which would be beneficial information for both RDBN and Coastal GasLink. To date, Coastal GasLink has not received a proposal but is willing to continue exploring this option with RDBN.

CONSTRUCTION CAMPS

Our current construction plan includes a mix of main construction camps and smaller camps or "pioneer" camps.

- The main camps will accommodate from 200 to 1500 people.
- Pipeline construction workers will typically occupy a main camp for three to four months, while they install 50 to 100 kilometres of pipe in the camp vicinity. Camp populations will vary over the course of construction due to the cyclical nature of pipeline work.
- The camps themselves may remain in place for up to two years.
- The camp population will include the construction workforce, field management and supervisory staff, technical and administrative support, camp catering and maintenance services, safety, medical personnel and logistics services.
- Smaller camps will accommodate a maximum of 200 people. They will be used by special-purpose crews, for example during right-of-way clearing, compressor station construction or directional drilling.

Camp Location:

A larger number of potential sites appear on planning maps due to the number of sites under investigation. We will review this list of potential sites with our pipeline construction and camp contractors when they have joined the project, as well as with our stakeholders and local governments in order to finalize the locations.

Potential camp locations have been chosen based on:

- Ease of access to the pipeline right-of-way or major roads;
- Avoidance, to the extent practical, of areas of native vegetation, wildlife habitat, or archaeological or heritage resources, or other environmentally, socially or culturally sensitive areas ;
- Preference for previously disturbed sites.

Camp Amenities:

Our camps will reflect current construction workforce standards, including separate quarters for men and women, games rooms and exercise facilities. Camp catering and housekeeping services will include daily facility and room cleaning and access to washers and dryers.

Camp management will be contractually required to provide catering and housekeeping, potable water, waste removal, and emergency response.

Coastal GasLink will establish clear rules to ensure safe and harassment-free camp and work environments. These rules prohibit the use or possession of illegal drugs and state no tolerance for harassment. Firearms will be prohibited.

Camp Medical Services:

First-aid personnel will be available in the construction camps for emergencies. We specify a paramedic and first aid attendant at the camps. The number of medical staff will be based on WorkSafe formulas based on the type of work activity, number of workers and drive time to the from nearest medical centre.

First-aid rooms will be outfitted with proper equipment and running water as outlined in the WorkSafe BC regulations.

Coastal GasLink will continue medical services dialogue with Northern Health and local service providers as plans for camps advance.

Counselling or Other Services in Camp:

Workers seeking access to social services or counselling may access support through on-site medical staff support, help lines, online services and services available in the region.

Coastal GasLink will continue to communicate with local and regional social service providers to provide schedules and identify service gaps and potential solutions.

Alcohol in Camp:

Our present plan is to allow alcohol in the camps in a controlled manner. The prime contractors and camp managers will be accountable for enforcing the rules and maintaining a safe, orderly environment for all camp residents. Coastal GasLink will take a zero-tolerance approach to the possession or use of illegal drugs or unacceptable behavior resulting from alcohol consumption.

Codes of Conduct:

Coastal GasLink will set out clear guidelines for behaviour that will be enforced by camp management and by employers. Security services will be present at all times in each camp. This is for the benefit of everyone in camp and in northern B.C. communities. Members of the workforce may travel into communities and use facilities and services during non-work hours.

RECREATIONAL FACILITIES: TRAILS AND CAMPGROUNDS

Coastal GasLink considered recreational use in section 14 Current Use of Land and Resources of the Application for an Environmental Assessment Certificate. Although this subject is outside of the scope of the SEEMP framework, Coastal GasLink remains available for further conversation with RDBN. For further discussion on recreational land use, please see EA section 14:
http://a100.gov.bc.ca/appsdata/epic/documents/p392/d37367/1394552629986_d56d24ee466441db246e16e23e42e730633649487df1686d6220780282b5a309.pdf

HOUSING AND ACCOMMODATION

As per our conference call on May 4, housing and commercial accommodation were considered and assessed in Application section 15.5. Mitigation related to the potential adverse effects on housing and commercial accommodation is referenced in SEEMP section 4.2.1 and mitigation to minimize the effects carried forward from the Application is presented in SEEMP Appendix D.

SECTION 4 POTENTIAL ADVERSE EFFECTS

SEEMP section 4 summarizes the potential adverse effects identified in the Application sections 12, 15.5 and 15.6. While the SEEMP is not intended to duplicate the Application, Coastal GasLink felt it was important to carry forward a summary of the effects identified in the Application into the SEEMP for ease of reference.

SEEMP APPENDIX D MITIGATION

The SEEMP reflects the mitigation outlined in the Application sections 12, 15.5 and 15.6. Mitigation in the SEEMP aligns with the Application purposely and in conjunction with the SEEMP framework. The focus of the SEEMP is the implementation, monitoring and reporting of this mitigation. The SEEMP does outline an adaptive management process (SEEMP Section 6.2) should mitigation not have the intended effect.

ADAPTIVE MANAGEMENT PROCESS

Coastal GasLink recognizes that there are many different variables for social and economic effects that may change over time. As a result SEEMP Section 6.2 describes the adaptive management approach Coastal GasLink will use to address the results of mitigation that are proven ineffective through monitoring. The process includes monitoring, evaluation, adjustment as necessary and communicating changes to external parties. Engagement with affected parties will occur throughout the entire adaptive management process.

SEEMP APPENDIX D DATA SOURCE AND INPUT

Coastal GasLink strongly encourages feedback from RDBN on your preferred role in mitigation implementation monitoring. Coastal GasLink requests that RDBN review this column in SEEMP Appendix D and provide the feedback by June 30, 2015.

TIMING OF INFORMATION AND ACTIVITIES

The following information is subject to having contractors in place and a positive final investment decision. Therefore, this is estimated timing as of May 2015.

Camp Locations	Q4, 2015
Waste Management Information	Q4, 2015
Emergency Response Plans	Q2, 2016
Final Investment Decision	2016
Clearing and Access	Q3, 2016-2017
Construction	2016-2019

LINKS TO RELEVANT APPLICATION SECTIONS

Please cut and paste pdf links into your web browser to access the correct document.

Economy (EA Section 12):

http://a100.gov.bc.ca/appsdata/epic/documents/p392/d37367/1394552575573_d56d24ee466441db246e16e23e42e730633649487df1686d6220780282b5a309.pdf

Community and Regional Infrastructure and Services (EA Section 15.5 and 15.6):

http://a100.gov.bc.ca/appsdata/epic/documents/p392/d37367/1394552660239_d56d24ee466441db246e16e23e42e730633649487df1686d6220780282b5a309.pdf

Land and Resource Use (EA Section 14):

http://a100.gov.bc.ca/appsdata/epic/documents/p392/d37367/1394552629986_d56d24ee466441db246e16e23e42e730633649487df1686d6220780282b5a309.pdf

Social Technical Report (EA Appendix 2M):

http://a100.gov.bc.ca/appsdata/epic/html/epic_document_392_37367.html

Economic Technical Report (EA Appendix 2N):

http://a100.gov.bc.ca/appsdata/epic/documents/p392/d37367/1394554909434_d56d24ee466441db246e16e23e42e730633649487df1686d6220780282b5a309.pdf

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We will continue to provide project updates to local residents at appropriate milestones throughout our process and invite all interested parties to continue to contact us directly with their enquiries. Should you have further questions or would like to arrange a meeting, please do not hesitate to contact Kiel Giddens (kiel_giddens@transcanada.com) or myself directly.

Sincerely,

A handwritten signature in black ink, appearing to read "Sian Weaver".

Sian Weaver
Socio-Economic Advisor
Coastal GasLink Pipeline Project

cc. Kris Nichols (Ministry of Community, Sport and Cultural Development)
Scott Bailey (BC EAO)

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November 3, 2015

Regional District of Bulkley-Nechako
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PRGT004776-TC-RDBN-PR-LT-0329

Re: Prince Rupert Gas Transmission Project – Mt. Milligan Route Alternative and Witter Lake Compressor Station Amendment

In response to ongoing engagement, Prince Rupert Gas Transmission Ltd. (PRGT) has recently identified a route alternative (Mt. Milligan Route Alternative) located approximately 85 kilometres northwest of Fort St. James, B.C. This route alternative would also require the relocation of the Witter Lake Compressor Station (CS), contemplated as part of PRGT future expansion plans. The Mt. Milligan Route Alternative is approximately 9 kilometres (km) south of the original certified pipeline corridor and the CS is approximately 15 km southeast of the location sited in the Environmental Assessment Certificate (EAC). As such, PRGT is seeking to amend its EAC # E14-06 issued by the BC Environmental Assessment Office (EAO) on November 25, 2014 as well as its BC Oil & Gas Commission (OGC) permit (*Oil and Gas Activities Act*, Section 25 Permit for Pipeline Section 2; OGC No. 9708458) issued on May 6, 2015.

After extensive engagement with Thompson Creek Metals Company Inc. (Thompson Creek) and affected Aboriginal groups (primarily the Nak'azdli Band), PRGT is considering the feasibility of this alternate route. Please refer to the attached map that shows the current pipeline route as well as the Mt. Milligan Route Alternative. This route alternative addresses concerns associated with Mt. Milligan Mine tenures held by Thompson Creek while accommodating concerns of affected Aboriginal groups.

PRGT anticipates filing the amendment requests to the EAO and OGC as early as mid-November of this year. The final route will be determined as an outcome of both the EAO and OGC regulatory processes and after PRGT has had the opportunity to advance construction planning and detailed engineering design.

Should you have any questions, please feel free to contact me.

Sincerely,

Rebecca McElhoes
Manager, Community Relations, Western Canada

Enclosure: 2015 11 03 - PRGT - Mt Milligan Route Alternative Map.pdf

Prince Rupert
Gas Transmission Project

Cheryl Anderson

From: Nick Kypriotis <nick@canadian-publishers.ca>
Sent: November-10-15 9:11 AM
To: Nick Kypriotis
Subject: Fire Prevention Officers Assoc of B.C. Conference and Seminars 2016
Attachments: FPOABC All color Ad Rates & Sizes.pdf

Dear Trade Member,

The Fire Prevention Officer's Association is having their annual conference and seminar May 2nd to 5th in Vernon, B.C.. They spend a good portion of the year keeping our community and our students educated on all fire safety and prevention matters.

C.P.I. is putting together the program magazine for the conference which will be distributed to all the delegates attending, as well as mailed out to the Fire Prevention officers and Fire Halls throughout B.C for free.

We have no outside or government funding, so we are asking for your support with an Advertisement in the convention magazine which will greatly help us put it together and distribute it for free.

Attached is a rate sheet for all ad sizes.

Please let me know if you will be supporting us with an Advertisement.

Regards,

Nick Kypriotis
C.P.I. *publishers of the*
Fire Prevention Officers Assoc of B.C. Conference Magazine
1-877-898-3732
Email: nick@canadian-publishers.ca



405

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406

Board - Receive

RECEIVED
OCT 23 2015
REGIONAL DISTRICT OF
BULKLEY NECHAKO

October 15, 2015

FILE: 0400-55

Ms. Gail Chapman
Chief Administrative Officer
Regional District of Bulkley-Nechako
Box 820
Burns Lake, B.C V0J 1E0

Dear Ms. Chapman:

RE: Appointment to the Regional District of Bulkley Nechako Board of Directors

At its Regular Meeting held October 13, 2015, Council appointed Councillor Gladys Atrill to serve as Mayor Bachrach's Alternate on the Regional District of Bulkley Nechako Board of Directors

Yours truly,

Susan Bassett
Director of Corporate Services

SB/plg



RECEIVED

OCT 23 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

October 16, 2015

FILE: 0400-55

Mr. Bill Miller, Chair and Board of Directors
Regional District of Bulkley-Nechako
Box 820
Burns Lake, B.C V0J 1E0

Dear Chair Miller and Board of Directors:

RE: Re-use Shed at the Smithers/Telkwa Waste Transfer Station

At its Regular Meeting held October 13, 2015, Council expressed their disappointment with the Regional District of Bulkley-Nechako's handling of the Smithers/Telkwa Waste Transfer Station Re-use Shed Open House that was held on October 6, 2015, in Telkwa.

The Open House regarding the close of the Re-use Shed located at the Smithers/Telkwa Waste Transfer Station did not provide the participants with a formal presentation or an opportunity for a public question and answer session; instead everyone in attendance was asked to complete a survey.

We respectfully request that the Town of Smithers Council be provided with an outline on the Regional District of Bulkley-Nechako's next steps with regards to the Re-Use Sheds once the Open House survey information is compiled.

Yours truly,

Susan Bassett
Acting Chief Administrative Officer

SB/plg



Board-Receive

Reference: 290759

October 27, 2015

Chair Bill Miller
and Council representatives
Regional District of Bulkley-Nechako
PO Box 820
Burns Lake BC V0J 1E0

RECEIVED
NOV 02 2015
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Chair Miller and Council representatives:

I am writing to follow up on my recent meeting with Regional District of Bulkley-Nechako representatives at the 2015 Union of British Columbia Municipalities (UBCM) Convention.

The annual UBCM convention offers an important opportunity for local governments to have conversations and outline priorities with the provincial government. These meetings help to inform ministries on issues that matter most to communities in British Columbia. I was pleased to have the opportunity to meet with you and discuss issues of mutual importance.

Ministry staff have committed to following up on the issues raised at this meeting.

Thank you again for taking the time to meet. I look forward to continuing to work closely with you.

Sincerely,

Mary Polak
Minister

409

Board-Receive



Ref: 103306

October 21, 2015

Bill Miller, Chair
Regional District of Bulkley-Nechako
37 3rd Avenue, PO Box 820
Burns Lake BC V0J 1E0
bmiller.pbm@gmail.com

Dear Bill Miller:

Re: Meeting with Network BC at UBCM September 23, 2015

Thank you very much for taking the time to meet with Network BC at the Union of British Columbia Municipalities Conference on September 23, 2015 in Vancouver. We very much appreciate the opportunity to learn more about the challenges and opportunities relating to high-speed Internet and cellular connectivity in the Bulkley-Nechako Regional District.

We understand the importance of high-speed Internet services for rural and remote British Columbia, especially in light of the tele-health, educational and e-services opportunities that it enables. The CRTC has convened a basic service proceeding on high-speed Internet access in Canada. Phase 2 will open in fall of 2015 to solicit further feedback from Canadians. The Province has submitted an intervention as has the Federation of Canadian Municipalities. As telecommunications is regulated federally in Canada, the Regional District is encouraged to participate in this process as well. Information about how to participate can be found using reference: [Telecom Notice of Consultation CRTC 2015-134](#).

We also understand the importance of cellular coverage for public safety. Recently, through the Connecting British Columbia Agreement (CBCA), TELUS has brought cellular services to Granisle and has plans to extend coverage along a portion of Highway 16 from Smithers to Houston in 2016, subject to TELUS' capital approval. When this is completed, this agreement will have resulted in over 80km of cellular coverage in Bulkley-Nechako.

Office of the
Chief Information Officer
Province of British Columbia

Network BC
Strategic Initiatives and
Partnerships

Mailing Address:
Box 9412 Stn Prov Govt
Victoria BC V8W 9V1

Location:
4000 Seymour Place
Telephone: 250 356-6118
Facsimile: 250 952-0254

As we discussed in our meeting, Network BC will convey the demand for cellular services to the carriers, TELUS and Rogers. The expansion of cellular coverage is a function of transport, geography and other determinants of the investment needed and is at the company's discretion. Improving cellular coverage may require new infrastructure which can be very costly and not supported by a viable business case. We would encourage the Regional District to reach out to the carriers directly and explore opportunities for a cost-sharing arrangement to accelerate any build plans that they may have in the future.

Network BC is pleased to share that a number of communities in the regional district will have improved high-speed Internet services in the near future, as A.B.C Allen Business Communications Ltd has successfully applied for a grant through the Connecting British Columbia Grant Program, which is administered through the Northern Development Initiative Trust.

We believe that it would be beneficial to convene a follow-up meeting to outline the Network BC strategy to achieving 100 per cent access to high-speed Internet services by 2021 and to identify areas where Network BC and the Regional District can work together to help achieve this goal. As discussed, Network BC will reach out to CAO Gail Chapman to arrange a meeting.

Sincerely,



Howard Randell
Executive Director, Network BC
Administrator's Office | Network BC
Strategic Initiatives and Partnerships Division

cc: Gail Chapman
Chief Administrative Officer
Regional District of Bulkley-Nechako
gail.chapman@rdbn.bc.ca

THANK YOU FROM THE FRASER LAKE FESTIVAL OF THE ARTS COMMITTEE 2015

The Fraser Lake Festival of the Arts Committee would like to thank all the wonderful people and organizations that helped make our First Annual Festival of the Arts on August 8th such a rousing success! The weather may have been wet but the spirit of the occasion was definitely warm and dry.

First of all, we would like to thank those who donated the funding to make this event possible. We deeply appreciate their belief in our project; their financial assistance and all their support:

The Nechako Kitimat Development Fund Society

The Regional District of Bulkley-Nechako

The BC Child Development Society

Rio Tinto

New Gold

Village of Fraser Lake

The Committee wishes to express our appreciation to our volunteer partners: the Mayor and Council of the Village of Fraser Lake; Fraser Lake Village Office and the Village Works employees.

A great big "Thank you" to The Fraser Lake Fire Department for providing Security.

Thank you to Autumn Services and also the other community newspapers that advertised our event - as did Valley Country Radio in Vanderhoof.

We would like to express our sincere appreciation to all the onstage performers who provided non-stop entertainment for the entire day and to Phillips and Company who provided the sound system. Also thank you to Bob Whipps (Buckshot) and Jamie Nielson for MCing the event.

Most importantly, we wish to thank the artists and artisans, who not only displayed their variety of creations, but also provided inspiring and informative demos and workshops for both adults and children throughout the day. And a thank you to Gerri Malchow for her popular Bob Ross painting demos.

We also wish to thank all the local businesses, Fraser Lake Legion Branch 274, the Fraser Lake & District Historical society for their letters of support.

The food vendors and vendors of handmade products

And all the other individuals who pitched in to help make our Festival such a wonderful success

We want to also thank the Festival of the Arts Committee 2015: Cathy Harder, Richard Cannon, Gill Kopy, Ashley Kennedy, Doris Ray, Darwin Harder, Regina Kemp and Tony Stark.

The Festival of the Arts Committee is affiliated with the Fraser Lake Arts Council. The Council is planning for the Festival to become a two day annual event to be held on the second weekend in August. Next year's Festival will be on the weekend of August 13&14, 2016. Mark your calendars!

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NOV 03 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

412

Regional Director of
Nechako Box 820
Burns Lake, BC
V0J1E0

With appreciation
and warm thanks.

Thank you for your well
appreciated support in
ensuring the success of
our festival on Aug. 8, 2015!

Dore Ray, per the
Fraser Lake Festival of the
Arts Committee.



Box 835
Burns Lake, BC V0J 1E0
sdsbarth@telus.net
jbarth48@telus.net
www.lakesdistrictarts.com

Board-Receive
RECEIVED
OCT 19 2015
REGIONAL DISTRICT OF
BULKLEY NECHAKO

2015.10.16

Eileen Benedict
Regional Director, Area 'E'
Regional District of Bulkley-Nechako
37 Third Avenue
Burns Lake, BC V0J 1E0

Dear Eileen:

On behalf of our audience and volunteers, we want to express our thanks to you and the Regional District of Bulkley Nechako for the recent grant-in-aid of \$2,000 (including \$1,000 from Area 'E') to the Lakes District Arts Council.

The grant came at an opportune – and busy - time. LDAC volunteers are in the midst of our tenth performing arts season: "A Perfect 10". In addition to Quartetto Gelato's performance on October 4th, the season ahead will feature East Coast fiddle music and stepdancing; a First Nations dance company; and a variety of vocal performances. And then ... our volunteers are busy working with fellow presenters in northern BC, planning the 16/17 season. LDAC's expectation is that the 16/17 season will include blues and roots music, a classically trained vocal quartet, jazz, theater and tapdancing, western music and a classical pianist. And, as you know, volunteers have recently completed a busy summer of outreach programs including Canada Day celebrations, a joint project with the Chamber of Commerce; 3 days of summer art camps for 26 youngsters 10 to 14; and 6 days of rock 'n' roll camps, attended by 42 kids from 8 to 15. Enclosed are photos and comments from young people who participated in the projects, and from their parents. We trust these will help communicate how much kids and parents enjoyed and valued the activities. We will also include a copy of the Rawk Camp programme, signed by the kids who took part, and a copy of LDAC's brochure for "A Perfect 10".

Public funding for the arts is important to volunteer arts organizations. It helps make possible the wide range of projects the LDAC presents. It helps make activities affordable for audience members the Arts Council targets for special attention, including seniors, youth and members of the aboriginal community. In acknowledgement of the important role of public funding to the arts, the LDAC includes recognition of this support in print and electronic media, and in the Powerpoint presentation and curtain speech before every performance. We highlight the role the Regional District of Bulkley Nechako plays in giving LDAC's audience the opportunity to experience a wide diversity of quality, live entertainment from all across Canada, and in supporting LDAC youth projects.

Thank you for the Regional District's ongoing support of the Arts Council, and of many other worthwhile community groups and projects in our community. Arts Council volunteers are ready to speak with you and other Regional Directors at the appropriate time, about what form the RDBN's support may take in the future. In the meantime, we'd be happy to see you at future live performances or youth projects. Thank you again for your encouragement and support.

Truly,

Sandra Barth, President
Lakes District Arts Council

John Barth, Treasurer
Lakes District Arts Council

ARTS AND SPARK!

**Live entertainment.
Sparks are everywhere! Surprise yourself.**



Box 835
Burns Lake, BC V0J 1E0
sdsbarth@telus.net
jbarth46@telus.net
www.lakesdistrictarts.com

Board-Receive
RECEIVED

OCT 19 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

2015.10.16

Bill Miller
Chairperson, Regional District of Bulkley-Nechako
Regional Director, Area 'B'
37 Third Avenue
Burns Lake, BC V0J 1E0

Dear Bill:

On behalf of our audience and volunteers, we want to express our thanks to you and the Regional District of Bulkley Nechako for the recent grant-in-aid of \$2,000 (including \$1,000 from Area 'B') to the Lakes District Arts Council.

The grant-in-aid came at an opportune – and busy - time. LDAC volunteers are in the midst of our tenth performing arts season: "A Perfect 10". In addition to Quartetto Gelato's performance on October 4th, at which we were pleased to have you as a guest, the season ahead will feature East Coast fiddle music and stepdancing; a First Nations dance company; and a variety of vocal performances. And then ... our volunteers are busy working with fellow presenters in northern BC, planning the 16/17 season. LDAC's expectation is that the 16/17 season will include blues and roots music, a classically trained vocal quartet, jazz, theater and tapdancing, western music and a classical pianist. And, as you know, volunteers have recently completed a busy summer of outreach programs including Canada Day celebrations, a joint project with the Chamber of Commerce; 3 days of summer art camps for 26 youngsters 10 to 14; and 6 days of rock 'n' roll camps, attended by 42 kids from 8 to 15. Enclosed are photos and comments from young people who participated in the projects, and from their parents. We trust these will help communicate how much kids and parents enjoyed and valued the activities. We will also include a copy of the Rawk Camp programme, signed by the kids who took part, and a copy of LDAC's brochure for "A Perfect 10".

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Thank you for the Regional District's ongoing support of the Arts Council, and of many other worthwhile community groups and projects in our community. Arts Council volunteers are ready to speak with you and other Regional Directors at the appropriate time, about what form the RDBN's support may take in the future. In the meantime, we'd be happy to see you (and Patsy) at future live performances or youth activities. Thank you again for all your encouragement and support over the years.

Truly,


Sandra Barth, President
Lakes District Arts Council


John Barth, Treasurer
Lakes District Arts Council

ARTS = SPARK!

**Live entertainment.
Sparks are everywhere! Surprise yourself.**

415

Board-Receive

Canadian Postmasters
and
Assistants Association



l'Association canadienne
des maîtres
de poste et adjoints

British Columbia and Yukon Branch - Section de la Colombie-Britannique et Yukon

October 13, 2015

Director Tom Greenaway
Regional District of Bulkley-Nechako
37-3rd Ave. / PO box 820
Burns Lake BC V0J 1E0

RECEIVED
OCT 19 2015
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Mr. Greenaway,

As you have been made aware, rural Post Offices in Canada are once again under threat. We believe that it is Canada Post Corporation's intent to close as many rural Post Offices as possible.

The Canadian Postmasters and Assistants Association is the union which represents rural post office employees and has done so since 1902. Over the past 113 years CPAA has fought for our rural Post Offices, to improve the working conditions and to keep the Offices open. We once again find ourselves fighting to retain full postal service in rural Canada.

Although we are not aware of an imminent closure of a Post Office in your area, situations which may lead to a Post Office closure can at times arise unexpectedly, through retirement, illness, termination of a lease, fire, etc. We are aware that the Postmaster of the **Manson Creek** Post office is retiring at the end of this month. Canada Post has not posted the position to date.

In order for you to be able to make an informed decision when and if approached by Canada Post to close a Post Office in your area, we would like to bring to your attention some of the negative impacts a rural Post Office closure creates. Rural Post Offices are an integral part of their community and in many cases the closure of the Post Office is a devastating blow to a community.

- In most towns across Canada, the post office is the only federal government presence, and with the loss of the post office a community loses a very important part of its identity.
- Customers will have to travel to a neighbouring town to retrieve large parcels, registered mail, CODs, etc.
- Customers will have to travel to a neighbouring town to mail items that do not fit in the mail slot of community mailboxes.
- Services such as government forms (passport applications, bird hunting permits, income tax forms) are no longer available in the community.

- Mail is no longer postmarked locally.
- Mailings where the date of mailing can have a significant impact on the mailer could be delayed (i.e. insurance claims, tax payments).
- Mail delivery and receipt is now outdoors.
- A job and resulting wage has been taken out of the community.
- Loss of a Postmaster who could act as a witness and certify photocopies, free of charge, for government applications.

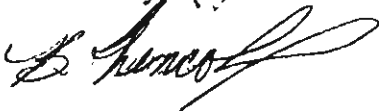
In the past few years we have seen several rural British Columbia Post Offices closed when the Postmaster has retired or resigned. Canada Post Corporation is obligated to perform a community outreach prior to a Post Office closure. Part of this outreach is to contact the local governing body. This is why we are writing to you. We believe that Canada Post does not provide all the options when discussing a Post Office closure with you. We are not even sure if they propose the option of keeping the Post Office open! The Canadian Postal Service Charter dated September 12, 2009, states “the provision of postal services to rural regions of the country is an integral part of Canada Post’s universal service” and “the moratorium on the closure of rural post offices is maintained.” Sometimes Canada Post forgets these statements or chooses to find a way around them.

Corporate Post Offices staffed by CPAA members have a proven record of providing responsible, professional, and consistent service. CPAA Post Offices are staffed by trained, competent and reliable employees. CPAA members have the ability to meet the needs of the communities we serve. We know and understand our communities and have earned the trust and respect of our neighbours.

If you are ever faced with making the decision as to whether or not to retain a Post Office in your community we hope you will consider these points and remember what an important role our rural Post Offices play in their communities.

If you have any questions please do not hesitate to contact me.

Sincerely,



Barbara Lincoln
President
CPAA BC & Yukon Branch
7519 Sechelt Inlet Road
Sechelt BC V0N 3A4
604 562 2901



AUDITOR GENERAL FOR
LOCAL GOVERNMENT

ACCESSIBILITY · INDEPENDENCE · TRANSPARENCY · PERFORMANCE



BRITISH
COLUMBIA

November 5, 2015

Ref 164949

To: Mayors and Councillors
Chairs and Directors of Regional District Boards
Chairs and Directors of Greater Boards

I am pleased to introduce myself as British Columbia's new Auditor General for Local Government (AGLG). I am excited by the opportunity to lead this office, to work with local governments and to assist you in your operations through performance audits and other reports that provide advice and recommendations. I believe we share a common goal - to deliver the best possible services to taxpayers in the most cost efficient way.

By way of background, I am a professional accountant, a FCPA, FCGA with more than 25 years of experience that includes an extensive background working in local government at the regional level here in British Columbia. I strongly believe in this office's potential to add value for local governments and while I know there were challenges during the first two years of AGLG operations, there have been significant changes over recent months and we are now well positioned to deliver on that potential.

This is a year of transition for our office. We have made changes in response to a review carried out for the Audit Council (Trumpy Report) and to the recommendations in a report published by the Union of British Columbia Municipalities. These changes included re-balancing the use of internal staff resources with that of external consultants and releasing an updated 2015/16 Annual Service Plan that set reasonable expectations for the office and is consistent with our capacity and budget. I intend to work hard, with the office's capable staff, to achieve these goals.

As you know, performance audits are quite different from financial audits. They can be valuable tools for local governments by pointing out areas that could be improved while – equally importantly – also providing assurance in areas where a local government already has good practices. We can play a constructive role by highlighting such practices and recommending them to other local governments.

I believe that the best way to meet our objectives is to work together. While the office is independent, success almost always depends on collaboration. Over coming weeks and months, I intend to become better acquainted with local governments and begin actively working in collaboration with you.

I very much look forward to working with you and welcome any questions or feedback that you may have.

Sincerely,

Gordon Ruth, FCPA, FCGA
Auditor General for Local Government

cc: Chief Administrative Officers

418

Board-Receive
Regional District of Bulkley-Nechako

The Kordyban Lodge:
A report on your gift



Canadian Cancer Society / Société canadienne du cancer

**Kerdyban Lodge
Campaign Cabinet**

Henry Novak

Brian Brownridge

Charles Jago

Gerry Martin

Jim Eginski

Les Walde

Lorraine Grant

Margaret Jones-Bricker

Bill

420

*Our thanks for helping to create a home away from home
for northerners on a cancer journey!*

It is my pleasure to report back to you about how your generous contribution to the Kordyban Lodge is making a difference in the lives of people with cancer and their families.

Since the Kordyban Lodge opened its doors in March 2013, your generosity has enhanced the lives of British Columbians by providing those affected by cancer with a home away from home while undergoing treatments, and creating a central hub for cancer prevention and programming for Prince George and the surrounding communities.

Your incredible support makes all that the Society does possible. Thank you for all that you do to help people who have been affected by cancer throughout the province. The Kordyban Lodge is making a significant difference in the lives of British Columbians from Hazelton and Prince George to Fort St. John and beyond.

Sincerely,



Barbara Kaminsky, Chief Executive Officer
Canadian Cancer Society, BC & Yukon

Getting here

When the Centre for the North was planned for Prince George, the Canadian Cancer Society also began planning the development of a lodge so cancer patients travelling great distances from communities north of Wilton's Lake and east to the Alberta border could have an affordable place to stay during treatment. With cancer rates expected to increase along with the rapid growth in the number of people 65 years and older, there was no better time to make sure Northerners would have the support they required when they needed it most.

The volunteer Kerdyan lodge campaign Cabinet headed up the fundraising charge. Led by chair, Jerry Kovak, this small but extremely committed group of community and business leaders all had a deep and personal interest in helping Northerners facing cancer.

70 | www.ccsbc.ca





...and

... ..

Meet Karl



Karl Mast was the first client to stay at the Kordyban Lodge when we opened our doors in March, 2013.

Over 30 years ago, a biopsy showed that Karl had a benign growth in his prostate. In 2012 his doctors recommended that it was time to seek treatment for his slow growing cancer. Eighty-one years old at

the time, Karl had to travel from Smithers to Prince George for six weeks of radiation therapy.

When his treatment began, Karl became the first guest to benefit from the new Kordyban Lodge. For cancer patients like Karl who must travel a great distance for treatment, the lodge offers a welcoming place to stay.

“This place is wonderful, the building itself is so nice, it makes you feel comfortable. It’s just one minute to walk to the clinic, it’s unbelievable.”

A part of the community

The lodge has had an incredible impact on the lives of Northerners with cancer and their loved ones. People from remote communities no longer have to travel to Vancouver for treatment – in fact, more than 3,000 clients have benefited since the Kordyban Lodge opened its doors just over two years ago. Over 2,000 of those visitors stayed at the lodge in 2014, which had more residents than any other lodge in BC.

Today, there are approximately 8,000 Northerners living with some form of cancer and those numbers are expected to grow as the population ages. Those who have stayed at the lodge have told us how much the lodge and the services provided by the Canadian Cancer Society have meant to them.

"You made us feel so welcomed and part of your family."

"I felt helpless and overwhelmed and everyone I met was there lifting me up, encouraging me. I am truly grateful. I am truly blessed."

"You are so kind and caring; it makes it so much easier to deal with our situation."

"I don't know what we would have done if we wouldn't have had this wonderful place."

"I came feeling dread and ended up enjoying my stay."

- From the Kordyban Lodge guestbook

425



Expanding our mission

The Kordyban Lodge has evolved into more than a place to stay during cancer treatment. The Canadian Cancer Society's offices are housed on-site and are used by staff and volunteers to deliver prevention and advocacy programs as well as managing the Society's fundraising efforts - including Relay For Life, which was the highest revenue-generating Relay in all of Canada last year.



The lodge has become a central meeting place. People gather to learn about the work of the Society in the fight against cancer. Recently, a Radon Forum brought Northeners together to hear about the dangers of radon and other environmental carcinogens and learn more about how to protect themselves. Society-funded researchers give talks about their work, and health promotion activities, information sessions, volunteer training and celebrations are also regularly held at the lodge.

The lodge also houses the Volunteer Driver Program; through our partnership with the Freemasons we were able to provide transportation to and from cancer treatments for close to 200 people in 2014.

426



► The Prince George Relay For Life was the highest revenue-generating Relay in all of Canada in 2014

LAVOJA / CANADIAN PRESS

Reaching across British Columbia

One of four Canadian Cancer Society lodges in BC, the Kordyban Lodge allows people living with cancer to access the care they need – as well as practical and emotional support – closer to home. It is a central source of cancer information and a key location for cancer prevention programs in Northern BC.

Your support of the Kordyban Lodge is providing comfort and hope in a welcoming environment for people who must travel to Prince George for cancer treatment, and their loved ones.

Powered by a network of more than 15,000 volunteers, the Society has a presence in locations across BC and the Yukon. Our volunteers, supported by program staff, raise funds and deliver vital programs and services in every corner of the province.

In addition to generous donors like you, these volunteers make many of the services the Society offers for people with cancer possible.



BC-wide Support Services

Transportation

Total client rides:

50,427

Financial Support

Total clients:

**767 &
\$325,322**

in support

Wigs/headwear

Distributed:

2,260

Accommodation

Total client stays:

6,200

Camp Goodtimes

Clients served:

375

Breast Prosthetics & Supplies

Distributed:

922

Our volunteers:

Total volunteers in BC:

15,000

CancerConnection

Clients served:

986

Cancer Information Service

Total clients:

5,607

Thank You

Thanks to your support of the Kordyban Lodge, the Canadian Cancer Society is continuing to move toward achieving its mission to eradicate cancer and enhance the quality of life for all Canadians with cancer.

In British Columbia and across Canada, the Society is the most trusted source of information and support for people touched by cancer and the largest charitable funder of cancer research nationwide. Your investment and commitment to the Society through the Kordyban Lodge is helping us have the most impact, against the most cancers, in the most communities in Canada.

Together we are discovering new ways to change cancer forever. Thank you for your contribution to this important work.

429

Board - Receive

PLUS: Liberals' key clean energy commitments

Is this email not displaying correctly? [View it in your browser](#)

 CLEAN ENERGY CANADA

RECEIVED

OCT 21 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Canada can Lead on Climate and Clean Energy with New Liberal Government



MEDIA STATEMENT — October 20, 2015

VANCOUVER — Merran Smith, Executive Director of Clean Energy Canada, made the following statement in response to the outcome of the federal election:

"Canadians have voted for change, and that's good news for Canada's clean energy sector and all Canadians who expect climate leadership and clean energy solutions."

"Canadians deserve a federal government that will capitalize on the tremendous potential of Canada's clean energy and technology sectors. We welcome the Liberal Party's commitments to do so and congratulate them on their election victory."

"The Liberals campaigned on a platform that recognizes environmental protection and economic prosperity can go hand-in-hand, and that clean energy infrastructure is a key climate solution."

"When you look around the world, Canada has a clean energy advantage: we have renewable energy resources from coast to coast to coast, the cost of renewable energy technologies are falling, and the market opportunities in Canada and internationally are growing every year."

KEY FACTS

In its campaign platform the Liberal Party committed to:

- Invest \$100 million more per year in the growth and development of cleantech companies.
- Work with the private sector to unlock venture capital.
- Shift subsidies from fossil fuels to 'new and clean technology'.
- Support energy efficiency and electric vehicles.
- Create a \$2 billion fund to support projects that would cut carbon emissions.
- Work with the provinces to put a price on carbon pollution and ensure more renewable, clean electricity is being produced.

CLEAN ENERGY CANADA

Clean Energy Review is a weekly digest of climate and clean energy news and insight from across Canada and around the world—plus a peek over the horizon. It is curated by Dan Woynilowicz and written by James Glave, principal of Glave Communications. If you received this from a friend, you can subscribe yourself [here](#).

OCT 21 2015

REGIONAL DISTRICT OF
DUKELEIGH NECHAKO

Coastal GasLink Connector

Coastal GasLink Connector

October 2015

Why we take time to learn about berries, bears and birds

The Coastal GasLink project team has connected regularly with communities along the pipeline route to help us understand concerns, and ensure we have local involvement in our field work, so we have the best available information about the land. We are always mindful, thoughtful and conscious about the land we are working on, and treat it with great care and respect.

To date, 25 per cent of the over 320,000 hours of field work is attributed to local Aboriginal participants.

Our field work has wrapped up for the year, and it was completed with many hands, including those with diverse backgrounds to inform our research. Aboriginal participants from communities in northern B.C. worked alongside our environmental scientists to collect immense amounts of data about the land, soils, vegetation, waterways, wildlife and history of this region.

This year, when completing field work, we had as many as 80 Aboriginal participants alongside us. Last year we employed a similar number. Their insights help us understand, preserve and acknowledge culturally and historically significant areas along the route that they respect and value— and so do we. It's essential these areas are identified, respected and protected, so the Project can be designed, constructed and operated in a safe and environmentally responsible way that takes into account their views.

To date, 25 per cent of the over 320,000 hours of field work is attributed to local Aboriginal participants. We also share the information with Aboriginal leaders and their community members. This input helps our team evaluate an appropriate Project footprint that incorporates the best research and information to avoid or reduce potential adverse environmental effects.

By the numbers

Our 2015 field programs in Wet'suwet'en Territory included over 11,000 hours of participation by local Wet'suwet'en people who shared cultural and traditional ecological knowledge.



Discoveries we make in the field

When our teams go out to the field to conduct this important work, it could include:

- identifying features like rare plants that need special protection;
- locating and respecting berry patches and plants that are important food and medicinal sources for Aboriginal people;
- examining important wildlife habitat features, understanding species at risk, and locating nesting bird habitat;
- our fisheries biologists collecting information about fish species and their habitat types at watercourses along the pipeline route, so we can determine the best crossing locations, construction techniques and timing; and
- our geoscientists, engineers and technicians collecting rock samples for testing; conducting field assessments on slopes and water crossings; measuring flows in rivers and streams, and more.

Coastal GasLink Pipeline Project

What we're looking for in the field

Wildlife, fisheries and aquatic studies

We collect data about fish, mammals, birds and frogs in order to understand their habitats, movements and other patterns to support construction planning and mitigation strategies. We recognize water and water systems as a fundamental component of the ecosystems where we operate. The protection of our water resources is critical to both the environment and our business.

Vegetation and wetland surveys

This program collects information about the location and seasonal condition of rare plant populations. Wetland surveys gather further information on varieties of plants, surface water characteristics, soil moisture and nutrient content, soil texture and wetland classification.

Archaeological field program

Our archaeological field program helps identify archaeological resources along the route and recommend viable alternatives for avoiding or mitigating any impacts to those resources.

Archaeological crews normally include advisors on traditional knowledge from Aboriginal communities. We have taken this same careful approach on other projects to protect artifacts and other significant resources, and this is the same care and attention we will provide along the proposed route.

Engineering field programs

The on-the-ground engineering survey program helps us refine the construction footprint along the pipeline route. We have a great respect for the land and its unique characteristics, and our goal is to have as little disturbance as we can to the land, ensure the safety of our workers, and allow for the safe operation of construction equipment while designing a safe natural gas pipeline.

Before starting construction, we will continue work in the field to ensure Project footprint boundaries are clearly marked and all the necessary site-specific environmental and engineering information is collected and available to our workers.

B.C. supports Coastal GasLink

Letters of support roll in

Since the project was announced, the Coastal GasLink team has worked hard to be a trusted neighbour, building strong relationships with communities near the proposed pipeline route. The team is building on TransCanada's 65 years of experience working with communities, stakeholders and landowners near our assets. We understand the importance of sharing information and earning the support and trust of local communities.

Many community councils and business groups recently provided letters of support for the project. And, some have written to their local paper to talk about their support. This is a reflection of their trust in us, and how they view this project and the emergence of the LNG industry as a benefit to their communities.

As of the end of September, we're pleased to have received expressions of support from:

- Fort St. John & District Chamber of Commerce
- City of Dawson Creek
- Dawson Creek & District Chamber of Commerce
- District of Chetwynd
- Chetwynd Chamber of Commerce
- District of Vanderhoof
- Village of Fraser Lake
- Village of Burns Lake
- District of Houston
- Smithers District Chamber of Commerce
- District of Kitimat
- Kitimat Chamber of Commerce
- Kitimat Economic Development Association
- City of Terrace
- B.C. Chamber of Commerce
- Prince George Chamber of Commerce

Show your support

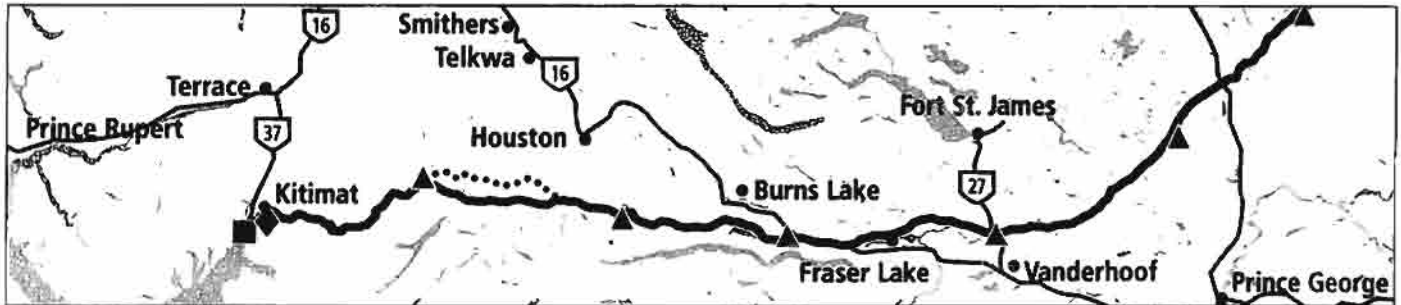
If you'd like your community to show their support, please connect with your local council members, or Chamber of Commerce, and have them email their letter of support to: coastalgaslink@transcanada.com. Or, if you'd like to sign up to show your personal support, email: coastalgaslink@transcanada.com (your information will not be shared).

Be sure to visit our webpage to keep track of the additional letters that come in!



We listen. We assess. We act on feedback.

Why we're proposing an alternate route



The Coastal GasLink team is committed to actively meeting with and listening to input we receive from communities, stakeholders and Aboriginal groups along our proposed route. Recently, we had the opportunity to take that input, and apply it to our Project by considering an alternate pipeline route near the Morice River area in Wet'suwet'en Territory.

Since announcing the project in June 2012, our team has connected with Aboriginal communities along the proposed pipeline route over 9,200 times. Through this engagement, we received feedback regarding the potential impact of pipeline construction and operations on water flows into the Morice River. Although we're confident that our EAO and OGC approved route could be built, we are considering an alternate route in this specific location. The alternate route is about 55km in length and located about five kilometres north of our approved pipeline route, in the Regional District of Bulkley-Nechako. It passes through an area that has been disturbed by more logging activity than the initial route (see map).

We are working to be ready to apply to amend our Environmental Assessment Certificate (EAC) that we received from the B.C. Environmental Assessment Office (EAO), and our B.C. Oil and Gas Commission (OGC) permit. We anticipate filing an application to amend the EAC with the EAO in November 2015, and applying to the OGC for approval of the MRNA route at the same time.

We'll decide on the final route once we have all of our regulatory approvals, and once we have done more detailed design work of how the pipeline would be built. As we always do, we'll consider any impacts the pipeline might have on the environment and the culture of the Aboriginal groups along the alternate route. The final decision will take into account these factors as well as the commercial and economic considerations.

“Since announcing the project in June 2012, our team has connected with Aboriginal communities along the proposed pipeline route over 9,200 times. Through that engagement we received feedback about the possible impact of pipeline construction and operations on water flows into the Morice River.”

Did you know?

TransCanada was named an industry leader in sustainability, and has again earned positions on the Dow Jones Sustainability Index (DJSI) World and North America indices in 2015.

Being a leader in sustainability is about economic, environmental and social dimensions, some of which include corporate governance, environmental policy/management system, corporate citizenship and philanthropy and social impacts on communities.

The DJSI World Index represents the top 10 per cent of the largest 2,500 companies in the S&P Global Broad Market Index (BMI), while the DJSI North America Index represents the top 20 per cent of the largest 600 North American companies in the S&P Global BMI based on long-term environmental, economic and social criteria.



TRICORP provides training and employment services to Aboriginal people in northwestern B.C.

Donation of \$250,000 supports Aboriginal skills training and education with TRICORP in northern B.C.

TransCanada's Coastal GasLink Pipeline Project and Prince Rupert Gas Transmission Project announced a \$250,000 partnership with the Tribal Resources Investment Corporation (TRICORP) to offer skills development and training for Aboriginal people in northwestern B.C.

"We're committed to helping build stronger communities and a better quality of life for those living in northern B.C. Partnerships like this help communities take advantage of economic opportunities related to TransCanada's B.C. pipeline projects," says Rick Gateman, Coastal GasLink president. "Feedback from Aboriginal and local communities, as well as socio-economic assessments from both projects, has shown this is an important area for us to focus our efforts."

The program includes three, 10-week courses that will be offered through late 2015-2016 in northwest B.C. communities. Currently,

programs are planned for Prince Rupert and two further courses are planned in other communities within TRICORP's service area. It's expected that 42 students will get to participate.

What's TRICORP?

TRICORP is the Service Canada delivery agent in the northwest B.C. region for the Aboriginal Skills and Employment Training Strategy (ASETS). Their programs and services are targeted to entrepreneurs to start or expand their business, as well as increase capacity to deliver quality employment programming that offers skills development and training initiatives to Aboriginal citizens living in northwestern B.C.

The program includes three 10-week courses, and 42 students will get to participate.

We're on Twitter!

Coastal GasLink is excited to launch a Twitter account! Check out the new **Coastal GasLink Twitter page**: **@CoastalGasLink** and learn about the latest news on the Project. Join us and stay in the loop.

Your input matters

If you have questions or comments about TransCanada's Coastal GasLink Pipeline Project, please contact our project team by email (coastalgaslink@transcanada.com) or by phone at 1.855.633.2011 (toll-free).

Our website has maps, videos, past newsletters and more at www.coastalgaslink.com

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Board-Receive

Geraldine Craven

From: Prince Rupert Gas Transmission <princerupertgas@transcanada.com>
Sent: October-27-15 1:24 PM
To: Prince Rupert Gas Transmission
Subject: News Release: PRGT receives BCOGC permits
Attachments: PRGT OGC Permits 102615_Final.pdf

RECEIVED

OCT 27 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Hello,

Please find attached a news release announcing the Prince Rupert Gas Transmission's (PRGT) recent receipt of final permits from the BC Oil and Gas Commission, which gives regulatory approval for the construction and operation of the PRGT pipeline.

Once PRGT's customer, Pacific NorthWest LNG, receives federal regulatory approvals and makes a decision to proceed with the project, initial preparation of construction camp sites and pipeline right-of-way clearing activities will commence. PRGT will notify Aboriginal groups and other communities in proximity to the route prior to the commencement of these construction activities.

PRGT has been engaging with communities for the last three years and we are committed to continuing to answer questions, address concerns, and further build relationships along the project corridor throughout construction and into operations.

If you have questions related to this announcement, please don't hesitate to respond to this email or call our toll free number at 1.855.253.0099.

Regards,



Joel Forrest

Director Canadian Law, Natural Gas Pipelines

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Prince Rupert Gas Transmission Project Receives Oil and Gas Commission Approvals

Final permits issued for construction and operation of pipeline project

Vancouver, British Columbia – **October 27, 2015** – TransCanada Corporation (TSX:TRP) (NYSE:TRP) (TransCanada) announced today that it has received final permits from the BC Oil and Gas Commission (BCOGC), giving regulatory approval for the construction and operation of the Prince Rupert Gas Transmission pipeline project (PRGT).

"Receiving the full complement of 11 pipeline and facility permits is a major milestone for the project, and concludes an exhaustive regulatory process that we embarked on more than two years ago," said Tony Palmer, PRGT president. "Along with the B.C. Environmental Assessment Certificate received last November, the BCOGC permitting process was the last major regulatory step for PRGT. At the same time, we continue to work towards securing more Project Agreements with First Nations, which provide significant financial benefits while addressing cultural and environmental interests."

The BCOGC permits cover the entire 900 kilometre route from just north of Hudson's Hope, B.C. to Lelu Island, off the coast of Port Edward, near Prince Rupert. As well, the permits approve construction of three compressor stations and a meter station where the gas is to be delivered to the Pacific NorthWest (PNW) LNG facility. The PRGT project – approximately 780 kilometres of land pipeline and 110 kilometres of marine pipeline - will connect the natural gas production in the Montney fields of northeastern B.C. with the proposed PNW LNG liquefaction facility on Lelu Island.

In order for PRGT to proceed with construction, PNW LNG must receive a positive decision from the federal government under the Canadian Environmental Assessment Act, 2012. Once approval is received, and PNW LNG has confirmed its decision to proceed with the project, PRGT will begin site preparation for camp locations and right-of-way clearing, with commencement of pipeline construction activities shortly thereafter.

The BCOGC pipeline permits include approximately 70 conditions, which will govern implementation of the project, related to:

- Notification and reporting
- Environment
- Heritage conservation
- First Nations
- Land clearing
- Wildlife
- Marine life and sensitive benthic (ocean floor) habitat
- Terrain stability
- Stream crossings
- Engineering

The PRGT project will provide significant economic benefits for British Columbians, local and provincial governments and Aboriginal communities as it supports the export of surplus natural gas to global markets, including:

- Thousands of short-term jobs directed at B.C. residents;
- Opportunities for local and Aboriginal businesses;

- Millions of dollars in annual taxes to help support local services such as schools, policing, fire protection, and waste management;
- Billions of dollars in new investments for the province.

TransCanada is advancing the development of approximately \$13 billion in natural gas projects in B.C. which will generate significant construction spending in the province plus taxation, jobs and other benefits.

With more than 65 years' experience, TransCanada is a leader in the responsible development and reliable operation of North American energy infrastructure including natural gas and liquids pipelines, power generation and gas storage facilities. TransCanada operates a network of natural gas pipelines that extends more than 68,000 kilometres (42,100 miles), tapping into virtually all major gas supply basins in North America. TransCanada is one of the continent's largest providers of gas storage and related services with 368 billion cubic feet of storage capacity. A growing independent power producer, TransCanada owns or has interests in over 10,900 megawatts of power generation in Canada and the United States. TransCanada is developing one of North America's largest liquids delivery systems. TransCanada's common shares trade on the Toronto and New York stock exchanges under the symbol TRP. Visit TransCanada.com and our blog to learn more, or connect with us on social media and 3BL Media.

FORWARD LOOKING INFORMATION

This publication contains certain information that is forward-looking and is subject to important risks and uncertainties (such statements are usually accompanied by words such as "anticipate", "expect", "believe", "may", "will", "should", "estimate", "intend" or other similar words). Forward-looking statements in this document are intended to provide TransCanada security holders and potential investors with information regarding TransCanada and its subsidiaries, including management's assessment of TransCanada's and its subsidiaries' future plans and financial outlook. All forward-looking statements reflect TransCanada's beliefs and assumptions based on information available at the time the statements were made and as such are not guarantees of future performance. Readers are cautioned not to place undue reliance on this forward-looking information, which is given as of the date it is expressed in this news release, and not to use future-oriented information or financial outlooks for anything other than their intended purpose. TransCanada undertakes no obligation to update or revise any forward-looking information except as required by law. For additional information on the assumptions made, and the risks and uncertainties which could cause actual results to differ from the anticipated results, refer to the Quarterly Report to Shareholders dated July 30, 2015 and 2014 Annual Report filed under TransCanada's profile on SEDAR at www.sedar.com and with the U.S. Securities and Exchange Commission at www.sec.gov.

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Media Enquiries:

Mark Cooper/Davis Sheremata
403.920.7859 or 800.608.7859

Investor & Analyst Enquiries:

David Moneta/ Lee Evans
403.920.7911 or 800.361.6522



News Release

Canada's 'Top Docs' Recognized for Outstanding Contributions to Patients, Communities and Advancing Family Medicine

(Mississauga, ON, October 28, 2015) — The College of Family Physicians of Canada (CFPC) today announced the 2015 Family Physicians of the Year, the national recipients of the *Reg L. Perkin Award*. The CFPC will present the awards on Tuesday, November 10th as part of its annual Family Medicine Forum in Toronto.

Canada's Family Physicians of the Year are 10 dedicated family doctors – one from each province - recognized for providing exceptional care to patients, contributing to the well-being of their communities, and committing themselves as researchers and educators to future generations of family doctors.

"The CFPC is proud to recognize this year's Family Physicians of the Year," says CFPC President, Garey Mazowita, MD, CCFP, FCFP. "They are leaders in their respective communities and are dedicated to delivering quality health care, spearheading positive changes, and fostering the development of future family physicians. They are instrumental to the strength of our health care system in Canada."

Canada's 2015 Family Physicians of the Year are:

- Anthon Meyer, M.B. Ch.B, CCFP - Fort St. James, British Columbia
- Margaret Churcher, MD, CCFP, FCFP - Calgary, Alberta
- Tom Smith-Windsor, MD, CCFP, FCFP, FRRMS - Prince Albert, Saskatchewan
- Michel Bruneau, MD, CCFP - Lac du Bonnet, Manitoba
- Robert Algie, MD, CCFP, FCFP - Fort Frances, Ontario
- Rénaud Bergeron, MD, CCFP, FCFP - Quebec, Quebec
- Shirley Clements, MD, CCFP, FCFP - Campbellton, New Brunswick
- Michael Fleming, MD, CCFP, FCFP - Fall River, Nova Scotia
- Trina Stewart, MD, CCFP, FCFP - Summerside, Prince Edward Island
- Percy Crocker, MD, CCFP, FCFP - St. John's, Newfoundland and Labrador

"The Reg L. Perkin Award is special because it recognizes excellence among family physicians in Canada as well as the diversity of each recipient," adds Executive Director and CEO, Francine Lemire, MD CM, CCFP, FCFP, CAE. "This year's award recipients work in a wide variety of health care facilities in urban centres, rural communities and some very remote locations where access to family doctors is otherwise rare. Despite the diversity of their locations and practices, they all share a passion for quality health care and providing the best for their patients. We commend them on their outstanding achievements."

.../2

The award recipients embody the four principles of family medicine: they are skilled clinicians; they are community-based; they serve as resources for those in their community; and they value the patient-doctor relationship. The CFPC has paid tribute to family physicians exemplifying these guiding principles of family medicine since 1972. The recipients are nominated by their respective provincial chapters of the CFPC along with colleagues and peers.

In 1996, the College named the awards in honour of Dr. Reg L. Perkin who served as Executive Director of the CFPC from 1985 to 1996.

The award presentations are part of Family Doctor Week in Canada, which this year runs from November 9-14 and includes the CFPC's annual Family Medicine Forum on November 11-14.

Special thanks to Scotiabank for their support as the major program sponsor, and to the CFPC's Research and Education Foundation.

College of Family Physicians of Canada

The College of Family Physicians of Canada (CFPC) represents more than 35,000 members across the country. It is the professional organization responsible for establishing standards for the training and certification of family physicians. The CFPC reviews and accredits continuing professional development programs and materials that enable family physicians to meet certification and licensing requirements and lifelong learning interests. It also accredits postgraduate family medicine training in Canada's 17 medical schools. The College provides quality services, supports family medicine teaching and research, and advocates on behalf of family physicians and the specialty of family medicine. www.cfpc.ca

Follow the Award hash tag for updates: #TopDocsCanada

Backgrounder

Family Physician of the Year Website

Aussi disponible en français

To arrange an interview or for more information please contact:
Shelley Pringle, shelley@polarisprinc.com, (416) 597-1518
Leslie Booth, leslie@polarisprinc.com, (416) 427-1588

440

Board-Receive
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Geraldine Craven

OCT 21 2015

From: FCM Communiqué <communiqué@fcm.ca>
Sent: October-20-15 2:23 PM
To: inquiries
Subject: ***SPAM***EDay+1: We did it. Thank you for making municipal issues election issues

REGIONAL DISTRICT OF
BULKLEY NECHAKO

October 20, 2015

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FCM

FEDERATION
OF CANADIAN
MUNICIPALITIES

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CANADIENNE DES
MUNICIPALITÉS



EDay+1: We did it. Thank you for making municipal issues election issues

Dear members,

We did it. Together, we made municipal priorities top federal election issues.

This election, the municipal sector made unprecedented progress changing the narrative on local government towards positive, solution-driven partners in Canada. All major federal parties over the course of this campaign recognized that municipal priorities are core to Canada's success. We saw a race to the top on the key issues such as infrastructure, transit, affordable housing, and environment with historic levels of investment committed by major parties.

I expressed congratulations to the new Liberal government and Prime Minister

Elect, Mr. Trudeau. I'm looking forward to meeting with him at the earliest opportunity.

Thank you to all of you who helped propel our issues to the top of the federal election agenda. This work has delivered significant progress in shaping the priorities of the new government.

The Liberal Party promised a 10-year plan which will see:

- Sustained and predictable investments in core municipal infrastructure, like roads and bridges, that meets the needs of communities of all sizes.
- New historic investment in public transit across the country, including both new capital construction and state of good repair.
- Renewed federal leadership in affordable housing to build more housing units, refurbish existing ones, renew existing co-operative agreements, and operational funding support for municipalities.
- Significant investment in green infrastructure, including local water and wastewater, clean energy, and climate resilient infrastructure including flood mitigation systems.
- Automatic transfers of any uncommitted federal infrastructure funds near the end of any fiscal year to municipalities, through a temporary top-up of the Gas Tax Fund.
- Increased partnership with regular meetings between the new Prime Minister and FCM.

You can see the full list of commitments made by the Liberal Party related to our priorities on our [policy tracker](#).

I also know that for some of you, the election may have been bittersweet and that friends may have lost their seats. FCM will continue to work with all parties in the House of Commons towards solutions.

Now it's time to turn aspirations into actions.

Following our successful election campaign, FCM will continue a combined strategy of robust government relations work, substantive policy development, and member and stakeholder engagement to ensure that promises made are promises kept.

Together we will sustain the momentum we have created to strengthen Canada, community by community.

Raymond Louie

FCM President
Acting Mayor, City of Vancouver

Sample tweets:

Congratulations @JustinTrudeau! #CDNmuni are ready to partner to create healthier, more livable hometowns for all Canadians. #elxn42

Looking forward to working in partnership with the newly elected #LPC gov. Let's build our country by strengthening our hometowns. #CDNmuni

Twitter tip:

Be sure your tweet includes #CDNmuni and that you mention either @JustinTrudeau or his party (@liberal_party or #LPC). This ensures your message reaches a wider audience and increases your chances for retweets.

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OCT 22 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Toll-free 1-877-478-3863

manager@nkdf.org

www.nkdf.org

PRESS RELEASE

NKDF Approves Funding for Two New Projects

October 22, 2015 – At the September 9th, 2015 meeting of the Nechako-Kitamaat Development Fund Society Board in Vanderhoof, the Board of Directors approved funding for two new projects, bringing the total year-to-date total amount approved across the NKDF investment area to \$37,460.00.

The two (2) newly approved projects are:

- District of Vanderhoof is awarded \$15,000.00 toward the purchase of musical instruments for Nechako Valley Secondary School Music Program
- Southside Health and Wellness Centre is granted \$7,960.00 for upgrades to the treatments room at the Southside Health and Wellness Centre.

"This funding is another example of how the Nechako-Kitamaat Development Fund Society is supporting communities in their efforts to enhance services and improve the quality of life for people in the region," said Shirley Bond, Minister of Jobs, Tourism and Skills Training and Minister Responsible for Labour. "These two important projects demonstrate how we can improve health outcomes and arts literacy in our communities while supporting jobs in B.C.'s diverse, strong and growing economy."

Gaby Poirier, General Manager of Rio Tinto's Aluminium group in BC, says, "The Nechako Kitamaat Development Fund is an excellent community initiative. Rio Tinto is proud to have been a partner in this fund for the past fifteen years. Together, we have been able to provide benefits directly to grass roots organizations and have positive impacts at the community level."

NKDF Chair Wayne Salewski said, "NKDF Directors are pleased to support applications for two projects that will make an important difference to their community and organizations."

"By investing in education and health care, NKDF is improving the quality of life for citizens in our region," said Nechako Lakes MLA John Rustad.

The next two proposal deadlines are October 27th, 2015 and February 2nd, 2016.

For more information on past projects funded throughout the NKDF investment area please visit <http://www.nkdf.org/> or Facebook at <https://www.facebook.com/NKDFS>

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. The Fund's investment area includes lands impacted by the original Kemano project and focuses on the 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:

Dan Boudreau, PO 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

Geraldine Craven

RECEIVED

OCT 21 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

From: Resource Works <info@resourceworks.com>
Sent: October-20-15 6:46 AM
To: inquiries
Subject: Bulletin: Justin Trudeau's agenda for natural resources



445

Tom --

JUSTIN TRUDEAU'S AGENDA FOR NATURAL RESOURCES

ECONOMY AND ENVIRONMENT

The challenge of reconciling the needs of both the economy and the environment have been woven into the fabric of the Justin Trudeau message since well before he became leader of the Liberal Party of Canada.

"Since the beginning of the 21st century, we have become increasingly aware that we can no longer claim to keep the economy and environment separate," he told Parliament in 2010. "We understand that the two go together and should be considered as a single element to create prosperity for our country, our citizens, and our communities."

Board - Receive

This statement happens to be a succinct summary of what we are trying to do with Resource Works, and it also points to the path by which Canadian resource exports may ultimately find their way to market under a Trudeau Liberal government.

Back in April 2014, just days after the launch of our groundbreaking project, I was invited to attend a packed room at the Vancouver Board of Trade to listen to Mr. Trudeau outline his plan as Liberal leader.

Clearly, Justin Trudeau had done his homework about what was on the minds of business leaders on the west coast. He had already picked up on the buzz that something aligned to his own way of thinking had recently come into existence in British Columbia. Twice during his remarks on the stage that day, he mentioned Resource Works by name and commented favourably on our goal of reconciling economic and environmental needs.

Since that time there has been growing recognition that Resource Works is one of the few credible organizations in Canada to successfully bridge the seemingly contradictory objectives of a strong economy and a protected environment.

Mr. Trudeau's ascendancy has implications for everyone in the resource economy.

Let's start with oil. There will be those today, especially in the Alberta energy industry, who will be assessing what they consider to be a damaged or even destroyed landscape, bereft of a highly and overtly supportive government for hydrocarbon development.

There may be those suggesting that, since Mr. Trudeau's chief campaign adviser, Gerald Butts, is the former CEO of the World Wildlife Fund Canada, the new government will surely be working to put the environment "over" the economy.

Proponents of the proposed northern pipeline route for Alberta crude will be taking worried calls from investors around the world. And those supportive of the Trans Mountain pipeline expansion to Metro Vancouver may also be fielding a lot of questions along the lines of "So, are they going to pack it in?"

This is a good moment to assess the knowable facts and chart potential strategies that the incoming government may be considering.

NORTHERN GATEWAY PIPELINE

According to a media report from February this year, Trudeau said in a speech at the 2013 Federation of Canadian Municipalities conference that he supports developing more Canadian oil to increase jobs and build Canada's "middle class".

He was quoted in *Metro Calgary* stating that as prime minister he would be sending Enbridge "back to the drawing board"; he has called it a "non-starter". He has promised to formalize Canada's *de facto* moratorium on crude-oil tanker traffic on BC's North Coast.

The assumption today will be that the Enbridge pipeline is dead under the new government, and in some senses that is no doubt true. Let's just be clear, however, on what Mr. Trudeau has said he is opposed to.

He has called the Northern Gateway Pipeline (NGP) a "bad deal" and not just on environmental grounds. Writing in *National Post* in 2012, Mr. Trudeau claimed that the Conservative government had failed to provide context to Canadians on why resource trade with Asia should be expanded.

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"In the absence of a clear, public strategy, with long-term goals and positive outcomes fully aired, debated and understood, Canadians see these issues as one-offs," he said of NGP and of an issue that was raging at that time, the acquisition of Canadian oil sands assets by state-owned Asian companies.

"The government has failed to provide the context, to make the positive case for Asia. It is therefore as difficult to reject bad ideas like the Northern Gateway as it is to approve good opportunities like the CNOOC and Petronas deals."

Mr. Trudeau at this time was developing an export platform based on recognizing the growth of Asia and Canada's role as a resource supplier, but setting aside the clear distinctions that Canadians have now apparently embraced:

"We deceive ourselves by thinking that trade with Asia can be squeezed into the 20th-century mould," he wrote in the *Post*.

"China, for one, sets its own rules and will continue to do so because it can. China has a game plan. There is nothing inherently sinister about that. They have needs and the world has resources to meet those needs. We Canadians have more of those resources — and therefore more leverage — than any nation on Earth."

As with any successful conversation about resources today, it was a matter of elevating to higher things:

"In the end, this is more about our core values than the pure economic value of rising middle-class income. If we really believe in a Canada built on equality of opportunity, upward mobility and expanded individual freedom and choice, then we must get this right. Real leadership means fighting for, not pandering to, middle-class Canadians."

Will any of this do much to calm the nerves of investors in NGP? They have already proven themselves to hold steady under fire and there is every reason to think that their calculations today point to continued engagement.

Mr. Trudeau must signal to investors that Liberals stand for stability and prosperity: Canada's six major banks have \$102 billion in credit exposure to the oil and gas sector, which created \$117 billion in exports in 2013.

The challenge for oil-sands producers aiming for northern tidewater will be to get the right products to a port site accessible to the right shipping route. The various upgrading and refinery proposals being talked about were still a tough sell in Calgary only a few weeks ago but that could change. A game-changing move with strong First Nations support could result in unexpected outcomes. In any event, Mr. Trudeau must take immediate steps to reassure the oil patch — and the Alberta NDP government — that he is not out to impair the nation's drive to diversify markets for what has been its strongest source of export income.

TRANS MOUNTAIN EXPANSION PROPOSAL

The Kinder Morgan pipeline expansion proposal will be entering its key approval stages early in Mr. Trudeau's watch. Just a year ago, protesters on Burnaby Mountain provided evidence that it would not be an easy process.

Now consider the decisive outcome Monday the newly created riding of Burnaby North-Seymour. This is an interesting one because it comes both sides of Burrard Inlet, where tankers from the TMEP pass by within sight from the pipeline terminus on their tug-assisted journeys out to sea.

Although the 2015 election proved not to be a *de facto* referendum on national energy issues, as some had suspected it might become, Burnaby North-Seymour was seen by many as a bellwether riding whose outcome would provide a deep reading of sentiment on pipelines and oil exports.

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The Green Party's candidate, a Simon Fraser University professor, had become an anti-oilsands heroine during the Burnaby Mountain protests. The NDP landed a former chief judge of the Provincial Court of British Columbia as its candidate to front a platform opposing the TMEP. The Conservatives brought forward a solid community leader to carry their banner.

Liberal candidate Terry Beech, a youthful political newcomer with strong academic and business credentials, was Mr. Trudeau's pony in what was forecast by some to be a tight four-way race. Beech took the seat with a 36-per-cent share of votes – below the national Liberal level but enough to give him a comfortable 3,500 margin of victory of the NDP candidate.

Maybe Burnaby North-Seymour was a referendum after all – one in which the alarmist tanker safety views of some candidates were contrasted with a Conservative approach that seemed too soft on the proponent, and voters chose a middle path.

OTHER OIL PROJECTS TO THE COAST

Projects that result in North Coast maritime shipping of oil products other than crude oil presumably will find a more positive reception in Ottawa now. A First Nations energy pipeline corridor proposed for the north, the Eagle Spirit project (reportedly worth up to \$18 billion) is likely to surface as a more viable concept. The Pacific Future Energy refinery proposal has been gaining early stage investor support and the Liberal surge is likely to be a good story for them. Less developed is the refinery proposal launched by Victoria-based newspaper publisher David Black. In all three cases, the oil-patch response to date has ranged from mild curiosity to outright scorn. It may be time for a reassessment.

NATIONAL ENERGY BOARD

"Not only are we not doing a good enough job at protecting our environment, we are not getting our resources to market," Mr. Trudeau has said. "We need clear and efficient processes that have reasonable, even-handed rules, clear beginning and end points, and decisions that can be relied on."

As leader, Mr. Trudeau promised to "modernize" the National Energy Board and its review process for pipelines. What that means is anyone's guess at this stage. He has the opportunity to transform perceptions of the NEB, and he can do so without creating undue deterrents to energy projects.

Even in Alberta, enhanced approval mechanisms in recent years went further than some felt necessary.

LNG EXPORTS

While opposing oil tankers in northern BC waters, Mr. Trudeau said he's open to LNG carriers as long as they are preceded by a proper review process for LNG development.

THE ROAD TO PARIS

Even before election night was over, expectations were forming on what will be in a Liberal plan for the Paris climate talks in December. This will be Mr. Trudeau's first test as an international leader and the assumption at this stage is that he will seek to be seen differently than the Conservatives.

Climate mattered to voters on Monday, yet Mr. Trudeau must also look for ways to rebuild public trust and understanding in the energy economy, not forgetting that 75% of Canada's primary energy production comes from oil and gas.

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OTHER RESOURCE ISSUES

FORESTRY: The Liberals promised during the campaign that the forest sector would benefit through a \$125 billion infrastructure investment program over the next decade. Forestry would also, the party says, benefit from a \$200-million program to develop innovative and clean technologies.

MINING: Both the Liberals and the NDP promised to maintain the 15% minerakl exploration tax credit for flow-through share investors.

INNOVATION: Mr. Trudeau says a Liberal government would invest \$200 million a year to develop innovative and clean technologies in the forestry, mining, fisheries, energy and agricultural sectors, while putting another \$100 million annually into producers that promote clean-technology firms. He also plans to fulfill a G20 pledge to phase out subsidies for the fossil fuel industry.

BROAD CHALLENGES

Mr. Trudeau can refresh the narrative by resolving Canada's cultural tensions over the realities of its economic options. What he needs to do now is provide the missing context and show Canadians, especially urban residents, that his commitment to energy innovation and safety is genuine and meaningful.

He must also take immediate steps to reassure the oil patch — and the Alberta NDP government — that he is not out to impair the nation's drive to diversity markets for what has been its strongest source of export income.

Mr. Trudeau has the potential to develop a strategic vision for Northern Canada that encompasses First Nations prosperity, energy development and a strong, growing national economy. Arctic sovereignty can be strengthened through resource development in the North that positions people and projects firmly in the sightline of other nations.

Pipelines and other infrastructure investment are central to any such vision. To create the benefits of these projects today means bridging the seemingly contradictory objectives of a strong economy and a protected environment.

Resource Works

<http://www.resourceworks.com/>

Resource Works · 525 Seymour St, 312, Vancouver, BC V6C, Canada

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You can also keep up with Resource Works on [Twitter](#) or [Facebook](#).

Created with [NationBuilder](#), the essential toolkit for leaders.

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Funding & Resources Update

Nov 4, 2015

Each month we provide an update on UBCM funding programs and information on other programs or resources that may be of interest to local governments and First Nations.

Funding

2016 Asset Management Planning: This program provides local governments with matching grants of up to \$10,000 to help advance asset management planning or practices, and facilitate better integration of asset management with long term financial planning. The application deadline is November 13, 2015.

2016 SWPI FireSmart Grants: This new program under the Strategic Wildfire Prevention Initiative aims to assist local governments and First Nations in BC to undertake FireSmart planning activities for private lands and to take the required actions in order to achieve or maintain FireSmart Community Recognition. The deadline for applications is November 30, 2015.

Resources

Cities Fit for Children: November 12-13 in Vernon, BC. This biennial conference is in brings together municipal leaders with child development professionals, parents and community champions to help create local environments where children, youth and their families thrive.

Local FireSmart Representative Workshop: The final workshop in this series will take place on November 17-18 in Burnaby, BC. The workshop is open to local government and First Nations staff and will help them to implement the FireSmart Canada Community Recognition Program in their jurisdiction. There is no fee to attend the two-day workshop, but registration is required.

Northern Development Initiative Trust: Northern Development offers internships in Economic Development and Local Government Management. Interested internship candidates and host local governments have until November 27 and 30 to apply for the current offerings in the respective programs.

Age-friendly and Disability-friendly Official Community Plans: This new guide will help local governments and their planning staff incorporate accessibility provisions into their OCPs. Containing over 80 recent best practice examples drawn from more than 40 B.C. local governments, the guide demonstrates that success in reducing barriers and increasing accessibility takes place at the local/community level.

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Register for RBC Sports Day

Nov 4, 2015

Local governments are invited to participate in *RBC Sports Day in Canada*. This event, which celebrates the power of sport to build community and get British Columbians moving, will take place from November 14-21, 2015.

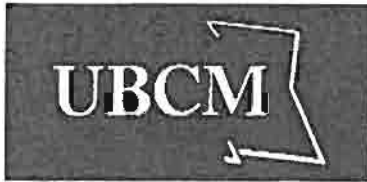
Communities across BC will be hosting community-wide events and "Try It Days". If your community hasn't registered yet, there's still time.

Already more than 300 events will be held at schools, community centres and in the great BC outdoors. This annual event is presented by ParticipACTION, CBC and True Sport, and is generously supported by Sport Canada and in BC through Healthy Families BC.

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2015 Federal Election Results

Oct. 21, 2015

In Monday's federal election, Justin Trudeau's Liberals won a majority government by capturing 184 of the 338 seats in Parliament. The Conservatives won 99 seats, and will form the Official Opposition. The New Democratic Party (NDP) captured 44 seats, the Bloc Quebecois 10 seats, and the Green Party one seat.

Of British Columbia's 42 seats within Parliament, the Liberals secured 17 seats; the NDP 14 seats; the Conservatives 10 seats; and the Green Party one seat. BC's new Members of Parliament (MPs) also have strong ties to local government, as one third of the new MPs have Council or Board experience.

The Liberal Party has made significant election commitments of interest to local governments including:

Infrastructure

- Investing \$19.7 billion over ten years in the Green Infrastructure Fund, which would provide funding for projects such as local water and wastewater, climate resilient infrastructure and clean energy.
- Proposed funding is \$1.675 billion in both 2016-2017 and 2017-2018 and \$1.15 billion in both 2018-2019 and 2019-2020. The Liberal Party has not confirmed the amount that would be dedicated to local government projects.
- Ensure "long-term predictability" for local governments, provinces and territories.
- Automatically transfer any uncommitted federal infrastructure funds near the end of any fiscal year to local governments, through a temporary top-up of the Gas Tax Fund.
- Remove the P3 screen for the New Building Canada Fund and new infrastructure funds.
- Establish the Canadian Infrastructure Bank to provide low-cost financing to local governments to build their infrastructure projects.
- Issue Green Bonds to make green infrastructure projects more attractive to private investors.

Transit

- Invest \$19.7 billion over 10 years in public transit, including both new capital construction and state of good repair.
- Proposed funding is \$1.675 billion in both 2016-2017 and 2017-2018 and \$1.15 billion in both 2018-2019 and 2019-2020. The Liberal Party has not confirmed the amount that would be dedicated to local government projects.

Housing

- Invest \$19.7 billion in social infrastructure over ten years, including affordable housing and seniors' facilities, early learning and childcare, and cultural or recreational infrastructure.
- Proposed funding for social infrastructure will total \$5.65 billion in the first four years, to begin at \$1.675 billion in 2016-2017. The Liberal Party has not yet confirmed the amount of funding that would be dedicated to its affordable housing commitments.
- Renew federal leadership in affordable housing, help build more housing units, refurbish existing ones, renew existing co-operative agreements, and provide operational funding support for local governments.

- Direct the CMHC and the new Canada Infrastructure Bank to provide financing to support construction of new, affordable rental housing.

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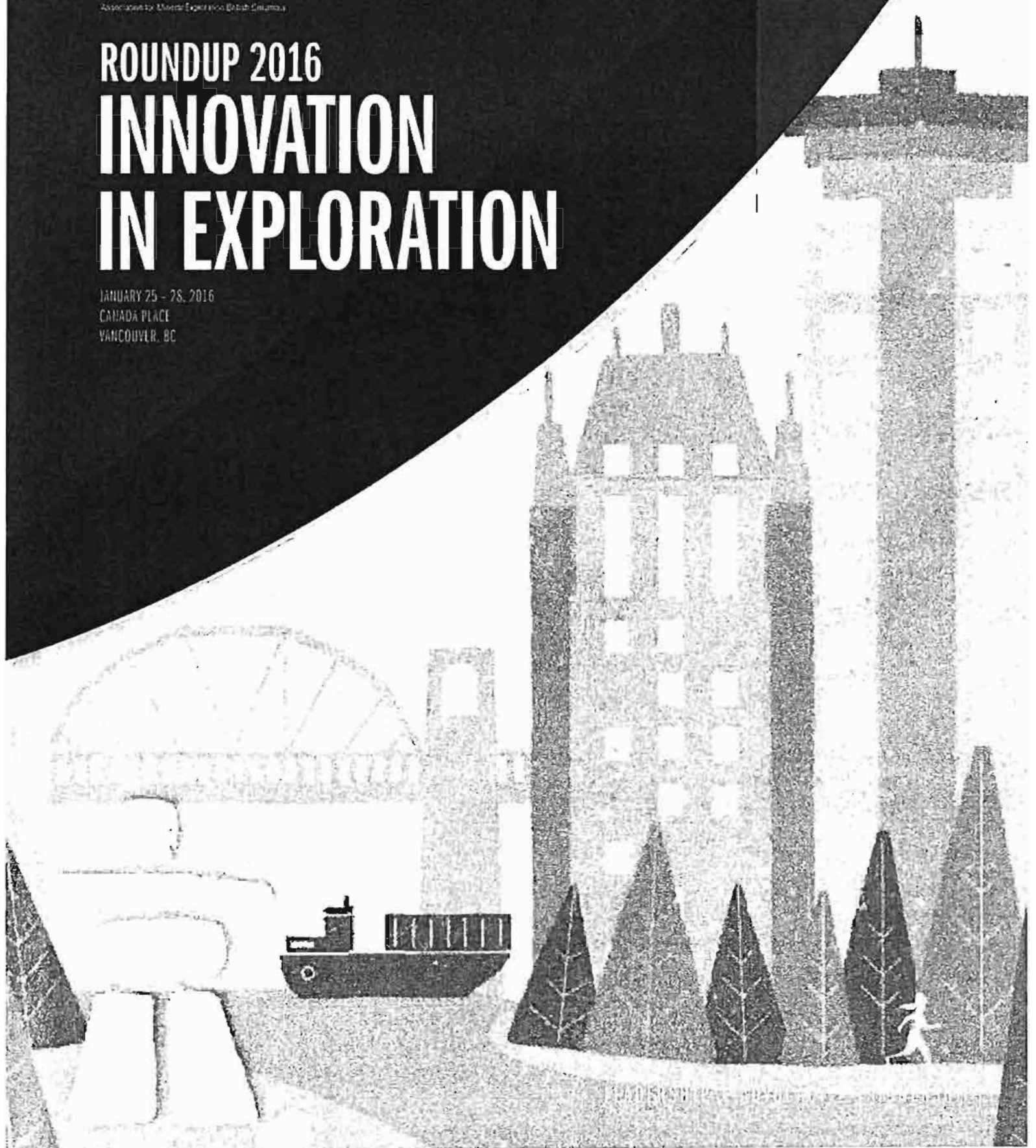
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- Discussion

AME_{BC}
Association of Mineral Explorers British Columbia

ROUNDUP 2016 INNOVATION IN EXPLORATION

JANUARY 25 - 28, 2016
CANADA PLACE
VANCOUVER, BC



JOIN US FOR MINERAL EXPLORATION ROUNDUP 2016 IN VANCOUVER, BC!

This year's conference will bring together geoscientists, prospectors, investors, suppliers and First Nations partners to share ideas that will help shape the future of mineral exploration and development. As the mineral exploration and development industry continues to work through the current downturn, we reflect on the importance of networking, professional development and relationship building with our partners, stakeholders and competitors. Mineral deposits are becoming harder to find; we must now travel to more remote locations, search deeper beneath cover and sometimes settle for lower grades. These aspects, coupled with the challenging market conditions, remind us that we must be more creative and collaborative as we explore to discover and develop new mineral deposits.

AME BC's Mineral Exploration Roundup 2016, *Innovation in Exploration*, will focus on sharing new ideas, generating new connections and creating collaborative solutions. Our prominent Technical Sessions will highlight projects that have overcome challenges to succeed by using a combination of tried and tested techniques and new, innovative solutions. The best-practice Show Case Sessions will explore new ideas in areas of the industry that must be mastered to successfully navigate challenges and opportunities. Lastly, our public outreach presentation, Discovery Day, has been expanded to feature more interactive displays, industry-focused public-interest talks, and activities for your whole family.

We hope you can join us at Roundup 2016 from January 25–28 at Canada Place in Vancouver, BC! Learn, share ideas and connect with others from every aspect of the industry from prospecting to reclamation and everything in between.

See you in January!

Full conference details, including schedules, abstracts and fees are available at amebc.ca/roundup.



VICTORIA JOHNSON
Chair, Roundup Organizing Committee



DAVID DALE
Vice-Chair, Roundup Organizing Committee

INNOVATION IN EXPLORATION

AME BC's Mineral Exploration Roundup 2016, *Innovation in Exploration*, will focus on sharing new ideas, generating new connections and creating collaborative solutions. Our prominent Technical Sessions will highlight projects that have overcome challenges to succeed by using a combination of tried and tested techniques and new, innovative solutions. The best-practice Show Case Sessions will explore new ideas in areas of the industry that must be mastered to successfully navigate challenges and opportunities. Lastly, our public outreach presentation, Discovery Day, has been expanded to feature more interactive displays, industry-focused public-interest talks, and activities for your whole family.

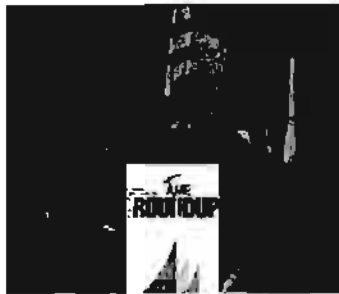
We hope you can join us at Roundup 2016 from January 25–28 at Canada Place in Vancouver, BC! Learn, share ideas and connect with others from every aspect of the industry from prospecting to reclamation and everything in between.

See you in January!



GETTING THE MOST OUT OF ROUNDUP 2016

No matter your role in the mineral exploration and development community, Roundup 2016 has something for everyone.



INDUSTRY LEADERS: BU AND GLOBAL

Our industry continues to evolve and innovate at a lightning pace. The Technical Sessions at Roundup are the perfect way to get up to speed on the most cutting-edge innovations in mineral exploration and development in British Columbia and around the world. Whether you're an exploration professional, consultant, company or member of government, these sessions are a great venue for meeting and collaborating with our industry leaders.

YOU CAN ALSO:

- Educate yourself at a Technical Session (Monday-Thursday)
- Connect with your network at the AME BC Lunch (Tuesday Noon)
- Learn about best practices at the Show Case Sessions (Monday-Thursday)

"Roundup is a key annual event that brings the brightest people, top projects, social interests and passions of the mineral exploration industry together to learn, do business, and expand relationships. Roundup is not to be missed."

- Jean-Mark Staudé, President and CEO, Riverside Resources



GOVERNMENT AND FIRST NATIONS COMMUNITY

Roundup 2016 will continue the tradition of facilitating respectful dialogue and learning between First Nations groups, government, and mineral exploration and development companies. Influential leaders from across BC and Canada are attending the conference this year, which promises great opportunities for renewed partnerships and networking.

YOU CAN ALSO:

- Visit AME BC's Gathering Place, where Aboriginal and Industry leaders meet to discuss today's issues and form relationships (Tuesday / Wednesday)
- Hear success stories from some of BC's Aboriginal and Industry leaders at the Aboriginal Engagement Show Case Session (TBD)
- Expand your network by attending BC Night (Monday)
- Take in the Government Industry Highlights Technical Session (Thursday)

"Roundup is the premier conference for First Nations and mineral exploration and development companies to engage in respectful dialogue and learning. The Gathering Place is the ideal opportunity to network and participate in a comfortable atmosphere."

- Chief Derek On, McLeod Lake Indian Band



EXPLORATION SERVICE & SUPPLY PARTNERS

With over 6,000 mineral exploration and development delegates present, Roundup is the ideal place to meet key industry players and start planning your next project.

YOU CAN ALSO:

- Elevate your profile by attending the AME BC Celebration of Excellence Awards Gala (Wednesday PM)
- Get up to speed on the latest exploration projects at the Technical Sessions (Monday-Thursday)
- Network with the industry in the Exhibit Hall, at the Core Shack and the Prospectors' Tent, and at BC Night (Monday-Thursday / Monday)

"This networking and knowledge sharing event is a shining example of the unique Canadian mining space. It enables members to come together to share important technical experiences, learn CSA best practices and build relationships across the industry, all of which is increasingly important as mining participant demographics shift."

- Dean Larocque, Partner, PwC



STUDENTS

Roundup 2016 provides an opportunity to put yourself ahead of your class by connecting with mineral exploration and development leaders at events and learning about the newest projects and technologies in the industry at Technical Sessions.

YOU CAN ALSO:

- Become a volunteer! Gain valuable experience and connections in return for a Full Delegate pass
- Attend the Student Orientation Short Course (Sunday)
- Check out the Poster Sessions (Monday-Thursday)

"From my very first year attending as a 2nd year student, Roundup has provided me invaluable opportunities for learning and growth. With networking events that lead to mentorship, support, and job opportunities, to student courses providing an introduction to industry, it is a must-attend for all students."

- Ravneet Gill, B.Sc. Geology, UBC OAP Student

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START PLANNING YOUR ROUNDUP SCHEDULE

With more info sessions, events, exhibits and networking opportunities than ever before, this year's Roundup promises to be our best yet. Here are some highlights and must-attend events so you can begin planning your time at Roundup 2016.

TECHNICAL SESSIONS

Get regional annual overviews from active exploration areas in BC, Yukon and other locations, focusing on the theme of 'Innovation in Exploration'.

- Opening Ceremonies
- Regional Overviews
- Theme Session: Innovation in Exploration
- Public Geoscience
- Commodities
- BC / Yukon / Alaska Highlights
- Canada Highlights
- International Highlights
- Government / Industry

SHOW CASE SESSIONS

Learn about our industry's best practices and new innovations across a wide range of topics, from Land Access and Use to Corporate Social Responsibility.

- AME BC Policy Session
- Corporate Social Responsibility
- Aboriginal Engagement in The Gathering Place
- Human Resources
- Land Use and Access

AME BC NETWORKING EVENTS

Build your network, connect with industry leaders and peers, and help shape the future and direction of mineral exploration at these great Roundup 2016 networking events.

KEYNOTE

- CEO Breakfast
- Finance Lunch
- President's Lunch
- Celebration of Excellence Awards Dinner
- AME BC Health and Safety Awards Breakfast

These plus more great networking events!

If you are planning an event or need assistance planning your company reception, contact **Fiona Matalon** at 604.630.3924 or at fmatalon@amebc.ca.

EXHIBIT HALL

With over 300 exhibitors, including the Core Shack and the Prospectors' Tent, the Exhibit Hall is the perfect place to connect with industry, learn about new technologies and collaborate with peers.

OTHER

- Student Industry Networking Event
- Ice Breaker Reception
- BC Night
- Old Timers' Lunch

ROCK ROOMS

- BC Ministry Pavilion
- Yukon Room
- Nevada Room

Are you a government agency or association that would like to exhibit at Roundup 2016? Contact **Simone Hill** at 604.630.3921 or shill@amebc.ca.

SHORT COURSES

Ranging from one to two days, these courses will help you stay on the cutting edge of a variety of fields within our industry. Certificates will be issued upon course completion. Check out the full course descriptions on the Roundup 2016 website at amebc.ca/roundup.

GEOLOGY OF GRANITE-GREENSTONE TERRANES AND THEIR MINERAL DEPOSITS

Presented by: Society of Economic Geologists (SEG)

An overview of geological principles and tools needed to work effectively with Granite-greenstone terranes.

APPLIED STRUCTURAL GEOLOGY OF HYDROTHERMAL GOLD DEPOSITS

Presented by: David Rhys & Julie Rowland (Panterra Geoservices Inc.)

A look at our current understanding of structural controls on the gold-silver ore-forming environment from the roots of mountain belts to hot springs.

CONTINUOUS IMPROVEMENT IN CSR: KEEPING CURRENT AND ADVANCING YOUR SKILLS

Presented by: AME BC - Corporate Social Responsibility Committee

Explore the practical and potentially challenging aspects of CSR through case studies and interactive exercises.

EXPLORING IN GLACIATED AND COVERED TERRAINS WITH INDICATOR MINERALS

Presented by: Mineral Deposit Research Unit (MDRU) - UBC

Focusing on glacial materials and distributions; nature of potential indicator minerals; porphyry indicator minerals; methods, sampling and survey strategies and case studies.

ANDY RANDELL (BELOW BC)

Presented by: Mineral Deposit Research Unit (MDRU) - UBC

This highly interactive session is designed to arm students for successful entry into the exploration and development industry through presentations from industry specialists, small group exercises and an urban geohunt.



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SCHEDULE AT A GLANCE

ROUNDUP 2016 PROGRAM

	SATURDAY	SUNDAY	MONDAY	
8:00 AM				
9:00 AM	Short Courses Day 1	Short Courses Day 2	Technical Session: Opening Ceremonies	
10:00 AM			Discovery Day	Biological Overviews: BC, Yukon, Canada, Global
11:00 AM				Show Case: Human Resources
12:00 PM				Poster Session Student Session Presentation
1:00 PM				Flamers Lunch
2:00 PM				Poster Session
3:00 PM				Monday Challenges
4:00 PM				Technical Session: Innovations in Exploration
5:00 PM				Aboriginal Engagement Reception
6:00 PM				Ice Breaker
7:00 PM	Yukon Night	Chair's Welcome Dinner	Yukon Night (By invitation only)	
8:00 PM				
9:00 PM				
10:00 PM				
11:00 PM				
Geotech Drilling Lounge: Open Daily Sun - Thurs 11AM - MIDNIGHT				
Rock Rooms (BC, Yukon, Nevada): Open Daily 9AM - 4PM				
Minerals Ed Programs				
PSA Testing				
Exhibit Booths, Core Shack, Prospectors' Tent				
Poster Session				

ROUNDUP 2016 PROGRAM

	TUESDAY	WEDNESDAY	THURSDAY			
8:00 AM						
9:00 AM	Technical Session: Public Geoscience	ANE-BC Policy Session	BC, Yukon, Alberta Highlights			
10:00 AM				Gathering Place	International Highlights	
11:00 AM						Gathering Place
12:00 PM				AME-BC Lunch with Conference Keynote	Show Case: Land Use	
1:00 PM				Gathering Place	Poster Session Reception	Government/ Industry Highlights
2:00 PM						
3:00 PM				Comms Cities	Closing Ceremonies	
4:00 PM						Gathering Place
5:00 PM				Gathering Place	Aboriginal Gate Reception (9PM - 7PM) Dinner & Presentation (7PM - 9:30PM)	
6:00 PM						BC Night
7:00 PM	BC Night	Alberta Night				
8:00 PM			BC Night	Alberta Night		
9:00 PM	BC Night	Alberta Night				
10:00 PM			BC Night	Alberta Night		
11:00 PM	BC Night	Alberta Night				
Geotech Drilling Lounge: Open Daily Sun - Thurs 11AM - MIDNIGHT						
Rock Rooms (BC, Yukon, Nevada): Open Daily 9AM - 4PM						
Minerals Ed Programs						
PSA Testing						
Exhibit Booths, Core Shack, Prospectors' Tent						
Poster Session						

JOIN OUR TEAM

VOLUNTEERS

Volunteering at Roundup is a great way to support our industry while gaining valuable experience and connections working with key players in the mineral exploration field. As a volunteer, you'll assist on site with registration, technical sessions and networking events and a variety of other duties.

Volunteer for a minimum number of hours and you'll receive a complimentary AME BC membership and the equivalent of a Full Delegate registration, including admission to the Exhibit Hall and Technical and Show Case Sessions.

If you're a student volunteer, you'll be able to attend events and technical sessions in your free time, where you'll connect with mineral exploration and development leaders and learn about the latest projects and technologies in our industry. You'll also receive priority registration for the Student Industry Networking Event, which is a great chance to network with industry professionals.

Visit amebc.ca for more information.



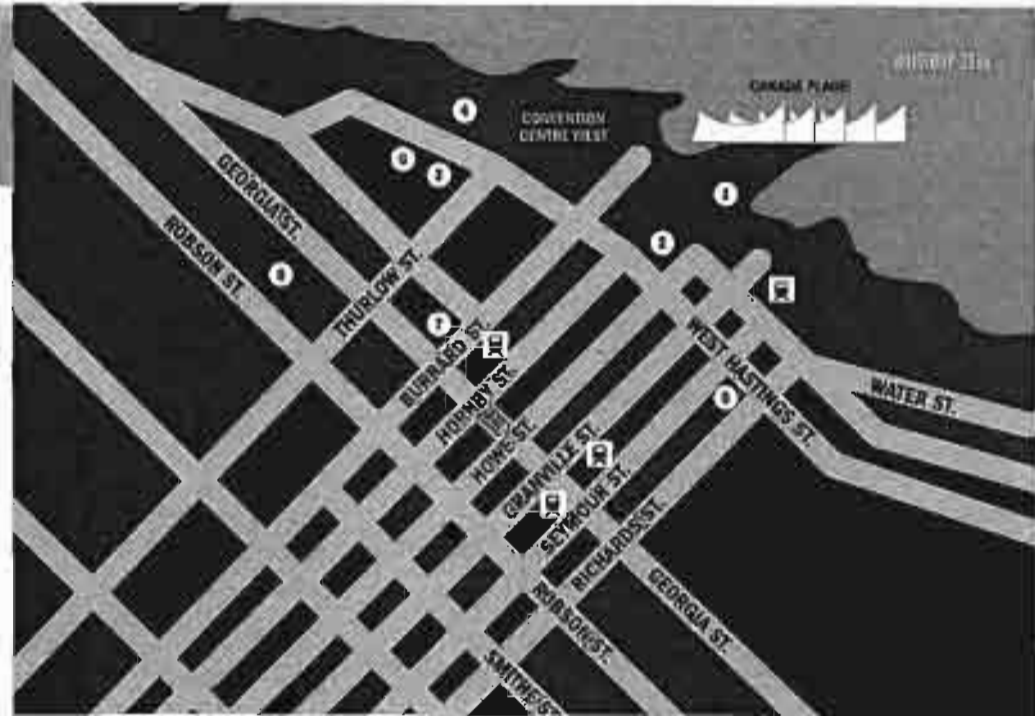
ROUNDUP 2016 SPONSORS

As a Roundup Sponsor, you'll ensure that your organization is front of mind among conference attendees and mineral exploration leaders, while also solidifying your support for and a strong position in our industry. Interested in becoming a Roundup 2016 sponsor? To become one of our confirmed sponsors, contact Simone Hill, Member Relations and Events, at shill@amebc.ca.

JOIN OUR RANKS

As the lead association for the mineral exploration and development industry in British Columbia, AME BC relies on the support of its members to help increase public and government awareness of our industry. Members also provide valuable input and feedback from the perspective of individual professionals and companies who work within our industry.

To learn more about our individual and corporate membership options, please visit amebc.ca/membership/overview or contact Roxanne Finnie, Manager, Member Relations, at 604.630.3927 or rfinnie@amebc.ca.



LOCATION: 999 Canada Place, Vancouver, BC V6C 3T4

WHERE TO STAY: AME BC has secured competitive rates at the following hotels for Roundup 2016. We appreciate your support in booking your accommodations through our partnering hotels. This year, we are also pleased to be working with Cambridge House to overlap conference dates for 2016 and beyond, if you plan to attend both conferences.

PARTNERING HOTELS:

PAN PACIFIC HOTEL VANCOUVER
3 minute walk from Canada Place
To reserve, call 1.800.663.1515

FAIRMONT WATERFRONT
4 minute walk from Canada Place
To reserve call 1.800.441.1414

VANCOUVER MARRIOTT PINNACLE DOWNTOWN HOTEL
4 minute walk from Canada Place
To reserve, call 1.800.207.4150

PINNACLE HOTEL HARBOURFRONT
4 minute walk from Canada Place
To reserve, call 1.844.337.3118

CARMANA PLAZA HOTEL

COAST COAL HARBOUR HOTEL

HYATT REGENCY VANCOUVER

DELTA VANCOUVER SUITES

For more information and book your accommodation, please visit the Hotel and Visitor Information page (amebc.ca/roundup/hotel-visitor-information) on our website.



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Seabridge Gold Inc.
Major Drilling Group International Inc.
Equity Exploration Consultants Ltd.

Roundup Hotline: **604.630.3930**
Toll free: **1.877.689.5554**
Email: roundup@amebc.ca

To register, call the CONEXSYS Support Desk (toll-free) at **1.855.787.2457**
or **604.488.1435 x63**, or email roundupregistration@amebc.ca

AME BC Office: **604.689.5271**
Email: info@amebc.ca



Geraldine Craven

From: Roundup <roundup@amebc.ca>
Sent: October-22-15 10:40 AM
To: Geraldine Craven
Subject: Roundup 2016 - Keynote Speakers Announced

RECEIVED

OCT 22 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKC

2016
ROUNDUP
January 25-29, 2016

Roundup 2016 Keynote Speakers are Announced!



Minister Bill Bennett, BC Ministry of Energy & Mines

AME BC Lunch | January 26



Randy Smallwood, Silver Wheaton

AME BC Finance Lunch | January 25



Ross Beaty, Pan American Silver

International Lunch | January 27



Patrick Evans, Mountain Province Diamonds

CEO Breakfast | January 25

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Sean Kerklaan, Fatigue Science

Environment, Health & Safety Awards Breakfast | January 27

Early Bird Conference Registration now open. Join us for these speakers and more. our full program is [available here](#). [Or Click here to REGISTER](#).

Looking to sponsor? Connect to and Impact over 6,000 top exploration and development industry decision makers at Roundup 2016. For more information on sponsorship, [click here](#).

Join the #Roundup2016 conversation.

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LGLA Leadership Forum: Feb. 3-5, 2016

Oct. 28, 2015

The Local Government Leadership Academy's (LGLA) 2016 Leadership Forum will be held February 3-5, 2016 at the Radisson Hotel in Richmond. This year's Forum will gather together elected officials and senior staff from local governments and First Nations around the theme of *Respectful Leadership*.

Since its first forum in 2007, the LGLA's annual conference has been well received by elected officials and senior administrators from BC local governments and First Nations communities. All those with an interest in leadership at the local level will benefit from attendance, including those working towards an LGLA Certificate.

Topics will include: Elected-Elected-Staff Relations; Conflict Engagement; Harassment/Bullying; Managing Encounters with the Public, Local Government-First Nations Reconciliation; Balancing Work & Personal Life; Self-Leadership; Open Meetings; Freedom of Information; and more. The forum agenda and registration form are available on the LGLA website.

Rooms are available at the Radisson at the special "early bird" group rate of \$112/night. Please call 1-800-333-3333 or email reservations@radissonvancouver.com and mention the LGLA.

Please Note: UBCM will be hosting the annual Electoral Area Directors Forum February 2-3, 2016, also at the Radisson Hotel. If you are an EA Director, please consider making a full week of it.

Please contact Errin Morrison, LGLA Program Manager, with any questions.

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Board - Receive



Register now for the Electoral Area Directors Forum

Oct. 28, 2015

Registration is now open for the Electoral Area Directors Forum February 2-3, 2016 at the Radisson Hotel Vancouver Airport in Richmond, BC. The conference is open to Regional District Chairs, Electoral Area Directors and regional district staff.

This year's Forum will be held in conjunction with the Local Government Leadership Academy Forum to help reduce costs and provide an opportunity for delegates to attend both learning events.

This conference focuses on issues of concern to Electoral Area Directors and provides an opportunity to discuss common problems and share potential solutions to the problems identified. Some of the issues that are under consideration for this year's Forum include:

- Resolution B-90 - Change the Position Title of Electoral Area Director
- Small Water Systems
- Wildfire Interface

Delegates are invited to identify other issues or examples of best practices for discussion at this year's meeting. Comments and suggestions may be provided to Marylyn Chiang, Senior Policy Analyst, UBCM.

The registration fee is \$165.00 plus taxes. A light lunch will be provided on Tuesday, February 2 at noon in advance of the first session, which will start at begin 1:00 p.m. In addition, the fee covers the cost for coffee and tea throughout the forum; the reception on Tuesday; and a hot breakfast on Wednesday.

The deadline for registration is January 29, 2016. Cancellations provided by January 15, 2016 will receive a full refund.

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Spill Response Forum: Discount on Registration

Nov 4, 2015

UBCM members interested in attending the GeoEnviroPro Spill Response Forum on November 20 will be offered a "2 for 1" event registration. This joint industry/government seminar will review major changes to the Province's land based spill preparedness and response regime; discuss current practice and critical issues; and bring forward information on plans for new legislation and a new response organization.

The event will take place on November 20, 2015 in Vancouver, BC. Registration and detailed program information are now available. UBCM members will be provided with a 2 for 1 registration (register one person, receive a second registration for free).

For add-ons to existing registrations: once a registration is logged in, please send the primary registrant's name and the add-on registrant to: info@geoenviropro.com identifying the affiliation with UBCM. New registrations may also be sent through this same address. Space is limited and registrations are on a first-come, first-served basis.

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Freedom of Information Webinar

Oct. 28, 2015

The Local Government Leadership Academy (LGLA) and Local Government Management Association of BC (LGMA) are pleased to partner to offer webinar training for Elected Officials on your responsibilities related to Freedom of Information & Protection of Privacy on Wednesday, November 25, 2015 from 10:30 am to noon.

This one-and-a-half-hour, interactive webinar will walk participants through a presentation designed to help educate local government elected officials on the law and best practices pertaining to freedom of information and protection of privacy. Registration is \$99+GST.

For more information contact:

Local Government Management Association
7th floor, 620 View Street
Victoria, BC V8W 1J6
250.383.7032

Local Government Leadership Academy
525 Government Street
Victoria, BC V8V 0A8
778.885.8765

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Opportunities to Support the Northern Medical Programs Trust

Attend the Dr. Bob Ewert Memorial Lecture and Dinner, support health care students who wish to attend the event, or make a donation to the Northern Medical Programs Trust.

Tickets

To reserve your ticket or to make a donation to the NMPT visit: unbc.ca/giving and click on the Ewert link

For More Information

UNBC Office of External Relations
Phone: 250-960-5750
Toll-Free: 1-866-960-5750
Email: development@unbc.ca
UNBC Charitable # 12152-7350-RR0001

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BULNLEY NECHAKO

Presenting Partners



In Support Of

Northern Medical Programs Trust

A PARTNERSHIP OF NORTHERN BRITISH COLUMBIA COMMUNITIES AND UNBC



About the Keynote



Kim Phuc is the poster child of the Vietnam War and an icon of the cry for peace.

At age nine she was photographed, running naked up a road with her skin on fire and screaming in agony.

Her photograph is one of the most unforgettable images of the last century and helped turn public opinion around the Vietnam War. It has recently been compared to the impact of the photo of the young boy washed onto the beach and the Syrian refugee crisis.

Luckily Kim escaped her death, and later came to Canada as a refugee. Her story is now a book *The Girl in the Picture: The Story of Kim Phuc, the Photograph, and the Vietnam War*, told by Denise Chong, a journalist born and raised in Prince George.

Kim recounts her story to audiences around the world, and each time she paints an unforgettable image of her life and how it was altered by the click of a camera.

Her ability to survive one of the worst atrocities and her eagerness to give back to the community is an uplifting and inspiring message of the power of humanity.

The Northern Medical Society,
University of Northern British Columbia,
Prince George Community Foundation, and Northern
Health Authority invite you to the

12th Annual Dr. Bob Ewert Memorial Lecture and Dinner

Supporting the Northern Medical Programs Trust

Saturday April 2, 2016
Prince George Civic Centre

5:30 pm - Reception
6:30 pm - Dinner and Program
Semi Formal

Tables of 10 \$1,200
Single Tickets \$125

Reservations by table are encouraged
Registration information on reverse



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Vendor Vendor Name /	Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
ABS001 ABSOLUTE ENERGY										
PA	TP-199-001	10/22/15				TP-199-001	-11.26	0.00		
Vendor (ABS001) totals:							-11.28	0.00		
ACT002 ACTION SERVICES										
PA	TP-201-001	10/27/15				TP-201-001	-157.50	0.00		
Vendor (ACT002) totals:							-157.50	0.00		
ALL005 ALLPOINTS FIRE PROTECTION										
PA	TP-195-001	10/07/15				TP-195-001	-1,784.71	0.00		
Vendor (ALL005) totals:							-1,784.71	0.00		
ALT003 ALTERNATIVE GROUNDS										
PA	TP-195-002	10/07/15				TP-195-002	-322.35	0.00		
PA	TP-199-002	10/22/15				TP-199-002	-205.80	0.00		
PA	TP-201-002	10/27/15				TP-201-002	-287.16	0.00		
Vendor (ALT003) totals:							-815.31	0.00		
ARO001 ARO AUTOMOTIVE & INDUSTRIAL										
PA	TP-195-003	10/07/15				TP-195-003	-105.18	0.00		
Vendor (ARO001) totals:							-105.18	0.00		
BCH002 BC HYDRO										
PA	TP-199-003	10/22/15				TP-199-003	-4,045.34	0.00		
Vendor (BCH002) totals:							-4,045.34	0.00		
BEL002 BELVEDERE PLACE DEVELOPMENT LT										
PA	29412	10/28/15				29412	-300.00	0.00		
Vendor (BEL002) totals:							-300.00	0.00		
BIR003 BIRD'S EYE VIEW ADVERTISING										
PA	29398	10/22/15				29398	-18.11	0.00		
Vendor (BIR003) totals:							-18.11	0.00		
BLA001 BLACK PRESS GROUP LTD										
PA	TP-199-004	10/22/15				TP-199-004	-2,221.62	0.00		
Vendor (BLA001) totals:							-2,221.62	0.00		
BLR001 BL RETURN-IT RECYCLING DEPOT										
PA	TP-195-004	10/07/15				TP-195-004	-3,885.00	0.00		
Vendor (BLR001) totals:							-3,885.00	0.00		
BUI001 BUILDING OFFICIALS' ASSOC. BC										
PA	29370	10/07/15				29370	-472.50	0.00		
Vendor (BUI001) totals:							-472.50	0.00		
BUL008 BULKLEY VALLEY HOME CENTRE LTD										
PA	29397	10/13/15				29397	-1,122.92	0.00		
Vendor (BUL008) totals:							-1,122.92	0.00		
BUL010 BULKLEY VALLEY WATER SERVICES										
PA	TP-196-001	10/13/15				TP-196-001	-136.50	0.00		
Vendor (BUL010) totals:							-136.50	0.00		
BUL011 BULKLEY VALLEY WHOLESALE										
PA	TP-195-005	10/07/15				TP-195-005	-83.82	0.00		
Vendor (BUL011) totals:							-83.82	0.00		
BUL012 BULKLEY VALLEY ECONOMIC										
PA	TP-197-001	10/29/15				TP-197-001	-3,333.33	0.00		
Vendor (BUL012) totals:							-3,333.33	0.00		
BUR001 BURNS LAKE AUTOMOTIVE SUPPLY										

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BUR001	BURNS LAKE AUTOMOTIVE SUPPLY (Continued)											
	PA	TP-201-003	10/27/15				TP-201-003	-2,957.39	0.00			
	Vendor (BUR001) totals:								-2,957.39	0.00		
BUR006	BURNS LAKE FLOWERS											
	PA	29399	10/22/15				29399	-44.75	0.00			
	Vendor (BUR006) totals:								-44.75	0.00		
BUR012	BURNS LAKE PUBLIC LIBRARY											
	PA	TP-197-002	10/29/15				TP-197-002	-14,487.42	0.00			
	Vendor (BUR012) totals:								-14,487.42	0.00		
BUR014	BURNS LAKE REBROADCAST SOCIETY											
	PA	TP-197-003	10/29/15				TP-197-003	-2,500.00	0.00			
	Vendor (BUR014) totals:								-2,600.00	0.00		
BUR028	BURNS LAKE HOME HARDWARE											
	PA	TP-195-006	10/07/15				TP-195-006	-173.45	0.00			
	Vendor (BUR028) totals:								-173.45	0.00		
BUR039	BURNT BIKES											
	PA	29385	10/13/15				29385	-493.50	0.00			
	Vendor (BUR039) totals:								-493.50	0.00		
BVA001	B V AQUATIC CENTRE MANG. SOCIE											
	PA	TP-197-004	10/29/15				TP-197-004	-52,540.58	0.00			
	Vendor (BVA001) totals:								-52,540.58	0.00		
CAN015	CHARTERED PROF. ACCOUNTANTS											
	PA	29400	10/22/15				29400	-115.71	0.00			
	Vendor (CAN015) totals:								-115.71	0.00		
CAP002	CAPRI INSURANCE											
	PA	29371	10/07/15				29371	-1,041.00	0.00			
	Vendor (CAP002) totals:								-1,041.00	0.00		
CAR005	CARSWELL											
	PA	TP-195-007	10/07/15				TP-195-007	-462.71	0.00			
	Vendor (CAR005) totals:								-462.71	0.00		
CAS002	CASCADES RECOVERY INC.											
	PA	29372	10/07/15				29372	-3,540.34	0.00			
	Vendor (CAS002) totals:								-3,540.34	0.00		
CHE002	CHEVRON CANADA LIMITED											
	PA	29373	10/07/15				29373	-5,864.57	0.00			
	Vendor (CHE002) totals:								-5,864.57	0.00		
CHI001	CHILCO CREEK CONTRACTING											
	PA	29386	10/13/15				29386	-274.05	0.00			
	Vendor (CHI001) totals:								-274.05	0.00		
CLU003	CLUCULZ LAKE VOL. FIRE DEPT											
	PA	TP-197-005	10/29/15				TP-197-005	-1,511.67	0.00			
	Vendor (CLU003) totals:								-1,511.67	0.00		
COL005	COLLEGE OF NEW CALEDONIA											
	PA	29374	10/07/15				29374	-105.00	0.00			
	Vendor (COL005) totals:								-105.00	0.00		
DEL003	DELL CANADA INC.											
	PA	TP-195-008	10/07/15				TP-195-008	-601.18	0.00			
	Vendor (DEL003) totals:								-601.18	0.00		

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EAG001	EAGLE AUTOMOTIVE CENTER										
		PA	TP-196-002	10/13/15			TP-196-002	-499.07	0.00		
			Vendor (EAG001) totals:					-499.07	0.00		
EVE002	EVERGREEN INDUSTRIAL SUPPLIES										
		PA	TP-196-003	10/13/15			TP-196-003	-8.94	0.00		
			Vendor (EVE002) totals:					-8.94	0.00		
EXT001	EXTREME SIGNS & STRIPES										
		PA	TP-199-005	10/22/15			TP-199-005	-573.44	0.00		
		PA	TP-201-004	10/27/15			TP-201-004	-1,469.44	0.00		
			Vendor (EXT001) totals:					-2,042.88	0.00		
FIN003	FINNING (CANADA)										
		PA	29401	10/22/15			29401	-521,166.24	0.00		
		PA	TP-199-006	10/22/15			TP-199-006	-1,417.82	0.00		
			Vendor (FIN003) totals:					-522,584.06	0.00		
FOR008	FORT FRASER VOL. FIRE DEP.										
		PA	TP-197-006	10/29/15			TP-197-006	-1,516.67	0.00		
			Vendor (FOR008) totals:					-1,516.67	0.00		
FOR015	FORT ST. JAMES LIBRARY										
		PA	TP-197-007	10/29/15			TP-197-007	-1,145.83	0.00		
			Vendor (FOR015) totals:					-1,145.83	0.00		
FOR032	DON & GAIL FORD										
		PA	29413	10/28/15			29413	-140.40	0.00		
			Vendor (FOR032) totals:					-140.40	0.00		
FOR033	FORT SAINT JAMES TV SOCIETY										
		PA	TP-197-008	10/29/15			TP-197-008	-10,970.83	0.00		
			Vendor (FOR033) totals:					-10,970.83	0.00		
FOU002	FOUR STAR COMMUNICATIONS INC										
		PA	TP-197-009	10/29/15			TP-197-009	-118.13	0.00		
			Vendor (FOU002) totals:					-118.13	0.00		
FRA014	FRASER LAKE LIBRARY BOARD										
		PA	TP-197-010	10/29/15			TP-197-010	-1,679.67	0.00		
			Vendor (FRA014) totals:					-1,679.67	0.00		
FRA016	FRASER LAKE REBROADCASTING SOC										
		PA	TP-197-011	10/29/15			TP-197-011	-5,583.33	0.00		
			Vendor (FRA016) totals:					-5,583.33	0.00		
FRA025	FRASER LAKE BOTTLE DEPOT										
		PA	TP-195-009	10/07/15			TP-195-009	-5,993.88	0.00		
			Vendor (FRA025) totals:					-5,993.88	0.00		
FRI004	Pauline Friesen										
		PA	29402	10/22/15			29402	-198.72	0.00		
			Vendor (FRI004) totals:					-198.72	0.00		
GAL001	GALA BAY SPRINGS WATER CO. LTD										
		PA	TP-201-005	10/27/15			TP-201-005	-62.50	0.00		
			Vendor (GAL001) totals:					-62.50	0.00		
GLA001	GLACIER ELECTRIC LTD.										
		PA	TP-195-010	10/07/15			TP-195-010	-199.50	0.00		
			Vendor (GLA001) totals:					-199.50	0.00		
GRA008	GRASSY PLAINS HALL										

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GRA008	GRASSY PLAINS HALL (Continued)								
PA	29403	10/22/15			29403	-1,209.37	0.00		
	Vendor (GRA008) totals:						-1,209.37	0.00	
GRE003	GREYHOUND COURIER EXPRESS								
PA	TP-195-011	10/07/15			TP-195-011	-205.50	0.00		
PA	TP-196-004	10/13/15			TP-196-004	-257.60	0.00		
PA	TP-201-006	10/27/15			TP-201-006	-213.36	0.00		
	Vendor (GRE003) totals:						-676.46	0.00	
GRO002	GROUSE MOUNTAIN TRUCKING LTD.								
PA	29387	10/13/15			29387	-534.74	0.00		
	Vendor (GRO002) totals:						-534.74	0.00	
HEA003	HEALTHY OPTIONS FOR PEOPLE AND '								
PA	29404	10/22/15			29404	-1,215.45	0.00		
	Vendor (HEA003) totals:						-1,215.45	0.00	
HIL003	HILL STOP TRUCK WASH								
PA	29375	10/07/15			29375	-58.93	0.00		
	Vendor (HIL003) totals:						-58.93	0.00	
HOB001	HOBAN EQUIPMENT LTD								
PA	TP-195-012	10/07/15			TP-195-012	-43,881.51	0.00		
	Vendor (HOB001) totals:						-43,881.51	0.00	
HOT001	HOTSYNC COMPUTER SOLUTIONS								
PA	TP-195-013	10/07/15			TP-195-013	-7,112.70	0.00		
PA	TP-199-007	10/22/15			TP-199-007	-1,842.76	0.00		
	Vendor (HOT001) totals:						-8,955.46	0.00	
HOU018	HOUSTON BOTTLE DEPOT								
PA	TP-195-014	10/07/15			TP-195-014	-2,964.26	0.00		
PA	TP-199-008	10/22/15			TP-199-008	-2,964.26	0.00		
	Vendor (HOU018) totals:						-8,928.52	0.00	
IGI001	IGI RESOURCES								
PA	TP-196-005	10/13/15			TP-196-005	-373.97	0.00		
	Vendor (IGI001) totals:						-373.97	0.00	
IND006	INDUSTRIAL TRANSFORMERS								
PA	TP-196-006	10/13/15			TP-196-006	-5,856.49	0.00		
	Vendor (IND006) totals:						-5,856.49	0.00	
INF001	INFOSAT COMMUNICATIONS								
PA	TP-195-015	10/07/15			TP-195-015	-55.35	0.00		
PA	TP-201-007	10/27/15			TP-201-007	-56.34	0.00		
	Vendor (INF001) totals:						-111.69	0.00	
INL001	INLAND KENWORTH								
PA	TP-195-016	10/07/15			TP-195-016	-466.34	0.00		
	Vendor (INL001) totals:						-466.34	0.00	
JRO001	JR OVERHEAD DOORS LTD								
PA	29405	10/22/15			29405	-199.50	0.00		
	Vendor (JRO001) totals:						-199.50	0.00	
KAL003	KAL TIRE - BURNS LAKE								
PA	TP-196-007	10/13/15			TP-196-007	-16,309.30	0.00		
PA	TP-199-009	10/22/15			TP-199-009	-70.97	0.00		
	Vendor (KAL003) totals:						-16,380.27	0.00	

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KON001	KONE INC	PA	TP-199-010	10/22/15			TP-199-010	-999.87	0.00		
	Vendor (KON001) totals:										
								-999.87	0.00		
LAK004	LAKES DISTRICT AIRPORT SOCIETY	PA	TP-197-012	10/29/15			TP-197-012	-6,250.00	0.00		
	Vendor (LAK004) totals:										
								-6,250.00	0.00		
LAK012	LAKES DISTRICT MUSEUM SOCIETY	PA	TP-197-013	10/29/15			TP-197-013	-2,750.00	0.00		
	Vendor (LAK012) totals:										
								-2,750.00	0.00		
LAK014	LAKES DISTRICT PRINTING	PA	TP-195-017	10/07/15			TP-195-017	-176.96	0.00		
		PA	TP-196-008	10/13/15			TP-196-008	-519.68	0.00		
		PA	TP-199-011	10/22/15			TP-199-011	-738.08	0.00		
	Vendor (LAK014) totals:										
								-1,434.72	0.00		
LAK026	LD 4-H SENIOR COUNCIL	PA	29406	10/22/15			29406	-1,250.00	0.00		
	Vendor (LAK026) totals:										
								-1,250.00	0.00		
LAK032	LAKES DISTRICT FILM	PA	TP-197-014	10/29/15			TP-197-014	-150.00	0.00		
	Vendor (LAK032) totals:										
								-150.00	0.00		
LDF001	LD FREE CLASSIFIEDS	PA	TP-195-018	10/07/15			TP-195-018	-876.53	0.00		
	Vendor (LDF001) totals:										
								-876.53	0.00		
LEX001	LEXISNEXIS CANADA INC.	PA	TP-196-009	10/13/15			TP-196-009	-223.91	0.00		
	Vendor (LEX001) totals:										
								-223.91	0.00		
LIB001	LIBERTY TRANSPORT LTD.	PA	TP-201-008	10/27/15			TP-201-008	-60.72	0.00		
	Vendor (LIB001) totals:										
								-60.72	0.00		
LOO001	LOOMIS EXPRESS	PA	TP-195-019	10/07/15			TP-195-019	-53.37	0.00		
	Vendor (LOO001) totals:										
								-53.37	0.00		
MAX001	MAXXAM ANALYTICS INC	PA	TP-195-020	10/07/15			TP-195-020	-5,845.88	0.00		
		PA	TP-199-012	10/22/15			TP-199-012	-2,851.80	0.00		
	Vendor (MAX001) totals:										
								-8,697.68	0.00		
MET004	MARY METZLER	PA	29388	10/13/15			29388	-210.00	0.00		
	Vendor (MET004) totals:										
								-210.00	0.00		
MUN005	MUNICIPAL INSURANCE ASS. OF BC	PA	29414	10/28/15			29414	-5,744.82	0.00		
	Vendor (MUN005) totals:										
								-5,744.82	0.00		
NAP001	NAPA AUTO PARTS - BL	PA	29389	10/13/15			29389	-91.51	0.00		
	Vendor (NAP001) totals:										
								-91.51	0.00		
NAP003	NAPA AUTO PARTS - HOUSTON	PA	29415	10/28/15			29415	-251.08	0.00		
	Vendor (NAP003) totals:										
								-251.08	0.00		

Sort order: Control account, vendor number, report group
 Selection: Checks from Oct 01 2015 to Oct 31 2015 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

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)
NEC012	NECHAKO HEALTHY COM. ALLIANCE								
PA	TP-199-013	10/22/15			TP-199-013	-5,763.73	0.00		
	Vendor (NEC012) totals:					-5,763.73	0.00		
NEC022	NECHAKO VALLEY FOOD NETWORK								
PA	29407	10/22/15			29407	-2,267.63	0.00		
	Vendor (NEC022) totals:					-2,267.63	0.00		
NEW003	NEW LEAF CAFE								
PA	TP-196-010	10/13/15			TP-196-010	-103.79	0.00		
	Vendor (NEW003) totals:					-103.79	0.00		
NOR012	NORTHERN BC TOURISM ASSOC.								
PA	29390	10/13/15			29390	-2,596.65	0.00		
	Vendor (NOR012) totals:					-2,596.65	0.00		
NOR033	NORTHERN AGGRAGATE LTD								
PA	TP-199-014	10/22/15			TP-199-014	-9,633.75	0.00		
	Vendor (NOR033) totals:					-9,633.75	0.00		
OUT001	OUTDOOR ADVENTURES								
PA	29408	10/22/15			29408	-19.43	0.00		
	Vendor (OUT001) totals:					-19.43	0.00		
OVE002	OVERWAITEA FOODS								
PA	29376	10/07/15			29376	-202.74	0.00		
	Vendor (OVE002) totals:					-202.74	0.00		
P&H001	P & H SUPPLIES								
PA	TP-196-011	10/13/15			TP-196-011	-5,896.51	0.00		
	Vendor (P&H001) totals:					-5,896.51	0.00		
PAC004	PACIFIC NORTHERN GAS LTD.								
PA	TP-195-021	10/07/15			TP-195-021	-1,229.46	0.00		
PA	TP-199-015	10/22/15			TP-199-015	-186.12	0.00		
	Vendor (PAC004) totals:					-1,415.58	0.00		
PAC007	PACIFIC TRUCK & EQUIPMENT INC								
PA	TP-196-012	10/13/15			TP-196-012	-7,807.48	0.00		
	Vendor (PAC007) totals:					-7,807.48	0.00		
PAY003	BRENDA PAYNE								
PA	TP-199-016	10/22/15			TP-199-016	-1,545.00	0.00		
	Vendor (PAY003) totals:					-1,545.00	0.00		
PID001	PIDHERNY CONTRACTING LTD.								
PA	29377	10/07/15			29377	-218.40	0.00		
	Vendor (PID001) totals:					-218.40	0.00		
PLE001	PLEASANT VALLEY EXPRESS								
PA	TP-195-022	10/07/15			TP-195-022	-40.16	0.00		
PA	TP-199-017	10/22/15			TP-199-017	-80.33	0.00		
	Vendor (PLE001) totals:					-120.49	0.00		
PRA002	PRAGMATIC CONFERENCING								
PA	TP-196-013	10/13/15			TP-196-013	-60.92	0.00		
	Vendor (PRA002) totals:					-60.92	0.00		
PUR001	PURELY H2O								
PA	TP-195-023	10/07/15			TP-195-023	-114.00	0.00		
PA	TP-199-018	10/22/15			TP-199-018	-272.30	0.00		
	Vendor (PUR001) totals:					-386.30	0.00		

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 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

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)	
REI001	REITSMA'S HOME HARDWARE									
PA	TP-195-024	10/07/15			TP-195-024	-194.91	0.00			
	Vendor (REI001) totals:						-194.91	0.00		
ROG001	ROGERS									
PA	TP-196-014	10/13/15			TP-196-014	-160.04	0.00			
PA	TP-201-009	10/27/15			TP-201-009	-161.27	0.00			
	Vendor (ROG001) totals:						-321.31	0.00		
SMI007	SMITHERS PUBLIC LIBRARY									
PA	TP-197-015	10/29/15			TP-197-015	-6,600.50	0.00			
	Vendor (SMI007) totals:						-6,600.50	0.00		
SMI009	SMITHERS & AREA RECYCLING									
PA	TP-195-025	10/07/15			TP-195-025	-4,449.53	0.00			
PA	TP-201-010	10/27/15			TP-201-010	-4,449.53	0.00			
	Vendor (SMI009) totals:						-8,899.06	0.00		
SMI021	SMITHERS WELL DRILLING									
PA	29378	10/07/15			29378	-142.81	0.00			
	Vendor (SMI021) totals:						-142.81	0.00		
SOU003	SOUTHSIDE VOLUNTEER FIRE DEPT.									
PA	TP-197-016	10/29/15			TP-197-016	-1,983.33	0.00			
	Vendor (SOU003) totals:						-1,983.33	0.00		
SPO001	SPOTLESS UNIFORM LTD.									
PA	TP-195-026	10/07/15			TP-195-026	-80.94	0.00			
	Vendor (SPO001) totals:						-80.94	0.00		
STA008	STARLAND SUPPLY LTD									
PA	TP-195-027	10/07/15			TP-195-027	-180.96	0.00			
	Vendor (STA008) totals:						-180.96	0.00		
STE012	STEWART MCDANNOLD STUART									
PA	29391	10/13/15			29391	-976.62	0.00			
PA	29409	10/22/15			29409	-3,393.95	0.00			
	Vendor (STE012) totals:						-4,370.57	0.00		
STP001	ST PAULS UNITED CHURCH									
PA	29410	10/22/15			29410	-22,900.00	0.00			
	Vendor (STP001) totals:						-22,900.00	0.00		
SUD001	SUDS N' DUDS									
PA	TP-195-028	10/07/15			TP-195-028	-109.98	0.00			
	Vendor (SUD001) totals:						-109.98	0.00		
SWE001	SWEEPING BEAUTIES JANITORIAL									
PA	TP-197-017	10/29/15			TP-197-017	-1,996.67	0.00			
	Vendor (SWE001) totals:						-1,996.67	0.00		
TEL002	TELUS COMMUNICATIONS COMPANY									
PA	29379	10/07/15			29379	-3,168.22	0.00			
	Vendor (TEL002) totals:						-3,168.22	0.00		
TEL007	TELUS MOBILITY									
PA	TP-196-015	10/13/15			TP-196-015	-1,141.77	0.00			
	Vendor (TEL007) totals:						-1,141.77	0.00		
TIR002	TIRETECH									
PA	TP-195-029	10/07/15			TP-195-029	-3,248.98	0.00			
	Vendor (TIR002) totals:						-3,248.98	0.00		

Sort order: Control account, vendor number, report group
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 All control accounts
 Vendor number [] to [ZZZZZ]
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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)
TOP002 TOPLEY COMMUNITY CLUB									
PA	29380	10/07/15			29380	-200.00	0.00		
Vendor (TOP002) totals:						-200.00	0.00		
TOP005 TOPLEY FIRE PROTECTION SOC.									
PA	TP-197-018	10/29/15			TP-197-018	-1,478.83	0.00		
Vendor (TOP005) totals:						-1,478.83	0.00		
TOU001 TOURISM PRINCE GEORGE									
PA	29392	10/13/15			29392	-2,310.00	0.00		
Vendor (TOU001) totals:						-2,310.00	0.00		
TOW003 TOWER COMMUNICATIONS									
PA	TP-201-011	10/27/15			TP-201-011	-2,473.53	0.00		
Vendor (TOW003) totals:						-2,473.53	0.00		
TWE004 TWEEDSMUIR RECREATION COMMISSI									
PA	TP-201-012	10/27/15			TP-201-012	-23,549.95	0.00		
Vendor (TWE004) totals:						-23,549.95	0.00		
USB001 US BANK CANADA									
PA	TP-198-001	10/21/15			TP-198-001	-6,852.35	0.00		
Vendor (USB001) totals:						-6,852.35	0.00		
VAL005 VALLEY DIESEL									
PA	29393	10/13/15			29393	-25.76	0.00		
Vendor (VAL005) totals:						-25.76	0.00		
VAN005 VANDERHOOF & DISTRICTS CO-OP									
PA	TP-199-019	10/22/15			TP-199-019	-10,198.37	0.00		
Vendor (VAN005) totals:						-10,198.37	0.00		
VIL001 VILLAGE OF FRASER LAKE									
PA	29381	10/07/15			29381	-20.00	0.00		
Vendor (VIL001) totals:						-20.00	0.00		
VIL004 VILLAGE OF BURNS LAKE									
PA	29382	10/07/15			29382	-122,644.00	0.00		
PA	29394	10/13/15			29394	-7,500.00	0.00		
Vendor (VIL004) totals:						-130,144.00	0.00		
WAS001 WASTE MANAGEMENT OF CANADA CO									
PA	TP-195-030	10/07/15			TP-195-030	-3,546.46	0.00		
PA	TP-199-020	10/22/15			TP-199-020	-3,973.20	0.00		
Vendor (WAS001) totals:						-7,519.66	0.00		
WES008 WESTERN RUBBER PRODUCTS									
PA	29417	10/28/15			29417	-107.10	0.00		
Vendor (WES008) totals:						-107.10	0.00		
WIL004 WILLIAMS MACHINERY									
PA	TP-199-021	10/22/15			TP-199-021	-237.83	0.00		
Vendor (WIL004) totals:						-237.83	0.00		
WIL005 WILLIAMS PETROLEUM									
PA	29418	10/28/15			29418	-41.00	0.00		
Vendor (WIL005) totals:						-41.00	0.00		
WOO002 WOOD ENERGY TECHNICIANS OF BC									
PA	29395	10/13/15			29395	-1,480.00	0.00		
Vendor (WOO002) totals:						-1,480.00	0.00		
XER001 XEROX CANADA LTD.									

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 All control accounts
 Vendor number [] to [ZZZZZZ]
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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)
XER001 XEROX CANADA LTD. (Continued)									
PA	TP-195-031	10/07/15			TP-195-031	-1,322.15	0.00		
PA	TP-199-022	10/22/15			TP-199-022	-185.33	0.00		
	Vendor (XER001) totals:					-1,507.48	0.00		
	Control account (1) totals:					-1,054,166.01	0.00		
COM001 COMMISSIONER OF MUN. SUPERAN.									
MC	19250001	10/06/15				-4,817.00	0.00		
MC	19260001	10/14/15				-13,469.08	0.00		
MC	19370001	10/22/15				-4,698.15	0.00		
MC	19480001	10/29/15				-13,469.08	0.00		
	Vendor (COM001) totals:					-36,453.31	0.00		
REC002 RECEIVER GENERAL									
PA	29384	10/13/15			29384	-29,239.55	0.00		
PA	29416	10/28/15			29416	-34,255.37	0.00		
	Vendor (REC002) totals:					-63,494.92	0.00		
WOR001 WORK SAFE BC									
PA	29396	10/13/15			29396	-8,279.44	0.00		
	Vendor (WOR001) totals:					-8,279.44	0.00		
	Control account (2) totals:					-108,227.67	0.00		
					Report Total	-1,162,393.68	0.00		

124 vendor(s) printed.

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1751**

A bylaw to amend the tax limit of the Lakes District Airport Local Service from \$93,750 per annum to \$190,000 per annum

WHEREAS:

- A. The Regional District of Bulkley-Nechako has established by Bylaw No. 1084, a service for contribution to the costs of the Lakes District Airport operated by the Lakes District Airport Society;
- B. The Regional Board of the Regional District of Bulkley-Nechako wishes to increase the tax limit for the service from NINETY-THREE THOUSAND SEVEN HUNDRED FIFTY DOLLARS (\$93,750) per annum to ONE HUNDRED NINETY THOUSAND DOLLARS (\$190,000) per annum;
- C. The approval of the Inspector of Municipalities has been obtained under Section 801 of the *Local Government Act*.
- D. The approval of the electors in Electoral Areas "B" and "E" and the Village of Burns Lake has been obtained under Section 801 of the *Local Government Act*.

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

- 1. Section 6 of Bylaw No. 1084 is hereby repealed and the following substituted therefore:
 - 6. The maximum amount of taxation that may be requisitioned for the cost of this service shall be ONE HUNDRED NINETY THOUSAND DOLLARS (\$190,000).
- 2. This bylaw may be cited as the "Lakes District Airport Contribution Local Service Establishment Amendment Bylaw No. 1751, 2015."

479

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 this is a true and correct copy of Bylaw No. 1751.

Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this
day of , 2015

ASSENT OF ELECTORS OBTAINED this day of , 2016

ADOPTED this day of , 2016

Chairperson

Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1752**

Being a bylaw authorizing borrowing of ONE MILLION DOLLARS (\$1,000,000)
for repaving the Lakes District Airport Runway

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 1084 a service for contribution to the costs of the Lakes District Airport operated by the Lakes District Airport Society;

AND WHEREAS it is deemed desirable and expedient to repave the runway for the Lakes District Airport;

AND WHEREAS the estimated cost of repaving the runway including expenses incidental thereto is a sum not to exceed ONE MILLION DOLLARS (\$1,000,000) of which the sum of ONE MILLION DOLLARS (\$1,000,000) is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture debt may be issued to secure the debt created by this bylaw is for a term not to exceed fifteen years;

AND WHEREAS authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako has obtained the approval of the electors in accordance with Section 823.1 of the *Local Government Act*;

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

LOAN AUTHORIZATION

1. The Board of Directors of the Regional District of Bulkley-Nechako is hereby empowered and authorized to undertake and carry out or cause to be carried out the repaving of the runway for the Lakes District Airport generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:
 - a) To borrow upon the credit of the Regional District a sum not exceeding ONE MILLION DOLLARS (\$1,000,000);

- b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with repaving the runway at the Lakes District Airport.
- 2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 15 years.
- 3. This bylaw may be cited as "Lakes District Airport Loan Authorization Bylaw No. 1752, 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 this is a true and correct copy of Bylaw No. 1752 at third reading.

Corporate Administrator

APPROVAL OF THE INSPECTOR OF MUNICIPALITIES this day of
, 2015

RECEIVED the approval of the electors on the day of , 2016

ADOPTED this day of , 2016

Chairperson

Corporate Administrator

Certified a true copy of Bylaw No. 1752 as adopted.

Corporate Administrator

482

1st, 2nd & 3rd
Reading

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1754

**A bylaw to amend the boundaries of the
Smithers Rural Fire Protection Service Area
within a portion of Electoral Area "A"**

WHEREAS the Regional District of Bulkley-Nechako has adopted "Smithers Rural Fire Protection Local Service Establishment Bylaw No. 884, 1995" for the provision of fire prevention and suppression and assistance in the case of emergencies within a portion of Electoral Area "A";

AND WHEREAS the Regional District has received a request from the owners of NW 1/4 OF FRAC SEC 6 TP 4 R5C EXC THEREOUT A STRIP OF LAND BEING THE MOST SLY 20 M IN PARL WIDTH, that this property be included in the Smithers Rural Fire Protection Service Area;

AND WHEREAS the Director of Electoral Area "A" has consented in writing to the adoption of this bylaw in accordance with Section 802(1)(b) of the *Local Government Act*;

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

1. The Regional District of Bulkley-Nechako hereby amends the boundaries of the Smithers Rural Fire Protection Service Area by including the following property:

NW 1/4 OF FRAC SEC 6 TP 4 R5C EXC THEREOUT A STRIP OF LAND
BEING THE MOST SLY 20 M IN PARL WIDTH

2. The amended boundaries of the service area shall be a portion of Electoral Area "A" as shown outlined on the plan attached as Schedule "A" to this bylaw.
3. This bylaw may be cited as the "Smithers Rural Fire Protection Service Area Amendment Bylaw No. 1754, 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

483

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1754.

Corporate Administrator

CONSENT OF THE DIRECTOR OF ELECTORAL AREA "A" RECEIVED
this day of , 2015

ADOPTED this day of , 2015

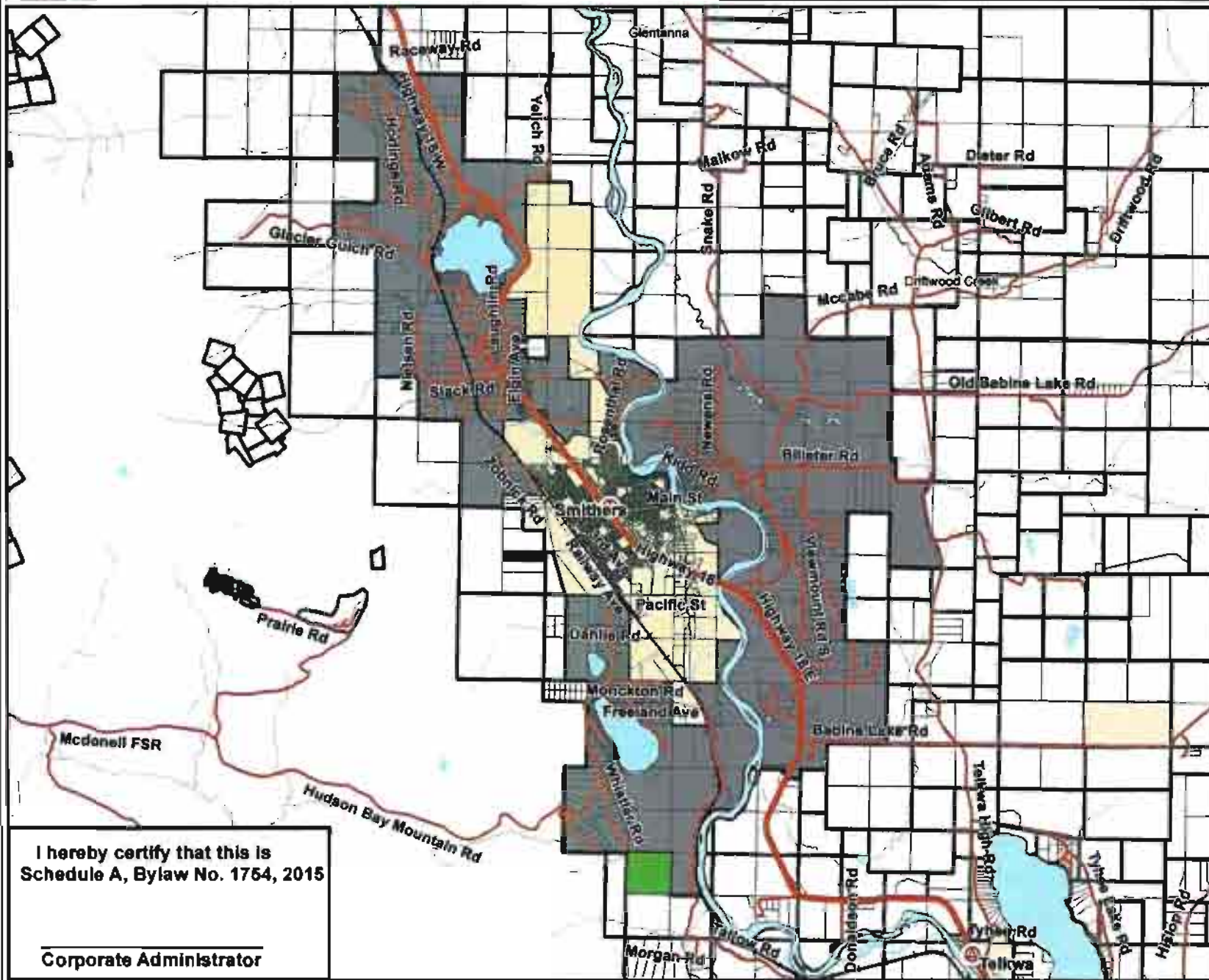
Chairperson

Corporate Administrator



Smithers Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1754, 2015 - Schedule A

Legend



- Fire Departments
- Highway
- Secondary Street
- Railway
- Cadastre
- District Lots
- Lakes
- Streams
- Municipalities
- First Nation Reserve
- Existing Fire Protection Area
- Expansion Properties



This map is an approximate representation and should only be used for reference purposes.

Created by the
Regional District of
Bulkley-Nechako
Nov 3rd, 2015
SCALE 1:100,000

I hereby certify that this is
Schedule A, Bylaw No. 1754, 2015

Corporate Administrator

1754

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1743****A BYLAW TO ESTABLISH THE TOPLEY
RURAL FIRE PROTECTION SERVICE**

WHEREAS:

- A. Under Section 796 of the *Local Government Act* a Regional District may operate any service the Board considers necessary or desirable for all or part of the Regional District;
- B. The Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of fire protection and suppression in the service area;
- C. The approval of the Inspector of Municipalities has been obtained under section 801 of the *Local Government Act*;
- D. Participating area approval has been obtained under Section 801.2 of the *Local Government Act*;

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

1) Service

The Topley Rural Fire Protection Service (the "**Service**") is established by this Bylaw for the purpose of fire protection and suppression.

2) Boundaries

The boundaries of the Service Area are a portion of Electoral Area "B" (Burns Lake Rural) and "G" (Houston Rural) in the Regional District of Bulkley-Nechako as shown outlined on the map attached as Schedule "A" to this bylaw and known as "Topley Rural Fire Protection Service Area (the "**Service Area.**")"

3) Participating Areas

The "Participating Areas" are Electoral Areas "B" and "G".

4) Cost Recovery

As provided in Section 803 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*;
- (b) revenues received by way of agreement, enterprise, gift, grant or otherwise.

5) Maximum Requisition

The maximum amount that may be requisitioned annually for this service shall be SEVENTY-TWO THOUSAND (\$72,000) DOLLARS.

6) Apportionment of Costs

The costs of the service shall be apportioned among the Participating Areas on the basis of the converted value of land and improvements in the Service Area.

6) Citation

This Bylaw may be cited for all purposes as the "Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015."

READ A FIRST TIME this 23 day of July, 2015

READ A SECOND TIME this 23 day of July, 2015

READ A THIRD TIME this 23 day of July, 2015

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1743 at third reading.

Spil Chapman
Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 18th day of ~~September~~ 2015.

ASSENT OF ELECTORS OBTAINED this 7th day of ~~September~~ November, 2015.

ADOPTED THIS _____ day of _____, 2015.

Chair

Corporate Administrator



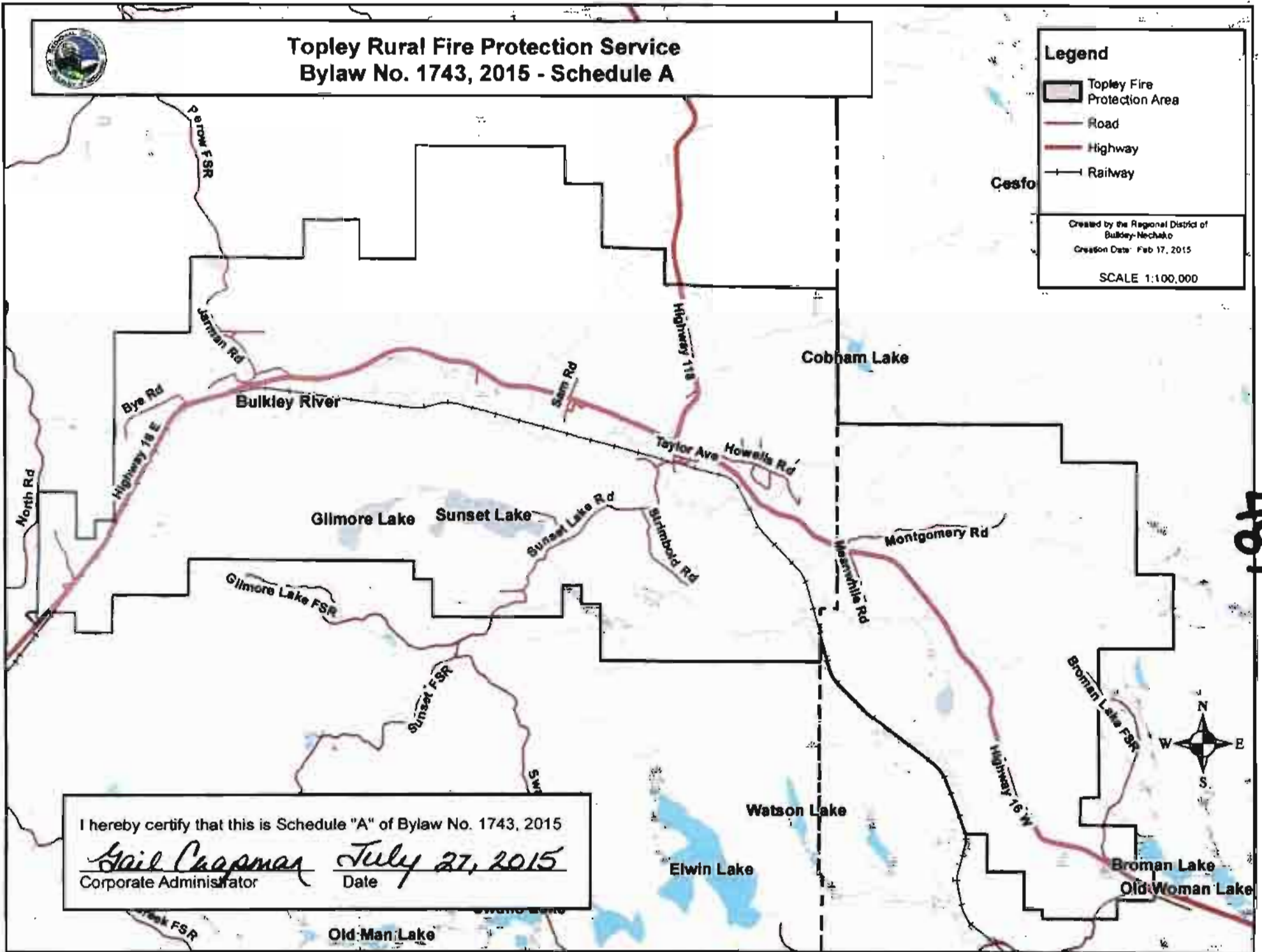
**Topley Rural Fire Protection Service
Bylaw No. 1743, 2015 - Schedule A**

Legend

-  Topley Fire Protection Area
-  Road
-  Highway
-  Railway

Created by the Regional District of Bulkley-Nechako
Creation Date: Feb 17, 2015

SCALE 1:100,000



1987



I hereby certify that this is Schedule "A" of Bylaw No. 1743, 2015
Gail Chapman *July 27, 2015*
 Corporate Administrator Date

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1744**

Being a bylaw authorizing borrowing of THREE HUNDRED EIGHTY-THREE THOUSAND SIX HUNDRED THIRTY-NINE DOLLARS (\$383,639) for the construction of a fire hall and purchase of a fire truck for the Topley Rural Fire Protection Service Area

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 1743 a service for the purpose of providing fire protection and suppression for a portion of Electoral Area "B" (Burns Lake Rural) and "G" (Houston Rural) known as the "Topley Rural Fire Protection Service Area";

AND WHEREAS it is deemed desirable and expedient to construct a fire hall and purchase a fire truck for the Topley Rural Fire Protection Service Area;

AND WHEREAS the estimated cost of constructing a fire hall and purchasing a fire truck including expenses incidental thereto is a sum not to exceed THREE HUNDRED EIGHTY-THREE THOUSAND SIX HUNDRED THIRTY-NINE DOLLARS (\$383,639) of which the sum of THREE HUNDRED EIGHTY-THREE THOUSAND SIX HUNDRED THIRTY-NINE DOLLARS (\$383,639) is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture debt may be issued to secure the debt created by this bylaw is for a term not to exceed twenty-five years;

AND WHEREAS authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako has obtained the approval of the electors in accordance with Section 801.2 of the *Local Government Act*;

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

LOAN AUTHORIZATION

1. The Board of Directors of the Regional District of Bulkley-Nechako is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of a fire hall and the purchase of a

fire truck for the Topley Rural Fire Protection Service Area generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

- a) To borrow upon the credit of the Regional District a sum not exceeding THREE HUNDRED EIGHTY-THREE THOUSAND SIX HUNDRED THIRTY-NINE DOLLARS (\$383,639);
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of a fire hall and purchase of a fire truck serving the Topley Rural Fire Protection Service Area.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 25 years.
 3. This bylaw may be cited as "Topley Rural Fire Protection Loan Authorization Bylaw No. 1744, 2015."

READ A FIRST TIME this 23 day of July, 2015

READ A SECOND TIME this 23 day of July, 2015

READ A THIRD TIME this 23 day of July, 2015

I hereby certify that this is a true and correct copy of Bylaw No. 1744 at third reading.

Gail Chapman
Corporate Administrator

APPROVAL OF THE INSPECTOR OF MUNICIPALITIES this 18th day of September, 2015

RECEIVED the approval of the electors on the 7th day of November, 2015

ADOPTED this day of , 2015

Chairperson

Corporate Administrator

Certified a true copy of Bylaw No. 1744 as adopted.

Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1745

A BYLAW TO ESTABLISH THE TOPLEY
RURAL ROAD RESCUE AND MEDICAL FIRST
RESPONDERS SERVICE

WHEREAS:

- A. Under Section 796 of the *Local Government Act* a Regional District may operate any service the Board considers necessary or desirable for all or part of the Regional District;
- B. The Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of road rescue and medical first response services in the service area;
- C. The approval of the Inspector of Municipalities has been obtained under section 801 of the *Local Government Act*;
- D. Participating area approval has been obtained under Section 801.2 of the *Local Government Act*;

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

1) Service

The Topley Rural Road Rescue and Medical First Responders Service (the "**Service**") is established by this Bylaw for the purpose of road rescue and medical first responders service.

2) Boundaries

The boundaries of the Service Area are a portion of Electoral Area "B" (Burns Lake Rural) and "G" (Houston Rural) in the Regional District of Bulkley-Nechako as shown outlined on the map attached as Schedule "A" to this bylaw and known as "Topley Rural Road Rescue and Medical First Responders Service Area" (the "**Service Area.**")

3) Participating Areas

The "Participating Areas" are Electoral Areas "B" and "G".

4) Cost Recovery

As provided in Section 803 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*;
- (b) revenues received by way of agreement, enterprise, gift, grant or otherwise.

5) Maximum Requisition

The maximum amount that may be requisitioned annually for this service shall be SEVEN THOUSAND (\$7,000) DOLLARS.

6) Apportionment of Costs

The costs of the service shall be apportioned among the Participating Areas on the basis of the converted value of land and improvements in the Service Area.

7) Citation

This Bylaw may be cited for all purposes as the "Topley Rural Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015."

READ A FIRST TIME this 23 day of July , 2015

READ A SECOND TIME this 23 day of July , 2015

READ A THIRD TIME this 23 day of July , 2015

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1745 at third reading.

Gail Chapman
Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 16th day of ~~September~~, 2015.

ASSENT OF ELECTORS OBTAINED this 7th day of November , 2015.

ADOPTED THIS _____ day of _____, 2015.

Chair

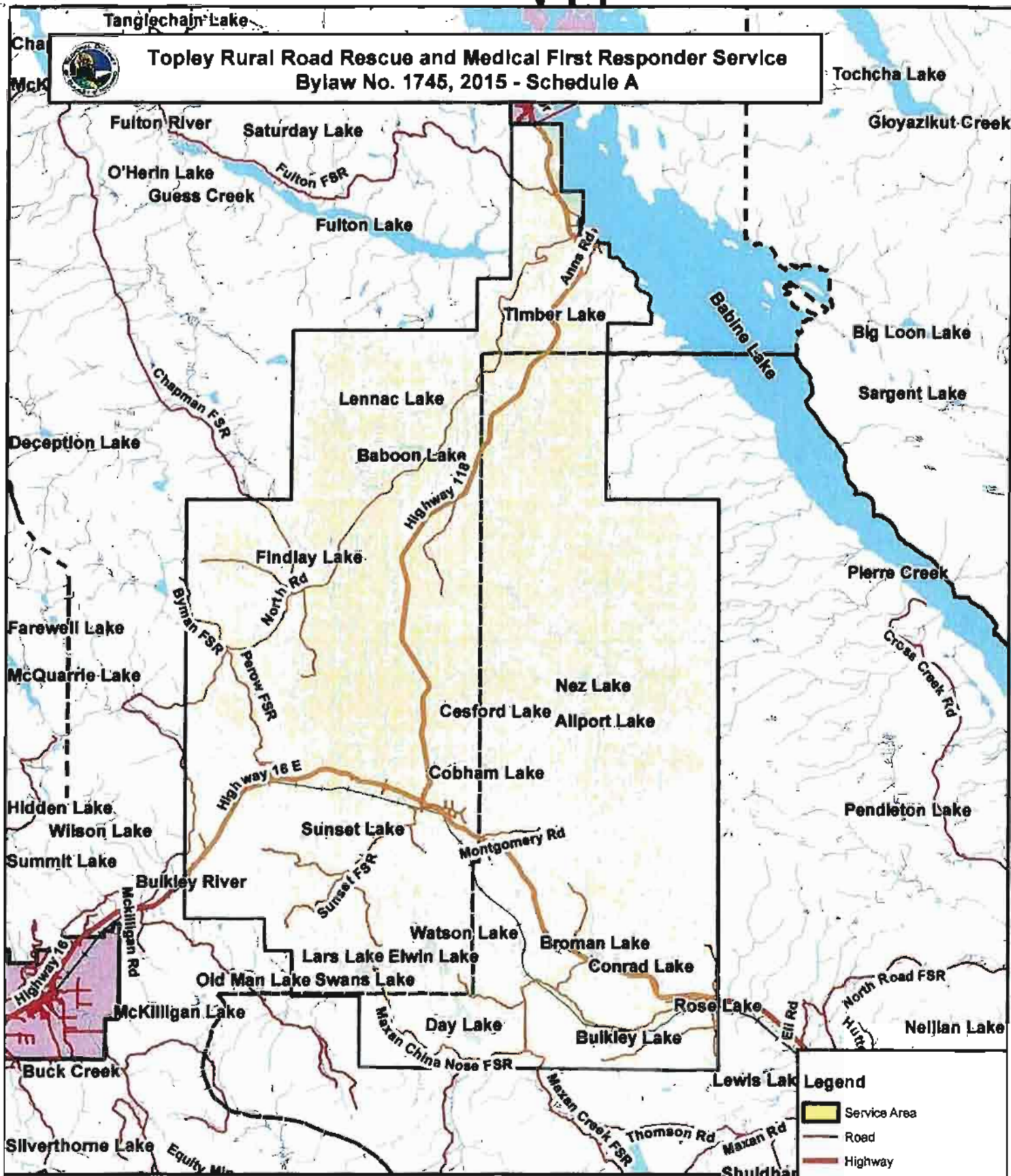
Corporate Administrator

Tanglechain Lake



Topley Rural Road Rescue and Medical First Responder Service Bylaw No. 1745, 2015 - Schedule A

Tochcha Lake



Legend

- Service Area
- Road
- Highway
- Railway
- Municipalities

I hereby certify that this is Schedule "A" of Bylaw No. 1745, 2015

Hail Chapman
Corporate Administrator

July 27/15
Date

Created by the Regional District of Bulkley-Nechako.
Creation Date: Feb 17, 2015

SCALE 1:300,000

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1749

A bylaw to amend the boundaries of the Vanderhoof Rural Fire Protection Service Area within a portion of Electoral Area "F"

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 755 a service of fire protection to a portion of Electoral Area "F" known as the "Vanderhoof Rural Fire Protection Service Area";

AND WHEREAS the Regional District may amend a Local Service Establishment Bylaw under Section 802 of the *Local Government Act*;

AND WHEREAS the Regional District has received a request from owners of the property to be included in the Vanderhoof Rural Fire Protection Service Area;

AND WHEREAS the Director of Electoral Area "F" has consented in writing to the adoption of a bylaw which would amend the boundaries of the service area which amendments are described herein, in accordance with Section 801.5 of the *Local Government Act*;

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

- 1) That the Regional District hereby amends the boundaries of the Vanderhoof Rural Fire Protection Service Area by including the following properties:

SW 1/4 OF SEC 33 TP 2 R4C EXC THE MOST SLY & THE MOST WLY 25 M IN PARL WIDTH

and that the resulting boundaries of the Vanderhoof Rural Fire Protection Service Area are as shown on Schedule "A";

- 2) This bylaw may be cited as "Vanderhoof Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1749, 2015."

496

Bylaw No. 1749

Page 2 of 2

READ A FIRST TIME this 22 day of October, 2015

READ A SECOND TIME this 22 day of October, 2015

READ A THIRD TIME this 22 day of October, 2015

CONSENT OF ELECTORAL AREA "F" DIRECTOR RECEIVED this 5 day of
November, 2015

ADOPTED this day of , 2015

Chairperson

Corporate Administrator

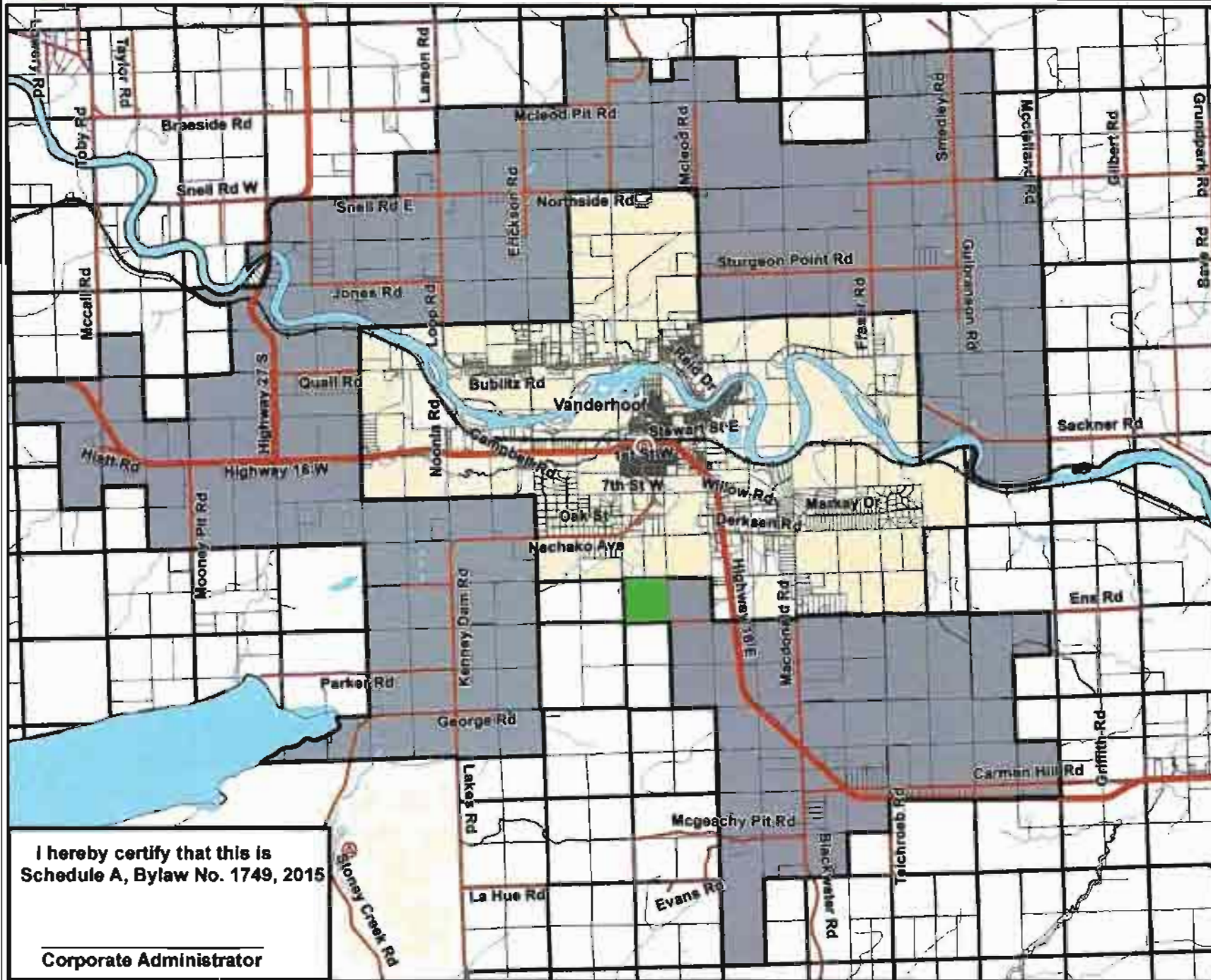
I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1749,
as adopted.

Corporate Administrator



Vanderhoof Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1749, 2015 - Schedule A

Legend



- Fire Departments
- Highway
- Secondary Street
- Railway
- Cadastre
- District Lots
- Lakes
- Streams
- Municipalities
- First Nation Reserve
- Existing Fire Protection Area
- Expansion Properties

1747



This map is an approximate representation and should only be used for reference purposes.

I hereby certify that this is
Schedule A, Bylaw No. 1749, 2015

Corporate Administrator

Created by the
Regional District of
Bulkley-Nechako
August 10th, 2015
SCALE 1:100,000