



REGIONAL DISTRICT
OF BULKLEY & NECHAKO

AGENDA

MEETING NO. 9

May 24, 2018

P.O. BOX 820
BURNS LAKE, BC V0J 1E0
PHONE: (250) 692-3195 OR 1-800-320-3339
FAX: (250) 692-3305
www.rdbn.bc.ca

"A WORLD OF OPPORTUNITIES
WITHIN OUR REGION"

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VISION

“A World of Opportunities
Within Our Region”

MISSION

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

Strategic Priorities 2017-2019

Now

- Revenue Sharing (Northwest Resource Benefits Alliance (RBA))
- Waste Management Strategy – Board reading/reviewing
- Internet Connectivity
- Transportation – moving people between communities; First Nations relations; Community to Community Forum

Next

- Attraction/Retention – Residents, Businesses, Organisations, Communities

Board Advocacy

- Health Services (Regional Health Services Access – Local Access, Hospital construction)
- Wildfire Mitigation
- Nechako Watershed
- CN Emergency Meeting and Exercise
- Three Phase Power

AGENDA

Thursday, May 24, 2018



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – May 24, 2018</u>	Approve
	<u>MINUTES</u>	
	(All grey highlighted items may be received as a block)	
11-34	Board Meeting Minutes – April 19, 2018	Adopt
35-40	Special Board Meeting Minutes – May 3, 2018	Adopt
41-43	Agriculture Committee Meeting Minutes - April 19, 2018 (unapproved)	Receive
44-54	Committee of the Whole Meeting Minutes - May 3, 2018 (unapproved)	Receive
55-64	Committee of the Whole Meeting Minutes - April 5, 2018	Receive
65-70	Rural Directors Committee Meeting Minutes - May 3, 2017 (unapproved)	Receive
71-73	Rural Directors Committee Meeting Minutes - April 5, 2018	Receive
	<u>BUSINESS ARISING OUT OF THE MINUTES</u>	
	<u>DELEGATION</u>	
	<u>Mclver and Associates</u> Carey Mclver, Consultant RE: Draft RDBN Solid Waste Management Plan (SWMP)	
	<u>ADMINISTRATION REPORTS</u>	
74-86	John Illes, Chief Financial Officer – Directors’ Remuneration Bylaw for Review Bylaw 1717/1796	Direction

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
87-89	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - May 3, 2018	Recommendation (Page 89)
90-98	Cheryl Anderson, Manager of Administrative Services – Grant in Aid Policy	Recommendation (Page 90)
99-106	Cheryl Anderson, Manager of Administrative Services – Rail Safety Resolution	Recommendation (Page 99)
107	Nellie Davis, Proposal Writer –Nechako Valley Sporting Association Northern Development Application – Community Halls and Rec Facilities -Prince George RAC	Recommendation (Page 107)
108-114	John Illes, Chief Financial Officer – 2017 Audit Findings Report to the Board of Directors	Recommendation (Page 108)
115-116	John Illes, Chief Financial Officer – Lakes District Arts and Culture Service	Recommendation (Page 116)
117-118	John Illes, Chief Financial Officer – Natural Gas Invoice for Bulkley Valley Pool	Receive
<u>ENVIRONMENTAL SERVICES</u>		
119	Rory Mckenzie, Director of Environmental Services – Approve Draft of Solid Waste Management Plan for Public Consultation *(Draft SWMP – Under Separate Cover to Follow)	Recommendation (Page 119)
120-137	Elaine Wiebe, Environmental Services Assistant -Climate Action Revenue Incentive Program (CARIP) Public Report – Climate Actions Survey 2017	Receive
<u>ENVIRONMENTAL SERVICES CORRESPONDENCE</u>		
138	Nechako Waste Reduction Initiatives -RE: Tipping Fees	Receive
<u>DEVELOPMENT SERVICES</u>		
<u>ALR Application</u>		
139-184	ALR Application No. 1204 (Bryant) Exclusion from the ALR Electoral Area “A”	Recommendation (Page 143)

<u>PAGE NO</u>	<u>Memo</u>	<u>ACTION</u>
185-187	Jennifer MacIntyre, Planner 1 Coastal Gaslink Tchesinkut Lake Work Camp Open House Summary	Recommendation (Page 187)

Correspondence

188-205	Mount Milligan Centerra Gold Draft Amendment Application	Receive
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206-225	Mount Milligan Centerra Gold Project Description for Ground Water Supply to support the Application for an Amendment for an Environmental Assessment Certificate	Receive
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226-242	Coastal GasLink Pipeline Project – South of Houston Alternate Route (SHAR) Amendment Decision	Receive
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ELECTORAL AREA PLANNING

Bylaws for First & Second Reading

243-253	OCP Amendment & Rezoning File No. E-01-18 Bylaws No. 1834 & 1835 Antilla Ventures Ltd. Electoral Area "E"	Recommendation (Page 247)
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254-256	Regional District of Bulkey-Nechako Zoning Bylaw No. 700, 1993 Section 4.02 Permitted Uses in All Zones Rezoning Bylaw No. 1833	Recommendation (Page 255)
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EMERGENCY SERVICES

Memos

257-258	Rebecca Goertzen, Protective Services Assistant RE: Monthly 9-1-1 Call Report – March 2018	Receive
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OTHER

Building Inspector's Report

259	For March 2018	Receive
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Planning Department Enquiries Report

260 For April, 2018 Receive

VERBAL REPORTS**RECEIPT OF VERBAL REPORTS**

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE</u> (All grey highlighted items may be received as a block)	<u>ACTION</u>
261-268	Bulkley Valley Search and Rescue - Request for Letter of Support – Search and Rescue Hall	Direction
269	Trans Canada Yellowhead Highway Association -RDBN Resolution to TCYHA RE: Safety Infrastructure Funding	Direction
270	Community Energy Association – Kick off for Highway 97/16 EV Charging Network Collaboration Study – RE: RDBN Delegate on the Advisory Com0mittee	Direction
271-273	Northern Brain Injury Association – Request For Grant/Sponsorship – Road Safety Survey	Direction
274-278	RDBN – Public Notifications – Spring Freshet -Flood Watch Advisory – Nautley and Nechako River – Issued May 10, 2018 at 12:15 hrs -Flood Warning Advisory – Bulkley River-Issued May 10, 2018 at 12:15 hrs -Ebenezer Flats, Electoral Area “A” Evacuation Alert - Issued May 10, 2018 at 1900 hrs	Receive
279-280	CN – Infrastructure Improvements on its Rail Network within the RDBN	Receive
281-282	Ministry of Transportation and Infrastructure -RE: Transportation Issues	Receive
283	Burns Lake Public Library – RE: Board of Directors Liability Insurance	Receive
284	Village of Burns Lake – RE: Resource Benefits Alliance Allocation	Receive
285-288	Heather Wiebe, NxNW Caribou Team Lead Omineca Region – Douglas Fir Beetle – North of Francois Lake	Receive

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE (CONT'D)</u>	<u>ACTION</u>
289-292	Fort St. James Secondary School – Thank You Letter	Receive
293-295	Natural Resources Forum BC Society Established	Receive
296-301	BC Natural Resources Forum – Updates and Clarifications on the 2019 Forum	Receive
302-304	BC Treaty Commission Congratulates Parties On Initialing Lheidii T'enneh Treaty	Receive
305	LNG Canada – Committed to Starting Construction on Project in 2018	Receive
306-308	Ministry of Education – RE: Nominations are Now Open for the New Premier's Awards for Excellence in Education	Receive
309-310	Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Information Bulletin – Public Reminded to be Cautious with Fire	Receive
311-312	Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Information Bulletin – Warmer Weather Prompts Outdoor Burning Precautions	Receive
313	Northern Development Initiative Trust – Wistaria Hall Foundation – Community Halls and Recreation Facilities Program	Receive
314-318	Northern Development Initiative Trust - Digital Tourism Asset Development – Marketing Initiatives Program	Receive
319-320	Northern Society for Domestic Peace – Reporting Stats – Smithers RCMP Victim Assistance Program	Receive
321	Federation of Canadian Municipalities - RE: Highway 16 Electric Vehicle Charging Network Collaboration	Receive

PAGE NO. ADMINISTRATION CORRESPONDENCE (CONT'D) ACTION

322-332	Federation of Canadian Municipalities-Connect -FCM Invests New Funding In Cities and Communities across Canada -Support for Municipalities to Reach their 2050 Carbon Reduction Targets -Access Local Training to Help You Make Better Infrastructure Decisions	Receive
333-341	Federation of Canadian Municipalities-Voice -Cannabis Legalization is coming: We Can Help -Municipal Guide to Cannabis Legalization -Mayors Gather to Find Solutions to Mental Health Crisis	Receive
342-343	Northern Health – News Release - Tele-PICU Connects Northern Pediatric Patients with Specialist Care	Receive
344-356	Andy Shadrack – Letter to Passenger Transportation Board –Reconsideration Request: -Greyhound Canada Transportation ULC – Passenger Transportation Application 256-17	Receive
357-358	District of Kent (Agassiz) – RE: Cannabis Production Facilities on Agricultural Land Reserve Lands	Receive
359-391	Union of B.C. Municipalities	Receive
	<ul style="list-style-type: none"> • Oceans Protection Plan Consultation • Wood WORKS! Awards • Awards Recognize Land Use Best Practices • Employer Health Tax Impact on Local Government • Province Intends to Amend Traffic Fine Agreement • Expense Limits for 2018 Local Elections • Legislation for Cannabis Control & Licensing, Distribution • Campaign Finance Rules for Elector Organizations • Funding & Resource Update • Species at Risk Legislation • Provincial Housing Affordability Announcements • Additional Funding for Asset Management • Cannabis Legalization Guide Released • Local Government Awareness Week • Additional Provincial Resolution Responses • Community Poverty Reduction Grants 	

PAGE NO. ADMINISTRATION CORRESPONDENCE (CONT'D) ACTION

- Support for Tenants Facing Eviction
- Funding for National Housing Strategy
- 2018 Community Excellence Awards
- Rental Housing Task Force Announced
- Consultation on Recognition of Indigenous Rights
- Provincial Spill Response Webinar

INVITATIONS

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

- 392 Smithers Community Services Association Receive
-Hosting a Lunch in Honour of Mike Wyllie, 27
Years of Steering SCSA's Transit System
May 25, 2018 12 :00 – 2 :00 p.m.
- 393 The Salvation Army – Vanderhoof Grand Receive
Opening – May 31, 2018 beginning at 3:00 p.m.
- 394-395 Fraser Basin Council – North Central BC Clean Receive
Air Forum, June 4 & 5, 2018 – Prince George, B.C.

ACTION LISTS

- 396-406 Action Lists Receive
- February 2018
- March 2018

FINANCIAL

- 407-415 Operating Accounts Ratify
- Accounts Paid April, 2018

ADMINISTRATION BYLAWS

Bylaws for First, Second & Third Reading

- 416-417 No. 1822 – RDBN Electoral Area “D” (Fraser Lake 1st, 2nd, & 3rd
Rural) Emergency Extrication Service Area Reading
Establishment Repeal Bylaw

(All/Directors/Majority)

- 418-420 No. 1831 – Lakes District Arts and Culture 1st, 2nd, & 3rd
Service Establishment Bylaw Reading

(All/Directors/Majority)

Bylaw for First, Second, Third Reading & Adoption

421-437

No. 1832 – RDBN Procedure Bylaw

(All/Directors/Majority)

**1st, 2nd, & 3rd
Reading &
Adoption**

READING FILE

SUPPLEMENTARY AGENDA

NEW BUSINESS

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 7****Thursday, April 19, 2018**

PRESENT:	Chair	Bill Miller
	Directors	Taylor Bachrach Chris Beach Eileen Benedict Shane Brien Mark Fisher Tom Greenaway Dwayne Lindstrom Thomas Liversidge Rob Newell Mark Parker Jerry Petersen Gerry Thiessen
	Directors Absent	Rob MacDougall, District of Fort St. James Darcy Repen, Village of Telkwa
	Alternate Director	Brad Layton, Village of Telkwa – left at 2:08 p.m.
	Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Nellie Davis, Proposal Writer – arrived at 12:42 p.m., left at 12:56 p.m. Debbie Evans, Agriculture Coordinator John Illes, Chief Financial Officer Jason Llewellyn, Director of Planning Corrine Swenson, Manager of Regional Economic Development – left at 12:56 p.m. Deneve Vanderwolf, Regional Transit Coordinator – arrived at 11:16 a.m., left at 11:45 a.m., returned at 12:42 p.m., left at 12:47 p.m. Wendy Wainwright, Executive Assistant
	Other	Trudy Parsons, MDB Insight – via teleconference 10:50 a.m. to 11:21 a.m.

CALL TO ORDER

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

**AGENDA &
SUPPLEMENTARY AGENDA**Moved by Alternate Director Layton
Seconded by Director Greenaway**2018-7-1**

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of April 19, 2018 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**Recognition and Passing of
Tom Shelford, Alternate
Director, Electoral Area "E"**

Chair Miller spoke of the passing of Tom Shelford, Alternate Director, Electoral Area "E" (Francois/Ootsa Lake Rural) and his contributions and dedications to the community. Chair Miller noted that he will be sadly missed.

DELEGATION

MDB INSIGHT INC. Trudy Parsons, Executive Vice-President RE: Bulkley-Nechako Workforce Opportunities Strategic Plan 2018-2020 – Via Teleconference

Chair Miller welcomed Trudy Parsons, Executive Vice-President, MDB Insight Inc.

Corrine Swenson, Manager of Regional Economic Development provided an update in regard to the Bulkley-Nechako Workforce Opportunities Table (formerly: the Strategic Workforce Opportunities Team). She noted that the Bulkley-Nechako Workforce Opportunities Table (the "Table") has indicated that the Strategic Plan is important to the continuation of work and has requested the Regional Board's input in regard to the Plan.

What does the Strategic Plan Do?

- Provides a vision, mission, and values to guide the Table in all of its actions
- Identifies challenges and opportunities, and prioritizes responsive actions
- Offers a roadmap that articulates what needs to be done, when it needs to be done, and who needs to be involved

Bulkley-Nechako Workforce Opportunities Table Goals

- Advance recommendations set out in the Regional Skills Gap Analysis report
- Achieve an aligned skilled and resilient local work force
- Improve talent retention rates in the area
- Attract talent that is in high demand by employers

Table Structure

- Chair
- Sub-committees
 - Advocacy
 - Workforce and Skills Development
 - Promotions
 - Executive
- Representatives from
 - Education and training
 - College
 - School Boards
 - Government
 - Local
 - Regional
 - Provincial
 - Intermediary Organizations
 - Business/Industry
 - First Nations Representation

Guiding Principles

- Task Focused
- Respect
- Open Integrity
- Flexible
- Confidentiality
- Consensus based
- Cooperative

DELEGATION (CONT'D)

MDB INSIGHT INC. Trudy Parsons, Executive Vice-President RE: Bulkley-Nechako Workforce Opportunities Strategic Plan 2018-2020 – Via Teleconference

Priority Areas

Sustainability:

- Foster a strong and sustainable framework that supports ongoing activities, and inclusive and engaged members

Impact and Value:

- Evidence based approach to measuring activities, results based outcomes that demonstrate return on investment

Engagement:

- Inclusive and representative participation that promotes active engagement and respectful consideration of all input

12 Goals and 17 Actions

Priority: Sustainability	
Goal	Action
Maintain Support Structure	Utilize existing web space to distribute and make accessible resources created through the Administrative Services project. These resources will require updating and ongoing monitoring.
	Establish a dedicated coordination resource to maintain currency of inventory and data base information.
Ensure member commitment and contributions	Formalize Member Commitment to participation and contribution (financial and human resources) to the Bulkley-Nechako Workforce Opportunities Table.
Maintain Support Structure	Utilize existing web space to distribute and make accessible resources created through the Administrative Services project. These resources will require updating and ongoing monitoring.
	Establish a dedicated coordination resource to maintain currency of inventory and data base information.
Ensure member commitment and contributions	Formalize Member Commitment to participation and contribution (financial and human resources) to the Bulkley-Nechako Workforce Opportunities Table.
Measure and Monitor Outcomes and Impact	Develop and maintain a shared measurement system that enables partners to measure progress, outcomes, and impact and utilize evidence to support funding opportunities.
Maintain Current Regional Skills Profile	Update the Regional Labour Skills Gap to ensure relevancy, currency, and recognition of changes in the economy and labour market.
Promote Value Proposition	Craft a tailored and relevant value proposition that targets employers, local key stakeholder groups.
Facilitate knowledge access and exchange	Support workshop development and delivery to enhance business community strategies to strengthen talent attraction, retention, engagement and productivity.
	Engage with industries proactively to identify existing and emerging training needs.
	Identify and promote tools and resources to facilitate small business succession planning.
	Establish a dedicated coordination resource to maintain currency of inventory and data base information.

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DELEGATION (CONT'D)

MDB INSIGHT INC. Trudy Parsons, Executive Vice-President RE: Bulkley-Nechako Workforce Opportunities Strategic Plan 2018-2020 – Via Teleconference

Priority: Engagement	
Goal	Action
Foster Active Engagement and Increase Membership in the Bulkley-Nechako Workforce Opportunities Table	Raise the profile of the Bulkley-Nechako Workforce Opportunities Table to heighten awareness of its presence, purpose, and value.
	Invite participation of new stakeholder groups, especially industry representatives to strengthen the capacity, inclusivity, and credibility of the Bulkley-Nechako Workforce Opportunities Table.
Engage with First Nations and Indigenous Populations	Co-create workforce development initiatives with First Nations communities and organizations.
	Work with existing industry based First Nation liaisons to increase participation at the Bulkley-Nechako Workforce Opportunities Table and Bulkley-Nechako Workforce Opportunities Table led initiatives.
Maximize knowledge exchange and integrated planning	Promote direct linkages between Bulkley-Nechako Workforce Opportunities Table and local groups to maintain increased visibility, likelihood for partnerships and collaboration, and cross-purpose planning.
Celebrate!	Recognize the progress being influenced by the Bulkley-Nechako Workforce Opportunities Table work. This recognition will serve as a fuel to keep members motivated and engaged.
	Support relevant projects that partner groups and local organizations are initiating.
Facilitate evidence-based decision making through the provision of reliable, current and relevant information	Regularly distribute current and relevant information to Bulkley-Nechako Workforce Opportunities Table Members to support discussion, informed decisions and planning.
Promote school to work linkages	Encourage local businesses to participate in college and university internship and support programs throughout BC as a means of attracting and retaining educated talent to the area.

Priority: Impact and Value	
Goal	Action
Measure and Monitor Outcomes and Impact	Develop and maintain a shared measurement system that enables partners to measure progress, outcomes, and impact and utilize evidence to support funding opportunities.
Maintain Current Regional Skills Profile	Update the Regional Labour Skills Gap to ensure relevancy, currency, and recognition of changes in the economy and labour market.
Promote Value Proposition	Craft a tailored and relevant value proposition that targets employers, local key stakeholder groups.
Facilitate knowledge access and exchange	Support workshop development and delivery to enhance business community strategies to strengthen talent attraction, retention, engagement and productivity.
	Engage with industries proactively to identify existing and emerging training needs.
	Identify and promote tools and resources to facilitate small business succession planning.

DELEGATION (CONT'D)

MDB INSIGHT INC. Trudy Parsons, Executive Vice-President RE: Bulkley-Nechako Workforce Opportunities Strategic Plan 2018-2020 – Via Teleconference

Next Steps

- Complete deliverables related to administrative services contract with ministry
- Convene table through regular meetings to initiate steps to action the strategic plan
- Share resources and tools available
- Presentations planned in six communities to share with businesses the resources available and how to utilize the database
- Support companies' strategies in regard to talent and retention

Ms. Swenson mentioned that the Strategic Plan will be reviewed by the Table May 2nd. The Table Executive is investigating a Memorandum of Understanding and funding model that will be reviewed May 2nd. They are also reviewing the option of having the RDBN Economic Development Department complete some of the Strategic Plan actions. The Table has applied for grant funding to complete the Regional Skills Gap Analysis and review and update the analysis.

Chair Miller spoke of the Table being an important cross – section of regional representation to make connections at all levels in building communication in regard to the labour force impacting all areas of the region. Director Newell is a member of the Table and reiterated the importance of moving forward with the Bulkley-Nechako Work-Force Opportunities Team. Director Liversidge spoke of the need to connect industry with educational institutions to ensure that the workforce is trained for the positions that are needed. Director Newell noted that the Table has the representation required and is moving forward but time and funding are required.

MINUTES

**Board Meeting Minutes
-March 15, 2018**

Moved by Director Petersen
Seconded by Director Brienen

2018-7-2

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of March 15, 2018 be adopted."

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

**Special Board Meeting
Minutes -April 5, 2018**

Moved by Director Parker
Seconded by Director Beach

2018-7-3

"That the Regional District of Bulkley-Nechako Special Board Meeting Minutes of April 5, 2018 be adopted."

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

**Board Meeting Special
Minutes-March 8, 2018**

Moved by Director Beach
Seconded by Director Greenaway

2018-7-4

"That the Regional District of Bulkley-Nechako Special Board Meeting Minutes of March 8, 2018 be adopted."

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

MINUTES (CONT'D)

Committee Meeting Minutes

Moved by Director Newell
Seconded by Director Liversidge

2018-7-5

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

- Agriculture Committee Meeting Minutes
-March 8, 2018 (Unapproved);
- Agriculture Committee Meeting Minutes
-January 11, 2018;
- Committee of the Whole Meeting Minutes
-April 5, 2018 (Unapproved);
- Committee of the Whole Meeting Minutes
- March 8, 2018;
- Forestry Committee Meeting Minutes
-March 8, 2018 (Unapproved);
- Forestry Committee Meeting Minutes
-November 9, 2017
- Rural Directors Committee Meeting Minutes
- April 5, 2018 (Unapproved);
- Rural Directors Committee Meeting Minutes
- March 8, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF THE MINUTES

Discussion took place regarding simplifying the approval process for RDBN Committee Meeting Minutes. Staff will review the minute approval process.

ADMINISTRATION REPORTS

Review of Strategic Priorities

Moved by Director Thiessen
Seconded by Director Beach

2018-7-6

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Administrative Officer's April 9, 2018 memo titled "Review of Strategic Priorities."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Review of Strategic Priorities - #9. Nechako Watershed (Impacts of Rio Tinto Alcan)

Discussion took place regarding:

- o Participation in Rio Tinto's water engagement initiative
 - Be a voice at the table
 - Fair representation for residents
- o RDBN having meaningful impact on Rio Tinto's management of water resources in the region
- o Discrepancy of data in regard to the Nechako River and Nechako Reservoir
- o District of Vanderhoof meeting with the Water Controller later today

ADMINISTRATION REPORTS (CONT'D)

- Director Thiessen recently met with the Honourable Dominic LeBlanc, Minister of Fisheries, Oceans and the Canadian Coast Guard and Jonathan Wilkinson, Parliamentary Secretary, Minister of Environment and Climate Change in regard to the water levels of the Nechako River and Rio Tinto's impact
- Chair Miller spoke with Mike Robertson, Senior Policy Advisor, Cheslatta Carrier Nation – have similar concerns in regard to the ability to have meaningful impact on Rio Tinto's management of the Nechako Reservoir
- Rio Tinto managing the Nechako Reservoir and River to create power for Kemano and direct revenue to Rio Tinto in selling power back to the power grid
- The values that are impacted by Rio Tinto's management of the Nechako Reservoir/River created by the water release/not released
 - People
 - Properties
 - Land management
- Frustrations in regard to the lack of meaningful engagement when in communication with Rio Tinto representatives
- Need for a Water Management Plan for the Nechako Reservoir/River
- Nechako Watershed Roundtable Group
 - Initiative by the Fraser Basin Council and University of Northern B.C.
 - Separate from Rio Tinto's management of the Nechako Reservoir/River
- History of Rio Tinto management of the reservoir/river and the need for change
- RDBN response letter to Rio Tinto regarding their water engagement process

Review of Strategic Priorities – Housing Issues

- Discussed challenges regarding housing and rental options throughout the region
- Staff are aware of issues
 - Largely an issue of economics
 - Cost of construction is higher than the value of a dwelling in most locations
 - Smithers construction is approximately level with the value of a dwelling
- Challenging to identify a solution that doesn't require significant subsidizing
- Discussed:
 - mandate of the RDBN regarding housing
 - Integrating housing issues into areas of focus:
 - Land use
 - Agriculture, etc.
- Chair Miller spoke of attending a meeting in Burns Lake on April 18th specific to housing in the community – investigating and developing creative ideas to address the issues and build housing reserve
- Important to be aware of the issues and lobby in regard to the need for housing
- Senior housing and housing for young families is very challenging in most communities within the RDBN

ADMINISTRATION REPORTS (CONT'D)

Review of Strategic Priorities – #3 Internet Connectivity

- o Unable to secure a consultant to date
 - Staff are in discussions with NDI and Network BC
 - Staff will also have discussions with CityWest
- o Consultant needs to have knowledge of rural areas
- o Director Newell will be at the BC Broadband Conference May 1-2, 2018 in Richmond, B.C. and will provide RDBN contact information to consultants attending the forum
- o Invite CityWest to present to the RDBN Board of Directors and provide an update of their internet connectivity work in the region

Break for lunch at 12:11 p.m.

Reconvened at 12:42 p.m.

Committee Meeting
Recommendations
- April 5, 2018

Moved by Director Thiessen
Seconded by Director Benedict

2018-7-7

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

Committee of the Whole Meeting – April 5, 2018

Recommendation 1:

Re: Director Remuneration

"That the Regional District of Bulkley-Nechako Board of Directors direct the Chief Financial Officer to present a new draft remuneration bylaw for further discussion at the next Committee of the Whole Meeting."

Rural Directors Committee – April 5, 2018

Recommendation 2:

Re: Smithers Farmers Institute- Request for Grant in Aid – Electoral Area "A" (Smithers Rural)

"That the Smithers Farmers Institute be given \$1,080 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the "Smithers Farmers' Institute Northern Agricultural Gala 2018: Food for Thought and two complimentary tickets for one youth and one First Nation attendee."

Recommendation 3:

Re: Stuart Lake Outreach Group Society - Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural)

"That the Stuart Lake Outreach Group Society be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with its food bank and lunch program."

ADMINISTRATION REPORTS (CONT'D)

Rural Directors Committee – April 5, 2018 (CONT'D)

Recommendation 4:

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

“That the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for a Grade 12 Scholarship.”

Recommendation 5:

Re: Fort St. James Taekwondo - Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)

“That the Fort St. James Taekwondo be given \$1,000 grant in aid monies from electoral Area “C” (Fort St. James Rural) for costs associated with students competing at the ITF World Cup, Australia in September, 2018.”

Recommendation 6:

Re: Granisle T.V. Society - Request for Grant in Aid – Electoral Area “G” (Houston Rural)

“That the Granisle T.V. Society be given \$2,000 grant in aid monies from Electoral Area “G” (Houston Rural) for costs associated with maintenance.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Federal Gas Tax Funds
-Electoral Area “B” (Burns
Lake Rural) Lakes District
Food Bank Society

Moved by Director Beach
Seconded by Director Benedict

2018-7-8

1. “That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$17,770.68 of Electoral Area “B” Federal Gas Tax allocation monies to the Lakes District Food Bank Society for energy efficiency upgrades at the Lakes District Food Bank; and further,

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2. “That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$17,770.68 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Federal Gas Tax Funds Moved by Director Petersen
-Electoral Area "F" (Vanderhoof Rural) Recreation Fields, Phase 2 Seconded by Director Thiessen

2018-7-9

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$100,000 of Electoral Area "F" Federal Gas Tax allocation monies to the District of Vanderhoof for the Recreation Infrastructure improvement project at the Vanderhoof recreation field location; and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. "That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$100,000 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds Moved by Director Petersen
-Electoral Area "F" (Vanderhoof Rural) Skateboard Park Seconded by Director Thiessen

2018-7-10

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$100,000 of Electoral Area "F" Federal Gas Tax allocation monies to the District of Vanderhoof for the construction of a Skateboard Park in Vanderhoof and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. "That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$100,000 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

2018-2019 Annual Operating Agreement with BC Transit Moved by Director Beach
Seconded by Director Liversidge

2018-7-11

"That the Regional District of Bulkley-Nechako Board of Directors receive the Regional Transit Coordinator's April 4, 2018 memo titled "2018-2019 Annual Operating Agreement with BC Transit," and further, that the Regional District of Bulkley-Nechako Board of Directors approve entering into the Agreement with BC Transit."

(All/Directors/Majority) CARRIED UNANIMOUSLY

RDBN Nechako-Kitamaat Development Fund Society Application Moved by Director Fisher
Seconded by Director Petersen

2018-7-12

"That the Regional District of Bulkley-Nechako Board of Directors agree to enter into a contract with the Nechako-Kitamaat Development Fund, should the funding be approved for initiatives planned by the Bulkley-Nechako Workforce Opportunities Table (formerly SWOT)."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

BC Cattlemen's Association
90th Annual General Meeting
-May 31-June 2, 2018
-Smithers, B.C.

Moved by Director Benedict
Seconded by Director Lindstrom

2018-7-13

"That the Regional District of Bulkley-Nechako Board of Directors authorize attendance of Mark Parker, Chair, Agriculture Committee to the British Columbia Cattlemen's Association 90th Annual General Meeting in Smithers, B.C. from May 31-June 2, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Changes to the Chinook
Community Society

Moved by Director Benedict
Seconded by Alternate Director Layton

2018-7-14

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's April 9, 2018 memo titled "Changes to the Chinook Community Society," and further, "That the Regional District of Bulkley-Nechako Board of Directors approve the revised Constitution and bylaws for the Chinook Community Society", and further, "That the Regional District of Bulkley-Nechako Board of Directors direct staff to work with staff from the Village of Burns Lake to establish the society and to report back to the Board when the society has sufficient funding to provide community grants."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Budget Amendment for the Five
Year Financial Plan – 2017
Notes for Bylaw #1829 and
Bylaw Amendment #1795

Moved by Director Beach
Seconded by Director Brien

2018-7-15

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's April 3, 2018 memo titled "Budget Amendment for the Five Year Financial Plan – 2017;" and further, "That the Regional District of Bulkley-Nechako Board of Directors consider providing three readings and adoption to Bylaw No. 1829 later in the agenda."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The Regional News
– Spring/Summer 2018

Moved by Director Greenaway
Seconded by Director Parker

2018-7-16

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Spring/Summer 2018 edition of "The Regional News" as amended to include recognition of the individual funding partners for the Bulkley Nechako Regional Transit Service."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



ADMINISTRATION REPORTS (CONT'D)

Regional Economic Development Proposal Writer Quarterly Report Moved by Director Newell
Seconded by Alternate Director Layton

2018-7-17 "That the Regional District of Bulkley-Nechako Board of Directors receive the Proposal Writer's April 6, 2018 memo titled "Regional Economic Development Proposal Writer Quarterly Report."

(All/Directors/Majority) CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

Land Referral File No. 7409990 FLNRORD, Electoral Area "C" Moved by Director Greenaway
Seconded by Director Fisher

2018-7-18 "That the Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409990 be provided to the Province as the Regional District's comments on Crown Land application 7409990."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Land Referral File No. 7409985 Niho Land and Cattle Company Ltd. Electoral Area "D" Moved by Director Parker
Seconded by Director Lindstrom

2018-7-19 "That the Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409985 be provided to the Province as the Regional District's comments on Crown Land application 7409985."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Land Referral File No. 152662 Corporation of the Village of Telkwa - Electoral Area "A" Moved by Director Fisher
Seconded by Alternate Director Layton

2018-7-20 "That the Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 152662 be provided to the Province as the Regional District's comments on Crown Land application 152662."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Recreation Referral File REC258173, REC258167 and REC258164 Yekooche First Nation Electoral Area "C" Moved by Director Greenaway
Seconded by Director Liversidge

2018-7-21 "That the Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral REC258173, REC258167 and REC258164 be provided to the Province as the Regional District's comments on Crown Land application REC258173, REC258167 and REC258164."

(All/Directors/Majority) CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors) (CONT'D)

Mines Referral File
No. 1000065-2017
Gitennes Exploration Inc
Electoral Area "C"

Moved by Director Greenaway
Seconded by Director Liversidge

2018-7-22

"That the Regional District of Bulkley-Nechako Comment Sheet on Mines Referral 1000065-2017 be provided to the Province as the Regional District's comments on Crown Land application 1000065-2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MEMOS

ALR/ALC Revitalization
Consultation

Moved by Director Parker
Seconded by Director Petersen

2018-7-23

"That the Regional District of Bulkley-Nechako Board of Directors send the letter attached to the April 5, 2018 staff report to the Minister's Advisory Committee regarding ALR/ALC Revitalization."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING (All Directors)

Temporary Use Permit Application

Chair Miller called for comments from the gallery.

Temporary Use Permit B-01-18
Gerald and Justina Sensenig
Electoral Area "B"

Moved by Director Benedict
Seconded by Director Liversidge

2018-7-24

"That the Regional District of Bulkley-Nechako Board of Directors approve the issuance of Temporary Use Permit No. B-01-18."

(Participants/Directors/Majority)

CARRIED UNANIMOUSLY

EMERGENCY SERVICES

Memos

Governance for Road Rescue
Service

Moved by Director Fisher
Seconded by Director Beach

2018-7-25

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to send the letter attached to the staff report dated April 3, 2018 regarding governance for the provision of road rescue within the Province to Firewise Consulting."

EMERGENCY SERVICES (CONT'D)

Moved by Director Beach
Seconded by Director Bachrach

2018-7-26

"That Motion 2018-7-25 be amended to include: the Regional District of Bulkley-Nechako Board of Directors direct staff to request a meeting with the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General to discuss Governance of the Provision of Road Rescue with the Province of BC."

(All/Directors/Majority) CARRIED UNANIMOUSLY

"That the question be called on Motion 2018-7-25 as amended."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Emergency Services Reports
and Planning Enquires Report

Moved by Director Bachrach
Seconded by Alternate Director Layton

2018-7-27

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

- Monthly 9-1-1 Call Report – February 2018
- Monthly 9-1-1 Call Report – March 2018
- March 1, 2018 Snow Survey and Water Supply Basin
- Planning Department Enquiries Report-For March, 2018."

(All/Directors/Majority) CARRIED UNANIMOUSLY

VERBAL REPORTS

Mayor of Telkwa

Alternate Director Layton spoke of Mayor Repen's absence due to unforeseen circumstances.

Director Newell visited
Houston Schools

Director Newell mentioned that he had an opportunity to visit the schools in Houston last week and discuss the function of the Regional District of Bulkley-Nechako. He also spoke to them in regard to attending the Safety Course being provided during the Minerals North Conference in Houston April 25-27, 2018 and has 11 students planning to attend.

Meeting with Northern Health
Physician Recruitment

Director Newell met with Northern Health in regard to Physician recruitment on April 16, 2018 in Terrace. In the past year, 16 physicians are no longer practicing in the area. He has requested a summary of exit interviews.

He also participated in the Northern Health Telehealth meeting on April 17, 2018. He voiced concerns regarding provincial statistics being utilized by Northern Health to develop "Better at Home" programs and home care availability rather than regional statistics.

Town of Smithers – Bylaw
Changes re: Sidewalks

Director Bachrach commented that the Town of Smithers has been moving forward in addressing the challenges associated with sidewalk development and has made changes to its bylaw to provide a cash in lieu option for offsite works at the discretion of the developer.

VERBAL REPORTS (CONT'D)

Smithers Airport Expansion Project

Director Bachrach noted that the airport expansion project is moving forward in the construction phase.

Movie being Filmed in Smithers Area

Director Bachrach mentioned that a film is being shot in the mountains between Smithers and Houston titled "Wings Over Everest". He spoke of the economic benefit movie production brings to the area.

Trans Canada Yellowhead Highway Association AGM -April 6, 2018

Director Petersen, along with Director Repen and Alternate Director Atrill participated in the Trans Canada Yellowhead Highway Association AGM via teleconference on April 6, 2018. He spoke of the RDBN initiating the teleconference option and that there were three other participants from northwest BC on the call also. The resolution submitted by the RDBN regarding Safety Infrastructure Funding was passed with a minor amendment for clarification.

Director Petersen mentioned that the Trans Canada Yellowhead Highway Association includes the Provinces of British Columbia, Alberta, Saskatchewan and Manitoba, in which the Yellowhead Highway crosses. The Transportation Ministers for the Provinces spoke in regard to the following initiatives at the AGM:

- BC - studying the use of roundabouts
- Alberta - continued commitment to building a freeway the length of Highway 16 within its Province
- Saskatchewan - working to twin Highway 16
- Manitoba - commented to additional passing lanes and improving infrastructure.

Director Petersen noted that it was a good conference and participation in the Trans Canada Yellowhead Highway Association is advantageous to the region.

Minerals North – Houston April 25-27, 2018

Director Brienen commented that preparations for Minerals North April 25-27, 2018 are being completed. There are currently 80 Trade Show booths and 240 registrants for the conference.

Smithers Farmers Institute AGM

Director Fisher attended the Smithers Farmers Institute Annual General Meeting. Joe Wong of Woodmere Nursery in Telkwa provided a presentation in regard to the marijuana operation project that is being constructed.

Smithers Recycling at the Smithers/Telkwa Transfer Station

Director Fisher spoke of the implementation of recycling at the Smithers/Telkwa Transfer Station and staff's great work moving the initiative forward. Director Fisher mentioned that he posted a picture of the opening of recycling at the transfer station on Facebook and received approximately 9,500 people interacting with the post. He noted that it was a good method of communication.

Spruce Beetle Meeting -April 12, 2018 in Prince George, B.C.

Director Thiessen attended a meeting in Prince George on April 12th in regard to the Spruce Beetle. He noted concerns in regard to the potential impacts of the Spruce Beetle to the region and will speak further with Chair Miller at a later date.

VERBAL REPORTS (CONT'D)

Meeting with Federal Minister of Fisheries, Oceans and the Canadian Coast Guard and Parliamentary Secretary, Minister of Environment and Climate Change

Director Thiessen met with the Honourable Dominic LeBlanc, Minister of Fisheries, Oceans and the Canadian Coast Guard and Jonathan Wilkinson, Parliamentary Secretary, Minister of Environment and Climate Change last week while in Ottawa, ON. He spoke to them in regard to the Provincial Caribou Recovery Project.

Recycling at the Vanderhoof Transfer Station

Director Thiessen mentioned that recycling at the Vanderhoof Transfer Station is moving forward and is a very exciting initiative.

Northern Development Initiative Trust Board Meeting April 18, 2018

Director Thiessen commented that he was elected Chair of Northern Development Initiative Trust at its meeting yesterday, April 18, 2018.

Fort Fraser Water Replacement Project

Director Parker mentioned that Tenders for the Fort Fraser Water Replacement Project are being reviewed and the contract will be awarded May 3, 2018.

Indian Horse Debuted in Burns Lake April 3, 2018

Director Beach noted that the movie Indian Horse debuted in Burns Lake on April 3, 2018. The film, based on the Richard Waamese novel, featured local resident and actor Braeden Crouse.

BC Cattlemen's Association AGM – Smithers, BC

Director Beach, along with Village of Burns Lake Councillor Rensby, will be attending the BC Cattlemen's Association AGM in Smithers, B.C. May 31 to June 2, 2018.

2018 BC Community Forest Association Conference and AGM

Director Beach announced that the 2018 BC Community Forest Association Conference and AGM will be held in Burns Lake, May 24-26, 2018. The Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development is planning to speak at the conference and AGM.

Village of Burns Lake Volunteer Fire Fighter Brian Brinkhurst Wins Award

Director Beach reported that Village of Burns Lake Volunteer Fire Fighter, Captain Brian Brinkhurst won the 2018 Provincial Road Rescue Volunteer of the year award.

RCMP Musical Ride Coming To Burns Lake July, 2018

Director Benedict mentioned that tickets are available for the RCMP Musical Ride coming to Burns Lake July 24, 2018.

Village of Granisle Water Filtration System

Director Liversidge stated that calls for Tender have been released for the Village of Granisle Water Filtration project. It will close in three weeks time. He mentioned the challenges and capacity for local companies/contractors to bid on the project.

Granisle Hotel

Director Liversidge reported that under the winter snow load the roof of the hotel in Granisle collapsed. The owner has indicated that he will visit the hotel once the snow has melted to assess the damages.

VERBAL REPORTS (CONT'D)

Chair Miller – Update

Chair Miller noted that the Village of Burns Lake conducted a zoning process to address marijuana production. The location is a satellite industrial location governed by the Village of Burns Lake within Electoral Area "B" (Burns Lake Rural). He spoke of Area "B" residents' concerns regarding the zoning changes impacting rural residents. Chair Miller mentioned that the Village of Burns Lake hosted public meetings to provide information. Along with RDBN staff, Chair Miller met with Area "B" residents and the proponents of the proposed marijuana operations to discuss concerns. The meeting went well and assisted in mitigating concerns.

Arts and Culture Service

Chair Miller, Director Benedict and the Village of Burns Lake are in discussions to develop an Arts and Culture service that includes Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) and the Village of Burns Lake

COFI (BC Council of Forest Industries) Convention – April 4-6, 2018

Chair Miller attended the 2018 COFI Convention April 4-6, 2018 in Prince George. The event had good information and workshops. Chair Miller noted that one of the presenters spoke of the opioid crisis in the United States and executives from a number of the large companies mentioned that the crisis has had significant impact to the workforce.

RBA (Northwest BC Resource Benefits Alliance)

There is an RBA Political Strategy Committee and Consultants in person meeting scheduled for April 25, 2018 in Houston. The agenda includes developing a strategy for the RBA Negotiating Team. Chair Miller mentioned that the RBA was successful in receiving \$300,000 from the Province to assist in moving forward the negotiation process.

Stakeholders Meeting with FLNRORD – Burns Lake

Chair Miller attended a stakeholders meeting with Ministry of Forests, Lands, Natural Resource Operations and Rural Development in Burns Lake to discuss wildfire and the need for community engagement opportunities. There will be a meeting held May 4, 2018 at the FLNRORD VanJam District Office as well.

Receipt of Verbal Reports

Moved by Director Beach
Seconded by Director Parker

2018-7-28

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Provincial Caribou Recovery Program

Moved by Director Beach
Seconded by Alternate Director Layton

2018-7-29

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

Administration Correspondence

-Heather Wiebe, NxNW Caribou Project Lead, FLNRORD RE: Provincial Caribou Recovery Program Discussion Paper

Supplementary Agenda

-Chief Administrative Officer's April 17, 2018 memo titled "Caribou Recovery Program."

2. That the Regional District of Bulkley-Nechako Board of Directors approve issuance of the attached letter to the Ministry of Environment Canada."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Thiessen spoke of concerns and potential impacts to the region regarding the potential for a Federal Species at Risk designation in regard to Caribou Habitat. He brought forward concerns regarding wildlife groups bringing forward to the Federal Minister of Environment and Climate Change concerns regarding adequate care of wildlife species and requesting a species at risk designation. He spoke of the process and legislation in which the Minister of Environment and Climate Change extends absolute implementation of regulations. Director Thiessen mentioned the importance of having local involvement in any decision making process. Discussion has taken place with Eamon O'Donoghue, Regional Executive Director, and Minister Doug Donaldson, Ministry of Forests, Lands, Natural Resource Operations and Rural Development and a Provincial Task Force has been formed to address concerns and issues in regard to Caribou Recovery Programs. Chair Miller has had conversations with First Nations in regard to the Caribou population and habitat. Mr. O'Donoghue is scheduled to attend the May 3, 2018 RDBN Committee of the Whole meeting and Heather Wiebe, NxNW Caribou Project Lead, FLNRORD has also indicated she would be available for the meeting as well.

Director Bachrach spoke of the need for accurate data and information from the technical specialists in regard to caribou and having specialists present to the RDBN Board of Directors. He spoke of issues of balancing socioeconomics and the caribou herds. Discussion took place regarding the information available and the potential impacts of climate change, natural disasters, predation, etc.

Discussion took place in regard to the involvement of Nathan Cullen, MP Skeena-Bulkley Valley and Todd Doherty, MP Cariboo-Prince George.

ADMINISTRATION CORRESPONDENCE (CONT'D)

Union of B.C. Municipalities
-UBCM Membership

Moved by Director Thiessen
Seconded by Director Greenaway

2018-7-30

"That the Regional District of Bulkley-Nechako Board of Directors authorize staff to renew the RDBN UBCM Membership for 2018."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Tyee Trails – Request for
Letter of Support RE: Grant
Proposal to the Wetzin'Kwa
Forest Corporation

Moved by Director Fisher
Seconded by Director Bachrach

2018-7-31

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to Tyee Trails for its grant application to the Wetzin'Kwa Forest Corporation acknowledging the importance of recreation in the area."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Voices for Good Air– Request
For Letter of Support
RE: EcoAction Community Fund

Moved by Director Fisher
Seconded by Director Brien

2018-7-32

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to Voices for Good Air for its application to the EcoAction Community Fund."

(All/Directors/Majority) CARRIED UNANIMOUSLY

District of Fort St. James
-Chamber Membership
2018/2019

Moved by Director Benedict
Seconded by Director Greenaway

2018-7-33

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the District of Fort St. James in regard to Chamber Membership 2018/2019."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Administration
Correspondence

Moved by Director Beach
Seconded by Director Brien

2018-7-34

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

- Union of B.C. Municipalities – 2018 Emergency Operations Centres & Training – Approval and Terms & Conditions
- Union of B.C. Municipalities – 2017 Resolutions
- Minister of Mental Health & Addictions- Follow Up to 2017 UBCM Convention
- British Columbia News – Government Funds Northwest B.C. Resource Benefits Alliance
- ABC Communications – Project Status Update - Connecting B.C. and Digital Canada 150 Projects

ADMINISTRATION CORRESPONDENCE (CONT'D)

- Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Response to Letter re: Sufficient Time to Respond to Requests
- Northern Development Initiative Trust – 2018 Economic Development Capacity Building
- Northern Development Initiative Trust- Stelat'en Community Hall Upgrade
- Northern Development Initiative Trust- 2018 Tourism Content Creation Marketing Initiative Program
- Northern Development Initiative Trust-Digital Tourism Asset Development Marketing Initiative Program
- Trans Canada Yellowhead Highway Association -Update from Director Repen RE: RDBN Resolution to the TCYHA – Safety Infrastructure Funding
- Vanderhoof Clippers Speed Skating Club- Donation to BC Winter Games Zone 7 Speed Skating Team
- Kitimat Chamber of Commerce and Visitor Centre – Thank You
- Ministry of Municipal Affairs and Housing- Interest Rate on Taxes in Arrears or Delinquent and Interest on Refunds of Tax Overpayments
- Municipal Insurance Association of B.C.- Claim Status Report
- Union of B.C. Municipalities – Update on the Working Group on Responsible Conduct
- City of Courtenay – 2018 Resolution – Asset Management
- Village of Harrison Hot Springs – Cannabis Sales Revenue Sharing
- Village of Harrison Hot Springs – New Municipal Tax Classes – Submission for LMLGA
- Andy Shadrack – Letter to Passenger Transportation Board – 256-17 Decision of February 20th, 2018: Greyhound Canada Transportation ULC – Passenger Transportation Licence 70414
- Town of Ladysmith – Cannabis Sales Revenue Sharing
- City of Maple Ridge – Employer Health Tax
- District of Peachland – Cannabis Sales Revenue Sharing
- Township of Spallumcheen – Human Trafficking Task Force
- Township of Spallumcheen – 2018 Resolution- Asset Management
- Federation of Canadian Municipalities – Voice March 29: Annual Conference News/MCIP Update/New First Nations- Municipal Partnerships
- Federation of Canadian Municipalities – Apply to the Low Carbon Economy Challenge
- Northern BC Tourism – Special Announcement on Indigenous Tourism
- Northern Health – News Release – Building on Primary and Community Care Space in Fort St. James
- Northern Health: Spring Dust Season and Air Quality Consideration Municipal Dust Letter

ADMINISTRATION CORRESPONDENCE (CONT'D)

Union of B.C. Municipalities

- UBCM Executive Meeting Highlights
- Funding & Resources Update
 - March 7, 2018
 - April 4, 2018
- Spill Management Intentions Paper
- eTicketing Pilot Project Underway
- National Abandoned Boats Inventory
- Strategic Priorities Fund Approvals
- Digging into Impacts of MSP Payroll Tax
- ALR and ALC Input Encouraged
- Campaign Financing Guides for Electoral Organizations
- New Auxiliary Program Tiers Finalized
- Environmental Assessment Revitalization
- Provincial Responses to UBCM Resolutions
- Resolutions Requesting UBCM Action
- RCMP Contract Committee Seeks Input
- Regional Hospital District Cost Sharing Review
- Consultation: Cyanobacterial Toxins in Water
- B.C. Community Road Safety Toolkit
- Physical Activity Survey
- Community Energy Management Course
- UBCM Principles for Cannabis Taxation
- Speculation Tax Update
- Submission on ALR/ALC Revitalization
- National Housing Strategy Consultation
- UBCM Submission to Ferries Review
- Federal Gas Tax Fund In British Columbia
 - 2018 Outcomes Report
- Protections for Manufactured Home Owners
- Infrastructure Costing Pilot Project

(All/Directors/Majority) CARRIED UNANIMOUSLY

INVITATIONS

BC Assessment – 2018
UBCM Convention- BC
Assessment Meeting Invitation

Moved by Director Bachrach
Seconded by Director Brien

2018-7-35

“That the Regional District of Bulkley-Nechako Board of Directors receive the invitation from BC Assessment – 2018 UBCM Convention – BC Assessment Meeting.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Northwest Food Security
Forum Invitation – Smithers,
B.C. – May 17-18, 2018

Moved by Director Newell
Seconded by Director Benedict

2018-7-36

“That the Regional District of Bulkley-Nechako Board of Directors authorize Director Fisher’s attendance at the Northwest Food Security Forum in Smithers, BC on May 17 & 18, 2018.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

INVITATIONS (CONT'D)

Invitations

Moved by Director Bachrach
Seconded by Director Brien

2018-7-37

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

- BC Broadband Association – 14th Annual BC Broadband Conference – May 1-2, 2018- Richmond, B.C.
- British Columbia Utilities Commission – An Inquiry into the Regulation of Electric Vehicle Charging Service – Information on April 16, 2018 Community Input Sessions – Video Conference
- Canadian Bioeconomy Conference & Exhibition Receive
 - Pre-Conference Workshop on Sustainability and Local Community Energy Solutions
- Cannabis Legalization – A Workshop for Local Governments – April 26, 2018 – Langley, B.C.
- Geometallurgy Short Course at Resources for Future Generations (RFG) 2018 – Vancouver -June 16-17, 2018
- 5th Annual Resource Breakfast Series-September 11-13, 2018, Whistler, BC
- UNBC Cumulative Impacts Research Consortium - Community Workshop – April 26, 2018- Vanderhoof, B.C."

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

FINANCIAL

Operating Accounts
-March, 2018

Moved by Director Benedict
Seconded by Director Beach

2018-7-38

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid March, 2018."

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

ADMINISTRATION BYLAW

Bylaw for First, Second, Third Reading & Adoption

No. 1829 – RDBN Financial
Plan Amendment

Moved by Director Beach
Seconded by Director Brien

2018-7-39

"That "Regional District of Bulkley-Nechako Financial Plan Amendment Bylaw No. 1829, 2018" be given first, second, third reading and adoption this 19th day of April, 2018."

(All/Directors/Two-thirds) **CARRIED UNANIMOUSLY**

READING FILE

Reading File

Moved by Director Newell
Seconded by Director Beach

2018-7-40

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

CORRESPONDENCE:

- Association for Mineral Exploration – Newsletter March 2018
- BC Community Forest Association: March 2018 Newsletter
- BC Rural Centre – April 2018 e-Newsletter
- BC Rural Centre – March 2018 e-Newsletter
- Brad Miller – The Smart Cities Challenge
- Canada Wood Group – Global Markets Newsletter – April 2018
- Canada Wood Group – Global Markets Newsletter – March 2018
- CANFO Corporation: Announce AGM and First Quarter Results.
- City of Prince George Economic Development – Economic Update – February 2018
- Clean Energy Review
 - April 9, 2018 – Why Canada should follow California
 - March 26, 2018 – Canada Gets Electric Ferries
 - March 19, 2018 – Top 5 Energy Disruptors
 - March 12, 2018 – Why Auto Suppliers Like EVs
- e-Communique – Quarterly Newsletter – Winter 2018
- Federation of Canadian Municipalities – Request for Proposals: 2020 and 2021 Board of Directors Meetings
- Federation of Canadian Municipalities – Nomination to FCM's Board of Directors
- Federation of Canadian Municipalities – The Voice –
 - April 9, 2018 – Municipal Role in Cannabis Legalization / AC 2018: Early Bird Registration / CEDI Celebrates Historic Agreement
 - March 16, 2018 – Road Safety Task Force / Nominate Canada's Top Municipal Innovations / FIN Webinar
 - March 9, 2018 – FCM Board Meets in Laval / International Day for the Elimination of Racial Discrimination
- Federation of Canadian Municipalities – Connect Update –
 - April 3, 2018 – Apply for Staff Grants / Join the GMF Council / Watch our Climate Change Webinar
 - March 27, 2018 – Read our Brownfield Guidebooks / Discover Wastewater Best Practices
 - March 20, 2017 – Climate Adaptation Partners Announced / New Asset Management Guide / Join Digital Inclusion Webinar
 - March 16, 2018 – Discover Local Asset Management Training Near You
 - March 13, 2018 – Apply to Be Named One of FCM's Top Municipal Innovators
- Northern Health – Healthier Northern Communities ebrief April 2018
- Privacy, Access, Governance and Data Protection Issues, Opportunities and Events – Newsworthy Nuggets about Privacy, access & Data Protection
- Resource Works – March 29, 2018 - Newsletter – Big Step Closer to LNG in BC

READING FILE (CONT'D)

- Resource Works – Newsletter – March 15, 2018 – Vancouver Rally a Game-changer
- Resource Works – Getting Beyond conflict on Resources
- Rio Tinto Alcan - Nechako Reservoir Flow Facts:
 - April 1st to April 6, 2018
 - March 24th to March 30, 2018
 - March 17th to March 23rd, 2018
 - March 10th to March 16, 2018
 - March 3rd to March 9th, 2018
- Rio Tinto Alcan – March 20, 2018 – Spillway Discharge Update
- Smithers Exploration Group – Join SEG for April 20th Rocks and Rambling."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

REPORTS

Houston Christian School
Society - Request for Grant
in Aid – Electoral Area "G"
(Houston Rural)

Moved by Director Newell
Seconded by Director Liversidge

2018-7-41

"That the Houston Christian School be given \$441 grant in aid monies from Electoral Area "G" (Houston Rural) to cover registration fees for 7 students to attend the AME BC Health and Safety Workshop offered at the Minerals North Conference."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

INVITATION

Northern Health
– Northern Healthy
Communities Forum
– May 7, 2018 – Fort
Nelson, B.C.

Moved by Director Benedict
Seconded by Director Petersen

2018-7-42

"That the Regional District of Bulkley-Nechako Board of Directors receive the invitation from Northern Health re: Northern Healthy Communities Forum – May 7, 2018 in Fort Nelson, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Greenaway
Seconded by Director Benedict

2018-7-43

"That the meeting be adjourned at 2:21 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKOSPECIAL MEETING NO. 8Thursday, May 3, 2018

PRESENT:	Chair	Bill Miller
	Directors	Taylor Bachrach Chris Beach Eileen Benedict Shane Brienen Mark Fisher Tom Greenaway Dwayne Lindstrom Rob MacDougall Mark Parker Jerry Petersen
	Directors Absent	Thomas Liversidge, Village of Granisle Rob Newell, Electoral Area "G" (Houston Rural) Darcy Repen, Village of Telkwa Gerry Thiessen, District of Vanderhoof
	Alternate Directors	Brad Layton, Village of Telkwa Linda McGuire, Village of Granisle
	Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Janette Derksen, Deputy Director of Environmental Services – arrived at 9:58 a.m., left at 10:02 a.m. John Illes, Chief Financial Officer Jason Llewellyn, Director of Planning Rory McKenzie, Director of Environmental Services – arrived at 9:58 a.m., left at 10:02 a.m. Laura O'Meara, Senior Financial Assistant – left at 9:59 a.m. Roberta Hill, ABT Student, College of New Caledonia- Burns Lake Corrine Swenson, Manager of Regional Economic Development Wendy Wainwright, Executive Assistant
	Others	Kristin Giannotti, Manager, Assurance, Pricewaterhousecoopers LLP – left at 9:59 a.m. Brian Hearnden, Performance Management Analyst, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 10:25 a.m. Kasia Kistowska, Ecosystems Biologist, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 10:25 a.m. Sean Mitchell, Land and Resource Coordinator, Regional Initiatives, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 10:25 a.m. Eamon O'Donoghue, Regional Executive Director, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 10:25 a.m. Taylor Turkington, Senior Associate Assurance, Pricewaterhousecoopers, LLP – left at 9:59 a.m. Len Vanderstar, Ecosystems Biologist, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 10:31 a.m.

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

CALL TO ORDER

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

MOTION TO HOLD SPECIAL BOARD MEETING

Moved by Director Beach
Seconded by Alternate Director McGuire

2018-8-1

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

AGENDA & SUPPLEMENTARY AGENDA

Moved by Director Benedict
Seconded by Alternate Director Layton

2018-8-2

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

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

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

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

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

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

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

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

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

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

REPORTS

**Approval of the 2017 Audited
Financial Statements**

Moved by Director MacDougall
Seconded by Director Beach

2018-8-3

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

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

Moved by Director Benedict
Seconded by Director Beach

2018-8-4

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

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

Moved by Director Parker
Seconded by Director Lindstrom

2018-8-5

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Highway 16 Trail Society

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

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

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

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

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

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

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

REPORTS (CONT'D)

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

Moved by Director Fisher
 Seconded by Director Bachrach

2018-8-6

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

Opposed: Director Benedict CARRIED

(All/Directors/Majority)

Highway 16 Trail Society

Moved by Director Bachrach
 Seconded by Director Fisher

2018-8-7

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

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

Opposed: Director Benedict CARRIED

(All/Directors/Majority)

BYLAW

Bylaw for First, Second, Third Reading & Adoption

No. 1830 – RDBN Financial
 Plan Amendment

Moved by Director MacDougall
 Seconded by Director Beach

2018-8-8

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

REPORT

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

Moved by Director Fisher
Seconded by Director Bachrach

2018-8-9

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

CORRESPONDENCE

Business View Magazine
– "Moving BC Forward"
– Developing Infrastructure and
Communities

Moved by Alternate Director McGuire
Seconded by Director Greenaway

2018-8-10

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

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

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

Moved by Alternate Director Layton
Seconded by Director Fisher

2018-8-10

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director MacDougall
Seconded by Alternate Director McGuire

2018-8-11

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**AGRICULTURE COMMITTEE MEETING**
(Committee Of The Whole)**Thursday, April 19, 2018**

PRESENT: Chair Mark Parker

Directors Taylor Bachrach
Chris Beach
Eileen Benedict
Shane Brienen
Mark Fisher
Tom Greenaway
Dwayne Lindstrom
Thomas Liversidge
Bill Miller
Rob Newell
Jerry Petersen
Gerry Thiessen

Directors Absent Rob MacDougall, District of Fort St. James
Darcy Repen, Village of Telkwa

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
John Illes, Chief Financial Officer
Debbie Evans, Agriculture Coordinator
Jason Llewellyn, Director of Planning
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Parker called the meeting to order at 2:25 p.m.

AGENDAMoved by Director Lindstrom
Seconded by Director Beach**AG.2018-3-1**

"That the Agriculture Committee Agenda of April 19, 2018 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Agriculture Committee**
Meeting Minutes
-March 8, 2018Moved by Director Beach
Seconded by Director Greenaway**AG.2018-3-2**

"That the Minutes of the Agriculture Committee Meeting of March 8, 2018 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

RDBN Agriculture Coordinator Work Report

Moved by Director Brien
Seconded by Director Beach

AG.2018-3-3

"That the Agriculture Committee receive the Agriculture Coordinator's April 9, 2018 memo titled "RDBN Agriculture Coordinator Work Report."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Fisher asked if there would be a presentation in regard to Work Report Item 10. Updating the RDBN Agriculture Plan 2012. Debbie Evans, Agriculture Coordinator noted that the work on updating the plan will take place in late Fall of 2018/Winter 2019. Staff intend to utilize Community Forums and questionnaires at farmer markets to receive feedback and move forward with starting the process of updating the plan.

Director Miller raised concerns in regard to the increase in insurance costs to farmlands and commercial rural properties from the impacts of the wildfires in the summer of 2017. Ms. Evans noted that the BC Cattlemen's Association is in discussion with insurance agencies in regard to the issue.

Climate Change Regional Adaptation Program

Moved by Director Brien
Seconded by Director Liversidge

AG.2018-3-4

"That the Agriculture Committee receive the Agriculture Coordinator's April 9, 2018 memo titled "Climate Change Regional Adaptation Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Minutes from the RDBN Beef Workshop

Moved by Director Miller
Seconded by Director Beach

AG.2018-3-5

"That the Agriculture Committee receive the Agriculture Coordinator's April 9, 2018 memo titled "Minutes from the RDBN Beef Workshop."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

A Growing Concern – How to Keep Farmland in the Hands of Canadian Farmers – Report of the Standing Senate Committee on Agriculture and Forestry

Moved by Director Beach
Seconded by Director Miller

AG.2018-3-6

"That the Agriculture Committee receive the correspondence titled "A Growing Concern – How to Keep Farmland in the Hands of Canadian Farmers – Report of the Standing Senate Committee on Agriculture and Forestry."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE (CONT'D)

**Groundbreakers – Youth on
Farms Work Program**

Moved by Director Fisher
Seconded by Director Liversidge

AG.2018-3-7

"That the Agriculture Committee receive the correspondence titled "Groundbreakers – Youth on Farms Work Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

INVITATION

Northern Agriculture Gala

Moved by Director Petersen
Seconded by Director Fisher

AG.2018-3-8

"That the Agriculture Committee receive the invitation titled "Northern Agriculture Gala – April 28, 2018 – Smithers, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**SPECIAL IN-CAMERA
MEETING MOTION**

Moved by Director Beach
Seconded by Director Liversidge

AG.2018-3-9

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Brien
Seconded by Director Thiessen

AG.2018-3-10

"That the meeting be adjourned at 2:36 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, May 3, 2018**

PRESENT:	Chair	Bill Miller
	Directors	Taylor Bachrach Chris Beach Eileen Benedict Shane Brienen Mark Fisher Tom Greenaway Dwayne Lindstrom Rob MacDougall Mark Parker Jerry Petersen
	Directors Absent	Thomas Liversdige, Village of Granisle Rob Newell, Electoral Area "G" (Houston Rural) Darcy Repen, Village of Telkwa Gerry Thiessen, District of Vanderhoof
	Alternate Directors	Brad Layton, Village of Telkwa Linda McGuire, Village of Granisle
	Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Nellie Davis, Proposal Writer – arrived at 12:50 p.m., left at 1:30 p.m. John Illes, Chief Financial Officer Jason Llewellyn, Director of Planning – arrived at 11:55 a.m., left at 12:01 p.m., returned at 1:33 p.m., left at 1:45 p.m. Kristi Rensby, Finance/Administration Coordinator – arrived at 1:04 p.m., left at 1:53 p.m. Wendy Wainwright, Executive Assistant
	Others	Brian Hearnden, Performance Management Analyst, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 12:07 p.m. Kasia Kistowska, Ecosystems Biologist, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 12:07 p.m. Sean Mitchell, Land and Resource Coordinator, Regional Initiatives, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 12:07 p.m. Eamon O'Donoghue, Regional Executive Director, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 12:07 p.m. Len Vanderstar, Ecosystems Biologist, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 12:07 p.m. Heather Wiebe, Caribou Project Lead, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 12:07 p.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:51 a.m.

**AGENDA &
SUPPLEMENTARY**

Moved by Alternate Director Layton
Seconded by Director Petersen

C.W.2018-4-1

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of May 3, 2018 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes –April 5, 2018

Moved by Director Parker
Seconded by Alternate Director Layton

C.W.2018-4-2

"That the Committee of the Whole meeting minutes of April 5, 2018 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Eamon O'Donoghue, Regional Executive Director and Heather Wiebe, Caribou Project Lead RE: Caribou Recovery Program

Chair Miller welcomed Eamon O'Donoghue, Regional Executive Director and Heather Wiebe, Caribou North by Northwest (NxNW) Project Lead, Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Mr. O'Donoghue introduced Brian Hearnden, Performance Management Analyst, Kasia Kistowska, Ecosystems Biologist, Sean Mitchell, Land and Resource Coordinator, Regional Initiatives and Len Vanderstar, Ecosystems Biologist, Ministry of Forests Lands, Natural Resource Operations and Rural Development.

Mr. O'Donoghue outlined the roles of the Provincial and Federal Government in regard to the Caribou Project:

Provincial Government

- Responsible for the management of wildlife including Caribou Processes and procedures in place to protect the caribou habitat

Federal Government

- *Species at Risk Act*
- Have an obligation under the *Act* to protect Species at Risk
- Localized small areas where the Federal Government has implemented the *Species at Risk Act*
 - Example: Used the *Species at Risk Act* in Saskatchewan – Sage grouse
- Approximately two years ago the Federal Government relayed to the Province of BC that a review of the BC Caribou would be conducted

The Province of BC used significant resources to hire more staff, build science and knowledge in regard to the Caribou to ensure their continuation. The Province looks at a series of actions to build recovery plans such as habitat protection, predator and prey control, penning, feeding, recreation access control, etc. The Federal Government is very focused on habitat reduction and have completed reviews that identified caribou herds at risk in B.C. The Southern Mountain Caribou herds in northern B.C. identified by the Federal Government, as being imminently threatened was the Telkwa herd. The Province has determined it will take approximately two

DELEGATION (CONT'D)

Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Eamon O'Donoghue, Regional Executive Director and Heather Wiebe, Caribou Project Lead RE: Caribou Recovery Program

years to accumulate the science needed and complete the engagement required to determine recommendations to maintain the Telkwa caribou herd. Currently the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) utilizes the government action regulations to protect the caribou habitat. The protection was established approximately one year ago. The Tweedsmuir and Takla caribou herds are also located, along with Telkwa, in the Skeena FLNRORD District. Mr. O'Donoghue noted that he is currently reviewing a habitat protection plan for the Takla herd and FLNRORD is working on completing a plan for the Tweedsmuir herd. He also commented that the Federal and Provincial habitat layers are often different. The Provincial information reflects the most current information and the Federal Government may not always capture the local knowledge available. In the case of the Telkwa Caribou herd the information between the Province and Federal Governments was very similar with a few minor differences. A fundamental difference between the Province and Federal Governments is the Province reviews the social, economic and environmental interests when making a decision while the Federal Minister of Environment must review only the environmental aspects under legislation. If the Federal Minister of Environment decides to provide a habitat protection designation for a species and there is a potential socioeconomic implication as there is in BC, she must refer and discuss the designation with cabinet colleagues before the decision is finalized.

There is a team of six dedicated staff working with Ms. Wiebe on improving the information and developing a recovery plan. Mr. O'Donoghue mentioned that the intention is to work closely with local government and First Nations to develop recommendations in regard to the caribou recovery plan. At the completion of the review, FLNRORD will bring forward the information to request support from the Regional District.

Ms. Wiebe provided an outline of the work plan moving forward:

Currently:

- Assembling the best known population estimates herd by herd
- Assembling the best science
- Reviewing comments local governments provided in the past regarding Timber Supply Review (TSR) processes, etc.
- Working with First Nations to understand traditional knowledge
- Work with stakeholders
- Build the current knowledge base and continue to meet and work with the key stakeholders to:
 - Investigate recovery implementation through each herd plan
- Once recovery is established review implementation for the future (the next 10-20 years)
- Overview and understanding in regard to socioeconomic concerns

Ms. Wiebe mentioned that the 23 herds including the Telkwa herd in the Omineca and Skeena FLNRORD Districts are not currently experiencing the same attention and pressures from Canada as the caribou herds in the southern and northeast regions of the province. She spoke of this being the opportune time for BC, working with First Nations, local governments, key stakeholders and Canada, to ensure that the caribou herds are brought to a sustainable level or maintain herds. If herds are in decline, and the limiting factors cannot be controlled, and the tools not available to bring a herd back to a sustainable level it will be a difficult process.

Ms. Wiebe noted that FLNRORD would be returning to the Regional Board to provide an update as the Caribou Recovery Plan moves forward providing the current available information, along with new data and information. She also mentioned that the Tweedsmuir herd is a priority and the short and long-term recovery plans a focus.

DELEGATION (CONT'D)

Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Eamon O'Donoghue, Regional Executive Director and Heather Wiebe, Caribou Project Lead RE: Caribou Recovery Program

Alternate Director Layton commented that there is a need to understand the information that is available and what is being done for up to date data. Mr. O'Donoghue mentioned that initial data began in the 1960's and 1970's which provided an estimate of the Telkwa caribou herd. In the 1990's studies were completed that indicated that the herd was in significant decline. The Province brought 30 animals into the herd and it recovered to over 100 animals and was determined a successful recovery plan at that time. Mr. O'Donoghue noted that due to a lack of funding provided to continue the studies there is a gap in information available. In 2008 and 2009 it was noted that the numbers for the Telkwa caribou herd had declined significantly and by 2011 and 2012 there were approximately 12 caribou remaining.

Mr. O'Donoghue mentioned that the Province has moved the responsibility of the caribou recovery to the FLNRORD allowing for more capacity and funding to be allocated to study the animals. He also noted that there is better technology available to use to study the herd such as GPS collars. The herd has recovered slightly and there are approximately 18-20 animals. FLNRORD has also started to collar wolves to better understand the predator/prey dynamic and FLNRORD Biologists indicate that predators do have an impact. Predator control can be an option but requires careful consideration.

Director Beach questioned the Tweedsmuir caribou herd affecting the Burns Lake Timber Supply Review (TSR) and Canada's concerns regarding the caribou in the Prince George area. Ms. Wiebe noted that the concerns from the Federal Government blanket all of BC. They currently have a petition under section 80, which indicates more needs to be done to protect the imminent threat to the caribou herds. Currently, the Omineca and Skeena are not one of the four areas in the Province that has a section 80 review taking place at this time. The Tweedsmuir herd does currently have some protection measures in place through old growth management areas in the LRMP (Land and Resource Management Plan) but the caribou have experienced impacts to habitat from the mountain pine beetle (MPB) and forest fires. Discussion took place regarding the potential impacts from the fall down of MPB trees. Mr. O'Donoghue mentioned that some logging has taken place in the Tweedsmuir area. FLNRORD will bring forward further information at a later date regarding the Tweedsmuir and Takla herds during the consultation phase of the recovery plans. The Takla herd has less than 1% impact to the timber supply but the Federal polygon area is larger than the Provincial polygon area.

Ms. Wiebe mentioned the need to understand the impacts and further discussions will take place regarding each of the caribou herds, defining critical habitat and the disturbances that have occurred such as fire and/or anthropogenic. Mr. O'Donoghue noted that in some areas where a fire has taken place the collared animals being researched have been travelling differently and moving into areas where they have not normally been in prior to the fire in search of a food source.

Director Bachrach questioned the measurable targets to achieve success. He also questioned the socioeconomic balance and the strategies that have been used to manage caribou in southern BC and the herd being reduced to approximately four animals. Ms. Wiebe noted that the Federal Government reviews a recovery strategy on a broad base not herd by herd, within the larger area the limiting factors that are believed to be contributing to the decline in numbers are described. The Federal Government under the *Species At Risk Act* also set how wildlife are protected which is defined under three points: can't kill or harass individual species, can't damage or destroy the residence and can't destroy critical habitat defined in the recovery strategy. Ms. Wiebe commented that her team is investigating herd by herd to understand the recovery strategy level and review the Federal Governments required achievements. The Federal Recovery Strategy is identifying that BC needs to improve the management of the herds on a larger geographical scale and Ms. Wiebe noted that her team is researching each herd

DELEGATION (CONT'D)

Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Eamon O'Donoghue, Regional Executive Director and Heather Wiebe, Caribou Project Lead RE: Caribou Recovery Program

individually to amass the details and have a better understanding of the factors and uniqueness of each herd. FLNRORD will be investigating each herds level of sustainability based on cyclic population numbers. Mr. O'Donoghue noted that the intent is not to populate the caribou herd to historic levels but to reach a sustainable level utilizing additional habitat measures.

Discussion took place in regard to camera systems to monitor wildlife. Mr. O'Donoghue mentioned that FLNRORD biologists are using various technologies including camera's in some locations as a tool to monitor wildlife.

Chair Miller questioned factors that may impact the caribou herds such as transportation corridors such as highways and railways. FLNRORD is including transportation corridors in its consideration but information to date indicates there is a significant impact to the moose population and not to the caribou herds. Discussion took place regarding the decline of the moose population may create more of a predatory impact to the caribou population.

Chair Miller mentioned that in conversations with representatives of NewGold Blackwater Project and the concerns regarding caribou migratory paths in the area near the project the Federal Government has recently indicated it would not be pursuing the matter further.

Chair Miller questioned the use of spatial solutions for caribou herds. Ms. Wiebe indicated that spatial considerations is a tool among many that can be considered to assist in providing a clean and healthy ecosystems which is required for all species. She noted that there is not one factor that will address the issue but many factors that need to be utilized to find a balance in determining the caribou recovery but habitat is the foundation. Collaring the animals will provide a sense of their migratory patterns and other key factors to consider.

Discussion took place in regard to funding for the caribou recovery project. Mr. O'Donoghue mentioned that the Caribou Recovery Plan is an important issue for the Provincial Government and significant funding has been provided to allow for the hiring of six additional staff to assist Ms. Wiebe and gather the information required to move forward. Ms. Wiebe mentioned that if there is movement towards a conservation agreement under the *Species At Risk Act* there is federal funding available but an agreement needs to be in place.

Director Brienen spoke of the need to ensure that all regions and areas need to communicate and work together to determine best practices and strategies. Mr. O'Donoghue mentioned that the Caribou Recovery Plan is a Provincial strategy and has a provincial lead, Paul Rasmussen Executive Director Provincial Caribou Recovery Program is meeting with the provincial team, with dedicated staff, to communicate and build the foundation to ensure the principals are the same across the Province also recognizing that each herd is unique. Director Brienen also noted the importance and need for adequate and accurate up to date data. Mr. O'Donoghue commented that the complexity of issues has often impacted the data information available but in recent years better technology and funding has made available data significantly better. He did note that there is an ongoing pursuit for better data but in making decisions there is often times where there is never enough data available. In regard to the caribou herds in imminent risk there is a recognition that data can change and an adaptive approach is required.

Alternate Director Layton suggested that in regard to public meetings providing information based on scientific evidence and data used to determine the information and outcomes is important. Mr. O'Donoghue commented that there may be an opportunity in the North by Northwest (NxNW) to proactively communicate the data utilized by FLNRORD for the Caribou Recovery Plan.

Chair Miller spoke of the importance of the Province taking a lead role in the Caribou Recovery Plan process and thanked Mr. O'Donoghue and Ms. Wiebe for attending the meeting

DELEGATION (CONT'D)

Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Len Vanderstar, Ecosystems Biologist and Kasia Kistowska, Ecosystems Biologist RE: Mountain Goat Ungulate Winter Range Orders

Chair Miller welcomed Len Vanderstar, Ecosystems Biologist and Kasia Kistowska, Ecosystems Biologist, Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Mr. Vanderstar mentioned that under the *Forests and Range Practices Act* which governs forests and range practices in BC is the Government Action Regulation which allows Ecosystem Biologists to meet with interested parties, stakeholders to determine habitat protection measures and to ensure viability of wildlife populations. Currently there are winter range orders for grizzly bears and other wildlife including the Mountain Goat Ungulate. In the Skeena region there is approved mountain goat winter range orders along highway 16 including the Stikine, North Coast, Hazelton, Kispix, Morice and Lakes District most recently. The Bulkley Timber Supply Area (TSA) is the only TSA that remains outstanding within the Skeena region for ungulate mountain goat winter range orders.

Bulkley TSA

- Hudson Bay Mountain
- The Land Resource Management Plan (LRMP) in the 90's mapped out the mountain goat range with the information available at that time
- At that time there was no overlap of the Timber Harvesting Land Base (THLB)
- Since that time resource functions have been developed and a habitat resource section model that was able to reduce the size of the habitat polygon of the ungulate
- Less constrained on the THLB
- Over time the THLB has changed
 - Climate change
 - Market change
 - Resulting in a desire to harvest wood in fringe areas
 - Not a single cut block to date has overlapped the ungulate mountain goat winter range order area
 - The order for the ungulate mountain goat will not currently impact the THLB
- Implement the order to protect the habitat for 50-100 years
- There is a one kilometer buffer around the habitat areas
- Avoid winter harvesting between November 1 to June 15 in order to not displace the ungulate in its winter habitat
- Bulkley TSA is unique as it has areas that have winter only wood so accommodations have been made to allow harvesting – not affecting more than 10% of the ungulate.

Alternate Director Layton questioned the scientific data available to identify locations of winter mountain goats and their habitat that are being identified and orders implemented. He spoke of the mountain goat habitat in the Morice TSA. Mr. Vanderstar noted that there are satellite bluff areas within the Morice TSA that are captured in the order. In some of those areas, there has not been occupancy of the area and the forest industry, when logging, has brought the information forward to the scientists. In the future, there may need to be a review of some of those areas.

Discussion took place regarding the location of the mountain goat winter range areas being in the upper bands of the forests where they are able to forage on subalpine fir in the winter. In the coastal range they are closer to tide water and in the interior of the province goats mix using higher elevation bands and wind swept alpine. Mountain goats live on body fat 7-8 months of the year and move on average 30 metres in a day. If the goats become stressed it can cause impacts such as the females reabsorbing their fetus' and stressors will cause the goats to use their fat reserves more quickly. In working with other industries such as heli-skiing they ensure that flight plans don't impact the goats.

DELEGATION (CONT'D)

Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Len Vanderstar, Ecosystems Biologist and Kasia Kistowska, Ecosystems Biologist RE: Mountain Goat Ungulate Winter Range Orders (CONT'D)

Ms. Kistowska provided a PowerPoint Presentation

**Thinhorn Sheep Disease Prevention:
GAR SA-6-292 & Land Act Section 17 Map Reserve**

- **Skeena and Northeast Region**
 - Formal consultation began the week of April 23rd, 2018
 - Introduction of domestic goat and sheep has created massive die offs in wild sheep particularly thinhorn sheep in the Okanagan and the U.S.A

- **Goals: map reserve and Order**
 - Part of a larger disease prevention effort
 - Prohibit domestic sheep, goat, camelids
 - Prohibit use of attractants that have come in contact with domestic sheep, goat, camelids
 - thinhorn sheep are across the Skeena, Omineca and Northeast
 - Current consultation is for the Skeena and Peace region
 - Omineca will review in 2018 and conduct a consultation process
 - Covers Crown Land – not private land

- **Disease Prevention**
 - Range Tenure Prohibitions (Grazing and Silviculture)
 - Map Reserve- Land Tenure Licensees and Leases (intensive and extensive agriculture, and commercial rec)
 - Recreational restrictions ?? (FRPA Section 58 (1) (b) – NO GO or Wildlife Act – NO GO)
 - Working to restrict the use of llama trackers, etc.
 - Parks- amendment to their conservation policy
 - Public Outreach Strategy
 - Mountain Goats

Ms. Kistowska provided an example of disease wiping out 90% of two thinhorn sheep herds in Nevada, USA in 2009 and 2010. She noted that the potential impact to guide outfitters as they rely on the thinhorn sheep for their business would be significant.

Mr. Vanderstar commented that the order is a precautionary measure to prevent disease. FLNRORD will continue to communicate and share data with municipalities and the Regional District as requested.

Chair Miller thanked Mr. Vanderstar and Ms. Kistowska for attending the meeting

Break for Lunch at 12:07 p.m.

Reconvened at 12:45 p.m

REPORTS

Spring Freshet – Update

Jason Llewellyn, Director of Planning provided an update in regard to the Spring Freshet in the RDBN. He noted that there are some localized areas within the region that are currently sandbagging due to imminent threat to primary residence from rising water levels. Director Llewellyn thanked District of Fort St. James staff for their assistance in providing information regarding rising water levels in Electoral Area "C" (Fort St. James Rural). Staff will be receiving an update from the River Forecast Centre on May 8th in regard to upcoming forecasts.

Canadian Bioenergy
Conference & Exhibition
-June 6-8, 2018, Prince
George, B.C.

Moved by Director Bachrach
Seconded by Alternate Director Layton

C.W.2018-4-3

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako authorize Chair Miller's attendance at the Canadian Bioenergy Conference and Exhibition on June 6-8, 2018 in Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Directors' Remuneration Draft bylaw for Discussion

John Illes, Chief Financial Officer provided an overview of changes made to the RDBN Remuneration and Expenses Bylaw.

Discussion took place regarding the following:

- 8. Expenses
 - (C) Meal Expenses Within the RDBN
 - (B)(ii) Accommodation Costs
 - Discussed adjusting the private accommodation rate paid of \$30
 - 9. Insurance – Use of Private Vehicle
 - 10. Communications
 - Discussed the ability to transfer a personal cell phone to RDBN cell carrier if the phone is a secure phone
 - 11. Local Government Conventions
 - Creating an incentive for car pooling
 - Schedule A – Chair and Directors' Remuneration
 - 2. Rural Directors' Local Governance Remuneration
 - 3. Chair, Vice-Chair Remuneration and Committee Chair
 - Being a Chair for more than one Committee and receive remuneration for only one meeting
 - Discussed the workload of a chair of a committee
 - 5. Emergency Situations
 - Schedule B – Meeting Remuneration
 - Schedule C – Travel Time Remuneration
 - In the past travel has been included in the day rate
 - No longer claim for travel days but for travel time
 - Keep the information simple and clearly define travel time
 - Difference between municipalities and regional districts
 - Receive \$0.55 per km and travel time remuneration of \$25 per 100 kilometres driven
 - Minimum mileage claim – in the current bylaw is 16 kms

REPORTS (CONT'D)

Director Thiessen spoke of determining a minimum dollar amount to attend meetings. He noted the challenges of being an elected official in regard to time vs. compensation. Director Greenaway spoke of the travel time required of some Directors to attend meetings and expressed his support for travel time remuneration.

Director Fisher spoke of developing incentives to car pool. Discussion took place regarding the challenges for some Directors to car pool and the ability to car pool when possible. Discussion took place in regard to the expense of using a vehicle.

Staff directed to:

- Leave in: Schedule C- Travel Time Remuneration # 2 – Travel time remuneration is \$25 per 100 kilometres driven
- Return: the Per day rate travel remuneration (current policy)
- Remove: separate remuneration for travel to conventions and event
- Accommodation Costs
 - adjust the private accommodation rate paid of \$30 to \$60
- Schedule A – Chair and Directors' Remuneration #2 Rural Directors' Local Governance Remuneration – current policy remain to include Rural Directors will be paid an additional \$1 per year for each resident in their respective electoral area

Chair, Vice-Chair
Remuneration and
Committee Chair

Moved by Director Bachrach
Seconded by Director Benedict

C.W.2018-4-4

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to amend the draft RDBN Remuneration and Expense Bylaw to include:

Schedule A – Chair and Directors' Remuneration

#3) Chair, Vice-Chair Remuneration and Committee Chair

D) Where more than one Chair or Vice-Chair or Committee Chair position is held by the same Director, the chair is compensated at the highest of any Chair remuneration; and further, that for each additional meeting Chaired, the Chair is compensated at 50% of the highest of any Chair remuneration."

(All/Directors/Majority)

DEFEATED

Chair, Vice-Chair
Remuneration and
Committee Chair

Moved by Director Parker
Seconded by Alternate Director Layton

C.W.2018-4-5

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to amend the draft RDBN Remuneration and Expense Bylaw to include:

Schedule A – Chair and Directors' Remuneration

#3) Chair, Vice-Chair Remuneration and Committee Chair

D) Where more than one Chair or Vice-Chair or Committee Chair position is held by the same Director, for more than one committee the Chair receives remuneration for each committee Chaired."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

**Administration Reports,
Correspondence & Invitations**

Moved by Alternate Director McGuire
Seconded by Director MacDougall

C.W.2018-4-6

"That the Committee of the Whole receive the following reports:
-the Proposal Writer's April 19, 2018 memo titled "Building BC
Community Housing Fund;
-Finance/Administration Coordinator's April 18, 2018 memo titled
"2019 Changes to BC Medical Service Plan Premiums;
-Finance/Administration Coordinator's April 18, 2018 memo titled
"2019 Changes to Canada Pension Plan;
Emergency Services Manager's April 24, 2018 memo titled "April
1, 2018 Snow Survey and Water Supply Bulletin;

CORRESPONDENCE:

-Columbia Shuswap Regional District in regard to Class E
Licences;
the Federation of Canadian Municipalities in regard to Climate
Change Staff Grants;

INVITATIONS

-Building Partnerships for Community Sustainability on June 6,
2018 in Prince George, B.C;
-BC Natural Resources Forum – Resources for Future
Generations on June 16-21, 2018 in Vancouver, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

CORRESPONDENCE

**Fraser Basin Council
-Invitation Nechako Watershed
Roundtable Local Government
Update and Scoping Discussion**

Moved by Alternate Director Layton
Seconded by Director Greenaway

C.W.2018-4-7

"That the Committee of the Whole receive the Fraser Basin Council
– Invitation to attend the Nechako Watershed Roundtable Local
Government Update and Scoping Discussion on May 9, 2018
4:30 to 5:15 p.m. at the NCLGA AGM in Fort Nelson."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Greenaway mentioned that a meeting is being planned
with the Regional District of Fraser-Fort George to discuss the
Nechako Watershed Roundtable while in attendance at the
NCLGA AGM. RDBN Directors are invited to attend.

**Provincial Caribou Recovery
Program – Discussion Paper**

Moved by Director Brien
Seconded by Alternate Director Layton

C.W.2018-4-8

"That the Committee of the Whole receive the Provincial Caribou
Recovery Program Discussion Paper."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

IN-CAMERA MOTION

Moved by Alternate Director Layton
Seconded by Director Brienen

C.W.2018-4-9

"In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Sections 90 (1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for the purpose (Home Occupation at Gala Bay Road) may be closed to the public therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Bachrach
Seconded by Director Greenaway

C.W.2018-4-10

"That the meeting be adjourned at 1:57 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, April 5, 2018**

PRESENT:	Acting Chair	Mark Parker
	Directors	Shane Brienen Mark Fisher Tom Greenaway Rob MacDougall Rob Newell Jerry Petersen Darcy Repen
	Directors Absent	Taylor Bachrach, Town of Smithers Chris Beach, Village of Burns Lake Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural) Dwayne Lindstrom, Village of Fraser Lake Thomas Liversidge, Village of Granisle Bill Miller, Electoral Area "B" (Burns Lake Rural) Gerry Thiessen, District of Vanderhoof
	Alternate Directors	Gladys Atrill, Town of Smithers Linda McGuire, Village of Granisle Tom Shelford, Electoral Area "E" (Francois/Ootsa Lake Rural)
	Staff	Cheryl Anderson, Manager of Administrative Services Nellie Davis, Proposal Writer – arrived at 10:52 a.m., left at 11:40 a.m. John Illes, Chief Financial Officer Haley Jeffrey, Emergency Services Manager – left at 11:40 a.m. Jason Llewellyn, Director of Planning – arrived at 10:49 a.m. Kristi Rensby, Finance/Administration Coordinator – arrived at 11:17 a.m., left at 12:15 p.m. Corrine Swenson, Manager of Regional Economic Development - left at 1:04 p.m. Wendy Wainwright, Executive Assistant
	Others	Chris Mushumanski, BC Search and Rescue Association – left at 11:40 a.m. Andy Muma, BC Search and Rescue Association – left at 11:40 a.m.
	Media	David Koch, Lakes District News – left at 1:01 p.m.

CALL TO ORDER

Acting Chair Parker called the meeting to order at 10:43 a.m.

AGENDAMoved by Director Newell
Seconded by Alternate Director Atrill**C.W.2018-3-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of April 5, 2018 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes –March 8, 2018

Moved by Director MacDougall
Seconded by Director Petersen

C.W.2018-3-2

"That the Committee of the Whole meeting minutes of March 8, 2018 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Nechako Watershed Service
Meeting Minutes
-March 8, 2018

Moved by Director Fisher
Seconded by Director Greenaway

C.W.2018-3-3

"That the Committee of the Whole receive the Nechako Watershed Service Meeting Minutes of March 8, 2018 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

**BC Search and Rescue Association – Chris Mushumanski and Andy Muma RE:
Evacuation Issues**

Acting Chair Parker welcomed Chris Mushumanski, Nechako Valley Search and Rescue and BC Search and Rescue Association and Andy Muma, Houston Search and Rescue and BC Search and Rescue Association.

Messrs. Mushumanski and Muma provided a PowerPoint Presentation.

Search and Rescue

Mr. Mushumanski spoke of the statistics and trends for Search and Rescue incidents from 1991/1992 to 2016/2017.

SAR Groups Recognized by EMBC (Emergency Management BC) in northern British Columbia

- 24 SAR groups from 100 Mile House north
- 5 SAR groups within the RDBN
 - o Bulkley Valley
 - o Houston
 - o Burns Lake
 - o Nechako Valley
 - o Fort St. James

Requesting Agencies

- The RCMP, BC Ambulance Service, IIO (Independent Investigations Office of BC), Coroner Service, Regional Districts and municipalities can activate SAR groups through the Emergency Co-ordination Centre (ECC)
- SAR cannot be self-deployed
- Search and Rescue is a volunteer organization with no paid individuals providing services

DELEGATION (CONT'D)

BC Search and Rescue Association – Chris Mushumanski and Andy Muma RE: Evacuation Issues (Cont'D)

All groups can...

- Complete a variety of ground search techniques
- Complete basic rescues
- Recover deceased subjects
- Deliver evacuation alerts or notices
 - o Increase in services in past ten years
 - o E.g. forest fire and flooding events
 - o Fire Events in 2017 – Central Interior (Cariboo region/Williams Lake)
 - SAR was activated for 41 days consecutively
 - 4000 volunteer hours on one task

Meeting/Training

- Coordinating efforts on such events as the 2015 Bobtail Fire near Cluculz Lake has led to further training events and coordination with SAR groups in the north
- Now meeting annually
- Meeting/training planned for April 7, 2018 in Prince George
- SAR groups often have to travel some distances to attend training events at a substantial cost to each group

Capabilities

- Each group has its own recognition of capabilities
- E.g. swift water, avalanche, etc.
- Emergency Management BC provides guidelines in terms of training required, equipment needed, how current training needs to be, how many members with that training and equipment required to respond, etc.

Avalanche

- Important for local governments to be aware of which SAR group has certain capabilities
 - o Bulkley Valley SAR has Avalanche capabilities within the RDBN
- Assistance can be requested from different SAR groups with different capabilities

Swift Water

- Includes log jams/boat capsizing etc.
- Bulkley Valley and Houston SAR Partner
- Nechako Valley SAR

Flat Ice

- Bulkley Valley SAR
- Nechako Valley SAR

High Angle Rope Rescue

- Bulkley Valley SAR

CDFL/HETS (Class D fixed line/Helicopter long line rescue systems)

- Prince George SAR
- Terrace SAR
- Fort St. John SAR
- Reduces risk to SAR members
- Specific pilot/specific SAR member

SAR Training

- Training is provided in house, by the Justice Institute and by third party providers
- Volunteers are first trained in the 90 hour Ground SAR course
- From there they can train in a wide variety of areas including advanced first aid, team leading, search management, and more

DELEGATION (CONT'D)

BC Search and Rescue Association – Chris Mushumanski and Andy Muma RE: Evacuation Issues (Cont'D)

Regional Issues

- Search vs. rescue
 - o Eg. North Shore SAR – high level of rescues vs. northern teams experience more searches
 - o majority of searches take place in specific areas
 - o Northern BC teams typically smaller vs. southern teams
- Initial response vs. full response teams
- Unique locations vs. repeat offenders
 - o Searches/rescues in the north are in unique locations each time vs. North Shore SAR experiences the majority of its searches/rescues in specific locations
- Training frequency and cost
- Working with First Nations
- Use of convergents – not registered SAR volunteer
 - o Northern teams find it necessary to utilize convergents to assist in conducting searches due to the large areas needing to be searched
- Challenges of multi-day and remote callouts

Funding and the SAR Support Model

- Funding is a critical issue for all 5 groups, currently for SAR hall buildings
- BCSARA is currently working with the provincial gov't to secure long term, stable and predictable funding for the 80 recognized GSAR groups in BC
- This will benefit all groups in the north that have limited access to grant writers, large publicity
- This will benefit all groups in the north that have limited access to grant writers, large publicity campaigns and variety of corporate sponsors

Successes in the North

- Financial support from the different levels of local government, either in cash or in kind donations
 - o Village of Burns Lake
 - o District of Fort St. James
 - o District of Vanderhoof
 - o District of Houston
 - o Village of Fraser Lake
 - o Town of Smithers
 - o Regional District of Bulkley-Nechako
- iPad mapping
 - o SAR groups rely heavily on map technology
 - o Mapping technology required a skilled knowledge base
 - o The volunteer groups do not always have skilled personnel
 - o Mr. Muma spearheaded the initiative in the north and it is starting to be utilized in the south
 - o Revolutionary technology to better assist SAR groups

Mr. Mushumanski mentioned that SAR dedicates a lot of its volunteer time fundraising and securing funding. The past provincial government recognized the funding challenges and provided \$5 million for three years with the funding being divided among SAR groups according to a funding formula based on certain criteria such as capabilities and qualifications, etc. BC SARA is in its last year of the three year funding term. Gaming grants have been a main source of funding and in 2017, they introduced a capital gaming grant application to assist in funding capital projects. Until 2017, gaming grant funding could not be used for capital expenditures. With the provincial funding of \$5 million nearing the end of its three-year term BC SARA is continuing to pursue provincial government for an alternative funding model.

DELEGATION (CONT'D)

**BC Search and Rescue Association – Chris Mushumanski and Andy Muma RE:
Evacuation Issues (Cont'D)**

Director Brienen asked if the three-year recertification process was sufficient. Mr. Muma noted that the three-year training recertification process is sufficient and assists in helping volunteers to have vital skills that keeps both themselves and others safe. The challenges associated with the recertification process is the cost and travel required to maintain certification.

Director Brienen asked about the top challenges experienced by SAR currently. Mr. Mushumanski noted the following:

1. Volunteer retention
 - a. 90 hour ground SAR course to start
 - b. 200 hours a year training; and,
 - c. Responses over and above the training time
2. Unpredictably of responses
3. Management of volunteers (unpaid position)
 - a. Tracking recurrence training, etc.

Director Petersen questioned the ability for SAR to utilize its iphone/ipad technology for mapping purposes outside connectivity areas. Mr. Muma mentioned that the mapping can be cached on the device for use when connectivity is unavailable and to be uploaded once the device is in wifi range. Bluetooth technology is also utilized to share information between devices.

Director Newell noted that mining companies often list SAR as first responders in their emergency plans but do not provide funding to the group. Director Newell asked if work has been completed to determine the effectiveness of mobile air to ground satellite technology for communication outside areas of connectivity. Mr. Muma noted that research has been done but there is yet to be technology that consistently works and is reliable for the cost in the northern B.C. He mentioned that 24 volunteers within the SAR community has formed a provincial technology committee to research communication options for SAR groups across the province.

Director Reppen spoke of supporting SAR through a letter of support to the Province and/or a resolution brought forward at the Union of B.C. Municipalities 2018 convention. He also brought forward the potential for a search and rescue taxation mechanism to provide cost recovery funding for SAR groups. Mr. Mushumanski commented that they have researched a number of SAR models around the world and investigated the best possible method for cost recovery. He spoke of the challenges associated with a potential taxation of backcountry user groups/outdoor equipment purchases and mentioned that SAR does not support charging for rescues. Mr. Mushumanski noted that funding to SAR is being provided through gaming grants but it is an unpredictable process along with time consuming for volunteers to complete the grant process. He noted that BC SARA has communicated to the provincial government that the funding is being provided through grants it just needs to be a more reliable efficient method of funding.

Mr. Mushumanski stated that BC SARA recently implemented a new data management system to accumulate better data in regard to search and rescue tasks.

Discussion took place in regard to the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General overseeing Emergency Management BC and BC SARA. Alternate Director McGuire spoke of bringing forward long term funding for BC SARA to Minister Farnworth. The Regional Board provided direction to staff to bring forward a draft resolution in regard to long term funding model for BC SARA to submit to the Union of B.C. Municipalities for consideration at its 2018 convention.

DELEGATION (CONT'D)

BC Search and Rescue Association – Chris Mushumanski and Andy Muma RE: Evacuation Issues (Cont'D)

SAR groups within the RDBN have utilized the RDBN Proposal Writer for grant funding applications and has been successful in receiving gaming grants. Houston SAR was successful in receiving the newly formed capital gaming grant. One of two successful SARA groups that received the capital gaming grant funding out of numerous groups that applied for the grant. Messrs. Mushumanski and Muma thanked staff for all their work in regard to grant applications.

Discussion took place in regard to the number of callouts for search and rescue increasing since 1991/1992 to 2016/2017. Mr. Mushumanski noted that the increase in call volumes is attributed to a number of factors: "Instagram effect" – individuals taking great photos of accessing locations that require knowledge and skill and posting them on social media and others not realizing the skill required to visit that location but wanting to follow. The profile of SAR has also been raised in recent years and tasking agencies are realizing the value of accessing SAR groups and their resources. The callout numbers in 2017 did decrease and it was suggested that it could relate to the closure of the bush and forests due to wildfires and wildfire risk. Mr. Mushumanski commented that BC SARA has reduced its groups from 126 to 80 groups currently and EMBC has a moratorium on new groups in the province as it reviews the needs required for SARA in the province.

Mr. Mushumanski spoke of the benefits and need for education. He mentioned that the funding for the "Adventure Smart" program has assisted in providing education to outdoor users. There was also a train the trainer event that took place in Vanderhoof to assist in promoting the program.

Acting Chair Parker thanked Messrs. Mushumanski and Muma for attending the meeting.

REPORTS

Director Remuneration

Moved by Alternate Director McGuire
Seconded by Director MacDougall

C.W.2018-3-4

1. "That the Committee of the Whole receive the Chief Financial Officer's March 22, 2018 memo titled "Director Remuneration;" and further,
2. That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct the Chief Financial Officer to present a new draft remuneration bylaw for further discussion at the next Committee of the Whole Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

John Illes, Chief Financial Officer provided an overview of the memo titled "Director Remuneration." He spoke of the Canadian Revenue Agency's *Income Tax Act* change that removes the municipal officers' allowance beginning the 2019 calendar year. He noted that an increase of the remuneration by 10.4% (plus the cost of living allowance for BC) for the 2019 calendar year will result in most directors receiving the same after tax benefit. Discussion took place regarding the percentage increase required for annual income from all sources less than \$40,000, \$40,000 to \$80,000 and near \$100,000 to cover the additional taxation that Directors would be required to pay when their entire remuneration becomes taxable.

REPORTS (CONT'D)

This information was provided for Directors to have a reference point in determining the amount of increase they personally would need to receive the same amount after taxes. For the purposes of the bylaw; however, each Director must receive the same increase. Directors will not need to disclose their income.

Mr. Illes also noted the following:

Part Two – Per Diem amounts for meetings

- o Consideration of per diem amounts for meetings
- o Consideration of travel allowances
 - Discussed the Cariboo Regional District rate of \$20 per 100 km driven to compensate Directors for their time while travelling
 - Would compensate those also wishing to carpool
- o Consideration of per diem amount for Stuart-Nechako Regional Hospital District Directors similar to the Northwest Regional Hospital District Bylaw
 - Discussed not making changes

Part Three – Directors' Monthly Remuneration

- o Consider additional pay by Rural Director
 - Discussed not making changes
- o Consider the financial discrepancy between municipalities

Part Four- Extra Allowances

- o Consider allowance for the Chair and Vice Chair

Discussion took place in regard to considering the non-taxable benefits to directors outlined in Mr. Illes' March 26, 2018 memo rather than increasing remuneration. Director Repen brought forward consideration for the use of video conferencing technology to hold one of the two meetings in a month. Discussion took place regarding the challenges of consistent reliable video conferencing technology. Director Fisher asked if there would be flexibility in regard to funding for an electronic device for use for electronic agendas, rather than buying a new device, upgrading devices that Directors own. Mr. Illes noted security consideration in regard to the device.

Pension Plans for Directors was discussed. Staff will investigate further and provide the information to the Regional Board.

Director Newell brought forward the cost for internet/cell service in his area and the additional cost for ICBC insurance between commercial and pleasure-use-only for vehicles when using multiple vehicles for use for RDBN business.

Break for lunch at 12:15 p.m.

Reconvened at 12:44 p.m.

REPORTS (CONT'D)

Cannabis Legalization

Moved by Director Repen
Seconded by Director Brien

C.W.2018-3-5

"That the Committee of the Whole receive the Director of Planning's March 26, 2018 memo titled "Cannabis Legalization."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Jason Llewellyn, Director of Planning noted that the current RDBN zoning bylaws could be interpreted to the sale of cannabis in any zone where retail is allowed. However, the provincial government has indicated that local governments will be sent referrals regarding the issuance of retail sales licenses and will be given the ability to veto a location. Staff will do more research as the implementation of cannabis legalization moves forward and make recommendations regarding any changes necessary to the zoning bylaw. formalized.

It was noted that the Province has indicated that cannabis will not be sold in conjunction with liquor in urban areas; however, in rural areas cannabis may be allowed to be sold from rural liquor agency stores.

Director Repen noted the importance of having a cohesiveness between communities and that regulations be similar between jurisdictional boundaries. Mr. Llewellyn commented that municipalities might evaluate and potentially amend their zoning bylaws to address the uses related to cannabis. Jason said that he expects the Liquor Control and Licensing Branch regulations to be thorough.

Director MacDougall mentioned that the District of Fort St. James hosted a public forum in regard to cannabis legalization. At this time, the District of Fort St. James Council has determined they will not approve the sale of cannabis until further regulations are in place and will reevaluate as regulations and legislation is formalized.

Director Llewellyn noted that staff will complete their research and report back to the Board with further recommendations.

CORRESPONDENCE

**Northern Health - Northern
Healthy Communities Forum
-Response to Request for
Time Change**

Moved by Director MacDougall
Seconded by Director Brien

C.W.2018-3-6

"That the Committee of the Whole receive the correspondence from Northern Health – Northern Healthy Communities Forum – Response to Request for Time Change."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE (CONT'D)

Cheryl Anderson, Manager of Administrative Services mentioned that Directors wishing to attend the Northern Healthy Communities Forum at NCLGA in Fort Nelson on May 7, 2018 may inform staff that they wish to take the charter flight leaving from Prince George on the morning of May 7, 2018 in order to arrive in time for the Forum.

Correspondence

Moved by Alternate Director McGuire
Seconded by Director Repen

C.W.2018-3-7

"That the Committee of the Whole receive the following correspondence:
-Northern Health – Northern Healthy Communities Forum – Response to Request for Time Change;
--Federation of Canadian Municipalities – Apply to the Low Carbon Economy Challenge."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Ministry of Forests, Lands,
Natural Resource Operations
And Rural Development
– Rural Dividend Program
– Approval of Funding
– 2018/19 Rural Tourism Initiatives

Moved by Director Fisher
Seconded by Director Brien

I.C.2018-3-8

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development re: Rural Dividend Program – Approval of Funding – 2018/19 Rural Tourism Initiatives."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Scholarship/Bursary Funding
For Medical Professionals
RE: Retention in the North

Director Newell mentioned that the Northwest Regional Hospital District Board of Directors is funding scholarships for medical professionals to assist with medical professional physician recruitment. He spoke of the need to investigate changing the Federal Gas Tax criteria to use the funding for retention and recruitment of local residents into healthcare, forestry and mining sectors. Director Newell will contact the Union of B.C. Municipalities in regard to Federal Gas Tax criteria changes.

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IN-CAMERA MOTION

Moved by Director Brien
Seconded by Director Greenaway

C.W.2018-3-9

"In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Sections 90 (1)(i) the receipt of advice that is subject to solicitor-client privilege, including communications necessary for the purpose (Home Occupation at Gala Bay Road) and 90 (2)(b) matters pertaining to the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the Federal government or both, or between a provincial government or the federal government or both and a third party (Information Technology Services) must be closed to the public therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director MacDougall
Seconded by Alternate Director McGuire

C.W.2018-3-10

"That the meeting be adjourned at 1:13 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Acting Chair

Wendy Wainwright, Executive Assistant

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

RURAL DIRECTORS COMMITTEE MEETING

Thursday, May 3, 2018

PRESENT: Chair Eileen Benedict

Directors Mark Fisher
Tom Greenaway
Bill Miller – arrived at 2:33 p.m.
Mark Parker
Jerry Petersen

Director Absent Rob Newell, Electoral Area "G" (Houston Rural)

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
John Illes, Chief Financial Officer
Wendy Wainwright, Executive Assistant

Others Brad Layton, Deputy Mayor, Village of Telkwa – arrived at 2:18 p.m.
Linda McGuire, Mayor, Village of Granisle

CALL TO ORDER

Chair Benedict called the meeting to order at 2:06 p.m.

AGENDA

Moved by Director Greenaway
Seconded by Director Parker

RDC.2018-4-1

"That the Rural Directors Committee Agenda for May 3, 2018 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

Moved by Director Petersen
Seconded by Director Greenaway

RDC.2018-4-2

"That the Rural Directors Committee Supplementary Agenda for May 3, 2018 be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

**Rural Directors Committee
Meeting Minutes
-April 5, 2018**

Moved by Director Greenaway
Seconded by Director Petersen

RDC.2018-4-3

"That the minutes of the Rural Directors Committee meeting of April 5, 2018 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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REPORTS

Lakes District 4-H Senior
Council – Request for Grant
In Aid – Electoral Area "B"
(Burns Lake Rural)

Moved by Director Parker
Seconded by Director Greenaway

RDC.2018-4-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Lakes District 4-H Senior Council be given \$450 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for costs associated with at 4-H Family Day and Camp."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Secondary
School – Request for Grant
In Aid – Electoral Area "C"
(Fort St. James Rural)

Moved by Director Greenaway
Seconded by Director Parker

RDC.2018-4-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for a Grade 9 class trip to Haida Gwaii."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Royal Canadian Legion Branch
274 – Request for Grant
In Aid – Electoral Area "D"
(Fraser Lake Rural)

Moved by Director Parker
Seconded by Director Greenaway

RDC.2018-4-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Royal Canadian Legion Branch 274 be given \$2,450.31 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) subject to confirmed funding for the remainder of the project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fraser Lake Elementary
Secondary School – Request
for Grant in Aid – Electoral
Area "D" (Fraser Lake Rural)

Moved by Director Parker
Seconded by Director Greenaway

RDC.2018-4-7

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fraser Lake Elementary – Secondary School be given \$2,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for costs associated with a formal exchange program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club) – Request for Grant in Aid – Electoral Area "F" (Vanderhoof Rural)

Moved by Director Petersen
Seconded by Director Greenaway

RDC.2018-4-8

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club) be given \$5,440.96 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for the purchase of ski equipment for its Ski S'Kool."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Vanderhoof International Airshow Society – Request for Grant in Aid – Electoral Area "F" (Vanderhoof Rural)

Moved by Director Petersen
Seconded by Director Parker

RDC.2018-4-9

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Vanderhoof International Airshow Society be given \$5,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with the 2018 Vanderhoof International Airport."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Burns Lake Youth Soccer Association – Request for Grant in Aid – Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural)

Moved by Director Greenaway
Seconded by Director Fisher

RDC.2018-4-10

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Burns Lake Youth Soccer Association be given \$500 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with Provincial Tournament expenses."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Nechako Watershed Roundtable – Request for Grant in Aid – Electoral Areas "B" (Burns Lake Rural), "C" (Fort St. James Rural), "D" (Fraser Lake Rural), "E" (Francois/Ootsa Lake Rural) and "F" (Vanderhoof Rural)

Moved by Director Greenaway
Seconded by Director Parker

RDC.2018-4-11

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Nechako Watershed Roundtable be given \$1,700 grant in aid monies from Electoral Areas "B" (Burns Lake Rural), "C" (Fort St. James Rural), "D" (Fraser Lake Rural), and "F" (Vanderhoof Rural) and \$1,000 from Electoral Area "E" (Francois/Ootsa Lake Rural)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Electoral Area Allocation of Federal Gas Tax Funds -First Quarter 2018

Moved by Director Greenaway
Seconded by Director Petersen

RDC.2018-4-12

"That the Rural Directors Committee receive the Finance/Administration Coordinator's April 20, 2018 memo titled "Electoral Area Allocations of Federal Gas Tax Funds –First Quarter 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RDBN Grant in Aid Policy

Discussion took place in regard to follow up reporting for grant in aids exceeding \$2,500. In Fall 2017 staff brought forward the RDBN Grant in Aid Policy to the Rural Directors Committee and the Committee requested that when a letter is sent documenting the grant approval staff request that a follow-up report be provided from the organization. Cheryl Anderson, Manager of Administrative Services commented that staff have implemented the request and it is not an onerous process. Director Petersen suggested that the letter sent to recipients include the signature from the Electoral Area Director. Discussion took place in regard to the dollar amount that would initiate simple reporting requests.

RDBN Grant in Aid Policy

Moved by Director Parker
Seconded by Director Fisher

RDC.2018-4-13

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve amending the RDBN Electoral Area Grant in Aid Policy by replacing section 3 with the following:

If a grant in aid is approved, the following will apply:

- a) A cheque will be issued to the requesting organization. A letter documenting the grant approval will be sent under the signature of the Electoral Area Director.
- b) If the grant exceeds \$1,000, a report must be submitted to the Regional Board inclusive of satisfactory evidence that the goods or services have been obtained (ie. a report from the organization inclusive of receipts and/or a report of the expenditures)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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REPORTS (CONT'D)

John Illes, Chief Financial Officer noted that a report will be coming forward at an upcoming Regional Board meeting in regard to Canadian Revenue Agency reporting requirements for local governments providing funding to societies and organization.

Discussion took place regarding grant in aid being provided for operational purposes and the requirements of the *Local Government Act*. Providing grant in aid to qualified groups under the *Local Government Act* and the RDBN Electoral Area Grant in Aid Policy is at the discretion of the Electoral Area Director and Regional Board.

RDBN Grant in Aid Policy

Moved by Director Parker
Seconded by Director Fisher

RDC.2018-4-14

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve the removal of RDBN Electoral Area Grant in Aid Policy Section 5 (c) Purposes which, in the Regional Board's opinion, would be appropriately addressed by establishing a Regional District service to either operate an extended or local service or to contribute towards the costs of the service provided by someone else."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note

Moved by Director Greenaway
Seconded by Director Parker

RDC.2018-4-15

"That the Rural Directors Committee receive the correspondence from the Nechako Watershed Roundtable Co-Chair and Secretariat re: Briefing Note."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

REPORTS

Bulkley Valley Christian School – Request for Grant In Aid – Electoral Area "A" (Smithers Rural)

Moved by Director Fisher
Seconded by Director Parker

RDC.2018-4-16

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Bulkley Valley Christian School be given \$400 grant in aid monies from Electoral Area "A" (Smithers Rural) towards the litterathon."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Stuart Lake Seniors Association Moved by Director Greenaway
– Request for Grant In Aid Seconded by Director Petersen
– Electoral Area "C"
(Fort St. James Rural)

RDC.2018-4-17

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Stuart Lake Seniors Association be given \$500 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with its Strawberry Tea."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Miller
Seconded by Director Parker

RDC.2018-4-18

"That the meeting be adjourned 2.34 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, April 5, 2018**

PRESENT: Acting Chair Mark Parker

Directors Mark Fisher
Tom Greenaway
Rob Newell
Jerry Petersen

Directors Absent Eileen Benedict, Electoral Area "E" (Francois/Ootsa Lake Rural)
Bill Miller, Electoral Area "B" (Burns Lake Rural)

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

Staff Cheryl Anderson, Manager of Administrative Services
John Illes, Chief Financial Officer
Wendy Wainwright, Executive Assistant

Others Linda McGuire, Mayor, Village of Granisle
Darcy Repen, Mayor, Village of Telkwa – left at 1:29 p.m.

CALL TO ORDER

Acting Chair Parker called the meeting to order at 1:26 p.m.

AGENDAMoved by Director Greenaway
Seconded by Alternate Director Shelford**RDC.2018-3-1**

"That the Rural Directors Committee Agenda for April 5, 2018 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee
Meeting Minutes
-March 8, 2018**Moved by Director Greenaway
Seconded by Director Newell**RDC 2018-3-2**

"That the minutes of the Rural Directors Committee meeting of March 8, 2018 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Smithers Farmers Institute
- Request for Grant in Aid
- Electoral Area "A"
(Smithers Rural)

Moved by Director Fisher
Seconded by Director Newell

RDC.2018-3-3

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Smithers Farmers Institute be given \$1,080 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the "Smithers Farmers' Institute Northern Agricultural Gala 2018: Food for Thought and two complimentary tickets for one youth and one First Nation attendee."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Stuart Lake Outreach Group
Society- Request for Grant in
Aid - Electoral Area "C"
(Fort St. James Rural)

Moved by Director Greenaway
Seconded by Director Petersen

RDC.2018-3-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Stuart Lake Outreach Group Society be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with its food bank and lunch program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

Moved by Director Greenaway
Seconded by Director Petersen

RDC.2018-3-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for a Grade 12 Scholarship."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Taekwondo
Society- Request for Grant in
Aid- Electoral Area "C"
(Fort St. James Rural)

Moved by Director Greenaway
Seconded by Director Petersen

RDC.2018-3-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Taekwondo be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with students competing at the ITF World Cup, Australia in September, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Granisle T.V. Society
- Request for Grant in Aid
- Electoral Area "G"
(Houston Rural)

Moved by Director Newell
Seconded by Director Greenaway

RDC.2018-3-7

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Granisle T.V. Society be given \$2,000 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with maintenance."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Minerals North - Houston
-Mine Rescue Course

Director Newell mentioned that Minerals North Houston is having a Mine Rescue course that he would like to sponsor five school students from Houston to attend. Discussion took place regarding the use of grant in aid to sponsor the students to attend the course. Director Newell will follow-up with the schools and provide information to staff.

ADJOURNMENT

Moved by Director Petersen
Seconded by Director Greenaway

RDC.2018-3-8

"That the meeting be adjourned at 1:35 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Acting Chair

Wendy Wainwright, Executive Assistant



Regional District of Bulkley-Nechako Board Memo May 24, 2018

Prepared For: Chair Miller and the Board of Directors
From: John Illes, Chief Financial Officer
Date: May 14, 2018
Issue: Directors' Remuneration Bylaw for Review
Tracking: Bylaw 1717/1796

Background:

At the Committee of the Whole meeting on May 3, 2018 the directors provided direction on the draft bylaw.

The draft bylaw has been updated by staff and is attached to this memo for final review.

The following items of note have been updated (and are highlighted in the draft bylaw):

- The private accommodation rate is increased to \$60 per night.
- The meal expense section has been updated and clarified.
- Rural Directors' local governance includes the \$1 pp allowance as requested.
- The Emergency Operations attendance for directors is now the daily meeting rate.
- Travel to conventions is again at the meeting day rate.
- The travel time remuneration section for meetings within the Regional District boundaries has been updated for clarity.
- Chair, Vice Chair, and Committee Chair rates have been updated so that these allowances are cumulative.

If the directors are comfortable with the draft bylaw (with or without any further changes), the bylaw will be presented at the board meeting in June for three readings and adoption.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

"That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer's memo dated May 14, 2018 titled 'Directors' Remuneration Bylaw for Review' and

"Direction"

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW XXXX**

A Bylaw for Directors' Remuneration

WHEREAS, pursuant to the provisions of the *Local Government Act*, a Board may adopt procedures, conditions and amounts for Directors' remuneration and expenses;

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

1. TITLE:

This bylaw shall be cited as the "Regional District of Bulkley Nechako Directors' Remuneration and Expenses Bylaw No. XXXX, 2018".

2. PRINCIPLES

Directors' remuneration and reimbursement for expenses shall be guided by the following principles:

- (A) Directors' remuneration should be structured to recognize the importance of this publicly elected office and provide a reasonable incentive to attract and retain quality individuals to these positions.
- (B) Directors are expected to conduct their business in such a way as to optimize the value to the taxpayer.
- (C) Directors should be reimbursed for their reasonable expenses in carrying out their responsibilities.
- (D) Directors should not use expenses charged for Regional District business to subsidize their personal or business activities.

3. DEFINITIONS:

In this bylaw, unless the context otherwise requires:

Board Day means the day of the regular meeting of the Board for the purposes of conducting regional board business and includes both the public and, when necessary, in-camera portions of the meeting.

Committee means a Committee to which a Director has been appointed by either the Board or the Chair of the Regional District.

Committee of the Whole Meeting means the days on which the entire Board membership meets in a Committee format to discuss and make recommendations to the RDBN Board on broad regional topics such as policy issues, etc.

Meals means food and non-alcoholic beverages consumed by individual Directors while attending a sanctioned meeting within the Region on such occasions when the meal service is not already provided by the Regional District (receipts required).

Miscellaneous Expenses means reimbursable travel-related expenses not expressly dealt with elsewhere in this bylaw, such as: parking fees; hotel internet costs, fares for taxis, airport shuttle services, ferries, buses, toll booth fees, etc.

Per Diem Rates means the daily rate a Director may charge for meals and incidentals while on Regional District business outside of the region as per Section 8(E) (no receipt required).

4. INTERPRETATION AND APPLICATION

- (A) The Regional District Finance Chair (or the Vice Chair if a Finance Chair is not appointed) shall be responsible for reviewing and approving Directors' Remuneration and Expense Reports.
- (B) The Regional District Board Chair shall be responsible for reviewing and approving the Finance Chair's Remuneration and Expense Reports.
- (C) Disputes regarding Directors' Remuneration and Expense Reports shall be forwarded to the Regional District Executive Committee for resolution. If the dispute is not resolved at the Executive Committee, the matter shall be forwarded to the Regional District Board.

5. REMUNERATION

- (A) Remuneration shall be paid to Directors for the discharge of the duties of office unless pay is suspended in accordance with the Regional District Code of Conduct and Ethics. Remuneration shall be comprised of the following:
- (i) **Directors, Chair and Vice Chair, Standing Committee Chair Remuneration** - to be determined and paid pursuant to Schedule A, attached to and forming part of this bylaw; and,
 - (ii) **Remuneration for attendance at meetings** -- to be determined in accordance with Schedule B, attached to and forming part of this bylaw.
- (B) A Director shall not receive remuneration for wages lost through absence from work or income deemed lost due to attendance at any meeting or as a delegate representing the Regional Board.

6. OTHER REMUNERATION

Travel time remuneration -- to be determined and paid pursuant to Schedule C, attached to and forming part of this bylaw.

7. ALTERNATE DIRECTORS

- (A) When replacing a Director, an Alternate Director is eligible to receive business meeting remuneration in accordance with Schedule B, travel time remuneration in accordance with Schedule C and reimbursement of expenses in accordance with Section 8.
- (B) As an exception to the above, Alternate Directors are not authorized to attend conventions/seminars or other non-business sessions on behalf of the Director.
- (C) Reimbursement for travel expenses and remuneration is authorized for newly appointed Alternate Directors to attend their first Board meeting accompanied by the Director of the electoral area.

8. EXPENSES

Directors shall be reimbursed for reasonable expenses incurred while discharging the duties of office in accordance with the following:

- (A) Transportation Costs
- (i) A Director shall be paid a "personal vehicle allowance" per kilometre for the use of their personal vehicle as transportation for Regional District business conducted:

- a) within the Director's electoral area;
- b) for sanctioned meetings; and
- c) other meetings/events authorized by the Board or by the Chair where time constraints preclude Board consideration.
- d) only for trips in excess of 20 km (one way)

The personal vehicle allowance rate for the above-approved travel shall be the rate published by Canada Revenue Agency's automobile allowance rate per kilometre.

The District shall not reimburse the Director for stand-by charges of his personal vehicle while he is attending a meeting. Stand-by refers to the privately owned vehicle being situated at the point of departure or at the place of the meeting.

For the purpose of calculating distances travelled, the Director's normal place of residence, within the Regional District, shall be considered the starting point and point of return of any trip.

For trips exceeding 600 kilometres, Directors shall be entitled to reasonable accommodation en route.

No additional personal vehicle allowance is payable for carrying passengers.

- (iii) The amount paid shall not exceed the lesser of the cost of economy airfare and associated ground transportation cost or the personal vehicle allowance.
- (iv) Directors who choose to use commercial transportation shall be reimbursed the actual cost of such transportation based on economy class fares.

(B) Accommodation Costs

- (i) In general, Directors shall be reimbursed for the actual cost of commercial accommodation. For conventions, Board meetings, and Committee of the Whole meetings, commercial accommodation will typically be booked and paid for by the District. A Director may choose to stay at accommodation other than the designated accommodation provided by the corporation; however, they will be responsible for making their own arrangements and will be reimbursed a maximum of the amount charged for the corporate accommodation.
- (ii) A Director who utilizes non-commercial facilities for overnight accommodation shall be paid a private accommodation allowance, provided the period of accommodation would not exceed that required for the purpose of attending to Regional District business. **The private accommodation rate shall be the rate paid \$60.**

- (iii) Where specific provisions are required to address disability or health issues that are not available in the designated accommodation, a Director may choose to stay at an alternative, comparable accommodation and in such a case, the Director may request that the Chair authorize additional reimbursement.

(C) Meal Expenses Within the Highway 16 Corridor

When attending sanctioned meetings within the *Highway 16 corridor*, Directors are entitled to reimbursement for the actual cost of meals not to exceed \$65.00 per day. Receipts must be provided. The Claims for meals are as follows:

Full Day	Breakfast	Lunch	Dinner	B & L	L & D	B & D
\$65	\$15	\$20	\$30	\$35	\$50	\$45

A claim for meals can only be made if it has not been provided by the region or as part of a convention or other event. Receipts must be provided. Where meals are provided, there is no reimbursement if the Director chooses to eat elsewhere. Exceptions would include where there are special dietary needs or the inability to take advantage of paid meals because of a timing conflict with other Regional District business. To claim meals, travel status must:

- Begin before 7 am on the date of departure to claim breakfast
- Begin before 12 pm on the date of departure (and end after 1 pm on the date of return) to claim lunch
- End after 6 pm on the date of return to claim dinner

(D) Miscellaneous Expenses

- (i) While away from his/her residence on regional district business, Directors are entitled to reasonable reimbursement of other expenses necessarily incurred such as parking fees, taxis, hotel internet services, ferries, toll booths, etc. Receipts must be provided.
- (ii) Miscellaneous expenses as defined in section 3 shall be reimbursed at actual cost.

(E) Per Diem in Lieu of Actual Costs of Meals and Incidentals

In lieu of reimbursement of actual expenses for meals and incidentals while on authorized regional district business outside of the *Highway 16 corridor*, Directors may elect to utilize a per diem rate of \$80.00 per day. The per diem rate shall only apply when the out-of-district travel requires an overnight stay. If the period of travel includes partial days or if some of the meals are provided, the per diem shall be as follows:

Full Day	Breakfast	Lunch	Dinner	B & L	L & D	B & D
\$80	\$25	\$30	\$40	\$50	\$60	\$60

(F) Authorization for Out-of-District Travel

- (i) In general, out-of-district travel will be authorized by the Board.
- (ii) In the absence of Board authorization, the Chair, or in his absence, the Vice-Chair, may authorize out-of-district travel where such travel is necessary to carry out the business of the Regional District.
- (iii) No travel expenses or accommodation expenses for out-of-district travel shall be paid to any member of the Regional District Board unless the travel was first authorized by Board Resolution, or by the Chair/Vice-Chair.

(G) Extraordinary Expenses

Extraordinary expenses which are in excess of the amounts available under this bylaw shall be accounted for on the Director's claim, accompanied by receipts and details of the circumstances. Such a claim will be paid following review and approval by both the Chair of the Board and the Finance/Audit Committee Chair.

(H) Attendance at Commission Meetings

Directors attending meetings of Commissions to which they are appointed by the Board of the Regional District will be reimbursed for expenses in accordance with this section.

9. INSURANCE - USE OF PRIVATE VEHICLE

- (A) Directors shall be reimbursed for the cost of the deductible for one comprehensive claim per calendar year to a maximum of \$300 for damage to the vehicle or \$300 for windshield replacement, provided the damage to the vehicle was incurred while on regional district business and a receipt is provided.
- (B) Directors are required to ensure that the vehicle(s) they use for regional district business are insured for business class purposes. Upon submitting proof of coverage, the Director will be reimbursed for the difference in cost between insuring one of his/her vehicles for pleasure and business class purposes.
- (C) The Regional District does not accept any liability under any circumstances for claims arising from the use of privately owned vehicles, but will carry additional liability

insurance over and above that which Directors carry on their personal vehicles, for claims arising from use of the vehicle while on RDBN business.

10. COMMUNICATIONS

- (A) All directors will be provided with a cell phone by the RDBN and with a RDBN email address. The RDBN email address will be used for all communication with the RDBN. Where a municipal director is provided a cell phone and a municipal email address (meeting RDBN security requirement) by their municipality, the RDBN will reimburse the municipality 50% of the cost associated with this service to the municipality or 50% of the cost of the service if provided by the RDBN whichever is less. The RDBN will not reimburse directors for corporate use of their personal devices or cell phones.
- (B) Electoral Area directors will be reimbursed up to \$75 per month for home internet service upon the provision of receipts.
- (C) Electoral Area directors will be reimbursed up to \$2000 per term for a tablet or portable lap top computer upon receipt. Municipalities will be provided 50% of the costs associated with providing their municipal director with a tablet or portable lap top computer to a maximum of \$1000.

11. LOCAL GOVERNMENT CONVENTIONS

- (A) Electoral Area Directors will be allocated \$2000 to attend conventions and meetings related to their work as an Electoral Area Director. This amount does not include costs associated with attendance at UBCM and NCLGA. This amount may be used for convention costs, travel and remuneration. Costs will be reimbursed at the regular expense rate described in this bylaw. Electoral Area Directors that choose not to attend UBCM or NCLGA conventions may increase this amount by the amount staff estimate attendance at these conventions would cost.
- (B) The Board of the Regional District may send any director to any convention or meeting with its associated cost paid from "General Government – Legislative" at its discretion.
- (C) The Rural Directors may send any director to any convention or meeting with its associated costs paid from "Rural Government – Legislative" at its discretion.
- (D) This section does not apply to the Chair (or Vice Chari) in performing the duties of the Chair.

12. REPEAL

Regional District Directors' Remuneration of Directors and Alternate Directors Bylaw No. 1717 (and Bylaw 1796), 2014 is hereby repealed in its entirety.

13. EFFECTIVE DATE

This bylaw comes into effect January 1, 2019

SCHEDULE A

Chair and Directors' Remuneration

1) Directors' Basic Remuneration

Effective upon adoption of this bylaw, each Director of the Regional District of Bulkley Nechako shall be paid a "Basic" remuneration of \$775 per month, thereafter to be increased annually and rounded to the nearest dollar on January 1st, based on the previous year's consumer price index (yearly average for the Province of B. C. as published by Statistics Canada), for completion of his or her duties of office. In the event that there is no increase to the consumer price index, or if it were to decline, the basic remuneration rate would remain the same as in the previous year.

2) Rural Directors' Local Governance Remuneration

Effective upon adoption of this bylaw, each Electoral Area Director of the Regional District of Bulkley Nechako shall be paid an additional 0.62 of the basic remuneration per month for completion of his or her duties of office. In addition each Electoral Area director will receive \$1 for each resident in his/her Electoral Area based on the most recent Canadian Census figures per annum paid in instalments of 8.33 cents per resident monthly.

3) Chair, Vice-Chair, and Committee Chair Remuneration

- A) The Chair of the Regional District Board shall receive an additional amount equal to 2.0 times the basic remuneration.
- B) The Vice-Chair of the Regional District Board shall receive an additional amount equal to 0.25 times the basic remuneration.
- C) A Committee Chair of the Regional District Board shall receive an additional amount equal to 0.50 times the basic remuneration.
- D) An appointed cheque signer (that is not Chair of the Finance Committee or the Board Chair or Vice Chair) shall receive an additional amount equal to 0.15 times the basic remuneration.

4) Acting Chair

In addition to his/her remuneration for attendance at a Board meeting as specified in this schedule, any Board member who serves as Acting-Chair on Board Day due to the absence of the Chair and Vice-Chair, shall be compensated \$200 for his/her services in chairing the Board meeting.

5) Emergency Operations

Directors required to attend office at the Regional District or other meetings to support emergency operations will receive the meeting $\frac{1}{2}$ or full day rate (see Schedule B). The board must approve or ratify the Director's attendance for this allowance to be received.

6) Partner's Program Expense

Once a year, the Regional District will pay the registration fees for the partner's program and any additional accommodation costs for the spouse of a Director to stay in the Director's hotel room when attending either a convention or conference.

SCHEDULE B

Meeting Remuneration

It must be noted that the following table is intended to provide examples of categories of meetings and the remuneration applicable to that category. It must be recognized that the Board may eliminate or establish committees from time to time, which may or may not be eligible for remuneration in accordance with the applicable category.

- (A) For attendance at meetings, Directors will be remunerated and expenses will be paid in accordance with the attached table.
- (B) Those meetings which receive remuneration as indicated in the attached table are deemed to be "Sanctioned Meetings".
- (C) Where more than one meeting is held on the same day, the meetings shall be deemed to be one meeting. As an exception, when one of the meetings is a regular Board meeting and the other meeting begins after 6:00 pm on the same day, the other meeting will be remunerated as a separate meeting.
- (D) Directors are only eligible for remuneration where an agenda for the meeting is prepared and distributed in advance and minutes are recorded and submitted to the Board for consideration or for meetings called because of an emergency.
- (E) Where a Director attends a meeting by means of electronic communications, remuneration shall be at the normal rate for that meeting.
- (F) Remuneration for meetings not listed on the attached table must be approved by the Board. It is noted that Directors may choose to accept appointments to a wide variety of bodies; however, except as specifically provided for herein, those appointments shall be without remuneration. For clarity, meetings regarding a Director's local services, Regional District public hearings, Advisory Planning Committee and commission meetings are excluded from remuneration under this section.

Meeting Type	Allowance *		Notes
	Half Day < 3.5 hrs	Full Day 3.5 hrs+	
Board and Committee Meetings	\$235	\$235	Travel time may be claimed (if applicable)
Other approved meetings within the Regional District	\$118	\$235	Travel time may be claimed (if applicable)
Attendance and travel to Conventions or similar events (including: NCLGA, UBCM, Minerals North, etc.)	\$118	\$235	Includes time spent travelling to these events. Additional travel time is not applicable.

* to be increased annually on January 1st, based on the previous year's consumer price index (yearly average for the Province of B. C. as published by Statistics Canada), for completion of his or her duties of office. In the event that there is no increase to the consumer price index, or if it were to decline, the basic remuneration rate would remain the same as in the previous year.

Schedule C**Travel Time Remuneration**

1. Travel time remuneration of \$25 for every 100 kilometres driven (for trips over 20 km [one way]) shall apply to all travel when attending all meetings within the Regional District boundaries and include:
 - A) All travel by Board Chair or Vice-Chair when representing the RDBN within the Regional District;
 - B) Travel by Directors to sanctioned meetings within the Regional District; and
 - C) Travel by Directors to meetings/events outside a Director's area authorized by the Board or by the Chair where time constraints preclude Board consideration.
2. Travel remuneration for all travel outside the Region District boundaries or for attendance at conventions or similar events within the regional district shall be at the meeting rate described in Schedule B.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

SUPPLEMENTARY MEMORANDUM

TO: Chairperson Miller and Board of Directors
FROM: Wendy Wainwright, Executive Assistant
DATE: May 16, 2018
SUBJECT: Committee Meeting Recommendations
 – May 3, 2018

Following are recommendations from the May 3, 2018 Committee meetings for the Regional Board's consideration and approval.

Committee of the Whole Meeting – May 3, 2018

Recommendation 1:

Re: Canadian Bioenergy Conference & Exhibition-June 6-8, 2018, Prince George, B.C.

"That the Regional District of Bulkley-Nechako authorize Chair Miller's attendance at the Canadian Bioenergy Conference and Exhibition on June 6-8, 2018 in Prince George, B.C."

Recommendation 2:

Re: Chair, Vice-Chair Remuneration and Committee Chair

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to amend the draft RDBN Remuneration and Expense Bylaw to include:

- Schedule A – Chair and Directors' Remuneration
 - #3) Chair, Vice-Chair Remuneration and Committee Chair
 - D) Where more than one Chair or Vice-Chair or Committee Chair position is held by the same Director, for more than one committee the Chair receives remuneration for each committee Chaired."

Rural Directors Committee – May 3, 2018

Recommendation 3:

Re: Lakes District 4-H Senior Council- Request for Grant in Aid – Electoral Area "B" (Burns Lake Rural)

"That the Lakes District 4-H Senior Council be given \$450 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for costs associated with at 4-H Family Day and Camp."

Rural Directors Committee – May 3, 2018 (CONT'D)

Recommendation 4:

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

“That the Fort St. James Secondary School be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for a Grade 9 class trip to Haida Gwaii.”

Recommendation 5:

Re: Royal Canadian Legion Branch 274 - Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)

“That the Royal Canadian Legion Branch 274 be given \$2,450.31 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) subject to confirmed funding for the remainder of the project.”

Recommendation 6:

Re: Fraser Lake Elementary – Secondary School - Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)

“That the Fraser Lake Elementary – Secondary School be given \$2,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with a formal exchange program.”

Recommendation 7:

Re: Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club) - Request for Grant in Aid – Electoral Area “F” (Vanderhoof Rural)

“That the Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club) be given \$5,440.96 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for the purchase of ski equipment for its Ski S’Kool.”

Recommendation 8:

Re: Vanderhoof International Airshow Society - Request for Grant in Aid – Electoral Area “F” (Vanderhoof Rural)

“That the Vanderhoof International Airshow Society be given \$5,000 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for costs associated with the 2018 Vanderhoof International Airport.”

Recommendation 9:

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

“That the Burns Lake Youth Soccer Association be given \$500 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with Provincial Tournament expenses.”

Rural Directors Committee – May 3, 2018 (CONT'D)

Recommendation 10:

Re: Nechako Watershed Roundtable – Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural), “C” (Fort St. James Rural), “D” (Fraser Lake Rural), “E” (Francois/Ootsa Lake Rural) and “F” (Vanderhoof Rural)

“That the Nechako Watershed Roundtable be given \$1,700 grant in aid monies from Electoral Areas “B” (Burns Lake Rural), “C” (Fort St. James Rural), “D” (Fraser Lake Rural), and “F” (Vanderhoof Rural) and \$1,000 from Electoral Area “E” (Francois/Ootsa Lake Rural).”

Recommendation 11:

Re: RDBN Grant in Aid Policy

“That the Regional District of Bulkley-Nechako Board of Directors approve amending the RDBN Electoral Area Grant in Aid Policy by replacing section 3 with the following:

If a grant in aid is approved, the following will apply:

- a) A cheque will be issued to the requesting organization. A letter documenting the grant approval will be sent under the signature of the Electoral Area Director.
- b) If the grant exceeds \$1,000, a report must be submitted to the Regional Board inclusive of satisfactory evidence that the goods or services have been obtained (ie. a report from the organization inclusive of receipts and/or a report of the expenditures).”

Recommendation 12:

Re: RDBN Grant in Aid Policy

“That the Regional District of Bulkley-Nechako Board of Directors approve the removal of RDBN Electoral Area Grant in Aid Policy Section 5 (c) Purposes which, in the Regional Board’s opinion, would be appropriately addressed by establishing a Regional District service to either operate an extended or local service or to contribute towards the costs of the service provided by someone else.”

Recommendation 13:

Re: Bulkley Valley Christian School- Request for Grant in Aid – Electoral Area “A” (Smithers Rural)

“That the Bulkley Valley Christian School be given \$400 grant in aid monies from Electoral Area “A” (Smithers Rural) towards the litterathon.”

Recommendation 14:

Re: Stuart Lake Seniors Association - Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)

“That the Stuart Lake Seniors Association be given \$500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with its Strawberry Tea.”

RECOMMENDATION: (ALL/DIRECTORS/MAJORITY)

Recommendations 1 through 14 as written.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Miller and Board of Directors

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

DATE: May 11, 2018

SUBJECT: Grant in Aid Policy

At the May 3, 2018 Rural Directors Committee meeting, the RDBN Grant in Aid policy was reviewed and the following motions were passed:

“That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve amending the RDBN Electoral Area Grant in Aid Policy by replacing section 3 with the following:

3. If a grant in aid is approved, the following will apply:
 - a) A cheque will be issued to the requesting organization. A letter documenting the grant approval will be sent under the signature of the Electoral Area Director.
 - b) If the grant exceeds \$1,000, a report must be submitted to the Regional Board inclusive of satisfactory evidence that the goods or services have been obtained (ie. a report from the organization inclusive of receipts and/or a report of the expenditures).

and further,

“That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve the removal of RDBN Electoral Area Grant in Aid Policy Section 5 (c) Purposes which, in the Regional Board’s opinion, would be appropriately addressed by establishing a Regional District service to either operate an extended or local service or to contribute towards the costs of the service provided by someone else.”

A revised Grant in Aid policy, inclusive of the above-mentioned changes, is attached for the Board’s consideration.

Recommendation: (all/directors/majority)

“That the revised Electoral Area Grant in Aid Assistance Policy be approved by the Regional District of Bulkley-Nechako Board of Directors.”



REGIONAL DISTRICT OF BULKLEY-NECHAKO

**ELECTORAL AREA GRANT IN AID APPLICATION
COMPLETION GUIDE**

SUBMIT APPLICATIONS TO:

**Regional District of Bulkley-Nechako
37-3rd Avenue
Burns Lake, B.C. V0J 1E0**

**APPLICATIONS MUST BE SUBMITTED ON THE FORM
PROVIDED.**

NOTE TO APPLICANTS:

- **Industrial, commercial, individuals, and business undertakings ARE NOT eligible for assistance under this program;**
- **Please use the attached RDBN Board policies and Application Completion instructions as a guideline and be advised that the Regional Board of the Regional District of Bulkley-Nechako reserves the right to amend the said policies from time to time as it deems appropriate;**
- **Please make sure that your application is clearly legible and will photocopy with good results. Your application should either be typed or completed in black ink.**
- **If you have any questions or require assistance, please contact the Manager of Administrative Services of the Regional District of Bulkley-Nechako at the above address, or:**

**Phone: (250) 692-3195 or toll free at 1-800-320-3339
Fax: (250) 692-3305 email: inquiries@rdbn.bc.ca**

REGIONAL DISTRICT OF BULKLEY-NECHAKO**ELECTORAL AREA GRANT IN AID ASSISTANCE POLICY****PURPOSE**

To provide grants to community groups. Non-profit registered societies, organizations, Recreation Commissions, for cultural, charitable, sporting, recreational, service activities and special events for the purpose of benefiting the community.

APPLICATION

This policy shall apply to all electoral area grant in aid requests being considered for funding from the individual Grants-In-Aid budgets.

AUTHORITY

LOCAL GOVERNMENT ACT (Sec. 263(1)(c): the Regional District may provide assistance for the purpose of benefiting the community.

LOCAL GOVERNMENT ACT (Sec. 380)(2)(g): a grant may be charged to the electoral area benefiting from the assistance.

PROCEDURE

1. To be considered for funding, grant requests shall be referred to the Regional Board of the Regional District of Bulkley-Nechako on the recommendation of the Electoral Area Directors.
2. Applications must be submitted on the form provided by the Regional District, with all supporting documentation attached. Applicants must: clearly indicate the amount of assistance requested; provide evidence of how the applicant benefits the community generally and how the assistance being requested from the Regional District would benefit the community specifically; and, provide financial information sufficient to identify all other funding sources and to justify the need for financial assistance.
 - a) Applications that are not submitted on the required form will be returned to the applicant.

3. The following factors shall be used in evaluation and prioritizing the Applications for Assistance under Section 263(1)(c) of the LOCAL GOVERNMENT ACT.
 - i) Purpose for which the funding is required.
 - ii) What funding opportunities have been considered, (ie. fund raising, grants from senior levels of government, etc.).
 - iii) Benefits to the community as a whole.
 - iv) Amount of grant requested.
 - v) Whether or not the applicant has previously received assistance from the Regional District of Bulkley-Nechako.
 - vi) Whether or not there is an opportunity for individuals to make direct contributions.
4. If a grant in aid is approved the following will apply:
 - a) A cheque will be issued to the requesting organization. A letter documenting the grant approval will be sent under the signature of the Electoral Area Director.
 - b) If the grant exceeds \$1,000, a report must be submitted to the Regional Board inclusive of satisfactory evidence that the goods or services have been obtained (ie. a report from the organization inclusive of receipts and/or a report of the expenditures).
5. The Regional Board may at the time of grant approval:
 - a) Impose additional requirements to be met by an organization prior to receipt of grant funds;
 - b) Reduce or modify the requirements to be met for an organization prior to receipt of grant funds.
6. Applications for Assistance under Section 263(1)(c) of the LOCAL GOVERNMENT ACT will NOT be approved for:
 - a) Purposes for which the Regional Board identifies as potentially exposing the Regional District of Bulkley-Nechako to risk of unacceptable liability;
 - b) Purposes disallowed by the LOCAL GOVERNMENT ACT:
Section 273 – As a limitation on section 263(1)(c), a Board must not provide assistance to an industrial, commercial or business undertaking.
 - c) No grants shall be approved for individuals or for privately-owned businesses.

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

APPLICATION SUBMITTED BY:

Applicant Name: _____

Mailing Address: _____

E-mail Address: _____

Contact(s): _____

Name, Telephone/Fax Number

Name, Telephone/Fax Number

APPLICATION SUMMARY

Project or purpose for which you require assistance: _____

Amount of Grant Requested \$ _____

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.

(signature of authorized signatory)

(title)

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?

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

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.

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

PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

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

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

3. Describe how this proposal will benefit the community.

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)

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: May 11, 2018

SUBJECT: Rail Safety Resolution

At the April 5, 2018 Board meeting, the Board of Directors provided direction to staff to reach out to other regional districts and municipalities within B.C. for support with CN Railway issues. The draft resolution (attached) was provided to other regional districts and municipalities, and the responses received to date are also attached.

At this time, staff is requesting that the resolution be approved and forwarded to the Union of B.C. Municipalities for consideration at its 2018 Convention.

Recommendation: (all/directors/majority)

“That the Rail Safety resolution be submitted to the Union of B.C. Municipalities for consideration at its 2018 convention.”

Rail Safety

Regional District of Bulkley-Nechako

WHEREAS hazardous materials are shipped by rail through communities across B.C., and

WHEREAS there is a significant risk to first responders and other local government agents in the event of a rail emergency, and

WHEREAS the current system available to first responders and local government agents for identifying rail car contents may be inadequate during a derailment or rail emergency,

THEREFORE BE IT RESOLVED that UBCM petition Transport Canada to enact legislation requiring that full manifests of all goods being carried on trains be made available to fire chiefs and local government agents at all times during the transport of those goods.

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Corporation of the Village of McBride

P.O. Box 519
McBride, B.C.
V0J 2E0

Phone: 569-2229

Fax: 569-3276

May 4, 2018

Cheryl Anderson
Manager of Administrative Services
Regional District of Bulkley-Nechako
Burns Lake, BC V0J 1E0

Dear Ms. Anderson,

On Behalf of the Village of McBride's Mayor and Council, I would like to thank the Regional District of Bulkley-Nechako Board of Directors for their draft resolution related to rail safety. The Village of McBride has been greatly impacted by rail traffic and believes that the impacts related to the safety of our community have the potential to increase in the future. At a recent emergency planning meeting in McBride, concerns were raised related to first responders and local government agents not being able to identify rail car contents with the current system should there be a rail emergency. The following resolution was made by motion at the Regular Council Meeting held on April 24th, 2018;

Motion that Council direct Administration to write a letter to C. Anderson confirming that the Village of McBride is impacted by rail traffic.

Hruby/Green

Carried

Res: #080424.18

The Village of McBride fully supports the rail safety draft resolution and confirms that our community is in fact affected by rail traffic on an on-going basis.

Sincerely,

Sheila McCutcheon
Chief Administrative Officer
Village of McBride

From: cao@lytton.ca
Sent: May 10, 2018 12:12 PM
To: Cheryl Anderson
Subject: RE: Rail Safety Resolution

Hello Cheryl,

I shared your email with the Village of Lytton Council at their meeting held yesterday (May 9th). Council expressed interest in being kept informed about your draft resolution. The Village of Lytton is heavily impacted by rail traffic, with two rail lines operated by CN Rail and CP Rail that pass directly through the Village. These companies have multiple trains running both north- and south-bound many times per day, and that appear to be getting longer and increasingly larger cargo loads as the years go by. Derailments and hazardous spills arising from these companies' operations of these trains is a real and constant risk to our community.

Rebecca Anderson
CAO, Village of Lytton

Village of Lytton
380 Main Street
P.O. Box 100
Lytton, BC
V0K1Z0

Tel: (250) 455-2355
Fax: (250) 455-2142
Email: cao@lytton.ca

From: Cheryl Anderson <cheryl.anderson@rdbn.bc.ca>
Sent: April 20, 2018 11:55 AM
Subject: Rail Safety Resolution

At its April 5, 2018 Board meeting, the Regional District of Bulkley-Nechako Board of Directors prepared the following "DRAFT" resolution for consideration at the UBCM Convention:

"Whereas hazardous materials are shipped by rail through communities across B.C., and
Whereas there is a significant risk to first responders and other local government agents in the event of a rail emergency, and
Whereas the current system available to first responders and local government agents for identifying rail car contents may be inadequate during a derailment or rail emergency,
Therefore be it resolved that UBCM petition Transport Canada to enact legislation requiring that full manifests of all goods being carried on trains be made available to fire chiefs and local government agents at all times during the transport of those goods."

The Regional Board requested that all communities be contacted to confirm that they are in fact affected by rail traffic in order that support for the resolution can be sought from the impacted communities upon submission of the resolution to UBCM.

From: Allysa Gredling <agredling@tnrd.ca>
Sent: April 24, 2018 12:23 PM
To: Cheryl Anderson
Subject: FW: Rail Safety Resolution

Good afternoon Cheryl,

I have been asked to let you know that the communities in the TNRD are impacted by rail traffic. Once the resolution is passed and sent to us, we will forward it on to our Board. Thanks,



The Region of BC's Best

Allysa Gredling

Executive Assistant, Thompson-Nicola Regional District
300 - 465 Victoria Street | Kamloops, BC | V2C 2A9
Office 250 377-8673 | Direct 250 377-7052 | Fax 250 372-5048

tnrd.ca

From: cheryl.anderson@rdbn.bc.ca
Sent: April 20, 2018 11:54 AM
To:
Subject: Rail Safety Resolution

At its April 5, 2018 Board meeting, the Regional District of Bulkley-Nechako Board of Directors prepared the following "DRAFT" resolution for consideration at the UBCM Convention:

"Whereas hazardous materials are shipped by rail through communities across B.C., and
Whereas there is a significant risk to first responders and other local government agents in the event of a rail emergency, and
Whereas the current system available to first responders and local government agents for identifying rail car contents may be inadequate during a derailment or rail emergency,
Therefore be it resolved that UBCM petition Transport Canada to enact legislation requiring that full manifests of all goods being carried on trains be made available to fire chiefs and local government agents at all times during the transport of those goods."

The Regional Board requested that all communities be contacted to confirm that they are in fact affected by rail traffic in order that support for the resolution can be sought from the impacted communities upon submission of the resolution to UBCM.

Can you please confirm that your community is impacted by rail traffic?

Thank you!

Cheryl Anderson
Manager of Administrative Services
Regional District of Bulkley-Nechako
Phone: (250) 692-3195
TF: 1-800-320-3339

From: Shawn Tomlin <stomlin@rdek.bc.ca>
Sent: April 23, 2018 4:15 PM
To: Cheryl Anderson
Subject: RE: Rail Safety Resolution

Hi Cheryl,
This is to confirm that there is rail travel traffic through many of the communities in the RDEK.
Thanks,
Shawn

From: Cheryl Anderson <cheryl.anderson@rdbn.bc.ca>
Sent: April 20, 2018 12:55 PM
Subject: Rail Safety Resolution

At its April 5, 2018 Board meeting, the Regional District of Bulkley-Nechako Board of Directors prepared the following "DRAFT" resolution for consideration at the UBCM Convention:

"Whereas hazardous materials are shipped by rail through communities across B.C., and
Whereas there is a significant risk to first responders and other local government agents in the event of a rail emergency, and
Whereas the current system available to first responders and local government agents for identifying rail car contents may be inadequate during a derailment or rail emergency,
Therefore be it resolved that UBCM petition Transport Canada to enact legislation requiring that full manifests of all goods being carried on trains be made available to fire chiefs and local government agents at all times during the transport of those goods."

The Regional Board requested that all communities be contacted to confirm that they are in fact affected by rail traffic in order that support for the resolution can be sought from the impacted communities upon submission of the resolution to UBCM.

Can you please confirm that your community is impacted by rail traffic?

Thank you!

Cheryl Anderson
Manager of Administrative Services
Regional District of Bulkley-Nechako
Phone: (250) 692-3195
TF: 1-800-320-3339
Fax: (250) 692-3305



From: Jon Wilsgard <Jon.Wilsgard@golden.ca>
Sent: April 22, 2018 7:40 PM
To: Cheryl Anderson
Subject: RE: Rail Safety Resolution

Yes we are significantly affected by rail traffic Cheryl. We are the point at which the commodity trains from across the country meet the coal trains coming from SE BC and returning.

Best,
Jon Wilsgard, CAO/CO
Town of Golden

From: Cheryl Anderson [mailto:cheryl.anderson@rdbn.bc.ca]
Sent: April-20-18 12:55 PM
Subject: Rail Safety Resolution

At its April 5, 2018 Board meeting, the Regional District of Bulkley-Nechako Board of Directors prepared the following "DRAFT" resolution for consideration at the UBCM Convention:

"Whereas hazardous materials are shipped by rail through communities across B.C., and
Whereas there is a significant risk to first responders and other local government agents in the event of a rail emergency, and
Whereas the current system available to first responders and local government agents for identifying rail car contents may be inadequate during a derailment or rail emergency,
Therefore be it resolved that UBCM petition Transport Canada to enact legislation requiring that full manifests of all goods being carried on trains be made available to fire chiefs and local government agents at all times during the transport of those goods."

The Regional Board requested that all communities be contacted to confirm that they are in fact affected by rail traffic in order that support for the resolution can be sought from the impacted communities upon submission of the resolution to UBCM.

Can you please confirm that your community is impacted by rail traffic?

Thank you!

Cheryl Anderson
Manager of Administrative Services
Regional District of Bulkley-Nechako
Phone: (250) 692-3195
TF: 1-800-320-3339
Fax: (250) 692-3305

From: Michelle Allen <michelle@ashcroftbc.ca>
Sent: April 20, 2018 1:20 PM
To: Cheryl Anderson
Subject: RE: Rail Safety Resolution

Hello Cheryl,

Yes, the Village of Ashcroft has both CN and CP Mainlines running through our community. Basically every train that leaves Vancouver and area passes through our community – approximately 57 trains per day.

I believe that Council would support this resolution.

Sincerely,

Michelle Allen,
Chief Administrative Officer
Village of Ashcroft
PO Box 129
Ashcroft, BC V0K 1A0
Phone: (250)453-9161 x 203
Fax: (250)453-9664
Toll Free: 1-877-453-9161

www.ashcroftbc.ca



"Doubt kills more dreams than failure ever will" – Suzy Kassem

From: Cheryl Anderson [mailto:cheryl.anderson@rdbn.bc.ca]
Sent: Friday, April 20, 2018 11:55 AM
Subject: Rail Safety Resolution

At its April 5, 2018 Board meeting, the Regional District of Bulkley-Nechako Board of Directors prepared the following "DRAFT" resolution for consideration at the UBCM Convention:

"Whereas hazardous materials are shipped by rail through communities across B.C., and
Whereas there is a significant risk to first responders and other local government agents in the event of a rail emergency, and
Whereas the current system available to first responders and local government agents for identifying rail car contents may be inadequate during a derailment or rail emergency,
Therefore be it resolved that UBCM petition Transport Canada to enact legislation requiring that full manifests of all goods being carried on trains be made available to fire chiefs and local government agents at all times during the transport of those goods."

The Regional Board requested that all communities be contacted to confirm that they are in fact affected by rail traffic in order that support for the resolution can be sought from the impacted communities upon submission of the resolution to UBCM.



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**Regional District of Bulkley-Nechako
Board of Directors
May 24, 2018**

To: Chair Miller and the Board of Directors
From: Nellie Davis, Proposal Writer
Date: May 11, 2018
Regarding: Nechako Valley Sporting Association Northern Development Application-
Community Halls and Rec Facilities - Prince George RAC

Nechako Valley Sporting Association is submitting an application to Northern Development Initiative Trust's (Northern Development) Community Halls and Recreation Facilities program for expansion of the Terrain Park at the Nechako Nordics Cross Country Ski Club. An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

The Nechako Valley Sporting Association is requesting \$17,410 to assist with expansion of the ski terrain park, which provides a challenging venue for skills training for all ages. The new features will include a Roller Coaster run with challenging bumps and dips, a Jump Hill and a Wave run with more gentle terrain for less experienced skiers.

The \$25,872 Project includes:

- Groundwork
- Lighting Installation
- Installation of jumps and ramps

Funding Organization	Amount	Status
Nechako Valley Sporting Association - Cash	\$4,002	Confirmed
Nechako Valley Sporting Association – In-Kind	\$3,860	Confirmed
Four Rivers Co-operative	\$600	Confirmed
Northern Development	\$17,410	Pending
Total	\$25,872	

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 application to Northern Development Initiative Trust from the Nechako Valley Sporting Association: Ski Section for the Nechako Nordics Cross Country Ski Terrain Park Project from the Community Hall and Recreation Facilities Account.



Regional District of Bulkley-Nechako Memo Board Agenda – May 24, 2018

To: Chair Miller and Board of Directors
From: John Illes, Chief Financial Officer
Date: May 14, 2018
Re: 2017 Audit Findings Report to the Board of Directors

A copy of the 2017 Audit Findings Report for the Regional District is attached to this memo. This report summarizes the findings presented by PricewaterhouseCoopers on May 3, 2018.

As part of the audit process the board is required to read and review the comments concerning the 2017 financial audit.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

“That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer’s memo dated May 14, 2018 titled “2017 Audit Findings Report to the Board of Directors” and further that

“Chair Miller be authorized to sign the acknowledgement for the ‘2017 Audit Findings Report’ on behalf of the Board of Directors.”

Regional District of Bulkley-Nechako

*2017 Audit Findings
Report to the Board of
Directors*

*Prepared as of
May 3, 2018*





May 3, 2018

Members of the Board of Directors
Regional District of Bulkley-Nechako
37 3rd Avenue
PO Box 820
Burns Lake BC
VOJ 1E0

Dear Members of the Board of Directors:

We have been engaged to audit the financial statements of Regional District of Bulkley-Nechako for the year ending December 31, 2017.

We prepared the accompanying report to assist you in your review of the financial statements. It includes a discussion on the significant accounting and financial reporting matters dealt with during the audit process as well as communications required by Canadian generally accepted auditing standards for audit.

We would like to express our sincere thanks to the management and staff of the organization who have assisted us in carrying out our work. If you have any questions or concerns prior to the board meeting, please do not hesitate to contact me in advance.

Yours very truly,

A handwritten signature in black ink, appearing to read "Norm Hildebrandt", written over a horizontal line.

Norm Hildebrandt
Partner
Assurance

c.c.: John Illes, Chief Financial Officer



Significant Deficiencies in Internal Control

A deficiency in internal control exists when a control is designed, implemented or operated in such a way that it is unable to prevent, or detect and correct, misstatements in the financial statements on a timely basis, or when a control necessary to prevent, or detect and correct, misstatements in the financial statements on a timely basis is missing.

A significant deficiency in internal control is defined as a deficiency or combination of deficiencies in internal control that, in the auditor's professional judgment, is of sufficient importance to merit the attention of those charged with governance.

To identify and assess the risks of material misstatement in the financial statements, we are required to obtain an understanding of internal control relevant to the audit. This understanding is used for the limited purpose of designing appropriate audit procedures. It is not used for the purpose of expressing an opinion on the effectiveness of internal control and, as a result, we do not express any such opinion. The limited purpose also means that there can be no assurance that all significant deficiencies in internal control, or any other control deficiencies, will be identified during our audit.

We did not identify any control deficiencies that, in our judgment, would be considered significant deficiencies.

Fraud and Illegal Acts

No fraud involving management, or contractors with a significant role in internal control or that would cause a material misstatement of the financial statements and no illegal acts came to our attention as a result of our audit procedures. We wish to reconfirm that the Board of Director is not aware of any known, suspected or alleged incidents of fraud or illegal acts not previously discussed with us.

Significant Unusual Transactions

We are not aware of any significant or unusual transactions entered into by Regional District of Bulkley-Nechako that you should be informed about.

Difficulties Encountered During the Audit

We encountered no significant difficulties during our audit that should be brought to the attention of the audit committee.

Significant Accounting Principles

Management is responsible for the appropriate selection and application of accounting policies. Our role is to review the appropriateness and application as part of our audit. The accounting policies used by Regional District of Bulkley-Nechako are described in Note 1, Significant Accounting Policies, in the financial statements.

There were no new accounting policies adopted or changes to the application of accounting policies of Regional District of Bulkley-Nechako during the year.

We did not identify any alternative accounting policies that would have been more appropriate in the circumstances.

We did not identify any significant accounting policies in controversial or emerging areas.

Significant Financial Statement Disclosures

We did not identify any financial statement disclosures that are particularly significant, sensitive or require significant judgments, that we believe should be specifically drawn to your attention.

Subsequent Events

No subsequent events which would impact the financial statements other than those disclosed have come to our attention.

We would like to reconfirm that the Board of Director is not aware of any other subsequent events that might affect the financial statements.

Accounting Estimates

Management is responsible for the accounting estimates included in financial statements. Estimates and the related judgments and assumptions are based on management's knowledge of the business and past experience about current and future events.

Our responsibility as auditors is to obtain sufficient appropriate evidence to provide reasonable assurance that management's accounting estimates are reasonable within the context of the financial statements as a whole. An audit includes performing appropriate procedures to verify the:

- Calculation of accounting estimates;
- Analyzing of key factors such as underlying management assumptions;
- Materiality of estimates individually and in the aggregate in relation to the financial statements as a whole;
- Estimate's sensitivity to variation and deviation from historical patterns;
- Estimate's consistency with the entity's business plans; and
- Other audit evidence.

The following significant estimates/judgments are contained in the financial statements:

- Value of inventory;
- Accrued liabilities;
- Deferred revenue;
- Book value of capital assets.

Based on audit work performed, we are satisfied with estimates made by management.

Disagreements with Management

We are required to communicate any disagreements with management, whether or not resolved, about matters that are individually or in aggregate significant to the entity's financial statements or auditor's report. Disagreements may arise over:

- Selection or application of accounting principles;
- Assumptions and related judgments for accounting estimates;
- Financial statement disclosures;
- Scope of the audit; or
- Wording of the auditor's report.

We are pleased to inform you that we had no disagreements with management during the course of our audit.

Consultation with Other Accountants (Second Opinions)

Management may consult with other accountants about auditing and accounting matters to obtain a "second opinion". When an entity requests that another accountant provide a written report or oral advice on the application of accounting principles to a specific transaction or the type of opinion that may be rendered on the entity's financial statements, we are required to ensure that the accountant has ensured that the reporting accountant has knowledge of all facts and circumstances and has conducted the engagement in accordance with Canadian generally accepted auditing standards on the Reports on the Application of Accounting Principles.

We are not aware of any consultations that have taken place with other accountants.

Issues Discussed

The auditor generally discusses among other matters, the application of accounting principles and auditing standards, and fees, etc. with management during the initial or recurring appointment of the auditor. There were no major issues discussed during our audit with regards to our retention that were not in the normal course of business.

Materiality

Misstatements are considered to be material if they could reasonably be expected to influence the economic decisions of users of the financial statements.

We have set materiality of \$395,000.

We'll report unadjusted and adjusted items over \$39,500 to the Board of Directors on completion of the audit.

Uncorrected Misstatements

We accumulated uncorrected misstatements that we identified during our audit and communicated them to management. We then requested that management correct these misstatements. No uncorrected misstatements for the current period have been detected.

Other Audit Matters of Governance Interest

We did not identify any other matters to bring to your attention at this time and would be pleased to discuss with you further any matters mentioned above, at your convenience.

This communication is prepared solely for the information of those charged with governance of Regional District of Bulkley-Nechako to carry out and discharge their responsibilities and is not intended for any other purpose. We accept no responsibility to a third party who uses this communication.

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To ensure there is a clear understanding and record of the matters discussed, we ask that a representative of the board of directors their acknowledgement in the space provided below.

Should any member of the board of directors wish to discuss or review any matter addressed in this letter or any other matters related to financial reporting, please do not hesitate to contact us at any time.

Yours very truly,

PricewaterhouseCoopers LLP

Acknowledgement of Representative of the Board of Directors' Members:

We have read and reviewed the above disclosures and understand and agree with the comments therein:

Signature: _____

Date: _____



Regional District of Bulkley-Nechako Memo Board Agenda – May 24, 2018

To: Chair Miller and Board of Directors
From: John Illes, Chief Financial Officer
 Cheryl Anderson, Manager of Administrative Services
Date: May 2, 2018
Re: Lakes District Arts and Culture Service

Chair Miller, Director Benedict and Director Beach have requested staff to create a service to provide funds to the Burns Lake Public Library, the Burns Lake Museum and several additional arts and culture societies and organizations. If established, the societies operating the library and the museum would receive their funds from this new service and the old service bylaws would be repealed. By allowing for flexible funding to take advantage of unforeseen opportunities, funding to manage unforeseen emergencies, and funds for planned minor capital improvements, this new service would provide support for both organizations moving into the future.

In addition, this service would provide project funding for arts and culture events (such as music festivals or *Arts Council* music concerts) held in the Lakes District (for the purpose of the bylaw this would include Electoral Areas B and E and the Village of Burns Lake).

The maximum taxation rate would be set at \$0.55 per \$1000 of **total assessed value** (land and improvements) and this service would be a **tax on improvements only**. The current taxation level for the library and the museum are \$0.382/\$1000 of assessed value and approximately \$188,000 in taxes are collected to support these services. This amount does not include funds provided to arts and culture organizations through the grant in aid process (through both the Village of Burns Lake and the RDBN). The initial taxation rate for the new service (in 2019 if the bylaw were to be adopted) would be in the neighborhood of \$0.50/\$1000 or an increase of 11 ½ cents per \$1000 of assessed (land and improvement) value over the 2018 taxation amount for the two existing bylaws. An average household in the Lakes District would pay \$62.50 per household for this service (assuming that their improvements were assessed at \$125,000). They currently pay \$47.75.

For Electoral Area "B" and Electoral Area "E" assent of the electorate is required. The Electoral Area Directors have indicated that they prefer this service to receive electoral assent by referendum and that the best time for the referendum would be with the local government elections so as to minimize establishment costs.



I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

“That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer’s and Manager of Administrative Service’s memo dated May 3, 2018 titled ‘Lakes District Arts and Culture Service’, and further

“That the Board of The Regional District consider giving three readings to Bylaw 1831 later in the agenda” and further

“That a referendum to gain electoral assent for this new service be held in conjunction with local government elections in October of 2018.”



Regional District of Bulkley-Nechako Memo Board Agenda – May 24, 2018

To: Chair Miller and Board of Directors
From: John Illes, Chief Financial Officer
Date: May 9, 2018
Re: Natural Gas Invoice for Bulkley Valley Pool

Please see the attached invoice.

The spot purchase for fuel on this invoice is \$272.97

The total senior government taxes and levies on this invoice is \$335.12. This is an effective value added tax rate of 122.7% on the spot purchase cost.

This includes the B. C. Carbon tax increase on April 1 of 2018. Further increases are scheduled on April 1 of 2019 and 2020.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

“That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer’s memo dated May 3, 2018 titled “Natural Gas Invoice for Bulkley Valley Pool”

RECEIVED
718

MAY 08 2018

Natural Gas Invoice

1804150



REGIONAL DISTRICT
OF BULKLEY - NECHAKO

08 May 2018

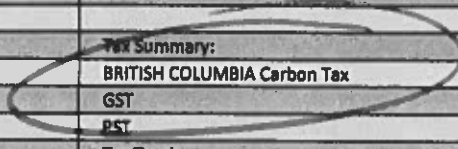
\$668.73

PAYMENT DUE BY: May 25, 2018

Customer ID IGI0150 Regional District of Bulkley Nechako PO Box 820 Burns Lake, BC V0J 1E0 GST # 885063552	Natural Gas Delivery Period: April-2018	Email ap@rdbn.bc.ca
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QUANTITY GJ's	DETAILS	UNIT PRICE CAD/GJ	LINE TOTAL
162.0	Spot Purchase	\$1.68500	\$272.97
162.0	Fuel & Transport	\$0.21685	\$35.13
162.0	Total		\$308.10
Tax Summary:			
	BRITISH COLUMBIA Carbon Tax	\$1.7381	\$281.57
	GST	5.0%	29.48
	PST	7.0%	21.57
	Tax Total:		\$332.62
	BRITISH COLUMBIA - ICE Levy @ 0.4%	0.4%	\$1.23
	Subtotal to IGI for Natural Gas Supply:		\$641.95
255.0	Absolute Energy Inc. Management fees:	\$0.100	\$25.50
	GST	5.0%	1.28
	Total Fees (due to Absolute Energy Inc):		\$26.78
Total Amount Due Payable To IGI:			668.73
Adjustment			
Grand Total			\$668.73

New rate



By Wire or EFT: Citibank - 123 Front Street West, Toronto, ON M5J 2M3	OTHER INFORMATION
WIRE PAYMENTS - CANADIAN FUNDS Name of Beneficiary: IGI Resources Inc Name of Bank: Citibank, N.A., Canadian Branch SWIFT CITICATTBCH Routing Number: Bank Number - 328 Branch Number - 20012 Account Number: 2013931007	Joseph Chopik, Absolute Energy Inc. Phone: 778-918-3485 accounts@absolute-energy.ca
Mail Cheques to: IGI Resources Inc PO Box 8900 Station Terminal LBX V89001C Vancouver, BC V6B 3Y4 Make Cheques Payable to: IGI Resources Inc	IGI Resources Inc. PO Box 6488 Boise, ID, 83706-6488 United States Tax ID: 82-0401137
EFT PAYMENTS Routing Number: 032820012 Bank Number: 0328 Branch Number: 20012 Account Number: 2013931007	

602001-10101
JH



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REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM

To: Chair Miller and Board of Directors (May 24, 2018)
From: Rory Mckenzie
Director of Environmental Services
Date: May 9, 2018
Subject: Approve Draft of Solid Waste Management Plan for Public Consultation

On April 25th 2018 the Regional Solid Waste Advisory Committee voted unanimously to approve the draft of the new Solid Waste Management Plan to go out for public consultation upon RDBN Board approval. If the Board approves the draft plan to go out for public consultation, staff and Carey McIver from Tetra Tech will engage in a series of public meetings with First Nations (14 bands), Municipal councils (8), Rural electoral areas A-G (7), Public (3) Smithers, Vanderhoof and Burns Lake and a stakeholders meeting in Burns Lake.

Environmental Services Staff and Tetra Tech are currently working on a consultation schedule and will issue it at the Board meeting on May 24th.

Carey McIver (Tetra Tech) will be at the May 24th Board meeting to present a Power Point Presentation on the Draft Plan for the Consultation process.

RECOMMENDATION

(All/Directors/Majority)

1. That the Board of Directors receives the memorandum titled, "Approve Draft of Solid Waste Management Plan for Public Consultation" and dated May 24, 2018.
2. And that, the Board of Directors approve the draft of the "Solid Waste Management Plan for Public Consultation."

Respectfully submitted,

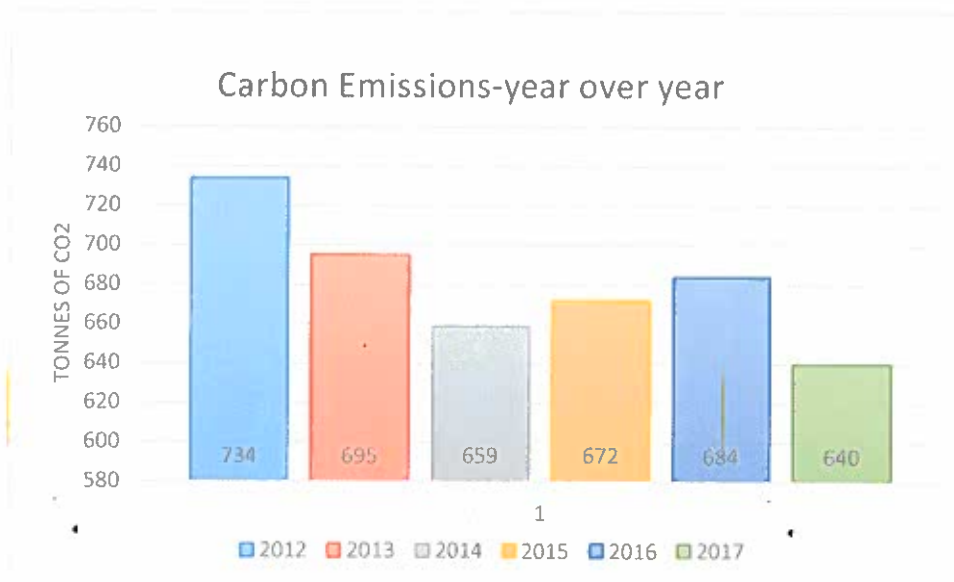
Rory Mckenzie
Director of Environmental Services



Regional District of Bulkley-Nechako Board of Directors Memorandum May 24, 2018

To: Chair Miller and the Board of Directors
From: Elaine Wiebe, Environmental Services Assistant
Date: May 15, 2018
Regarding: Climate Action Revenue Incentive Program (CARIP) Public Report – Climate Actions Survey 2017

As a signatory on the Community Climate Action Charter, we continue to track the emissions produced by the RDBN, not only in the traditional services we provide, but also services that are contracted out. Below is a chart that shows the emissions from year to year. Some factors that contribute to the decrease in our emissions this year are less waste haul loads in 2017 and less staff travel. In terms of the waste haul, the cardboard ban, in it's second year, has reduced the volume of waste going into our sites. Also, with wood waste, it was not all hauled in 2017 due to staff availability, some stockpiles were only transported in the beginning of 2018. In regards to staff travel, 2017 saw staff such as Rory and Janette were not out in the field as much as previous years.



The Climate Actions Survey will be submitted to the Ministry of Community, Sport and Cultural Development on May 25, 2018, from which the attached report was generated.

The report outlines measures the RDBN undertook in 2017 to reduce carbon emissions and move towards carbon neutrality. As per our reporting requirements for the 2017 CARIP grant, this report is hereby being made public prior to the deadline of June 1, 2018.

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

That the RDBN Board of Directors receive the Environmental Services Assistant's May 15th memorandum titled, "Climate Action Revenue Incentive Program (CARIP) Public Report 2017".

Respectfully yours,

Elaine Wiebe

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Climate Action Revenue Incentive (CARIP) Public Report for 2017

Local Government:

Regional District of Bulkley-Nechako

Report Submitted by:

Name: Elaine Wiebe

Role: Environmental Services Assistant

Email: elaine.wiebe@rdbn.bc.ca

Phone: 250-692-3195



Date: May 2018

The Regional District of Bulkley-Nechako has completed the 2017 Climate Action Revenue Incentive Program (CARIP) Public Report as required by the Province of BC. The CARIP report summarizes actions taken in 2017 and proposed for 2018 to reduce corporate and community-wide energy consumption and greenhouse gas emissions (GHG) and reports on progress towards achieving carbon neutrality.

2017 BROAD PLANNING ACTIONS

Broad Planning Actions

Broad Planning refers to high level planning that sets the stage for GHG emissions reductions, including plans such as Official Community Plans, Integrated Community Sustainability Plans, Climate Action Plans or Community Energy Emissions Plans. Land use planning that focuses on Smart Growth principles (compact, complete, connected, centred) plays an especially important role in energy and GHG reduction.

Community-Wide Actions Taken in 2017	
	Reviewed the Official Community Plan for Electoral Area D (Fraser Lake Rural).
	Continued to distribute the Sustainable Rural Land Development Checklist document.
Community-Wide Actions Proposed for 2018	
	Complete community consultation and final draft of the Official Community Plan for Electoral Area D.

Corporate Actions Taken in 2017	
Corporate Actions Proposed for 2018	

Broad Planning		
What is (are) your current GHG reduction target(s)?	We have adopted the Provincial targets as our visionary target.	
Are you familiar with your community's community energy and emissions inventory (e.g. CEEI or another inventory)?		Yes
What plans, policies or guidelines govern the implementation of climate mitigation in your community?		
•	Community Energy and Emissions (CEE) Plan	Yes
•	Community- Wide Climate Action Plan	Yes
•	Integrated Community Sustainability Plan	Yes
•	Official Community Plan (OCP)	Yes
•	Regional Growth Strategy (RGS)	No
•	Do not have a plan	No
•	Other:	
Does your local government have a corporate GHG reduction plan?		No

2017 BUILDING AND LIGHTING ACTIONS

Building and Lighting Actions

Low-carbon buildings use the minimum amount of energy needed to provide comfort and safety for their inhabitants and tap into renewable energy sources for heating, cooling and power. These buildings can save money, especially when calculated over the long term. This category also includes reductions realized from energy efficient street lights and lights in parks or other public spaces.

Community-Wide Actions Taken in 2017	
	Working with community groups to improve their ageing facilities to make them more energy efficient. The Bulkley Valley Cross Country Ski Lodge is upgrading their roofing and insulation to conserve energy. The Bulkley Valley Child Development Centre is replacing doors and windows to save on energy at their facility. The Dze L K'ant Friendship Centre did a project to install on demand hot water. The Stuart Lake Golf Club upgraded their lighting and installed capacitors for their irrigation system.
Community-Wide Actions Proposed for 2018	
	Continue to work with community groups to realize energy efficiencies at their facilities. Some projects that are planned are roofing and insulation for the Grassy Plains Hall, insulation and windows for the Lakes District Food Bank and doors and windows for the Fort St. James Food Bank. The cross country ski clubs in Fort St. James and Burns Lake are both planning to upgrade trail lighting to LEDs.

Corporate Actions Taken in 2017	
	The Bulkley Valley Aquatic Centre finished changing all their indoor lighting to LED. This included the mechanical room, change rooms, climbing wall, racquetball courts, lobby and offices.
	BVAC also replaced the baseboard heaters in the women's change rooms with more efficient models.
	They also continued to add to their Distribution Digital Control (DDC) system. A temperature controller was added to the hot pool.
Corporate Actions Proposed for 2018	
	The Bulkley Valley Aquatic Centre will have an Energy Review Study conducted for their facility.
	The DDC Archiver will be completed in 2018.
	They also hope to complete the following projects: Variable Frequency Drives (VFD) for pool recirculating pumps and jet pump, emergency lighting to LED, and dehumidification for the air handling unit (AHU-1).
	The Topley Fire Hall is planning numerous energy efficiency upgrades for their building, including LED lighting and new doors and windows.

Building and Lighting	
The Province has committed to taking incremental steps to increase energy-efficiency requirements in the BC Building Code to make buildings net-zero energy ready by 2032. The BC Energy Step Code--a part of the BC Building Code--supports that effort	
Is your local government aware of the BC Energy Step Code?	Yes
Is your local government implementing the BC Energy Step Code?	No

2017 ENERGY GENERATION ACTIONS

Energy Generation Actions

A transition to renewable or low-emission energy sources for heating, cooling and power supports large, long-term GHG emissions reductions. Renewable energy including waste heat recovery (e.g. from biogas and biomass), geo-exchange, micro hydroelectric, solar thermal and solar photovoltaic, heat pumps, tidal, wave, and wind energy can be implemented at different scales, e.g. in individual homes, or integrated across neighbourhoods through district energy or co-generation systems.

Community-Wide Actions Taken in 2017	
	Various groups upgraded their heating system, such as the Burns Lake Thrift Store replacing their furnace with a newer, more efficient one.
Community-Wide Actions Proposed for 2018	
	Continue to work with community groups to acquire funding and make older facilities more efficient.

Corporate Actions Taken in 2017	
	The Bulkley Valley Aquatic Centre began to explore the possibility of reclaiming thermal energy from the nearby ice plants in the Arena and Curling Rink.
Corporate Actions Proposed for 2018	
	BVAC will have an energy review and study completed to investigate the feasibility of this heat recovery system to lower their heating costs and GHG emissions.

Energy Generation	
Is your local government developing, or constructing:	
• A district energy system	No
• A renewable energy system	No
Is your local government operating:	
• A district energy system	No
• A renewable energy system	No

Is your local government connected to a district energy system that is operated by another energy provider?	No
Are you aware of the Integrated Resource Recovery guidance page on the BC Climate Action Toolkit ?	Yes
Are you familiar with the 2017 " List of Funding Opportunities for Clean Energy Projects Led by First Nations and Local Governments? "	Yes

2017 GREENSPACE/NATURAL RESOURCE PROTECTION ACTIONS

Greenspace Actions

Greenspace/Natural Resource Protection refers to the creation of parks and greenways, boulevards, community forests, urban agriculture, riparian areas, gardens, recreation/school sites, and other green spaces, such as remediated brownfield/contaminated sites as well as the protection of wetlands, waterways and other naturally occurring features.

Community-Wide Actions Taken in 2017	
Community-Wide Actions Proposed for 2018	

Corporate Actions Taken in 2017	
Corporate Actions Proposed for 2018	

Greenspace	
Does your local government have urban forest policies, plans or programs?	No
Does your local government have policies, plans or programs to support local food production?	Yes

2017 SOLID WASTE ACTIONS

Solid Waste Actions

Reducing, reusing, recycling, recovering and managing the disposal of the residual solid waste minimizes environmental impacts and supports sustainable environmental management, greenhouse gas reductions, and improved air and water quality.

Community-Wide Actions Taken in 2017	
	Continued promotion of backyard composting with the distribution of 107 rebates on composters.
	Provided direct funding to local community based recycling groups to support waste reduction initiatives.
Community-Wide Actions Proposed for 2018	
	Explore the possibility of expanding textile recycling in our region.
	Continued promotion of backyard composting.
	Assist Smithers and Area Recycling Society with purchasing a styrofoam densifier to help make recycling in the area more efficient.
	Lobby for the development of an Extended Producer Responsibility (EPR) program for mattress recycling.

Corporate Actions Taken in 2017	
	Began the review of Solid Waste Management Plan.
Corporate Actions Proposed for 2018	
	Developing a portable recycling station for events at our facilities.
	Remaining closure works at Fraser Lake Landfill site.
	Completion of the Solid Waste Management Plan.
	Opening Recycle BC depots at our sites where feasible.
	Slope stabilization work at both sub-regional landfills.

Solid Waste	
Does your local government have construction and demolition waste reduction policies, plans or programs?	Yes
Does your local government have organics reduction/diversion policies, plans or programs?	Yes

2017 TRANSPORTATION ACTIONS

Transportation Actions

Transportation actions that increase transportation system efficiency, emphasize the movement of people and goods, and give priority to more efficient modes, e.g. walking, cycling, ridesharing, and public transit, can contribute to reductions in greenhouse gas emissions and more livable communities.

Community -Wide Actions Taken in 2017	
	The Regional Transit Service continues to operate. Increased usage has necessitated larger buses being needed on routes. This service helps to reduce dependence on individual automobiles.
	Provided funding to Smithers Transit, increasing their route coverage.
	Provided funding to Fraser Lake Transit, allowing them to add a new bus service.
Community-Wide Actions Proposed for 2018	
	Continue with Transit Services for all residents.
	Introduce more connections from remote communities to the main highway route.
	Assist in exploration of a proposed biking trail from the Village of Burns Lake to the Boer Mountain biking trails.

Corporate Actions Taken in 2017	
	Research process before purchasing any vehicles, to ensure we are making the best choices in terms of needs and fuel consumption.
	Policy regarding staff carpooling when traveling to conferences, seminars and meetings continues to be in force.
Corporate Actions Proposed for 2018	
	Exploring additional carpooling options for Board Members attending meetings and events.

Transportation	
Does your local government have policies, plans or programs to support:	
• Walking	No
• Cycling	No
• Transit Use	No
• Electric Vehicle Use	No
• Other (please specify)	
Does your local government have a transportation demand management (TDM) strategy (e.g. to reduce single-vehicle occupancy trips, increase travel options, provide incentives to encourage individuals to modify travel behavior)?	No
Does your local government integrate its transportation and land use planning?	No

2017 WATER AND WASTEWATER ACTIONS

Managing and reducing water consumption and wastewater is an important aspect of developing a sustainable built environment that supports healthy communities, protects ecological integrity, and reduces greenhouse gas emissions.

Community-Wide Actions Taken in 2017	
	Design of 5 km of up-to-date, efficient replacement of water distribution system in the unincorporated municipality of Fort Fraser.
	Update of the water conservation plan for that community.
Community-Wide Actions Proposed for 2018	
	Construction of the water distribution system in Fort Fraser.
	Finish update of water conservation plan for Fort Fraser.

Corporate Actions Taken in 2017	
	Used bacteria (ProZyme) to biologically control sludge build up in the lagoon at the Knockholt Landfill. This treatment was successful and is ongoing.
Corporate Actions Proposed for 2018	
	Plan to do a sewer condition assessment (infrastructure).
	Look into replacing electric aerator with a more efficient, solar system.
	Complete a GHG study for our two sub-regional landfills.

Water Conservation	
Does your local government have water conservation policies, plans or programs?	Yes

2017 CLIMATE CHANGE ADAPTATION ACTIONS

This section of the CARIP survey is designed to collect information related to the types of climate impacts local governments are experiencing and how they are being addressed.

Please identify the THREE climate impacts that are most relevant to your Local Government.	
<ul style="list-style-type: none"> • Warmer winter temperatures reducing snowpack • Changes to temperature and precipitation causing seasonal drought • Heatwaves impacting population health • Increased temperatures increasing wildfire activity • Increased temperatures affecting air quality • Changing temperatures influencing species migration and ecosystem shifts • Extreme weather events contributing to urban and overland flooding • Sea level rise and storms causing coastal flooding and/or erosion 	 X X X
Other:	

In 2017 has your local government addressed the impacts of a changing climate using any of the following?	
Risk and Vulnerability Assessments	No
Risk Reduction Strategies	No
Emergency response planning	Yes
Asset management	Yes
Natural/Eco asset management strategies	No
Infrastructure upgrades (e.g. storm water system upgrades)	Yes
Beach Nourishment projects	No
Economic diversification initiatives	Yes
Strategic and financial planning	Yes
Cross-department working groups	No
OCP policy changes	Yes
Changes to zoning and other bylaws and regulations	Yes
Incentives for property owner (e.g. reducing storm water run-off)	No
Public education and awareness	Yes
Research	Yes
Mapping	Yes
Partnerships	No
Other:	

Climate Change Adaptation Actions Taken in 2017
Please elaborate on key actions and/or partnerships your local government has engaged in to prepare for, and adapt to a changing climate. Add links to key documents and information where appropriate.
Climate Change Adaptation Actions Proposed for 2018
For more information please contact:

<p>The following are key resources that may be helpful to your local government in identifying climate impacts, as well as, strategies, actions and funding to deal with them. For those resources that you have used, please indicate whether they were useful in advancing your work in climate change adaptation?</p>	
<p>Indicators of Climate Change for British Columbia, 2016 Plan2Adapt Climate Projections for Metro Vancouver Climate Projections for the Capital Region Climate Projections for the Cowichan Valley Regional District Province of BC's BC Adapts Video Series Preparing for Climate Change: An Implementation Guide for Local Governments The Public Infrastructure and Engineering Vulnerability Committee's (PIEVC) protocol Sea Level Rise Primer BC Regional Adaptation Collaborative Webinars www.ReTooling.ca Water Balance Model The Water Conservation Calculator</p> <p>Funding: National Disaster Mitigation Program (NDMP) Community Emergency Preparedness Fund (CEPF) Municipalities for Climate Innovation Program (MCIP) Climate Adaptation Partner Grants (FCM) Infrastructure Planning Grants (MAH) Federal Gas Tax Fund</p>	<p>Haven't Used Useful Not Useful Not Useful Not Useful Haven't Used Useful Useful Haven't Used Haven't Used Useful Haven't Used Haven't Used</p> <p>Useful Useful Useful Haven't Used Haven't Used Useful</p>
<p>Other:</p>	

2017 OTHER CLIMATE ACTIONS

Other Climate Actions

This section provides local governments the opportunity to report other climate actions that are not captured in the categories above.

Community-Wide Actions Taken in 2017	
Community-Wide Actions Proposed for 2017	

Corporate Actions Taken in 2017	
Corporate Actions Proposed for 2017	

Other	
Are you familiar with the Community Lifecycle Infrastructure Costing Tool (CLIC) ?	Yes
Have you used CLIC?	No

INNOVATION AND PEER-TO-PEER LEARNING

Innovation

This section provides the opportunity to showcase an innovative Corporate and/or Community-Wide GHG reduction and/or climate change adaptation activity that your local government has undertaken and that has had, or has the potential to have, a significant impact. You are welcome to repeat an action that has already been listed.

Projects included here may be featured as success stories on the B.C. Climate Action Toolkit and/or shared with other local governments to inspire further climate action. Please add links to additional information where possible.

Communities that have conducted innovative initiatives may want to consider raising their profile through applications to [CEA's Climate and Energy Action Awards](#), [UBCM Climate and Energy Action Award](#), [FCM Sustainable Communities Awards](#) or through submissions to [FCM's National Measures Report](#).

Community-Wide Action
<p>For more information contact:</p>
Corporate Action
<p>For more information contact:</p>

Programs, Partnerships and Funding Opportunities

Local governments often rely on programs, partnerships and funding opportunities to achieve their climate action goals. Please share the names of programs and organizations that have supported your local government’s climate actions by listing each entry in the box below.

Mitigation

Programs and Funding

Adaptation

Programs and Funding

2017 CARBON NEUTRAL REPORTING

Local governments are required to report on their progress in achieving their carbon neutral goal under the Climate Action Charter. Working with B.C. local governments, the joint Provincial-UBCM Green Communities Committee (GCC) has established a common approach to determining carbon neutrality for the purposes of the Climate Action Charter, including a Carbon Neutral Framework and supporting guidance for local governments on how to become carbon neutral.

Prior to completing this portion of the survey, please ensure that you are familiar with guidance available on the B.C. Climate Action Toolkit website, especially the [Becoming Carbon Neutral: A Guide for Local Governments in British Columbia](#).

Please note: As a result of the BC Recycling Regulation, local governments are no longer required to account for greenhouse gas (GHG) emissions from vehicles, equipment and machinery required for the collection, transportation and diversion of packaging and printed paper, in their annual Climate Action Revenue Incentive Program (CARIP) reports.

Reporting Emissions

Did you measure your local government's corporate GHG emissions in 2017?	Yes
If your local government measured 2017 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent) from services delivered <u>directly</u> by your local government:	633.16
If your local government measured 2017 corporate GHG emissions, please report the number of corporate GHG emissions (in tonnes of carbon dioxide equivalent) from <u>contracted</u> services:	7.06
TOTAL A: CORPORATE GHG EMISSIONS FOR 2017	640.22 tCO₂e

Reporting Reductions and Offsets

To be carbon neutral, a local government must balance their TOTAL corporate GHG emissions generated in 2017 by one or a combination of the following actions:

- undertake GCC-supported Option 1 Project(s)
- undertake GCC-supported Option 2 Project(s)
- purchase carbon offsets from a credible offset provider

If applicable, please report the 2017 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO₂e)) being claimed from Option 1 GHG Reduction Projects:

OPTION 1 PROJECTS	REDUCTIONS
Energy Efficient Retrofits	
Solar Thermal	

Household Organic Waste Composting	
Low Emission Vehicles	
Avoided Forest Conversion	
TOTAL B: REDUCTIONS FROM OPTION 1 PROJECTS FOR 2017	tCO2e

If applicable, please report the names and 2017 GHG emissions reductions (in tonnes of carbon dioxide equivalent (tCO2e)) being claimed from Option 2 GHG Reduction Projects:

OPTION 2 PROJECT NAME	REDUCTIONS
TOTAL C: REDUCTIONS FROM OPTION 2 PROJECTS FOR 2017	tCO2e

If applicable, please report the name of the offset provider, type of project and number of offsets purchased (in tonnes of carbon dioxide equivalent (tCO2e)) from an offset provider for the 2017 reporting year:

(NOTE: DO NOT INCLUDE ANY FUNDS THAT MAY BE SET ASIDE IN A CLIMATE ACTION RESERVE FUND)

OFFSET PROVIDER NAME	OFFSETS
TOTAL D: OFFSETS PURCHASED FOR 2017	tCO2e

TOTAL REDUCTIONS AND OFFSETS FOR 2017 (Total B+C+D) = tCO2e

Corporate GHG Emissions Balance for 2017

Your local government's Corporate GHG Emissions Balance is the difference between total corporate GHG emissions (direct + contracted emissions) and the GHG emissions reduced through GCC Option 1 and Option 2 projects and/or the purchase of offsets.

CORPORATE GHG EMISSIONS BALANCE FOR 2017 = (A – (B+C+D)) = 645.53 tCO₂e

**If your Corporate GHG Emissions Balance is negative or zero,
your local government is carbon neutral.
CONGRATULATIONS!**

If applicable, please record any emissions reductions you will be carrying over for future years and the source of the emissions reductions, including the year they were earned (E.g., Organics diversion, 2016 100 tCO₂e).

SOURCE OF CARRY OVER EMISSION REDUCTIONS (and year earned)	REDUCTIONS
BALANCE OF REDUCTIONS ELIGIBLE FOR CARRY OVER TO NEXT YEAR	tCO₂e

Carbon Neutral Reporting	
Does your local government have a climate reserve fund or something similar?	Yes

GCC CLIMATE ACTION RECOGNITION PROGRAM

Green Communities Committee (GCC) Climate Action Recognition Program

The joint Provincial-UBCM Green Communities Committee (GCC) is pleased to be continuing the Climate Action Recognition Program again this year. This multi-level program provides the GCC with an opportunity to review and publicly recognize the progress and achievements of each Climate Action Charter (Charter) signatory.

Recognition is provided on an annual basis to local governments who demonstrate progress on their Charter commitments, according to the following:

Level 1 – Demonstrating Progress on Charter Commitments: for local governments who demonstrate progress on fulfilling one or more of their Charter commitments

Level 2 – Measuring GHG Emissions: for local governments that achieve level 1, and who have measured their Corporate GHG Emissions for the reporting year and demonstrate that they are familiar with their community’s energy and emissions inventory (i.e. CEEI)

Level 3 – Accelerating Progress on Charter Commitments: for those local governments who have achieved level 1 and 2 and have demonstrated undertaking significant action (corporately or community wide) to reduce GHG emissions in the reporting year (i.e: through undertaking a GHG reduction project, purchasing offsets, establishing a reserve fund).

Level 4 - Achievement of Carbon Neutrality: for local governments who achieve carbon neutrality in the reporting year.

For purposes of Level 3 recognition, if applicable, please identify any new or ongoing corporate or community wide GHG reduction projects (other than an Option 1 or Option 2 project) undertaken by your local government that reflects a significant investment of time or financial resources and is intended to result in significant GHG reductions:

PROJECT NAME:

Based on your local government’s 2017 CARIP Climate Action/Carbon Neutral Progress Survey, please check the GCC Climate Action Recognition Program level that best applies:

Level 1 – Demonstrating Progress on Charter Commitments	
Level 2 – Measuring GHG Emissions	
Level 3 – Accelerating Progress on Charter Commitments	X
Level 4 - Achievement of Carbon Neutrality	
Not Sure	



Nechako **Waste Reduction** Initiative

nechakowri@gmail.com | www.nechakowri.org

Nechako Waste Reduction Initiative
Box 1881
Vanderhoof, BC V0J 3A0

April 18, 2018

Regional District of Bulkley Nechako
PO Box 820
Burns Lake, BC V0J 1E0

RECEIVED
APR 18 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear RDBN Board Members,

I am writing to you today on behalf of the Nechako Waste Reduction Initiative (NWRI), a non-profit organization in Vanderhoof committed to helping reduce waste in the Nechako Valley. We have been working with residents in Vanderhoof and the Nechako Valley for 10 years through education campaigns and workshops to teach waste reduction ideas, techniques and habits. The NWRI has provided paper and plastic recycling services, with the RDBN's support, at the Vanderhoof Transfer Station. In addition, we have partnered with two local organizations to provide cardboard recycling prior to the 2016 cardboard ban. We also administer the "Green Toolkit", which is a set of reusable dishes meant to replace the use of paper and plastic dishes used for large events.

Waste reduction is a learned habit and way of life, but is quite achievable in our community. We, the NWRI, feel that tipping fees at all transfer stations and landfills in the Regional District of Bulkley Nechako (RDBN) is the next logical step for encouraging residents to re-think waste and how it is handled

The NWRI supports the introduction of tipping fees, in concert with waste reduction education campaigns and an illegal dumping education campaign. Please consider this recommendation when you review and implement the new Solid Waste Management Plan.

Thank you,

T. Elwert

Trinda Elwert
on behalf of the NWRI



Regional District of Bulkley Nechako
 Planning Department Report
Application No. 1204 – Exclusion from the ALR
 May 14, 2018

Name of Owner: James Bryant
Name of Agent: HBH Land Surveying
Electoral Area: A
Subject Property: Lot A, District Lot 6666, Range 5, Coast District, Plan BCP10673 and is approximately 18.03 ha. in size.
O.C.P. Designation: Agricultural (AG)
Zoning: Agricultural (Ag1) pursuant to Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
Existing Land Use: Residential
Location: The subject property is located at 27775 and 27790 Telkwa High Road, approximately 21 kilometers north of the Town of Smithers.

Proposal:

The purpose of this application is to exclude the entire subject property from the Agricultural Land Reserve (referred to in this report as, application area). The application area is approximately 18.03 ha. in size.

The applicant wishes to exclude the property from the ALR because the applicant does not feel it is arable.

Agricultural Capability based on Canada Land Inventory mapping:

47.8% of the Subject Property is:

Class 4 land limited by Soil moisture deficiency

35.3% of the Subject Property is:

Class 7 land limited by topography and adverse climate

16.9% of the Subject Property is:

70% class 4 limited by topography and stoniness, and;

30% class 5 limited by topography

Class 4 Land is capable of a restricted range of crops. Soil and climate conditions require special management considerations.

Class 5 Land is capable of production of cultivated perennial forage crops and specially adapted crops. Soil and or climate conditions severely limit capability.

Class 7 Land has no capability for soil bound agriculture.

Previous Applications:

No. 961 District Lot 6666, Range 5, Coast District, Plan BCP10673

Application to subdivide off the non-arable 22.7 ha portion of the 69.6 ha property that lies north of Reisetser Creek (2002).

Staff recommendation:	Approval
Regional Board recommendation:	Approval
A.L.C. Decision:	Approved

Surrounding Applications:

No. 712 District Lot 2290, Range 5 Coast District, except DTL R/W

Application to subdivide a 3.5 ha parcel from the original 107.4 ha (1988).

Staff recommendation:	Approval
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

No. 489 District Lot 2291, excepting any portion of the R/W if the Dominion Telegraph Line having a width of 100 feet, which may lie within the boundaries of these lands, Range 5, Coast District.

Application to subdivide 55.08 ha into one parcel of 1.62 ha and one parcel of 53.46 ha as divided by Telkwa High Road (1982).

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied

REFERRAL COMMENTS**Ministry of Agriculture**

Will appear on Supplemental Agenda.

RDBN Agricultural Coordinator

Approval not recommended to reasons outlined below.

ALR should not be fragmented. Land is marginal and with improvements could be used for grazing.

Advisory Planning Commission

Resolution: Our recommendation is to decline the application for exclusion from the ALR.

Comments: Our primary reason for denial is due to the parcel being surrounded by ALR land and the precedent its removal may set.

It is our understanding that the applicant filed for exclusion from the ALR due to the limited agricultural potential and because he believed that was the process for then applying for the parcel to be subdivided. The APC agreed that the agricultural potential is limited due to the terrain (quality of the ground and elevations) and although subdividing the parcel may not meet the minimum parcel size, an application may be made for a variance.

PLANNING DEPARTMENT COMMENTS

Public Input

As part of the process required by the Agricultural Land Commission the applicant is required to solicit public input on the application in the following three ways:

- advertise in a local newspaper;
- put a sign up on the property; and,
- notify adjacent land owners of the application.

The Regional District of Bulkley-Nechako received one response on March 20th 2018 to the applicant's public notice. The submission is found in support of the application and is attached to this report.

OCP and Agricultural Plan

The current OCP designation for the property is Agriculture (AG). This designation is intended to preserve these lands for the purposes of farming and other related activities.

Section 3.1.2(6) of the OCP states that:

Non-farm use of agricultural land shall be avoided. Applications for exclusions, subdivisions, and non-farm uses within the Agricultural Land Reserve may only be considered under the following circumstances.

- a) There is limited agricultural potential within the proposed area.*
- b) Soil conditions are not suitable for agriculture.*
- c) Neighbouring uses will not be compromised.*
- d) Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.*
- e) The application is in the best interest of the local community.*
- f) The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.*
- g) And, traffic management issues will be considered and addressed appropriately.*

A guiding policy under RDBN's Agricultural Plan is to maintain appropriately large parcel sizes and to keep smaller parcel residential development away from farming areas. This policy helps preserve the integrity of agricultural lands and minimizes conflict between agriculture and non-agriculture uses. The Agriculture Plan recommends that:

The RDBN should continue with its efforts to protect and preserve farm land and soil having capability for agricultural purposes through the restriction of subdivision, and limited encroachment of non-farm uses.

Zoning

The application area is zoned Agricultural (Ag1). The minimum parcel size requirement for the Ag1 zone is 16 ha. Therefore, the application area meets the minimum parcel size requirement if it were excluded.

The following uses are permitted in the Ag1 Zone.

- (a) *agriculture;*
- (b) *intensive agriculture;*
- (c) *horticulture, nursery, greenhouse;*
- (d) *single family dwelling;*
- (e) *two family dwelling on parcels not within the Agricultural Land Reserve;*
- (f) *logging and silviculture;*
- (g) *portable sawmill and lumber kiln (provided that the floor of the lumber kiln does not exceed 45 m²);*
- (h) *mineral, placer, coal and aggregate exploration, extraction and processing;*
- (i) *waste disposal site;*
- (j) *kennel and veterinary clinic;*
- (k) *outdoor recreation facilities;*
- (l) *primitive campsite;*
- (m) *guest ranch;*
- (n) *rural retreat;*
- (o) *peat extraction;*
- (p) *unpaved airstrips and helipads for use of aircraft flying non-scheduled flights;*
- (q) *home occupation;*
- (r) *buildings and structures accessory to the permitted principal uses.*

Land Use

The immediate surrounding area is a mix of agriculture and residential uses. The property directly south of the subject property has mixed farm class status, whereas the surrounding properties all are classified as residential.

Agricultural impact

Typically, in order to justify exclusion from the ALR the agricultural capability of the subject property would have to be very low. Based on the available CLI mapping the agricultural capability of the property appears to be marginal. See the attached Agroloist report for more detailed information on the soil capability.

This application will be referred to the Regional Agrologist and the Area's Advisory Planning Commission for more input on the agricultural impacts from the proposed exclusion.

Discussion

It is noted that the subject property is close to the boarder of the ALR Boundary. Excluding the parcel from the ALR would fragment the continuity of ALR zone in this area.

At this time the exclusion application is speculative. The applicant could not provide an answer to what the future plans are for the property.

If the application is successful, the 18 ha parcel cannot be subdivided unless an application was made for a Development Variance Permit or to amend the Official Community Plan and Zoning Bylaw. In addition, if excluded under the current zoning the property owner could develop outdoor recreation facilities, rural retreat, primitive campsite, or a guest ranch; whereas, these uses are not permitted within the ALR.

Section 30 (4) of the *ALC Act* requires that this application not proceed to the ALC for consideration unless it is authorized by a local government resolution. The Regional District Board may:

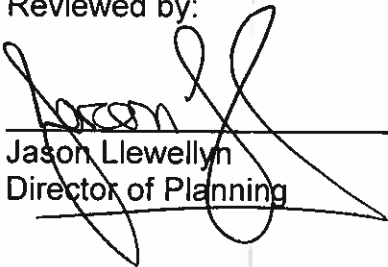
1. Provide a local government resolution not authorizing the application to the ALC;
2. Forward the application to the ALC with a recommendation that the application not be supported; or,
3. Forward the application to the ALC with a recommendation that the application be supported.

Recommendation:

That Agricultural Land Reserve Subdivision Application No. 1204 (Bryant) be recommended to the Agricultural Land Commission for denial.

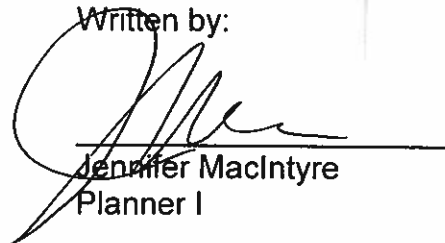
Development Services – All/Directors/Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:

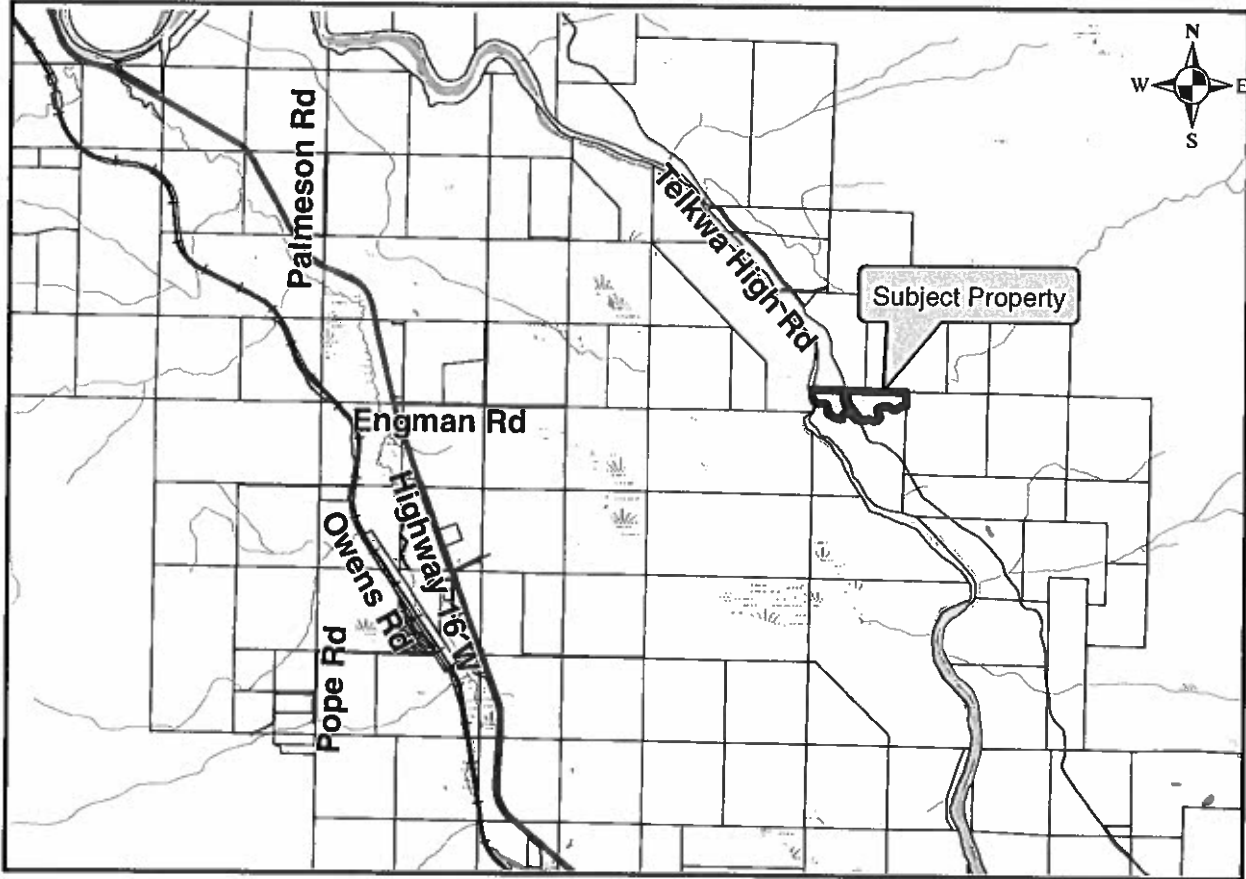


Jennifer MacIntyre
Planner I

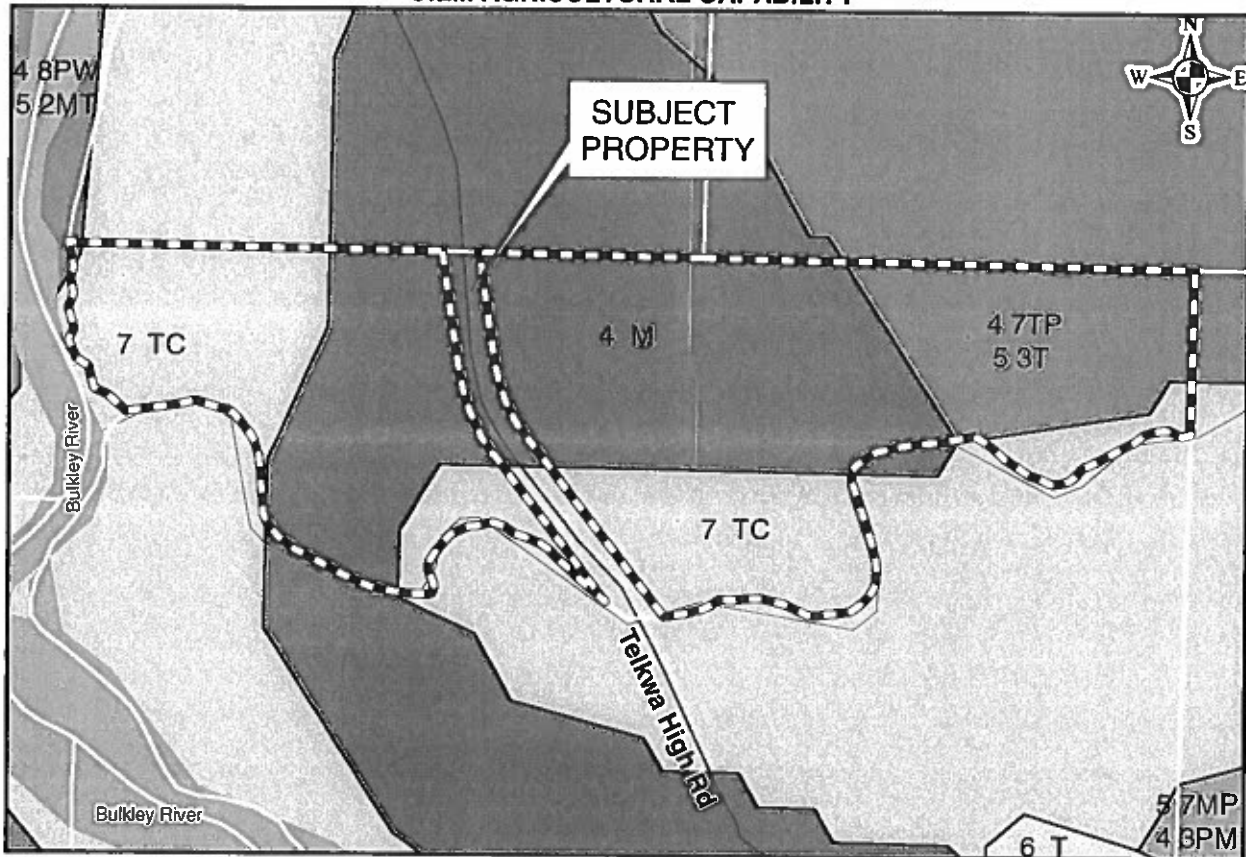
Specific Location



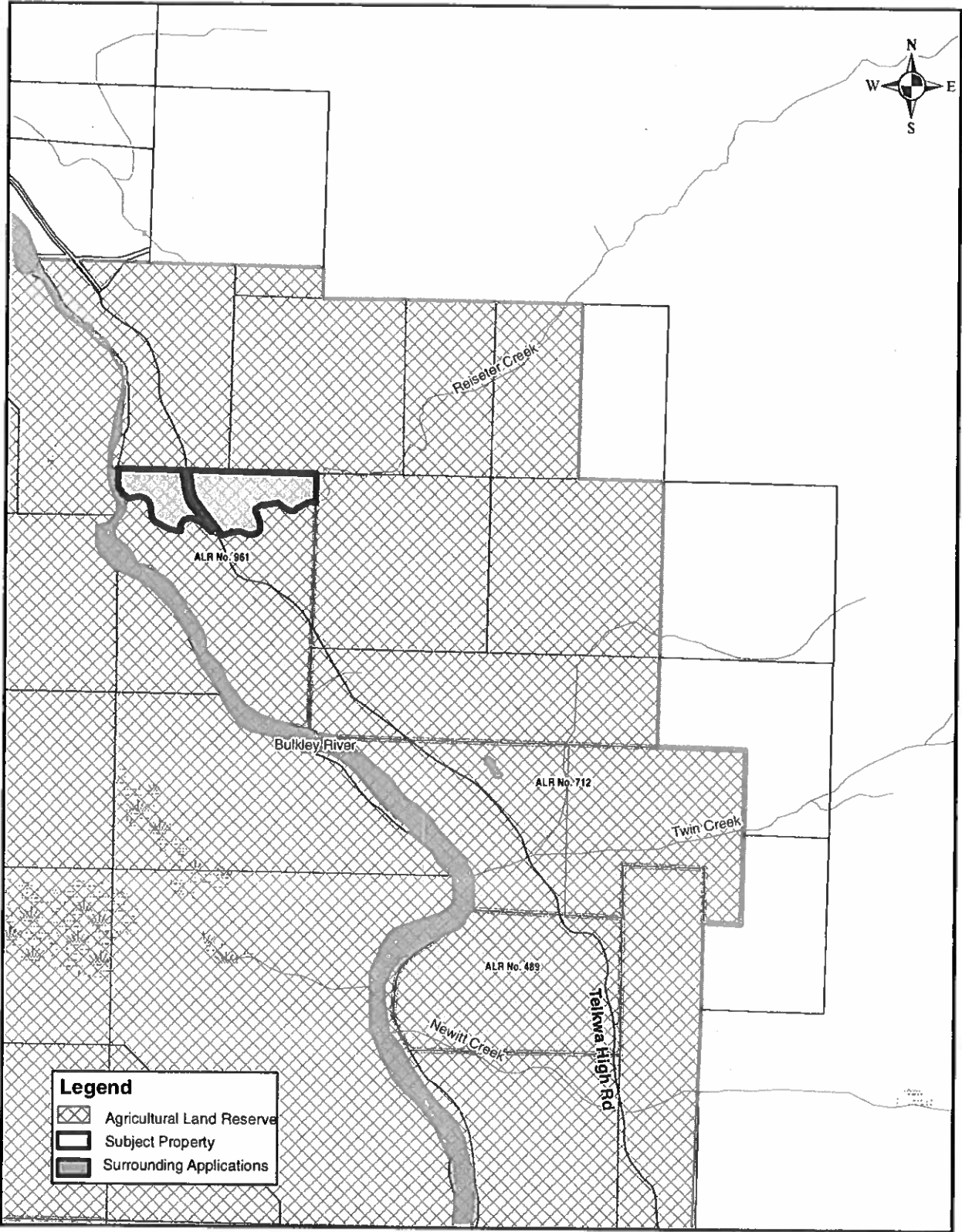
GENERAL LOCATION



C.L.I. AGRICULTURAL CAPABILITY



Surrounding Applications, ALR Status & Surrounding Development



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Provincial Agricultural Land Commission - Applicant Submission

Application ID: 56984

Application Status: Under LG Review

Applicant: Jim Bryant

Agent: HBH Land Surveying

Local Government: Bulkley-Nechako Regional District

Local Government Date of Receipt: 03/12/2018

ALC Date of Receipt: This application has not been submitted to ALC yet.

Proposal Type: Exclusion

Proposal: See attached letter

Agent Information

Agent: HBH Land Surveying

Mailing Address:

3750 1st Avenue

Smithers, BC

V0J 2N0

Canada

Primary Phone: (250) 847-3808

Email: andrew@hbhlandsurveying.ca

Parcel Information

Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

Parcel Identifier: 025-926-551

Legal Description: L A DL 6666 R5C PL BCP10673

Parcel Area: 18 ha

Civic Address: 27790 TELKWA HIGH RD

Date of Purchase: 04/28/2004

Farm Classification: No

Owners

1. **Name:** Jim Bryant

Address:

27790 TELKWA HIGH RD

Smithers, BC

V0J 2N0

Canada

Phone: (250) 876-8610

Email: jwbryant51@gmail.com

Applicant: Jim Bryant

Current Use of Parcels Under Application

1. Quantify and describe in detail all agriculture that currently takes place on the parcel(s).
See attached letter

2. Quantify and describe in detail all agricultural improvements made to the parcel(s).
See attached letter

3. Quantify and describe all non-agricultural uses that currently take place on the parcel(s).
See attached letter

Adjacent Land Uses

North

Land Use Type: Residential
Specify Activity: Residential/ Pasture/ Forest

East

Land Use Type: Residential
Specify Activity: Residential/ Pasture/ Forest

South

Land Use Type: Residential
Specify Activity: Residential/ Pasture/ Forest

West

Land Use Type: Unused
Specify Activity: Forest

Proposal

1. How many hectares are you proposing to exclude?
18 ha

2. What is the purpose of the proposal?
See attached letter

3. Explain why you believe that the parcel(s) should be excluded from the ALR.
See attached letter

4. Describe any economic values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
See attached letter

5. Describe any cultural values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.
N/A

6. Describe any social values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

N/A

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7. Describe any regional and community planning objectives you believe are applicable to the application as it applies to s.4.3 of the ALC Act.

N/A

Applicant Attachments

- Agent Agreement - HBH Land Surveying
- Proposal Sketch - 56984
- Proof of Advertising - 56984
- Proof of Serving Notice - 56984
- Proof of Signage - 56984
- Professional Report - Agrologist Report
- Other correspondence or file information - Letter to Accompany Application
- Certificate of Title - 025-926-551

ALC Attachments

None.

Decisions

None.



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Andrew Pearce, BCLS
Gina Hidber, PEng, BCLS
Mark Rossmann, BCLS

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

Date: March 12, 2018
HBH File: BRY1701
ALC File: 56984

Attn: Ms. Jennifer MacIntyre, Planner

Re: Application to exclude land from the ALR

Introduction

I, Andrew Pearce of HBH Land Surveying Inc., am acting as agent to proponent Jim Bryant in this application to exclude Lot A District Lot 6666 Range 5 Coast District Plan BCP10673 from the ALR. Lot A is not farmable and should not be in the ALR nor should it be bound by the ALR use and development restrictions. Removing Lot A from the ALR will not be a detriment to agriculture.

Background

DL 6666 was originally purchased in 1964 by the parents of Jim Bryant, and Jim's parents lived on and farmed the arable sections of DL 6666 until Jim's mother died in 1986. His father was remarried to Mary Bryant but he died soon after. Mary Bryant is the current owner of Remainder DL 6666 and continues to live on and farm the lot. Jim has lived on DL 6666 off and on since the 1970's and currently owns and lives on Lot A DL 6666.

Lot A was subdivided from DL 6666 in 2004. In 2002, Jim made the ALC subdivision application himself on behalf of his step-mother Mary to subdivide within the ALR, and that application was approved. Lot A Plan BCP10673 was subsequently subdivided from DL 6666 in 2004 leaving DL 6666 as a remainder. In the 2002 ALC subdivision application, Lot A was shown to be non-farmable, and the application was approved on that premise.

Purpose

Lot A is a parcel which cannot be farmed, and the purpose of this application to remove this non-farm parcel from the ALR. Being that the land cannot be farmed, Lot A should not be restricted by ALC statute and policy which are designed to restrict non-farm development and use of arable land in British Columbia. Uses and development of Lot A should not be restricted by the statutes and policies of the ALC.

Agricultural Potential of Lot A

A soil and agricultural capability survey, undertaken in May 2002 by Agrologist David Yole, M.Sc., P.Ag., examined the entirety of DL 6666. David concluded that DL 6666 north of Reisetter Creek (what is now Lot A) is non-arable. He categorized the soils of Lot A in a Soil Capability Classification range of 5-7. As stated in the Canada Land Inventory: Soil Capability Classification for Agriculture - Environment Canada, 1972, Class 5 soils have "very severe limitations that restrict their capability to produce perennial forage crops." At best, Lot A has extremely limited agricultural potential. Sections of Lot A are even worse and are rated Class 6 and 7. The Canada Land Inventory describes land of Class 6 and 7 as having no agricultural potential.

Mr. Yole classified the soils of Lot A as on a range of Class 5 to 7 because of the terrain, the soils' inability to retain water, and the stoniness of the soil. The terrain of Lot A is adverse. The majority of the property is small benches with steep slopes, and the slopes of Reisetter Creek are very steep. To the west, the property has cliffs that drop down to the Bulkley River. It would be difficult or impossible to navigate Lot A with farm equipment. The soils of Lot A are made up of sand and gravel which does not effectively hold moisture, and therefore, cannot effectively support agriculture. Larger cobble stone is also present, and because of this, David's report denotes subclass 'P' throughout Lot A. The Land Capability Classification for Agriculture in BC - Ministry of Environment, 1983, describes soils containing enough large rock to obstruct agricultural methods such as tilling, planting or harvesting to be included in subcategory 'P'.

In his report, Mr. Yole also comments that there is very little grazing potential. He notes that there is a scarcity of natural forage plants and the forage plants that are present are of poor grazing value; therefore, the land cannot be used as a cattle grazing area.

A potential farmer could not plant crops, work the soil in any way, or let livestock graze on Lot A as it exists. The terrain is much too unfavourable for movement of farm equipment, the soil cannot hold the moisture necessary to sustain crops, and there are too many rocks and stones in the soil to make farming practical. The land cannot be worked to become suitable for agriculture. There is no agricultural potential on Lot A.



Andrew Pearce, BCLS
Gina Hidber, PEng, BCLS
Mark Rossmann, BCLS

Economic Benefit

Removing Lot A from the ALR will have a positive economic benefit. Use is restricted for ALR land parcels, and removing ALR restrictions from the property increases the potential possibilities for the property, and thus makes the property more valuable.

Conclusion

The soils of Lot A are very poor and cannot be farmed. It is for this reason that Lot A should not be in the Agricultural Land Reserve. There is no benefit for the ALC to keep Lot A within the ALR, and removing Lot A from the ALR will not negatively affect agriculture.

Enclosed please find a cheque for \$900 for application fees for the ALC application. The application has been submitted via the ALC online application portal.

Do not hesitate to contact me should you require anything further.

Best Regards,

Andrew Pearce, BCLS
HBH Land Surveying Inc.

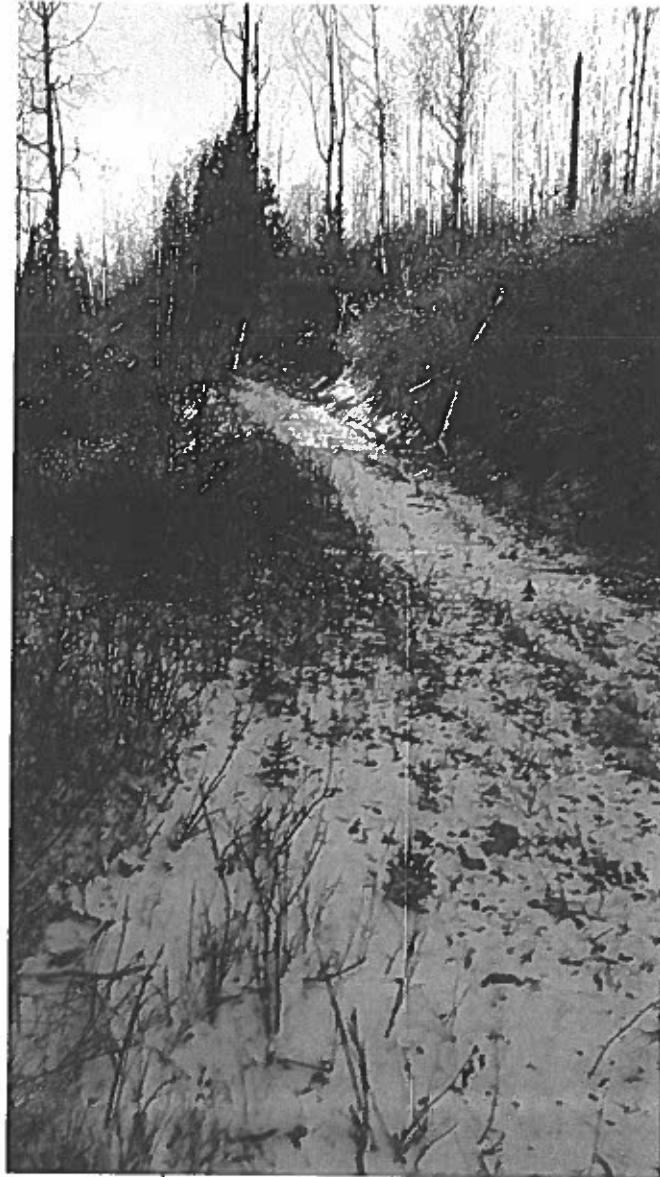


Andrew Pearce, BCLS
Gina Hidber, PEng, BCLS
Mark Rossmann, BCLS

Appendix A: Photographs



Photograph 1: The slopes on the banks of Reisetser Creek are very steep



Photograph 2: Trail on Lot A showing unfavourable terrain for farming



Photograph 3: Steep terrain with exposed ground showing natural soils of rock and sand



Photograph 4: There are many benches on Lot A with sharp slopes descending from them



Photograph 5: The undulating terrain rises and falls throughout Lot A



Photograph 1: Cut banks on Lot A show poor agricultural soil

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Photograph 7: This cut bank shows the large cobbles and sand found throughout Lot A.



Photograph 8: This cut bank on Lot A shows large boulders

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B.C. Agricultural Land Commission
Rm. 133, 4940 Canada Way
Burnaby, B.C.
V5G 4K6

David Yole, M.Sc. P. Ag.
Soil Consultant
C-10 S-8
RR#1, Telkwa
VOJ 2X0
(250-846-9055 ph/fax)

May 9, 2002

re: Soil and Agricultural Capability Survey of Bryant Property, Smithers, B.C.

This soils report has been compiled in response to an application for subdivision of property, which currently lies within the Agricultural Land Reserve. The subject property is owned by Mary Bryant of Smithers B.C. and is legally described as Lot 6666, Region 5, and Coast Range 5. The entire property is approximately 172 acres (68.8 ha) in size and lies on a series of benches directly above the Bulkley River. The property is accessed on the Telkwa High Road in the vicinity of Reisetter Creek, approximately 20 km NW of Smithers. Mr. Jim Bryant, stepson of Mrs. M. Bryant, with full knowledge and support of M. Bryant, wishes to subdivide off the non-arable portion west of Reisetter Creek (~22.7 ha) for development of a private residence. To proceed further, the Bryant's need to determine the agricultural potential of their entire holdings, and with increased detail in the portions being applied for subdivision, north of Reisetter Creek. Mr. Bryant **does not** have any intention to remove the subject property from the ALR, despite its non-arable nature as is further discussed in this report.

My services were hired to conduct a soil survey and to assess the agriculture capability of the of the entire Bryant property.

Thank you,



David Yole, M.Sc. P.Ag.
Consulting Agrologist

AGRICULTURAL CAPABILITY AND SOIL SURVEY OF DL 6666 (BRYANT PROPERTY) NEAR SMITHERS, B.C.

Legal Description

The Bryant property is owned by Mrs. Mary Bryant of Smithers BC and is legally described as DL 6666, Range 5, Coast Range 5. The entire farm property is approximately 172 acres (68.8 ha) in size and is located approximately 20 km NW of Smithers on the Telkwa High Road near the vicinity of Reisetter Creek. The general location of the subject property is shown as the circled area on a 1:50,000 map (Figure 1).

The subject property being applied for subdivision is approximately 22.7 ha in size and lies immediately north of Reisetter Creek and extends to the entire north boundary of DL 6666 (Figure 2, cross hatched area).

Site Description and Landform Description

The terrain of DL 6666 and the subject property exist on a series of fluvial and glaciofluvial terraces above the Bulkley River. Following the soil survey it was determined that the arable portions of the "active farm" area have already been developed in the SE corner of the property and the farmer did a good job in locating these good farmable soils. Soils in the productive areas are composed of relatively thick fine-textured fluvial materials (>80 cm), largely having silt loam texture and ideal for hay crops or other root crops. The remainder of the property contains a series of coarse sandy and gravelly glaciofluvial terraces (sgF^{Gt}) that have formed in conjunction with Reisetter Creek and the Bulkley River during glacial retreat periods. Benched terrain (i.e. series of level deposits with steep side slopes) are a most common feature of the entire property except the SE corner where fluvial deposits exist (i.e. szFb). Shallow, unstable veneer soils overlying bedrock and exposed bedrock deposits exist on either side of Reisetter Creek. Actively failing soils were observed at several locations along the creek where very steep slope gradients (70-120%) exist. Some of the glaciofluvial deposits are larger in extent 5-8 ha, especially south of Reisetter Creek towards the main farmhouse and barns. Landform units are depicted in Figure 3.

Associated soils on the entire property are of two types, (1) coarse to very coarse sands and gravels associated with the glaciofluvial deposits (approximately 80% of DL 6666); and, (2) finer silt to fine sandy loams associated with the fluvial benches where existing hay crops are being grown. Detailed soil pit descriptions are found in Appendix 1. Representative soils pit and surrounding terrain photos examples are given in Appendix 2. A colour photo (1:20000, 1993) shows development of land in the vicinity of DL (Appendix 3).

Agriculture Capability Classification (CLI)

Eleven soil pits were dug with the aid of an excavator to approximately 1 m in depth. Shallower pits were hand dug on steep slopes where excavator access was not possible or,

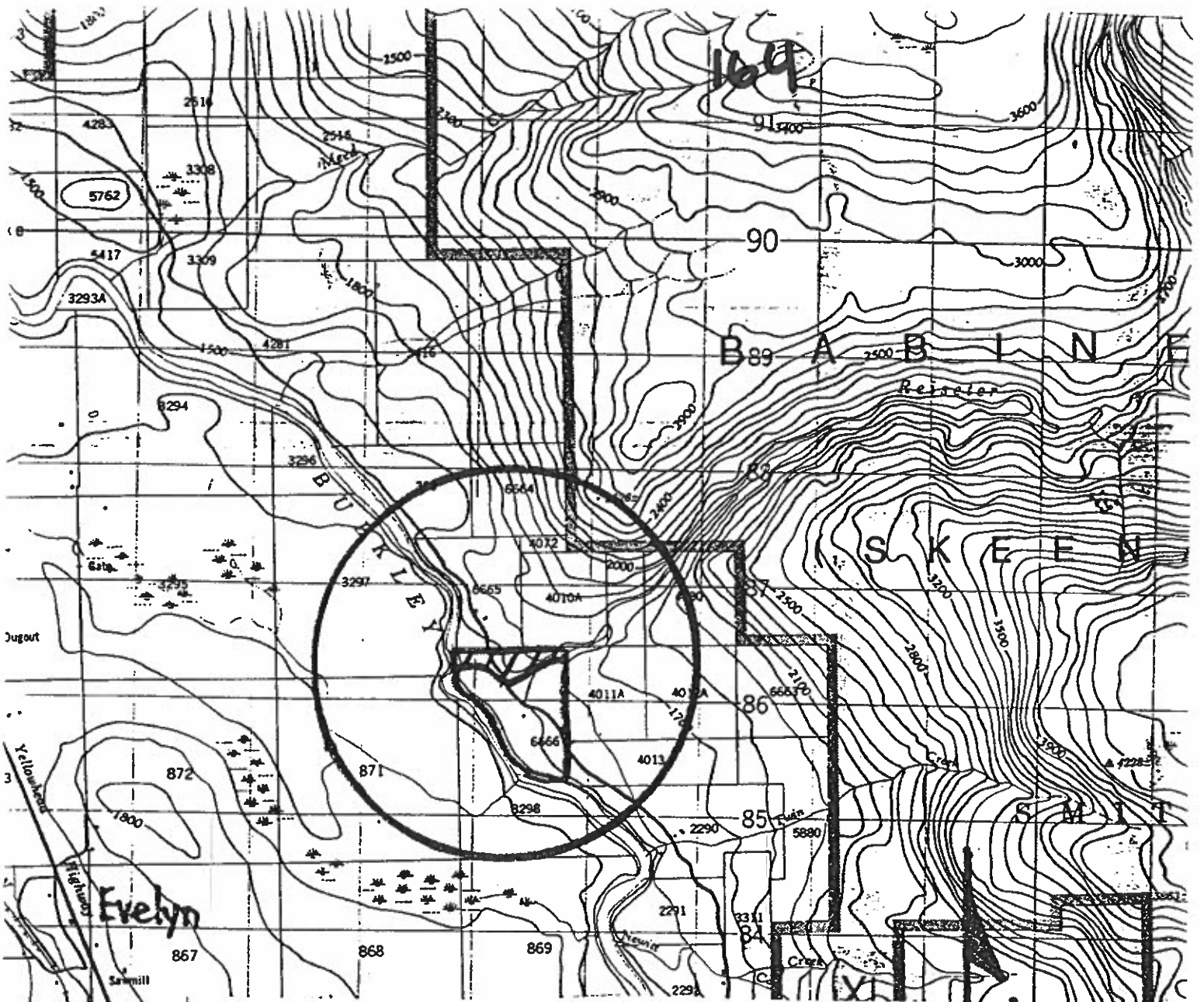
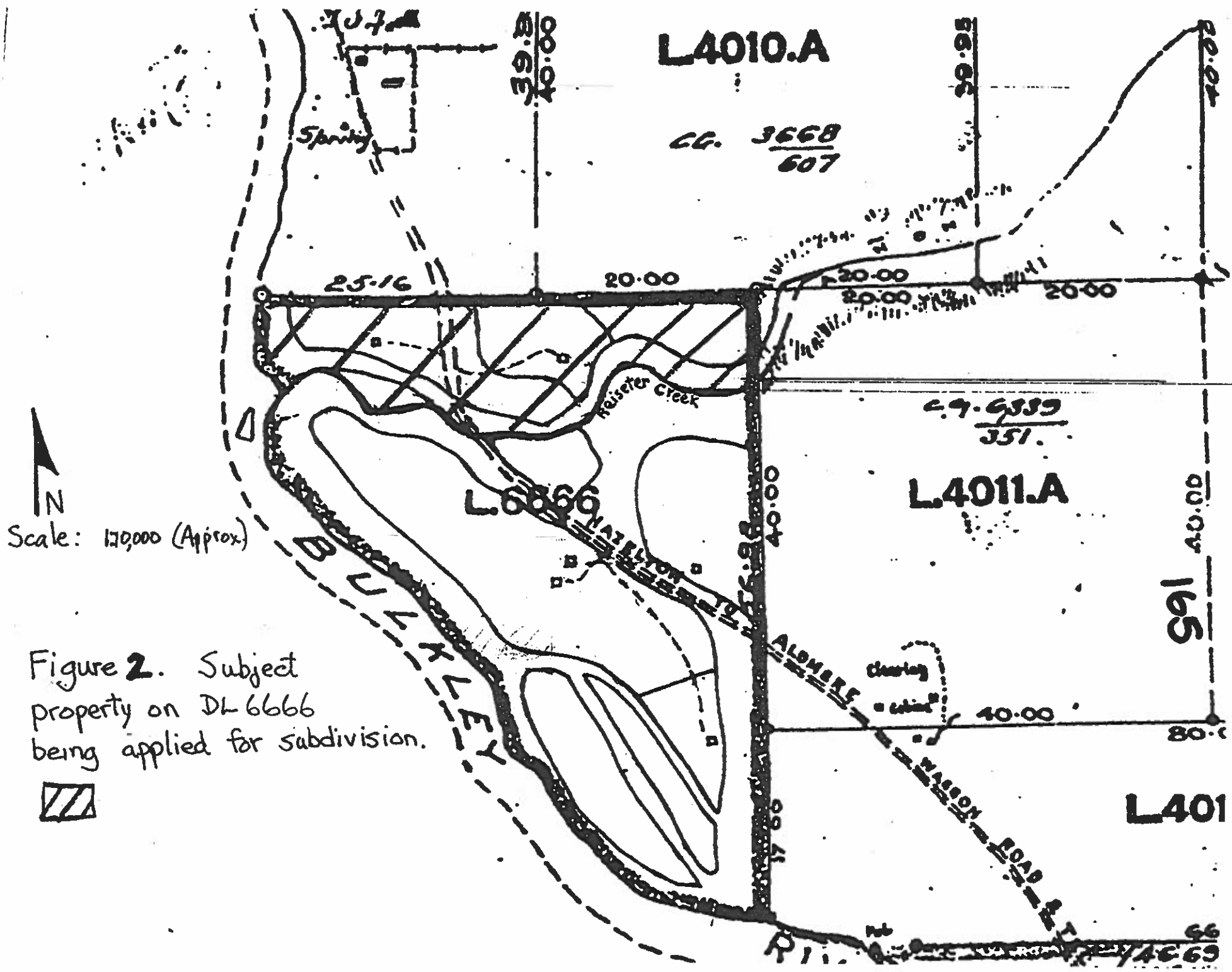


Figure 1. General location of subject property. (Scale 1:50000)





Scale: 1:70,000 (Approx)

Figure 2. Subject property on DL 6666 being applied for subdivision.



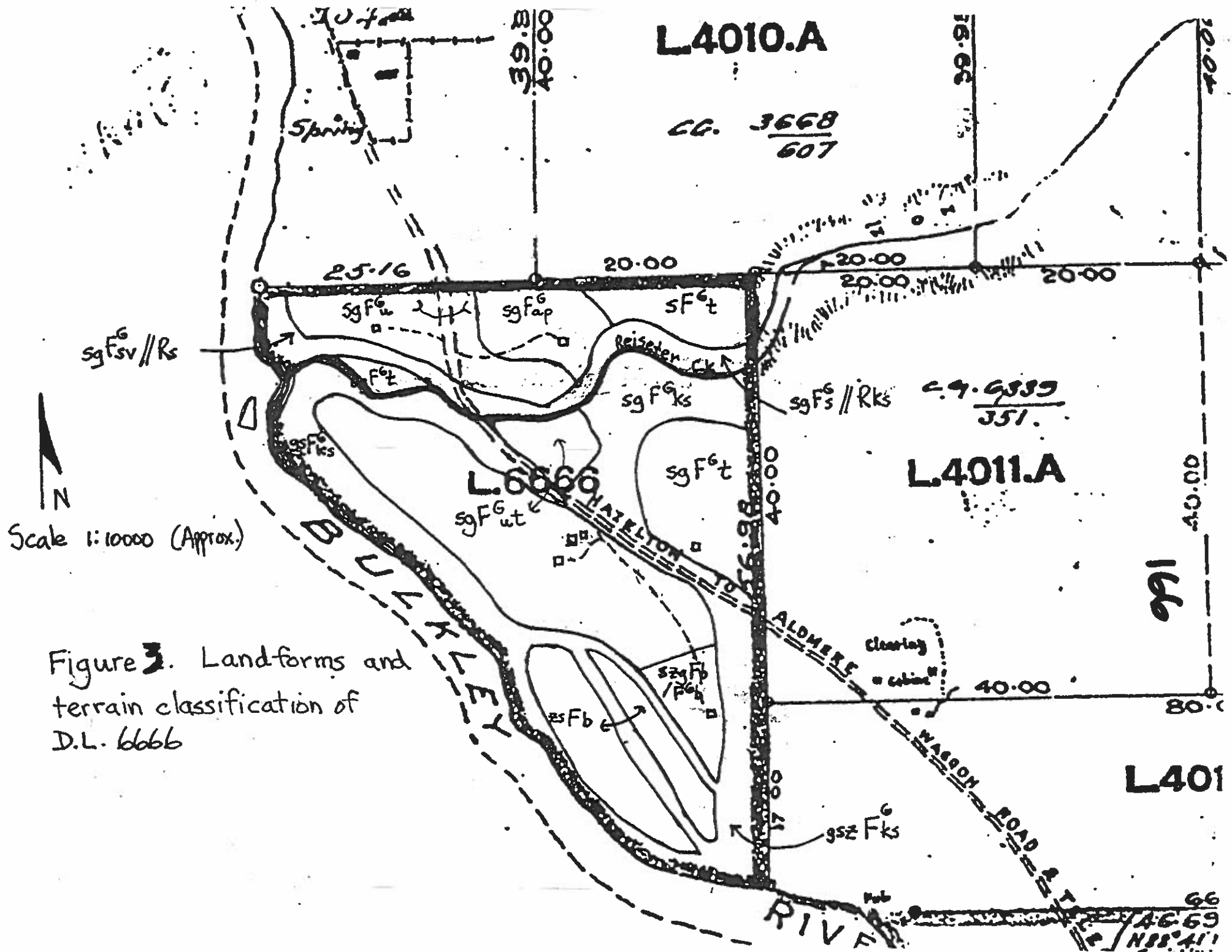


Figure 3. Landforms and terrain classification of D.L. 6666

in situations where repeatable soils exist. Differences in terrain, slope breaks and natural vegetation were used to identify potential soil map units ahead of time. At least one pit location was used to characterize each change in soils/parent material type in the study site.

Agriculture capability class and subclass categories described in this report (Figure 4) were taken from the publication "Land Capability Classification for Agriculture in British Columbia, 1983." I used the upper 50 cm of the soil profile as the control section. Average coarse fragment content in the upper 50 cm was determined by taking weighted averages of coarse fragments in each of the horizons. In addition, soil classification used the Canadian System of Soil Classification (CSSC 1998) for horizon depth and description for each pit location. Although a blanket CLI climate limitation of class 4 exists in this area of northern BC, this limitation has not been brought forward into the classification, although seemingly the class 2-3 areas would be limited by climate to a greater extent. Only unimproved CLI ratings are given in Figure 4. Minor inclusions of water and rock less than 10% of the polygon area are not included in the CLI classification for each unit.

Based on Figure 4, only 13.7% (~8.8 ha) of the entire farm area (DL 6666) is arable (green colored polygons in Figure 4 being class 1-4). The arable portions represent productive fluvial deposits and are already in production. A very small percentage of the 2-3A polygons (present hayfields) in the SE portion of the farm property contain wetlands (6W) at the base of the steep bench slopes. The extent of these wet areas were not deemed important enough to map out. Apparently, these wet areas dry out in mid summer (J. Bryant, pers. comm. 2002).

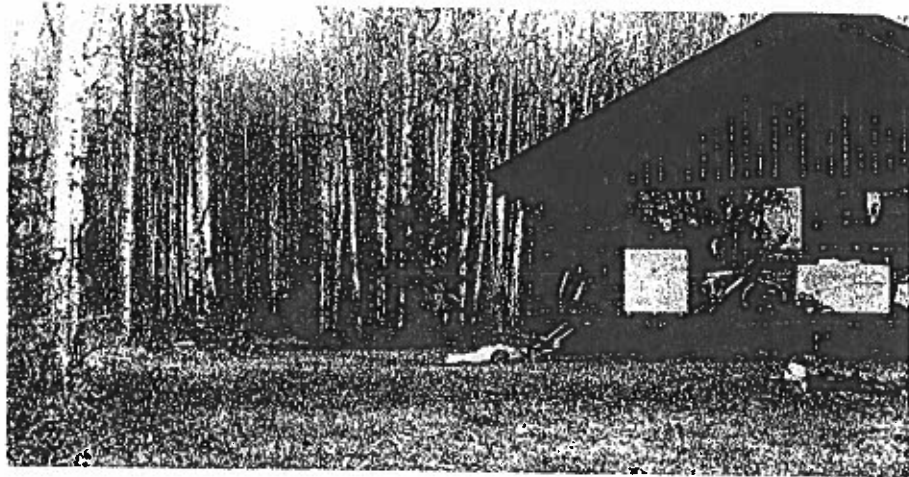
Some areas having pure coarse sands with relatively few coarse fragments or cobbles were called marginally arable (i.e. 4A-5A) and would be susceptible to seasonal drought.

The permanent moving water in Reisetser Creek was not mapped as a 7W unit by itself owing to narrow width, but is assumed to be a non-arable unit and was lumped in with the steep sloping ground on either side of the creek. No creek crossings are planned with this subdivision proposal.

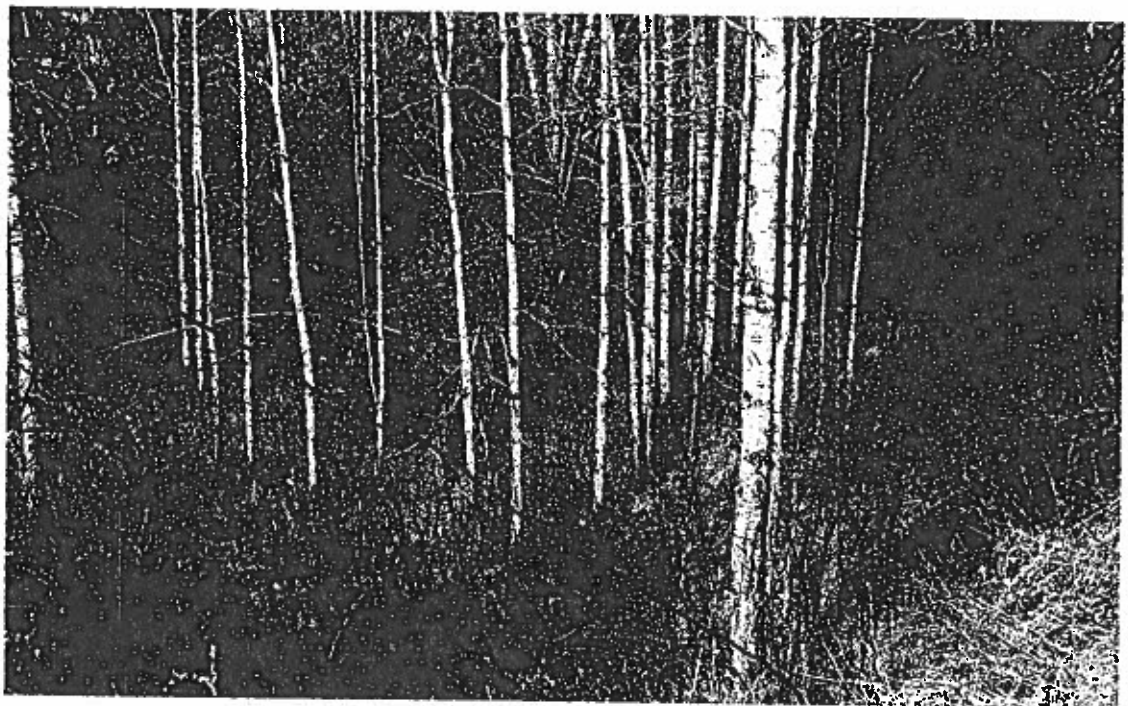
Figure 4 suggests 87% of DL 6666 (entire) has moderate to very severe limitation to agriculture or crop production and contains mainly non-arable CLI units (class 5-7). The main reason for this poor arability as discussed above is that much of the land has very coarse gravelly soils or steep slope gradients between benches.

Within the subject area proposed for subdivision, approximately 0.5% has poor quality agriculture potential (class 4-5AP) and this land (~1 ha) is too small and isolated to be of value for agriculture. The rest of the subject land contains very coarse glaciofluvial deposits and steep slopes.

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Current cabin used by Mr. J. Bryant near pit 2. Note typical aspen forest that dominates the subject property. Timber values are very low on the whole property.



Looking from top of glaciofluvial terrace (near pit 4) down steep 6-7T slope to another fluvial/glaciofluvial terrace near pit 6 (4A⁵-5AP⁵ unit).

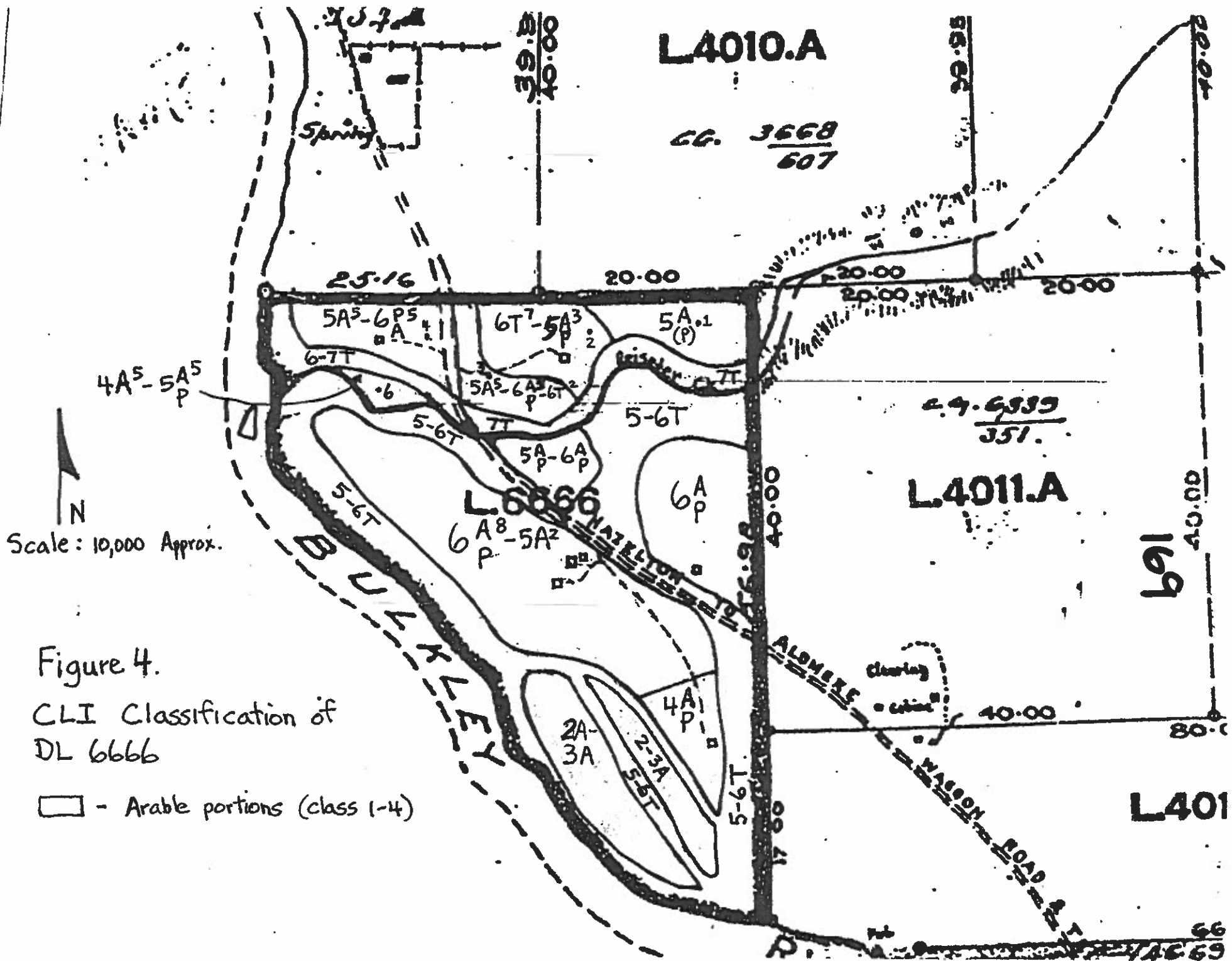


Figure 4.

CLI Classification of
DL 6666

□ - Arable portions (class 1-4)

I noticed the forage quality for grazing livestock in the subject area to be of poor quality and abundance except in the immediate vicinity of Reisetter Creek where a greater abundance of natural shrubs and herbs occur (e.g. red-osier dogwood).

A summary of approximate area of each CLI Unit is found in Table 1.

Table 1. Summary of CLI Agriculture Capability Classification Units

A. Subject Property Under Application (west of Reisetter Ck):

4A ⁵ -5AP ⁵	1.0 ha	<u>Arable portion</u>
5AP	4.0 ha	Non-arable portion
5A ⁵ -6PA ⁵	4.0 ha	
5A ⁵ -6PA ³ -6T ²	3.7 ha	
6-7T	3.0 ha	
7T	3.0 ha	
6T ⁷ -5AP ³	<u>4.0 ha</u>	
Total Area	22.7 ha	

B. Remainder of Property in DL 6666:

2-3A:	5.0 ha	Arable portion
4AP:	<u>2.8 ha</u>	
6T ⁶ -5T ⁴ :	22.0 ha	Non-arable portion
6AP:	4.5 ha	
6AP ⁸ -5A ² :	10.7 ha	
5AP-6AP:	<u>1.0 ha</u>	
Total area	46.0 ha	

Current Land Use

The reader should refer to the colour air photo (Appendix 3) to view adjacent land use.

The present land under DL 6666 is being farmed for hay crops in the SE corner where arable soil conditions exist. The farm runs a small beef (~ 10 head) and sheep (~20 head) operation. Current hay production sustains this size herd most of the year.

The remaining non-arable portions of the property do not contain sufficient forage to provide much grazing potential.

Adjacent properties are primarily agricultural including a relatively large horse ranch (Lancaster) immediately to the east of the subject property.

Immediately north and east of the subject property is a hobby farm (Remington) type operation (i.e. few animals, fruit trees) with a small portion devoted to hay crops development.

Several other small acreages (< 20 acres) exist to the north and west of the subject property (hobby farms, residential) and a former gravel pit/sawmill operation (Rosenberg) is about 1 km to the west.

Summary/Recommendation

Following a soil survey on DL 6666, the subdivision of DL 6666 into a 22.7 ha parcel north of Reiserer Creek and a 46.1 ha parcel south of the creek as proposed by Mr. J. Bryant would not harm the agriculture potential or real farming area in the vicinity. The soils in the subject area are sufficiently coarse, stony and steep that no farming potential exist. The owner has no intention of development aside from obtaining private ownership of the proposed parcel and building a larger private residence than what currently exists (i.e. ~400 ft² cabin). There is no intention to remove any land from the ALR.

Please don't hesitate to call if any questions arise with this report.



**David Yole, P.Ag.
Consulting Agrologist
C-10 S-8 RR#1
Telkwa BC
VOJ 2X0
250-846-9055**

cc. **Regional District Bulkley Nechako
BC Assets and Lands
Ag. Land Commission**

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Appendix 1. Copies of soil pit descriptions.

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ECOLOGICAL CLASSIFICATION RECONNAISSANCE FORM

BRITISH COLUMBIA Ministry of Forests

DATE May 2/02
 SURVEYOR DY
 SITE NO _____
 PLOT NO P1

SITE TYPE _____
 BIGGEOCLIMATIC UNIT _____ MAP UNIT SP-9A
 ECOSYSTEM ASSOC. At - rose - pine grass - Kinnickinnic

LOCATION
 TRANSECT _____
 LOCATION ~200m E of cabin on upper terrace NW corner
 AIR PHOTO NO _____ X CO-ORD _____ Y CO-ORD _____
 MAP SHEET (INTS) _____ LONG _____ LAT _____
 ELEVATION _____ () SLOPE _____ % ASPECT _____
 MESO SLOPE POS Parcell SURFACE SHAPE SH
 MOISTURE REGIME SM NUTRIENT REGIME SM
 SUCCESSIONAL STATUS _____ EXPOSURE _____

SITE HISTORY _____

GEOLOGY
 BEDROCK GEOLOGY _____ COARSE FRAG LITH _____

NOTES very coarse soils - glacio-fluvial terrace

SITE DIAGRAM

SURFACE SUBSTRATE
HUMUS
DEAD WOOD
BEDROCK
ROCKS
MINERAL SOIL
WATER

FS 882 RES 02/4

173

ECOLOGICAL CLASSIFICATION RECONNAISSANCE FORM

BRITISH COLUMBIA Ministry of Forests

DATE May 2/02
 SURVEYOR DY
 SITE NO _____
 PLOT NO P12

SITE TYPE At - rose - shagreen - exgrass
 BIGGEOCLIMATIC UNIT SBS/IC/1mc MAP UNIT ~~SP-9A~~
 ECOSYSTEM ASSOC. 102 submesic 6-71

LOCATION
 TRANSECT _____
 LOCATION next above cabin
 AIR PHOTO NO _____ X CO-ORD _____ Y CO-ORD _____
 MAP SHEET (INTS) _____ LONG _____ LAT _____
 ELEVATION _____ () SLOPE 55-65 % ASPECT 270
 MESO SLOPE POS _____ SURFACE SHAPE _____
 MOISTURE REGIME SM NUTRIENT REGIME M
 SUCCESSIONAL STATUS _____ EXPOSURE _____

SITE HISTORY _____

GEOLOGY
 BEDROCK GEOLOGY _____ COARSE FRAG LITH _____

NOTES ~~SP-9A~~ (P) would definitely dry out - steep slope 6-71

SITE DIAGRAM

SURFACE SUBSTRATE
HUMUS
DEAD WOOD
BEDROCK
ROCKS
MINERAL SOIL
WATER

FS 882 RES 02/4

Pt 174

SOIL CLASSIF. OHEP TERRAIN CLASSIF. sgF6
 HUMUS FORM Normale DRAINAGE CLASS rapid
 ROOTING DEPTH 50 cm ROOT RESTRICTING] TYPE sa
 SEEPAGE WATER DEPTH — cm LAYER] DEPTH — cm

HUMUS

HORIZON	DEPTH	F A B R I C		ROOTS		MISCELLANEOUS COMMENTS
		STRUCTURE / CONSIST / CHAR / TEXTURE		AB	SIZE	
LFH	2-0					
BF	0-20		LS			
BC	20-40		LS			

MINERAL SOIL

HORIZON	DEPTH	COLOUR	sp	TEXTURE	% COARSE FRAGS				ROOTS		MISC.	COMMENTS
					0	5	10	15	AB	SIZE		
LFH	2-0											
BF	0-20	5YR 4/4		LS	2	—	—	—	F/F	F/M		pure sand.
BC	20-40	4YR 4/4		LS	30	—	—	30	F	F		coarse sand, gravelly

NOTES: v. coarse SA
(P)

Pt 2

SOIL CLASSIF. OHEP TERRAIN CLASSIF. sgF6
 HUMUS FORM Normale DRAINAGE CLASS rapid
 ROOTING DEPTH — cm ROOT RESTRICTING] TYPE —
 SEEPAGE WATER DEPTH — cm LAYER] DEPTH — cm

HUMUS

HORIZON	DEPTH	F A B R I C		ROOTS		MISCELLANEOUS COMMENTS
		STRUCTURE / CONSIST / CHAR / TEXTURE		AB	SIZE	

MINERAL SOIL

HORIZON	DEPTH	COLOUR	sp	TEXTURE	% COARSE FRAGS				ROOTS		MISC.	COMMENTS
					0	5	10	15	AB	SIZE		
LF	12-6											
Ah	6-0											
Bf	0-20			gLS	4	15	—	55				

NOTES: bad day no photo
BT classif. ~ 50 mm slope

PROVINCE OF BRITISH COLUMBIA
Ministry of Forests

ECOLOGICAL CLASSIFICATION RECONNAISSANCE FORM

CLASSIFICATION: **175**

SITE TYPE: **P1-A1 - knickribic - cypress level**

DATE: **May 2/02**

SURVEYOR: **PL**

BIOGEOCLIMATIC UNIT: _____ MAP UNIT: **SA²-6A²-61²**

ECOSYSTEM ASSOC: **Zeric**

SITE NO: **Pit 3**

PLOT NO: _____

LOCATION

TRANSECT: _____

LOCATION: **just below cabin on mud terrace**

AIR PHOTO NO: _____ X CO-ORD: _____ Y CO-ORD: _____

MAP SHEET (NTS): _____ LONG: _____ LAT: _____

ELEVATION: _____ SLOPE: **0** % ASPECT: **N/A**

MESO SLOPE POS: **level** SURFACE SHAPE: **sh**

MOISTURE REGIME: **SM** NUTRIENT REGIME: **SM**

SUCCESSIONAL STATUS: _____ EXPOSURE: **Ve. border**

SITE HISTORY

GEOLOGY

BEDROCK GEOLOGY: _____ COARSE FRAG LITH: _____

NOTES: **note: pit 4 = pit 3 description**
6A² - 5A² - no topography
limit on pit 4 polygon

SITE DIAGRAM

SURFACE SUBSTRATE	
HUMUS	
DEAD WOOD	
BEDROCK	
ROCKS	
MINERAL SOL	
WATER	

FB 882 RES 82/4

PROVINCE OF BRITISH COLUMBIA
Ministry of Forests

ECOLOGICAL CLASSIFICATION RECONNAISSANCE FORM

SITE TYPE: **S2 A2 A1 Ep - Rod asion - Salix**

DATE: **May 2/02**

SURVEYOR: **PL**

BIOGEOCLIMATIC UNIT: _____ MAP UNIT: _____

ECOSYSTEM ASSOC: _____

SITE NO: **Pit 6**

PLOT NO: _____

LOCATION

TRANSECT: _____

LOCATION: **S. side of rd. N of Reiseton**

AIR PHOTO NO: _____ X CO-ORD: _____ Y CO-ORD: _____

MAP SHEET (NTS): _____ LONG: _____ LAT: _____

ELEVATION: _____ SLOPE: **0-5** % ASPECT: **N/A**

MESO SLOPE POS: **level** SURFACE SHAPE: **sh**

MOISTURE REGIME: **M** NUTRIENT REGIME: **M**

SUCCESSIONAL STATUS: _____ EXPOSURE: _____

SITE HISTORY

GEOLOGY

BEDROCK GEOLOGY: _____ COARSE FRAG LITH: _____

NOTES: **Pit 5 soil/site description = pit 6**
same sfgc
5A² unit

SITE DIAGRAM

SURFACE SUBSTRATE	
HUMUS	
DEAD WOOD	
BEDROCK	
ROCKS	
MINERAL SOL	
WATER	

FB 882 RES 82/4 M28-352

P176

SOIL CLASSIF. CHFP TERRAIN CLASSIF. S₁ F₁ K₁

HUMUS FORM _____ DRAINAGE CLASS rapid

ROOTING DEPTH 60 cm cm ROOT RESTRICTING] TYPE _____

SEEPAGE WATER DEPTH _____ cm LAYER] DEPTH _____ cm

HUMUS

HORIZON	DEPTH	F A B R I C			ROOTS		MISCELLANEOUS COMMENTS
		STRUCTURE / CONSIST / CHAR.	TEXTURE	A B	SIZE		

MINERAL SOIL

HORIZON	DEPTH	COLOUR	S _p	TEXTURE	% COARSE FRAGS				ROOTS	MISC.	COMMENTS
					G	C	S	TOY			
LFH	4-0										
A _h	0-3			2S	10	-	-	10			
B ₁	3-13	7.5R4.5		gS	15	10	-	25			most roots
B _c	13-70			gS	30	40	10	80			some fine roots < 60

NOTES: gravelly - steep - non-arable

P16

SOIL CLASSIF. CHFB TERRAIN CLASSIF. S₁ F₁

HUMUS FORM _____ DRAINAGE CLASS MW

ROOTING DEPTH 60+ cm ROOT RESTRICTING] TYPE _____

SEEPAGE WATER DEPTH ? temp cm LAYER] DEPTH _____ cm

HUMUS

HORIZON	DEPTH	F A B R I C			ROOTS		MISCELLANEOUS COMMENTS
		STRUCTURE / CONSIST / CHAR.	TEXTURE	A B	SIZE		

MINERAL SOIL

HORIZON	DEPTH	COLOUR	S _p	TEXTURE	% COARSE FRAGS				ROOTS	MISC.	COMMENTS
					G	C	S	TOY			
LFH	5-0										
A _h	0-3			Sil							
B _h	3-10			S							
B _{h2}	10-15			gS	15			15			
B _{h3}	15-30+			S	5			5			

NOTES: brown rich soil; v. sandy 4A⁵-5A⁵ 2ke



PROVINCE OF
BRITISH COLUMBIA
Ministry of Forests

ECOLOGICAL

CLASSIFICATION

RECONNAISSANCE FORM

177

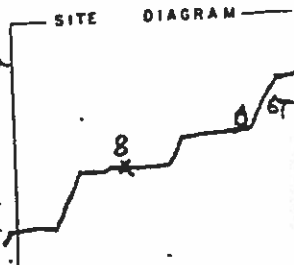
DATE May 2/02
SURVEYOR Py
SITE NO. Pit 8
PLOT NO. Pit 8

SITE DESCRIPTION

SITE TYPE Field (middle)
BIOGEOCLIMATIC UNIT _____ MAP UNIT _____
ECOSYSTEM ASSOC. _____

LOCATION

TRANSECT _____
LOCATION lower fields on hayfield of existing farm
AIR PHOTO NO. _____ X CO-ORD _____ Y CO-ORD _____
MAP SHEET INTS _____ LONG _____ LAT _____
ELEVATION _____ () SLOPE 0-2 % ASPECT 0
MESO SLOPE POS level field SURFACE SHAPE _____
MOISTURE REGIME M NUTRIENT REGIME M-PH
SUCCESSIONAL STATUS _____ EXPOSURE _____



SITE HISTORY _____

GEOLOGY

BEDROCK GEOLOGY _____ COARSE FRAG. LITH. _____

NOTES: productive hayland

SURFACE	SUBSTRATE
HUMUS	
DEAD WOOD	
BEDROCK	
ROCKS	
MINERAL SOIL	
WATER	

FS 882 RES 82/4 M28-952



PROVINCE OF
BRITISH COLUMBIA
Ministry of Forests

ECOLOGICAL

CLASSIFICATION

RECONNAISSANCE FORM

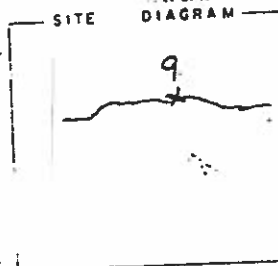
DATE May 2/02
SURVEYOR Py
SITE NO. Pit 9
PLOT NO. Pit 9

SITE DESCRIPTION

SITE TYPE _____
BIOGEOCLIMATIC UNIT _____ MAP UNIT _____
ECOSYSTEM ASSOC. dry SM-SZ

LOCATION

TRANSECT _____
LOCATION Field in SW corner existing farm H. Bupat
AIR PHOTO NO. _____ X CO-ORD _____ Y CO-ORD _____
MAP SHEET INTS _____ LONG _____ LAT _____
ELEVATION _____ () SLOPE _____ % ASPECT _____
MESO SLOPE POS _____ SURFACE SHAPE _____
MOISTURE REGIME SM-SZ NUTRIENT REGIME SM
SUCCESSIONAL STATUS _____ EXPOSURE _____



SITE HISTORY _____

GEOLOGY

BEDROCK GEOLOGY _____ COARSE FRAG. LITH. _____

NOTES: very heavy soil; st. raised very productive soil
SPT 1

SURFACE	SUBSTRATE
HUMUS	
DEAD WOOD	
BEDROCK	
ROCKS	
MINERAL SOIL	
WATER	

FS 882 RES 82/4

() () () Pit 8178 () () ()

SOIL CLASSIF. 0 B₁ B₂ TERRAIN CLASSIF. ciFt

HUMUS FORM _____ DRAINAGE CLASS _____

ROOTING DEPTH _____ cm ROOT RESTRICTING] TYPE _____

SEEPAGE WATER DEPTH _____ cm LAYER] DEPTH _____ cm

HUMUS _____

SOIL DESCRIPTION

HORIZON	DEPTH	FABRIC			ROOTS		MISCELLANEOUS COMMENTS
		STRUCTURE	CONSIST.	CHAR. / TEXTURE	AB.	SIZE	

MINERAL SOIL

HORIZON	DEPTH	COLOUR	A _s	TEXTURE	% COARSE FRAGS				ROOTS		MISC	COMMENTS
					G	C	S	TOT	AB.	SIZE		
B ₁	0-17			S ₁ L	0			0				
B ₂	17-47	7.5YR4/2		S ₁ L	0			0				
B ₃	47-70			S ₁ L	0			0				

NOTES: very nice stone free soil

PROFILE DIAGRAM

() () () Pit 9 () () ()

SOIL CLASSIF. 0 HFP TERRAIN CLASSIF. cgF9t

HUMUS FORM _____ DRAINAGE CLASS Topd

ROOTING DEPTH 75 cm ROOT RESTRICTING] TYPE dry, stony

SEEPAGE WATER DEPTH _____ cm LAYER] DEPTH 15 cm

HUMUS _____

SOIL DESCRIPTION

HORIZON	DEPTH	FABRIC			ROOTS		MISCELLANEOUS COMMENTS
		STRUCTURE	CONSIST.	CHAR. / TEXTURE	AB.	SIZE	

MINERAL SOIL

HORIZON	DEPTH	COLOUR	A _s	TEXTURE	% COARSE FRAGS				ROOTS		MISC	COMMENTS
					G	C	S	TOT	AB.	SIZE		
A _p	0-3			LS	10	-	-	10				
B ₁	3-15			LS	10	5	-	15				
B ₂	15-25			gS	25	30	5	60				
B _C	25-60			gS	30	70	10	70				

NOTES: 6A v dry

PROFILE DIAGRAM



PROVINCE OF
BRITISH COLUMBIA
Ministry of Forests

ECOLOGICAL

CLASSIFICATION

RECONNAISSANCE

FORM

179

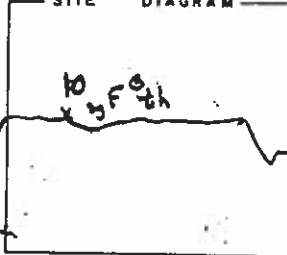
SITE TYPE At - open dry field DATE May 2/02
 BIOGEOCLIMATIC UNIT _____ MAP UNIT _____ SURVEYOR D.J.
 ECOSYSTEM ASSOC. _____ SITE NO. _____
 PLOT NO. BT10

SITE DESCRIPTION

LOCATION

TRANSECT _____
 LOCATION on farm on dry cleared field
 AIR PHOTO NO. _____ X CO-ORD. _____ Y CO-ORD. _____
 MAP SHEET (INTS.) _____ LONG. _____ LAT. _____
 ELEVATION _____ SLOPE 0-3 % ASPECT N/A
 MESO SLOPE POS level SURFACE SHAPE _____
 MOISTURE REGIME SM NUTRIENT REGIME SM
 SUCCESSIONAL STATUS _____ EXPOSURE _____

SITE DIAGRAM



SITE HISTORY

GEOLOGY

BEDROCK GEOLOGY _____ COARSE FRAG LITH _____

NOTES: ~150m to slope break to Revisiten
rolling terrace
lots rocks on surface

SURFACE SUBSTRATE	
HUMUS	
DEAD WOOD	
BEDROCK	
ROCKS	
MINERAL SOIL	
WATER	

FB 002 RES 02/4 M26-952



PROVINCE OF
BRITISH COLUMBIA
Ministry of Forests

ECOLOGICAL

CLASSIFICATION

RECONNAISSANCE

FORM

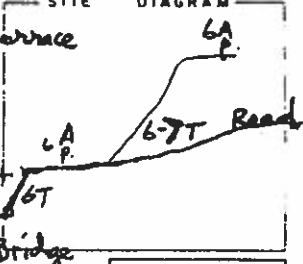
SITE TYPE At - road DATE May 2/02
 BIOGEOCLIMATIC UNIT _____ MAP UNIT _____ SURVEYOR D.J.
 ECOSYSTEM ASSOC. _____ SITE NO. _____
 PLOT NO. P-11

SITE DESCRIPTION

LOCATION

TRANSECT _____
 LOCATION near bridge east side of lower terrace
 AIR PHOTO NO. _____ X CO-ORD. _____ Y CO-ORD. _____
 MAP SHEET (INTS.) _____ LONG. _____ LAT. _____
 ELEVATION _____ SLOPE 0 % ASPECT N/A
 MESO SLOPE POS level SURFACE SHAPE SH
 MOISTURE REGIME SM NUTRIENT REGIME SM
 SUCCESSIONAL STATUS _____ EXPOSURE _____

SITE DIAGRAM



SITE HISTORY

GEOLOGY

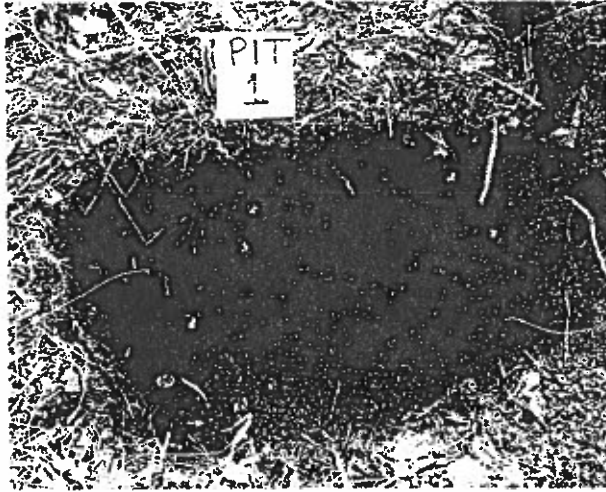
BEDROCK GEOLOGY _____ COARSE FRAG LITH _____

NOTES: flat sg Fgt adjacent to Revisiten Ct on farm
side

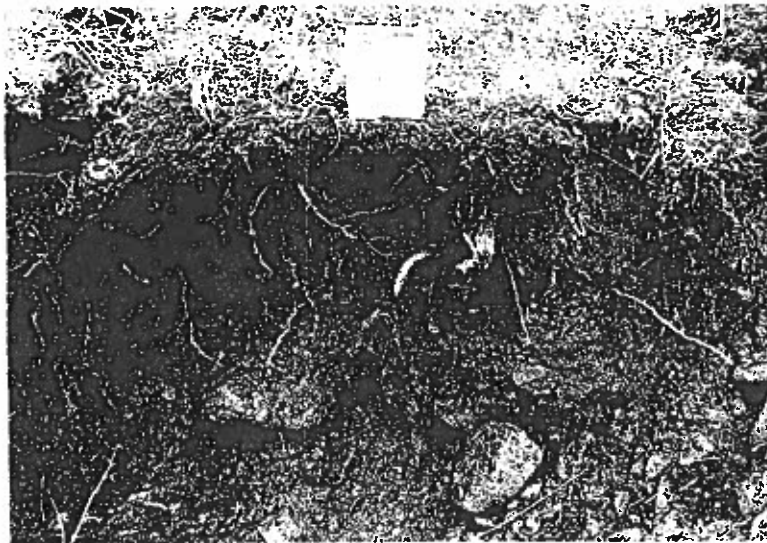
SURFACE SUBSTRATE	
HUMUS	
DEAD WOOD	
BEDROCK	
ROCKS	
MINERAL SOIL	
WATER	

FB 002 RES 02/4

Appendix 2. Photographs taken during soil survey on subject property.



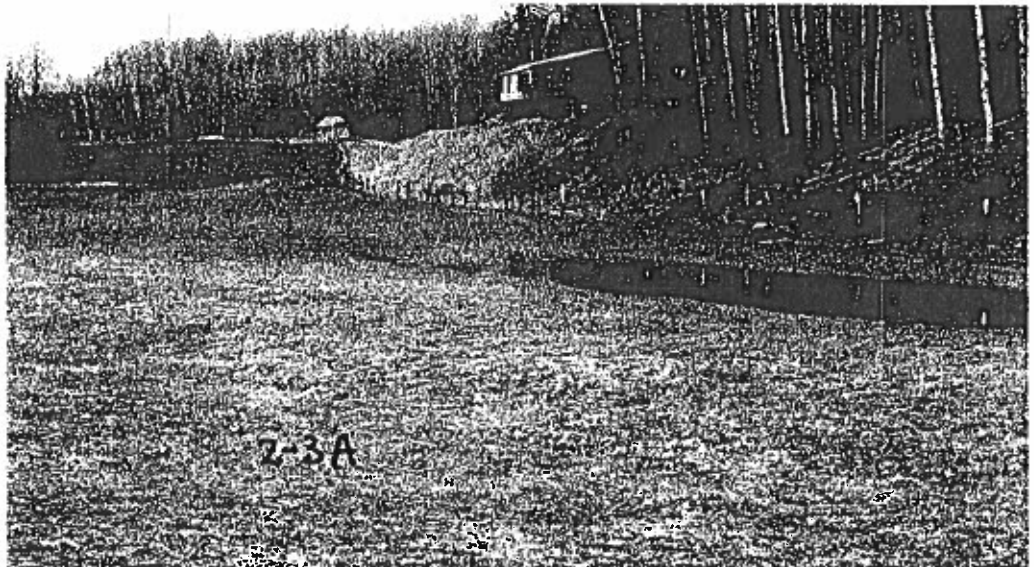
Pit #1. Sandy glaciofluvial deposit (Orthic Humo-Ferric Podzol). In 5AP unit. Upper terrace in NE corner of subject property.



Pit #3. Gravelly, cobbly and sandy glaciofluvial terrace just below cabin on subject property. On 5AP⁵-6AP³-6T² unit. Orthic Dystric Brunisol soil type.



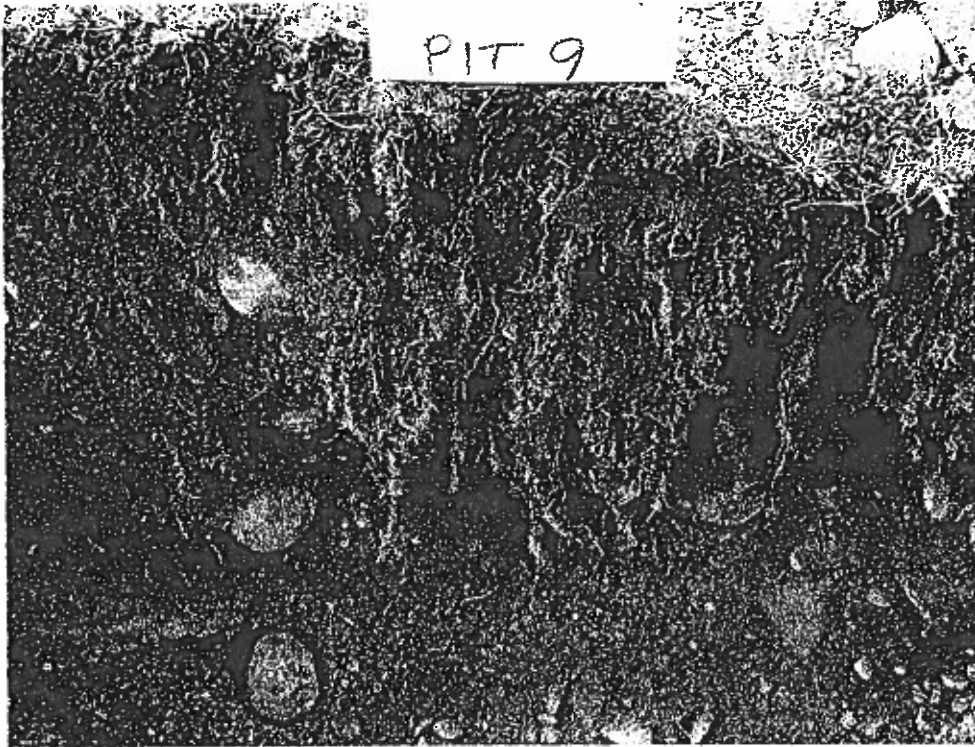
Steep side slopes along Reisetter Creek (7T unit). Note unstable and failing shallow soils and exposed bedrock.



Area near main farmhouse in vicinity of Pit 8 (middle field). Note 6T – 7T slopes below and above house and near Telkwa High Road (farground).

183

PIT 9



Pit 9. Very coarse cobbly 6AP area west of barns on glaciofluvial terrace. Approximately 75% coarse fragments, 50% of which are cobbles and stones. The steep 6-7T slopes extending north towards Reisetser Creek are made of the same material.



Reisetser Creek bridge crossing. Pit 11 on a sandy gravelly terrace is immediately south of the bridge. Note the 7T slopes and failures along Reisetser Creek.

March 16, 2018

184

RECEIVED
MAR 20 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO

NOTICE OF EXCLUSION APPLICATION

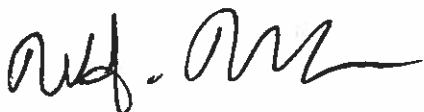
Re: Land in the ALR - Lot A District Lot 6666 Range 5 Coast District Plan
BCP10673

I am in full support of the application to exclude Lot A District Lot 6666 from the ALR.

I used to own Lot 6665 bordering Mr. Bryant's property to the west and I am on title of District Lot 6666 to the east.

In 2006-07 I spent \$14,000.00 fencing the ~100 acres of Lot 6665. We tried grazing 6 cow-calf pairs for 8 years. However, the revenue from grazing cattle did not quite cover the yearly property taxes and I ended up selling.

Lot 6666, shares similar poor soil and rocky ridges, unsuitable for agriculture. In my opinion, Mr. Bryant's property has little or no economic value and could be legitimately excluded from the ALR.



William McIntyre

Smithers B.C.

250-877-8344



185

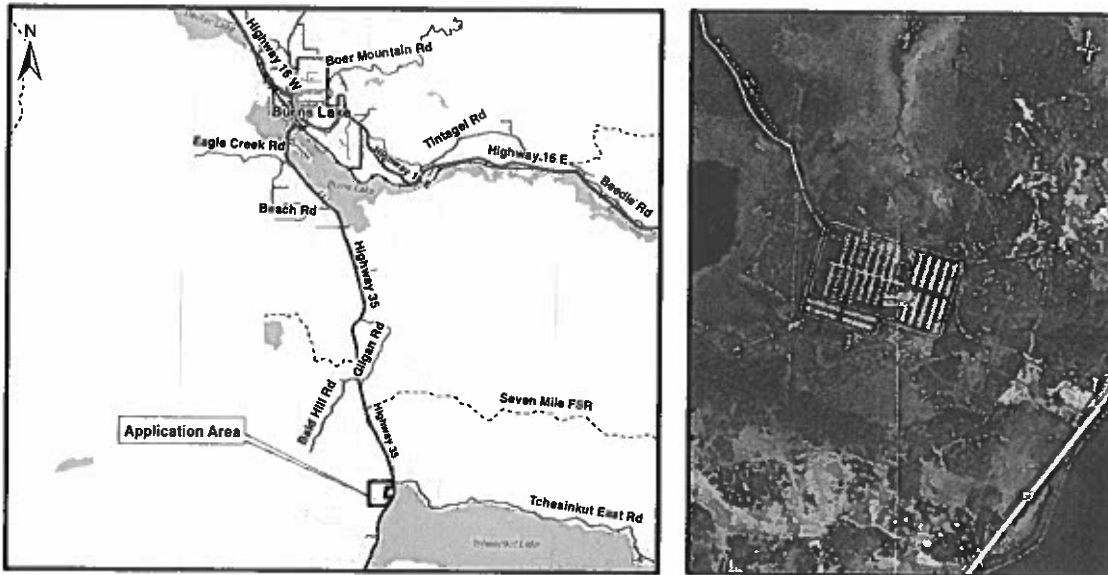
MEMORANDUM

To: Regional District Board
From: Jennifer MacIntyre, Planner I
Date: May 7, 2018
Re: Coastal Gaslink Tchesinkut Lake Work Camp Open House Summary

PURPOSE

TransCanada has proposed to build a construction work camp, located at 14147 Highway 35 adjacent to Tchesinkut Lake, 14 kilometres south of the Village of Burns Lake. The Tchesinkut Lake Work Camp is proposed to house crews constructing the Coastal Gaslink (CGL) Pipeline, as early as 2019 (pending final investment decision).

Tchesinkut Lake Work Camp Location



This report is a follow up to the March 15th 2018 Board resolution that directed staff to proceed with undertaking a public meeting to inform the public of the known information regarding the Tchesinkut Lake work camp, and provide the public with an opportunity to ask questions, and provide preliminary feedback regarding the work camp.

TCHESINKUT LAKE WORK CAMP OPEN HOUSE

RDBN Planning Staff and TransCanada organized and facilitated an Open House on May 1st 2018 at the Lakes District Chamber of Commerce, Heritage Room from 5:00 - 8:00 p.m.

At the meeting there were 6 Regional District staff and 11 TransCanada representatives. RDBN and TransCanada both had information and maps available for the public. RDBN staff provided the public with information regarding the RDBN's land use approval processes, and TransCanada representatives answered questions

regarding the proposed work camp. RDBN staff took note of the questions and concerns expressed from the public, and the answers provided by TransCanada employees.

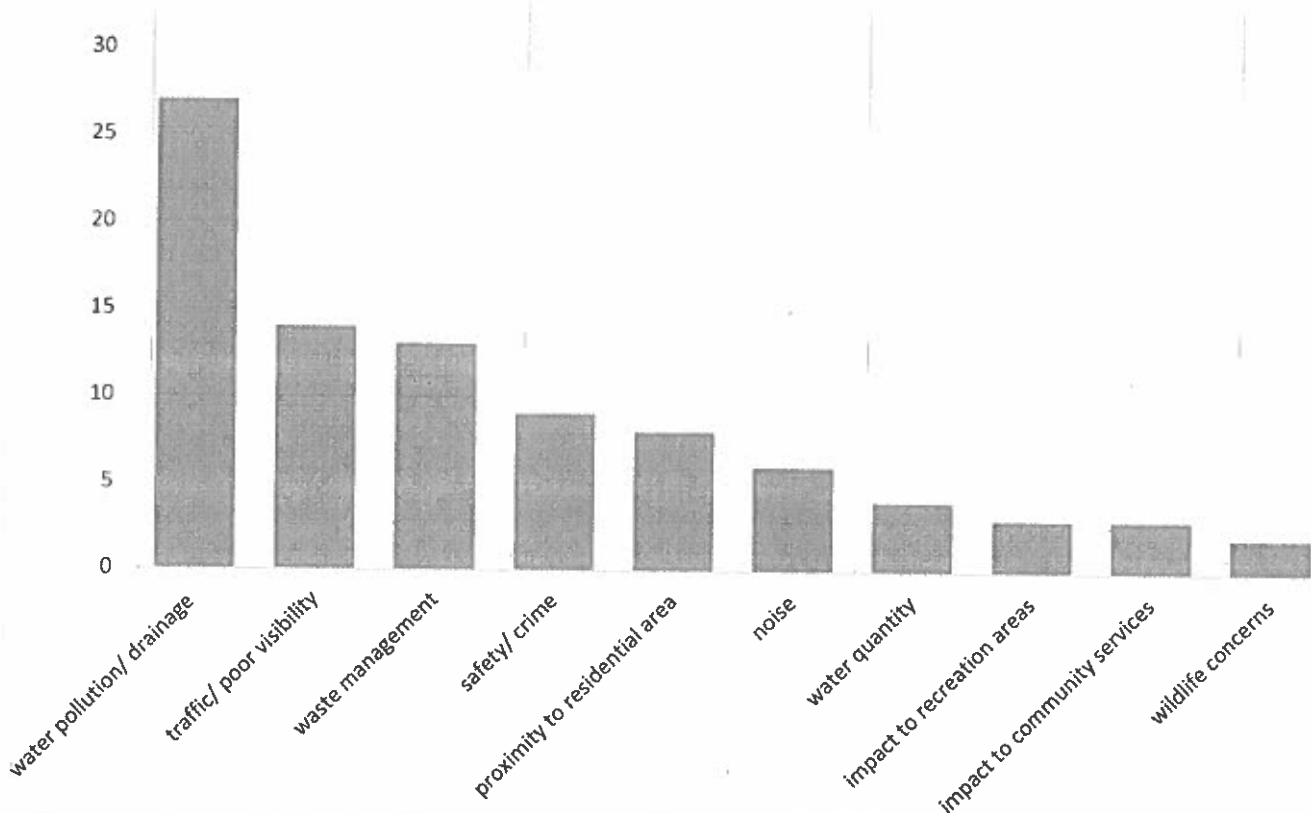
Public Input Summary

Sixty nine persons signed into the open house. Twenty nine comment sheets were submitted at the open house and 4 comment sheets were received after the Open House (at the time of the writing of this report). The 33 comment sheets received represents 48% of the open house attendees. The comment sheets are available by request from the Planning Department.

An overwhelming amount of concern for the proposed location of the work camp was raised by the public. Of the 33 comment sheets received 30 (90%) were not in favour of the proposed location. One comment sheet (3%) expressed support for the camp. Two (6%) comment sheets did not specify a concern; and noted opportunities for partnership to improve local infrastructure.

The most common concerns, and the frequency of their appearance on comment sheets, are outlined in the chart below.

PUBLIC CONCERNS



The most common concerns related to Tchesinkut Lake's water quality (82%), increased traffic on Highway 35 (42%), and uncertainty regarding the proposal's waste management plan (39%).

It is noted that the majority of responses indicated that they are in favour of the pipeline, but not in favour of the location for the work camp. Many open house attendees stated at the meeting or in the comment sheets that they would be supportive of a camp location that is further from developed residential areas, and not near Tchesinkut Lake. Many attendees suggested relocating the Camp closer to the pipeline route on Crown Lands located on the 700 FSR or 6 Mile Pit FSR.

DISCUSSION

It is clear that residents in the Tchesinkut Lake area are highly protective of their quality of life and are concerned that the proposed Tchesinkut Lake work camp may have negative environmental, social, and safety impacts on their community.

Staff are unable to provide specific comment on the anticipated impacts associated with the Tchesinkut Lake work camp given the current lack of detailed information regarding the proposed development and its operation; however, staff share the concerns raised by residents. Should TransCanada choose to make application to the RDBN Board to allow the Tchesinkut Lake work camp staff will work with TransCanada in an attempt to obtain the information necessary to fully evaluate the land use impacts associated with the application. Should the impacts not be satisfactorily addressed it should be expected that staff will recommend that the application not be approved.

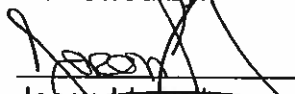
Given the notable concerns associated with the proposed Tchesinkut Lake work camp the Planning Department recommends that the Board advise TransCanada to work with RDBN or Village of Burns Lake staff, as appropriate, to find an alternative work camp location which has reduced potential for negative environmental, social, and safety impacts on the local community.

Recommendations:

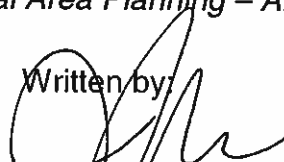
That the RDBN Board advise TransCanada to work with RDBN or Village of Burns Lake staff, as appropriate, to find an alternative work camp location which has reduced potential for negative environmental, social, and safety impacts on the local community.

Electoral Area Planning – All Directors/ Majority

Reviewed by:


 Jason Llewellyn
 Director of Planning

Written by:


 Jennifer MacIntyre
 Planner I

**Draft Amendment Application
Information Requirements
Version #1**



MOUNTMILLIGAN
centerra**GOLD**



Draft Application Information
Requirements for Amendment #4
to EAC #M09-01 for the Mount
Milligan Copper-Gold Project



Prepared for:
Thompson Creek Metals
Company Inc.

Prepared by:
Stantec Consulting Ltd. with
inputs from Waterline Resources
Inc.

April 27, 2018

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Abbreviations

AAIR	Amendment Application Information Requirements
Aboriginal Interest	Aboriginal rights, including title, or treaty rights
Amendment Assessment Report	Assessment of the Application for a Certificate Amendment Report
BC	British Columbia
dAAIR	Draft Amendment Application Information Requirements
EA	Environmental Assessment
EAC	Environmental Assessment Certificate
EAO	BC Environmental Assessment Office
MT	Million metric tonnes
TCMC	Thompson Creek Metals Company Inc.
the Application	Application for an Amendment to the Environmental Assessment Certificate
the Project	Mount Milligan Copper-Gold Project
TSF	Tailings Storage Facility
VC	Valued Component

DRAFT AMENDMENT APPLICATION INFORMATION REQUIREMENTS VERSION #1

Introduction
April 27, 2018

1.0 INTRODUCTION

Thompson Creek Metals Company Inc. (TCMC) is applying for an amendment to their Environmental Assessment Certificate (EAC #M09-01; issued March 16, 2009) that was granted for the construction and operation of the Mount Milligan Copper-Gold Project (the Project), located approximately 155 kilometres north of Prince George, British Columbia (BC).

The following three amendments have been previously issued by the BC Environmental Assessment Office (EAO) for the Project:

Amendment 1—This amendment was issued March 1, 2013, to relocate the ore concentrate rail load-out facility from Fort St. James to Mackenzie, and to construct and operate a camp near the mine site to accommodate workers during Project operations. The Assessment of the Application for a Certificate Amendment report (amendment assessment report) (EAO 2013a) concluded that, in consideration of proposed mitigation measures, no significant adverse effects were predicted, and that the potential for adverse effects on Aboriginal rights, including title, or treaty rights ("Aboriginal Interests") were avoided, mitigated, or otherwise accommodated to an appropriate level.

Amendment 2—This amendment was issued March 3, 2017, changing ownership of the EAC to TCMC from Terrane Metals Corporation. The Amendment Assessment Report (EAO 2017) concluded there were no issues or adverse effects arising from the proposed change.

Amendment 3—This amendment was issued January 22, 2018, to construct and operate the Meadows Creek Water Supply Station and the pipeline and pump station required for short-term water withdrawal from Meadows Creek and Philip Lake 1, while a long-term water supply proposal is being developed. The Amendment Assessment Report (EAO 2018) concluded that, in consideration of the proposed mitigation measures, no significant adverse environmental, economic, social, heritage, and health effects were predicted and that the potential for adverse effects on asserted or established Aboriginal Interests were avoided, mitigated, or otherwise accommodated to an acceptable level.

Historically, the Mount Milligan Mine has relied on surface run-off flowing into the Tailings Storage Facility (TSF), water collected from Meadows Creek during the 2017 freshet, and recycling of TSF water to provide process water in the mill. Due to consecutive dry years, current water resources are unable to meet the mill's water demand. Water levels in the TSF were found to be critically low during a bathymetric survey in late 2016. Water levels remained low throughout 2017 and TCMC was forced to shut down the mill in December of the same year. In December 2017, TCMC applied for and received approval to withdraw water from Philip Lake 1 in 2018, to help supplement water for the mill. Due to climate uncertainties and TCMC's commitments to minimize potential effects to surrounding surface water features, TCMC is looking to develop



DRAFT AMENDMENT APPLICATION INFORMATION REQUIREMENTS VERSION #1

Introduction
April 27, 2018

groundwater sources from groundwater wells located inside and outside of the TSF to provide make-up water to meet mill process demand for the Mount Milligan Mine.

This dAAIR outlines the information that will be included in TCMC's Application for an Amendment to the EAC (the amendment Application) for using groundwater sources to support current and long-term operation of the Mount Milligan Mine. Specifically, TCMC is seeking an amendment to the EAC for the use of natural groundwater sourced from groundwater wells located inside and outside of the TSF.

TCMC will complete an assessment of the potential effects of the use of groundwater sources based on field data and conservative assumptions. In addition, TCMC will develop an Adaptive Groundwater Management and Monitoring Plan that identifies thresholds beyond which groundwater pumping must be either reduced or stopped to avoid effects to local surface water features.

Depending on the volume of water available and results of this assessment, groundwater wells inside and outside of the TSF may provide a portion of the long-term water supply for the mine. However, as the ability of these wells to meet the long-term water demand of the mine is yet to be proven, TCMC will continue to develop the long-term water supply in consultation with identified Indigenous groups and regulators.

As part of TCMC's ongoing commitment to a rigorous consultation program with Indigenous groups, TCMC will continue to address concerns raised in a timely and respectful manner. Comments received from Indigenous groups regarding this dAAIR will be incorporated and responded to as discussed in Section 6.2.1 and in the Project's Issues Tracking Table. TCMC will make a specific effort to address outstanding issues associated with this EAC amendment process through ongoing collaboration activities.

DRAFT AMENDMENT APPLICATION INFORMATION REQUIREMENTS VERSION #1

Description of Proposed Project Changes
April 27, 2018

2.0 DESCRIPTION OF PROPOSED PROJECT CHANGES

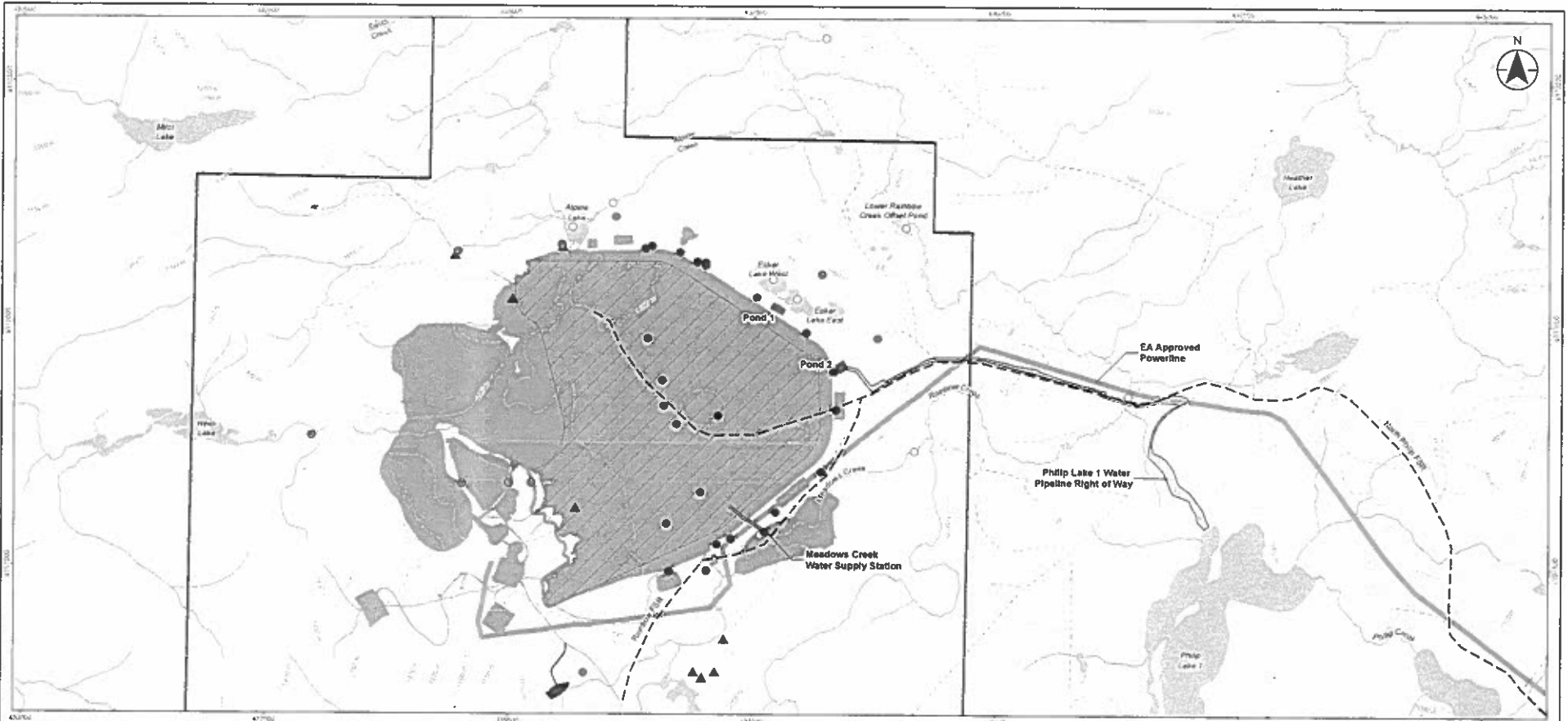
The proposed project changes are as follows:

- Long-term (life of mine) groundwater use of wells within the TSF; and
- Long-term (life of mine) groundwater use of wells outside of the TSF.

TCCM is proposing to use natural groundwater from existing wells located within the TSF (see Figure 1) and wells outside of the TSF. The wells outside of the TSF will be a subset of the exploration wells presented on Figure 1 and the geophysics survey locations presented in Figure 2 as determined through ongoing groundwater studies.

The Application will include:

- A rationale for why the proposed changes are required
- A description of the investigative water use study for existing wells located inside the TSF and groundwater exploration wells outside the TSF, including locations relative to the approved Project (see Figure 1), depths, pumping rates, and instrumentation. NOTE TO DRAFT: This information is considered dynamic at this time as the investigative study continues.
- A description of groundwater monitoring wells, including locations relative to the approved Project (see Figure 2), depths, and instrumentation
- A description of the operational activities associated with the groundwater wells
- A description of the closure and reclamation activities



hbl



- ▲ 2018 Groundwater Exploration Well
- Groundwater Monitoring Well Currently Used in Water Investigation Study
- Groundwater Monitoring Well
- Surface Water Monitoring Location
- Meadow Creek Water Supply Station
- IS1 Investigative Use Well
- Water Pipeline
- Gravel Road
- Forest Tenure Road
- Topographic Contour
- Watercourse
- Waterbody
- Forest Tenure Out Block Operating
- Mining Lease (631503)
- Tailings Storage Facility
- Retention Pond
- EA Amendment 1 Camp and Access Road
- EA Approved Powerline
- EA Approved Project Footprint
- Approved Water Pipeline Right of Way



Project Location
NTI Cont. 093004
BCIS Cont. 930004

Project Number: 23250-00
Prepared by SPARKER 2018-11-19
Discipline Review by BICORNE 2018-12-14
GIS Review by RUPREVAL 2018-12-14

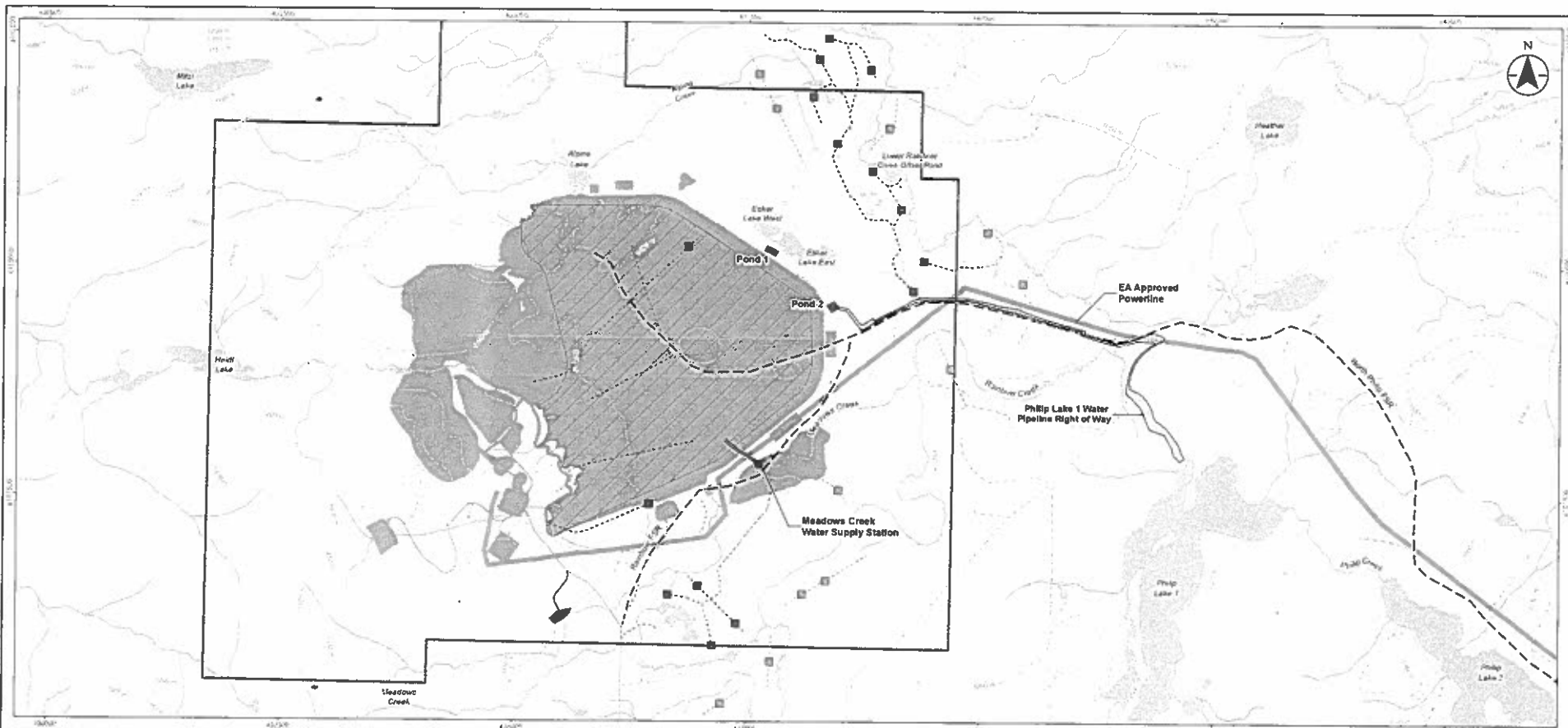
Client/Project
Thompson Creek Metals Company Inc.
Mount Hilligan Mine
dSAR for the Groundwater Supply System

DRAFT

Figure No. 1 Page No. 1 of 1

Location of Investigative Use Wells, 2018 Exploration Wells, Existing Groundwater Monitoring Wells and Surface Water Monitoring Sites

Notes
1. Coordinate System: NAD 1983 UTM Zone 18N
2. Data Source: DataBC, Government of British Columbia; Natural Resources Canada; Thompson Creek Metals Company Inc. (TCMC)
3. This document is provided by TCMC for use by the intended recipient only. The information is confidential and proprietary to TCMC and is not to be provided to any other recipient without the written consent of TCMC.
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- Meadow Creek Water Supply Station
- Preliminary Exploration Drilling Target
- Stage 2
- Stage 3
- Geophysical Survey line
- Geophysics Complete
- Geophysics Stage 2
- Geophysics Stage 3
- Water Pipeline
- Gravel Road
- Forest Tenure Road
- Topographic Contour
- Watercourse
- Waterbody
- Forest Tenure Cul Block Opening
- Mining Lease (631503)
- Tailings Storage Facility
- Retention Pond
- EA Amendment 1 Camp and Access Road
- EA Approved Powerline
- EA Approved Project Footprint
- Approved Water Pipeline Right of Way

0 0.5 1 1.5 km
1:42,000 (At original document size of 11x17)



Project Location:
NTI Grid: 092004
SCGS Grid: 930,911

Project Number: 227208-0
Prepared by: SPARLER 2018-04-19
Desktop Review by: SAGDHE 2018-02-14
GIS Review: NUREWAL 2018-02-14

Client/Project:
Thompson Creek Metals Company Inc.
Mount Milligan Mine
ISAR for the Groundwater Supply Options

DRAFT

Figure No. 2 Page No. 1 of 1

**Location of Proposed Geophysics Line Surveys
in relation to the Mount Milligan Mine**

Notes:
1. Coordinate System: NAD 1983 UTM Zone 18N
2. Data Source: British Columbia Government (British Columbia Natural Resources Canada, Thompson Creek Metals Company Inc. (TCMC))
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DRAFT AMENDMENT APPLICATION INFORMATION REQUIREMENTS VERSION #1

Amendment Process
April 27, 2018

3.0 AMENDMENT PROCESS

The Application will include a summary of the amendment review process based upon the EAO's guidance document *Seeking an Amendment to an Environmental Assessment Certificate Guidance for Certificate Holders* (EAO 2016).

4.0 ASSESSMENT METHODS

This section describes the methods used to describe project-specific potential effects, interactions with proposed project activities, and the approach to assessing cumulative effects.

4.1 PROJECT-SPECIFIC POTENTIAL EFFECTS

The Application will follow a staged assessment process. The first stage involves identifying the valued components (VCs) of the environmental, economic, social, heritage, and health pillars that have the potential to interact with the proposed Project changes described in Section 2.0. Table 1 presents the VCs and provides a preliminary identification and description of their potential to interact with the proposed Project changes. Where interactions are characterized as no or negligible interaction, rationale will be provided as to why these VCs are not carried forward to the effects assessment component of the amendment Application. The selected VCs are consistent with the EAO's *Guideline for the Selection of Valued Components and Assessment of Potential Effects* (EAO 2013b).

Table 1 Interactions with Proposed Project Changes

Valued Components	Section of EAC Application (Terrane Metals Corp. 2008)	Interaction with Proposed Change?	Carried Forward in Assessment?	Preliminary Rationale
Environment Pillar				
Terrain, Soils and Geology	5.2	No/negligible	No	Potential Project activities may result in ground disturbance and changes to terrain, soils and geology. Terrain, Soils and Geology effects will be described under the vegetation VC as appropriate.
Climate and Air Quality	5.3	No/negligible	No	<p>Potential effects on air quality related to the additional diesel generators, pump stations, and emissions from the construction of the groundwater extraction and transport infrastructure have been assessed qualitatively.</p> <ul style="list-style-type: none"> The potential effects on air quality associated with construction of the groundwater extraction and transport infrastructure are similar to those associated with the construction of the original Project, albeit significantly smaller in magnitude and duration. As such the potential residual and cumulative effects from the proposed Project changes are unchanged from the original assessment and are predicted to be not significant. The potential effects on air quality associated with operation of the groundwater extraction and transport infrastructure, including pump stations and diesel generators, are similar to those associated with the operation of the original Project, albeit much smaller in magnitude and duration. Emissions of particulate matter and gaseous criteria air contaminants (primarily NO_x and SO₂) are small for each generator. As such the potential residual and cumulative effects from the proposed Project changes are unchanged from the original assessment and are predicted to be not significant.
Noise	5.4	No/negligible	No	<p>Potential effects on the acoustic environment related to the additional diesel generators and pump stations, and emissions from the construction of the groundwater extraction and transport infrastructure have been assessed qualitatively.</p> <ul style="list-style-type: none"> The potential effects on the acoustic environment associated with construction of the groundwater extraction and transport infrastructure are similar to those associated with the construction of the original Project, albeit smaller in magnitude and duration. As such the potential residual and cumulative effects from the proposed Project changes are unchanged from the original assessment (Terrane Metals Corp. 2008) and are predicted to be not significant. The potential effects on the acoustic environment associated with operation of the groundwater extraction and transport infrastructure are similar to those associated with the operation of the original Project, albeit smaller in magnitude and duration. The generator is anticipated to produce a constant noise level of approximately 68 dBA, which will not have a significant adverse effect on the acoustic environment in the remote setting. As such the potential residual and cumulative effects of operation of the proposed Project changes are unchanged from the original assessment and are predicted to be not significant.
Water Resources	5.5	Yes	Yes	Extraction of make-up groundwater has the potential to affect surface water resources.
Fisheries and Aquatic Resources	5.6	Yes	Yes	Extraction of make-up groundwater and installation of groundwater extraction infrastructure have the potential to affect fish and fish habitat.
Vegetation and Plant Communities	5.7	Yes	Yes	Extraction of make-up groundwater and installation of groundwater extraction infrastructure have the potential to affect vegetation and plant communities.
Wildlife and Wildlife Habitat	5.8	Yes	Yes	Extraction of make-up groundwater and installation of groundwater extraction infrastructure have the potential to affect wildlife and wildlife habitat.
Heritage Pillar				
Archaeology and Heritage Resources	5.9	Yes	Yes	Surficial ground and soil disturbance and vegetation clearing due to groundwater extraction and transport may interact with archaeology and heritage resources. Areas that may be affected by groundwater extraction and transport outside of the mine footprint have not been subject to in-field archaeological assessment and have unconfirmed potential for archaeological resources; therefore, there is potential for interaction with archaeology and heritage resources.
Social and Economic Pillar				
Social and Economic Resources	5.10	No/negligible	No	Expenditures and workforces required to construct additional wells and to construct and operate the groundwater extraction and transport infrastructure are negligible in comparison to overall Project expenditures and workforce requirements assessed in the original EA (Terrane Metals Corp. 2008). The proposed Project changes are anticipated to have a negligible interaction with social and economic conditions.

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Table 1 Interactions with Proposed Project Changes

Valued Components	Section of EAC Application (Terrene Metals Corp. 2008)	Interaction with Proposed Change?	Carried Forward in Assessment?	Preliminary Rationale
Non-traditional Land Use	5.11	No/negligible	No	<p>The existing and most of the proposed groundwater recovery wells fall within the Project's existing license to cut (L50834) and mining lease (631503). Interactions between the construction of these Project components and non-traditional land use are predicted to be negligible. Clearing of lands outside the Project's license to cut will be minimal and will remove negligible volumes of timber from the regional timber supply area. TCMC is also applying for an Industrial Use (General) Permit under the Lands Act for its geophysics survey program.</p> <p>Project use of overlapping lands within the Notation of Interest and rights-of-way outside of the Project's existing license to cut and mining lease could be incompatible with other tenured land uses. Engagement with affected interest holders is anticipated to reduce the magnitude of potential interactions to negligible levels.</p> <p>Changes in access to lands used for guiding (certificate 701117), trapping (ID TR07281004), and non-tenured recreation due to potential Project effects are anticipated to have a negligible interaction with non-tenured land use as the groundwater recovery well infrastructure falls within the Project's existing mining lease (i.e., this area is already designated for mining-related activities).</p>
Visual and Aesthetic Resources	5.12	No/negligible	No	<p>Wells and groundwater extraction and transport infrastructure will mainly be located within the Project's existing license to cut (L50834) and mining lease (631503) and associated with existing linear features. The clearing of land and installation of the groundwater extraction and transport infrastructure will have negligible interactions on visual and aesthetic resources due to the limited use of the area, and the nearest park, tourism use area, or forest recreation site being located approximately 10 km east of the Mount Milligan Mine. Based on the assessment of visual and aesthetic resources in the original EA (Terrene Metals Corp. 2008), interactions with the proposed Project changes are anticipated to be negligible.</p>
Navigable Waters	5.15	No/negligible	No	<p>The installation of additional wells and groundwater extraction and transport infrastructure have no or negligible potential to interact with navigation of waterways.</p>
Health Pillar				
Environmental Health	5.13	No/negligible	No	<p>It is anticipated that the proposed Project changes would not result in chemical emissions and interactions with environmental health are predicted to be negligible.</p>
Human Health	5.14	No/negligible	No	<p>It is anticipated that the proposed Project changes would not result in chemical emissions and interactions with human health are predicted to be negligible.</p>

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The second stage of the assessment process involves evaluating the interactions of Project changes with the VCs identified in Table 1 for their potential to affect the conclusions presented in the EAO's Assessment Report (EAO 2009) and the three previous amendment assessment reports (EAO 2013a, 2017, 2018) with respect to characterizations of residual effects and determinations of significance (Section 5.0).

In the Application, potential interactions will be characterized as follows:

- Interactions that do not have potential to affect residual effects characterizations or significance determinations, in consideration of existing Project commitments
- Interactions requiring further assessment to evaluate potential changes to the characterization of residual effects and/or significance determinations. This may result in the development of new mitigation measures or EAC conditions.

For the VCs identified in Table 1, either a rationale will be provided for the determination that an interaction would not require a change to assessment conclusions provided in the original EA (Terrane Metals Corp. 2008), or an effects assessment will be provided that includes the following:

- **Mechanism:** a description of how the proposed Project changes could result in interactions with environmental, economic, social, heritage, or health VCs not addressed in the original EA
- **Mitigation:** identification of mitigation measures to reduce or eliminate potential adverse effects of the proposed Project changes
- **Characterization of residual effects:** a description of if and how the proposed Project changes alter the characterization of residual effects set out in the original EA in terms of the metrics presented in Section 3.1.5.3 of the original EA (e.g., magnitude, spatial extent, duration).
- **Significance determination:** a determination of whether the proposed Project changes result in changes to the significance determinations for the Project, as presented in the EAO's Assessment Report (2009) and amendment assessment reports (2013a, 2017, 2018).

4.2 CUMULATIVE EFFECTS ASSESSMENT

For each VC, a cumulative effects assessment will be conducted if the proposed Project changes adversely alter the characterization of residual effects from the original EA (e.g., a residual effect changes from being low magnitude to moderate magnitude or from being reversible to being irreversible). The cumulative effects assessment will consider the cumulative effects assessment process sought by McLeod Lake Indian Band and Takla Lake First Nation, and available information during the implementation of this amendment.

5.0 ASSESSMENT OF POTENTIAL EFFECTS

This section of the amendment Application will provide an assessment of the potential effects of the proposed Project changes, according to the methods described in Section 2.0, on the VCs identified in Table 1. These VCs are:

- Water Resources
- Fisheries and Aquatic Resources
- Vegetation and Plant Communities
- Wildlife and Wildlife Habitat
- Archaeology and Heritage Resources

The following sections provide detail on assessment of potential effects for the selected VCs.

5.1 WATER RESOURCES

The proposed Project changes have potential to interact with water resources, including potential effects to hydrogeology (groundwater) from groundwater extraction and potential effects to hydrology (surface flow) at surrounding lakes and streams. Existing environmental management plans and best management practices already implemented on the mine site will apply to the activities associated with the proposed Project changes, including practices for fuel and contaminant storage and containment to protect water quality.

The Application will summarize additional available and applicable baseline data collected subsequent to the original EA.

The Application will provide an assessment of potential effects to water resources following the methods described in Section 4.0. Details will include the results of the water investigative use study, groundwater levels in monitoring wells, and surface water flows at lake and stream monitoring stations within the area. The Application will provide a summary of anticipated regulatory or permitting requirements for potential effects to water resources from the proposed Project changes.

5.2 FISHERIES AND AQUATIC RESOURCES

The proposed Project changes have potential to interact with fisheries and aquatic resources through potential effects to fish and their habitat in adjacent streams and lakes due to groundwater extraction. The anticipated potential effect of groundwater extraction on fish and aquatic resources is the potential reduction in stream flows and lake levels.

The amendment Application will summarize additional available and applicable baseline data collected subsequent to the original EA (Terrane Metals Corp. 2008), including relevant data collected for offset plan effectiveness monitoring and implementation of the Fish and Aquatic

Resources Management Plan. Applicable information from Water Resources (per Section 5.1) will be incorporated into this assessment.

The amendment Application will provide an assessment of potential effects to fish and aquatic resources following the methods described in Section 4.0 and a summary of anticipated regulatory or permitting requirements applicable to fish and aquatic resources.

5.3 VEGETATION AND PLANT COMMUNITIES

The proposed Project changes have potential to interact with vegetation and plant communities, including wetlands, through clearing of vegetation during development of groundwater extraction infrastructure.

The Application will provide an evaluation of the potential for the proposed Project changes to alter the residual effects characterizations, or significance determinations for the approved Project, in consideration of existing Project commitments. This will be based on the extent (hectares) and types of plant communities being cleared, and the results of the Water Resources assessment (per Section 5.1).

Should this evaluation determine the proposed Project changes have potential to alter the conclusions of the original EA and amendment assessment reports for effects to vegetation and plant communities, the Application will summarize additional available and applicable baseline data collected subsequent to the original EA, as follows:

- Results of rare plants found, including through implementation of TCMC's Landscape, Soil, and Vegetation Management Plan
- Results of wetland surveys, including those completed to address the condition requiring collection of further plant community data prior to construction, per continued discussions with the Environmental Stewardship Department of the Ministry of Environment

No additional fieldwork will be completed. The Application will then conduct an assessment of potential effects to vegetation and plant communities following the methods described in Section 4.0. The Application will provide a summary of anticipated regulatory or permitting requirements applicable to vegetation and plant communities.

5.4 WILDLIFE AND WILDLIFE HABITAT

The proposed Project changes have potential to interact with wildlife and wildlife habitat through clearing of vegetation and associated disturbance of plant communities due to the groundwater extraction program.

The Application will provide an evaluation of the potential for proposed changes to alter the residual effects characterizations, or significance determinations for the Project in consideration of existing Project commitments. Applicable information from Water Resources (per Section 5.1), Fisheries and Aquatic Resources (per Section 5.2), and Vegetation and Plant Communities (per Section 5.3) will be used to support the assessment. Where a mechanism for a residual effect is

identified, the Application will assess whether changes to the residual effects characterization or significance determination for the approved Project are expected.

If proposed Project changes have potential to alter the original EA's conclusions, the Application will summarize additional available and applicable baseline data collected subsequent to the original EA including:

- A description of wildlife habitat
- Changes in the extent (hectares) of habitats based on results of vegetation and plant community information (per Section 5.3)
- A summary of wildlife sighting records collected as part of TCMC's Wildlife Management Plan

No additional fieldwork or wildlife modelling will be completed. For proposed Project changes with potential to alter the original EA's conclusions, the Application will follow the methods described in Section 4.0 and provide a summary of anticipated regulatory or permitting requirements.

5.5 ARCHAEOLOGY AND HERITAGE RESOURCES

The proposed Project changes have potential to interact with archaeology and heritage resources, if and where present. Interactions may result from ground disturbance and vegetation clearing resulting from groundwater extraction and transport infrastructure construction, as well as decommissioning and reclamation.

The Application will summarize additional available and applicable archaeological and heritage resource data collected subsequent to the original EA, including:

- Previously recorded archaeological sites or other heritage sites listed on the Provincial Heritage Register (information to be obtained using the Remote Access to Archaeological Data application maintained by the Archaeology Branch of the Ministry of Forests, Lands, Resource Operations and Rural Development)
- Defining the portion of the proposed construction footprint not previously subject to archaeological assessment
- Requirements for further archaeological assessment of the revised construction footprint with potential for archaeological resources

For proposed Project changes with potential to alter the original EA's conclusions, the amendment Application will follow the methods described in Section 4.0 and provide a summary of anticipated regulatory or permitting requirements.

6.0 CONSULTATION

This section of the amendment Application will describe TCMC's consultation activities with Indigenous groups, regulatory agencies and the public concerning the proposed Project changes.



6.1 INDIGENOUS CONSULTATION

The amendment Application will summarize consultation activities undertaken by TCMC with the following Indigenous groups regarding the proposed changes to the Project:

- Nak'azdli Whut'en
- McLeod Lake Indian Band
- Takla Lake First Nation
- West Moberly First Nations
- Halfway River First Nation

The amendment Application will include a summary of key issues and concerns raised by Indigenous groups relative to the amendment Application, how these issues and concerns were addressed by TCMC, and the status of the issues and concerns.

6.2 INDIGENOUS CONSIDERATIONS

Proposed Project changes have the potential to adversely affect how Indigenous people exercise their Aboriginal Interests. For the purposes of this amendment application, the term 'Aboriginal Interests' has the same definition as provided by the EAO in Schedule B (Table of Conditions) to EAC Amendment #3 for the Project. The definition of Aboriginal Interests is "asserted or determined Aboriginal rights, including title, and treaty rights". Consistent with the original environmental assessment of the Project, effects on Aboriginal Interests will be primarily addressed through the assessment of potential adverse direct and cumulative effects on current and historical use by Indigenous groups.

The amendment Application will include the following information:

- A figure showing the traditional territory boundaries of the Indigenous groups relative to proposed changes to the Project.
- Consideration of Project-specific information on current and historical use provided by the Indigenous groups.
- Consideration of current and historical use information available in the public domain, with an emphasis on sources of current and historic use information recommended by Indigenous groups.
- A description of potential adverse direct and cumulative effects on current and historical use resulting from the proposed Project changes.
- Identification of mitigation measures designed to avoid or reduce potential adverse effects on current and historical use.
- A characterization of residual adverse direct and cumulative effects on current and historical use (i.e., after mitigation).

- Consideration of whether the proposed Project changes require revisions to the conclusions in Section 2.0 "First Nations Considerations" of the original environmental assessment application for the Project (Terrane Metals Corp. 2008), and the corresponding conclusions presented in the EAO's Assessment Report (2009), and the amendment assessment reports (2013, 2017, 2018) regarding the assessment of Project effects on Aboriginal Interests.
- A summary of the issues and concerns raised by Indigenous groups, TCMC's responses to those issues and concerns, and the status of the issues and concerns.

6.2.1 Consultation with Indigenous Groups on the dAAIR

Indigenous groups will be provided an opportunity to review and provide comments on the dAAIR. In the final AAIR, TCMC will provide a summary of feedback received from Indigenous groups on the dAAIR, how TCMC responded to the feedback and, if applicable, how the dAAIR was modified based on that feedback.

6.3 PUBLIC CONSULTATION

The Application will summarize consultation activities undertaken by TCMC with the public, including key stakeholders, regarding the proposed changes to the Project. Issues raised by the public, and how these issues were addressed by TCMC, will be described.

6.4 REGULATORY CONSULTATION

The Application will summarize consultation activities undertaken by TCMC with regulators regarding the proposed changes to the Project. Issues raised by regulators, and how these issues were addressed by TCMC, will be described.

7.0 SUMMARY OF REQUESTED AMENDMENTS

The Application will include a summary of requested amendments to the EAC.

8.0 REFERENCES

A list of references used in the development of the Application will be provided.

- The following is a list of the references used in preparation of this dAAIR.

Environmental Assessment Office (EAO), 2009. *Mt. Milligan Copper-Gold Project Assessment Report*. Available at:

<https://projects.eao.gov.bc.ca/api/document/5888e5b7817b85ae43cf7bf6/fetch>

Accessed: September 2017.

EAO, 2013a. *Mt. Milligan Copper-Gold Project Amendment #1 to Certificate #M90-01*. Available

at: <https://projects.eao.gov.bc.ca/api/document/5887d2403fa55712b70ab562/fetch>

Accessed: September 2017.

EAO, 2013b. *EAO's Guideline for the Selection of Valued Components and Assessment of Potential Effects*. Available at:

http://www.eao.gov.bc.ca/pdf/EAO_Valued_Components_Guideline_2013_09_09.pdf

Accessed: September 2017.

EAO, 2016. *Seeking an Amendment to an Environmental Assessment Certificate Guidance for Certificate Holders*. Available at:

http://www.eao.gov.bc.ca/files/guidance/Certificate_Holder_Guidance-Amendments.pdf

Accessed: September 2017.

EAO, 2017. *Mt. Milligan Copper-Gold Project Amendment #2 (Amendment) to Certificate #M90-01*. Available at: Accessed: September 2017.

EAO, 2018. *Mt. Milligan Copper-Gold Project EA Certificate #M09-01 Amendment #3, Short-term Water Sources*. Available at: <https://projects.eao.gov.bc.ca/p/mt-milligan-copper-gold/detail>

Accessed: February 2018.

Terrane Metals Corp. 2008. *Mt. Milligan Copper-Gold Project Environmental Assessment*.

Available at: <https://projects.eao.gov.bc.ca/p/mt-milligan-copper-gold/docs>

Accessed: February 2018.

**Mount Milligan Mine
Project Description for
Groundwater Supply to
Support the Application for an
Amendment of Environmental
Assessment Certificate
#M09-01**



MOUNTMILLIGAN
centerragola

DRAFT FOR COMMENT



Prepared for:
Environmental Assessment Office
PO Box 9426 Stn Prov Govt
Victoria, BC V8W 9V1

Prepared by:
Stantec Consulting Ltd. with input
from Waterline Resources Inc.

On behalf of:
Thompson Creek Metals
Company Inc.
177 Victoria Street, Suite 100
Prince George, BC V2L 5R8

April 27, 2018

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Abbreviations

BC	British Columbia
dAAIR	Draft Amendment Application Information Requirements
EAC	Environmental Assessment Certificate
EAO	BC Environmental Assessment Office
HRFN	Halfway River First Nation
km	kilometres
L/s	litres per second
m	metres
masl	<i>metres above sea level</i>
MLIB	McLeod Lake Indian Band
Mt	million metric tonnes
PAG	Potentially acid generating
t	Metric tonnes
TCMC	Thompson Creek Metals Company
TLFN	Takla Lake First Nation



TSF Tailings Storage Facility

WMFN West Moberly First Nation

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PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

Introduction
April 27, 2018

1.0 INTRODUCTION

Thompson Creek Metals Company Inc. (TCMC) owns and operates the Mount Milligan Mine in north central British Columbia (BC). The mine is a reviewable project under the BC *Environmental Assessment Act* (BCEAA) and underwent an environmental assessment between 2006 and 2009. Environmental Assessment Certificate (EAC) #M09-01 was issued for the mine on March 16, 2009 and mining operations started in September 2013.

In 2016 TCMC identified the need for additional permanent water supplies to support mine operation. TCMC is investigating if groundwater sources could be a secure long-term water supply option for the mine that would mitigate climate uncertainties of surface water supplies and reduce potential environmental effects on local waterbodies. The identified groundwater sources include water sourced from existing investigative use wells located inside of the Tailings Storage Facility (TSF) and from proposed deep groundwater wells located outside of the TSF and existing mine footprint.

Although the investigative use wells installed within the TSF footprint did not require an amendment to the EAC to construct, initial tests completed in November and December 2017 indicated that recovered water from the groundwater interception wells was a mixture of tailings water and natural groundwater. Therefore, TCMC is seeking an amendment to the existing EAC (and corresponding authorization under the *Water Sustainability Act*) for use of natural groundwater to provide water supply for milling operations. This amendment also seeks to allow for the construction and operation of new wells outside of the existing mine footprint to supplement the groundwater sourced from within the TSF. This project description presents details of the project and a description of the groundwater withdrawal activities from groundwater investigative use wells within the TSF and exploration wells outside the TSF.

The above proposed changes to the project are considered to be limited in nature. TCMC anticipates that based on the EAO's guidance document *Seeking an Amendment to an Environmental Assessment Certificate; Guidance for Certificate Holders* (2016) the amendment process will fall within the "typical" amendment" category with an average review timeline between 3 and 6 months.



PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

General Information and Contacts
April 27, 2018

2.0 GENERAL INFORMATION AND CONTACTS

TCMC, which owns and operates the Mount Milligan Mine, is a wholly owned subsidiary of Centerra Gold Inc. Centerra Gold is a publicly traded company on the Toronto Stock Exchange.

TCMC BC regional office is located at Suite 100, 177 Victoria Street in Prince George, BC. The key personnel and consulting companies involved in this project are identified below. TCMC staff can be contacted at (250) 778 1885.

- Phil Welten (B.Sc., M.E., MAusIMM) – General Manager
 - Phil Welten has been in the industry for 40 years, working on open pit and underground projects around the world. Phil will be providing guidance and resources directed toward the development of a successful application.
- Tim Caldwell (R.P.F.) – Environmental Superintendent
 - Tim Caldwell has been in the environmental field for 25 years, starting in the forest industry; he has spent the last decade in mining, focusing on management of natural resources aspects such as water, wildlife, ecology, and reclamation. Tim will be assisting in writing the application and providing general operational and site-specific environmental expertise. Tim will be lead for TCMC throughout the application process.
- Stephanie Righi (R.B.Tech.) – Permitting Specialist
 - Stephanie Righi has worked at the Mount Milligan Mine since 2013 and provides technical skills on natural resources management with a focus on environmental effects monitoring and fisheries. Stephanie will be coordinating baseline environmental monitoring activities, document review, and site-specific expertise for the application process.
- Stantec Consulting Ltd. – Environmental Consultants
 - Stantec will provide project management and environmental assessment expertise to facilitate the development of a comprehensive, high quality application. Stantec will provide the necessary qualified professionals to address assessments and provide recommendations in this application under the direction of, and as determined by, TCMC.
- Waterline Resources Inc. – Environmental Consultants
 - Waterline Resources will provide the technical information to characterize baseline groundwater conditions, identify the quantity of groundwater available for pumping and identify potential linkages to surface waterbodies and watercourses. Waterline will provide the necessary qualified professionals to address assessments and provide recommendations in this application under the direction of, and as determined by, TCMC.



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PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

Project Overview
April 27, 2018

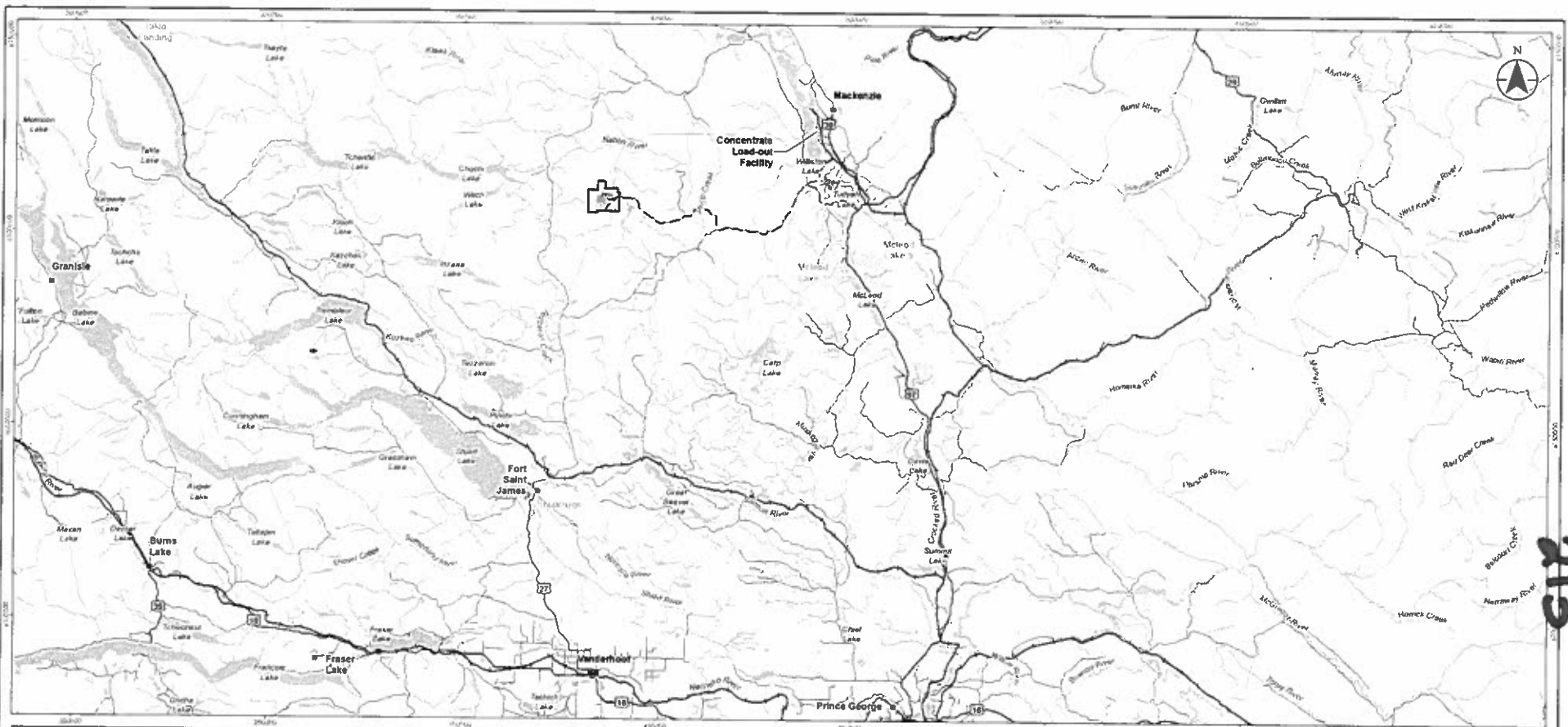
3.0 PROJECT OVERVIEW

The Mount Milligan Mine is a gold-copper mine located in north-central BC approximately 155 kilometres (km) northwest of Prince George, approximately 95 km west of Mackenzie, and 95 km northeast of Fort St. James (Figure 1). The mine is an open pit operation with a designed 60,000 tonnes per day processing plant and various ancillary support facilities, including a TSF located immediately adjacent to the open pit. The mine is operated as a non-discharging facility. Initial mine production started in September 2013 with a projected operation of approximately 15 years.

The Mount Milligan property includes 80 mineral claims under Mineral Lease 631503, with a combined area of 49,744 ha. The claims are on Crown land in the Omineca Mining Division of BC. TCMC owns all mineral claims on the property. The property is covered by a no-staking reserve for placer minerals.

The mine site is entirely within the Rainbow Creek watershed, a tributary of the Nation River (Figure 2). The Rainbow Creek watershed has an area of 232 km² and ranges in elevation from approximately 1,100 m above sea level (masl) at its headwater south of the mine site to about 850 masl at its confluence with the Nation River. Rainbow Creek has several major tributaries, including Meadows and Limestone creeks. The confluence of Meadows Creek and Rainbow Creek is approximately 28 km upstream from the Nation River confluence. Meadows Creek drains an area of approximately 12 km².





- City, Town, Village, or District Municipality
- Gravel Road
- Highway
- Road
- Railway
- Watercourse
- Waterbody
- First Nations Reserve
- Mining Lease (B31503)
- EA Approved Project Footprint

0 10 20 30 40 km
 1:1,000,000 (at original document size of 11x17)

Stantec
 Project Location: Mt3 Crst 592004
 BC59 Crst 930311
 Project Number: 123208-01
 Prepared by: SPARLE 30180214
 Discipline Review by: BCME 20180214
 CR Review: KPEWA 20180214

Client/Project: Thompson Creek Metals Company Inc., Mount Milligan Mine
 Project Description: for the Groundwater Supply Options

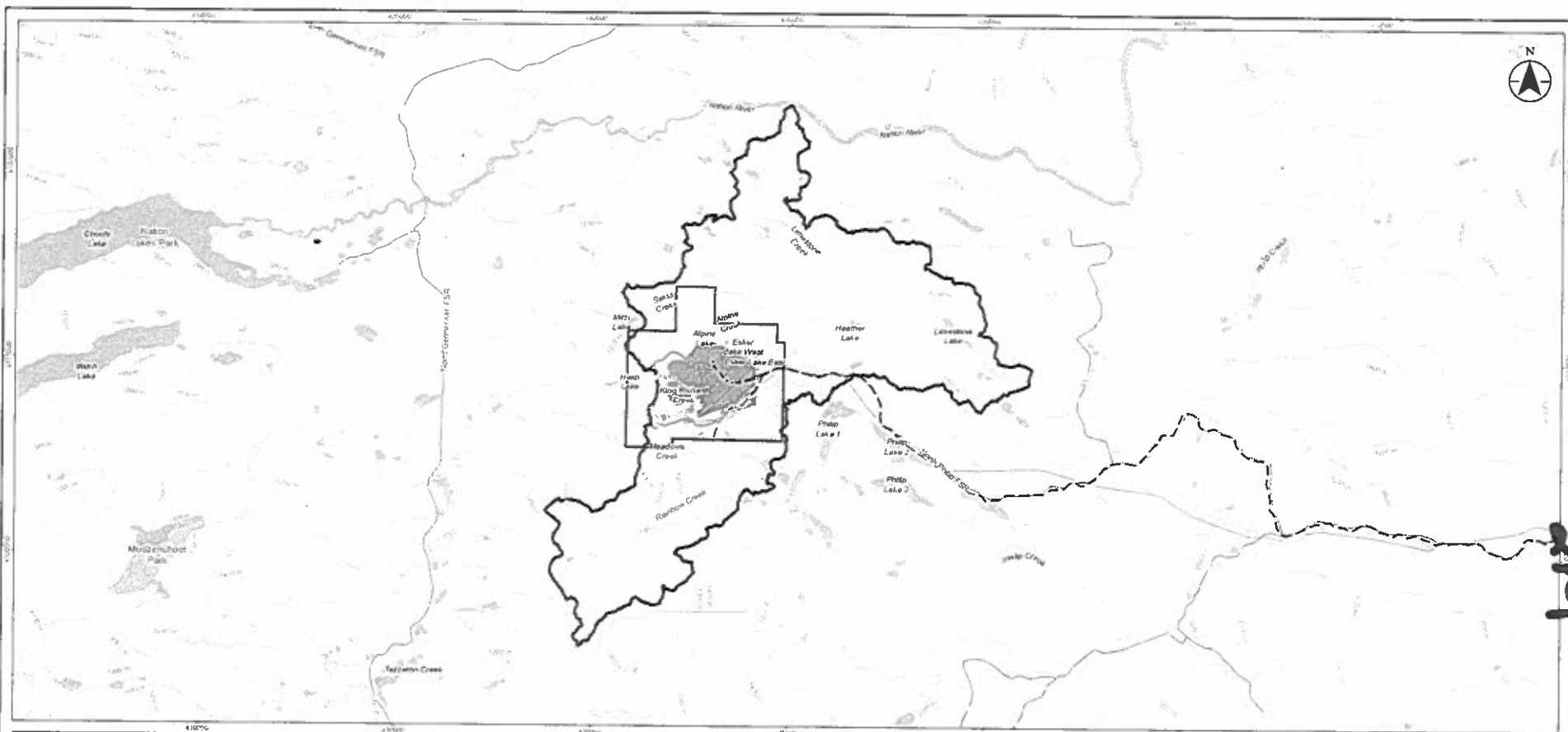
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Figure No. 1 Page No. 1 of 1

Title: Location of the Mount Milligan Mine in North-Central British Columbia

Notes:
 1. Coordinate System: NAD 1983 UTM Zone 18N
 2. Data Source: GeBC, Government of British Columbia; Natural Resources Canada; Thompson Creek Metals Company Inc. (TCMC)
 3. This document is confidential and proprietary to TCMC and is not to be disclosed to any other recipient without the written consent of TCMC.
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- Gravel Road
- Road
- Topographic Contour
- Watercourse
- Waterbody
- Pan, Ecological Reserve, or Protected Area
- Mining Lease (s31.503)
- Tailings Storage Facility
- EA Approved Protect Footprint
- Rainbow Creek Watershed (230 km²)
- King Richard Creek Subwatershed (12 km²)



Project Location
 NTS Grid #F3004
 BC GS Grid #30.011

Project Number: 12320640
 Prepared by: SP/ALB/ER 20180214
 Discipline: Review by: BNC/ME 20180214
 CAD Review: M/PURE/WAL 20180214

Client/Project
 Thompson Creek Metals Company Inc.
 Mount Milligan Mine
 Project Description for the Groundwater Supply Options

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Figure No. 2
 Page No. 1 of 1

**Location of the Mount Milligan Mine
 In The Rainbow Creek Watershed**

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PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

Project Overview
April 27, 2018

The open pits, processing mill, TSF, and related support facilities such as shops, laydowns, and onsite residences, are located largely within the King Richard Creek subwatershed. King Richard Creek is a former tributary of Meadows Creek and originates immediately east of Heidi Lake. Currently, run-off from King Richard Creek is captured and impounded behind the south embankment of the TSF dam. This water is used in the mill process and is recycled between the mill and the TSF.

Currently, there is one open pit. The on-site mill operates a primary crusher, secondary crusher, semi-autogenous grinding mill, two ball mills, and two pebble crushers. This grinding circuit feeds a conventional rougher/cleaner floatation circuit with additional gravity recovery processes for gold. This produces a gold/copper concentrate, which is shipped by truck and trailer to the concentrate load-out facility at Mackenzie, where it is transferred to rail and then transported to a port in Vancouver.

The mine site is located within the traditional territories of the following Indigenous groups:

- Nak'azdli Whut'en
- McLeod Lake Indian Band (MLIB)
- Takla Lake First Nation (TLFN)
- West Moberly First Nation (WMFN)
- Halfway River First Nation (HRFN)

Nak'azdli Whut'en's main community is located approximately 100 km south of the mine site at Fort St. James. MLIB's main community is located approximately 70 km southeast of the mine site on Highway 97 at McLeod Lake. TLFN's main community is located approximately 130 km northwest of the mine site at Takla Landing. WMFN's main community is located at Moberly Lake approximately 160 km northeast of the mine site. HRFN's main community is located approximately 200 km northeast of the mine site at Wonowon. For the locations of these communities relative to the mine site, please see Figure 1. The main communities are located within BC.

In addition, there are a number of reserves located within 100 km of the mine site, with the closest being the Nak'azdli Whut'en's Inzana Lake 12 reserve, located approximately 40 km to the southwest of the mine site (see Figure 1).

TCMC is committed to meaningful consultation with all potentially-affected Indigenous groups throughout the amendment process. The draft Amendment Application Information Requirements (dAAIR) will contain information regarding the proposed Indigenous consultation program developed by TCMC to support the amendment process.

PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

Purpose of Changes to the Project
April 27, 2018

4.0 PURPOSE OF CHANGES TO THE PROJECT

The proposed project changes described in Section 6.0 are required to investigate the potential to secure long-term groundwater supply for life of mine operations. Water levels in the TSF were found to be critically low during a bathymetric survey conducted in late 2016. These low water levels are believed to be due to:

1. An overestimation of available run-off by the 2013 water balance model
2. An extended period of reduced snow pack and subsequent low run-off volumes since the mine began operations
3. Inaccessible water supplies within the TSF (water trapped in tailings void spaces, underneath the deposited tailings and within a glacial gravel aquifer)

TCMC estimates that approximately 9.55 million m³ of water per year are required to support life of mine mill operations at the Mount Milligan Mine. However, as a result of the current water deficit it is estimated that 11.55 million m³ of water will be required over the next two years to replenish storage in the TSF. NOTE TO DRAFT: These estimates are subject to further analysis.

TCMC is committed to maximizing groundwater use to reduce potential effects to surrounding surface water features. TCMC is aiming to obtain between approximately 1 and 3 million m³ of make-up water from groundwater aquifers sourced by wells located inside and outside of the TSF annually. NOTE TO DRAFT: This estimate is subject to further analysis. Variability in the required volume is dependent on the success of the groundwater exploration programs and precipitation (rain and snow) that the site receives over the course of the year as this volume may account for 3 to 6 million m³ of water.

To identify suitable groundwater sources, Waterline Resources Inc., environmental consultant to TCMC, has been investigating the potential sources of groundwater to provide make-up water for the sustained operation of the Mount Milligan Mine. During an initial testing of wells located inside of the TSF, it was determined that the wells contained a mixture of tailings water and natural groundwater. The use of natural groundwater for mill operations requires an authorization under the *Water Sustainability Act* and an amendment to the existing EAC#M09-01. The use of tailings water does not require an authorization. In addition to using natural groundwater for mine operations, TCMC is also currently reviewing additional sources of water for life of mine and investigating operational efficiencies to optimize water needs at the site.

PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

TCMC's Current Undertakings to Identify Suitable Groundwater Supply options
April 27, 2018

5.0 TCMC'S CURRENT UNDERTAKINGS TO IDENTIFY SUITABLE GROUNDWATER SUPPLY OPTIONS

TCMC is currently updating the site-wide water balance and undertaking a groundwater investigative use study of wells inside the TSF, and a groundwater exploration program outside the TSF as described below.

5.1 SITE-WIDE WATER BALANCE

The updated site-wide water balance model will use existing data from the site's monitoring network as well as modelled data to quantify water inputs to the TSF from precipitation and run-off and water losses from the TSF due to evaporation and entrapment of water within the tailings. An accounting of mill demands and current water recycling strategies will be used to estimate the amount of freshwater needed to meet site water requirements.

5.2 INVESTIGATIVE USE TEST OF WELLS INSIDE THE TSF

In late 2017, TCMC drilled wells into the coarse-grained sand and gravel deposit under the TSF (i.e., inside the TSF footprint). The objective of these wells was two-fold:

1. To increase the supply of make-up water to the mill
2. To increase the capture of process water trapped in tailings void spaces, underneath the deposited tailings within a surficial glacial gravel aquifer)

Initial tests of the wells inside the TSF indicated that water was a mixture of tailings water and natural groundwater. An investigative use study is currently being conducted by Waterline Resources Inc. to investigate the long-term sustainability of wells inside the TSF. Once the water investigative use study is completed, TCMC will be able to better determine:

1. The proportion of natural groundwater to tailings water in the wells
2. Whether there is connectivity between the groundwater wells within the TSF footprint, the monitoring wells along the northeast and south embankments of the TSF, and surface water bodies including Esker Lakes, Alpine Lake, Lower Rainbow Pond, Meadows Creek and Rainbow Creek
3. The estimated cumulative volume of water (tailings process water and natural groundwater) available from these wells to contribute to make-up water for the Mount Milligan Mine over the operational life time. Only natural groundwater will require authorization under the *Water Sustainability Act*.

PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

Proposed Project Changes
April 27, 2018

5.3 GROUNDWATER EXPLORATION AND GEOPHYSICS PROGRAM

TCMC is also investigating the potential use of deep groundwater from wells outside of the TSF footprint as a source of make-up water for the mill. To do this, TCMC started a test well drilling program in January 2018, which includes the installation of new groundwater wells. These wells target possible deep unconsolidated overburden deposits and fractured bedrock aquifers surrounding the mine site.

As part of this groundwater investigation, TCMC is also conducting a geophysics program to delineate permeable, deeply buried deposits that may provide productive groundwater zones for developing water supply. The following geophysical programs are being planned or currently underway:

- A seismic refraction survey to assist in determining overburden thickness and possible buried channel deposits; and
- Transient electromagnetic profiling of the overburden strata to determine layering and delineation of coarse sand and gravel deposits that potentially could be developed to supply a groundwater source for the Milligan Mine.

Together, data from these surveys will identify potentially high-value drilling targets that may provide long-term water sources for the mine. After completion of this groundwater investigation, TCMC will be able to determine if any deep aquifers near the Mount Milligan Mine are able to sustainably produce groundwater for short-term and/or long-term use for mine operations.

6.0 PROPOSED PROJECT CHANGES

The proposed project changes include the following:

- Long-term (life of mine) groundwater use of wells within the TSF; and
- Long-term (life of mine) groundwater use of wells outside of the TSF.

The proposed project changes along with relevant monitoring and management programs are further described in the following sections.

PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

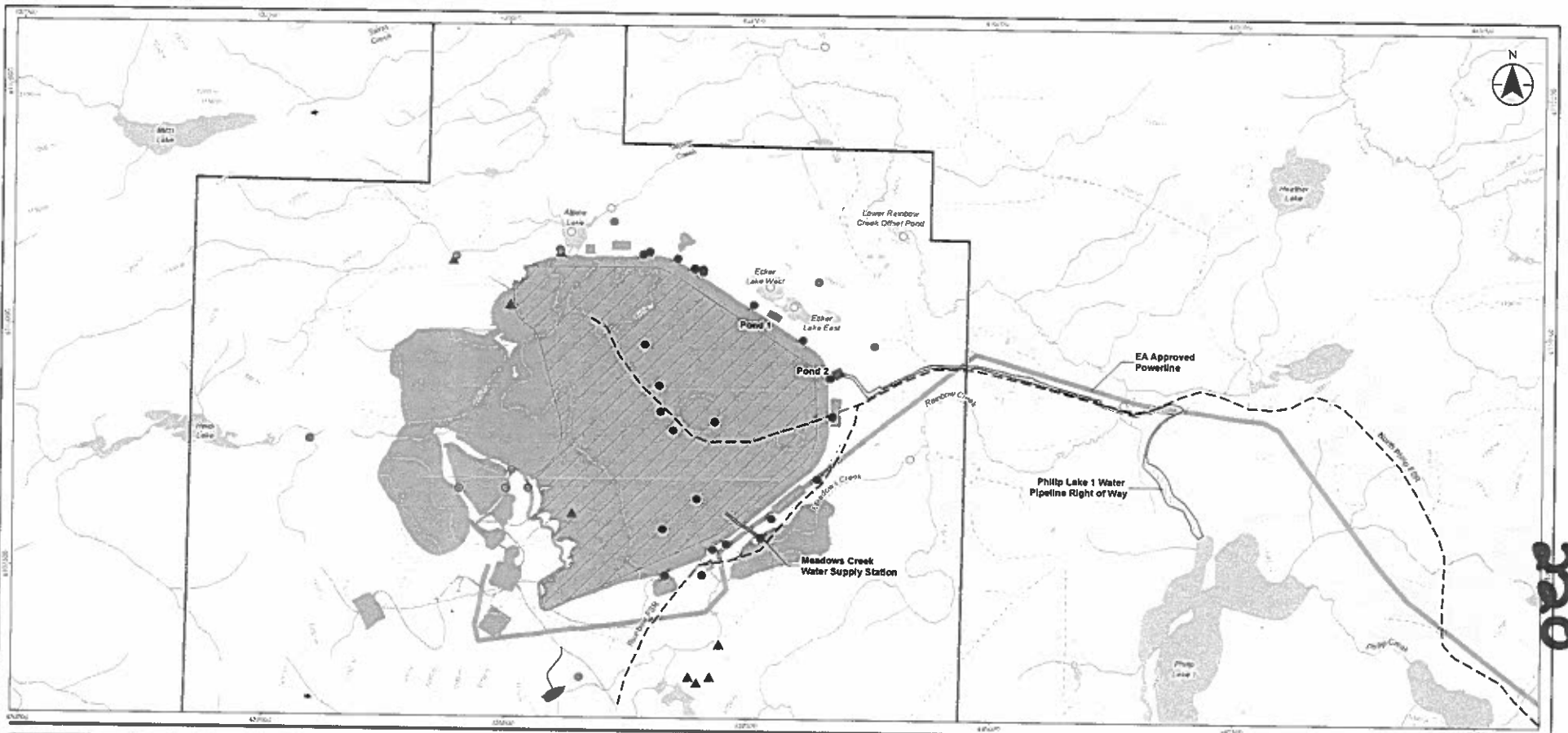
Proposed Project Changes
April 27, 2018

6.1 LIFE OF MINE GROUNDWATER USE

6.1.1 Groundwater Use of Wells Within the Tailings Storage Facility

TCMC is proposing to use groundwater from existing investigative use wells within the TSF. Because the existing investigative use wells are located within the TSF footprint, they do not require new access roads, pipelines, or pump stations outside of the TSF to provide water for the mill.

Figure 3 provides a snapshot of well locations and surface water monitoring sites at the time of writing. As the investigative use test and groundwater exploration program progresses, TCMC plans to develop the appropriate number of wells to provide groundwater supply required to ensure mill operation. Additional details regarding the surface water monitoring sites, as they relate to the adaptive management and monitoring of groundwater, are provided in Section 6.1.3.



- | | | |
|---|-----------------------------------|--|
| ▲ 2018 Groundwater Exploration Well | — Gravel Road | ▭ Mining Lease (63/503) |
| ● Groundwater Monitoring Well Currently Used in Water Investigation Study | — Forest Tenure Road | ▭ Tailings Storage Facility |
| ○ Groundwater Monitoring Well | — Topographic Contour | ▭ Retention Pond |
| ○ Surface Water Monitoring Location | — Watercourse | ▭ EA Amendment 1 Camp and Access Road |
| ● Meadow Creek Water Supply Station | — Waterbody | ▭ EA Approved Powerline |
| ● ITH Investigative Use Well | — Forest Tenure Cut Block Opening | ▭ EA Approved Project Footprint |
| — Water Pipeline | | ▭ Approved Water Pipeline Right of Way |



Project Location:
 HSE GRZ 313004
 9655 Grz 130.011

Project Number: 222206-01
 Prepared by: SPARHE 20180114
 Discipline Review by: BISHOP 20180114
 QA Review: HURDVAL 20180114

Client/Project:
 Thompson Creek Metals Company Inc.
 Mount Milligan Mine
 Project Description for the Groundwater Supply Options

DRAFT

Figure No.: 3
 Page No.: 1 of 1

Location of Investigative Use Wells, 2018 Exploration Wells, Existing Groundwater Monitoring Wells and Surface Water Monitoring Sites

Notes:
 1. Coordinate System: NAD 1983 UTM Zone 10N
 2. Data Source: DataSIC, Government of British Columbia; Natural Resources Canada; Thompson Creek Metals Company Inc. (TCMC)
 3. This document is provided by TCMC for use by the intended recipient only. The information is confidential and proprietary to TCMC, and it may be provided to any other recipient without the written consent of TCMC.
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PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

Proposed Project Changes
April 27, 2018

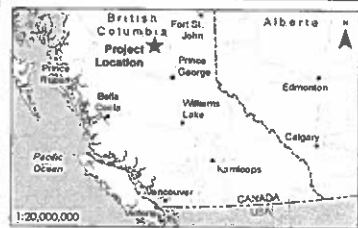
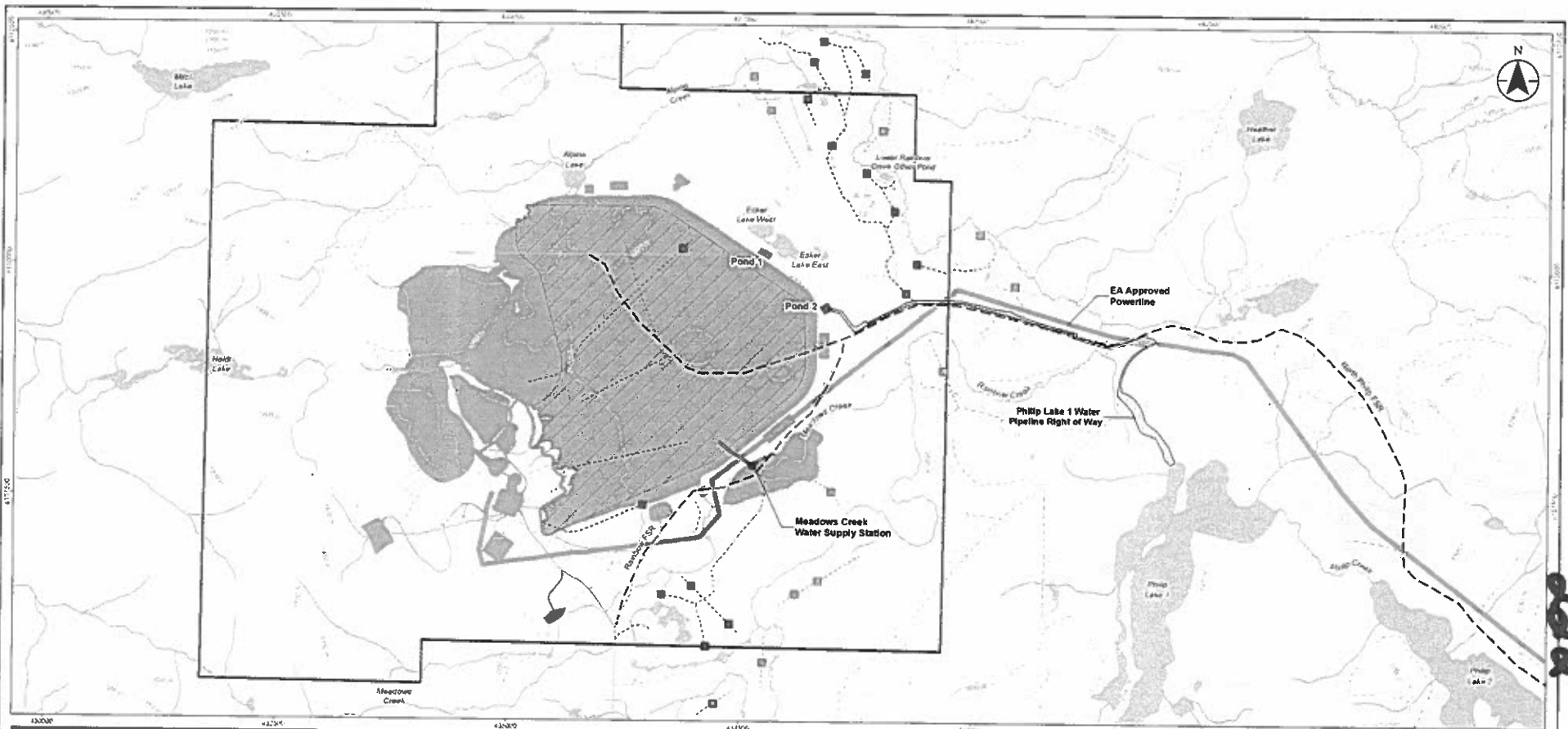
6.1.2 Groundwater Use of Wells outside of the Tailings Storage Facility

TCMC is proposing to use groundwater from wells drilled and tested outside of the TSF, should these wells prove viable. The proposed supply wells outside of the TSF will be located, where possible, on or near existing access roads; however, new drill pads and/or ground disturbance will be required for production wells located where there is no existing access. Groundwater wells determined to be most productive and least likely to adversely affect surface water resources in the immediate vicinity will be selected for the life of mine groundwater supply. Water pipelines from these wells will be constructed and added to closure planning.

As part of the groundwater exploration study being undertaken outside of the TSF described in Section 5.2, several stages of exploration drilling are underway at the Mount Milligan Mine. Well locations were initially selected based on the compilation of historical data from drilled boreholes and from publicly available surficial and bedrock geology information. In February 2018, a ground geophysics program was initiated in an attempt to further delineate permeable, deeply buried, overburden deposits that may indicate the presence of other productive aquifers in the area. The geophysics program is being completed in three stages, which provides time for data interpretation and follow-up drilling and testing of new aquifer targets. The locations of completed and proposed geophysics line surveys are shown in Figure 4.

Although the majority of geophysical survey lines will be completed on existing roads and cut blocks wherever possible, some clearing and cutting will be required on some of the lines. TCMC is currently preparing an Industrial Use (General) Permit under the *Lands Act* to undertake exploration activities outside of the current mine boundary.

The locations of preliminary exploration drilling targets are provided on Figure 4. It should be noted that proposed well locations may be moved along the survey lines shown in Figure 4 based on the results of the geophysical surveys.



- | | | |
|--|--|---|
| <ul style="list-style-type: none"> ● Meadow Creek Water Supply Station ■ Preliminary Exploration Drilling Target ■ Stage 2 ■ Stage 3 — Geophysical Survey Line Geophysics Complete Geophysics Stage 2 Geophysics Stage 3 — Water Pipeline | <ul style="list-style-type: none"> - Gravel Road - Forest Tenure Road - Topographic Contour - Watercourse Waterbody - Forest Tenure Cut Back Opening | <ul style="list-style-type: none"> Mining Lease (631503) Tailings Storage Facility Retention Pond EA Amendment 1 Camp and Access Road EA Approved Powerline EA Approved Project Footprint Approved Water Pipeline Right of Way |
|--|--|---|

Notes

1. Coordinate System: NAD 1983 UTM Zone 10N
2. Data Source: DataBC, Government of British Columbia Natural Resources Canada Thompson Creek Metals Company Inc. (TCMC)
3. This document is provided by TCMC for use by the intended recipient only. The information is confidential and proprietary to TCMC and is not to be provided to any other recipient without the written consent of TCMC.



Stantec



Project Location
 HIS GE: 093004
 BCCS Crd # 30811

Project Number: 232706-0
 Prepared by: SP/HR/E 20180411
 Discipline Review by: B/HR/E 20180214
 GIS Review: HP/RE/WAL 20180214

Client/Project:
 Thompson Creek Metals Company Inc.
 Mount Milligan Mine
 Project Description for the Groundwater Supply Options

DRAFT

Figure No. 4 Page No. 1 of 1

Location of Proposed Geophysics Line Surveys in relation to the Mount Milligan Mine

2018

PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

Proposed Project Changes
April 27, 2018

Based on existing geology and hydrogeology information, two main exploration areas are currently being targeted within the Rainbow Creek Valley:

- The area south of the TSF between and along Meadows Creek and Rainbow Creek. Overburden and bedrock geology in the area indicates regional faulting may have created deep depressions that have been subsequently infilled with coarse glacial deposits. These deposits and fractured bedrock formations are thought to potentially form deep permeable aquifer zones in the subsurface.
- The area located east of the TSF along the Rainbow Creek Valley, extending from Alpine Creek south towards the Lower Rainbow Pond (Figure 4). Geophysical surveys on both sides of Rainbow Creek are planned for the Stage 2 and Stage 3 programs.

Final selection of potential aquifer targets will be identified following the geophysics program. Locations that can be accessed on existing roads will be drilled using a standard truck-mounted, water well rig. Potential aquifer targets that have no existing access may be drilled using a helicopter-transportable drill to reduce ground and environmental disturbance during the exploration stage. A temporary drilling pad will be constructed and drilling and testing equipment mobilized via helicopter. Once the water well yield has been established by pump testing, a license application will be submitted to the Ministry of Forest, Lands, Natural Resources, and Rural Development under the *Water Sustainability Act* for review and approval. Once approved, access roads, pipelines, and electrical power will be installed and groundwater extraction and use can commence.

Several groundwater exploration wells have been drilled since January 2018. The current well locations are shown on Figure 4.

Drilling and testing is ongoing and final selection of water wells that will be included in the *Water Sustainability Act* licensing application will be determined once testing results have been assessed.

Based on the results of ongoing programs as described above, TCMC plans to use the most productive wells for life of mine operations. For the purposes of this project description, TCMC is taking a conservative approach. Monitoring and an adaptive groundwater monitoring program will be conducted for the wells as described in Section 6.1.3.

PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

Proposed Project Changes
April 27, 2018

6.1.3 Adaptive Groundwater Management and Monitoring Plan

The effects of groundwater pumping from wells inside the TSF footprint and from deep groundwater wells outside of the TSF footprint will be managed and monitored through an Adaptive Groundwater Management and Monitoring Plan. This will include monitoring water levels in existing monitoring wells located along the northeast and south TSF embankments (see Figure 3), and monitoring water levels and streamflows in surface waterbodies and watercourses near the TSF (see Figure 3).

Data loggers have been installed in 15 existing wells around the perimeter of the TSF to continuously record water levels. Data loggers have also been installed in Esker Lake East and Esker Lake West, in Alpine Lake, and in the inflow to Lower Rainbow Pond. These data loggers measure and record water levels at 30 minute intervals and will indicate any water level change in these waterbodies during pumping.

TCMC maintains the following stream gauges (see Figure 3):

- Meadows Creek: station 3 (downstream of the King Richard Creek confluence)
- Meadows Creek: station 23 (downstream of the King Richard Creek confluence and the Meadows Creek Water Supply Station: just upstream of the confluence of Meadows Creek with Rainbow Creek)
- Rainbow Creek: station 5a (downstream of the Meadows Creek confluence)
- Rainbow Creek: station 26 (downstream of the Meadows Creek and Alpine Creek confluence)
- Alpine Creek: station 6 (downstream of Alpine Lake)

The duration and frequency of groundwater and surface water monitoring and the thresholds for reducing or ceasing groundwater pumping were provided to the Working Group by email on December 22, 2017 in a response to comments on the application for the investigative use study (#100234565). This will be maintained in the Adaptive Management Plan and will be reviewed as considered appropriate.

PROJECT DESCRIPTION FOR GROUNDWATER SUPPLY TO SUPPORT THE APPLICATION FOR AN AMENDMENT OF ENVIRONMENTAL ASSESSMENT CERTIFICATE #M09-01

Closing
April 27, 2018

7.0 CLOSING

The draft Amendment Application Information Requirements (dAAIR) will include a summary of this project description. The dAAIR will present a description of the proposed methods for assessing potential environmental, social, economic, heritage and health effects from the project as well as methods for assessing cumulative effects. Consultation with Indigenous groups, regulators, stakeholders and the general public will be conducted on this project description and on the dAAIR. The approved AAIR will include a summary of consultation activities, issues and concerns raised, and how these issues were addressed by TCMC. TCMC is also undertaking ongoing consultation activities to obtain feedback on the water supply options and is maintaining an issues tracking table that will be provided to the Working Group via EAO's SharePoint site.

DRAFT

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Wendy Wainwright

From: Wendy Wainwright
Sent: Wednesday, May 16, 2018 11:05 AM
To: Wendy Wainwright
Subject: FW: SHAR Amendment decision

Subject: SHAR Amendment decision

Good afternoon Coastal GasLink Pipeline Project Amendment Working Group,

I am writing to inform you that on May 15, 2018, the Executive Director of the Environmental Assessment Office (EAO) approved Coastal GasLink Limited's application of November 9, 2017 to amend the Environmental Assessment Certificate (EAC) #E14-03 (issued by the EAO on October 23, 2014) for the Coastal GasLink Pipeline Project (Coastal GasLink).

As you know, Coastal GasLink is an approximately 675 km-long pipeline to deliver natural gas from the Montney gas producing region near Groundbirch, BC to the LNG Canada Export Terminal near Kitimat, BC.

The South of Houston Alternate Route (SHAR) amendment application submitted under section 19 of the Environmental Assessment Act requested the following key changes to Coastal GasLink:

- 42 km of alternate pipeline routing, and
- An alternative location for the certified Goosly Falls compressor station at Kilometre Post 31.8 of the SHAR route, at Parrott Lakes.

The Amendment Application and the decision documents can be found at: <https://projects.eao.gov.bc.ca/p/coastal-gaslink-pipeline/docs?folder=173>

The EAO project team would like to thank you all for participating in the review of the SHAR application, as members of the Working Group; your time, effort, and feedback have been much appreciated by us.

If you have any questions or require further information, please contact me at Dan.Motisca@gov.bc.ca (phone 778 698-9316). You can also contact Lindsay Walton, Project Assessment Manager, at Lindsay.Walton@gov.bc.ca (phone 778 698-9322).

Sincerely,

Dan Motisca,
Project Assessment Officer
Tel: **NEW:** 778-698-9316 cell: (250)888-0775

EAO | Environmental
Assessment Office

www.eao.gov.bc.ca

836 Yates St, Victoria BC, V8W 1L8



File: 30050-25/CGLP-19

Reference: 315223

May 15, 2018

SENT VIA EMAIL

Kim Ogilvie
Director, Environmental Planning and Permitting
Coastal GasLink
450 – 1st Street SW
Calgary, AB T2P 5H1
Kim.Ogilvie@transcanada.com

Dear Ms. Ogilvie:

I am pleased to provide you with Amendment #1 to Environmental Assessment Certificate (EAC) #E14-03 for the Coastal GasLink Pipeline Project. Kevin Jardine, Executive Director of the Environmental Assessment Office (EAO) signed the Amendment on May 15, 2018. Decision documents including the EAO Amendment Report, the Unofficial Consolidated Version of the EAC, and the attached Section 19 Order can be found at:

<https://projects.eao.gov.bc.ca/p/coastal-gaslink-pipeline/docs?folder=180>

Yours truly,



Lindsay Walton,
Project Assessment Manager

Attachments (1)

cc: Nathan Braun, Executive Project Director,
Environmental Assessment Office
Nathan.Braun@gov.bc.ca

...2

Friedrich Hardy, Manager, Major Projects, BC Oil and Gas Commission
Hardy.Friedrich@bcogc.ca

Ken Howes, Director, Major Projects Decision Support,
BC Oil and Gas Commission
Ken.Howes@bcogc.ca

**IN THE MATTER OF
THE ENVIRONMENTAL ASSESSMENT ACT, S.B.C. 2002, C. 43 (ACT)**

AND

**IN THE MATTER OF
ENVIRONMENTAL ASSESSMENT CERTIFICATE #E14-03 (CERTIFICATE)
ISSUED TO
COASTAL GASLINK PIPELINE LTD. (HOLDER)
FOR THE
COASTAL GASLINK PIPELINE (PROJECT)
AMENDMENT #1 TO THE CERTIFICATE # E14-03**

WHEREAS:

- A. The Certificate was issued to the Holder on October 23, 2014;
- B. The Holder is authorized to construct a 1,219 mm (48 inch) diameter pipe to transport natural gas between Groundbirch, BC and Kitimat, BC;
- C. On November 8, 2017, the Holder applied to the Environmental Assessment Office (EAO), pursuant to section 19(1) of the Act to amend their Certificate to add the proposed South of Houston Alternate Route to the existing Certified Pipeline Corridor, including the relocation of the Goosly Falls compressor station to an alternate location at Parrott Lakes;
- D. Notice of the application to amend the Certificate (Application) and an opportunity to provide comments was provided to the Working Group, consisting of representatives of provincial and local governments, and the following Indigenous groups: Office of the Wet'suwet'en, Wet'suwet'en First Nation, Nee Tahi Buhn Indian Band, Skin Tyee Nation, and Stelat'en First Nation.

NOW THEREFORE:

I amend the Certificate as follows:

1. The following text in section 1.0 of the Certified Project Description (Schedule A):

The attached maps 1 to 135 in Appendix A show the locations in which all Project infrastructure will be situated, with the exception of ancillary facilities.

is rescinded and replaced with:

The attached maps 1 to 135 in Appendix A and maps 1 to 9 in Appendix B show the locations in which all Project infrastructure may be situated, with the exception of ancillary facilities.

2. Section 2.1 of the Certified Project Description (Schedule A) is rescinded and replaced with:

The actual width of the construction and operation right of way will vary depending on the particular terrain conditions encountered, but must be within the Certified Pipeline Corridor set out in Appendix A and Appendix B.

Where two options for the Certified Pipeline Corridor are set out in Appendix A to the Certified Project Description on maps 59, 60, 84, 120 and 121, the pipeline must be constructed within one of the options, not both.

Where a second option for the Certified Pipeline Corridor is created by the addition of Appendix B to the Certified Project Description, the pipeline must be constructed within one of the options, not both.

3. Section 3.1 of the Certified Project Description (Schedule A) is rescinded and replaced with:

The compressor stations will be at locations identified in Table 1 and shown in Appendix A on maps 1, 18, 33, 50, 67, 85, 101 and 118, and in Appendix B on map 7.

Either the Goosly Falls compressor station or the Parrott Lakes compressor station may be constructed, but not both.

Table 1. Compressor station location and compressor configuration

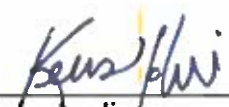
Compressor Station Location (maximum ha)	Compressor Configuration
Wilde Lake (63 ha)	Up to six natural 34 MW gas fired turbo-compressor units
Sukunka Falls (17 ha)	Up to four 34 MW natural gas fired turbo-compressor units with
Mount Bracey (19 ha)	Up to four 34 MW natural gas fired turbo-compressor units
Racoon Lake (17 ha)	Up to four 34 MW natural gas fired turbo-compressor units
Clear Creek (17 ha)	Up to three 34 MW natural gas fired turbo-compressor units
Segundo Lake (19 ha)	Up to four 34 MW natural gas fired turbo-compressor units
Goosly Falls (19 ha)	Up to four 34 MW natural gas fired turbo-compressor units
Titanium Peak (19 ha)	Up to three 34 MW natural gas fired turbo-compressor units
Parrott Lakes (19 ha)	Up to four 34 MW natural gas fired turbo-compressor units

4. The maps appended to this Order's Appendix will be added as Appendix B to the Certified Project Description.
5. The following condition is added as Condition 33 of the Table of Conditions (Schedule B):

Plan Updates

If the Holder elects to construct an alternate route identified in Schedule A that was not contemplated in any mitigation and/or management plans provided to the EAO by the Holder, the Holder must:

- Communicate to the EAO which plans require updates to reflect the construction of the alternate route; and
- Update the plans following the process, timelines, and any other criteria required by the certificate conditions relevant to the plans.

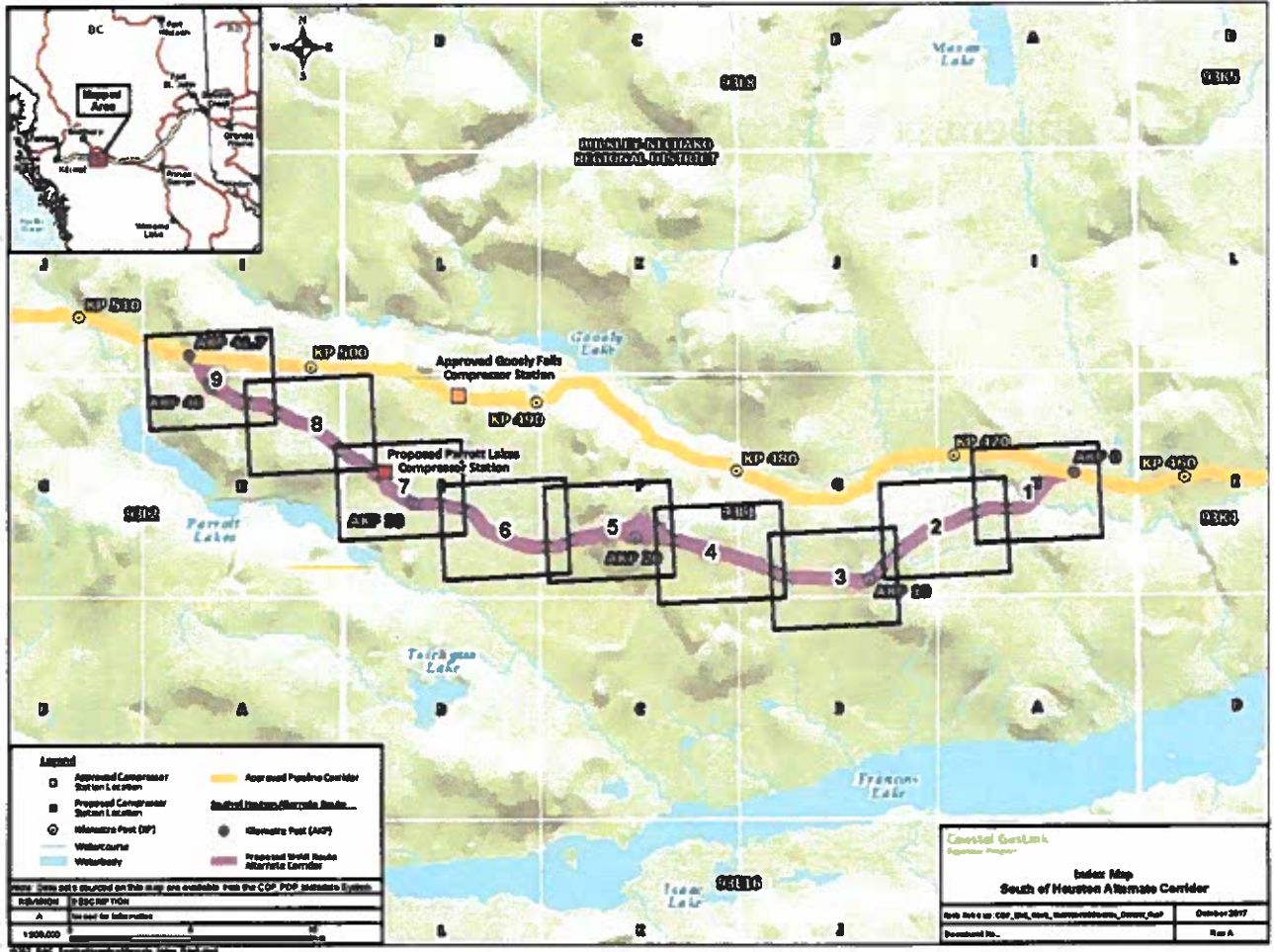


 Kevin Jardine
 Executive Director
 Environmental Assessment Office

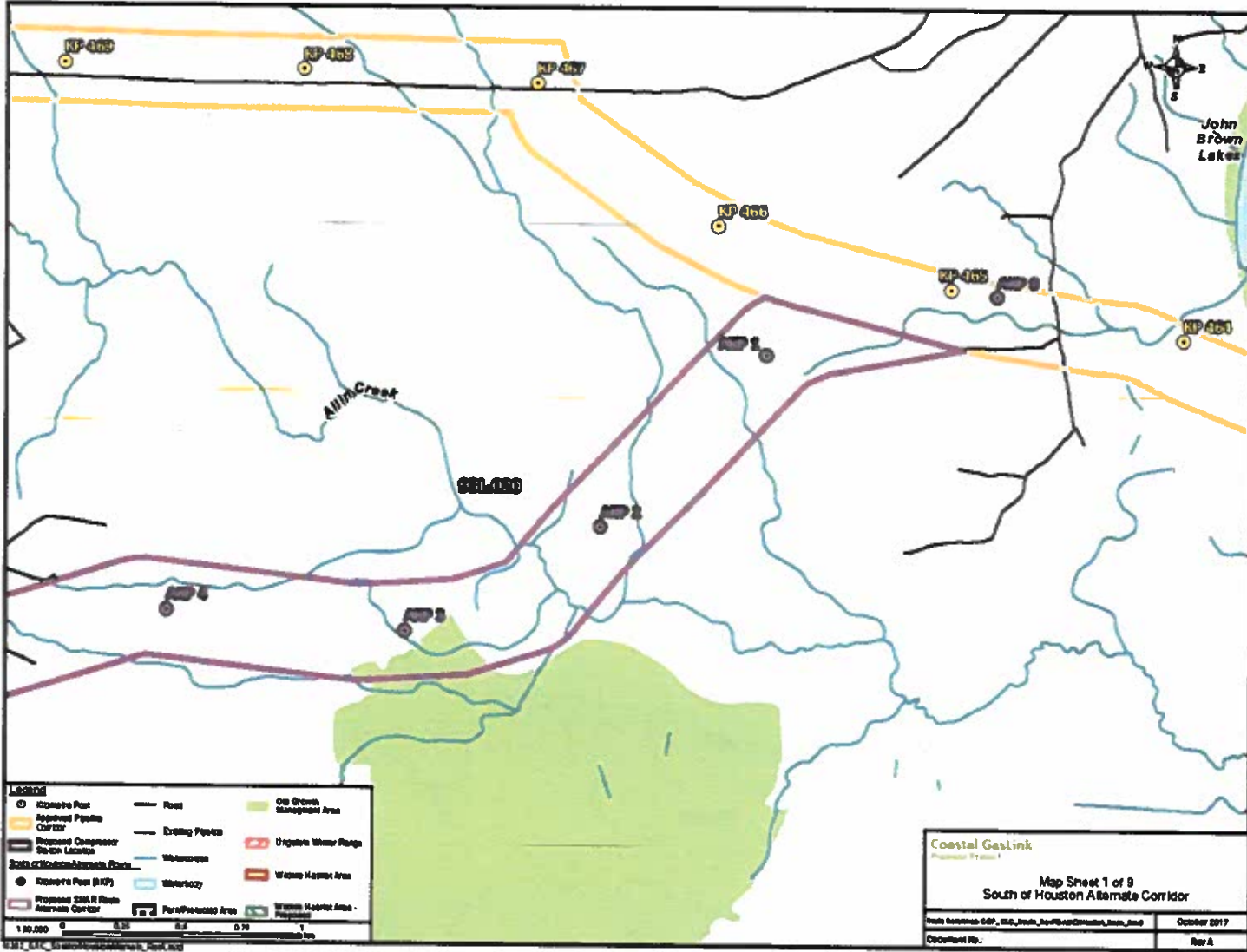
Issued this 15th day of May, 2018

Appendix

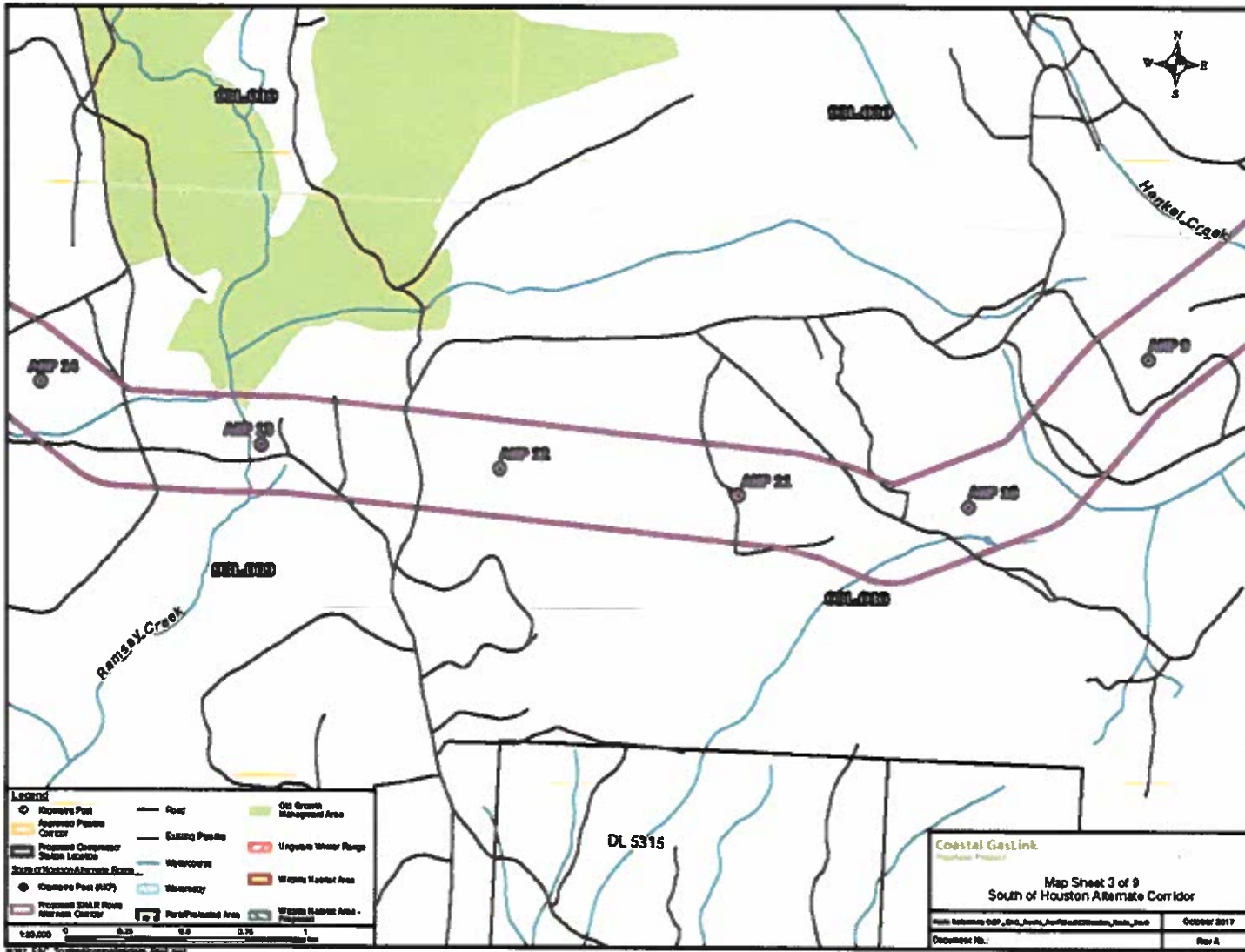
(CPD Appendix B: Map Sheets 1 to 9)



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Legend

- Home Post
- Approved Pipeline Corridor
- Proposed Compressor Station Location
- Station Location/Name/Block
- Compressor Post (ACP)
- Proposed SMLR Route/Alternate Corridor
- Road
- Existing Pipeline
- Watercourse
- Waterway
- Part Protected Area
- Old Grass Management Area
- Unproductive Wetland Range
- Wetland Habitat Area
- Wetland Habitat Area - Pipelines

Scale: 1:50,000

0 0.25 0.5 0.75 1 km

DL 5315

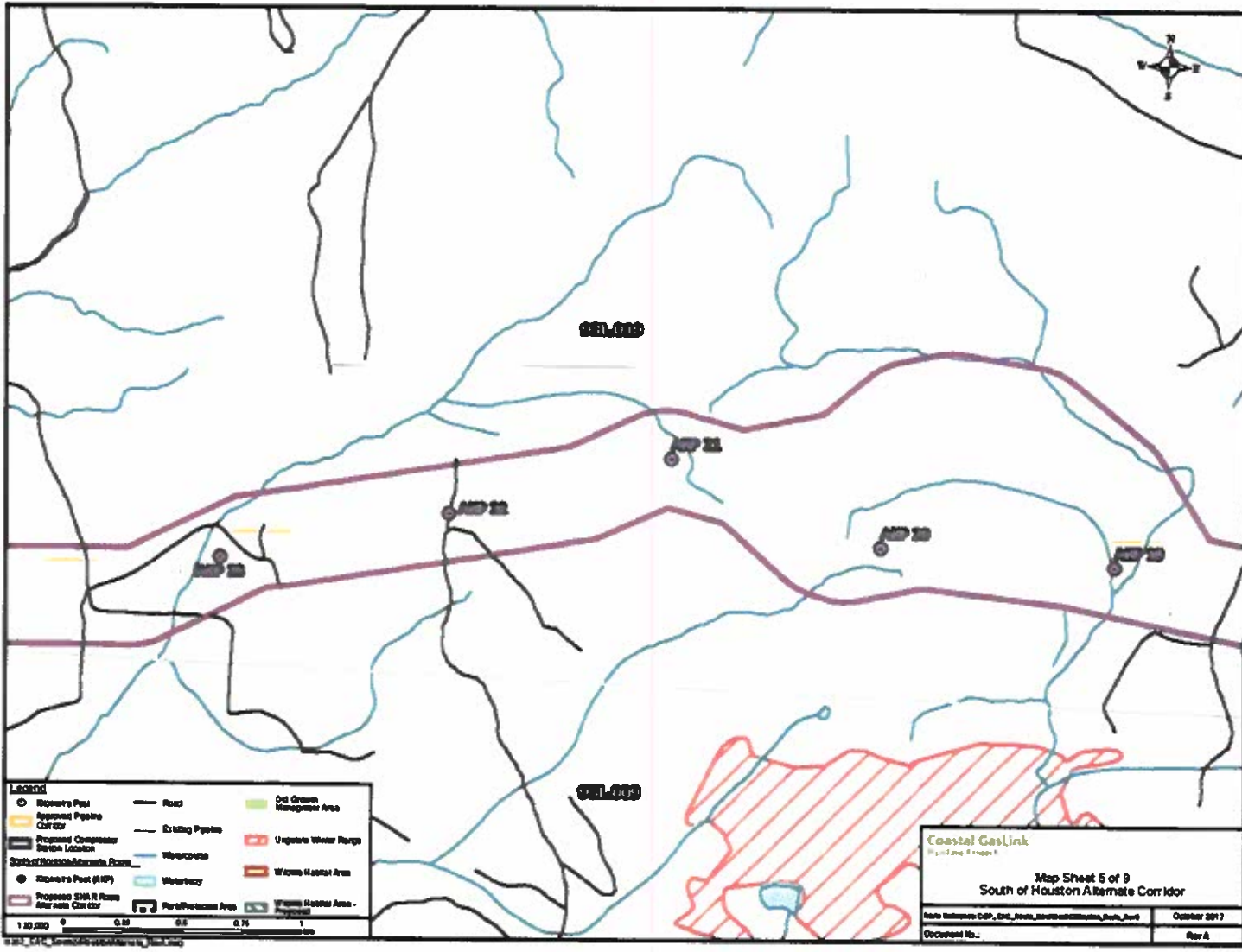
Coastal Gaslink
 Pipeline Project

Map Sheet 3 of 9
 South of Houston Alternate Corridor

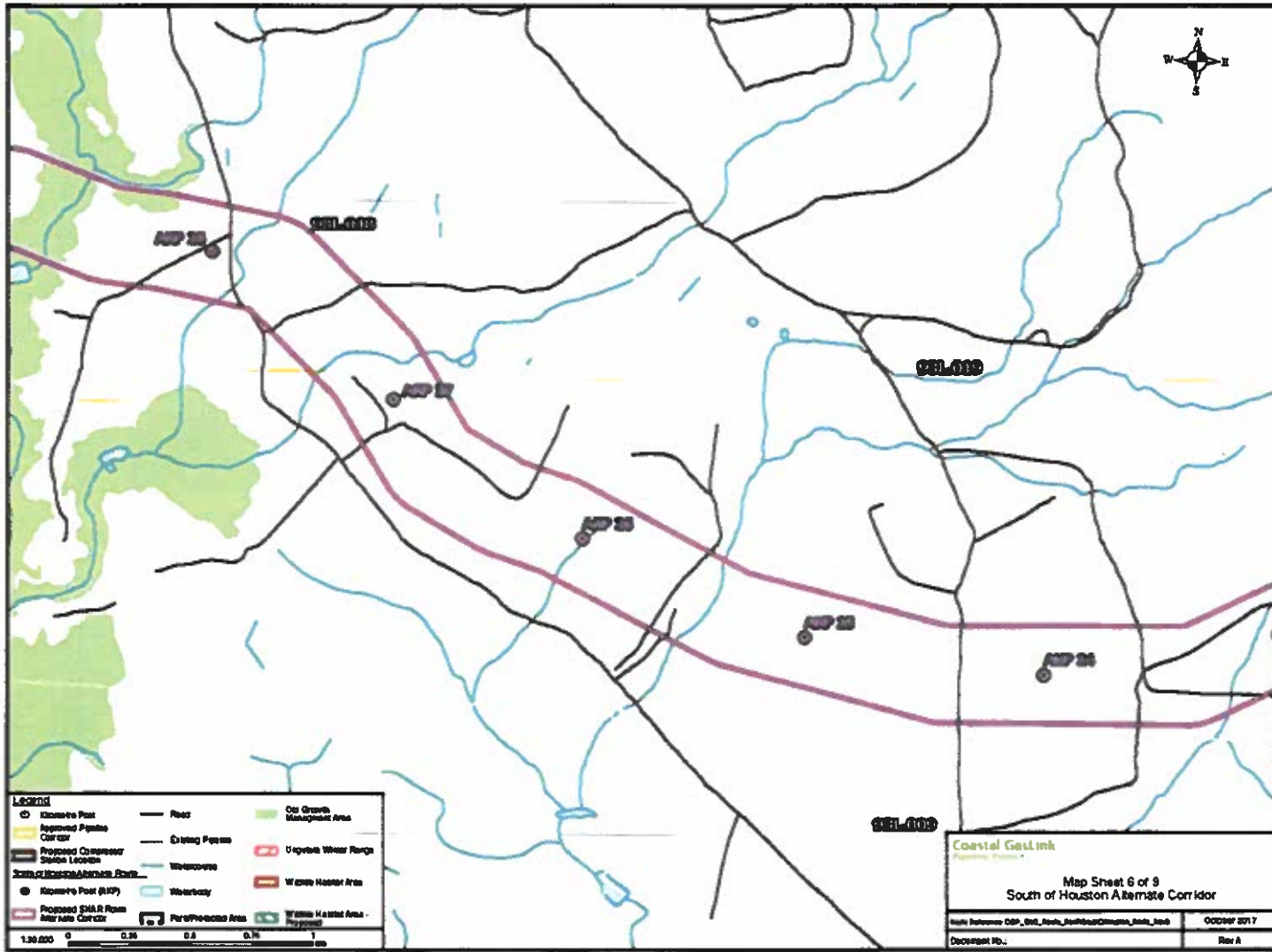
Issue Reference: GSP_DL5315_Pipeline_Performance_Monitoring_Study
 Document No. Rev A

October 2017

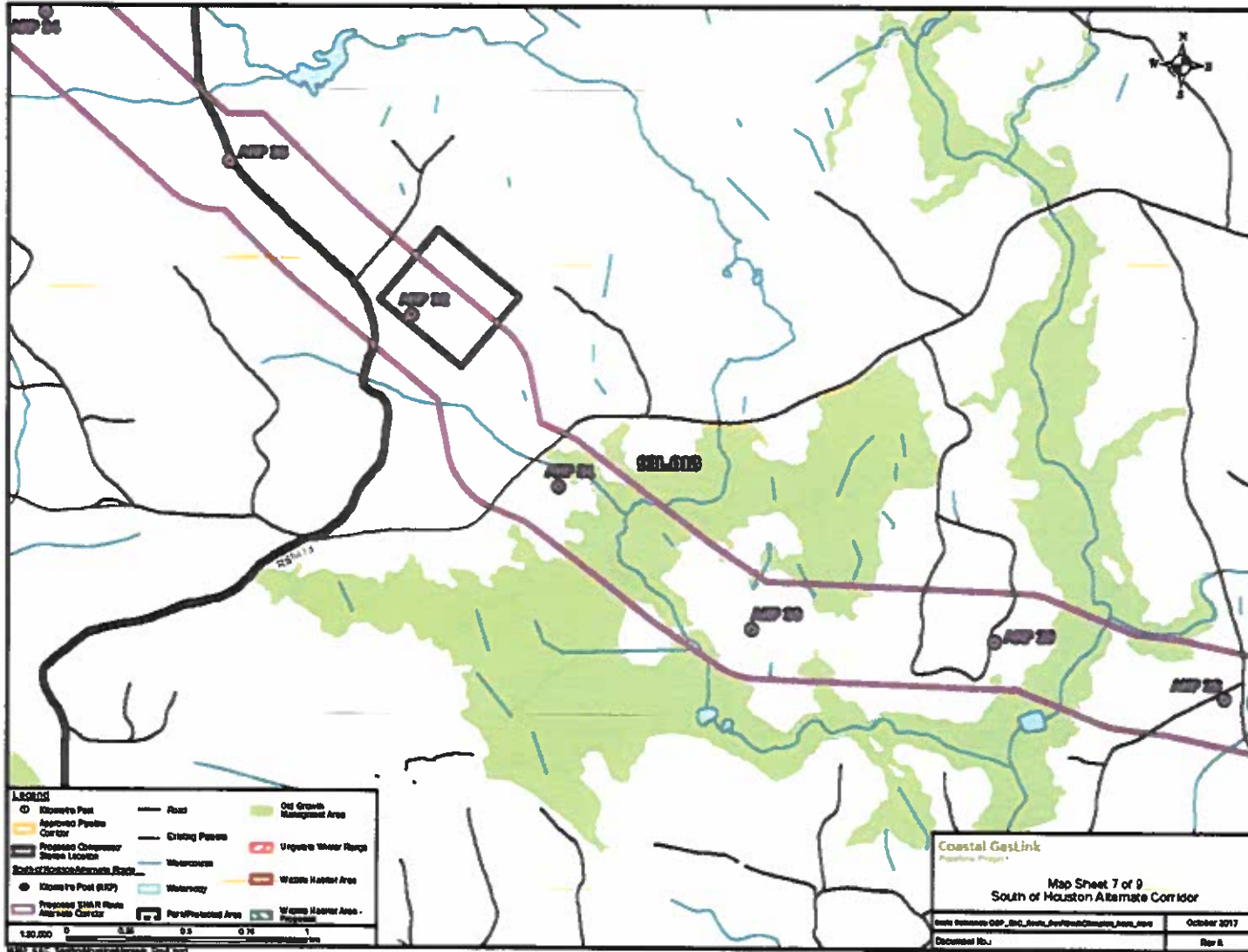
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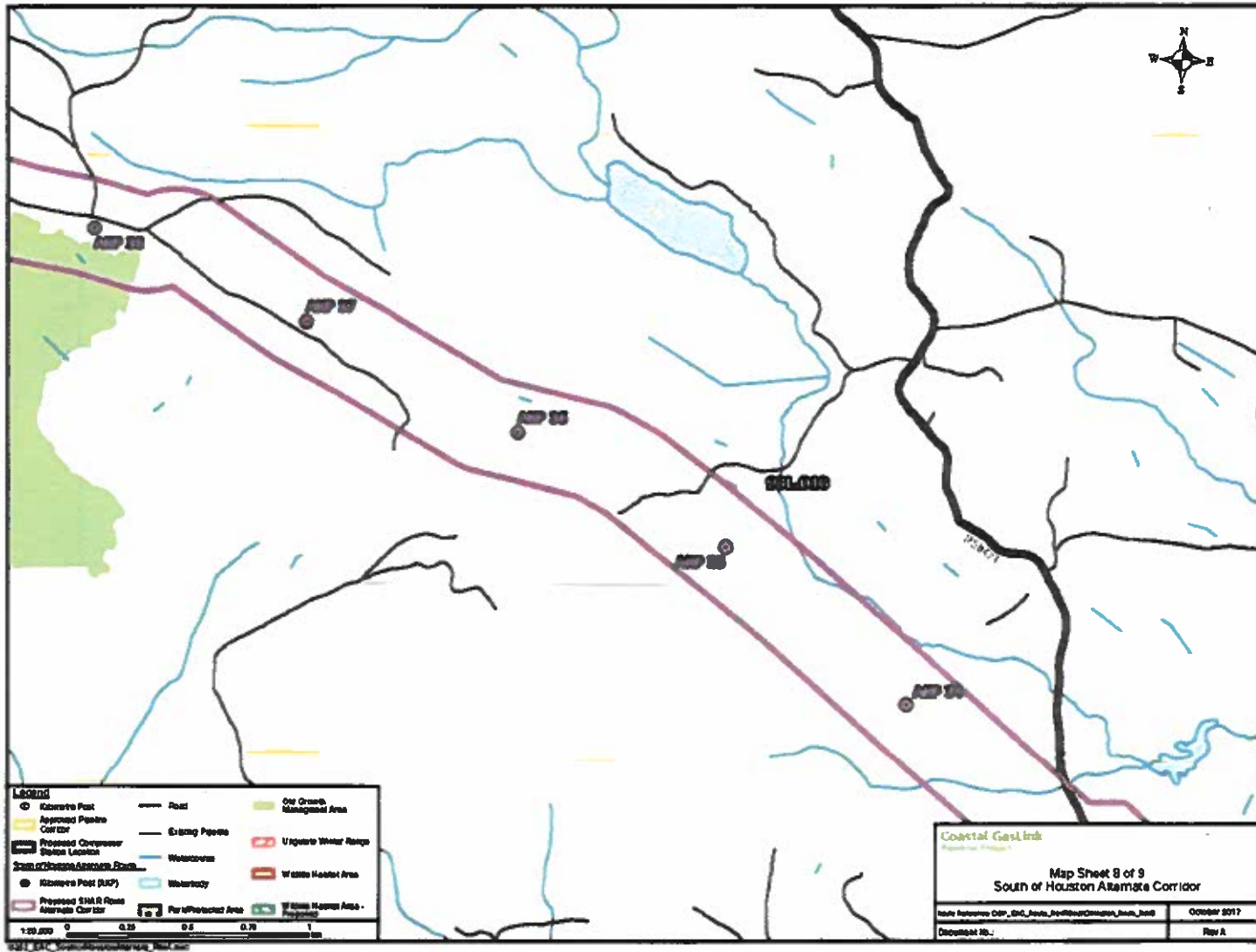
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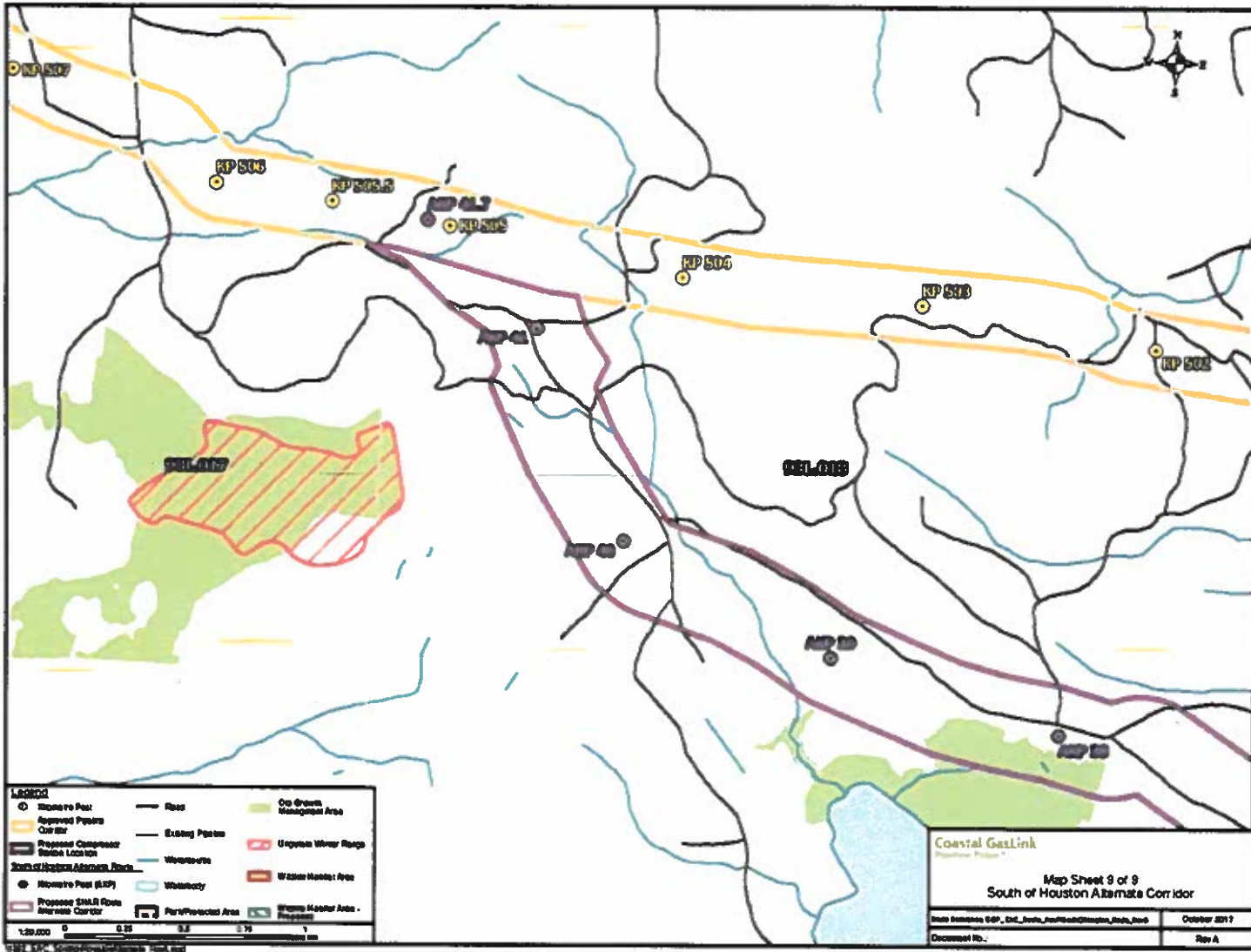
239



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Planning Department Report
 OCP Amendment Bylaw No. 1834
 & Rezoning Bylaw No. 1835
 1st & 2nd Reading Report
 File No. E-01-18
 May 11, 2018

APPLICATION SUMMARY

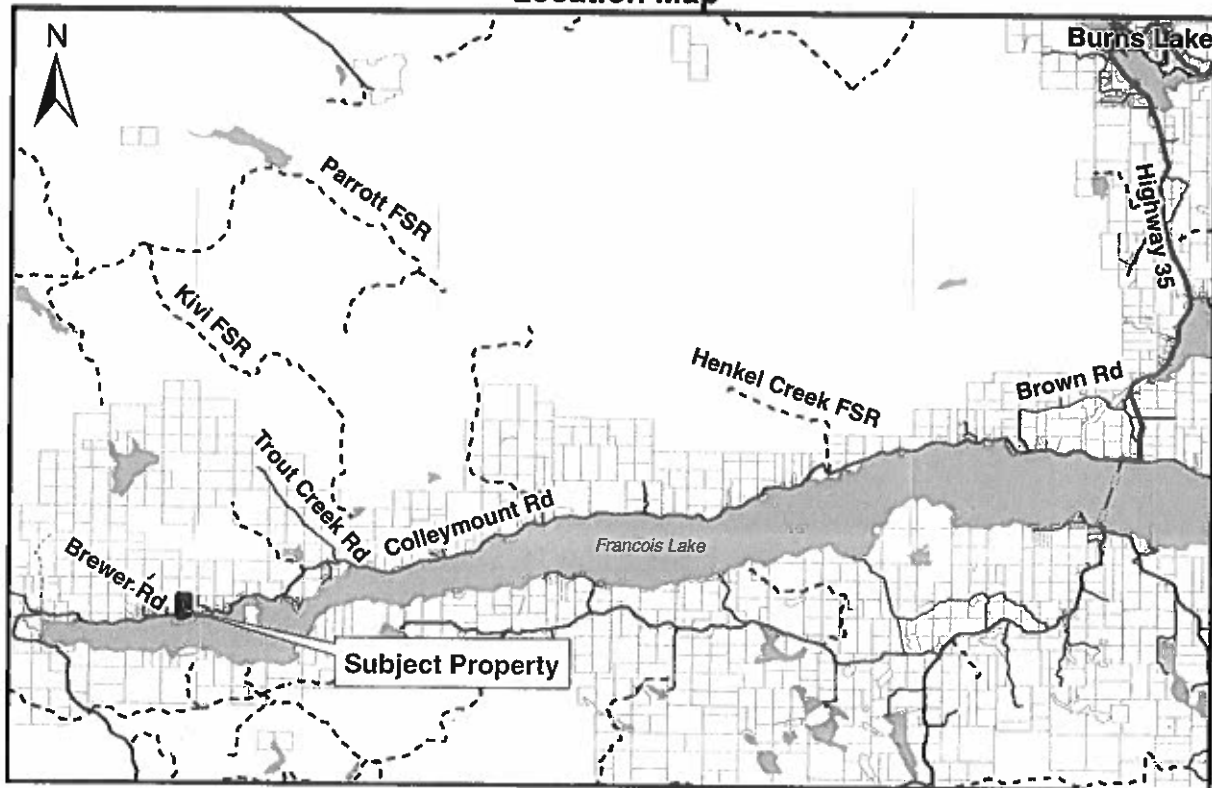
Name of Property Owner: Antilla Ventures Ltd.
 Directors: Denise and Walter Fuller

Electoral Area: E

Subject Property: Lot 1, District Lot 700, Range 4, Coast District, Plan EPP197 and is 33.99 ha. in size.

Location: The subject property is located on Collymount Road, near the community of Noralee, approximately 62 km southwest of the Village of Burns Lake.

Location Map



O.C.P. Designation(s): Resource (RE) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017.

Zoning: Rural Resource (RR1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.

ALR Status: Outside the ALR

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PROPOSAL

Proposed OCP Amendment and Rezoning

To amend Burns Lake Rural and Francois Lake (North Shore) Official Community Plan from **Resource (RE)** to **Rural Residential (RR)** for the 4.38 ha application area to allow the rezoning.

To amend the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 (Zoning Bylaw) from **Rural Resource (RR1) Zone** to **Small Holdings (H1) Zone** by rezoning the 4.38 ha application area to facilitate the proposed subdivision.

Proposed Subdivision

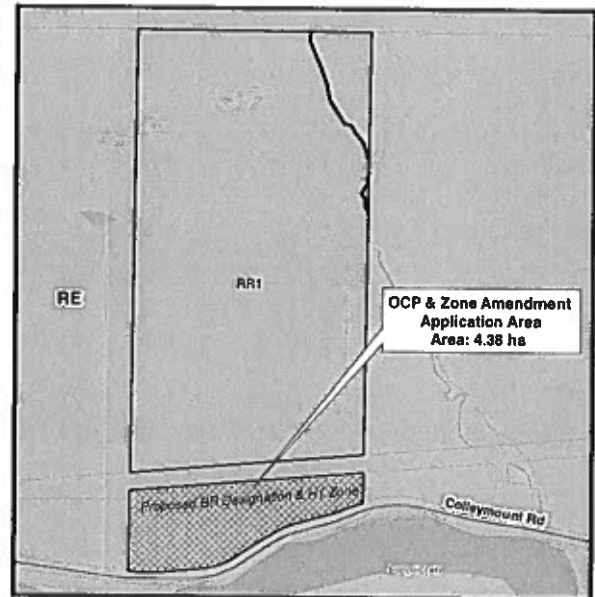
The applicant wishes to subdivide the subject property in three parcels

- Proposed Lots 1 and 2, are both 2.19 ha. in size
- Proposed Remainder Lot is 28.3 ha in size

Proposed Subdivision Plan



Proposed Amendment



REFERRAL COMMENTS

Advisory Planning Commission

Will appear on Supplemental Agenda.

Ministry of Transportation

The Ministry of Transportation and Infrastructure (ministry) has received and reviewed your referral dated April 20, 2018 amend a 4.38 ha portion of the subject property Lot 1, DL 700, R4C, Plan EPP197, from Resource to Rural Residential within Burns Lake and Francois Lake (North Shore) Official Community Plan; and to rezone from Rural Residential Zone to Small Holdings Zone within RDBN Zoning Bylaw for the purpose of facilitating a proposed subdivision.

The property does not fall within Section 52 of the Transportation Act and will not require Ministry of Transportation and Infrastructure formal approval. The Ministry has no objections to the re-zoning in principle; however, the ministry has not yet received a subdivision application for the subject property. Any future subdivision must meet the ministry's subdivision guidelines and/or conditions identified during the subdivision approval process.

Thank you for the opportunity to comment. If you or the applicant has any questions, please contact me at (250) 847-7443, or by email at Cailey.Brown@gov.bc.ca

Northern Health Authority

Northern Health has no objections at this time. However, at the subdivision stage we would require site assessments to be completed to determine whether Proposed Lot 1 and Proposed Lot 2 are suitable to have on-site sewage disposal systems.

PLANNING DEPARTMENT COMMENTS

Official Community Plan

The property is designated Resource (RE) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017 (the OCP). The intent of this designation is to preserve lands within the Plan area for agriculture and grazing, mineral extraction, fish and wildlife management, trapping, wilderness oriented recreation and necessary institutional, public utility or transportation services.

The proposed subdivision is contradictory to the OCP as the Resource designation only supports the creation of parcels as small as 8 ha. Therefore, the applicant must amend the OCP to a designation that is more suitable to residential development, such as the Rural Residential designation.

The intent of the Rural Residential designation is to:

- *provide opportunities for residential lots that fit the existing rural character of the Plan area;*
- *to support opportunities for affordable housing rental housing and special needs housing;*
- *to ensure future development is sustainable and does not have a notably negative impact on the natural environment, and;*
- *to protect and enhance the quality of life associated with existing and new rural residential development.*

Applications to permit parcels as small as 2 ha may be considered where:

- a) *it has been demonstrated that the proposed lots can accommodate an on-site water supply and sewage disposal system*
- b) *the development is compatible with adjacent land uses and maintains the rural character of the area;*
- c) *parcels are not located within a floodplain or on other hazard lands; and,*
- d) *the development adequately addresses wildlife and ecological values.*

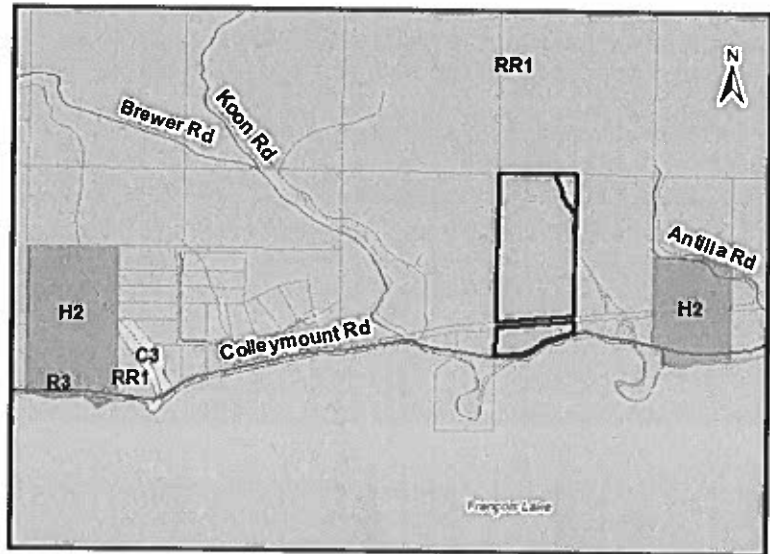
Zoning

The minimum parcel size requirement of the RR1 zone is 28 ha; therefore, both proposed Lots 1 and 2 must be rezoned to Small Holdings (H1).

The Remainder Lot will remain the existing Rural Resource (RR1) zone as it meets the minimum parcel size requirement.

The uses permitted in the proposed H1 zone include:

- (a) *Single family dwelling;*
- (b) *Two family dwelling;*
- (c) *Agriculture;*
- (d) *Horticulture;*
- (e) *Silviculture*
- (f) *Kennel and veterinary clinic;*
- (g) *Home occupation;*
- (h) *Buildings and structures accessory to the permitted principal uses.*



Land Use

The uses found in the surrounding area are primarily residential, seasonal recreational and tourist commercial. The permitted uses fit the character of the area, and the zones would allow the subdivision as proposed.

The size of the proposed parcels are smaller than those in the immediate surrounding area. However, there are 2 ha size lots along Francois Lake and in the nearby community of Noralee. The Planning Department does not expect that the proposed rezoning would have a negative impact on the character of this area.

Covenant

There is a Section 219 covenant registered on title of the subject property. The covenant restricts a building being constructed, reconstructed, placed, moved, extended, or located within 7.5 metres of the Natural Boundary/ top bank of Francois Lake. In addition, areas used for habitation must be at an elevation of 3.96 meters above the Water Survey of Canada gauge #08JB0001.

Access

It appears that the creation of Lots 1 and 2 will prevent access for the proposed Remainder Lot to Colleymount Road. Ministry of Transportation and Infrastructure has not indicated any access concerns from their referral letter. These traffic, access, flood and erosion concerns will be evaluated by the Provincial Approving Officer at the time of subdivision to determine if the subdivision is appropriate.

CONSULTATION FOR OCP AMENDMENTS

The *Local Government Act* requires that local governments consider consultation with persons, organizations and authorities it considers will be affected by an OCP amendment. Specifically, the local government must:

- (a) Consider whether the opportunities for consultation with one or more of the persons, organizations and authorities should be early and ongoing; and,
- (b) Specifically the RDBN Board should consider if consultation is required with:
 - The board of any regional district that is adjacent to the area covered by the plan,
 - The council of any municipality that is adjacent to the area covered by the plan,
 - First Nations,
 - School district boards, greater boards and improvement district boards, and
 - The Provincial and federal governments and their agencies.

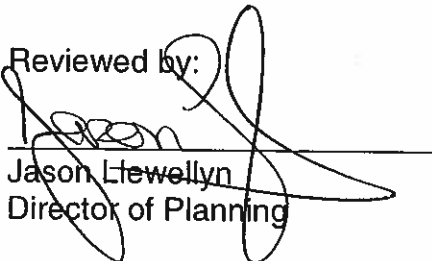
Also, the *Local Government Act* requires that local governments consult with the local School District regarding any amendment to an OCP. A further *Local Government Act* requirement is that all OCP amendments be considered in conjunction with the financial plan, and any waste management plan that is applicable or Regional District. Staff are currently undertaking the above noted consultation as considered appropriate.

Recommendations:

1. That "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1834, 2018" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1835, 2018" be given first and second reading and subsequently be taken to Public Hearing.
2. That the Public Hearing for "Burns Lake Rural and Francois Lake Official Community Plan Amendment Bylaw No. 1834, 2018" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1835, 2018" be delegated to the Director or Alternate Director for Electoral Area E.
3. That the Board consider and approve the consultation identified in the consultation checklist attached as Appendix A.

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. 1834

A Bylaw to Amend "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017"

The Board of Directors of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

That the "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017" be amended such that the designation of the following land is changed from Resource (RE) to Rural Residential (RR).

Lot 1, District Lot 700, Range 4, Coast District, Plan EPP197 and shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1834, 2018".

READ A FIRST TIME this day of , 2018

READ A SECOND TIME this day of , 2018

PUBLIC HEARING HELD this day of , 2018

READ A THIRD TIME this day of , 2018

I hereby certify that the foregoing is a true and correct copy of "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan" Amendment Bylaw No. 1834, 2018".

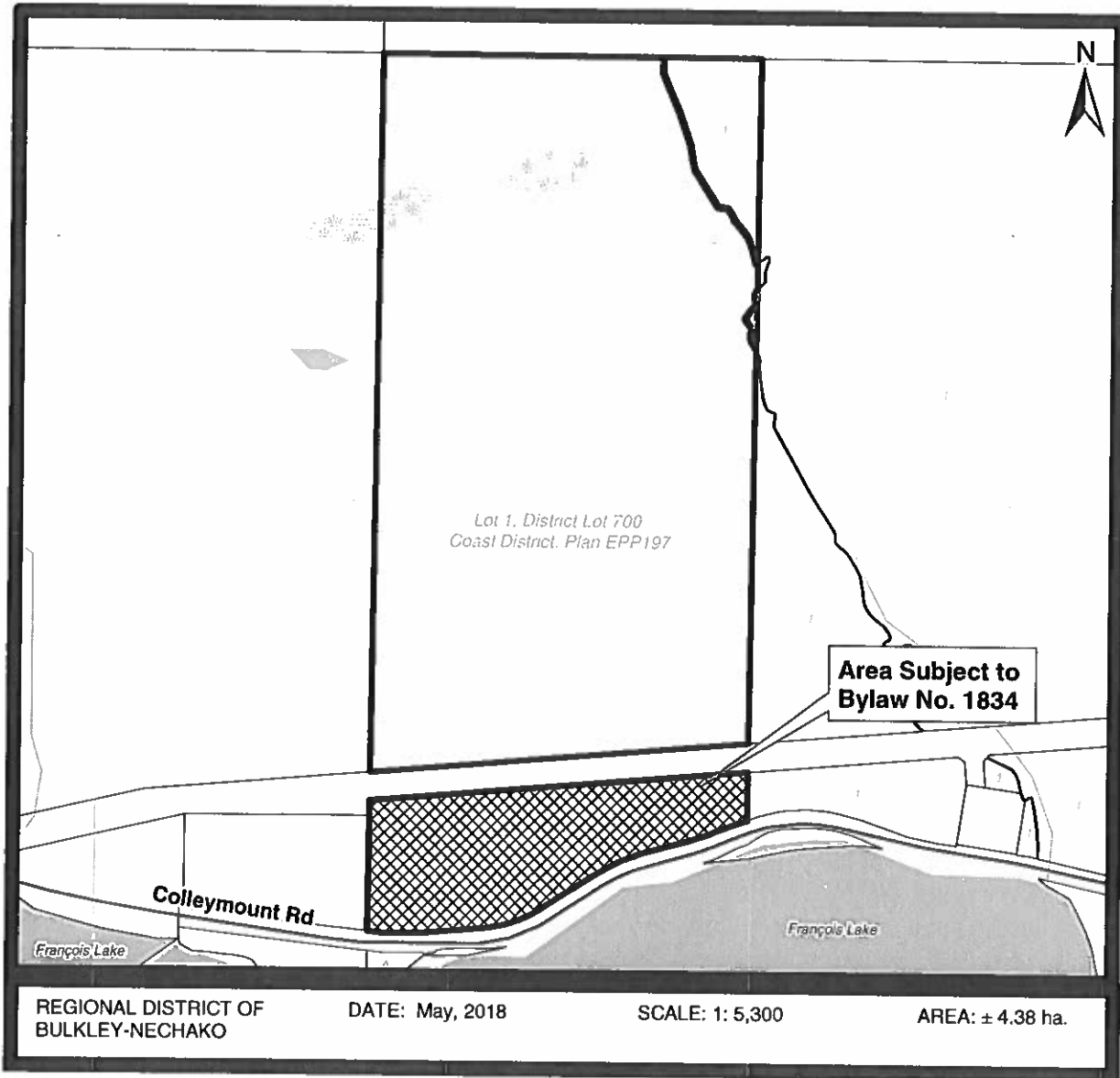
DATED AT BURNS LAKE this day of

Corporate Administrator

ADOPTED this day of , 2018

Chairperson

Corporate Administrator



SCHEDULE "A" BYLAW NO. 1834

Lot 1, District Lot 700, Range 4, Coast District, Plan EPP197, comprising of ± 4.38 ha. Designation being changed from Resource (RE) to Rural Residential (RR) as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1834, 2018.

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1835

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 "Rural Resource (RR1)" Zone to "Small Holdings (H1)" Zone.

Lot 1, District Lot 700, Coast District, Plan EPP197 and 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. 1835, 2018."

READ A FIRST TIME this day of , 2018

READ A SECOND TIME this day of , 2018

PUBLIC HEARING HELD this day of , 2018

READ A THIRD TIME this day of , 2018

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1835, 2018"

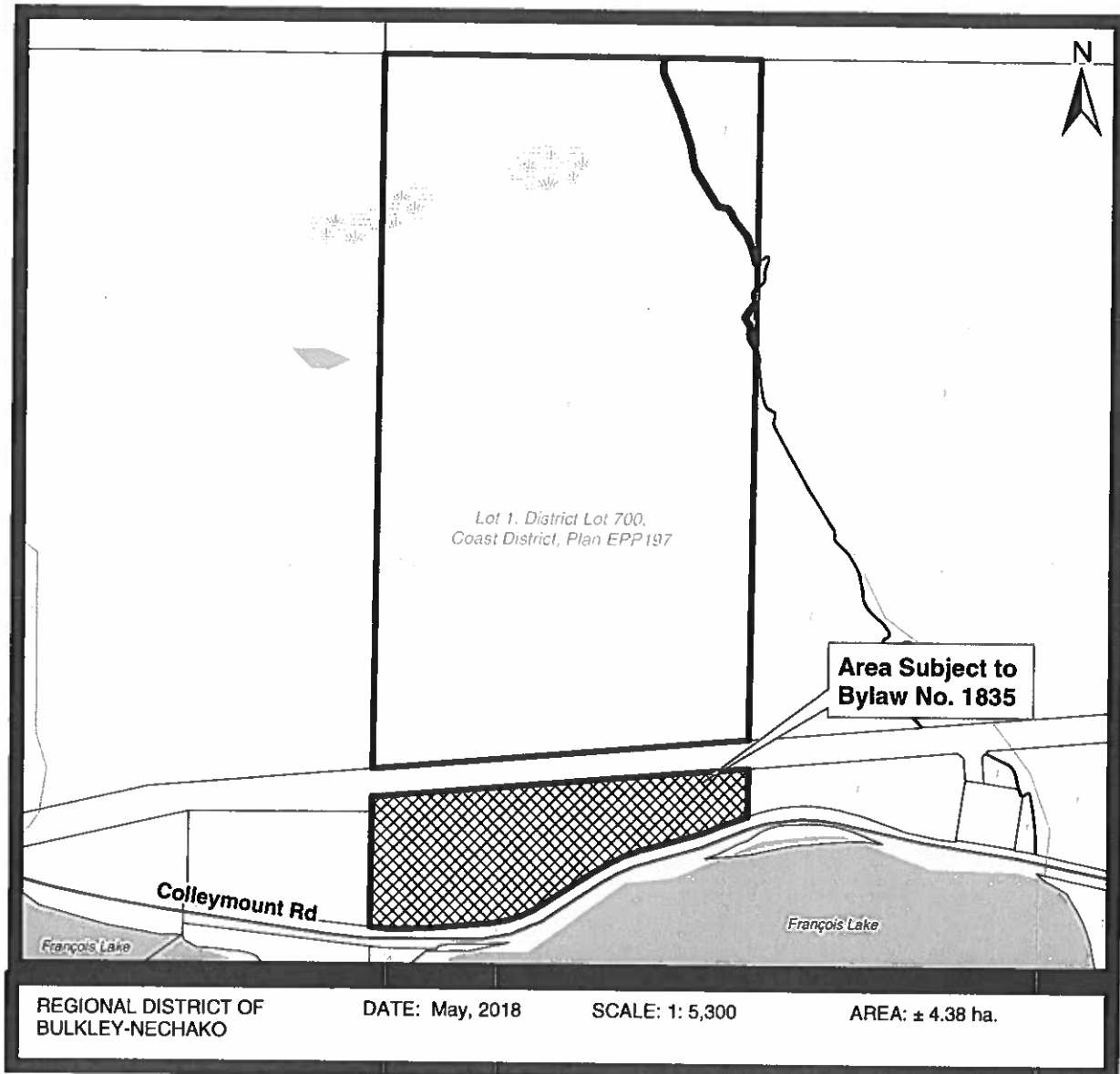
DATED AT BURNS LAKE this day of , 2018

Corporate Administrator

ADOPTED this day of , 2018

Chairperson

Corporate Administrator



SCHEDULE "A" BYLAW NO. 1835

Lot 1, District Lot 700, Coast District, Plan EPP197, comprising of ± 4.38 ha. Being rezoned from the "Rural Resource (RR1) Zone" to "Small Holdings (H1) Zone" as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1835 2018.

Corporate Administrator

Appendix A

Official Community Plan (OCP) Amendment Consultation Checklist

1. Associated OCP amendment application number: **E-01-18**
Associated OCP Amendment Bylaw number: **1834, 2018**

2. Special Conditions

- Agricultural Land Reserve
- Zoning Bylaw Floodplain Overlay
- Environmentally sensitive area
- Potential contaminated site
- Within 800 metres of a Provincial Highway
- Crown land
 - Other (specify) _____

3. Consideration of affected persons, organizations, and authorities

Prior to the Public Hearing for the OCP bylaw amendment, consideration has been given to consultation with the following:

- Cariboo Regional District
- Regional District of Fraser Fort George
- Regional District of Kitimat-Stikine
- Regional District of Peace Rive
- Village of Vanderhoof
- District of Fort St James
- Village of Fraser Lake
- Village of Burns Lake
- District of Houston
- Village of Telkwa
- Village of Granisle
- Town of Smithers
- Agricultural Land Commission

Federal / Provincial Ministries or Agencies

- ✓ Ministry of Transportation and Infrastructure
- Ministry of Agriculture
- Ministry of Environment
- Ministry of Natural Resource Operations
- Ministry of Community, Sport and Cultural Development
- Ministry of Forests, Mines and Lands
- ✓ Northern Health
- Department of Fisheries and Oceans
- ✓ Other (specify) – Advisory Planning Commission

- ✓ First Nations
 - Skin Tyee Nation
 - Nee-Tahi-Buhn Indian Band
 - Office of the Wetsuweten
 - Stelat'en First Nation
 - Wet'suwet'en First Nation

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

Public

- ✓ Immediate neighbours (within 200 metres of subject property)
- Surrounding neighbourhood
- Region wide
- ✓ Public Hearing
- ✓ Other (specify) - RDBN Website

4. Statutory Approvals Required for OCP Amendment Bylaw or associated Rezoning Bylaw

- Ministry of Transportation and Infrastructure
- Ministry of Community, Sport and Cultural Development



MEMORANDUM

To: Board of Directors
From: Jennifer MacIntyre, Planner I
Date: May 12, 2018
Re: Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
Section 4.02 Permitted Uses in All Zones

PURPOSE

This report proposed to amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" (the Zoning Bylaw) to allow a structure of up to 55 m² (592 ft²) Total Floor Area to be used for storage in all zones.

BACKGROUND

Historically staff have taken a flexible interpretation of Section 4.04 of the Zoning Bylaw to allow the construction and use of a building that is less than 45 square meters for storage purposes in any zone. It has become apparent that this interpretation of the Zoning Bylaw is incorrect as the bylaw does not allow buildings to be used for storage purposes as a Principal Use (the main use of the property). Storage is permitted in industrial zones or as an Accessory Use to a permitted Principal Use. An example of an Accessory use is a storage shed associated with a residential dwelling.

Staff propose to amend the Zoning Bylaw to allow a small storage building on any parcel, in accordance with past practice, provided that the storage is not associated with a business use.

DISCUSSION

There is a demand for property owners to use a property for storage purposes only. The most common situation is where an owner wants a storage building or garage prior to the construction of their home. Also, waterfront property owners would like a storage building for recreational equipment for use on a property without a dwelling.

In staff's opinion it is necessary to restrict the use of properties in residential areas for storage purposes where there is no dwelling, or other Principal Use, on the property. These storage buildings will tend to be used for business or light industrial uses. The appearance of these properties, and the activities commonly occurring can be expected to negatively impact the character of an area and result in increased enforcement activity. Also, facilitating the purchase and use of properties by persons with no intention to build a dwelling on the property can have a negative impact to the function and character of the area in the long term.

To limit the impact of allowing storage as a Principal Use on any property staff are proposing to limit the size and height of the building used for storage to a maximum size of 55m² (592 ft²). Also, it is proposed to prohibit storage associated with any business.

It is noted that property owners would be able to apply to the Regional District for a Development Variance Permit to vary the size and height restriction, if the proposed bylaw is approved.

Staff recommend that the Zoning Bylaw be amended by adding the following text to Section 4.02 – Permitted Uses in All Zones:

- (e) A Structure with a Total Floor Area of 55 square meters (592 ft²) or less used only for storage not associated with any commercial operation or business.


Staff's intention is to hold a single public hearing in the Burns Lake area Chaired by the Board Chairperson.

Recommendation:

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1833, 2018" 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. 1833, 2018" be delegated to the Chair or Vice Chair of the RDBN Board.

Electoral Area Planning - Participants/Directors/Majority

Written By:


Jason Llewellyn
Director of Planning

Written By:


Jennifer MacIntyre
Planner I



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1833

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that 'Section 4.02 – Permitted Uses in All Zones' is amended by adding the following

(e) A Structure with a Total Floor Area of 55 square meters (592 ft2) or less used only for storage not associated with any commercial operation or business.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1833, 2018".

READ A FIRST TIME this day of , 2018

READ A SECOND TIME this day of , 2018

PUBLIC HEARING HELD this day of , 2018

READ A THIRD TIME this day of , 2018

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1833, 2018".

DATED AT BURNS LAKE this day of

Corporate Administrator

ADOPTED this day of , 2018

Chairperson

Corporate Administrator

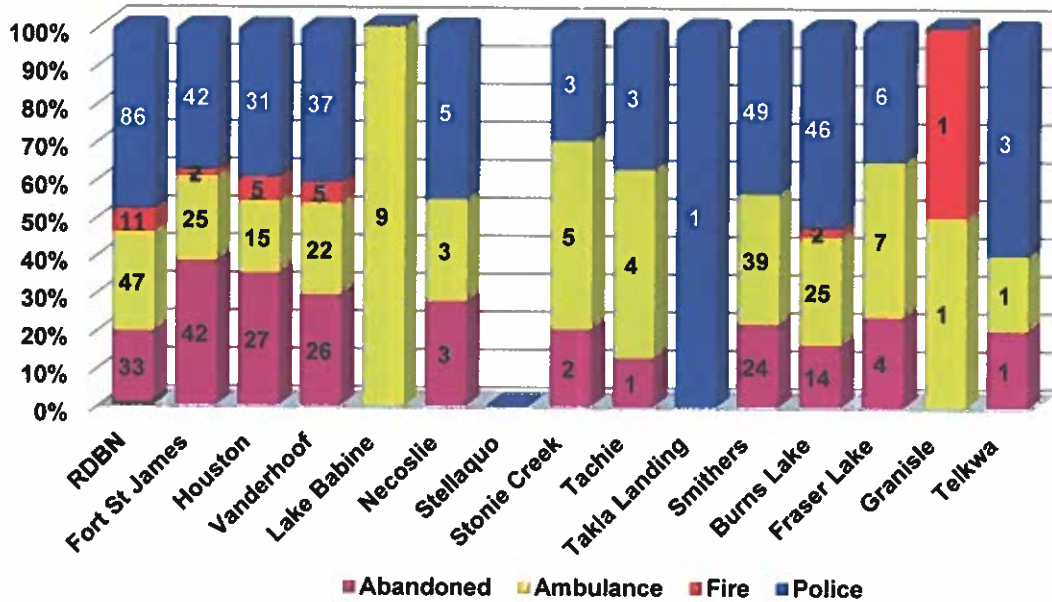


Memorandum

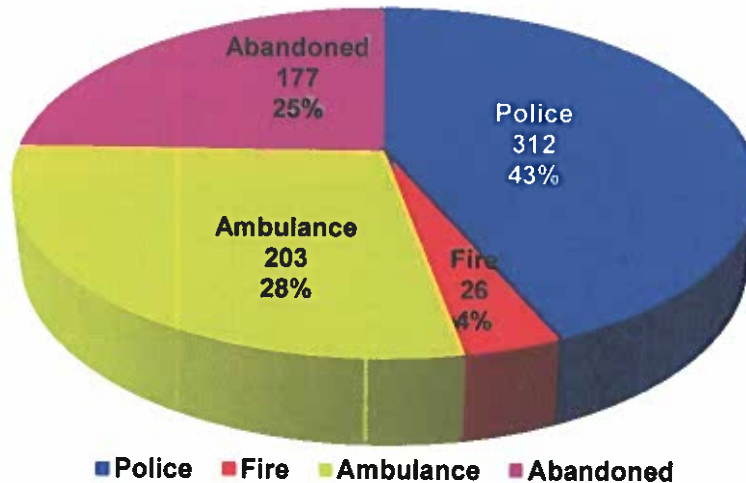
To: Chair Miller and the Board of Directors
 From: Rebecca Goertzen, Protective Services Assistant
 Date: April 4, 2018
 Re: Monthly 9-1-1 Call Report – March 2018

E-COMM received a total of **718** 9-1-1 calls for the month of March 2018 from the Regional District of Bulkley-Nechako area. The charts below show the 9-1-1 calls received by jurisdiction and call type.

March 2017
 Monthly 9-1-1 Call Summary
 By Area

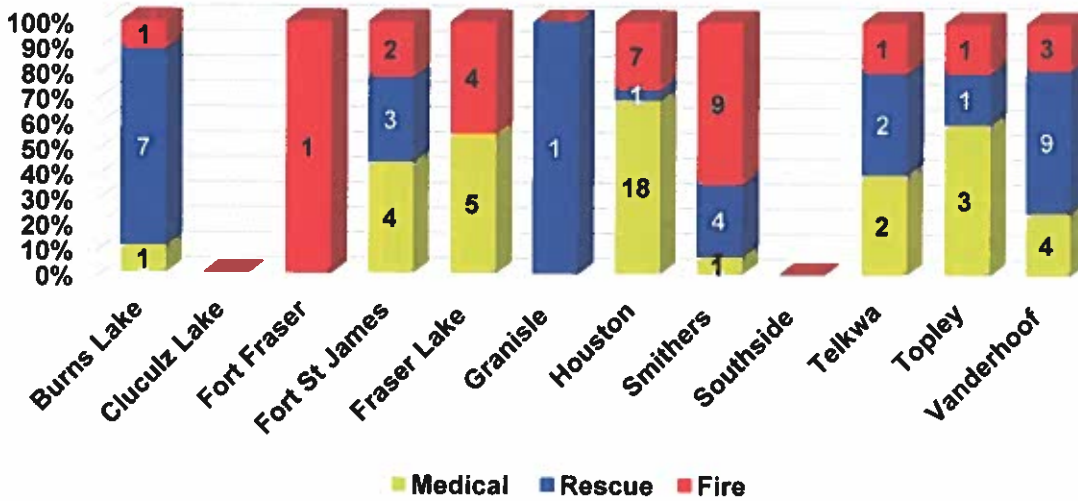


March 2017
 Monthly 9-1-1 Call Summary
 By Type

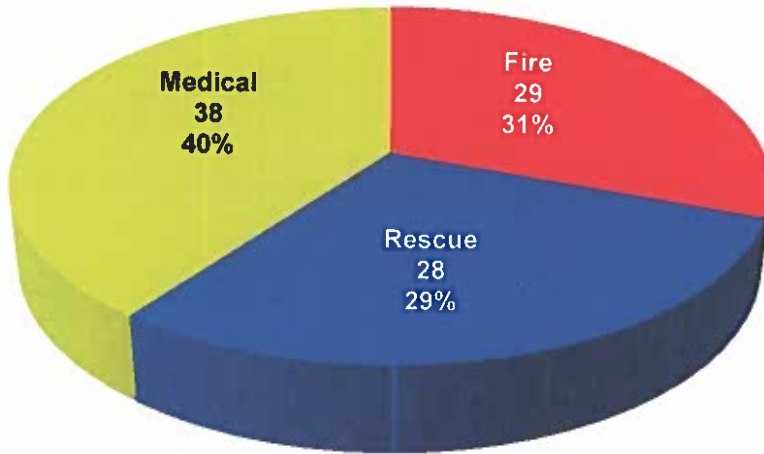


Of the 718 911 calls received in March 95 were forwarded to the Fire Operation Communication Centre for Fire Department response. The charts below show the 9-1-1 calls received by Fire Department and by call type.

**March 2017
Fire Department Call Summary
By Area**



**March 2017
Fire Service Call Summary
By Activity**



Recommendation

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

All/Directors/Majority

Written By:

Rebecca Goertzen
Protective Services Assistant

Reviewed by:

Jason Llewellyn
Director of Planning
and Protective Services



Building Inspector's Report For March, 2018

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

There were 6 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$6,794.00, with a total construction value of \$1,127,000.00. There have been 12 permits issued to date in 2018.

2. Building Permit Summary for the Village of Burns Lake

There was 1 building permit application submitted this reporting period with a total construction value of \$5,000.00. There has been 1 permit issued to date in 2018.

3. Building Permit Summary for the Village of Fraser Lake

There were no building permit applications submitted this reporting period. There have been no permits issued to date in 2018.

4. Building Permit Summary for the Village of Granisle

There were no building permit applications submitted this reporting period. There have been no permits issued to date in 2018.

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

There were 2 building permit applications submitted this reporting period with a total construction value of \$407,803.00. There have been 2 permits issued to date in 2018.

6. Building Permit Summary for the Village of Telkwa

There were 2 building permit applications submitted this reporting period with a total construction value of \$29,973.00. There have been 3 permits issued to date in 2018.

7. Building Permit Summary for the District of Houston

There were no building permit applications submitted this reporting period. There have been 2 permits issued to date in 2018.

Reviewed By:


Jason Llewellyn

Written by:


Jason Berlin



Planning Department Enquiries Report, Month of April, 2018

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 April 2018. During this month the Planning Department responded to 220 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other.

Subject Area	December 2017	January 2018	February 2018	March 2018	April 2018
Development Services	19	32	31	35	55
Electoral Area Planning	34	47	45	60	60
House Numbering	4	9	3	7	23
Maps	17	33	23	32	63
Bylaw Enforcement	1	0	10	11	3
Other	61	47	89	25	26
Total	135	168	201	170	230

Recommendation

"That the Board receive the April 2018 Planning Department Enquiries Report."

(All Directors)

Respectfully submitted,


 Jason Lewellyn
 Director of Planning

Cheryl Anderson

From: Doug Steventon <doug.steventon@yahoo.com>
Sent: April 18, 2018 9:41 AM
To: Cheryl Anderson
Cc: "Nellie.Davis@rdbn.bc.ca; haley.jeffrey"@rdbn.bc.ca
Subject: RDBN Support Letter for Search and Rescue Hall
Attachments: RDBN support letter.docx; Overview BV Search and Rescue Hall Completion Project.docx

Hello Cheryl.

You likely are aware that Bulkley Valley Search and Rescue is the process of building a new response Hall at the Smithers airport. It is currently completed to lock-up stage, and funds are being sought to complete it. I am assisting BVSAR and the two other volunteer groups (Bulkley Valley Amateur Radio Society and Civil Air Search and Rescue Association) that will be housed at the facility with grant proposals.

All three groups are part of the EMBC Volunteer Life-Line system, and aside from searches provide volunteer services to local government including the Regional District. I am with the BV Amateur Radio Society, and have been working with Haley and Rebecca on the emergency communications side of things.

Presently we are applying to various grant-giving organizations for funds to help complete the facility. Most immediate (end of May), is the Wetzin'kwa Community Forest community grants program. Nellie Davis is assisting in reviewing our applications.

We would like to request a letter of support from the RDBN recognizing the highly cost-effective public safety value of the project to the residents of the Regional District. I am unsure if this can come from staff, or needs to go to the Board, and your advice would be appreciated.

I have taken the liberty of drafting a potential letter (attached) thinking this may be useful to you. I have tried to keep it somewhat generic, so we could potentially adapt it for use with more than one grant application without having to come back to you each time to re-write.

I have also attached FYI a draft (please keep in-house for now) project summary that will be part of the community forest grant application.

Thank you for your consideration, and feel free to contact me with any questions etc..

Doug Steventon
 BV Amateur Radio Society
 250-847-4469

Re: Completion of the Bulkley Valley Search and Rescue Hall, Smithers Airport

The Regional District of Bulkley–Nechako (RDBN) fully supports the completion of the new Bulkley Valley Search and Rescue (BVSAR) Hall at the Smithers airport. The new Hall, with fund-raising by BVSAR and support from the BC Government and the Town of Smithers, is now half completed.

Search and Rescue and their supporting partners in the new Hall, the Civil Air Search and Rescue Association and the Bulkley Valley Amateur Radio Society, provide an all-volunteer essential service to our residents in the western portion of our Regional District, and through mutual aid agreements to the Regional District as whole.

The new Hall, centralizing equipment and operations at the airport, will provide efficiencies that improve emergency response to our citizens and provide better working conditions for the volunteers who sacrifice their personal lives on the public's behalf.

Additionally, the new facility will be available as an alternate Emergency Operations Centre for the Town of Smithers or the RDBN, and through the Bulkley Valley Amateur Radio Society function as a communications hub and link to the outside world should normal communications fail in a disaster.

Yours truly,

BV Search and Rescue Hall Completion Project - Overview



(Graphics by The Designery, Smithers BC)

The Need for a New Hall

Bulkley Valley Search and Rescue (BVSAR) is the all-volunteer organization dedicated to assisting those who find themselves in distress in our region. When some-one is lost, injured, or stranded in the outdoors it is BV Search and Rescue that is tasked with assisting. BVSAR also helps local authorities with evacuations and other response needs, such as with evacuations for the wildfires of 2017. BVSAR, and its sister groups in the BC Search and Rescue Association, work under the authority of Emergency Management BC, the RCMP and other government agencies.

Over time the number and complexity of requests for assistance, and the capabilities and equipment needed, have grown. To meet that need, a

dedicated SAR Hall for equipment and vehicle storage and readiness, training, and administration is required. Drawing on the expertise of other volunteer groups is also increasing response capability.

Being located at the airport, the new Hall (see images below) will provide many operational efficiencies including adjacency to aviation services (civilian and military) often deployed in searches, and excellent radio communications conditions. The facility will also function as an alternate Emergency Operations Centre for the Town or Regional District.

Construction of a new hall at the Smithers airport began in fall 2017, with the Town of Smithers providing the land (\$1 per year lease). A BC government grant and other fund raising have

taken the project to lock-up stage (approx. \$300k). A further \$300k is being sought to bring the hall to completion and full operation.

Partner Volunteer Groups: CASARA and Emergency Radio Communications (BV Amateur Radio Society)

The facility will also house our emergency response partners, the Civil Air Search and Rescue Association (CASARA) and the local Emergency Radio Communication EMBC volunteer group, run by the Bulkley Valley Amateur Radio Society (BVARs).

CASARA is tasked by EMBC to assist in searches from the air using highly trained volunteer pilots, spotters and civilian aircraft. Being co-located with BV Search and Rescue at the airport has clear response efficiency and training advantages.

BVARs is tasked with providing communications support on searches and providing a province-wide (indeed national) auxiliary communications network for government and NGO relief organizations. The new facility will house a voice and data communications centre serving the broader north-west region. Additionally, BVARs has portable deployable communications equipment that will now be able to be housed and ready for deployment at a single location.

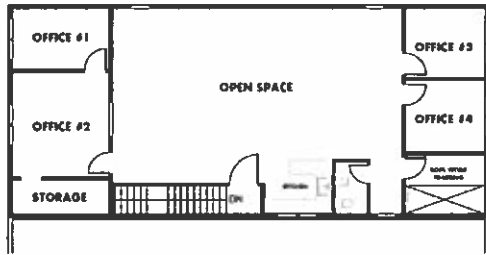
Completion Budget

As of March 2018, \$300,000 has been expended on the project.

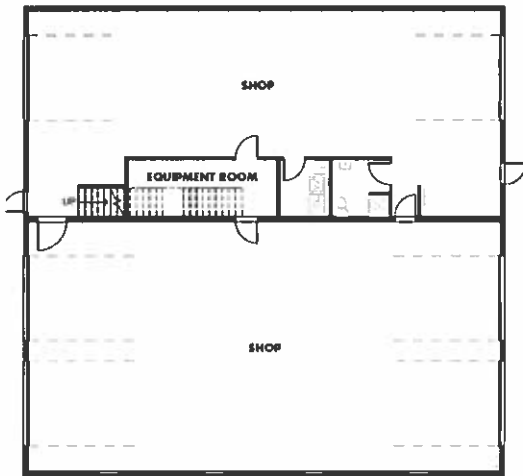
The overall completion is budgeted at a further \$300,000, broken down as follows (based on floor area):

Search Management Office:	\$20,000
Search Operations Office:	\$15,000
CASARA Office:	\$9,000
Communications Centre and Office	\$10,000
Training Room:	\$32,000
Kitchen:	\$30,000
Bathrooms (2):	\$20,000
Mechanical Room:	\$7,000
Equipment Room:	\$4,000
Swiftwater Deployment Bay:	\$50,000
Mountain Rescue Deployment Bay:	\$50,000
Ground Search Deployment Bay:	\$50,000
Rope Rescue training centre:	\$3,000

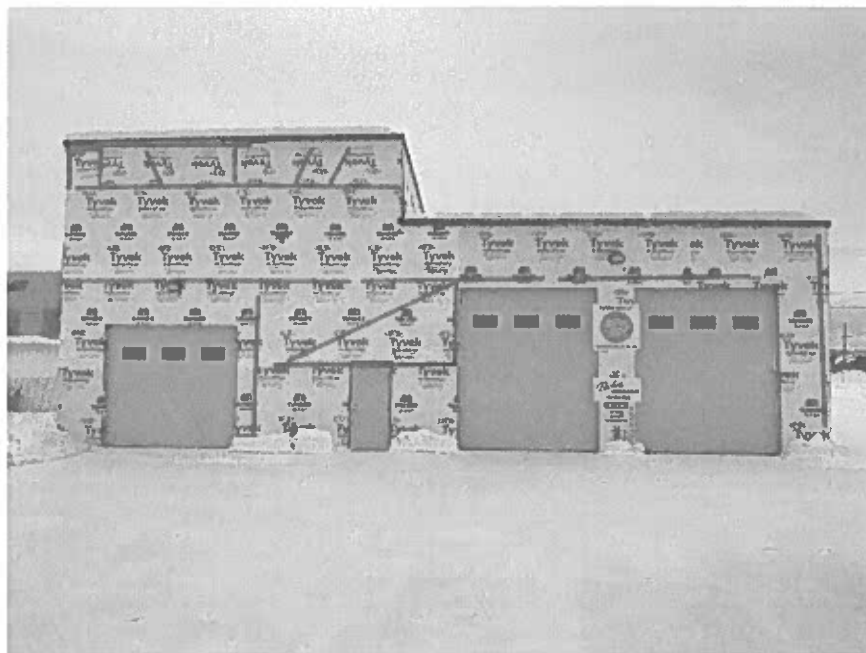
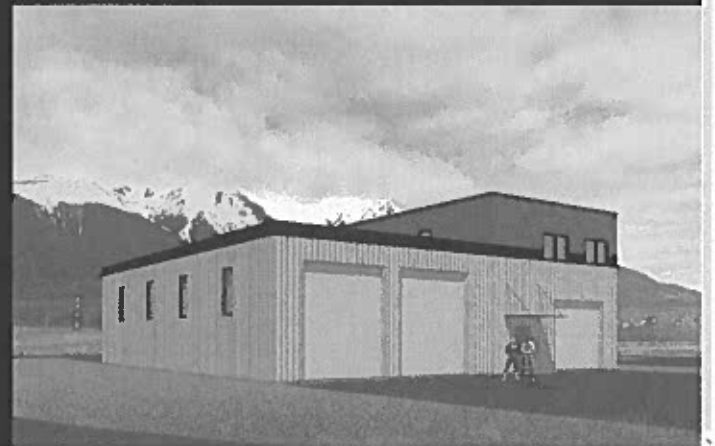
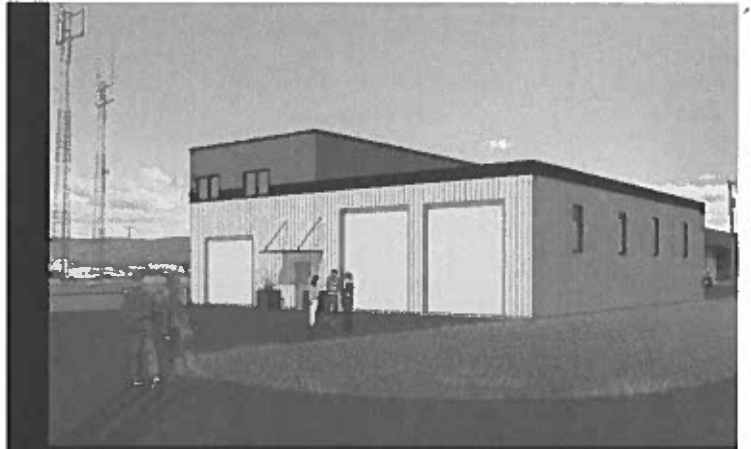
Lay-Out of new Hall (Graphics by The Designery, Smithers BC)



UPPER FLOOR PLAN



MAIN FLOOR PLAN



Emergency Radio Communications - Bulkley Valley Amateur Radio Society

Radio Amateurs are skilled operators and radio technicians licensed by Innovation, Science and Economic Development Canada for strictly non-profit, non-commercial public service, experimentation, and hobby activities. A key mandate of the Bulkley Valley Amateur Radio Society (BVARs www.bvars.org), in affiliation with the Provincial Emergency Radio Communications Service (PERCS, www.percs.bc.ca and Radio Amateurs of Canada (www.rac.ca), is to maintain a volunteer communications capability in support of emergency preparedness, and public service generally. Radio Amateurs are recognized by Emergency Management BC as a volunteer 'public safety life line' resource
<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/volunteers/emergency-radio-communications>

We assist local, regional, and provincial government agencies, as well as disaster-relief NGOs in the event of emergencies requiring replacement or supplemental communication resources. We also assist other not-for-profit community organizations/events with radio communications (e.g., Bulkley Valley Search and Rescue; the Tyhee Lake Triathlon race each summer). Remote, sparsely populated regions such as the BVARs service area are particularly vulnerable to disruption of commercial services such as land-line telephone, cell-phone and internet. Many outlying areas do not have reliable or redundant commercial coverage.

You can learn more of our activities on Facebook <https://www.facebook.com/Bulkley-Valley-Amateur-Radio-Society-319114541481061/>

Emergency Program Priorities:

- 1) **Maintain and Enhance Amateur Service voice and data communications repeater system.**
- 2) **Maintain, and operate the regional Communications Centre capable of routing local, regional, provincial, and national voice and data communications independent of commercial providers.**
- 3) **Maintain mobile portable communications (data and voice) equipment for deployment to remote locations.**

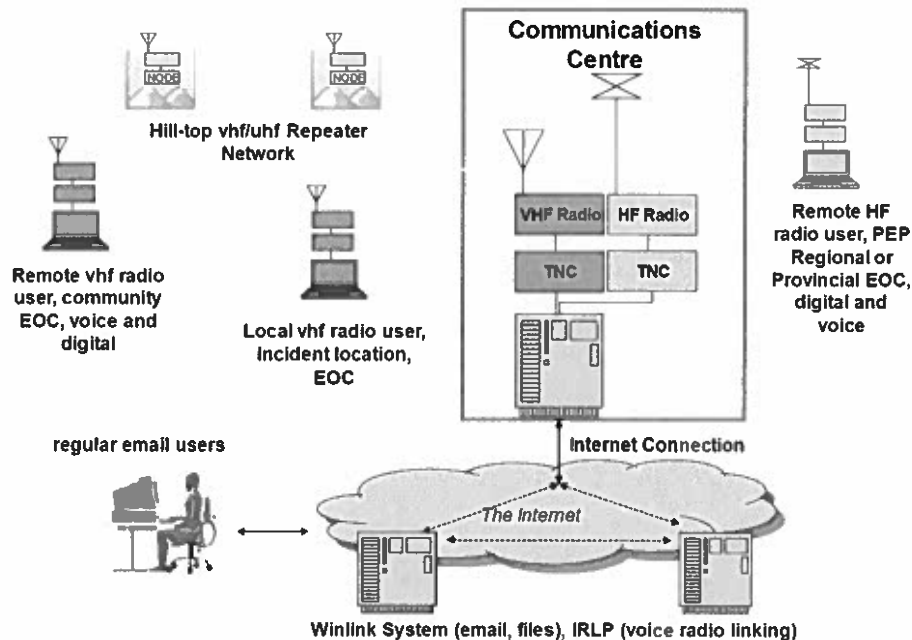
Contribution to BV Search and Rescue Hall Completion Project:

The BV Search and Rescue Hall Completion Project will provide an enhanced home for the regional Communications Centre, currently operational out of temporary in-town facilities. We will also be better able to maintain our portable equipment in full deployment readiness, as well as making use of training and office space.

Our request to Wetzin'kwa for \$10,000 is to complete the communication office/centre: insulation, electrical, ceiling, walls, windows, external cladding, plus an additional \$5,000 for antenna supports. The BVARs is expecting to provide in-kind contributions of labour (100 hours) and all the radio and back-up power equipment, antennas and installation (value conservatively at approx. \$20,000).

The communications coordination centre includes both voice and digital messaging capability. The Centre provides an integrated system of VHF (repeater system, local/regional coverage), high frequency (HF, regional to national coverage) internet voice and email gateway (www.winlink.org/EmComm) systems. Text messages, attachments, and position reports from locations outside regular internet service will move via radio links to the automated centre and onto the internet (or the reverse), or relayed further by radio if the internet is disrupted. The system is regularly exercised for public service events, exercises, and routine use by licensed Amateur Service operators. A link between the internet and the repeater site High Speed (HS-MM) LAN is provided. Licenced BVARS members connect into the centre from outlying communities and event locations (e.g., an Emergency Operations Centre). The centre to be operated remotely via radio or internet from anywhere within the range of the mountain top repeater system. This allows maximum flexibility of use and accessibility from multiple communities without physically moving the station or having a full station in each small community.

BULKLEYVALLEYAMATEUR RADIO COMMUNICATIONS NETWORK



vhf = very-high frequency (line-of-site), HF = High Frequency (long-range direct), PEP = Emergency Management BC, EOC = Emergency Operations Centre

BVARS Communications Network Schematic.



BV Amateur Radio Society Financial Summary

The largest funding source is non-capital Gaming Grants. As such, those gaming grants cannot be used on improvements to buildings owned by others. Thus we cannot apply Gaming Grants to the Hall Completions Project. We are able to apply some non-Gaming funds into the project, and the communications equipment we currently have on-hand or are acquiring can be installed/housed at the new facility as in-kind.

BVARS 2017-2018 Budgets, Revenues-Expenditures, Balance Sheet

	2017 Budget	2017 Actual	2018 Budget
Revenue			
Membership Dues	450	332.31	450
Cash Donations	1000	2500	1500
EMBC Re-imbusement	250	548.02	1500
Interest (regular account)	50	36.43	40
Gaming Grant (incl. interest)	7000	7000	7500 <i>see Note</i>
In-Kind as Revenue	13300	11493.73	12000
TOTAL	\$22,050.00	\$21,910.49	\$22,990.00
Expenses			
<i>General Society Administration</i>			
Admin (AGM, Society Act Fee, etc.)	100	70	100
<i>Emergency Preparedness/Public Service</i>			
Insurance	350	343.45	350
Repeater Hydro	160	186.24	200
Portable capability, test gear	1500	2214.11	1000
Licencing Courses, training, EMBC call-outs	500	496	500
Voice/Data Repeater system	5900	4477.38	8000
Communications Centre, remote HF	2000	2605.7	1500
In-Kind as expenditures	13300	11493.73	12000
TOTAL	\$23,810.00	\$21,886.61	\$23,650.00
Revenue-Expenses	-\$1,760.00	\$23.88	-\$660.00
Account Balances			
	Dec. 1, 2016	Dec. 1, 2017	
Regular Account	2308.36	3332.45	
Investment Savings	211.74	211.83	
Gaming Account	8071.32	7572.11 <i>see Note</i>	
Equity Shares	100.86	102.52	
TOTAL	\$10,692.28	\$11,218.91	

Note: 2018 Gaming Grant received in November 2017 thus included in account balance, but shown as FY 2018 revenue.

Prepared by D. Steventon, Secretary-Treasurer

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Board-Direction
RECEIVED

Geraldine Craven

From: CAO - TCYHA <admin@goyellowhead.com>
Sent: May 9, 2018 10:47 AM
To: Geraldine Craven
Cc: Jerry Petersen; darcyrepen@gmail.com; Don Grimble; ssalt@valemount.ca; paul.smith@strathcona.ca
Subject: Re RDBN Resolution; Attn: Geraldine Craven

MAY 09 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO

At the 2018 TCYHA AGM your Resolution, Safety Infrastructure Funding, was approved with one amendment (highlighted below) and a request that the Preamble include more specifics. The discussion at the AGM concluded that the Resolution, as submitted, is general in nature and the addition of specifics in the Associations letter to the Minister would help them better understand the situation and address the Resolution appropriately.

Can you please bring this to the authors of the Resolution to provide the preamble specifics and return same to the TCYHA. Once that is received the specifics added will be evaluated on their own merit prior to forwarding the amended Resolution to the appropriate Government bodies thereafter.

Resolution 2018-07:

WHEREAS Highway 16 creates a significant hazard where it passes through populated areas and incorporated communities;

AND WHEREAS those communities incur significant costs and impacts to their residents due to the Highway 16 corridor passing through those communities;

THEREFORE BE IT RESOLVED that the Trans Canada Yellowhead Highway Association lobby the Provincial and Federal Governments to support those communities financially to offset the costs of mitigating hazards and support necessary for safety infrastructure on Highway 16.

Regards,
Don Grimble
TCYHA Secretary Treasurer & Resolutions Chair

Sent on behalf of Don Grimble by

John

H. John Wojcicki

C.A.O.

Trans Canada Yellowhead Highway Association

(established in 1947)

#3, 9343 – 50 Street

Edmonton AB T6B 2L5

780.761.3800

admin@goyellowhead.com

www.goyellowhead.com

www.transcanadayellowhead.com

#GOYH @GOYellowhead

Wendy Wainwright

From: Wendy Wainwright
Sent: Monday, May 14, 2018 1:24 PM
To: Wendy Wainwright
Subject: FW: Kick off for Hwy 97/16 EV Charging Network Collaboration Study

From: Janice Keyes <jkeyes@communityenergy.bc.ca>
Sent: May 3, 2018 6:08 PM
To: Bill Miller <bill.miller@rdbn.bc.ca>; Chris Beach <mayor@burnslake.ca>; Taylor Bachrach <mayor@smithers.ca>; Cheryl Anderson <cheryl.anderson@rdbn.bc.ca>
Cc: Susan Chalmers <schalmers@communityenergy.bc.ca>
Subject: Kick off for Hwy 97/16 EV Charging Network Collaboration Study

Hello Chair Miller, Mayor Beach, Mayor Bachrach and Cheryl,

I know Dale has shared the exciting news of the successful grant application and we are busy getting started here at CEA!

One of our first steps is to create an Advisory Committee for the project and we would ask you to think about your delegate from the Regional District of Bulkley-Nechako – either staff or board member, your choice. We anticipate meeting approximately every four months through phone-in meetings and a few in-person meetings at significant project milestones. }

Dale and I will be in Prince George for the Bioeconomy Conference in early June and it would be great to have an in-person Advisory Committee kick-off meeting if that works with everyone's schedules. To make that happen, please let me know who you would like to designate and their contact information and then I can work to host a meeting the week of June 4 if possible.

As well, I will ask our accounting department to send an invoice for RDBN funding of \$9,000 if you could please let me know the contact for that piece as well.

Thanks in advance. I am looking forward to working together on this project! Janice

Janice Keyes, Senior Manager, Community Energy Engagement



**Community Energy
Association**

Connecting Communities, Energy & Sustainability

Tel: (604) 628-7076 | Mobile: (604) 561-0646

Connect with me: [Email](#)

Connect with CEA: [Website](#) | [Facebook](#) | [Twitter](#) | [LinkedIn](#)

Upcoming Events:

1. **Qualify to become a Certified COMMUNITY ENERGY MANAGER:** Visit [HTTPS://WWW.BCIT.CA/CONSTRUCTION/CEM/](https://www.bcit.ca/construction/CEM/) to register for on-line courses

271

Board-Direction
RECEIVED

Geraldine Craven

APR 27 2018

From: Ryan Challen <ryan.challen@nbia.ca>
Sent: April 27, 2018 10:24 AM
To: inquiries
Subject: Grant/funding request
Attachments: Letter for Road Safety Survey Sponsorship intro.doc; Letter for Road Safety Survey Sponsorship.pdf

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Importance: High

To whom it may concern,

Please see the attached documents requesting a grant/sponsorship for our non-profit organisation - Northern Brain Injury Association (NBIA). We are requesting funding to assist with our annual injury prevention initiative being planned for early summer this year.

Respectfully,

Ryan Challen
Community Coordinator
Northern Brain Injury Association
1070 – 4th Ave
Prince George, BC V2L 3J1
Phone 250 562 4673
Toll free 1866 979 4673



272



1070 Fourth Avenue
Prince George, BC, V2L 3J1
Phone: 866-979-HOPE (4673)
Phone: 250-564-2447
Fax: 250.564.6928
www.nbia.ca

April 27, 2018

Regional District of Bulkley - Nechako
37 3rd Ave,
PO Box 820
Burns Lake, BC V0J 1E0

To whom it may concern,

Northern Brain Injury Association (NBIA) is seeking a partner to sponsor an important event in several communities within the Regional District of Bulkley - Nechako early this summer. We will be visiting the communities of Vanderhoof and Ft St James to conduct road safety surveys over several days. We have been established in these communities for several years. Please review the attached letter for details.

Thank you for your time and consideration for sponsoring this event

Respectfully

Ryan Challen
Community Coordinator
Northern Brain Injury Association (NBIA)



1070 Fourth Avenue
Prince George, BC, V2L 3J1
Phone: 866-979-HOPE (4673)
Phone: 250-564-2447
Fax: 250.564.6928
www.nbia.ca

Sponsorship Opportunity

Every year since 2009 the Northern Brain Injury Association (NBIA) has conducted road safety surveys in communities across northern BC to identify unsafe road use behaviors, such as failing to stop at stop signs, distracted drivers/pedestrians, traffic violations and unsafe cycling issues.

We're writing to you specifically because, for the very first time, we're providing an exciting and mutually rewarding opportunity for local businesses to participate as safety survey funding partners. We're doing this to help us increase the number of communities surveyed, and to decrease risk of injury to northern community members through enhanced safety awareness.

It's a win-win opportunity! The NBIA provides all the coordination and required equipment, such as data collection sheets, detailed instructions, and complete training for participants. The NBIA then works with local organizations to solicit volunteers to facilitate the surveys, and your business will gain recognition as a local safety champion. You only need to provide the funding amount.

The annual surveys are conducted over three days; twice per day (morning and evening) for two days during the week; and one weekend day (morning and evening), to better profile average traffic patterns.

The cost of sponsorship per community is \$500.00 per year. In return for sponsor generosity and commitment to public safety, sponsors will be acknowledged in the annual report that's provided free of charge to interested parties, such as the RCMP, ICBC, and local government/regional districts while also being advertised on the NBIA's website, and on related promotional materials.

To recap, your \$500.00 donation will receive a charitable tax donation receipt, your logo and name will be included as acknowledgement for being a community safety sponsor and partner in all reports and promotional materials pertaining to the community, while also receiving public recognition on the NBIA's website, press releases and social media.

For more information about this amazing chance to increase safety awareness and your business profile, please call our Community Coordinator, Ryan Challen, by email at ryan.challen@nbia.ca, by phoning our toll-free number at 1-866-979-4673, or by calling the direct phone line at 250-562-4673. Thank you.

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BOARD RECEIVE
(Public Notification
on RDBN website
as of May 16 @ 10:00h)

FRIDAY, MAY 12, 2018, 17:00 hrs



**PUBLIC NOTIFICATION IS HEREBY ISSUED BY
THE REGIONAL DISTRICT OF BULKLEY-NECHAKO
REGARDING SPRING FRESHET**

As temperatures rise and snow continues to melt throughout the region, the Regional District of Bulkley-Nechako is advising residents to prepare for an increased risk of flooding.

Boaters are asked to reduce speed and avoid creating waves which can damage the shoreline and private property during periods of high water.

If you live in an area that may be subject to flooding, please consider the following.

- Prepare an emergency kit for each family member with enough supplies for up to one week
- Move property that can be damaged by flood waters to higher ground
- Pay attention to local media for flood or emergency information
- Be aware of the potential of erosion and unstable banks
- Exercise caution while recreating around fast flowing rivers and tributaries
- Make a plan for pets and livestock

For further flood proofing information go to <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-recovery/preparedbc/know-the-risks/floods> . Please check the BC River Forecast Centre website (<http://bcRFC.env.gov.bc.ca>) for up to date information regarding river advisories in your area.

If flooding occurs, situation updates will be posted on the Regional District of Bulkley-Nechako website www.rdbn.bc.ca or our Facebook page <https://www.facebook.com/BulkleyNechakoEmergencyInfo/> .

If you have a flooding emergency please contact the RDBN at 250-692-3195 or 1-800-320-3339, Monday to Friday 8:30 am – 4:30 pm. After hour Emergency Calls should be directed to 1-800-663-3456.

Media Contact
Melany DeWeerd, CAO
250-692-3195

275

BOARD-RECEIVE

(Public Notification on
RDBN website as
of May 16@1000hrs)



**FLOOD WATCH ADVISORY
MONDAY, MAY 10, 2018, 12:15 hrs**

**PUBLIC NOTIFICATION IS HEREBY ISSUED BY
THE REGIONAL DISTRICT OF BULKLEY-NECHAKO
REGARDING A FLOOD WATCH ADVISORY
ON THE NAUTLEY RIVER AND THE NECHAKO RIVER**

A Flood Watch Advisory was issued by the River Forecast Centre for the Nautley River and the Nechako River including tributaries and lake levels around Burns Lake, Francois Lake, Fraser Lake, Vanderhoof and surrounding areas. The Regional District of Bulkley-Nechako is advising residents that there is a potential for flooding. Please check the BC River Forecast Centre website (http://bcRFC.env.gov.bc.ca/warnings/advisories/flood_019.htm) for up to date information.

It is important to note that during increased river flow situations it is difficult to predict if and where flooding will occur. Therefore, the Regional District is requesting the public to refrain from recreating on or near the Nautley River and Nechako River including small streams and tributaries.

If you live in an area that may be subject to flooding, please consider the following.

- Prepare an emergency kit for each family member with enough supplies for up to one week
- Move property that can be damaged by flood waters to higher ground
- Pay attention to local media for flood or emergency information
- Be aware of the potential of erosion and unstable banks
- Exercise caution while recreating around fast flowing rivers and tributaries
- Make a plan for pets and livestock

For further flood proofing information go to <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-recovery/preparedbc/know-the-risks/floods>. Please check the BC River Forecast Centre website (<http://bcRFC.env.gov.bc.ca>) for up to date information regarding river advisories in your area.

If flooding occurs, situation updates will be posted on the Regional District of Bulkley-Nechako website www.rdbn.bc.ca or our Facebook page <https://www.facebook.com/BulkleyNechakoEmergencyInfo/>.

If you require sand or sandbags to protect your primary dwelling at imminent risk of flooding, please contact the Regional District of Bulkley-Nechako 250-692-3195 or 1-800-320-3339 or www.rdbn.bc.ca – Monday to Friday 8:30 am – 4:30 pm.

After hours non-medical or RCMP emergencies should be directed to 1-800-663-3456.

Media Contact
Bill Miller
250-692-9940

276

BOARD-RECEIVE
(Public Notification on
RDBN website as of
May 16 @ 10:00hrs)



**FLOOD WARNING ADVISORY
THURSDAY, MAY 10, 2018, 12:15hrs**

**PUBLIC NOTIFICATION IS HEREBY ISSUED BY
THE REGIONAL DISTRICT OF BULKLEY-NECHAKO
REGARDING A FLOOD WARNING ADVISORY
ON THE BULKLEY RIVER**

A Flood Warning Advisory was issued by the River Forecast Centre for the Bulkley River including tributaries around Houston, Smithers and adjacent areas. The Regional District of Bulkley-Nechako is advising residents that flooding is expected. Please check the BC River Forecast Centre website (http://bcRFC.env.gov.bc.ca/warnings/advisories/flood_019.htm) for up to date information.

The River Forecast Center is advising that river levels have exceeded bankfull or will exceed bankfull imminently, areas adjacent to the rivers could flood.

If you live in an area that may be subject to flooding, please consider the following.

- Prepare an emergency kit for each family member with enough supplies for up to one week
- Move property that can be damaged by flood waters to higher ground
- Pay attention to local media for flood or emergency information
- Be aware of the potential of erosion and unstable banks
- Exercise caution while recreating around fast flowing rivers and tributaries
- Make a plan for pets and livestock

For further flood proofing information go to <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/preparedbc/know-the-risks/floods> . Please check the BC River Forecast Centre website (<http://bcRFC.env.gov.bc.ca>) for up to date information regarding river advisories in your area.

If flooding occurs, situation updates will be posted on the Regional District of Bulkley-Nechako website www.rdbn.bc.ca or our Facebook page <https://www.facebook.com/BulkleyNechakoEmergencyInfo/> .

If you require sand or sandbags to protect your primary dwelling at imminent risk of flooding, please contact the Regional District of Bulkley-Nechako 250-692-3195 or 1-800-320-3339 or www.rdbn.bc.ca – Monday to Friday 8:30 am – 4:30 pm.

After hours non-medical or RCMP emergencies should be directed to 1-800-663-3456.

Media Contact
Bill Miller
250-692-9940



277

BOARD RECEIVE
(Public Notification
on RDBN website
as of
May 16 @ 10:00 hrs)

REGIONAL DISTRICT OF BULKLEY NECHAKO

EBENEZER FLATS, ELECTORAL AREA 'A' EVACUATION ALERT ISSUED

May 10, 2018 at 1900 hrs

Because of the potential danger to life and health, the Regional District of Bulkley-Nechako has issued an Evacuation Alert for the following areas:

Geographic area: All properties accessed through the intersection of 22nd Avenue and Columbia Street, Smithers, BC in Electoral Area 'A' as shown on the attached map.

An Evacuation Alert has been issued to prepare you to evacuate your premises or property should it be found necessary. Residents will be given as much advance notice as possible prior to evacuation; however you may receive limited notice due to changing conditions.

WHAT YOU SHOULD DO WHILE THIS ALERT IS IN EFFECT

Be prepared for the evacuation order by:

- Monitor your local radio station and the Regional District of Bulkley-Nechako website, www.rdbn.bc.ca for information.
- Locating all family members or co-workers and plan to meet at the designated Reception Centre outside the evacuation area, should an evacuation be called.
- Gathering essential items such as medications, eyeglasses, valuable papers (i.e. insurance), immediate care needs for dependants and, if you choose, keepsakes (photographs, etc). Have these items readily available for quick departure.
- Arranging accommodation for your family if possible. In the event of an evacuation, a Reception Centre will be opened.
- Preparing to move any disabled persons and/or children.
- Moving pets and livestock to a safe area.
- Arranging to transport your household members or co-workers in the event of an evacuation order. If you need transportation assistance from the area please call (250) 692-3195 or 1-800-320-3339.
- Residents are reminded that flood waters may contaminate shallow wells and other water sources. If your well has been flooded, assume the water in your home has been contaminated. If water is contaminated, bottled water is the best choice for drinking water. For more information on water safety please visit the "Water Safety" link on the Regional District website at www.rdbn.bc.ca
- If you use a septic field and it has been flooded, please be sure the floodwater has drained well below the level of the distribution trenches before you begin using it.

For more information contact: Regional District of Bulkley-Nechako at 250-692-3195 or 1-800-320-3339.











A handwritten signature in black ink, appearing to read "Bill Miller".

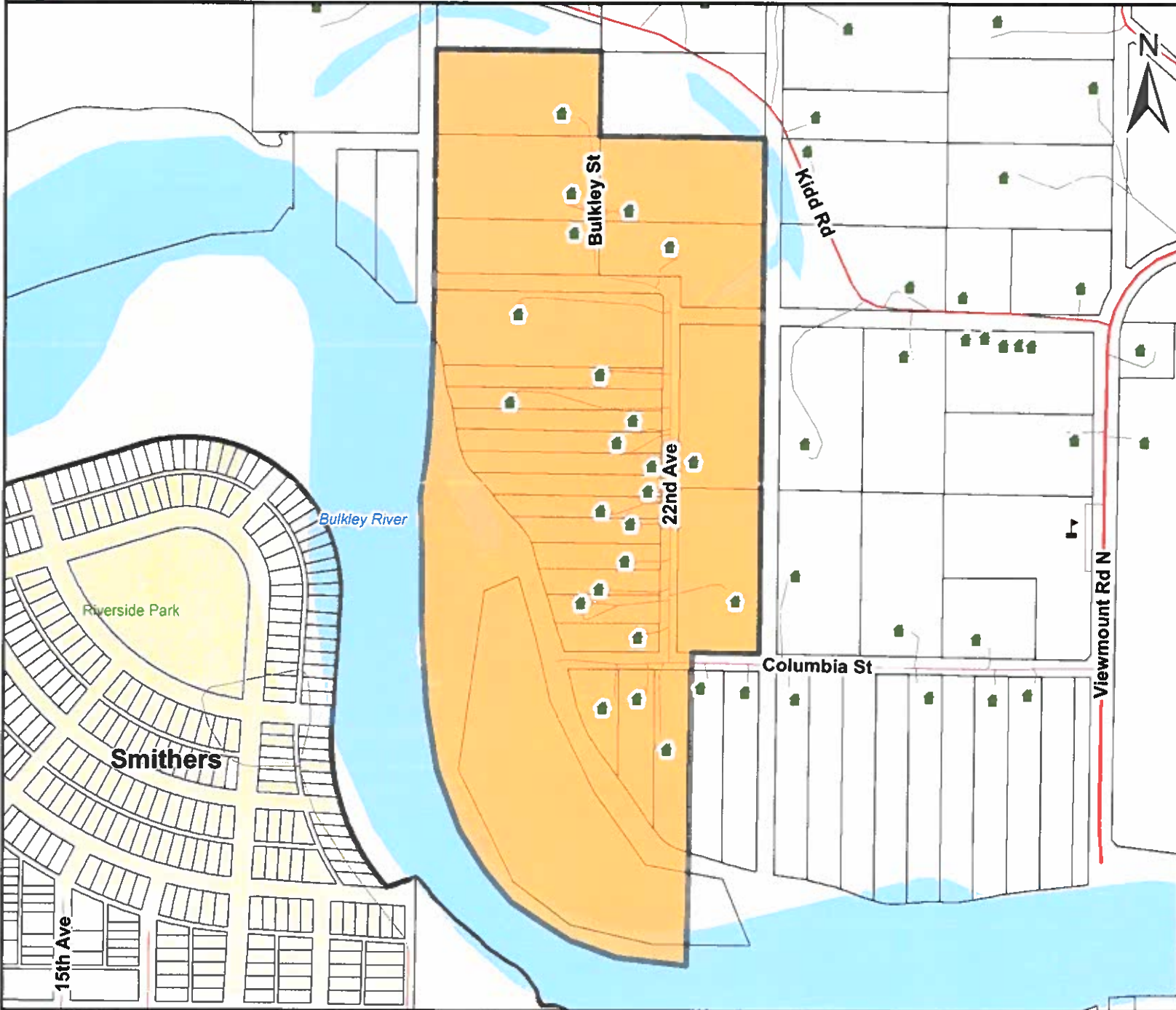
Bill Miller
Chair
Regional District of Bulkley-Nechako



Ebenezer Flats Evacuation Alert Area

Legend

-  Alert Area
-  Cadastre
-  Lake
-  River
-  Municipal Boundary
-  Major Secondary Road
-  Secondary Road
-  City Street
-  House
-  School



*DISCLAIMER The Regional District of Bulkley-Neche makes no Warranty, Representation or Guarantee of any kind regarding either maps or other information provided herein or the accuracy of such maps or other information. The Regional District of Bulkley-Neche assumes no liability, either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein. Please be advised that the data represented here will be maintained on an ongoing basis, and as such, changes frequently.

Scale: 1 cm = 61 m
 User: jennifer.macintyre
 Date: 2018-05-10
 Time: 6:15:49 PM

278
 Board - Racehorse
 Public Notification on
 website as of
 May 16 @ 10:00 AM
 PABD



www.cn.ca

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Corporate Services

Sean Finn
Executive Vice-President
Corporate Services
and Chief Legal Officer

935 de La Gauchetière Street West
16th Floor
Montreal, Quebec H3B 2M9
Canada
T 514-399-7091
F 514-399-4854

Services corporatifs

Vice-président exécutif
Services corporatifs et chef de la
direction des Affaires juridiques

935, rue de La Gauchetière Ouest
16^e étage
Montréal (Québec) H3B 2M9
Canada
T 514 399-7091
Tc 514 399-4854

May 2, 2018

Mr. Bill Miller
Chair, Bulkley Nechako Regional District
37 3rd Avenue, PO Box 820
Burns Lake, BC V0J 1E0

RECEIVED
MAY 10 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Chair Miller:

In order to better serve our customers and the Canadian economy, CN must carry out infrastructure improvements on its rail network at strategic locations. This is further to specific undertakings made by CN to Transport Minister Garneau and Agriculture Minister MacAulay to improve fluidity of our network to better serve our customers in Western Canada. CN is also proceeding to improve its network capacity and fluidity by hiring crews, acquiring locomotives and constructing rail infrastructure with the intended purpose of accommodating increased traffic.

As part of this initiative, CN must proceed in the coming weeks with the construction of railway infrastructure in your regional district. More specifically, CN will construct a second track within its right of way which will improve fluidity across CN's network. Consistent with the *Railway Safety Act*, a notice of railway work will be sent shortly where required to local government in your regional district.

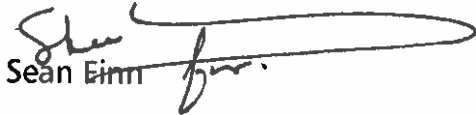
CN will communicate with the public works division of your regional district to coordinate our work and ensure that your citizens are not adversely affected. While our work will support the economy of your area, it is also important for CN to take into account the concerns your community may have.

.../2

Mr. Bill Miller
May 2, 2018
Page 2

In addition, this initiative could provide opportunities to improve the safety at crossings. As safety is a shared responsibility, CN is committed to work with you on suggestions aimed at enhancing safety. We invite you to communicate with us should you want to discuss further. Joslyn Young, our Manager of Public Affairs in British Columbia can be reached at 604-582-3617 or by email at joslyn.young@cn.ca.

Yours sincerely,


Sean Finn

C.c. Melany de Weerd, Chief Administrative Officer, Bulkley Nechako Regional District



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RECEIVED

APR 17 2018

REGIONAL
BULKLEY

APR 09 2018

Bill Miller, Chair
Bulkley Nechako Regional District
PO Box 820
37 3rd Avenue
Burns Lake BC V0J 1E0

Reference: 273412

Dear Chair Miller,

Re: Transportation Issues

Thank you for your letter requesting a longer period of time to provide input in cases where the provincial government is seeking feedback on transportation issues, as well as your letter about Highway 16, North Road and Colleymount Road. I am so sorry it has taken so long to respond.

I appreciated receiving your positive words about the passing lanes along Highway 16. This upgrade will go a long way in alleviating traffic congestion and improving safety.

Local feedback helps us meet regional transportation needs, and we are committed to ensuring people are given enough time to participate in consultation processes. I have shared your comments with local ministry staff and have requested that sufficient time be provided for meaningful consultation with Regional District representatives.

As you know, Germansen Landing Road (North Road), north of Fort St. James, is an important access route and serves as the main collector road to a large land base with multiple forest licensees, as well as the Mount Milligan Mine. Industry representatives recently submitted a formal proposal to the ministry and the Ministry of Forests, Lands and Natural Resource Operations and Rural Development. It suggests trucks using the road be allowed to haul larger loads, that safety be enhanced by managing truck operations and an industry road user maintenance agreement be implemented.

As the initiators of this process, the interested industries will undertake extensive consultation and stakeholder engagement to identify potential concerns and work to mitigate any specific issues identified. The provincial government will review the results, including mitigation efforts, prior to any final decision. I am very cognizant of the needs of residents who live on roads used by industry and am committed to ensuring this route continues to meet their needs as well as the needs of industrial users.

.../2

- 2 -

Regarding Colleymount Road, I understand ministry staff met with the regional district's Area E Director, Eileen Benedict on January 9 as part of the semi-annual Colleymount Road users group meeting to discuss the improvements that have been carried out along the route to date, including the corner widening near Francois Lake completed last year. Your comments about this route will be taken into consideration as we look at future improvements based on local priorities and budgets.

If you have any further questions or comments, please do not hesitate to contact the ministry's local Regional Director, Scott Maxwell. He is available by telephone at 250 565-6479 or by email at Scott.Maxwell@gov.bc.ca and would be pleased to assist you.

Thank you again for taking the time to write.

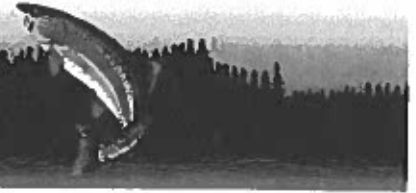
Yours sincerely,



Claire Trevena
Minister

Copy to: Honourable Doug Donaldson
Minister of Forests, Lands and Natural Resource Operations and
Rural Development
MLA, Stikine

Scott Maxwell, Regional Director
Northern Region



May 2, 2018

John Illes,
Chief Financial Officer
Regional District of Bulkley Nechako
PO Box 820
Burns Lake, BC V0J 1E0

RECEIVED
MAY 04 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Re: Board of Directors Liability Insurance

Dear Mr. Illes, *John,*

At the most recent meeting of the Burns Lake Public Library Trustees, a robust discussion took place regarding any potential limitations on the coverage provided to Trustees under the *Library Act*. Accordingly, the board passed a motion unanimously to, "send a letter of request to the Regional District of Bulkley Nechako to see if they could arrange for Directors Liability insurance for the Burns Lake Public Library."

The board acknowledges that there will be a fee for this insurance and are happy to pay the costs.

Thank you for your consideration of this request.

Sincerely,

Susan Schienbein
Library Director

"Literacy is the ability to identify, understand, interpret, create, communicate, compute and use printed and written materials associated with varying contexts. Literacy involves a continuum of learning to enable an individual to achieve his or her goals, to develop his or her knowledge and potential, and to participate fully in the wider society."- UNESCO



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RECEIVED

MAY 07 2018

REGIONAL DISTRICT OF
BULKLEY NECHAKO

May 2, 2018

Regional District of Bulkley-Nechako
PO Box 820
Burns Lake BC V0J 1E0

Attention: Chair Miller and Board of Directors

Dear Director Miller,

Re: Resource Benefits Alliance Allocation

On behalf of Council for the Village of Burns Lake, I would like to wish you the best of luck with the Resource Benefits Alliance negotiation process.

Council is looking forward to further discussion about allocation, population, greater infrastructure needs of local government and the distribution process.

Sincerely,

A handwritten signature in blue ink that reads "C. Beach".

Chris Beach - Mayor
Village of Burns Lake

Cheryl Anderson

Subject: FW: DOUGLAS-FIR BEETLE- NORTH OF FRANCOIS LAKE
Attachments: DFBBrochureDistributionVersDec2017.pdf

From: Melany de Weerd
Sent: May 11, 2018 12:14 PM
To: Cheryl Anderson <cheryl.anderson@rdbn.bc.ca>
Subject: FW: DOUGLAS-FIR BEETLE- NORTH OF FRANCOIS LAKE

Please add to agenda, thx

From: Wiebe, Heather I FLNR:EX <Heather.Wiebe@gov.bc.ca>
Sent: May 10, 2018 1:23 PM
To: Melany Deweerdt <Melany.Deweerdt@rdbn.bc.ca>
Cc: Voth, Nathan FLNR:EX <Nathan.Voth@gov.bc.ca>
Subject: DOUGLAS-FIR BEETLE- NORTH OF FRANCOIS LAKE

Hello Melany,

I thought some of your membership might be interested in this forest health update.

Nathan Voth, Resource Operations Supervisor out of this office, is available for further discussions if desired. He is cc'd in this email.

DOUGLAS-FIR BEETLE- NORTH OF FRANCOIS LAKE

Figure 1: location of 10 sites identified in 2017 aerial survey

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At the request of Gill Kopy from the Francois Lake Community Association, Nathan Voth from the Vanderhoof FLNRORD office gave an update yesterday evening (May 9th) on Douglas-fir beetle situation north of Francois Lake.

Situation

- In 2017 an aerial survey was conducted that identified 10 sites with red trees killed by Douglas-fir beetle
- Follow up ground surveys confirmed 8 sites (2 sites with a single red were not field checked) and identified 5 new sites that had beetle attack but the trees had not yet turned red; a total of 113 infested trees

Treatment

- 68 trees from 2 trap tree sites and 3 new sites were felled & burned in 2017/18
- In April of 2018, an additional 12 trees were felled to act as trap trees, scheduled to be destroyed winter of 2018/19
- 230 repellents are in use on green healthy trees in 5 locations with the highest Douglas-Fir Beetle concentrations; repellents send the message of "go somewhere else, this tree is already full"
- The combination of trap trees and repellents is to push the beetle away from private land (repellents) and pull them to Crown Land (trap trees) to be treated

Attached is the brochure Nathan provided at the meeting.

Looking forward to hearing how NCLGA went! 😊

Heather I. Wiebe, NxNW Caribou Team Lead
Omineca Region

Cell: 778-916-4005
Vanderhoof Office: 250-567-6317

What To Look For On The Outside of The Tree

Detection of the early stages of an attack requires close examination of the bark in the spring and early summer. The first sign that a tree has been recently attacked is reddish-brown boring dust on the bark at or near the entrance holes of the beetles (Photo 2). Wind and rain remove most of this over time but small amounts can still be seen on the top "ledges" of bark scales or in vertical cracks. There are no pitch tubes but clear resin from attacks higher up the bole sometimes stream down the trunk. If you think you have Douglas-fir beetle attacking trees in your location, please contact your local Ministry of Forests, Lands, Natural Resource Operations and Rural Development District Office



Photo 2. Douglas-fir beetle boring dust

and request speaking to the forest health person.

The tunnelling of adults and larvae eventually girdles the tree and, along with an associated fungus, results in the tree's death. Several months after a tree is successfully infested, its foliage becomes discoloured (Photo 3).

First the needles turn pale yellow-green, then reddish-brown by the early spring almost a year after the attack, and finally red. Progression of foliage discoloration depends on seasonal weather, locality, date and intensity of attack, and elevation. The red foliage thins out over the summer and fall the year after attack but can remain on



Photo 3. Douglas-fir foliage turning colour after attack

the tree for a second year. Occasionally small round "ponch" fungi form on the outer bark on trees the year after attack.

If you were to remove the thick bark of an attacked Douglas-fir tree, the following life stages of the beetle would be visible depending on the time of year. Eggs are elliptical, pearly white, and 1 to 1.2 mm long (Photo 4).

The larva is a legless white grub with a pale brown head and is about 6 mm long when mature (Photo 5). The pupa is white to light tan, approx. 6 mm long and has undeveloped wings & legs. The adult is a brown to blackish-brown beetle with reddish wing covers and is 4 - 7 mm long (Photo 4).



Photo 4. Douglas-fir beetle adult and eggs



Photo 5. Douglas-fir beetle larvae

Beetle Life Cycle

The Douglas-fir beetle has one generation per year. Most newly emerged mature adults fly and attack susceptible trees and other host material in the spring when daytime temperatures exceed 18° C. This major flight period usually occurs in May and June. Attacking female adults chew through the outer bark into the inner bark, elongate a vertical "egg gallery" (Photo 6) and, after mating, deposit 10-36 eggs in small notches on both sides of the egg gallery.

Eggs hatch in about 2 weeks and the young larvae tunnel away from the egg gallery. These larval "mines" increase in width as larvae molt and grow through four stages. Larvae feed in the inner bark for 2-3 months, enter the pupal stage, and a few



Photo 6. Beetle egg and larval galleries

weeks later become young adults. The latter overwinter and in the spring bore a circular hole through the outer bark in order to fly away and attack new trees. When spring is late, eggs are laid late and the resulting larvae overwinter. The next year newly mature adults don't fly until August. So in any given year, about 85% of beetles fly in the spring and the remaining 15% fly in late summer.

What's Under The Bark

Confirmation that the damage is due to Douglas-fir beetle may be obtained by removing the thick outer bark with an axe and observing the typical gallery systems inside the inner bark (Photo 6). The vertical egg galleries made by the attacking parent adults are parallel to the grain of the wood, usually with a slight hook or curve at the entrance points. They are normally 20 - 25 cm long but may be 75 cm and 5 - 6 cm wide. The larval galleries diverge from the egg galleries at right angles and then form fan-like groupings on alternate sides of the egg galleries. Most of the egg galleries and all of the larval galleries are packed with boring dust. As larval galleries elongate,

they often disappear from the inner surface of the bark since the larvae bore deeper into the inner bark. Larvae then excavate a circular "pupal cell" at the end of the larval galleries. After a few weeks, newly mature adults can be found in the latter locations before they emerge to attack new trees. On downed trees, egg galleries tend to be denser and success rate is higher on the shaded undersides.

Host Susceptibility and Attack Pattern

The Douglas-fir beetle prefers hosts such as freshly felled trees, windfall, slash, stumps, overmature and decadent trees, or stems damaged by logging activity, fire or lightning. Host material over 20 cm in diameter is preferred but beetles occasionally attack material of smaller diameter such as freshly cut firewood having some intact bark. Trees are usually not attacked above a top diameter of 15-20 cm but other secondary bark beetles can be found there. Where susceptible trees are abundant, beetles can quickly become epidemic and kill adjacent otherwise healthy green timber. Consequently, groups of killed trees may be found surrounding previously attacked windfall, decked logs or firewood, or other damaged trees.

In endemic situations, beetle damage occurs in small scattered groups of trees. The size of these groups and intensity of attacks are reflections of both the amounts of suitable host material and the population levels in the stands. Around homes, Douglas-fir weakened by a sudden change in environmental conditions (e.g., tree felling, root or stem damage from excavation, drainage alteration, etc. . .) may become susceptible to attack.

Control

The following recommendations are either preventative or remedial measures. Although they both reduce the risk of beetle damage,

the timing of these actions changes when trees or material are already infested.

All infested standing trees or decked wood should be sanitation harvested and processed, or bucked up and promptly burned, or burned as firewood before beetles emerge. Removal of red-topped trees from which the beetles have already emerged may salvage the fibre but does not reduce the beetle population.

Keep Douglas-fir stands healthy by harvesting overmature or decadent trees particularly those in which Douglas-fir beetle is becoming active or threatening.

Avoid mechanical damage to the stems and roots of residual Douglas-fir.

All "long-butts", slash over 20 cm in diameter and high stumps should be cut to short lengths. If infested, long butts and slash should be burned or chipped and high stumps peeled well ahead of the beetle flight to kill developing broods.

Residual tops left on site should be kept smaller than 20 cm diameter and, if not burned, scattered on the ground for maximum sun exposure

Firewood from live Douglas-fir should be cut no sooner than late August and split and dried as soon as possible so it is not attractive to beetles the following spring. Any firewood cut from infested logs should be burned before the next beetle flight. Roads, trails and other rights-of-way should be constructed if possible after August to lessen the risk of fresh slash.

Douglas-fir beetle prefers to attack felled trees over standing ones. It may be practical to pre-fell one or more large diameter Douglas-fir in the shade on your property before beetles emerge in the spring to serve as "trap trees". One well placed large-diameter Douglas-fir trap tree can absorb enough attacking beetles to save about 10 other trees from being

attacked. Such trap trees can be felled such that they are either easily extracted and processed or bucked up for firewood after the flight. After these trap trees absorb beetles by mid-August, it is critical that they be processed to remove the bark or be bucked up for firewood to be used up before broods mature. When conducting such operations, always check surrounding trees for any "spillover attacks" which may require felling and utilization along with the trap trees.

Where sanitation harvesting and/or trap trees are not possible, the Ministry of Forests, Lands, Natural Resource Operations and Rural Development may be able to deploy a cluster of funnel traps with attractant lures in order to mop up flying beetles (Photo 7).*



Photo 7. A cluster of funnel traps baited with lures

Homeowners may benefit by attaching beetle repellents (MCH) to individual trees in order to deter beetle attacks. This works best when beetle populations are still low*.

*Contact your Ministry of Forests, Lands, Natural Resource Operations and Rural Development District Office in Fort St James at 250-996-5200 or Vanderhoof at 250-567-6363 for advice on these particular tactics and any other questions you might have on forest pest management.

December 2017

Photo credits:
Ken Gibson, Bill Ciesla, USDA & R. Hodgkinson



Douglas-fir Beetle A Threat to Local Forests & Homeowner Trees



Photo 1. Douglas-fir beetle outbreak

The Douglas-fir beetle, (*Dendroctonus pseudotsugae* Hopk.) infests and kills Douglas-fir throughout its range in British Columbia and the western U.S. and Mexico. Damage has been most extensive in the B.C. interior including, occasionally, forests surrounding your property.

Douglas-fir beetles normally kill small groups of trees but, during outbreaks, 100 tree groups are commonly attacked (Photo 1).

Outbreaks typically last from 2 to 4 years. Those of longest duration coincide with periods of drought. At low (or endemic) levels, beetles infest scattered trees, including windfalls, fresh stumps, slash and firewood, and trees damaged mechanically and by fire scorch. Where susceptible trees have been killed and other material have been attacked, beetle populations can build up rapidly and kill adjacent green, standing trees.

288



289 Fort St. James Secondary School

School District No. 91 – Nechako Lakes

P.O. Box 220, Fort St. James, B.C. V0J 1P0

Telephone: 250-996-7126 Fax: 250-996-7708

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MAY 02 2018

REGIONAL DISTRICT OF
BULKLEY NECHAKO

April 12, 2018

Dear Tom Greenaway and Regional District representatives:

I want to thank you on behalf of the FSJSS Sr. Girls Soccer Team and their parents for your generous contribution towards our Soccer trip to Hawaii. Your continued support of our school teams is essential to our programs that we run and the financial support allows us to include some students that may otherwise not be able to play sports. Once again, we were able to provide an amazing opportunity for these students to experience something new. Three of the girls had never been outside of Canada and one had never been on a plane before this trip. This trip allowed the girls to experience a new culture, the city, the ocean, volcanic landscapes, and many new foods along with learning from a very high-level coach from the Rush FC Club, which has clubs in 35 states across the USA, and a few players from Canada.

On this trip, we had so many amazing experiences learned much about the Hawaiian culture. On our last evening I asked all the girls about their highlights of the trip and what they learned.

Highlights

- 1) Snorkeling and playing games against Hawaiian teams
- 2) Luau and Snorkeling
- 3) Seeing the coastal shores and scenery while on a trolley tour
- 4) Palm Trees and big animals at the Zoo
- 5) Snorkeling and Soccer Camp
- 6) Hiking and team dinners
- 7) Spending time with the team
- 8) Soccer camp and the Luau
- 9) Watching high level beach volleyball and the second soccer game
- 10) Meeting the friendly people of Hawaii and team laughs
- 11) The first time seeing the beach and then being in the Waikiki Newspaper
- 12) Friday fireworks and the Luau
- 13) Snorkeling and Swimming
- 14) Surfing lessons and seeing new things for the first time
- 15) Bartering at the market and scenery
- 16) Team bonding and teaching bus driver Carrier



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Fort St. James Secondary School

School District No. 91 – Nechako Lakes

P.O. Box 220, Fort St. James, B.C. V0J 1P0

Telephone: 250-996-7126 Fax: 250-996-7708

Learned

- 1) Waikiki was originally marshland and was filled in with sand that came from Australia as a gift for the king.
- 2) Aloha can mean more than just hello
- 3) The traditional Hawaiian language is very literal in places and things
- 4) Vowels don't change and they don't pronounce "r"
- 5) Only 2 actual Volcano's on Oahu. Rest are steam vents
- 6) Pearl Harbor was very informative on the WW2 history
- 7) There only 167 true 100% Hawaiian people left on the planet
- 8) They still honor their prince's and kings from the past
- 9) Very peaceful culture and they are happy to bring outsiders into their Hawaiian family
- 10) They are so connected to the land and sea
- 11) Multiple meanings for words
- 12) Diamond head is not a volcano
- 13) Pass a and receive a soccer ball with your toes up
- 14) Stay calm and balanced when juggling a soccer ball
- 15) The fist white man to arrive was called "No Souls"
- 16) **DON'T** touch or step on Sea Urchins

Again, I want to thank the Regional District for their amazing support of our Athletics program at the school. We have over 130 of our students directly involved in sports and another group that help as volunteers for the games and events that we host.

Sincerely,

James Waddell

Teacher, Coach, Athletic Director



Thank you for your generous support of our Sr. Girls Soccer Team. Our trip to Hawaii at spring break was a huge success. The soccer games and camp were very beneficial and we were able to experience many new activities while in Hawaii. We appreciate your help in making this trip happen.

Sincerely,

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[Faint, illegible text]

Amy Syche Maria Emily
Caiten Amanda
Mckenzie Sarah
Emma Paige
Ella Ella
Grace Ella Kila
Maya

293

Cheryl Anderson

From: Melany Deweerdt
Sent: April 16, 2018 1:25 PM
To: Cheryl Anderson
Subject: FW: Natural Resources Forum BC Society Established

From: Natural Resources Forum BC <info=nrfbc.com@mail67.atl11.rsgsv.net> **On Behalf Of** Natural Resources Forum BC
Sent: April 16, 2018 12:23 PM
To: Melany Deweerdt <Melany.Deweerdt@rdbn.bc.ca>
Subject: Natural Resources Forum BC Society Established

FOR IMMEDIATE RELEASE

April 12, 2018

Natural Resources Forum BC Society Established

Prince George- A newly created Society, consisting of community, regional, and industry

leaders, has been established to support the oversight, management, and operation of future Natural Resources Forum BC conferences ("Forum"). The Society is supported by a growing Board of resource connected individuals and a notice of the directors will be announced at a later date. At this time, the current members of the Society are working on putting forward a Request for Proposals for an Event Coordinator.

"It has been a great honour be a part of and host this event over the past 5 years, and I want to thank everyone involved who has helped build the event into what it is today," said Prince George Mackenzie MLA Mike Morris. "With the addition of our new Society members, the Society has the leaders in place to not only help deliver a successful event in 2019 but to also provide stability for its future in our community and region".

"As British Columbia and Canada continue to provide valuable natural resources to people around the world to help improve their quality of life, our resource industry leaders will continue to benefit from a venue for continued collaboration, growth, innovation and excellence," said Herb Conat, Natural Resources Forum BC Society President. "We look forward to working closely with all levels and parties of government, First Nations leaders, resource and business leaders, and past and future contractors to deliver a fantastic event in 2019 and beyond".

"The Society is mandated to support the resource economy in British Columbia by hosting the Forum not only to provide the sustained benefit of drawing national as well as international attention to the Province, to our region and to the City of Prince George but also to ensure that financial benefits will flow to local charities and organizations in the region." Said Society Vice-President Terry Kuzma. "Based on your feedback at the 2018 Forum, the fees for both exhibitors and delegates will be reduced to ensure everyone can be part of this great event."

Further information surrounding the 2019 BC Natural Resources Forum will be released in the coming weeks. For more information:

Herb Conat

President,

Natural Resources Forum BC Society

250-613-7154

Terry Kuzma

Vice President,

Natural Resources Forum BC Society

250-640-2424

The BC Natural Resource Forum is an annual event, hosted by the sitting Member of the Legislature for Prince George Mackenzie, held in Prince George, BC at the beginning of the year inviting participation of all levels and parties of government, First Nations leaders,

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Our mailing address is:

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The MailChimp logo is displayed in a light gray, rounded rectangular box. The text "MailChimp" is written in a white, cursive script font.

296

geraldine.craven

From: BC Natural Resources Forum
<info=bcnaturalresourcesforum.com@mail212.sea81.mcsv.net> on behalf of BC Natural Resources Forum <info@bcnaturalresourcesforum.com>
Sent: April 19, 2018 12:19 PM
To: inquiries
Subject: Updates and clarifications on the 2019 Forum

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REGIONAL DISTRICT OF
BULKLEY NECHAKO



Ensuring the BC Natural Resources Forum Remains Non-Partisan

We have received multiple inquiries about a Press Release issued Thursday, April 12th by a newly formed organization called the Natural Resources Forum BC Society, created under the direction of MLA Mike Morris. The Society claims that they will be providing the oversight, management and operation of the BC Natural Resources Forum. This is simply not the case. The Annual BC Natural Resources Forum will continue to be guided by a 28+ member non-partisan Host Committee and managed by C3 Alliance Corp., who assumed all management and financial responsibility in 2013.

Last year, after the May 2017 Provincial election when the BC Liberals became the Official Opposition Government, long-term supporters and participants advised C3 Alliance that it was essential the Forum become non-partisan. Liberal MLA Mike Morris officially resigned as Forum Host on July 31, 2017 stating: *"I confirm that I have agreed to step back from taking a lead role,*

in order to ensure a successful outcome for the 2018 forum.” C3 Alliance assumed the role of Host, in addition to all other responsibilities for the Forum, including confirming moderators, speakers and keynotes. To ensure broader input into the event, C3 expanded the Host Committee to include wide representation from First Nations, business and Association leaders to provide new ideas and perspectives for the 2018 Program. The 2018 Forum was highly successful, setting new records with 925 delegates, 47 speakers, 70 tradeshow booths and unprecedented interest and attendance at the five Keynote speaking events.

C3 Alliance remains firmly committed to enhancing and protecting the ongoing success of this event. This includes ensuring that the Forum remains non-partisan and free of any perceived or actual political interference. As we have always done, we will ensure that all past sponsors and exhibitors have first-right-of-refusal, and your placement on all waitlists will be honoured.



Incredible energy and participation at the BC Natural Resources Forum Tradeshow

Updates on the 16th Annual Forum, Jan. 22-24, 2019

Planning for the 16th Annual BC Natural Resources Forum is well underway with the

following advancements:

Host Committee planning:

- 28+ non-partisan representatives have agreed to continue to direct the Forum

Speakers/Moderators:

- Rick Rule, President, Sprott U.S. Holdings Inc. - confirmed as the Banquet Keynote Speaker
- Premier John Horgan invited as a Luncheon Keynote speaker ([Message from the Premier](#))
- Resource Ministers' Breakfast – discussions underway
- Multiple applications to speak have been received (visit our [Speakers webpage](#) to apply)



Contracts and agreements confirmed or underway:

- Prince George Civic Centre booked Jan. 22-24, 2019 (and under contract for 2019 – 2023)
- Prince George hotel room blocks and key airlines agreements under development
- Tradeshow, production service providers, on-line registration, graphic designer agreements in progress

Sponsorships

- First Right of Refusal to the 2018 sponsors has been issued – a wait list for Limited and Exclusive opportunities is available at this time
- National Aboriginal Energy and Power Association will again administer sponsorships

Trade Show

- First Right of Refusal to the 70 exhibitors will be issued by April 25th – a wait list for Trade Show booths is available at this time

Thank you to all our Sponsors and Supporters

We sincerely appreciate all the support we have received over the past 5 years as we have transformed this event from a small, regional MLA-driven Forum of less than 200 delegates in 2013 to a vibrant, respected and nationally relevant conference. The Forum contributed approximately \$2 million to the Northern economy last year, which we are very proud of. Without your support, this incredible event would not be possible!

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Subject:

FW: BC Treaty Commission congratulates parties on initialling Lheidli T'enneh Treaty



BC Treaty Commission  News Update

FOR IMMEDIATE RELEASE

May 5, 2018

BC Treaty Commission congratulates parties on initialling Lheidli T'enneh Treaty

VANCOUVER - Today, the parties of the Lheidli T'enneh negotiations gathered in Prince George to initial the new treaty. The BC Treaty Commission congratulates the Government of Canada, the Government of British Columbia, and Lheidli T'enneh First Nation (LTFN) for their continued commitment to reconciliation through treaty negotiations. A second ratification vote for LTFN will be held in June 2018.

"The negotiating parties sitting down again to update the Lheidli T'enneh Treaty demonstrates a commitment to the relationship developed during negotiations," said Tom Happynook, the Commissioner assigned to the LTFN negotiating table.

The parties first initialled the treaty in 2006. LTFN held a treaty ratification vote in 2007 and membership voted not to accept the agreement. Since that time, the parties have updated the treaty to include new wording enabling the agreement to change as certain key provincial and federal policies for Indigenous Peoples are developed.

"These changes are an important step in making the Lheidli T'enneh Treaty a living document," said Chief Commissioner Celeste Haldane. "It enables Lheidli T'enneh to protect its lands, resources, and self-governance now, and not wait for changes to key government policies for Indigenous Peoples. The First Nation can act now for the betterment of its people without fear of losing out on potential policy changes in the near future."

The Lheidli T'enneh Treaty will provide LTFN with 4,330 hectares of treaty settlement land, approximately 1,183 hectares of which will be located within the City of Prince George. In addition, the First Nation will receive a capital transfer payment of approximately \$37.1 million over 10 years, \$502,000 annually in resource revenue sharing payments for 50 years, and a combination of \$15 million in one-time funding and \$2.29 million in annual funding to support programs and implementation of the treaty.

Quick Facts

- Lheidli T'enneh entered the BC treaty negotiations process in 1993.
- The LTFN negotiating table was the first table to conclude an agreement in principle (2003) and a final agreement (2006).
- Lheidli T'enneh has approximately 440 members, with traditional territory around Prince George, including the Nechako Fraser River basins to the Alberta border.

-30-



FOR MORE INFORMATION:

Odette Wilson / Communications Advisor / owilson@bctreaty.ca / c: 604-290-4059

Mark Smith / Director of Process / msmith@bctreaty.ca

About the BC Treaty Commission

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The Treaty Commission is the independent body responsible for overseeing treaty negotiations among the governments of Canada, BC and First Nations in BC. It has three roles: facilitation, funding, and public information and education. Visit www.bctreaty.ca to learn more about the Treaty Commission.

Connect with #BCTreaty:



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LNG Canada committed to starting construction on project in 2018

By Julie Gordon

VANCOUVER, May 15 (Reuters) - The chief executive of the LNG Canada project on British Columbia's northern coast said on Tuesday that the company was committed to starting construction on the C\$40 billion (\$31.1 billion) liquefied natural gas export project this year.

An investment decision on the terminal was delayed in 2016, due to sagging oil prices that hit cash flows, along with an unfavorable supply-demand outlook, but remains on track for 2018, Andy Calitz said at an LNG conference on Tuesday.

"It didn't make sense in July 2016," he said. "When (our stakeholders) asked the inevitable question, when will you reconsider the FID? Our answer was: We will be in construction in 2018. I reaffirm that commitment today."

Calitz later told reporters that a trade spat over imported fabricated industrial steel components (FISC) was no longer an issue for the project and would not have any impact on an investment decision by the joint venture partners.

LNG Canada had asked Canada's Finance Ministry to exempt it from the 45.8 percent anti-dumping tariffs, which apply to certain FISC components imported from Spain, South Korea and China. LNG trains, most of which are built in Asia, are FISC components.

Calitz did not make clear why the FISC duties were no longer an issue, but said the modules have been contracted and the company has more clarity on the parameters and legal application of the tariffs.

LNG Canada is a joint venture between Royal Dutch Shell Plc, PetroChina Co Ltd, Mitsubishi Corp and Korea Gas Corp. TransCanada Corp will build the pipeline.

(\$1 = 1.2871 Canadian dollars)

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April 23, 2018

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To: Chairs

I am pleased to inform you of the new Premier's Awards for Excellence in Education. Government is proud to recognize the enormous contributions of BC's exceptional teachers, administrators and support staff that are vital to the cultural, economic and social well-being of the province. The Awards recognize all outstanding education professionals who have made exceptional contributions to benefit their school, students, and their communities.

The Awards are open to all education professionals within the BC K-12 public, independent or band school systems. Awards will be given in the following categories:

- Outstanding New Teacher
- Technology and Innovation
- Diversity and Inclusion
- Indigenous Education
- Social Equity
- Community Engagement
- School and District Leadership
- Extra-Curricular Leadership
- Outstanding Support (non-teaching staff)

Nominations are now open and are welcome from all BC citizens, including students, parents, teachers, administrators, trustees and community organizations. The deadline for nominations is June 18, 2018.

For more information on the Awards, including a downloadable poster, please see the Premier's Awards for Excellence in Education website at: <http://www.gov.bc.ca/excellenceineducation>

.../2

307

Thank you in advance for your interest in the Premier's Awards for Excellence in Education and for your assistance in ensuring British Columbia's very best receive the recognition they deserve.

Sincerely,

A handwritten signature in cursive script, appearing to read "Rob Fleming".

Rob Fleming
Minister

Enclosure



EXCELLENCE
IN EDUCATION

Nominations Now Open

Do you know a teacher, administrator, principal, vice-principal or support worker who has made a positive impact on students and your school community?

Education professionals deserve acknowledgement for their dedication to helping students succeed.

Each winner will receive:

- \$3,000 personal bursary for professional learning
- \$2,000 contribution to the winner's school community for professional learning

Nomination deadline: **June 18, 2018**

For nomination info go to:
gov.bc.ca/excellenceineducation



BRITISH
COLUMBIA





INFORMATION BULLETIN

For Immediate Release
2018FLNR0120-000913
May 14, 2018

Ministry of Forests, Lands, Natural Resource Operations
and Rural Development
BC Wildfire Service

Public reminded to be cautious with fire

PRINCE GEORGE – Hot and dry weather is in the forecast for the entire Prince George Fire Centre over the next week, so the BC Wildfire Service is preparing for increased wildfire activity.

Members of the public are urged to be extra cautious with any fire, and report any smoke or wildfires that they see.

Since April 1, 2018, the BC Wildfire Service has responded to 48 fires within the Prince George Fire Centre, all which are believed to have been human-caused. These kinds of wildfires are entirely preventable and divert valuable resources from naturally occurring fires, including those sparked by lightning. With northeast B.C. experiencing unseasonably dry and windy conditions, forests and grasslands in the region are very susceptible to wildfires.

The BC Wildfire Service strongly recommends that anyone who conducted a Category 2 or Category 3 open burn within the last 12 months check the burn site to ensure that the fire was completely extinguished. Some of the wildfires that have occurred this season have been caused by burn piles that were not properly extinguished.

Currently, there is a Category 2 open burning prohibition in effect in the Fort Nelson, Fort St. John and Dawson Creek fire zones. However, this prohibition does not apply to Category 3 fires or campfires that are a half-metre high by a half-metre wide or smaller, or to cooking stoves that use gas, propane or briquettes. Anyone lighting a campfire must maintain a fireguard by removing flammable debris from around the campfire area, and they must have a hand tool or at least eight litres of water available nearby to properly extinguish the fire.

A poster explaining the different categories of open burning is available online:

<http://ow.ly/znnv309kV5>

Anyone planning to do large-scale industrial burning or conduct a grass burn larger than 0.2 hectares (Category 3 fires) anywhere in the Prince George Fire Centre's jurisdiction must obtain a burn registration number ahead of time (at no charge) by calling 1 888 797-1717. Before lighting any fire, residents should check with local government authorities for any other restrictions.

Anyone conducting an open burn (where they are allowed) must check local venting conditions before lighting any fire. If venting conditions in the area are rated "poor" or "fair", Category 2 or Category 3 open burning is restricted. The venting index can be obtained by calling 1 888 281-2992 or by checking online: www.env.gov.bc.ca/epd/epdpa/venting/venting.html

Anyone conducting an open burn must comply with the Wildfire Act and air quality control legislation. It is the responsibility of that individual to ensure that burning is done in a safe manner and in accordance with regulations and any current burning restrictions.

Anyone found in contravention of an open burning prohibition may be issued a ticket for \$1,150, required to pay an administrative penalty of \$10,000 or, if convicted in court, fined up to \$100,000 and/or sentenced to one year in jail. If the contravention causes or contributes to a wildfire, the person responsible may be ordered to pay all firefighting and associated costs.

You can follow the latest wildfire news:

- On Twitter: <http://twitter.com/BCGovFireInfo>
- On Facebook: <http://facebook.com/BCForestFireInfo>

To report a wildfire, unattended campfire or open burning violation, please call 1 800 663-5555 toll-free or *5555 on a cellphone. For up-to-date information on current wildfire activity, burning restrictions, road closures and air quality advisories, call 1 888 3-FOREST or visit: www.bcwildfire.ca

The Prince George Fire Centre extends from the Yukon and Northwest Territories in the north to Tweedsmuir Provincial Park, the Cottonwood River and Robson Valley in the south, and from the Alberta border in the east to the Skeena Mountains in the west.

Learn More:

A factsheet on Open Burning Practices for Farmers and Ranchers is available online: <http://ow.ly/QdGf30jEYBO>

People planning to light an open fire are encouraged to visit the BC Wildfire Service website and consult the FireSmart Homeowner's Manual online: <http://gov.bc.ca/firesmart>

For more information about safe open burning practices, check the BC Wildfire Service website: <http://www2.gov.bc.ca/gov/content/safety/wildfire-status/fire-bans-and-restrictions>

Contact:

Amanda Reynolds
Fire Information Officer
BC Wildfire Service
Prince George Fire Centre
250 565-6129

Connect with the Province of B.C. at: news.gov.bc.ca/connect



INFORMATION BULLETIN

For Immediate Release
2018FLNR0072-000726
April 25, 2018

Ministry of Forests, Lands, Natural Resource Operations
and Rural Development
BC Wildfire Service

Warmer weather prompts outdoor burning precautions

PRINCE GEORGE – With temperatures rising in northern regions of the province, the BC Wildfire Service is encouraging members of the public, and industry personnel, to exercise caution when doing any outdoor burning.

There are currently no open burning prohibitions in effect within the Northwest Fire Centre or Prince George Fire Centre's jurisdiction. However, people wishing to light an open fire must watch for changing weather conditions and follow all burning regulations to help reduce the number of preventable wildfires. They should also take the following precautions:

- Ensure that enough resources are on hand to control the fire and prevent it from escaping.
- Do not burn during windy conditions. Weather conditions can change quickly and the wind may carry embers to other combustible material and start new fires.
- Create an appropriately sized fireguard around the planned fire site by clearing away twigs, grass, leaves and other combustible material, right down to the mineral soil.
- Consider conducting smaller burns around the perimeter of the main fire site before lighting the main fire. This will create a fuel break and help prevent the fire spreading beyond its intended size.
- Never leave a fire unattended.
- Make sure that your fire is completely extinguished, and the ashes are cold to the touch, before you leave the area for any length of time.
- Before conducting any burn, check with the local fire department and local government to find out if any open burning restrictions or bylaws are in effect.

Anyone planning to do large-scale industrial burning, or conduct a grass burn larger than 0.2 hectares (Category 3 fires), must obtain a burn registration number ahead of time (at no charge) by calling 1 888 797-1717. Burn registration numbers are entered in the Open Fire Tracking System, which allows the BC Wildfire Service to track open burning activity throughout B.C.: <http://ow.ly/wlI30jF4cf>

A poster explaining the different categories of open burning is available online: <http://ow.ly/znnv309kIv5>

Anyone conducting an open burn must check local venting conditions before lighting any fire. If the venting conditions in the area are rated "poor" or "fair", Category 2 or Category 3 open burning is restricted. The venting index can be obtained by calling 1 888 281-2992 and is also available online at: www.env.gov.bc.ca/epd/epdpa/venting/venting.html

Anyone conducting an open burn must comply with the Wildfire Act and air quality control legislation. If an open burn escapes and causes a wildfire, the person responsible may be held accountable for damages and fire suppression costs. It is the responsibility of that individual to ensure that burning is done in a safe manner and in accordance with regulations and any current burning restrictions.

The Northwest Fire Centre extends from the Yukon border in the north to Tweedsmuir Provincial Park in the south, and from the Pacific Ocean and Alaska border in the west to just east of Endako.

The Prince George Fire Centre extends from the Yukon and Northwest Territories in the north to Tweedsmuir Provincial Park, the Cottonwood River and Robson Valley in the south, and from the Alberta border in the east to the Skeena Mountains in the west.

You can follow the latest wildfire news on:

- Twitter: <http://twitter.com/BCGovFireInfo>
- Facebook: <http://facebook.com/BCForestFireInfo>

To report a wildfire, unattended campfire or open burning violation, please call 1 800 663-5555 toll-free or *5555 on a cellphone. For up-to-date information on current wildfire activity, burning restrictions, road closures and air quality advisories, call 1 888 3-FOREST or visit: www.bcwildfire.ca

Learn More:

A factsheet on open burning practices for ranchers and farmers is available online: <http://ow.ly/QdGf30jEYBO>

People planning to light an open fire are encouraged to visit the BC Wildfire Service website and consult the B.C. FireSmart Homeowner's Manual: <http://gov.bc.ca/firesmart>

For more information about safe open burning practices, visit the BC Wildfire Service website: <http://www2.gov.bc.ca/gov/content/safety/wildfire-status/fire-bans-and-restrictions>

Contact:

Amanda Reynolds
Fire Information Officer
BC Wildfire Service
778 693-2880

Connect with the Province of B.C. at: news.gov.bc.ca/connect

April 5, 2018

Tweedsmuir Recreation Commission
32015 Ootsa Nadina Road
Burns Lake, BC V0J 1E4

Attention: Heather Anderson
Project Manager

Dear Ms. Anderson:

Subject: Wistaria Hall Foundation
Community Halls and Recreation Facilities Program
Northern Development Project Number 5199 50

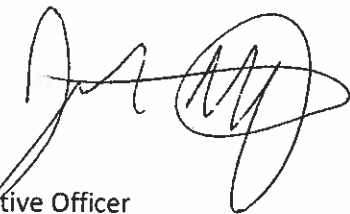
Northern Development exists to stimulate economic growth through strategic and leveraged investments that build a strong and diversified economy in central and northern B.C. Our vision is that Northern B.C. is home to world-class industries, diversified regional economies and growing, energetic communities.

I am pleased to advise you that the Community Halls and Recreation Facilities application from the Tweedsmuir Recreation Commission for the 'Wistaria Hall Foundation' project was approved for a grant up to \$15,000 from the Northwest Regional Development Account on March 16, 2018.

This approval is open for a period of twelve months from the date of approval, within which we expect all funding sources to be secured, a contract entered into with Northern Development and the project commenced. It is important to note that expenditures incurred prior to both parties signing a contract will not be reimbursed.

We wish you every success with your project. We are excited to see how your project will stimulate economic growth and strengthen our region.

Sincerely,



Joel McKay
Chief Executive Officer

c: Melany de Weerd, Chief Administrative Officer, Regional District of Bulkley-Nechako
Mark Fisher, Director, Regional District of Bulkley-Nechako and Regional Advisor, Northwest
Regional Advisory Committee

April 11, 2018

Regional District of Bulkley-Nechako
PO Box 820
Burns Lake, BC V0J 1E0

Attention: Chair Bill Miller

Dear Chair Miller:

Subject: Digital Tourism Asset Development
Marketing Initiatives Program
Northern Development Project Number 5482 50

RECEIVED
APR 17 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO

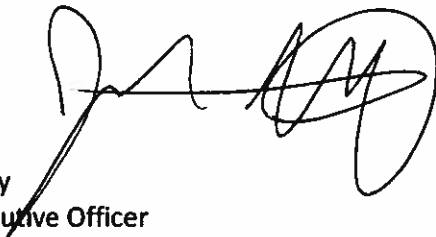
Northern Development exists to stimulate economic growth through strategic and leveraged investments that build a strong and diversified economy in central and northern B.C. Our vision is that Northern B.C. is home to world-class industries, diversified regional economies and growing, energetic communities.

I am pleased to advise you that the Marketing Initiatives application from the Regional District of Bulkley-Nechako for the 'Digital Tourism Asset Development' project was approved for a grant up to \$10,000 from the Northwest Regional Development Account on March 16, 2018.

This approval is open for a period of twelve months from the date of approval, within which we expect all funding sources to be secured, a contract entered into with Northern Development and the project commenced. It is important to note that expenditures incurred prior to both parties signing a contract will not be reimbursed.

We wish you every success with your project. We are excited to see how your project will stimulate economic growth and strengthen our region.

Sincerely,



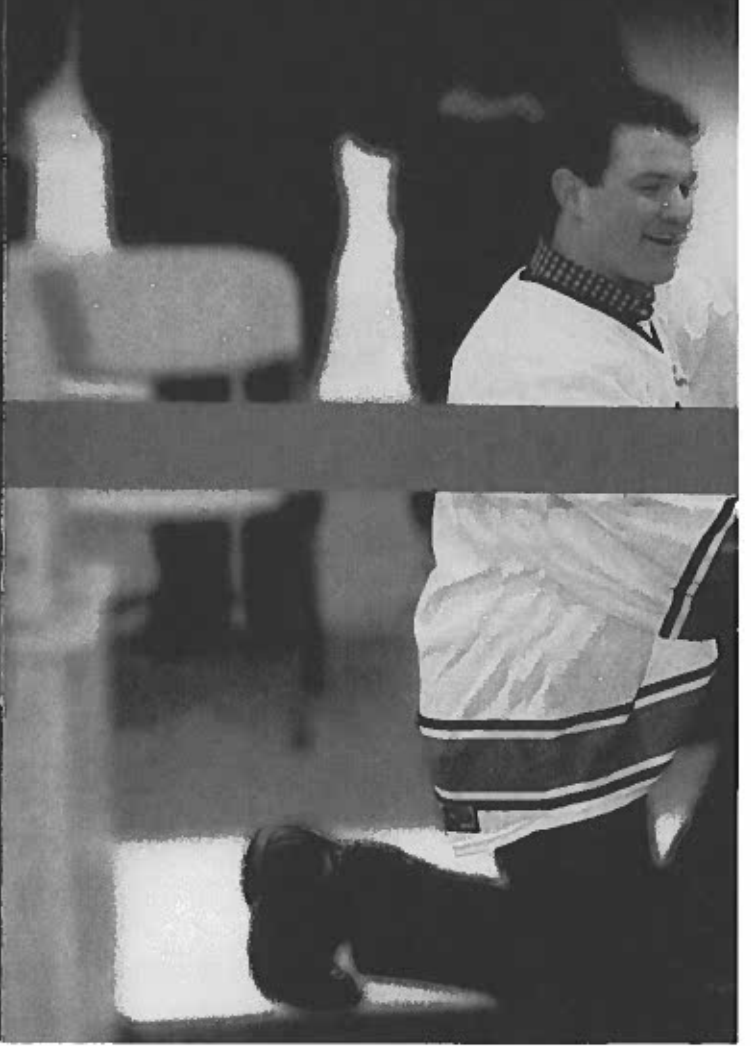
Joel McKay
Chief Executive Officer

- c: Melany de Weerd, Chief Administrative Officer, Regional District of Bulkley-Nechako
Corrine Swenson, Manager of Regional Economic Development, Regional District of Bulkley-Nechako
Mark Fisher, Director, Regional District of Bulkley-Nechako and Regional Advisor, Northwest Regional Advisory Committee

Northern
Development 
INITIATIVE TRUST

You're
Approved!

Now





what?

Community Development Programs:

- Business Facade Improvement
- Capital Investment Analysis
- Community Foundation Matching Grants
- Community Halls and Recreation Facilities
- Community Revitalization
- Economic Diversification Infrastructure
- Marketing Initiatives

Who do I contact?

Finance Department

Northern Development Initiative Trust

Phone: 250-561-2525

finance@northerndevlopment.bc.ca

www.northerndevlopment.bc.ca

Post-Approval Process for Community Development Projects

1. You've been approved

How you'll find out

We will contact you by phone, followed by a formal approval letter by mail.

2. Sign a contract

*Not required for Business Facade Improvement or Community Foundation Matching Grants programs

Collect all information

Before you begin your project please ensure the following information is current and has been collected:

- Approval letters that show the additional funding you need for your project has been secured
- A finalized budget with up to date quotes
- A current project timeline that includes a project start date, completion date, and key milestones
- If applicable, a society incorporation document

Contact our finance team

Once the items are in order, phone our finance team at 250.561.2525 to draft a funding contract.

Sign contract

The contract must be signed by both parties within one year of your approval date. Once the contract has been signed, work can begin on the project and you can begin to incur costs.

3. Receiving the money

Obtain a project reporting form

Email finance@northerndevelopment.bc.ca or call our finance team at 250-561-2525 to have a project reporting form sent to you.

Submit reporting

Email complete reporting form and supporting documentation to finance@northerndevelopment.bc.ca. If you have any questions, give us a call. Don't forget that we reimburse based on the percentage of eligible costs incurred up to the maximum amount. *The percentage and maximum funding are specified in the contract.*

We will process your reporting

We will process your reporting and be sure to contact you if we need any additional information.

We will send you a cheque

Once our team has reviewed and finalized your report, we will let you know that a cheque is coming your way.

4. Keeping us informed

We will send you an annual reporting form

Starting the year you receive your final cheque, we will email you a one page annual reporting form that measures the success of your project.

Submit completed form

Submit your completed annual reporting form to finance@northerndevelopment.bc.ca by the date specified on the form. If you have any questions, give us a call.

Reporting duration

The length of time you will need to report is based on the program you accessed:

- Business Façade Improvement: not applicable
- Capital Investment Analysis: 2 years
- Community Foundation Matching Grants: 2 years
- Community Halls and Recreation Facilities: 3 years
- Community Revitalization: not applicable
- Economic Diversification Infrastructure: 5 years
- Marketing Initiatives: 2 years



NORTHERN SOCIETY FOR
DOMESTIC PEACE

319

3772 1st Ave., P.O. Box 3836
Smithers, BC V0J 2N0

Tel. 250-847-9000 • Fax 250-847-8911
Email: info@domesticpeace.ca
www.domesticpeace.ca

Regional District Bulkley Nechako
Electoral Area A
Box 820,
37 - 3rd Avenue
Burns Lake, BC, V0J 1E0
Melany deWeerd

RECEIVED
MAY 15 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Reporting Stats – Smithers RCMP Victim Assistance Program

Dear Melany and Council,

On behalf of the Northern Society for Domestic Peace enclosed please find quarterly program statistics for the RCMP Based Victim Assistance Program for the month of January, February, and March 2018.

Nicole continues to develop relationships with community and indigenous partners. She has been busy with the Critical Incident Response Team and currently working on coordinating training events for volunteers. We are looking forward to the work ahead and appreciate the District's continued support.

If you should require further information please feel free to call me at 250-847-9000 or Nicole at 250-847-9374.

Regards,

Carol A Seychuk
Executive Director

320

Police-based Victim Assistance Program QUARTER REPORTING STATISTICAL SUMMARY

Program: Smithers PBVS

January, February, March 2018

Brief Service Contact

2
115

Average Active Caseload per/month

CLIENT/INCIDENT INFORMATION

Offence Type

1. Incident Type	
Murder/Manslaughter	1
Attempted Murder	
Robbery	
Abduction/Kidnapping	

Client Type

Primary # Males	7
Primary # Females	32
Other client types	5
*Total Clients	44

0

Where Client Referred From:	
1. Funded VAP	
Police Based	
Specialized	
2. Justice System	
Crown	
Police	34
School/Educational	1
3. Other Referrals	
Community Agency	
Private Practitioners	
Other	4
Self	5
*Total Referrals	44

2. Sexual Assault/Abuse	
Adult/Senior	3
Adult/Senior Survivor	2
Youth	5
Child	2

3. Assault/Abuse	
Partner	4
Senior	
Child	
Other	3
Other Familial	

4. Other Incidents	
Criminal Harassment	
Property Crime	
Threatening	4
Other Crime	1

PROGRAM STAFF	
Staffing Hours	462
Call Out Hours	6
# Other staff Hours	
# Unpaid staff Hours	
# Volunteer Hours	10
*Total Hours	478
(staff and volunteers)	
# Active Volunteers	2

5. Non-CCC Offence Service	
Suicide/Attempted Suicide	3
Missing Persons	
Sudden Death	4
Motor Vehicle Accident	
Natural Disaster	
Other Incident	12
*Total Offence Types	44

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RECEIVED

APR 24 2018

REGIONAL DISTRICT OF
BULKLEY NECHAKO

April 23rd, 2018

Community Energy Association
Suite 326 - 638 West 7th Avenue
Vancouver, BC, V5Z 1B5

Title of initiative: Highway 16 Electric Vehicle Charging Network Collaboration
Application number: MCIP 15769

Dear Dale,

On behalf of the FCM's Executive Committee, I would like to congratulate the Community Energy Association on its successful funding application for the above-noted initiative in relation to the Municipalities for Climate Innovation Program (MCIP). It is my pleasure to confirm that the Community Energy Association has been approved for a grant in the amount of up to \$125,000.

In the near future, Israël Poirier will contact the Community Energy Association to finalize the agreement for this funding. FCM's obligation to fund the above-noted initiative will only become binding once the agreement is signed.

Public announcements regarding MCIP-funded initiatives are overseen by FCM in partnership with the Government of Canada. An FCM communications officer will contact the Community Energy Association to discuss the process for a public announcement. Until that time, before making any public statements related to the status of the application process for MCIP funding, please contact us at 613-907-6208 or by e-mail at programs@fcm.ca.

Thank you for your interest in MCIP. We look forward to working with you to improve the quality of life in your community, and to sharing the results of your initiative with communities across Canada.

Sincerely,

Jacquelyn Taylor
Manager, Funding | Municipalities for Climate Innovation Program - MCIP

JT:IP:db

**President
Présidente**

Jenny Gerbasi
Deputy Mayor
City of Winnipeg, MB

**First Vice-President
Première vice-présidente**

Sylvie Goneau
Conseillère
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**Past President
Président sortant**

Clark Somerville
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Regional Municipality
of Halton, ON

**Chief Executive Officer
Chef de la direction**

Brock Carlton
Ottawa, ON

10, rue Rideau Street,
Ottawa, Ontario

**Mailing address/
adresse postale**

24, rue Clarence Street,
Ottawa, Ontario K1N 5P3

T 613-241-5221
F 613-241-7440

www.fcm.ca



322

RECEIVED

MAY 15 2018

Geraldine Craven

From: FCM Connect <fcm.connect@fcm.ca>
Sent: May 15, 2018 9:04 AM
To: inquiries
Subject: Funding announcement | Climate Adaptation Maturity Scale | Sustainable neighbourhoods

REGIONAL DISTRICT OF
BULKLEY NECHAKO

FCM Connect | May 15, 2018

f in t v



FCM invests new funding in cities and communities across Canada

Canadian municipalities are building more resilient and sustainable communities thanks to funding from FCM's Green Municipal Fund and Municipal Asset Management Program.

By investing \$3 million in 50 municipalities, the funding will help communities to:

- Implement some of the most advanced green solutions in the country
- Reduce greenhouse gas emissions
- Support local priorities, such as improving public transit, saving energy, and better waste management practices

[Read the news release.](#)

Assess your community's climate adaptation progress

Is your municipality being impacted by climate change through events such as permafrost melt, flooding, wildfires and extreme temperatures? Are you looking for tools to help you assess your community's progress as you anticipate or respond to these challenges? Assess your current practices and track improvement using FCM's Climate Adaptation Maturity Scale.

Download and complete the scale to measure your progress as you develop and implement a local adaptation plan, or incorporate climate change risk planning into your asset management and municipal plans. This tool, developed through FCM's Municipalities for Climate Innovation Program, is for Canadian communities and cities of all sizes working to adapt to climate change at any stage.

[Download the Climate Adaptation Maturity Scale.](#)

Guidebook: Sustainable neighbourhood development

Read our guidebook to discover strategies that can help your municipality create sustainable neighbourhoods — dense, walkable, mixed-use communities. Learn how financial incentives, supportive policies and contracting requirements can help drive sustainable development. With a step-by-step checklist, practical resources and successful Canadian examples, the guide has the tools you need to support sustainable development.

[Read the guidebook today.](#)

Programs are delivered by FCM and funded by the Government of Canada.

Find us: [f](#) [in](#) [t](#) [v](#)

FCM

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24 Clarence Street, Ottawa, Ontario K1N 5P3 | T. 613-241-5221 | F. 613-241-7440

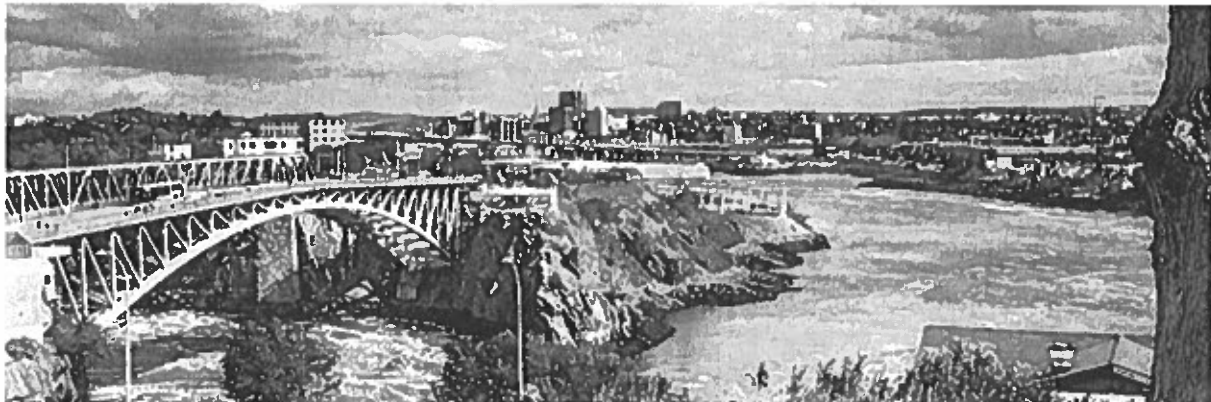
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To opt-out, follow this link: [Unsubscribe](#) | [Privacy Policy](#)
[View email in your browser](#)

geraldine.craven

From: FCM Connect <fcm.connect@fcm.ca>
Sent: April 17, 2018 6:54 AM
To: inquiries
Subject: Transition 2050 | Meet PCP's Local Climate Change Heroes | Update on the Global Covenant of Mayors in Canada

FCM Connect | April 17, 2018

f in t v



Support for municipalities to reach their 2050 carbon reduction targets

When neighbouring communities work together, they can better achieve their climate goals. Our new Transition 2050 grants will provide training, peer-learning, knowledge resources and support to not-for-profit organizations working with municipalities trying to reach their carbon reduction targets.

With our grants, partner organizations will be able to:

- Lead peer-learning and training for at least five or more municipalities working towards similar carbon reduction goals and projects
- Help cities and communities identify opportunities to lower their carbon emissions through planning and strategies
- Support the implementation of projects that move municipalities closer to their carbon emissions goals

- Build a network sharing similar **2050** challenges and solutions in addressing existing carbon reduction efforts

[Learn more about Transition 2050 today.](#)

Get to know PCP's Local Climate Change Heroes

From award-winning energy management programs to climate adaptation planning, members of the [FCM-ICLEI Partners for Climate Protection \(PCP\)](#) program are driving positive change across the country. Our interview series featuring PCP's Local Climate Change Heroes brings this network of leaders in environmental protection together.

Read the interviews to see how you can benefit from their knowledge and experience.

[Start reading.](#)

Update on the Global Covenant of Mayors in Canada

FCM and the Global Covenant of Mayors for Climate and Energy (GCOM) are working together to define how the Global Covenant will be delivered in Canada.

We are currently in discussions with domestic partners on this initiative. Key considerations include:

- Ensuring the approach builds on the experience of the PCP program and the Global Covenant of Mayors global framework
- Agreeing on expectations relating to progress on climate change adaptation
- Minimizing additional reporting requirements for Canadian municipalities

FCM, ICLEI Canada and GCOM are developing a process for PCP members and other Canadian municipalities to join the Global Covenant. More information will be shared as it becomes available.

[Read the full statement.](#)

Programs are delivered by FCM and funded by the Government of Canada.

Find us: [f](#) [in](#) [t](#) [v](#)

FCM

326

geraldine.craven

From: FCM Connect <fcm.connect@fcm.ca>
Sent: April 16, 2018 7:36 AM
To: inquiries
Subject: Register for local asset management training opportunities

FCM Connect | April 16, 2018

f in t v

FCM Connect

Update

Access local training to help you make better infrastructure decisions

Are you interested in accessing asset management training opportunities that are close to home and specific to your community's needs? Improve your asset management knowledge, at any stage, by signing up for one of the learning events offered by our partner organizations.

Healthy infrastructure assets like roads, buildings and waste water systems, are critical for building long-term quality of life in Canadian cities and communities of all sizes. Based on practical knowledge, local asset management training will help your municipality make better infrastructure investment decisions.

Sessions are available online and in person across the country. No matter where you're starting from, you'll learn more about effective asset management practices and how they can benefit your community.

Below is a list of upcoming webinars, workshops and training events. Click on the event name to learn more and register.

All regions

[Pourquoi se préoccuper de la gestion des actifs municipaux? Module 1 - En ligne](#)

Online training

Cost: Free

Available at all times

Offered by the Fédération québécoise des municipalités

Available in French only

Asset Management: The Strategic Basics (one-day; for elected officials)

Workshop

Cost: Free

April 17: Vermillion, AB

April 25: Spruce Grove, AB

Offered by the Rural Municipalities of Alberta (RMA) / Alberta Urban Municipalities Association (AUMA) / Infrastructure and Asset Management Alberta

Available in English only

Managing Assets for Sustainable Communities: A CIP Training Series

Workshop

Cost: Free

April 27: Edmonton, AB

Offered by the Canadian Institute of Planners

Available in English only

It's got teeth but doesn't bite: Developing and implementing an effective AM policy (half-day; for elected officials)

Workshop

Cost: Free

May 2: Westlock, AB

Offered by the Rural Municipalities of Alberta (RMA) / Alberta Urban Municipalities Association (AUMA) / Infrastructure and Asset Management Alberta (IAMA)

Available in English only

Asset Management: The Technical Basics (2-day; for municipal staff)

Workshop

Cost: Free

May 3-4: Leduc, AB

May 8-9: Vermillion, AB

May 24-25: Grand Prairie, AB

May 30-31: Lethbridge, AB

Offered by the Rural Municipalities of Alberta (RMA) / Alberta Urban Municipalities Association (AUMA) / Infrastructure and Asset Management Alberta (IAMA)

Available in English only

Weathering the Storm: Asset Management and Climate Change (half day; for elected officials)

Workshop

Cost: Free

May 15: High River, AB

Offered by the Rural Municipalities of Alberta (RMA) / Alberta Urban Municipalities Association (AUMA) / Infrastructure and Asset Management Alberta (IAMA)

Available in English only

RISK: How asset management can help (half-day; for elected officials)

Workshop

Cost: Free

May 23: Camrose, AB

Offered by the Rural Municipalities of Alberta (RMA) / Alberta Urban Municipalities

Association (AUMA) / Infrastructure and Asset Management Alberta (IAMA)

Available in English only

Boring until it is broken: Engaging the public in infrastructure and asset management (half-day; for elected officials)

Workshop

Cost: Free

May 29: Strathmore, AB

Offered by the Rural Municipalities of Alberta (RMA) / Alberta Urban Municipalities Association (AUMA) / Infrastructure and Asset Management Alberta (IAMA)

Available in English only

British Columbia

Managing Assets for Sustainable Communities: A CIP Training Series

Workshop

Cost: Free

May 31: Victoria, BC

Offered by the Canadian Institute of Planners

Available in English only

Manitoba

Introduction to Asset Management

Workshop

Cost: Free

April 30: Stonewall, MB

May 1: Steinbach, MB

May 2: Portage de la Prairie, MB

May 7: Dauphin, MB

May 8: Onanole, MB

May 9: Brandon, MB

May 11: Thompson, MB

Offered by the Association of Manitoba Municipalities

Available in English only

New Brunswick

Managing Assets for Sustainable Communities: A CIP Training Series

Workshop

Cost: Free

April 19: Bouctouche, NB

Offered by the Canadian Institute of Planners

Available in English only

Analyse des coûts, établissement des priorités et planification financière liée à la gestion des actifs

Workshop

Cost: \$50

April 26: Edmundston, NB

May 1: Campbellton, NB

May 2: Caraquet, NB

May 3: Bouctouche, NB

Offered by the Association francophone des municipalités du Nouveau-Brunswick

Available in French only

One-Day Asset Management Awareness Workshop

Workshop

Cost: \$95

May 27: Fredericton, NB

Offered by the Canadian Network of Asset Managers

Available in English

Northwest Territories

NWT Asset Management Conference

Conference

Cost: Free for two representatives per community

May 24-25: Yellowknife, NWT

Offered by NWT Association of Communities

Available in English only

Nova Scotia

Managing Assets for Sustainable Communities: A CIP Training Series

Workshop

Cost: Free

April 17: Truro, NS

Offered by the Canadian Institute of Planners

Available in English only

Ontario

Introduction to Asset Management: A Workshop for Elected Officials

Workshop

Cost: \$25

May 3: Sudbury, ON

May 23: Dryden, ON

Offered by the Ontario Good Roads Association

Available in English only

Introduction to Asset Management: A Workshop for Elected Officials

Webinar

Cost: \$25

April 17, 30; May 1, 16, 24: Ontario

Offered by the Ontario Good Roads Association

Available in English only

Workshop: Complying with Ontario's New Asset Management Regulation

Workshop

Cost: Free

April 23: Clinton, ON

Offered by Asset Management Ontario (AMONTario)

Available in English only

Asset Management Planning Training Workshop for Small Municipalities
Workshop

Cost: Free

May 9: Eganville, ON

May 31: Erin, Ontario

Offered by WaterTAP Ontario

Available in English only

Managing Assets for Sustainable Communities: A CIP Training Series
Workshop

Cost: Free

May 9: Trenton, ON

Offered by the Canadian Institute of Planners

Available in English only

Asset Management 101: The Case for Asset management
Workshop

Cost: Free

April 24: Sudbury, ON

May 3: Kenora, ON

Offered by Ontario Society of Professional Engineers

Available in English only

One-Day Asset Management Awareness Workshop
Workshop

Cost: \$95

May 14: Windsor, ON

Offered by the Canadian Network of Asset Managers

Available in English

Prince Edward Island

Managing Assets for Sustainable Communities: A CIP Training Series
Workshop

Cost: Free

April 18: Charlottetown, PEI

Offered by the Canadian Institute of Planners

Available in English only

Québec

One-Day Asset Management Awareness Workshop
Workshop

Cost: \$95

April 30: Montréal, QC

Offered by the Canadian Network of Asset Managers

Available in French

Managing Assets for Sustainable communities: A CIP Training Series

Webinar

Cost: Free

May 14: Québec

Offered by the Canadian Institute of Planners

*Available in English and French*La gestion des actifs : Éveil aux concepts de base reconnus

Workshop

Cost: Free for two representatives per municipality

May 28: Gatineau, QC

Offered by the Centre d'expertise et de recherche en infrastructures urbaines

*Available in French only*Atelier sur le financement et la gestion intégrée des infrastructures

Workshop

Cost: Free

April 26: Amos, QC

May 29: Gatineau, QC

June 7: Saguenay, QC

Offered by the Union des municipalités du Québec

*Available in French only***Saskatchewan**Aging infrastructure in Saskatchewan is a major challenge

Webinar

Cost: Free

April 23: Saskatchewan

Offered by Asset Management Saskatchewan

*Available in English only***Find out more about our training partners**

Training is offered by the 23 partner organizations of FCM's *Municipal Asset Management Program*. The organizations will deliver more than 60 asset management training activities across Canada by June 2018. To learn more about events happening in your region, visit FCM's partner organizations webpage.

These initiatives are available through the Municipal Asset Management Program, which is delivered through the Federation of Canadian Municipalities and funded by the Government of Canada.

Find us:    

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Wendy Wainwright

From: Melany de Weerd
Sent: Monday, May 14, 2018 9:24 AM
To: Wendy Wainwright
Cc: Cheryl Anderson
Subject: FW: FCM Voice May 14: Cannabis | Tools for Tomorrow's Canada | Historic friendship agreement in Nova Scotia | more

Follow Up Flag: Follow up
Flag Status: Flagged

Correspondence for agenda

From: FCM Communiqué <communiqué@fcm.ca>
Sent: May 14, 2018 9:21 AM
To: Melany de Weerd <melany.deweerd@rdbn.bc.ca>
Subject: FCM Voice May 14: Cannabis | Tools for Tomorrow's Canada | Historic friendship agreement in Nova Scotia | more

FCM NEWS | May 14, 2018

f in t d

Voice

Canada's Voice of
Municipal Government



Cannabis legalization is coming: we can help

With cannabis set to become legal in the coming months, the issue is still making news and is Municipal Guide to Cannabis Legalization, expanding on key challenges and offering policy options for municipalities.

We want to hear from you. Has the guide been useful as you approach cannabis legalization in your community? What is the top issue that you are hearing about from residents? Join the conversation on Twitter – tag us (@FCM_online) and use the #CDNmuni hashtag.

IN THIS ISSUE

- AC 2018: Tools for Tomorrow's Canada
- CEDI: Historic friendship agreement signed in Nova Scotia
- Upcoming webinar: Unlocking the power of diverse women in politics
- Making municipal progress "the new normal"
- Message from FCM corporate partner: Mitsubishi

AC 2018: Tools for Tomorrow's Canada

Municipalities are nation-builders. FCM's Annual Conference and Trade Show is the place for municipal leaders to get, share and reimagine tools to help them do what they do best: build livable, inclusive and sustainable communities. Our 20-workshop selection will help you engage in the right discussions and reflections to advance your municipality's priorities. Take a look at our full program and workshop descriptions now available online — and see why almost 2,000 municipal leaders have already chosen to join us in Halifax, May 31-June 3.

Nova Scotia's Paqtnkek First Nation and Antigonish County sign historic friendship agreement

On May 5, Chief Paul Prosper of Paqtnkek Mi'kmaw Nation and Warden Owen McCarron of the Municipality of the County of Antigonish signed a friendship agreement. This represents a significant step on the journey towards reconciliation in Nova Scotia. Paqtnkek and Antigonish are participants in FCM's First Nations-Municipal Community Economic Development Initiative, co-implemented by FCM and Cando. Read more about the signing.

Upcoming webinar: Unlocking the power of diverse women in politics

Join our Diverse Voices for Change initiative's upcoming webinar: Unlocking the power of diverse women in politics. Taking place on May 16 from 12-1:30 p.m.

(EDT), our panel discussion features women from diverse backgrounds who hold elected office. They will discuss their efforts to change the face of leadership at the municipal level. [Register today.](#)

Making municipal progress “the new normal”

FCM has a track-record of results, like securing the permanent federal Gas Tax Fund. In Election 2015, we helped catapult municipal priorities onto the national stage like never before. Since then — together — we’ve kept them there, with game-changing federal investments and historic levels of influence.

With Election 2019 on the horizon, we need to keep municipal priorities front and centre, instead of seeing federal parties move on. That’s why FCM’s Board has approved a Special Advocacy Fund to drive our biggest effort ever: an intensive, multi-faceted campaign targeting every federal party. Election 2019 is a vital opportunity to make municipal progress “the new normal.” We need to seize it. Learn more at fcm.ca/advocacyfund.

Message from FCM corporate partner: Mitsubishi

Stop by the [Mitsubishi](#) booth at this year’s FCM Annual Conference and Trade Show to see and “test drive” the new Outlander PHEV (Plug-In Hybrid Electric Vehicle). The fusion of technologies PHEV provides includes environmental responsibility, efficiency, the quietness of an electric vehicle, superior performance with the handling of Super-All Wheel Control (S-AWC) and the practicality and spaciousness of a Sport Utility Vehicle (SUV).



FCM Tweets

- **May 9:** This year’s [#FCM2018AC](#) President’s Forum will celebrate women in leadership! Join [@catherinejclark](#) for a panel discussion about the tools women bring to the table & why we support them in leadership to build tmrw’s Canada. <http://bit.ly/PresForumAC> [#CDNmuni](#)
- **May 9:** Tune in on Friday, May 11 for Diverse Voices for Change’s webinar: “Road to Municipal Elections 2018: Countdown Continues” <http://bit.ly/2raEDzI> Featuring [#CDNmuni](#) experts like: [@Chris_Fonseca3](#), [@HopeforWard2](#), [@cswc](#), [@Jillian_LeBlanc](#), [@npeckford](#), [@equalvoiceca](#)
- **May 5:** Municipal priorities are being propelled onto the nat’l agenda like never before. FCM’s Annual Conference [#FCM2018AC](#) is your chance to

build on our historic gains & make the most of new tools to strengthen your #CDNmuni. <http://bit.ly/FCMprogram>

- **May 5:** Congratulations to [@PaqtnkekFN](#) and [@AntigonishCo](#) on signing an historic Friendship Accord, committing to working together as friends and neighbors on issues of mutual benefit. [#reconciliation](#)



Find us: [f](#) [in](#) [t](#) [v](#)



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From: FCM Communiqué <communiqué@fcm.ca>
Sent: April 16, 2018 7:22 AM
To: geraldine.craven
Subject: New! Municipal Guide to Cannabis Legalization

April 16, 2018

f in t v



New! Municipal Guide to Cannabis Legalization

The nationwide legalization of non-medical cannabis by the summer of 2018 presents major challenges for all orders of government.

Our cities and communities, after all, are the places where non-medical cannabis will be legally sold and consumed.

Getting this right is a big job. That's why today we are launching the [Municipal Guide to Cannabis Legalization](#).

FCM worked with legal, land-use planning and policy experts to develop a roadmap for how municipalities might choose to adapt, develop and enforce bylaws in domains ranging from land use management to business regulation to public consumption. We offer policy options and corresponding suggestions for changes to local rules and by-laws.

All of this is designed to help you ~~do~~ ^{3.88} do best: protect and strengthen your communities as sustainably and durably as possible.

Follow us on [Twitter](#) and [Facebook](#) and help us get the guide into the hands of the people who will use it.

Sincerely,

Jenny Gerbasi
Deputy Mayor of Winnipeg
President, FCM

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geraldine.craven

From: FCM Communiqué <communiqué@fcm.ca>
Sent: April 16, 2018 6:02 AM
To: inquiries
Subject: FCM Voice April 16 : Mental Health and Cities Summit | AC 2018: Tools for tomorrow's Canada | Global Covenant of Mayors in Canada | more

FCM NEWS | April 16, 2018

f in t y

Voice

Canada's Voice of
Municipal Government



Mayors gather to find solutions to mental health crisis

Local governments are on the front lines of Canada's unmet mental health needs. This reality is straining our residents, neighbourhoods, services and budgets. That's why

on Monday, members of FCM's Big City Mayors' Caucus gathered in Toronto for the Mental Health and Cities Summit.

The summit brought together politicians, academics, front-line practitioners, employers, and those who see and feel the impact of mental health in their communities every day. Toronto Mayor John Tory's op-ed in the Toronto Star emphasized that all orders of government must work together to improve mental health for Canadians in every part of the country.

IN THIS ISSUE

- AC 2018: Tools for tomorrow's Canada
- Update on the Global Covenant of Mayors in Canada
- Message from FCM corporate partner: Microsoft

AC 2018: Tools for tomorrow's Canada

FCM's 2018 Annual Conference and Trade Show, the largest gathering of elected municipal officials in Canada, is just around the corner! This is your chance to learn, share and explore the tools municipal leaders need to build tomorrow's Canada.

Would you like to make your trip a family affair? Take advantage of FCM's child care services for your little ones during the conference.

The descriptions of our plenaries and workshops will be online soon, so check back with our program. See you in Halifax, May 31 to June 3!

Update on the Global Covenant of Mayors in Canada

FCM and the Global Covenant of Mayors for Climate and Energy (GCOM) are working together to define how the Global Covenant will be delivered in Canada. We are currently in discussions with domestic partners on this initiative.

FCM, ICLEI Canada, and the GCOM are developing a process for PCP members and other Canadian municipalities to join the Global Covenant.

[Read FCM's statement on the Global Covenant of Mayors to learn more.](#)

Accelerating the digital transformation of smart communities

To address challenges such as competition for talent and business investment, as well as aging populations, municipalities must pursue Smart City initiatives. This IDC Research Report, sponsored by



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Microsoft, outlines key considerations and a roadmap on the processes, platforms, talent and governance that are vital to accelerate and scale Smart City transformation.

FCM Tweets

- **Apr 9:** Mayor [@JohnTory](#) has championed the issue of mental health at FCM's Big City Mayors' Caucus table. We will continue to explore how we build healthy & resilient communities—the kinds of [#CDNmuni](#) that can support people on their paths to good mental health. [#HeadsUpCanada](#) [#TOpoli](#)
- **Apr 9:** Tackling the mental health crisis in partnership with all levels of gov't is a priority for cities, who are already working to promote affordable housing & prevent opioid overdoses and deaths. [#HeadsUpCanada](#) [#CDNmuni](#) [#TOpoli](#)
- **Apr 10:** New plenaries, workshops, industry-led seminars & networking opportunities coming to this year's FCM Annual Conference [#FCM2018AC](#) in beautiful [#Halifax!](#) Only 3 days left to get the best registration rate: <http://bit.ly/FCMprogram> [#CDNmuni](#)



2018 Annual Conference
and Trade Show

Tools for Tomorrow's Canada

MAY 31 - JUNE 3 | HALIFAX, NS

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NEWS RELEASE

For Immediate Release
April 30, 2018

Tele-PICU connects northern pediatric patients with specialist care

A year-long collaboration between BC Children's Hospital and Northern Health is improving access to specialist care for young patients in Terrace, closer to home.

Child Health BC's tele-pediatric intensive care unit (tele-PICU), is a mobile cart that allows staff at Mills Memorial Hospital to connect with specialists at BC Children's through real-time, two-way videoconferencing. In November 2017, Terrace became the second Northern Health site and one of nine sites provincially to join the tele-PICU initiative.

"The partnership between the Provincial Health Services Authority and Northern Health are positioning B.C. as a leader in providing innovative health-care solutions for vulnerable patients in their communities," said Health Minister Adrian Dix. "I'm glad to see this work progressing and the youngest patients now receiving the highest quality care comfortably in their home community."

In March 2018, tele-PICU enabled clinical teams at BC Children's to work with Mills Memorial care providers to assess a young patient. Using high resolution cameras and clinical procedures, the two sites worked together to care for the patient.

"Having access through tele-PICU to BC Children's Hospital in real time gave me the confidence to manage the patient within my own community," said Dr. Zaneta Lim, a pediatrician at Mills Memorial Hospital. "During a medically complex situation, I felt empowered and supported, and I believe the staff and family felt the same."

This particular collaboration helped ensure the patient was stabilized and able to remain in Terrace for treatment. Through tele-PICU, BC Children's assured Mills Memorial staff that the patient was stable enough to stay in the community, further eliminating the need for the patient to be transferred to a different location.

"Through tele-PICU, a seriously ill child and their local health care team can immediately access pediatric intensive care sub-specialists. When a child does not need to be transferred to BC Children's, their family face fewer burdens such as

travel costs and time away from work,” said Dr. Maureen O'Donnell, executive director, Child Health BC, BC Children's Hospital. “Tele-PICU also provides a valuable connection between health care providers to share knowledge and best practices.”

Tele-PICU is part of Child Health BC's Children's Virtual Care initiative that integrates tele-health and other technologies to enhance services to children throughout BC. These sites include technology and tele-health equipment as well as equipment to support pediatric visits with trained nurses and support staff.

The University Hospital of Northern BC in Prince George is part of the tele-PICU initiative and Child Health BC and Northern Health continue to create awareness to better serve seriously ill children in the north.

Media Contacts:

Northern Health:

NH media line – 877-961-7724

BC Children's Hospital:

Cara Christopherson, Communications Officer – 604-875-3560

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RECEIVED

MAY 01 2018

Geraldine Craven

REGIONAL DISTRICT OF
BULKLEY NECHAKO

From: Andy Shadrack <ashadra@telus.net>
Sent: May 1, 2018 3:46 PM
To: Carol Leclerc; mayor@mcbride.ca; porteous@endingviolence.org; Gerry Thiessen; bigjohn4@telus.net; Lee Brain; RD of Fraser-Fort George; CFO Peace River RD; Kitimat-Stikine RD; justask@northernrockies.ca; richard.cannings@parl.gc.ca; traymond@fvr.ca; cnewsom@gochetwynd.com; CAO Village of Midway; Todd.Doherty@parl.gc.ca; dwalsh@kamloops.ca; mayor@kamloops.ca; City of Dawson Creek; City of Fort St. John; admin@oliver.ca; smckortoff@osoyoos.ca; jlightfoot@lytton.ca; Bud Smith; Village of Clinton; info@ncrdbc.com; 'ubcm@'; 'ed@'; 'Wayne.Stetski.C1A@'; Michelle.Mungall.MLA@leg.bc.ca; gladysatrill@gmail.com; info@nelsonseniors.ca; info@fortnelsonchamber.com; fsjwrs@telus.net; RD of Okanagan-Similkameen; rob11gay@gmail.com; gdwilkie@cyberlink.bc.ca; wndbooth@gmail.com; s.janewalter@gmail.com; arichmond@cariboord.ca; mcampsall@cariboord.ca; bsimpson@cariboord.ca; rwilliam@cariboord.ca; Shaely Wilbur; Lorraine Gerwing; Pat Crook; Mayor Lyn Hall; RD of Central Kootenay; RD of Okanagan-Similkameen; inquiries; Taylor Bachrach; mark.parker@penticton.ca
Cc: Louise Gmail; Aimee Watson; Dana Burgess; Bob Adams; Bruce Gardave; Charlene Bondroff; Corrine Younie; Dan Danforth; Diane Lockwood; Elizabeth Brandrick; Frank Beresford; Gerry Tennant; Linda Martin; Lynda Beddow; Michael Dailly; Pegasus McGauley; Ramona Faust; Randi Jensen; Sandra Rempel; Sharman Thomas; Tom Newell; Valerie Warmington; Vickie Fitzpatrick; Walter Popoff
Subject: Fwd: 256-17 Greyhound Canada Transportation ULC - Reconsideration
Attachments: Transmittal letter-recon.pdf; Chair Decision Memo1.pdf

From: "Passenger Transportation Board TRAN:EX" <ptboard@gov.bc.ca>
To: "ashadra@telus.net" <ashadra@telus.net>
CC: "DBLAIR@mccarthy.ca" <DBLAIR@mccarthy.ca>, "Haywood, Steven TRAN:EX" <Steven.Haywood@gov.bc.ca>
Subject: 256-17 Greyhound Canada Transportation ULC - Reconsideration
Date: Tue, 1 May 2018 21:50:14 +0000

Dear Mr. Shadrack:

Please find attached the Board's decision regarding your reconsideration request.

Thank you,

Jane

Jane Morris
Research and Administrative Coordinator
Passenger Transportation Board
Ph: 250.953-3777 || Fax 250-953-3788

P Please consider the environment before printing this email.

345



TRANSPORTATION BOARD 202- 940 BLANSHARD STREET • PO BOX 9850 STN PROV GOVT • VICTORIA BC V8W 9T5

May 1, 2018

Mr. Andy Shadrack
Box 484
Kaslo, BC V0G 1M0

Via e-mail: ashadra@telus.net

Dear Mr. Shadrack:

Re: Passenger Transportation Application 256-17 (Reconsideration Request)

On March 26, 2018 you asked the Board reconsider its decision on Application 256-17 based on an error in Board procedures. The Board considered your request.

The panel for the reconsideration has determined that grounds for reconsideration were not met.

Therefore, the Board will not reconsider its decision.

Attached is a copy of the Board's decision. We will post this decision on the [Greyhound](#) application webpage on May 2, 2018.

Yours sincerely,

A handwritten signature in black ink, appearing to read "Jan Broocke".

Jan Broocke
Director

Attachments

cc: Greyhound Canada Transportation ULC
c/o David F. Blair, Partner
McCarthy Tétrault LLP

cc: Steven Haywood, A/Registrar, Passenger Transportation Branch

To: Jan Broocke
Director to the Board

Date: April 30, 2018

From: Catharine Read
Chair

Re: **Reconsideration Request: Application 256-17 (Greyhound Transportation Canada ULC)**

Andy Shadrack (the "Requestor") asks the Passenger Transportation (PT) Board to reconsider the above noted application pursuant to section 21(4)(b) [error in procedure] of the *Passenger Transportation Act*.

The Requestor is asking the Board to vary its decision and change implementation dates on many routes that will be eliminated or face reduced minimum route frequencies (MRF) to June 1, 2019.

The Board has also received letters supporting the reconsideration request from some local governments and community agencies.

On March 27, 2018, PT Board staff wrote to counsel for Greyhound Canada Transportation ULC, ("Greyhound") with respect to the reconsideration request, including third party letters of support, and invited comments from Greyhound on whether the grounds for reconsideration were met. Greyhound's comments were received on April 6, 2018.

I. Application #256-17 and Board Decision

Greyhound sought the Board's approval to:

- 1) eliminate nine routes and three route segments;
- 2) reduce minimum route frequency to 4 trips weekly (2 in each direction) on 10 routes; and
- 3) eliminate some route points on 8 of the 10 remaining routes.

The PT Board approved the application and established notice requirements. These are set out in the table on the next page.

Route or Route Points	PT Board Decision	Notice Required																																								
Y: Victoria - Vancouver	1. Approved – Immediate Elimination	None																																								
S2: BC Endowment Lands – Whistler T: Victoria-Nanaimo	2. Approved – Immediate Elimination	7 days																																								
K: (Prince George – Fort St. James)	3. Approved (a) Elimination as of June 1, 2018	14 days																																								
I1: (Dawson Creek – Fort Nelson) I2: (Fort Nelson – Yukon Border) J: (Dawson Creek – Prince George) L1: (Prince Rupert – Prince George) L2: (Prince George – Alberta Border [at Highway 16]) B1: (segment) Highway 97 between Highways 1 (near Monte Creek) & 97 (north of Vernon) C: (segment) Hope -Kaleden Junction (via Highways 3 & 3A) E: (segment) Cache Creek – Hope (Fraser Canyon area via Highway 1)	4. Approved (a) Elimination as of June 1, 2018 (b) Immediate reduction in minimum route frequency	(a) 14 days (b) 7 days																																								
<table border="0"> <tr> <td>A1</td> <td>West Louise Lodge</td> <td>E2(b)</td> <td>Laidlaw</td> </tr> <tr> <td></td> <td>Field Junction</td> <td></td> <td>Bridal Falls</td> </tr> <tr> <td></td> <td>Glacier Park East</td> <td></td> <td>Agassiz</td> </tr> <tr> <td></td> <td>Roger's Pass</td> <td>N</td> <td>Agassiz</td> </tr> <tr> <td>A(2)(a)</td> <td>Oyama</td> <td>P</td> <td>Agassiz</td> </tr> <tr> <td>A(2)(b)</td> <td>Agassiz</td> <td>S1</td> <td>West Vancouver</td> </tr> <tr> <td>B1.3</td> <td>Oyama</td> <td></td> <td>Brittania Beach</td> </tr> <tr> <td>C</td> <td>Agassiz (alt)</td> <td></td> <td>Pinecrest/Black Tusk</td> </tr> <tr> <td>D</td> <td>Beaverdell</td> <td></td> <td>Mount Currie</td> </tr> <tr> <td>E1</td> <td>McLeese Lake</td> <td></td> <td></td> </tr> </table>	A1	West Louise Lodge	E2(b)	Laidlaw		Field Junction		Bridal Falls		Glacier Park East		Agassiz		Roger's Pass	N	Agassiz	A(2)(a)	Oyama	P	Agassiz	A(2)(b)	Agassiz	S1	West Vancouver	B1.3	Oyama		Brittania Beach	C	Agassiz (alt)		Pinecrest/Black Tusk	D	Beaverdell		Mount Currie	E1	McLeese Lake			5. Approved – Immediate elimination of route points	14 days
A1	West Louise Lodge	E2(b)	Laidlaw																																							
	Field Junction		Bridal Falls																																							
	Glacier Park East		Agassiz																																							
	Roger's Pass	N	Agassiz																																							
A(2)(a)	Oyama	P	Agassiz																																							
A(2)(b)	Agassiz	S1	West Vancouver																																							
B1.3	Oyama		Brittania Beach																																							
C	Agassiz (alt)		Pinecrest/Black Tusk																																							
D	Beaverdell		Mount Currie																																							
E1	McLeese Lake																																									
A: Alberta Border - Vancouver B1: Kamloops – Kelowna B2: Kelowna – Penticton C: Vancouver - Osoyoos D: Kelowna - Alberta Border & Highway 3 E: Prince George – Vancouver G: Alberta Border & Highway 2 - Dawson Creek N: Alberta Border & Highway 16 - Vancouver P: Kelowna – Vancouver S1: Vancouver – Pemberton / Mt. Currie	6. Approved – Immediate reduction in minimum route frequency (MRF)	7 days																																								

II. Reconsideration Request and Applicant Submission

1) Request

The Requestor seeks reconsideration on the ground of error in procedure. The Requestor indicates that he is not seeking a reconsideration of the Board's approval of the application. Rather, the issue on reconsideration is the effective dates and notice requirements for the eliminated "Routes E2(b), K, I1, I2, J, L1 and L2 or for allowing reduction in frequency of service to Routes A, B1, B2, C, D, E, G, N, P and S1"¹. In his letter of March 16, 2018, the Requestor indicates that his request is for "a reconsideration and a variance as to timing of said Board decisions for the above routes from May 31st/June 1st 2018 and 14 days' notice to June 1st, 2019".

The letter also states:

"I do, however, think that the Board erred in procedure, under 21(4)(b), to protect the public interest under 28(1)(a) when it failed to consult governments, both provincial and local, and the health authorities, First Nations, and federal government as to timing of these Passenger Transportation Board decisions.

The Board, I humbly submit, should be aware, and should therefore have taken into account, the budgeting cycles under which governments, both provincial and local, and the health authorities, First Nations and federal departments operate, and should therefore know that a date of May 31st/June 1st for elimination of certain routes and 14 days for reduction in service of certain routes is wholly inadequate for both consultation and alternative arrangements to Greyhound service to be made by said governments."

2) Greyhound Submissions

Greyhound responded to the request indicating that grounds for error in procedure have not been established. Greyhound submits that the issue of time for the decision is a substantive matter, not procedural. Further, the Board addressed this matter specifically in the decision. "[the] Requestor's disagreements are with substantive issues within the Decision itself, which do not give rise to a request to reconsider for procedural error under section 21 of the Act and under Rule 50."

¹ The request does not refer to routes S2, T or Y, nor specifically to the eliminated route segments on routes B and C.

Greyhound noted that the letters in support of the reconsideration request are “inappropriate and without foundation in the Act or Rules” and should not be considered by the PT Board.

Greyhound also made submissions with respect to the grounds of “new evidence” even though this was not a ground specified by the Requestor. Greyhound noted that information on fiscal and budget cycles of local governments, First Nations and other public agencies is not new information within the meaning of the PT Act. Such issues could have been raised by the Requestor in the public comment period or at the public meetings. Moreover, issues of public policy fall outside the Board’s jurisdiction.

III. Legislation, Rules & Policy

Section 21(4) of the *Passenger Transportation Act* (PT Act) states:

“The board may reconsider, vary or rescind any decision made by it if the board is satisfied that

(a) information has become available that was not available at the time the decision was made, or

(b) there has been an error in procedure.”

Rule 50 of the Board’s *Rules of Practice and Procedure* states that a reconsideration request must be made within 30 days of the publication of the Board’s decision. Requests must be in writing and state the reasons for the request and describe in detail the grounds for reconsideration. Requestors who are not applicants must notify applicants of their request. If the Board grants a request for reconsideration, it will notify the participants and establish procedures governing the reconsideration.

IV. Board Reconsideration Policy

The Board’s Operational Policy 1.4: *Reconsideration Based on New Information & Error in Procedure* states:

“New evidence” is evidence that could not have been obtained if a party had made a reasonable effort to get it prior to the decision.

New evidence is not additional or more evidence (such as more letters from potential service users) that is gathered or created after the Board’s original decision. The question that anyone requesting reconsideration should ask themselves is: “If I had made an effort, could I have obtained this evidence before the original decision was made?”

The purpose of "new evidence" is to allow the Board to consider evidence that was unavailable at the time the application was decided. It is not to provide applicants with an opportunity to submit more information to correct or rectify an unsuccessful application.

***Error in Procedure**" relates to the Board's duty of administrative fairness. The Board has a duty to act fairly and impartially in making its decisions. An error in procedure occurs when the Board does not act fairly. Procedural fairness relates to the Board's decision-making process, not to the outcome of the decision. Disagreement with the Board's analysis or reasons does not give rise to an "error of procedure".*

The Board has developed Rules of Practice and Procedure to outline its processes. Although the Board may vary a rule or timeline "where appropriate in the circumstances", these rules are normally followed by the Board. Failure to follow a Rule may give rise to an error of procedure.

V. Discussion

1. Receipt of Reconsideration Request

The PT Board published its decision on application 256-17 on February 21, 2018. Thirty days from this date is March 23, 2018.

On March 16, 2018, the PT Board received e-mail notice of reconsideration from Andy Shadrack. This notice indicated that he had, on the same day, sent relevant documents and forms by registered mail to the PT Board and Greyhound Canada in Calgary. The PT Board received the materials from Canada Post on March 26, 2018.

Rule 3.7 of the Board's *Rules of Practice and Procedure* states:

"If a notice or response is sent by registered mail, it must be sent to the most recent address known to the sender and is deemed received

- a) on the day it was delivered according to Canada Post's mail tracking system;*
or
- b) on the fifth day after it is mailed if Canada Post does not deliver it within 5 days, or if the fifth day is a Saturday or holiday, on the next day that is not a holiday."*

Canada Post tracking indicates that the letter was accepted by Canada Post on March 16, 2018. Therefore, applying Rule 3.7(b), the reconsideration request would be deemed

received on March 21, 2018 which is within the 30-day time period for requesting reconsideration.

2. *Application Procedures*

The PT Act addresses procedures that the Board must and may follow with regard to applications and decision making. These include:

- The Board must publish notice of “the fact and nature” of applications (section 26) in a manner that, in the opinion of the Board is reasonably sufficient to bring the application to the attention of the public (section 26 (2))
- The Board must accept and consider written submissions (section 27 (2))
- The Board then may conduct hearings or investigations (section 27 (3) and (4))
- The Board must issue its decisions in writing, with reasons and make the decisions accessible to the public (section 28).

The PT Act states that the making of a submission does not entitle a submitter to participate further in the application process or to obtain further information about the application (section 27(5)).

Although the PT Act imposes some procedural requirements on the Board, the Act also gives the Board the power to control its own process. Section D of the Board's *Rules of Practice & Procedure* pertains to inter-city bus applications. Under these rules, operators seeking service reductions must notify various governments and First Nations of an application to the Board and provide a public rationale for their reductions.

The PT Board's procedures with respect to application 256-17 were as follows:

- Application published in PT Bulletin – *September 13, 2017*
- Greyhound confirms it sent out required notices – *September 13, 2017*
- Public comment period ends - *October 13, 2017*
- Greyhound responds to public comments – *November 6, 2017*
- Board posts notice of public meetings– *November 29, 2017*
- Board holds public meetings in Prince George, Smithers, Terrace and Fort St. John – *Dec. 11-14, 2017*
- Board issues final decision in writing - *February 20, 2017*
- Decision published in PT Bulletin - *February 21, 2018*
- Decision amended to correct a clerical error in Section VII – *April 26, 2018*

3. Board Mandate & Decision

The PT Act states that the Board may approve an application if the board considers that:

- (a) there is a public need for the service the applicant proposes to provide under any special authorization,
- (b) the applicant is a fit and proper person to provide that service and is capable of providing that service, and
- (c) the application, if granted, would promote sound economic conditions in the passenger transportation business in British Columbia.

The Board considered the above three factors in the decision. It found Greyhound fit and proper and capable of providing an inter-city bus service. In summarizing its decisions on various routes, the Board noted:

"The Board is tasked with promoting sound economic conditions in the passenger transportation business in B.C. It also must consider whether ridership on a route demonstrates sufficient public need for the service.

If Greyhound's business strategy is sound, eliminating highly unprofitable routes, moving to a more flexible MRF and eliminating route points with low ridership should in turn result in a more financially viable transportation company that continues to offer some inter-city bus service to parts of the province."

The PT Board stated in its decision on the route eliminations in the North Central Region (I-L2) and the route segment eliminations that:

"Greyhound states that by eliminating 1.6 million scheduled miles in the province, it will be able to retain 3.7 million scheduled miles in B.C. Keeping a viable inter-city passenger bus service in at least some parts of the province is preferable to no service from Greyhound. The Board finds that if these route eliminations are implemented without adequate notice, public need is not met. Greyhound is relied upon by those who currently use it. Immediate stoppage on these routes and route segments would endanger public safety given the harsh winter climate, inhospitable terrain, and the

isolation of those living and working along these routes. By May 31, weather conditions in the province will have tempered.

Setting a date of May 31, 2018 will provide a period for others who may be interested in providing transportation services along these corridors to apply for a licence. The Board will expedite applications for an ICB licence on these routes². The time period between the release of this Decision and May 31 will provide an opportunity for government to work with others on alternate transportation services, if it determines it will do.”

VI. Decision

I have reviewed the file in its entirety. The issue for me to decide is whether I am satisfied that there are grounds, pursuant to section 21(4) (b) of the *Passenger Transportation Act*, to reconsider its decision. I will also consider Board’s Operational Policy 1.4: *Reconsideration Based on New Information & Error in Procedure* when determining grounds under 21(4) (b).

The Board’s Reconsideration Policy states that an “error in procedure” relates to the Board’s decision-making process and the duty of the Board to act fairly and impartially in making its decisions. An error in procedure does not relate to the outcome of the decision.

Three required procedures and one optional procedure in the decision-making process are stipulated in the PT Act. These procedures and how they were followed in the Greyhound decision are considered.

1. The Board must publish notice of “the fact and nature” of applications (section 26) in a manner that, in the opinion of the Board, is reasonably sufficient to bring the application to the attention of the public (section 26 (2)).

The Board published Greyhound’s application in the PT Bulletin on September 13, 2017. The Board posted more details, including Greyhound’s Explanatory Paper on a [webpage](#) dedicated to the application.

The Board required that Greyhound post public notices of its proposed changes on its website and at all its depots and terminals along the affected routes. Greyhound also

²If the PT Board considers that there is an “urgent public need” for a service, it can process the application without publishing or considering submissions.

provided written notice to local and regional district governments that could be affected by a proposed change. The notice was sent to 84 municipalities, 22 Regional Districts and 17 First Nations.

Public notices indicated that comments on the application could be submitted to the Board's office until October 13, 2017. We received some comments after the deadline. Comments received by noon on October 20, 2017 were marked "late" and disclosed to Greyhound with on-time public comments.

I find that this procedural requirement of the PT Act was met.

2. The Board must accept and consider written submissions (section 27 (2))

The Board received more than 220 individually-written emails and letters from across the province, including a submission from the Requestor. Most were from individuals. Many emails and letters came from government representatives as well as advocacy groups and businesses. In addition, more than 1,700 people submitted form letter emails about proposed route eliminations on Highway 16, the Highway of Tears. More than 100 of these emails provided additional information and comments. The Board also received about 1,000 petition signatures and comments about Greyhound's proposal to eliminate route points, notably Lytton, on Route E3, Cache Creek and Hope via the Fraser Canyon.

The Board received and provided Greyhound with a copy of Resolution LR3 (Commercial Inter-City Bus Transportation) that the Union of British Columbia Municipalities (UBCM) endorsed at its September 2017 convention.

The Board's decision summarizes the content of the written submissions and the decision demonstrates consideration of these submissions.

I find that this procedural requirement of the PT Act was met.

3. The Board then may conduct hearings or investigations (section 27 (3) and (4))

The Board determined that to further inform its decision-making, we would hold public hearings in the North Central Region of B.C. This region faced the greatest potential impact of any region in the province if the changes that Greyhound proposed were approved. Hearings were held in Prince George, Terrace, Smithers and Fort St. John from December 11 to 14, 2017.

Greyhound made a presentation at the start of the meetings and then we heard speakers from the community, which included local government officials, advocacy organizations as well as individuals. Greyhound was presented with an opportunity to respond to the speakers.

The outcomes of the hearings are summarized in the Greyhound decision and the decision demonstrates consideration of this.

Hearings are an optional procedure in the PT Act, but they demonstrate additional due diligence by the Board in considering public need.

4. The Board must issue its decisions in writing, with reasons and make the decisions accessible to the public (section 28).

The Board issued its decision in writing on February 20, 2018 and it was published in the PT Bulletin on February 21, 2018. The decision generated significant media attention which further increased public awareness of the decision.

I find that this procedural requirement of the PT Act was met.

While the Requestor disagrees with the timing of the implementation of aspects of the Board's Greyhound decision, I find that the Board's procedures were followed and there was no error in procedure.

The Requestor states that the Board failed to consult the different levels of government as to timing of these decisions. He states that given the budgeting cycles of the different levels of governments, the Board's date of May 31 / June 1, 2018 for service eliminations and reductions is inadequate for consultation and alternative arrangements to be made by the different levels of government. The timing in the Board's decision is also inadequate for private sector carriers who might want to provide service on these routes.

The Greyhound decision, however, does demonstrate that the Board deliberated on the timing of service reductions and eliminations. This is demonstrated in the following:

"The Board finds that if these route eliminations are implemented without adequate notice, public need is not met. Greyhound is relied upon by those who currently use it. Immediate stoppage on these routes and route segments would endanger public safety given the harsh winter climate, inhospitable

terrain, and the isolation of those living and working along these routes. By May 31, weather conditions in the province will have tempered.

Setting a date of May 31, 2018 will provide a period for others who may be interested in providing transportation services along these corridors to apply for a licence. The Board will expedite applications for an ICB licence on these routes³. The time period between the release of this Decision and May 31 will provide an opportunity for government to work with others on alternate transportation services, if it determines it will do so."

With respect to a request for reconsideration based on new evidence, the Board's Operational Policy states that new evidence is not additional information made available after the Board's decision. Rather, it is evidence that was not available at the time the application was decided. The budget cycles of First Nations, local, regional and senior levels of governments are well known, and are not new evidence. Decisions that may affect budgets must often be made outside of the budget preparation cycle.

As highlighted in the section of the Greyhound decision entitled "Factors Not Within Scope of the Decision Making", it is beyond the Board's legislative mandate and authority to address public policy, transportation planning and programing considerations.

VII. Conclusion

For the reasons set out above, this reconsideration request is denied.

³If the PT Board considers that there is an "urgent public need" for a service, it can process the application without publishing or considering submissions.



7170 Cheam Avenue
P.O. Box 70
Agassiz, British Columbia
Canada V0M 1A0

Tel: (604) 796-2235
Fax: (604) 796-9854
Web: www.district.kent.bc.ca

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RECEIVED
APR 26 2018
REGIONAL DISTRICT OF
BUCKLEY NECHAKO

April 25, 2018

FILE: 0230-20

Honourable John Horgan
Premier of British Columbia
PO Box 9041
STN PROV GOVT
Victoria, BC
V8W 9E1

Honourable Lana Popham
Minister of Agriculture
PO Box 9043
STN PROV GOVT
Victoria, BC
V8W 9E2

Dear Premier Horgan and Minister Popham:

RE: Cannabis Production Facilities on Agricultural Land Reserve lands

At its Regular meeting held April 9, 2018, Council received an email from Ms. Nancy Chapman of Citizens Protecting Agricultural dated March 28, 2018 requesting that Council considers the District of Central Saanich's resolution for "Moratorium to reduce immediate pressures on Agricultural Land Reserve lands by cannabis production facilities." (copy is attached)

As a rural agricultural community, we see benefit from having an opportunity to provide valuable input into ensuring that the location of legal cannabis production facilities considers local interests as well as a consistent provincial approval process.

Council will be supporting the resolution at the 2018 Union of British Columbia Municipalities Convention in September as we concur that valuable farm land should not be consumed by Cannabis Production Facilities.

Sincerely,

John Van Laerhoven
Mayor

Pc: UBCM Municipalities
Ms. N. Chapman, Citizens Protecting Agricultural Land (via email)

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Rachel Wille

From: Nancy Chapman <nancyandray@shaw.ca>
Sent: March-28-18 9:08 PM
To: Lum@chilliwack.com; traymond@fvr.d.bc.ca; dadamson@fvr.d.bc.ca; aniemi@fvr.d.bc.ca; bdickey@fvr.d.bc.ca; astobbart@fvr.d.bc.ca; rboucher@fvr.d.bc.ca; oengar@fvr.d.bc.ca; pross@abbotsford.ca; mayorbraun@abbotsford.ca; kchahal@abbotsford.ca; mgill@abbotsford.ca; dfloewen@abbotsford.ca
Cc: jhinds@mission.ca; 'Pam Alexis'; John Van Laerhoven; Rsiemens@abbotsford.ca; tdixon@fvr.d.bc.ca; gaetz@chilliwack.com; stam@chilliwack.com; waddington@chilliwack.com; lfacio@harrisonhotsprings.ca; wvicktor@fvr.d.bc.ca
Subject: Moratorium to reduce immediate pressures on ALR lands by cannabis production facilities

Dear Chairman Lum and Board of Directors of the Fraser Valley Regional District,

We are a citizens' group (Citizens Protecting Agricultural Land) based on the Saanich Peninsula on southern Vancouver Island who are witnessing sudden and unprecedented pressures on prime ALR lands by cannabis production facility proposals and speculation.

We would like to bring your attention to a motion that was unanimously passed by the Central Saanich Municipal Council earlier this year to help address these pressures. The motion requests that the BC Premier and Agriculture Minister establish a minimum six month moratorium on further use of ALR lands to grow cannabis, to allow for consultation, discussion and a review of the use of ALR lands for the growth and production of marijuana. This timeout would give municipalities, residents, farmers, industry and the public an opportunity to share information, express concerns and discuss the challenges and special requirements demanded by marijuana production. The pause would provide decision makers with the time to consciously address where marijuana production facilities are best suited to be built and help to ensure that ALR lands are protected and preserved. The moratorium would also reduce the potential loss of productive ALR lands in the short-term, as it will be some time before the Agriculture Minister's Advisory Committee's recommendations for revitalizing the Agricultural Land Reserve and Agricultural Land Commission are released and acted upon.

We strongly encourage you and your Council to take action to protect your ALR lands for their best possible use. We hope that you will consider issuing a motion similar to Central Saanich, addressed to the BC Premier and Agriculture Minister.

Regular Council Minutes, February 19, 2018, Page 11 of 13.

13.3 Notice of Motion Submitted by Mayor Windsor, January 19, 2018

Re: Request to Premier of British Columbia and Minister of Agriculture re: moratorium

<https://centralsaanich.civicweb.net/filepro/document/63246/Regular%20Council%20-%202019%20Feb%202018%20-%20Minutes%20-%20Pdf.pdf>

Be it resolved that the District request that Premier of British Columbia and Minister of Agriculture place a moratorium on further use of Agricultural Land Reserve lands to grow cannabis while it performs a minimum of six month review and broad consultation with farmers, municipalities, industry and the public on the use of Agricultural Land Reserve lands for the growth and production of marijuana.

Best regards,

Nancy Chapman, on behalf of Citizens Protecting Agricultural Land (CPAL) cprotectingal.com



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Oceans Protection Plan Consultation

May 9, 2018

As a part of the Oceans Protection Plan, the Government of Canada has commissioned the development and testing of a risk assessment methodology for the northern coast of British Columbia, focusing on ship-source oil spills.

The results will provide response planners with information on the likely locations for ship-source oil spills and their potential environmental and socioeconomic impacts.

Transport Canada is looking for input from First Nations, coastal communities, and local stakeholders to help refine the draft approach for the risk assessment. It is also an opportunity for stakeholders to provide a more complete understanding of the region, including local hazards, sensitivities, and other unique features.

Interested parties can participate in a stakeholder consultation session on May 31st at UBC Robson Square in Vancouver from 11:00am-5:00pm. This is a drop-in session and attendees can arrive anytime during the session. Transport Canada expects the average participant to spend 90 minutes at the workshop. This will be a repeat stakeholder session with the same format as those held in Prince Rupert (May 9th) and Campbell River (May 23rd).

In fall 2018, Transport Canada will provide a summary of the draft results, along with how input was incorporated into the findings. This will also provide an opportunity for further feedback on the overall process and approach for use on future risk assessments.

For further information on these sessions or the Risk Assessment for the northern coast of British Columbia, please contact Transport Canada staff.

Stakeholders can apply for the Government of Canada's Community Participation Funding Program (CPFP) to support their attendance at this engagement session.

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Wood WORKS! Awards

May 9, 2018

This year marks the 14th year Wood WORKS! BC will recognize and celebrate communities across the Province that built projects using wood. If you know of a unique wood structure that was completed by a local government in the last three years, please consider nominating it for a Wood WORKS! BC community recognition award.

The form for submissions is now available. The nomination deadline is August 24th. The 2018 awards will be presented at the 2018 UBCM Convention in Whistler from September 10-14, 2018. Please contact Wood WORKS! for questions.

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Awards Recognize Land Use Best Practices

May 9, 2018

The Real Estate Foundation of BC (REFBC) invites you to nominate a community based individual or local government, and community project partnership for a REFBC 2018 Land Award.

REFBC's Land Awards celebrate ideas and leadership in sustainable land use and real estate. The awards program recognizes outstanding projects and standout leaders who work to build healthy, resilient communities and natural environments.

There are three Land Awards, which recognize projects in three categories: *Land Use and Conservation*, *Built Environment*, and *Fresh Water and Food Systems*. There are also two awards for individuals: the *Land Champion Award* and the *Emerging Leader Award*. Nominations for the Land Awards open on April 5, 2018 and close on June 7, 2018.

Land Award finalists will be announced in early September. Awards are presented on October 11, 2018. REFBC will produce short videos about the Land Champion, the Emerging Leader, and the Land Award finalists.

Past award winners include the Squamish-Lillooet Regional District Electoral Area B, District of Lillooet and St'at'imc Agricultural Plan and the City of Campbell River for their Baikie Island Restoration

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Employer Health Tax Impact on Local Governments

Survey Results and Analysis

Union of BC Municipalities

May 2018

Introduction

The Province of British Columbia's 2018/19 – 2020/21 Budget and Fiscal Plan includes a commitment to eliminate Medical Services Plan (MSP) premiums and fund this change through the implementation of an employer health tax (EHT). Since local governments are subject to this proposed tax, the Union of BC Municipalities (UBCM), with support from the British Columbia Government Finance Officers Association, surveyed local government financial officers in April of 2018 to better understand the impact of the EHT on local government finance. The data from the survey provided the basis for this report.

Local Government Finance

Local governments have a limited revenue base that relies heavily on property taxation¹. While the property tax provides revenue stability and predictability, it does not fairly distribute costs across income levels, placing an undue share on lower and middle income British Columbians. Local governments are also subject to significant external cost drivers due to decisions made by other orders of government. In recognition of both current and projected stresses, BC local governments have called for a joint review of the local government finance system.² One of the objectives of such a review is to prevent the property tax becoming unaffordable for a greater number of British Columbians.

UBCM Employer Health Tax Survey

77 respondents participated in the UBCM survey, representing just over 40% of local governments in British Columbia. Respondents varied in population from 107 (Village of Zeballos) to 631,406 (City of Vancouver). The survey solicited information on local government costs for employee MSP premiums and estimated EHT costs for the period 2017-2020. This data is provided in the Appendix to this report.

Employer Health Tax and Local Government

In 2017, all but one of the 77 survey respondents paid some portion of employee MSP premiums. For unionized employees, employer-paid MSP contributions are a negotiated benefit and vary from contract to contract. Local governments may

¹ Union of BC Municipalities, *Strong Fiscal Futures: A Blueprint for Strengthening BC Local Governments' Finance System* (2013), 18.

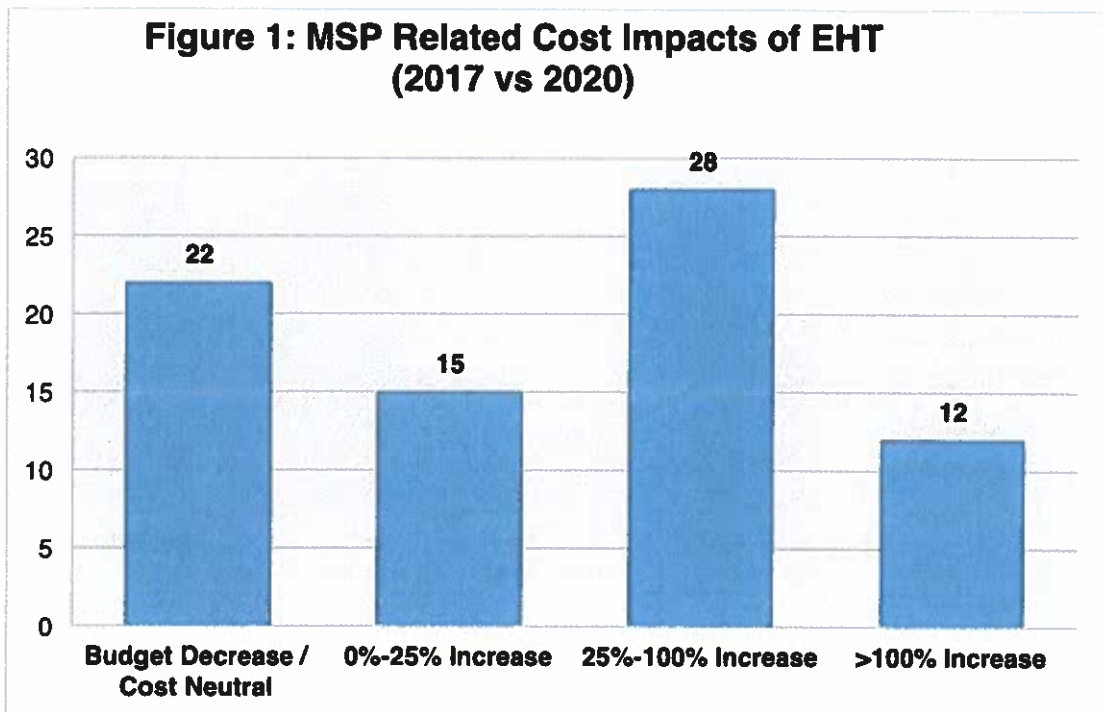
² Union of BC Municipalities, *Local Government Finance Policy Paper* (2013).

also pay a portion of MSP premiums for exempt staff, although this too is a matter of local determination.

The employer health tax will be imposed upon businesses and organizations in accordance with the size of their payroll. Businesses and organizations with payrolls less than \$500,000 will be exempt from the EHT. The tax rate will start at 0.98 percent for annual payrolls in excess of \$500,000 and will gradually increase to 1.95 percent for payrolls greater than \$1,500,000 per year.

Due to differences such as population served, the degree of contracting out, and levels of service, local government payrolls vary in size from hundreds of thousands to hundreds of millions. As a result, the impact of EHT implementation on local governments varies considerably (Figure 1).

Taking into account the elimination of MSP premiums effective January 1, 2020, 29% of respondents indicated cost reductions or cost neutrality as a result of EHT implementation relative to 2017 MSP premium costs. Correspondingly, 71% respondents indicated increased costs in relation to EHT implementation in comparison to 2017, with 36% of respondents indicating increases of 25-100% and 15% indicating increases greater than 100%.

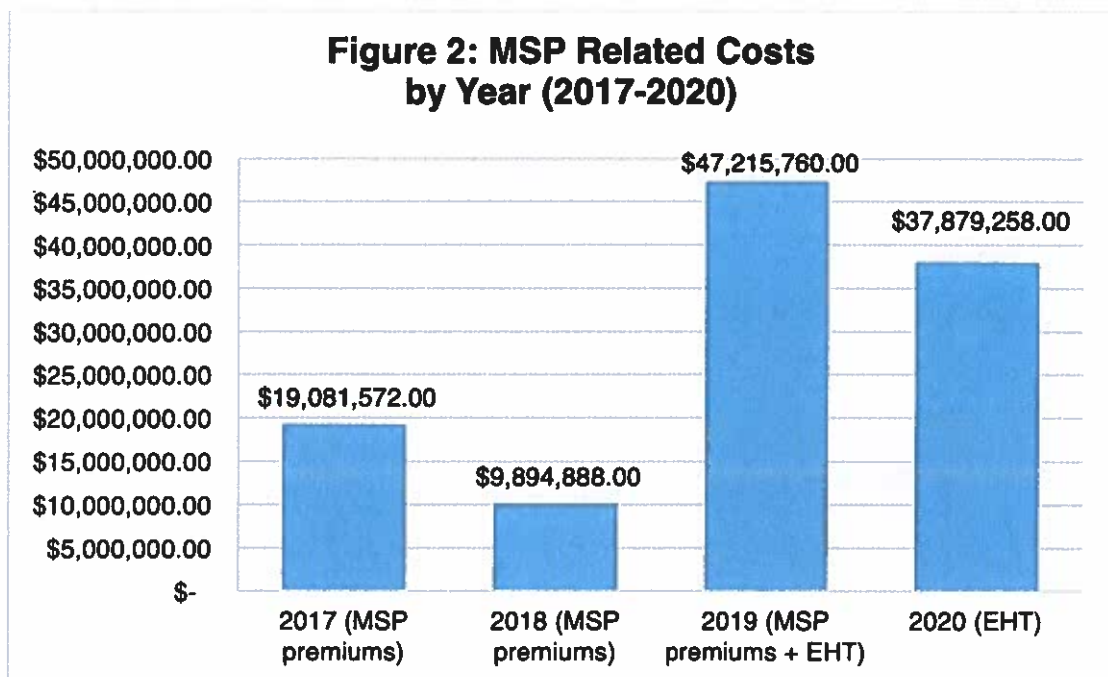


Source: UBCM survey (77 of 189 local governments)

Another way of analyzing the survey data is to consider the impact on local government as a sector. As a group, the 77 communities that contributed to the survey will see its MSP related costs double between 2017 and 2020 as a result of the EHT (Figure 2).

The survey responses also demonstrate that the provincial government decision to reduce MSP premiums by 50% effective 2018 provided significant cost savings for local governments that paid some portion of employee MSP premiums. This relief was effectively eliminated by the introduction of EHT. The transition year of 2019, in which MSP premiums are retained while the EHT is phased in, will also create an extraordinary single year increase in which MSP related costs will more than quadruple for the respondents.

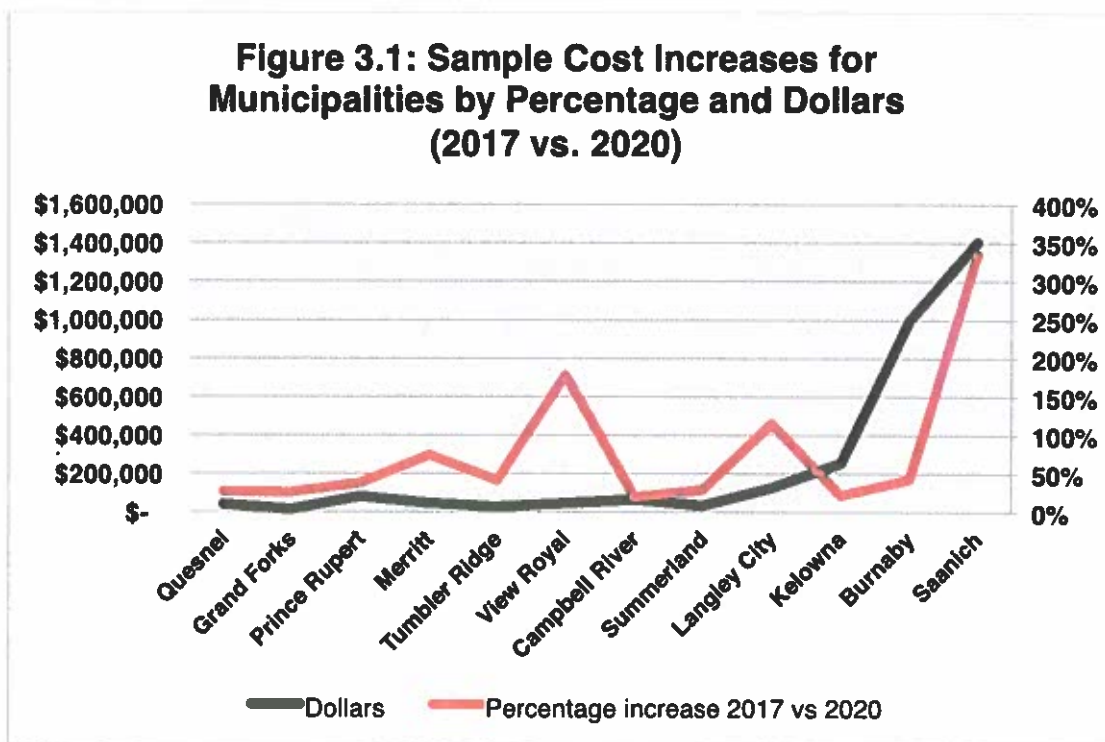
Given that UBCM's survey data reflects information for 40% of BC local governments, the actual increase in for the entire local government sector in 2019 and beyond resulting from EHT implementation are greater than indicated by our survey.



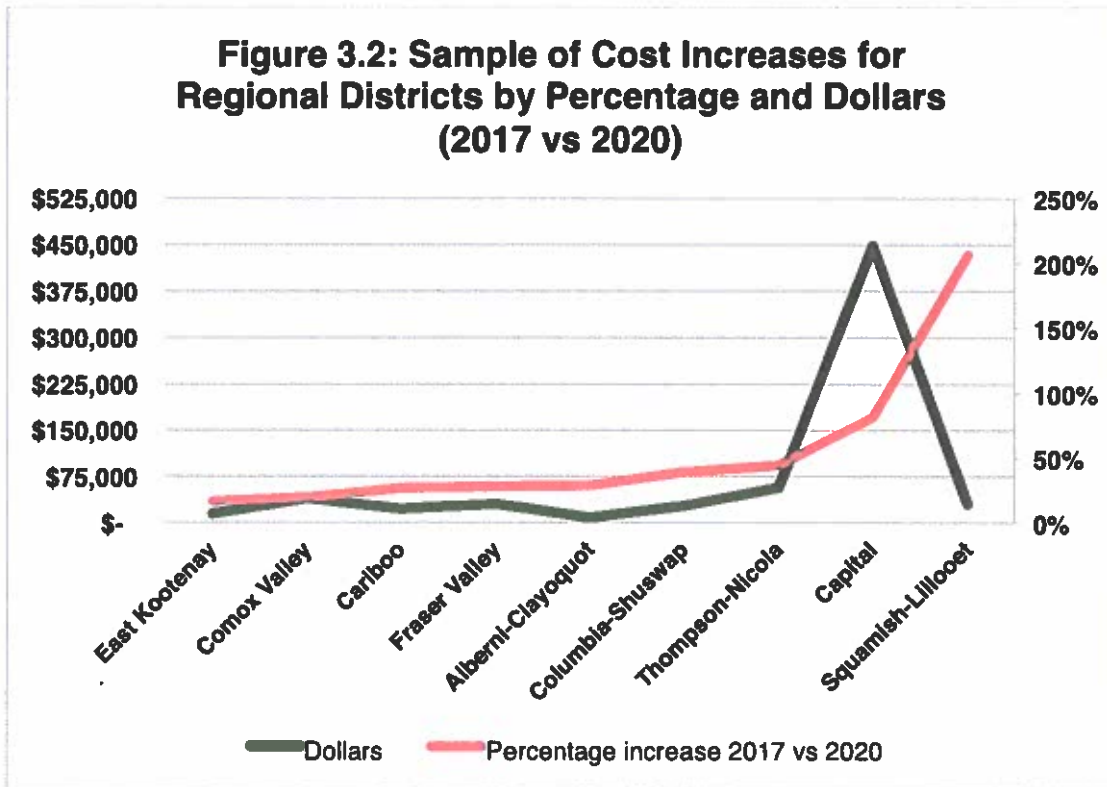
Source: UBCM survey (77 of 189 local governments)

While 21 respondents will see a net cost savings by 2020 through the implementation of EHT, the savings will be modest for most of this group. Conversely, for communities facing cost increases due to EHT implementation, the increases are dramatic. Increased employee MSP related costs for

communities like Vancouver, Saanich, Victoria, and Burnaby will run into the millions. Excluding these four communities, the majority of local governments with populations greater than 50,000 will also see significant impacts, with an average MSP related cost increase of \$631,500, or a budget increase of 92% from 2017 to 2020. Figure 3.1 demonstrates the range of cost increases due to the EHT for a sample of municipalities based on a comparison of 2017 and 2020 MSP related costs.

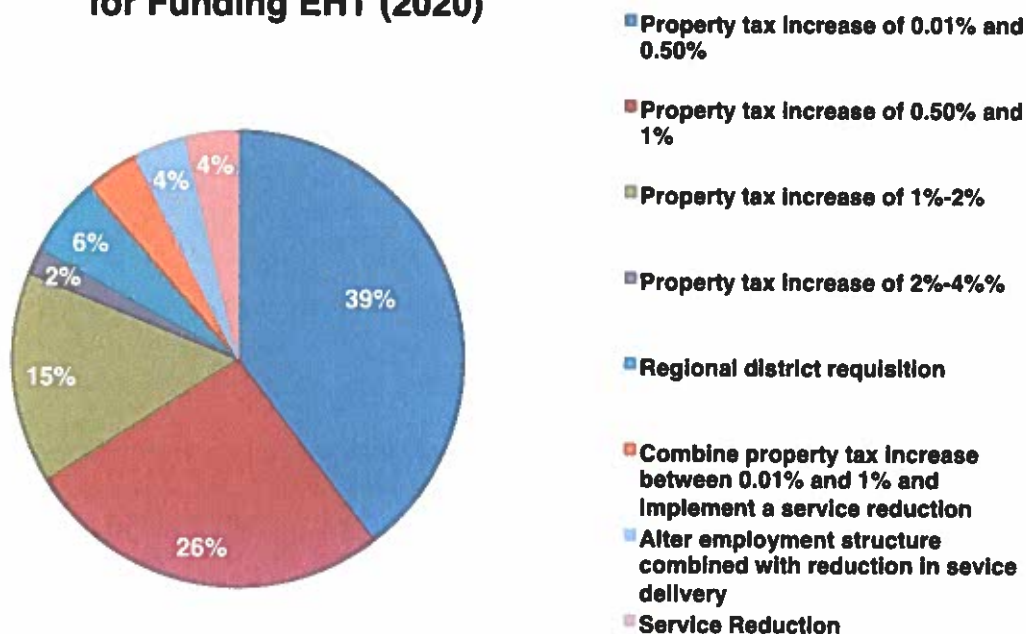


Local government costs will be further increased when the effect of regional districts is factored in (Figure 3.2). Regional districts cannot collect taxes directly from residents, and instead rely on a requisition that is submitted to the Ministry of Municipal Affairs and Housing and direct billing of municipalities. Regional districts that see a net increase in costs as a result of EHT implementation may choose to fund this increase through its requisition, thus further increasing the impact of the EHT on taxpayers in municipalities and electoral areas within the regional district.



Local governments that have a MSP related cost increase due to the EHT will need to consider how best to fund the change. As indicated in Figure 4, these Councils and Boards will face a choice of reducing services, increasing property taxation, or a mixture of both. The majority of respondents have indicated that these options involve some form of property tax increase, with 15% indicating that such increases are likely in the range of 1-2%.

Figure 4: Local Government Options for Funding EHT (2020)

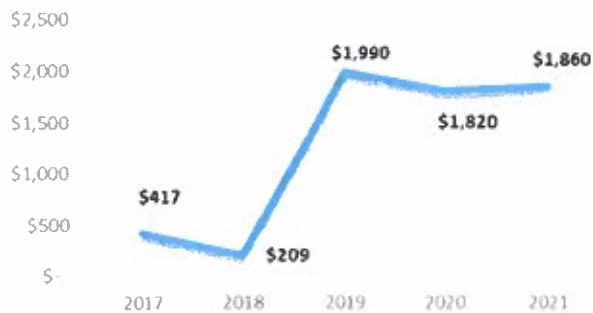


Case Study: District of Saanich

The proposed employer health tax will have significant budget implications for the District of Saanich. The estimated cost for Saanich in 2019 during the transitional year of EHT implementation is \$1.78 million for the new tax plus \$209,000 for employee MSP premiums. These costs will be distributed between the general fund (property taxation) and the sewer and water utilities (user fees). The general fund portion equates to a 1.3% property tax increase. In subsequent years, the tax will rise in step with collective agreement settlements that are currently 2% to 2.5%. Saanich Council will be faced with a choice of increasing taxes, reducing services, or a combination of the two. Budget reductions implemented after the 2008 economic downturn have left few options remaining.

If the assumption is that the increase should be managed through operating budget reductions, the impact translates into a reduction of at least 15 positions and therefore impactful reductions in service levels. Alternately, capital funding could be reduced moving backwards on a decade of Council commitment to achieve sustainable funding levels for infrastructure replacement.

Costs for MSP/Health Tax
(thousands)



"Saanich cannot manage a 1.3% property tax increase from this additional expense through simple 'belt tightening'. We would have to amputate a limb."
Paul Thorkeisson, CAO

The impact on Saanich property owners could be compounded with increased levies for the Capital Regional District and Hospital District, BC Assessment, and BC Transit who would also be subject to the employer health tax and facing the same challenges to fund it.

The impact on Saanich's medium to large business property owners is twofold as they face paying the EHT directly on top of any property taxation increases that may be implemented. An option is to put the burden solely on residential properties, but this is likely to meet strong resistance as 92% of Saanich's assessment base is residential and due to low non-market revenue in recent years, annual tax increases are trending over 3%.

Employer-paid MSP premiums are a negotiated benefit. Implementation of this tax applied will remove the ability for Saanich to negotiate this benefit as part of collective bargaining. Where property tax currently funds only a small portion of the premiums for some staff, a shift to the health tax confers a considerable benefit without any bargaining and passes the cost on to Saanich property owners.

Conclusion

The introduction of the employer health tax will lead to increased Medical Services Plan related costs for a considerable portion of the local government sector. While a small portion of local governments will see reduced MSP related costs once the EHT is implemented, the savings for most of these communities are negligible. Conversely, the cost impacts for some larger communities are considerable. Based on the survey information provided to UBCM, Medical Services Plan related costs for respondents would double between 2017 and 2020. On a one-time basis, due to implementation of the EHT while MSP

premiums are still in place, MSP related costs for respondents would quadruple between 2018 and 2019.

Given that the communities most impacted tend to be larger population centres, it is safe to conclude that the implementation of the EHT will lead to property tax increases for the majority of British Columbia's population. This will have a particular impact on the private sector, since businesses that are already paying the EHT directly will likely face increased property taxes as well.

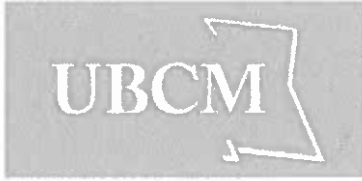
Due to the extent of these impacts, many local governments are questioning a tax policy that results in the funding of a provincial service (healthcare) through property taxation.

Appendix A – Survey Results: Medical Services Plan (MSP) Related Costs by Year

Local Government	2017 (MSP Premiums)	2018 (MSP Premiums)	2019 (MSP Premiums + Employer Health Tax)	2020 (Employer Health Tax)
Alberni-Clayoquot RD	\$26,625.00	\$19,000.00	\$52,600.00	\$34,300.00
Anmore	\$16,050.00	\$8,100.00	\$17,500.00	\$9,400.00
Ashcroft	\$19,912.00	\$10,000.00	\$20,000.00	\$10,000.00
Belcarra	\$10,502.00	\$5,252.00	\$11,421.00	\$6,169.00
Burnaby	\$2,302,000.00	\$1,086,000.00	\$4,400,000.00	\$3,300,000.00
Campbell River	\$336,211.00	\$340,000.00	\$562,300.00	\$400,800.00
Capital RD	\$552,000.00	\$271,000.00	\$1,271,000.00	\$1,000,000.00
Cariboo RD	\$83,000.00	\$41,500.00	\$141,500.00	\$105,000.00
Chase	\$14,550.00	\$8,550.00	\$24,462.00	\$15,912.00
Columbia-Shuswap RD	\$69,746.00	\$35,000.00	\$130,000.00	\$96,900.00
Colwood	\$78,225.00	\$39,113.00	\$170,000.00	\$130,000.00
Comox Valley RD	\$202,282.00	\$220,000.00	\$337,900.00	\$241,500.00
Courtenay	\$188,000.00	\$92,250.00	\$317,250.00	\$225,000.00
Creston	\$45,000.00	\$22,500.00	\$75,500.00	\$54,000.00
Dawson Creek	\$195,825.00	\$100,850.00	\$352,315.00	\$259,009.00
Duncan	\$45,600.00	\$22,500.00	\$75,577.00	\$54,000.00
East Kootenay RD	\$84,038.00	\$42,018.00	\$139,919.00	\$97,901.00
Elkford	\$40,472.00	\$20,250.00	\$79,868.00	\$60,810.00
Enderby	\$15,075.00	\$7,500.00	\$22,575.00	\$15,075.00
Fort St. John	\$265,266.00	\$127,800.00	\$524,366.00	\$406,480.00
Fraser Valley	\$106,500.00	\$53,000.00	\$189,500.00	\$136,500.00
Gold River	\$24,500.00	\$14,000.00	\$45,200.00	\$31,200.00
Grand Forks	\$52,000.00	\$26,000.00	\$64,000.00	\$65,500.00
Harrison Hot Springs	\$20,775.00	\$12,060.00	\$25,000.00	\$12,500.00
Invermere	\$34,875.00	\$17,100.00	\$53,560.00	\$36,460.00
Kaslo	\$12,150.00	\$6,300.00	\$12,500.00	\$6,301.00
Kelowna	\$1,151,000.00	\$575,520.00	\$1,955,520.00	\$1,407,600.00
Kent	\$33,750.00	\$16,875.00	\$88,407.00	\$71,532.00
Keremeos	\$14,400.00	\$7,200.00	\$18,600.00	\$11,600.00
Ladysmith	\$85,397.00	\$42,683.00	\$150,331.00	\$107,648.00
Lake Country	\$97,875.00	\$55,350.00	\$163,400.00	\$107,648.00
Langley District	\$630,500.00	\$386,000.00	\$1,666,000.00	\$1,300,000.00
Langley City	\$110,000.00	\$55,000.00	\$291,000.00	\$236,000.00
Lantzville	\$21,150.00	\$11,250.00	\$31,996.00	\$21,161.00
Logan Lake	\$24,300.00	\$12,150.00	\$42,650.00	\$31,000.00
Lytton	\$8,100.00	\$4,050.00	\$9,048.00	\$4,998.00

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Maple Ridge	\$350,000.00	\$175,000.00	\$875,000.00	\$700,000.00
McBride	\$6,390.00	\$6,300.00	\$6,300.00	-
Merritt	\$62,452.00	\$31,225.00	\$138,027.00	\$108,938.00
Metchosin	\$13,320.00	\$6,660.00	\$21,012.00	\$14,636.00
Mission	\$268,000.00	\$134,000.00	\$499,650.00	\$365,650.00
Nakusp	\$25,200.00	\$12,600.00	\$27,600.00	\$15,225.00
New Denver	\$3,600.00	\$1,800.00	\$7,427.00	\$5,739.00
New Hazelton	\$9,000.00	\$4,500.00	\$10,311.00	\$6,012.00
New Westminster	\$706,200.00	\$363,150.00	\$1,817,450.00	\$1,483,400.00
North Cowichan	\$222,500.00	\$112,500.00	\$405,000.00	\$298,350.00
Oak Bay	\$167,099.00	\$83,550.00	\$451,004.00	\$367,454.00
Okanagan-Similkameen RD	\$125,000.00	\$65,000.00	\$180,000.00	\$120,000.00
Oliver	\$42,000.00	\$22,000.00	\$61,000.00	\$41,000.00
Peace River RD	\$52,885.00	\$30,000.00	\$74,709.00	\$48,165.00
Penticton	\$380,704.00	\$190,352.00	\$594,853.00	\$404,501.00
Port Alice	\$13,538.00	\$6,770.00	\$13,026.00	\$6,381.00
Port Coquitlam	\$340,000.00	\$170,000.00	\$785,000.00	\$630,000.00
Port McNeill	\$9,900.00	\$4,950.00	\$15,453.00	\$10,503.00
Port Moody	\$254,480.00	\$130,000.00	\$715,000.00	\$600,000.00
Prince George	\$667,358.00	\$333,679.00	\$1,678,291.00	\$1,371,504.00
Prince Rupert	\$213,000.00	\$107,000.00	\$394,000.00	\$293,000.00
Quesnel	\$152,000.00	\$76,000.00	\$268,660.00	\$192,660.00
Radium Hot Springs	\$12,600.00	\$6,300.00	\$13,300.00	\$7,000.00
Saanich	\$417,420.00	\$208,710.00	\$1,989,410.00	\$1,820,000.00
Sidney	\$90,990.00	\$47,970.00	\$142,970.00	\$97,000.00
Sooke	\$54,975.00	\$36,000.00	\$114,000.00	\$78,000.00
Squamish	\$237,033.00	\$121,000.00	\$440,828.00	\$326,548.00
Squamish-Lillooet RD	\$14,659.00	\$7,500.00	\$51,293.00	\$44,888.00
Summerland	\$111,450.00	\$55,700.00	\$197,200.00	\$144,300.00
Sunshine Coast RD	\$334,000.00	\$160,096.00	\$415,856.00	\$255,760.00
Thompson-Nicola RD	\$129,150.00	\$65,000.00	\$251,405.00	\$186,405.00
Trail	\$87,600.00	\$43,800.00	\$76,200.00	\$32,450.00
Tumbler Ridge	\$63,923.00	\$44,775.00	\$133,509.00	\$90,198.00
Ucluelet	\$38,301.00	\$21,600.00	\$57,395.00	\$36,511.00
Vancouver	\$5,000,000.00	\$2,500,000.00	\$17,500,000.00	\$15,000,000.00
Vernon	\$436,635.00	\$220,000.00	\$668,500.00	\$448,500.00
Victoria	\$800,000.00	\$400,000.00	\$2,300,000.00	\$1,900,000.00
View Royal	\$25,200.00	\$13,000.00	\$81,000.00	\$70,000.00
Warfield	\$6,900.00	\$3,450.00	\$8,950.00	\$5,500.00
Williams Lake	\$113,059.00	\$56,530.00	\$199,706.00	\$143,176.00
Zeballos	\$5,400.00	\$2,700.00	\$2,700.00	-



Province Intends to Amend Traffic Fine Agreement

May 2, 2018

The provincial government has advised UBCM of its intention to amend the Traffic Fine Revenue Sharing (TFRS) agreement. This was communicated to UBCM in correspondence from the Honourable Selina Robinson, Minister of Municipal Affairs and Housing. The current agreement provides an unconditional grant to local governments, returning 100% of net provincial traffic fine revenue.

Minister Robinson, in accordance with s. 276 of the *Community Charter* and the 2004 Consultation Agreement between the Province and UBCM, has indicated that the Province would like to immediately begin consultation regarding potential changes to the TFRS agreement. The Province would like to complete the consultation process by the end of July 2018.

UBCM has responded to the Minister with a letter that outlines concerns regarding the Province's rationale for seeking changes to the current TFRS agreement, while also providing examples of new policing cost pressures faced by local governments.

The Province's rationale for amending the agreement is largely based on the expansion of automated traffic enforcement, which has the potential to generate additional traffic fine revenue. However, the overall state of policing in B.C. is one where local governments continue to face escalating costs, and stand to absorb a number of new policing costs (e.g. RCMP unionization, new Auxiliary Program, etc.).

Background

The TFRS agreement is an unconditional grant that returns 100% of net provincial traffic fine revenue (violation ticket fines minus provincial recovery costs) to local governments with populations greater than 5,000. Local governments under 5,000 in population receive traffic fine revenue through a reduction in the Police Tax. Traffic fine revenue is not allocated based on the jurisdiction where a ticket is issued, but rather the ratio of a local government's policing costs to aggregate local government policing costs in BC.

There is a two-year delay from when violation tickets are issued to when traffic fine revenue is distributed to local governments. For example, in 2017/18, local governments with a population greater than 5,000 received \$53.4 million in traffic fine revenue, based on violation tickets issued in 2015/16. While the intention is for TFRS grants to be spent on enhancing community safety, ultimately it is up to the discretion of the local government.

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Expense Limits for 2018 Local Elections

May 2, 2018

Under the *Local Elections Campaign Financing Act*, expense limits for general local elections must be published by May 31 in a general local elections year. The Province has now calculated the expense limits for 2018 and Elections BC has made the limits available on their website.

Expense limits for both candidates and third party advertising sponsors are provided. These expense limits apply during the September 22 - October 20, 2018 campaign period. All enquiries should be directed to Andrew Watson at Elections BC.

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Legislation for Cannabis Control & Licensing, Distribution

May 2, 2018

On April 26, 2018, the Province introduced cannabis legalization legislation, the *Cannabis Control and Licensing Act* and *Cannabis Distribution Act*, as well as key amendments to the *Motor Vehicle Act*. The Province expects to open the first government-operated retail store and introduce online sales by late summer 2018.

The proposed *Cannabis Control and Licensing Act* provides clarity to previously announced regulations that addressed retail sales; distribution; minimum age to purchase and consume; personal possession; public consumption; personal cultivation; and, drug-impaired driving. In addition to these regulations, the Act creates new cannabis offences, as well as the enforcement authority to issue fines ranging from \$2,000 - \$100,000 and recommend imprisonment of 3-12 months. A new provincial community safety unit is being created to address enforcement against illegal dispensaries and others operating outside the legalized framework.

The proposed *Cannabis Distribution Act* places the Province in charge of non-medical cannabis wholesale distribution, and establishes government-run retail outlets and online sales.

Changes to the *Motor Vehicle Act* will allow for a 90-day Administrative Driving Prohibition to be placed on drivers reasonably believed to be under the influence of drugs, as well as a zero tolerance policy for drivers in the Graduated Licensing Program who are found with THC in their systems.

Government-run cannabis stores will operate under the brand "B.C. Cannabis Stores". Retail stores will sell flowers, oils, dried cannabis products. Patrons will be permitted to buy a maximum of 30 grams of dried cannabis (or equivalent) at one time.

The Province has also committed to conducting public awareness and educational campaigns related to drug-impaired driving and health risks associated with cannabis consumption.

Despite the introduction of legislation, there are still a number of key outstanding provincial decisions:

- Determining the price of non-medical cannabis (including the tax rate);
- Completing an excise tax revenue sharing agreement with local governments;
- Finishing development of the rural retail framework;
- Deciding whether to permit cannabis consumption areas or lounges, a decision that will likely be made after the date of legalization;
- Completing regulation of non-medical cannabis production on the Agricultural Land Reserve, including a decision on whether production will be permitted at all;
- Regulating edibles (dependent on federal regulations, to be developed within one year of legalization).

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Campaign Finance Rules for Elector Organizations

May 2, 2018

On April 27, 2018, the Province announced amendments to the Local Election Campaign Financing Act regulations to ensure that corporate and union donations will not be used to fund any elector organization expenses in the year of a general local election.

The regulatory change recognizes that operational expenses and election expenses are hard to distinguish in an election year. In light of the new amendments, operational expenses in an election year will be treated as election expenses. Under previous rules, some operational expenses of elector organizations were not considered election expenses, resulting in concerns that corporate and union donations were being used to fund election expenses.

Amendments take effect for the October 2018 general local elections. If you have questions or are seeking further information about the amendments, please contact Elections BC.

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Funding & Resources Update

May 2, 2018

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.

UBCM Community Excellence Awards

The Community Excellence Awards recognize and celebrate UBCM members that have implemented projects and programs that demonstrate excellence in meeting the purposes of local government in BC. The awards are designed to profile promising practices and to create successful pathways and incentives for others to follow. Applications will be accepted until May 25, 2018.

Local Government Program Services

Regional Community to Community Forum Program: Matching funds of up to \$5,000 are available to support elected officials and/or senior staff of neighbouring First Nations and local governments to meet to address issues of common concern. The 2018/19 C2C program has been enhanced to increase focus on reconciliation, support coordinated approaches to emergency prevention, response and recovery, and to allow elected officials or senior staff to be eligible participants. The remaining application deadlines for this year's program are June 1 & October 19, 2018.

Asset Management Planning Program: Matching grants of up to \$15,000 are available to support activities that advance local government's asset management planning or practices and that facilitate better integration of asset management planning with long term financial planning. The next application deadline is September 28, 2018.

Asset Management Training Subsidies are also available and will cover up to 50% of the registration fee for up to three staff per local government for eligible Asset Management BC NAMS training events.

Community Emergency Preparedness Fund: The second round of funding for the following funding streams is expected to be announced shortly: Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning, Emergency Social Services, Emergency Operations Centres & Training, Structural Flood Mitigation. The announcement of an intake opportunity for Evacuation Route Planning is also expected soon.

Other Funding

Real Estate Foundation of BC: REFBC General Grants support projects that advance the sustainable use of land and that build knowledge and professionalism in the real estate industry. The next deadline for applications is September 6, 2018.

Climate change staff grants: The Federation of Canadian Municipalities offers grants of up to \$125,000 over two years to help municipalities supplement the salary of a new or existing staff person working on climate change initiatives.

Municipalities for Climate Innovation Program: FCM's MCIP is a five-year, \$75-million program that helps municipalities prepare for, and adapt to, climate change, and to reduce emissions of greenhouse gases. Funded by the Government of Canada, MCIP is available to all municipalities and their partners.

Municipal Asset Management Program: FCM's MAMP provides funding for projects that will help Canadian cities and communities of all sizes enhance their asset management practices.

First Nations Adapt Program: This federal program supports First Nation communities to assess and respond to climate change impacts on community infrastructure and emergency management. It prioritizes communities most impacted by sea level rise, flooding, forest fires, and winter road failures. Applications are reviewed on an ongoing basis.

Resources

Wildfire Community Preparedness Day: Communities across Canada are encouraged to participate in projects to help reduce the risk of wildfire damage to homes and neighbourhoods on Saturday, May 5, 2018.

Canadian Water Summit: Knowledge to Practice - Applying science, policy, and research to the blue economy. Save the date! June 20-22, 2018 in Vancouver.

Solutions to Municipal Sustainability Challenges: Watch FCM's Sustainable Communities Award winners' TED-style presentations to hear about the strategies they used to develop their projects.

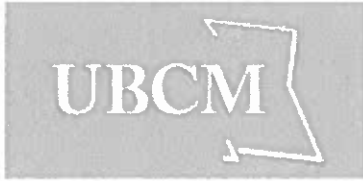
Climate Atlas of Canada: This interactive online tool is for citizens, researchers, businesses, and community and political leaders to learn about climate change in Canada. It combines climate science, mapping and storytelling to inspire local, regional, and national action that will help us move from risk to resilience.

Building sustainable communities with asset management: This guidebook is designed for municipal staff or elected officials in medium and large municipalities who are responsible for green projects or who are interested in municipal sustainable development.

CivicInfo BC: British Columbia's local government information hub offers comprehensive organizational and grant directories, events listings, tools for training, research and career development, bids & tenders, and other resources.

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Species at Risk Legislation

May 2, 2018

Local governments are invited to provide feedback to the Ministry of Environment and Climate Change Strategy as it develops legislation for protecting species at risk.

British Columbia is Canada's most biologically diverse province, with a complex geography and broad species and ecosystem diversity. Protection and recovery of species at risk will look different in different areas of the province, whether it is in the Lower Mainland or in the interior grasslands, in coastal areas or mountain ranges, on public or private property. The Ministry is hoping to hear feedback from regions throughout the BC to reflect this diversity and enhance legislative considerations.

The Ministry will be hosting a series of conservational webinars in mid-May. This will be an opportunity to have an open conversation about legislation development and the Species and Ecosystems at Risk (SEAR) Charter. Please contact Lynn Campbell if you have any questions or would like to participate in the webinar. To provide feedback to the Province, visit their website.

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Provincial Housing Affordability Announcements

Apr. 25, 2018

The Province has taken several steps to formalize commitments announced in the 30-point *Homes for BC* plan. It introduced legislation granting local governments authority for rental zoning and requiring housing needs assessments. The Province also introduced new developer data collection requirements to limit tax evasion on pre-sale condo assignments, and announced details on the rollout of funding for new rental homes.

UBCM members previously endorsed two resolutions calling for the authority to zone for rental tenure, a request that was recently brought to the attention of the Province through UBCM's housing report - *A Home for Everyone: A Housing Strategy for British Columbians*. The Province committed to granting this request in the 2018 Budget, and has now introduced amendments to the *Local Government Act* and *Vancouver Charter* providing the authority to limit tenure to rental in new developments, and to preserve existing rental units when redevelopment occurs. The proposed amendments would allow local governments to limit tenure on the basis of a specified number, portion or percentage of housing units in a building. Adoption of rental zoning by a local government would not override strata bylaws or housing co-op rules, and non-conforming forms of tenure would continue.

The Province has also introduced legislation to make it mandatory for local governments to conduct housing needs assessments to support planning for affordability. Assessments would be required every 5 years starting 3 years after the date the relevant section of the legislation comes into force. The assessments will incorporate data on current and projected population, income, housing stock and housing needs. The legislation allows for further details on housing needs report content, exemptions and application to be made by regulation. As announced in the budget, the Province will support this requirement with \$5 million over three years.

Both the housing needs assessment and rental zoning announcements have been framed by the Province as assisting local governments to address affordability by giving them an additional planning tool and data to better address local needs.

Also introduced were changes to the *Real Estate Development Marketing Act* to limit tax evasion by people who resell condos before they have been built. The changes establish new reporting requirements for developers, and represent one of several measures that the Province introduced in *Homes for BC* to crack down on tax fraud and close loopholes.

Finally, the Province announced additional details on a \$1.9 billion investment to fund 14,000 new rental homes in BC. The Community Housing Fund will facilitate development of mixed income rental housing projects for independent families and seniors. Requests for proposals are now open, and may be submitted to BC Housing before 2 pm on September 17, 2018.

UBCM will continue to engage with the Province as they implement their *Homes for BC* plan.

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Additional Funding for Asset Management

Apr. 25, 2018

A third intake for the 2018 Asset Management Planning program has been confirmed.

The 2018 Asset Management Planning Program supports activities that advance a local government's asset management planning or practices, and that facilitate better integration of asset management planning with long term financial planning. The next application deadline is September 28, 2018.

Through the FCM's Municipal Asset Management Program, local governments can access grants to fund activities such as asset management needs or risk assessments; asset management plans, policies and strategies; data collection and reporting; asset management training and organizational development; and knowledge transfer, development and sharing.

Local governments in BC may apply to both UBCM's Asset Management Planning program and FCM's Municipal Asset Management Program for activities that are eligible under both programs. As UBCM will fund up to 50% (to a maximum of \$15,000) and FCM will fund up to 80% (to a maximum of \$50,000), applicants can leverage both programs to meet the matching requirements.

For more information, contact Danyta Welch at 250 356-5193 or dwelch@ubcm.ca.

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Cannabis Legalization Guide Released

Apr. 18, 2018

The Federation of Canadian Municipalities (FCM), in partnership with UBCM, legal experts, and other local governments and local government organizations across Canada, has developed a Municipal Guide to Cannabis Legalization. The Guide offers tools to help local governments meet challenges associated with the legalization of cannabis, including case studies, policy options and sample bylaw language. The Guide covers key issues consistent across jurisdictions, as well as regional variations, identified by FCM's advisory group of experts from across Canada. This document aims to support work on key areas of local government involvement, including land use management, business regulation, public consumption, workplace safety and enforcement.

For information regarding UBCM's involvement in the BC Joint Provincial-Local Government Committee on Cannabis Regulation (JCCR) and development of a provincial framework for legalized cannabis, please see our website.

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Local Government Awareness Week

Apr. 18, 2018

UBCM, in partnership with CivicInfo BC and the Ministry of Municipal Affairs, is pleased to support the 2018 British Columbia Local Government Awareness Week, which will run May 20-26. This is an ongoing initiative with the goal of raising awareness and educating the public on the roles and responsibilities of local government, and encourages the public to participate in local government processes.

Please see the Local Government Awareness Week website for more information and resources to get you started. We will continue to post new information on the LGAW website as we prepare for Local Government Awareness Week.

If you have activity ideas that you would like to share with your peers, please send them to Marylyn Chiang, Senior Policy Analyst, for inclusion on the Local Government Awareness Week website.

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Additional Provincial Resolution Responses

Apr. 18, 2018

The final set of provincial responses to 2017 resolutions is now available. UBCM will follow up with letters to the local governments that sponsored the 15 resolutions in 2017 to provide relevant provincial responses to each resolution.

UBCM Executive will review a report on all of the responses along with recommendations to update the work plan of the Executive, its committees, and UBCM staff at its May meeting.

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Community Poverty Reduction Grants

Apr. 18, 2018

Local governments interested in poverty reduction are invited to apply to the Community Poverty Reduction Fund. This \$7 million program is administered by the Vancouver Foundation and is designed to address the root causes of poverty by supporting socially innovative projects identified by communities.

Successful projects will seek to better understand how to address the systemic causes of poverty, test the ability to influence the systemic behaviours that are creating or maintaining poverty, or will work to scale a proven social innovation. The Vancouver Foundation is responsible for administering the fund through their Field of Interest (FOI) grants.

Three types of grants are available under this program:

1. Develop grants provide up to one year of funding of up to \$10,000 for early-stage project ideas that organizations wish to develop into concrete project plans. They do not require matching funds.
2. Test grants provide funding of up to \$75,000 annually for projects that have developed a project plan and are looking to test an intervention to influence systemic change. They require matching funds and can involve multi-year support to a maximum of \$225,000 over three years.
3. Grow grants provide funding of up to \$50,000 annually to scale proven social innovations. They require matching funds and can involve multi-year support to a maximum of \$150,000 over three years. Grow grants allow project teams that have had some success in influencing change to scale up, out, or deep to achieve greater systemic impact.

The next funding intake is July 2018.

Examples of successful applications include the City of Surrey's Social Innovation Lab process. Working in partnership with the Surrey Urban Indigenous Leadership Committee, the City received \$225,000 to analyze the roots of Indigenous child poverty in Surrey and identify a range of opportunities with the potential for high impact and uptake.

The City of Revelstoke received funding to implement a poverty plan. Their "Pathways to Poverty" project will support implementation of the plan by leading community engagement, conducting awareness-raising activities, developing related policies, deepening relationships with community partners, and supporting innovative programs delivered by partner organizations. The City received \$146,000 to support this work.

The City of New Westminster received a grant to hold a food security summit in advance of developing a food security action plan and sustainability framework. This project furthers the implementation of the City's Community Poverty Reduction Strategy.

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Support for Tenants Facing Eviction

Apr. 18, 2018

The Province has introduced the amendments to the *Residential Tenancy Act* to increase rights and compensation for those evicted from homes when they are renovated or demolished.

The amendments will increase:

- notice requirements for eviction due to demolition or renovation from 2 to 4 months,
- the time to dispute notice for demolition, conversion, or renovation from 15 to 30 days, and
- compensation for bad faith evictions, from 2 months rent to 12 months rent.

In addition, tenants of multi-unit buildings who are evicted due to renovation or repair will have right of first refusal, at market rate.

The changes have generally been viewed favourably by renter advocacy groups, although the provision enabling tenants of multi-unit buildings to have right of first refusal has been criticized by some as ineffective because market rents could be unaffordable for returning tenants. More broadly some groups have expressed hope that the announcements are interim measures, citing potential further actions by the recently announced Rental Housing Task Force.

The amendments are being made in conjunction with recently announced changes to the *Manufactured Home Park Tenancy Act*.

The changes are broadly consistent with resolutions adopted by members to address renter eviction due to renovations, and recommendations in UBCM's housing report.

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Funding for National Housing Strategy

Apr. 11, 2018

Federal, provincial and territorial Ministers responsible for housing have agreed to match approximately \$7.7 Billion in planned federal spending for implementation of the National Housing Strategy (NHS) through to 2028.

An agreement was reached on April 9 that establishes a framework for how money will be allocated to repairs and construction of affordable housing units. Provinces will subsequently need to sign bilateral funding agreements with the Federal Government to receive funding that will ultimately flow to intended recipients including local governments. Quebec is the only jurisdiction that has not signed onto the agreement.

While further negotiations on bilateral agreements are required, the sudden announcement moves towards addressing a major critique of the NHS, the reliance on matching funding.

Minister of Families, Children and Social Development and Minister responsible for the Canada Mortgage and Housing Corporation, Jean-Yves Duclos, has also announced that the Government will be unveiling details about the \$15.9 billion National Housing Co-Investment Fund in coming weeks. This program is designed to support repairs of existing affordable housing units and construction of new units through partnerships with and investments from the provinces and territories, municipalities, non-profits and co-operatives, and the private sector.

UBCM will continue to monitor the implementation of the strategy.

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2018 Community Excellence Awards

Apr. 11, 2018

Applications are now being accepted for the 2018 Community Excellence Awards. The Awards have been revised to recognize UBCM members that have undertaken projects that demonstrate excellence in meeting the purposes of local government in BC. The awards are designed to profile promising practices and to create successful pathways and incentives for others to follow. The application deadline is May 25, 2018.

The 2018 categories are:

- **Excellence in Governance.** Governance processes and policies that are outcomes-based and consensus oriented, support and encourage citizen participation in civic decision-making, are efficient, equitable and inclusive, open and transparent, and exemplify best practices in accountability, effectiveness, and long term thinking.
- **Excellence in Service Delivery.** Projects/programs that provide effective services in a proactive manner, demonstrate benefit to the community, and utilize performance measures, benchmarks and standards to ensure sustainable service delivery.
- **Excellence in Asset Management.** Projects/programs that demonstrate a comprehensive system of asset management policies and practices, meeting and/or exceeding accepted best practices.
- **Excellence in Sustainability.** Projects/programs that incorporate a long-term sustainability lens by considering cultural, social, economic and environmental issues in planning, policy and practice.

The presentation of the awards will also be revised for 2018. All delegates at UBCM's 2018 Convention will be invited to the awards reception. Information on the time and location of the reception will be available in the 2018 Convention program.

The Program & Application Guide and Application Form are available through the link provided above. For more information, contact Danyta Welch at 250 356-5193 or awards@ubcm.ca.

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3'89



Rental Housing Task Force Announced

Apr. 11, 2018

The Premier has appointed a three-person Rental Housing Task Force to review B.C.'s Tenancy laws. The Task Force will consult with the public, landlords, tenants and other stakeholders and make recommendations to Premier Horgan and Minister Robinson in the fall.

The Task Force will consist of NDP MLAs Spencer Chandra Herbert (Chair), Adam Olsen, and Ronna-Rae Leonard, and will work through the summer to consider options to improve security and fairness for renters and landlords, while addressing affordability. This will include a review of existing laws, and innovative approaches in other jurisdictions.

The Province has previously made a number of announcements to assist renters, including additional supports as part of the 2018 budget.

As described in the announcement, the focus of the Task Force is broadly consistent with recommendations in UBCM's housing report that call for a balanced approach to protect the interests of renters while providing adequate supports and incentives for landlords to ensure ongoing investment in rental housing.

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Consultation on Recognition of Indigenous Rights

Apr. 11, 2018

A national engagement has been launched to seek input on the development of a Recognition and Implementation of Rights Framework for Indigenous Peoples. This initiative forms an integral part of the Federal Government's broader commitment to renewing the relationship with First Nations, Inuit and Métis Peoples.

As detailed by the Prime Minister, the national engagement is being led by the Minister of Crown-Indigenous Relations and Northern Affairs, and is continuing through spring, with the intention of introducing the Framework in 2018 and seeing it implemented before October 2019.

The purpose of the Framework will be to support Indigenous peoples' treaty rights and inherent rights, as recognized in section 35 of the *Constitution Act*, 1982 and also to meet objectives outlined in the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP). Legislative and policy elements of the framework may include:

- Legislation to formalize the standard of recognition of Indigenous rights as the basis for government relations with Indigenous Peoples;
- A new policy reflecting the unique needs of First Nations, Inuit and Métis peoples to replace the current Comprehensive Land Claims Policy and the Inherent Right to Self-Government Policy;
- Reforming government policies and practices to support the implementation of treaties and self-government agreements;
- Mechanisms to support the rebuilding of Indigenous nations and governments, and advance Indigenous self-determination;
- Creating new dispute resolution approaches to address rights related issues, including overlapping territories and treaty implementation; and,
- Legislation establishing the two new departments that replacing Indigenous and Northern Affairs Canada with a mandate to serve the distinct needs of First Nations, Inuit and Métis peoples.

Further comments on development of the framework by the Minister of Justice and Attorney General of Canada, Jody Wilson-Reybold, suggests that an essential element may be the reorganization of First Nations into larger groupings to take on more powers. The Minister has commented on the prospect of such reorganization as being powerful because many bands in Canada are too small for full self-government to be practical.

Outreach related to the engagement has been focused on Indigenous Peoples, but other potential stakeholders are identified, including local governments.

A Public Engagement Guide on the initiative is available.

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Provincial Spill Response Webinar

Apr. 11, 2018

The B.C. Ministry of Environment and Climate Change Strategy will present a one hour online meeting on May 4th, 2018 from 9:00am to 10:00am outlining proposed regulations to enhance spill preparedness and response with respect to land transportation of hazardous materials.

Ben Vander Steen, Manager of Planning and Preparedness, will facilitate the presentation. It will focus on four topics the Ministry is exploring: geographic response plans, response times, maximizing the marine application of environmental emergency regulatory powers and addressing loss of public use from spills. An overview of the phase one regulations which came into force in October 2017, will also be provided.

The ministry's intention paper is available here for more information on the four topics.

The webinar may be accessed here or by phone:

Local - Victoria: +1 (250) 952-9304

Local - Vancouver: +1 (604) 398-9304

Toll-Free: +1 (888) 952-9304

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***Mike Wyllie is
putting on the breaks!***

***After 27 years of steering
SCSA's Transit System
Mike is shifting gears –
his last day is May 18th***



SCSA is hosting a lunch in

Mike's honour at Daddio's on May 25th from 12:00 noon – 2:00 pm

**Please roll on by to Acknowledge his contributions to SCSA and
Celebrate crossing this major intersection!**

**All staff and board members are invited, along with former colleagues
and members of the Transit Committee.**

Guests can take the wheel to share their stories and good wishes during lunch.

Cookies on the bus the week of May 14-18

**** Please RSVP to Jessica.Hunt@scsa.ca by May 18th if you plan to attend lunch
and/or want to ride the bus and share commemorative cookies with riders!!**



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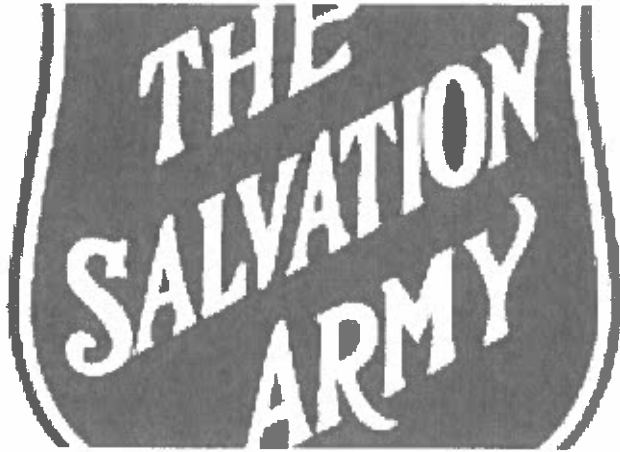
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MAY 15 2018

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HOST:
Cptn Neil Wilkinson 250-596-0037

THE SALVATION ARMY - VANDERHOOF GRAND OPENING

THURSDAY, MAY 31 AT 3:00 PM

The Co-Op Mall
188 Stewart St. E
Vanderhoof, BC V0J 3A0



Will you attend?

Yes

Maybe

No



Send your gift now: It's super simple!
Send the Gift Now

View Map

Print Invitation

MESSAGE FROM HOST

The Salvation Army is proud to announce the grand opening of the new Vanderhoof Community Support Centre located at 188 East Stewart Ave. Joining us in our newly renovated Thrift Store in the Co-op Mall will be local personalities, community members, families and Salvation Army personnel alike.

This event is an opportunity to showcase the many services The Salvation Army will be providing to positively impact residents of the Vanderhoof area.

These Grand Opening festivities begin at 3:00 PM Thursday, May 31 and include guest speakers, light refreshments, a meet & greet, and cake cutting. The celebrations will culminate May 31st with a special spiritual ministries service at 6:00 PM at a partnering church to be announced at a later date. The three day mega sale will continue on at the Thrift Store to June 2.



You get Chrome too



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Wendy Wainwright

From: Melany de Weerd
Sent: Wednesday, May 16, 2018 9:45 AM
To: Wendy Wainwright
Subject: FW: Invitation: North Central BC Clean Air Forum, June 4 and 5

invite

From: Kim Menounos <kmenounos@fraserbasin.bc.ca>
Sent: May 16, 2018 8:44 AM
Subject: Invitation: North Central BC Clean Air Forum, June 4 and 5

Hello,

Members of your community are invited to this important air quality event.

The upcoming North Central BC Clean Air Forum is targeted to small and mid-sized communities around the province, and aims to provide tools to address air quality concerns such as wildfire smoke and woodstove use. An event like this hasn't been held outside of Vancouver in **5 years!**

There are two days of learning opportunities. The Woodsmoke Education and Outreach Tools Workshop in Prince George on June 4 is targeted to local groups and staff doing outreach about woodsmoke. There are a limited number of spaces available in this workshop. The registration code is **PGAIR2018**.

The *June 4 Woodsmoke Education and Outreach Tools* event is only open to invitees, and is **free of charge**.

June 5 is the full day of air quality information straight from the experts. We'll hear about trends around the province, wildfire health and mitigation strategies from California, electric vehicles and more!

There is a small fee to attend the full Clean Air Forum event on June 5. Please [contact us](#) directly for more information.

Please visit [PGAIR](#) for more information about venue and to see the full program, or contact us.

To register, go to [EventBrite](#) and enter the Promotional Code **PGAIR2018**. Entering this code will reveal the June 4 tickets option.

Please forward this email to anyone interested in attending.



--

Kim Menounos

PGAIR Manager | NWR Coordinator

Assistant Regional Manager, Upper Fraser Office | Fraser Basin Council

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Tel: [250-612-0252](tel:250-612-0252)

Email: kmenounos@fraserbasin.bc.ca

[FBC Web](#) | [PGAIR Web](#) | [PGAIR Facebook](#)

The Upper Fraser Office is located on the traditional territory of the Lheidli T'enneh

Regional District of Bulkley-Nechako

Action List - February 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
WMC.2018-1-3 Waste Management Meeting Feb 22, 2018	Vanderhoof Transfer Station Recycling Contract Negotiations with Recycle BC	Staff to further investigate and negotiate a contract with Recycle BC to host a small scale Recycling Depot at the Vanderhoof Transfer Station; and staff to provide a follow-up report including the cost of a small scale Recycling Depot at the Vanderhoof Transfer Station.	Janette/Rory	Completed	
2018-3-4 Board Meeting Feb 22, 2018	Fraser Basin Council - Request for Funding/Service Establishment Nechako	RDBN Rural and Municipal Directors within the Nechako Watershed meet on March 8, 2018 to discuss the Fraser Basin Council's Request for Funding/Service Establishment in regard to the Nechako Watershed Roundtable.	Melany	Completed	March 8, 2018
2018-3-5 Board Meeting Feb 22, 2018	Canada Summer Jobs Attestation	Enter into a contract with Employment and Social Development Canada for Summer Student wage subsidies, should the funding be approved.	Corrine	In Progress	
2018-3-6 Board Meeting Feb 22, 2018	Connecting Consumers and Producers	Staff to include Hazelton and area producers and farmers markets in the Connecting Consumers and producers Brochure; and further, that the extra cost be covered by the Regional District of Kitimat-Stikine.	Corrine	In Progress	
2018-3-7 Board Meeting Feb 22, 2018	Rural Connectivity Project	That a Regional Connectivity Advisory Committee be considered at the completion of the Rural Connectivity Project Study.	Corrine	In Progress	
2018-3-8 Board Meeting Feb 22, 2018	Minerals North 2018	Registration of Rural Directors and CAO to attend Minerals North 2018.	Ger	Completed	
2018-3-9 Board Meeting Feb 22, 2018	Federation of Canadian Municipalities 2018 - May 31-June 3, 2018, Halifax, NB	Defer Board attendance to FCM to the April 19, 2018 RDBN Board meeting to determine the 2018 FCM Convention Agenda.	Cheryl	Completed	

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Regional District of Bulkley-Nechako

Action List - February 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-3-10 Board Meeting Feb 22, 2018	North central Local Government Association - Regional Representative Positions	Appoint Director Brienen as the RDBN's representative to the NCLGA for 2018.	Cheryl	Completed	
2018-3-11 Board Meeting Feb 22, 2018	NCLGA - May 8-10, 2018 - Fort Nelson, B.C.	Register and travel arrangements of the Rural Directors and CAO to the NCLGA Conference May 8-10, 2018 in Fort Nelson, B.C.	Ger	Completed	
2018-3-12 Board Meeting Feb 22, 2018	Annual UBCM Convention - Sept 10-14, 2018- Whistler, B.C.	Register and travel arrangements of Rural Directors, CAO, Manager of Administrative Services and Agriculture Coordinator to the UBCM Convention from Sept 10-14, 2018 in Whistler, B.C.	Ger	In Progress	
2018-3-14 Board Meeting Feb 22, 2018	NCLGA Resolution re: Limited Response Time for Input	Submit the resolution titled "Limited Response Time for Input" to the NCLGA as amended.	Cheryl	Completed	March 12, 2018
2018-3-15 Board Meeting Feb 22, 2018	Lakes District Festival Association - Request for Grant in Aid -Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "B" (Burns Lake Rural) and \$1,500 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for costs associated with the Lakes District Festival Association's annual festival.	Cheryl/Kristi	Completed	March 12, 2018
2018-3-17 Board Meeting Feb 22, 2018	Nechako Valley Rodeo Association - Request for Grant in Aid - Electoral Area "F" (Vanderhoof Rural)	Write a letter and contribute \$3,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) to the Nechako Valley Rodeo Association for costs associated with its 2018 rodeo.	Cheryl/Kristi	Completed	March 12, 2018
2018-3-18 Board Meeting Feb 22, 2018	Vanderhoof Children's Theatre - Request for Grant in Aid - Electoral Area "F" (Vanderhoof Rural)	Write a letter and contribute \$4,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) to the Vanderhoof Children's Theatre for costs associated with its <i>Once Upon a Mattress</i> production.	Cheryl/Kristi	Completed	March 12, 2018

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Regional District of Bulkley-Nechako

Action List - February 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-3-19 Board Meeting Feb 22, 2018	Houston Minor Hockey Association- Request for Grant in Aid -Electoral Area "G" (Houston Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "G" (Houston Rural) to Houston Minor Hockey Association for costs associated with the 2018 BC Hockey Midget Tier 4 Championships.	Cheryl/Kristi	Completed	March 12, 2018
2018-3-20 Board Meeting Feb 22, 2018	Houston Mountain Bike Association - Request for Grant in Aid -Electoral Area "G" (Houston Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "G" (Houston Rural) to Houston Mountain Bike Association for costs associated with signage for the promotion of its trail system.	Cheryl/Kristi	Completed	April 3, 2018
2018-3-21 Board Meeting Feb 22, 2018	Lakes District Fall Fair Association - Northern Development Application North West RAC	Provide notification to NDIT of the RDBN Board of Directors support of the Lakes District Fall Fair Association's application to the Northern Development Initiative Trust - Community Halls and Recreation Facilities.	Nellie/Corrine	Completed	
2018-3-22 Board Meeting Feb 22, 2018	RDBN - Northern Development Marketing Initiatives Applications	Provide notification to NDIT: 1. Supports the Regional District of Bulkley-Nechako's application to the Northern Development Initiative Trust's Marketing Initiatives Program for a Content Generation Project; and, 2. Supports the Regional District of Bulkley-Nechako's application to the Northern Development Initiative Trust's Marketing Initiatives Program for a Program Development Project; and, 3. Enter into contracts with Northern Development Initiative Trust for the Marketing Initiatives projects, should the funding be approved.	Nellie/Corrine	Completed	
2018-3-23 Board Meeting Feb 22, 2018	Federal Gas Tax Funds - Electoral Area "A" (Smithers Rural) Smithers Curling Club	1. Write a letter and contribute up to \$35,000 of Electoral Area "A" Federal Gas Tax allocation monies to the Smithers Curling Club for recreation infrastructure upgrades; and further, 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$35,000 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	

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Regional District of Bulkley-Nechako

Action List - February 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-3-24 Board Meeting Feb 22, 2018	Federal Gas Tax Funds - Electoral Area "B" (Burns Lake Rural) Tweedsmuir Park Rod & Gun Club	1. Write a letter and contribute up to \$10,000 of Electoral Area "B" Federal Gas Tax allocation monies to the Tweedsmuir Park Rod & Gun Club for flooring renovation project at the Rod & Gun Club hall; and further, 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$10,000 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	
2018-3-25 Board Meeting Feb 22, 2018	Federal Gas Tax Funds - Electoral Area "C" (Fort St. James Rural) Fort St. James Curling Club	1. Write a letter and contribute up to \$9,752.40 of Electoral Area "C" Federal Gas Tax allocation monies to the Fort St. James Curling Club for a Sport Infrastructure improvement project at the Curling Rink; and further, 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$9,752.40 from the Federal Gas Tax Reserve Fund.	Kristi/John	Completed	
2018-3-26 Board Meeting Feb 22, 2018	Federal Gas Tax Funds - Electoral Area "D" (Fraser Lake Rural) RDBN - Fort Fraser Water Supply Generator	1. Write a letter and contribute up to \$71,500 (plus recoverable GST) of Electoral Area "D" Federal Gas Tax allocation monies for the purchase and installation of a backup generator for the Fort Fraser Water Supply; and further, 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$71,500 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	
2018-3-29 Board Meeting Feb 22, 2018	NCLGA 2018 Invoice	Staff to renew the NCLGA membership at a cost of \$78,473.95 for 2018.	Laura/John	Completed	
2018-3-32 Board Meeting Feb 22, 2018	Referral File Prince Rupert Gas Transmission Project (PRGT) Permit Expiry Extension (TransCanada)	Staff to send the attached letter to the BC Oil and Gas Commission and TransCanada as the RDBN's response to the Permit Expiry Extension Notification dated February 13, 2018.	Jason L	Completed	
2018-3-33 Board Meeting Feb 22, 2018	Removal of Covenant CA 1634238 and Modification Covenant CA 3788958	Discharge of Covenant CA1634238 and Covenant Modification CA3788958 from the title of the properties legally described as Lots 2, 3 and 4, Section 14, Township 1A, Range 5, Coast District, Plan EPP42101 and Remainder Lot B, Section 14, Township 1A, Range 5, Coast District, Plan EPP25548, Excluding Plan EPP42101.	Jason L	Completed	

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Regional District of Bulkley-Nechako

Action List - February 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-3-38 Board Meeting Feb 22, 2018	Equity Mine Emergency Preparedness and Response Plan	Staff to send the letter attached to the staff report dated February 14, 2018 regarding the Equity Mine Emergency Preparedness and Response Plan to Howard Davies, Regional Director for the Ministry of Energy, Mines and Petroleum Resources.	Jason L	Completed	
2018-3-40 Board Meeting Feb 22, 2018	Vanderhoof International Airshow - Request for Support Northern Development Application	Provide notification of the RDBN Board of Directors support of the Vanderhoof International Airshow's application to the Northern Development Initiative Trust – Fabulous Festivals and Events; and further, that the RDBN Board of Directors write a letter of support to the Vanderhoof International Airshow for its grant application.	Wendy	Completed	
2018-3-50 Board Meeting Feb 22, 2018	Stella'ten First Nation - Northern Development Application - Prince George RAC	Provide notification of the RDBN Board of Directors support of the Stella'ten First Nation's application to the Northern Development Initiative Trust - Community Halls and Recreation Facilities.	Nellie/Corrine	Completed	
2018-3-51 Board Meeting Feb 22, 2018	Rescind Motion RE: 2018 Recycling Contract Renewals	1. Rescind Motion 2017-16-40 Item 2, Section f of the December 14, 2017 Regional Board Meeting as written: 2017-16-40 2. "That the Regional District of Bulkley-Nechako Board of Directors approve the following recommendations: f. a contract extension with the Smithers and Area Recycling Society in support of the proposal for the continuance of recycling services for Smithers/Telkwa and Area for the time period of January 1 – December 31, 2018 at a total cost of \$60,868.00 (excluding taxes)." 2. That the Regional District of Bulkley-Nechako Board of Directors direct staff to provide written notification to the Board of the Smithers and Area Recycling Society of the Regional Board's decision.	Janette/Rory	Completed	
2018-3-55 Board Meeting Feb 22, 2018	Informal Volunteer Strategic Group RE: CN Railway Impacts	Support the formulization of an informal volunteer strategic group to develop strategies to address CN Railway impacts in the region. (Advocacy)	Melany	On Going	

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Regional District of Bulkley-Nechako

Action List - March 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-4-3 Board Meeting March 8, 2018	FCM 2018 - May 31-June, 2018, Halifax, N.B.	Registration and Travel arrangements for Vice Chair Gerry Thiessen and Director Fisher to attend the FCM 2018 Convention May 31-June 3, 2018 in Halifax, NB.	Ger	Completed	
2018-4-5 Board Meeting March 8, 2018	Investment Services	Open an investment account with Canaccord Genuity.	John	Completed	
2018-4-6 Board Meeting March 8, 2018	Nechako Valley Search and Rescue	Write individual letters to both Nechako Kitamaat development Fund and the Integris Community Foundation in support of Nechako Valley Search and Rescue's grant application for a new three bay heated garage.	Cheryl	Completed	March 14, 2018
2018-4-8 Board Meeting March 8, 2018	Letter to Rio Tinto Re: Invitation to Participate in Water Engagement Initiative	Staff to work with Director Thiessen to draft a letter to Rio Tinto Aluminium Product Group Atlantic Operations – BC Works holding Rio Tinto accountable in terms of its invitation to participate in its water engagement initiative and amend its water use; and further, that Rio Tinto facilitate a water use plan for the Nechako River and Reservoir; and further, that the letter be provided to newspapers within the Regional District of Bulkley-Nechako.	Jason L	Completed	
C.W.2018-2-4 Comm. Of the Whole Meeting March 8, 2018	Vanderhoof Transfer Station Recycling Contract Negotiations with Recycle BC - Follow Up Report	1. Staff to enter into a recycling depot contract with Recycle BC for the depot service at the Vanderhoof Transfer Station." 2. "That the Committee of the Whole recommend that the RDBN Board of Directors approve operational and staffing changes to provide a small scale recycling depot that provides full operational coverage in accordance to the requirements of the Recycle BC contract.	Janette/Rory	Completed	
C.W.2018-2-7 Comm. Of the Whole Meeting March 8, 2018	Northern Healthy Communities Forum 2018 May 7, 2018 - Fort Nelson, B.C.	Write a letter to Northern Health requesting that the time be changed from a 9:00 a.m. start time to a later time in the day for its Northern Healthy Communities Forum 2018 meeting May 7, 2018 in Fort Nelson, B.C. during the North Central Local Government Association Convention to accommodate NCLGA members confirmed flight arrival times.	Cheryl	Completed	March 14, 2018

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Regional District of Bulkley-Nechako

Action List - March 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
C.W.2018-2-8 Comm. Of the Whole Meeting March 8, 2018	Smithers/Telkwa Transfer Station Recycling Contract Negotiations with Recycle BC - Follow Up Report	1. Direct staff to enter into a recycling depot contract with Recycle BC for the depot service at the Smithers/Telkwa Transfer Station. 2. Approve operational and staffing changes to provide a small scale recycling depot that provides full operational coverage in accordance to the requirements of the Recycle BC contract. 3. Staff to write a press release, once details are finalized, in regard to small scale recycling at the Smithers/Telkwa Area Transfer Station and Vanderhoof Transfer Station.	Janette/Rory	Completed	
C.W.2018-2-9 Comm. Of the Whole Meeting March 8, 2018	Federal Gas Tax Funds - Electoral Area "A" (Smithers Rural) Smithers/Telkwa Transfer Station and Electoral Area "F" (Vanderhoof Rural) Vanderhoof Transfer Station	1. Write a letter and contribute up to \$30,000 (plus recoverable GST) of Electoral Area "F" Federal Gas Tax allocation monies and up to \$30,000 (plus recoverable GST) of Electoral Area "A" Federal Gas Tax allocation monies for the purchase and set up of two recycle depots to be located one each at the Vanderhoof Transfer Station and the Smithers/Telkwa Transfer Station, and further, 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$60,000 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	
RDC.2018-2-3 Rural Directors Committee Meeting March 8, 2018	Permaculture Farm Festival Club - Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "A" (Smithers Rural) to the Permaculture Farm Festival Club for costs associated with the Northwest Food Security Partnership.	Cheryl/Kristi	Completed	April 3, 2018
RDC.2018-2-4 Rural Directors Committee Meeting March 8, 2018	Town of Smithers - Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$2,000 grant in aid monies from Electoral Area "A" (Smithers Rural) to the Town of Smithers for costs associated with Smithers and District Transit Marketing Initiative.	Cheryl/Kristi	Completed	April 3, 2018

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Regional District of Bulkley-Nechako

Action List - March 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2018-2-5 Rural Directors Committee Meeting March 8, 2018	Lakes District Fair Association - Request for Grant in Aid -Electoral Areas "B" (Burns Lake Rural)	Write a letter and contribute \$5,000 grant in aid monies from Electoral Area "B" (Burns Lake Rural) to the Lakes District Fair Association for the parking lot expansion project.	Cheryl/Kristi	Completed	April 3, 2018
RDC.2018-2-6 Rural Directors Committee Meeting March 8, 2018	Fort St. James Public Library - Request for Grant in Aid -Electoral Areas "C" (Fort St. James Rural)	Write a letter and contribute \$2,700 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the Fort St. James Public Library for staff training in Interlibrary Loan Code and Outlook Online.	Cheryl/Kristi	Completed	March 29, 2018
RDC.2018-2-7 Rural Directors Committee Meeting March 8, 2018	Fort St. James Secondary School Ski and Snowboard Team - Request for Grant in Aid - Electoral Areas "C" (Fort St. James Rural)	Write a letter and contribute \$1,500 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the Fort St. James Secondary School Ski and Snowboard Team for costs associated with Provincial Championships in Sun Peaks, B.C.	Cheryl/Kristi	Completed	March 29, 2018
RDC.2018-2-8 Rural Directors Committee Meeting March 8, 2018	Fraser Lake Elementary Secondary School Senior Boys Basketball Team - Request for Grant in Aid - Electoral Area "D" (Fraser Lake Rural)	Write a letter and contribute \$1,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) to the Fraser Lake Elementary Secondary School Senior Boys Basketball Team for costs associated with the Senior Boys' Provincial Basketball Tournament in Langley, B.C.	Cheryl/Kristi	Completed	April 3, 2018

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Regional District of Bulkley-Nechako

Action List - March 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-5-5 Board Meeting March 15, 2018	Vehicle Insurance for Directors Use of their Personal Vehicles	1. Staff to inform newly elected Directors of their responsibility to insure their vehicle as appropriate; and further, 2. That the Regional District of Bulkley-Nechako Board of Directors direct staff to include Vehicle Insurance for Directors Use of their Personal Vehicles during a future remuneration review.	John	1. November, 2018 2. In Progress	
2018-5-7 Board Meeting March 15, 2018	Invest in BC Advertising Opportunity	Place a half page advertisement in the 2018 Invest in BC publication at a cost of \$1,750.	Corrine	Completed	
2018-5-8 Board Meeting March 15, 2018	Trans Canada Yellowhead Highway Association 2018 Invoice	Staff to renew the Trans Canada Yellowhead Highway Association membership at a cost of \$2,728.66 for 2018; and further, that the Regional District of Bulkley-Nechako request that the Trans Canada Yellowhead Highway Association be in attendance at the Union of B.C. Municipalities and/or North Central Local Government Association Conventions to provide better accessibility to the organization.	John/Cheryl	Completed	
2018-5-13 Board Meeting March 15, 2018	Coastal GasLink Tchesinkut Lake Work Camp Preliminary Review	Staff to proceed with undertaking a preliminary review of the proposed Tchesinkut Lake work camp as outlined in the March 5, 2018 staff report on the Tchesinkut Lake Work Camp.	Jason L	Completed	
2018-5-15 Board Meeting March 15, 2018	Village of Burns Lake ESS Strategy	1. Staff to continue with discussions with the Village of Burns Lake regarding an agreement where the RDBN provides the Village of Burns Lake with an ESS Director and the Village of Burns Lake provides the RDBN EOC with a BC Wildfire Service (BCWS) liaison officer; and further, 2. That the discussions include the assistance of Village of Burns Lake staff in establishing acceptable communications protocols and procedures with the BCWS regarding active wildfires that have the potential to impact residents; and further, 3. That staff report back to the RDBN Board of Directors with a draft agreement for further consideration following discussions with the Village of Burns Lake.	Haley/Jason L	In Progress	

high

Regional District of Bulkley-Nechako

Action List - March 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-5-16 Board Meeting March 15, 2018	2017 Provincial Flood & Fire Review	Staff to send the letter attached to the March 6, 2018 staff report regarding BC Flood and Wildfire Review to the Provincial Flood and Wildfire Review Committee.	Haley/Jason L	Completed	
2018-5-17 Board Meeting March 15, 2018	Rio Tinto's Nechako Reservoir Dam Emergency Plan	Staff to send the letter attached to the March 5, 2018 staff report regrading the Nechako Reservoir Dam Emergency Plan to Rio Tinto Alcan as amended to include: Fraser Lake in the communities that would be severely impacted if there was a dam breach.	Jason L	Completed	
2018-5-21 Board Meeting March 15, 2018	Ministry of Forests, Lands, natural Resource Operations and Rural Development - Name Change - Witch Lake to "Onjo Lake"	Provide notification of the RDBN Board of Directors support of the Nak'azdli Whut'en request to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development to change the name of Witch Lake to "Onjo Lake."	Cheryl	Completed	April 3, 2018
2018-5-22 Board Meeting March 15, 2018	Sean Sharpe Environmental Consulting Ltd. - Opportunity to comment on Proposed Government Action Regulation and Management Regulation Orders	Invite Sean Sharpe, R.P.Bio., Ms.Sc., Sean Sharpe Environmental Consulting Ltd. to a future RDBN Forestry Committee meeting to discuss the proposed Mountain Goat Ungulate Winter Range (UWR) orders.	Cheryl	Completed	Attended May 3, 2018
2018-5-24 Board Meeting March 15, 2018	Village of Burns Lake's Request for Support - 2018 NCLGA Resolution Under	Provide notification of the RDBN Board of Directors support of the Village of Burns Lake's 2018 NCLGA Resolution in regard to Underfunding of Public Libraries.	Cheryl	Completed	

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Regional District of Bulkley-Nechako

Action List - March 2018 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-5-29 Board Meeting March 15, 2018	RDBN Northern Development Application - Strategic Initiatives Fund	Provide notification of the Regional District of Bulkley-Nechako Board of Directors support of the Regional District of Bulkley-Nechako's Regional Strategies for Economic Sustainability application to Northern Development Initiative Trust's – Strategic Initiatives Fund, and; agree to enter into a contract with Northern Development, should the funding be approved.	Corrine	Completed	Did not receive funding
2018-5-31 Board Meeting March 15, 2018	Trans Canada Yellhead Highway Association Resolution	Submit the resolution titled "Safety Infrastructure Funding" to the trans Canada Yellowhead Highway Association for consideration.	Cheryl	Completed	
2018-5-31 Board Meeting March 15, 2018	Houston Mountain Biking Association - Request for Grant in Aid - Electoral Area "G"	Rescind motion 2018-3-20 – "That the Houston Mountain Bike Association be given \$1,000 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with signage for the promotion of its trail system; and further, That the Houston Mountain Bike Association be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with signage for the promotion of its trail system.	Cheryl	Completed	
2018-5-34 Board Meeting March 15, 2018	UBCM 2018 Invoice	Staff to renew the UBCM membership at a cost of \$11,572.72 for 2018.	John	Completed	

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Sort order: Control account, vendor number, report group
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 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)
ACE002 ACE HARDWARE									
PA	31139	04/10/18			31139	-41.25	0.00		
Vendor (ACE002) totals:						-41.25	0.00		
ALT003 ALTERNATIVE GROUNDS									
PA	TP-367-001	04/04/18			TP-367-001	-185.85	0.00		
Vendor (ALT003) totals:						-185.85	0.00		
ARO001 ARO AUTOMOTIVE & INDUSTRIAL									
PA	TP-368-001	04/10/18			TP-368-001	-101.24	0.00		
Vendor (ARO001) totals:						-101.24	0.00		
BCH002 BC HYDRO									
PA	TP-369-001	04/19/18			TP-369-001	-12,210.16	0.00		
Vendor (BCH002) totals:						-12,210.16	0.00		
BCT001 BCTRANSIT									
PA	31149	04/19/18			31149	-11,314.00	0.00		
Vendor (BCT001) totals:						-11,314.00	0.00		
BIR003 BIRD'S EYE VIEW ADVERTISING									
PA	31117	04/04/18			31117	-132.30	0.00		
Vendor (BIR003) totals:						-132.30	0.00		
BLA001 BLACK PRESS GROUP LTD									
PA	TP-369-002	04/19/18			TP-369-002	-1,629.08	0.00		
Vendor (BLA001) totals:						-1,629.08	0.00		
BLR001 BL RETURN-IT RECYCLING DEPOT									
PA	TP-367-002	04/04/18			TP-367-002	-2,772.88	0.00		
Vendor (BLR001) totals:						-2,772.88	0.00		
BRE001 BREWSTIRS CAFE									
PA	31166	04/26/18			31166	-303.09	0.00		
Vendor (BRE001) totals:						-303.09	0.00		
BRO001 Helen Brown									
PA	31150	04/19/18			31150	-70.00	0.00		
Vendor (BRO001) totals:						-70.00	0.00		
BUC003 BUCK CREEK ENTERPRISES									
PA	31140	04/10/18			31140	-18.40	0.00		
Vendor (BUC003) totals:						-18.40	0.00		
BUR001 BURNS LAKE AUTOMOTIVE SUPPLY									
PA	TP-367-003	04/04/18			TP-367-003	-407.21	0.00		
Vendor (BUR001) totals:						-407.21	0.00		
BUR002 BURNS LAKE CHAMBER OF COMMERC									
PA	31167	04/26/18			31167	-693.26	0.00		
Vendor (BUR002) totals:						-693.26	0.00		
BUR012 BURNS LAKE PUBLIC LIBRARY									
PA	TP-370-001	04/25/18			TP-370-001	-17,264.92	0.00		
Vendor (BUR012) totals:						-17,264.92	0.00		
BUR014 BURNS LAKE REBROADCAST SOCIETY									
PA	TP-370-002	04/25/18			TP-370-002	-2,500.00	0.00		
Vendor (BUR014) totals:						-2,500.00	0.00		
BVA001 B V AQUATIC CENTRE MANG. SOCIE									
PA	TP-370-003	04/25/18			TP-370-003	-44,040.58	0.00		
Vendor (BVA001) totals:						-44,040.58	0.00		

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BVT001 BV TAXI SERVICES									
PA	31118	04/04/18			31118	-25.00	0.00		
Vendor (BVT001) totals:						-25.00	0.00		
CAS002 CASCADES RECOVERY INC.									
PA	TP-367-004	04/04/18			TP-367-004	-4,752.93	0.00		
PA	TP-369-003	04/19/18			TP-369-003	-4,901.56	0.00		
Vendor (CAS002) totals:						-9,654.49	0.00		
CDW001 CDW CANADA INC									
PA	TP-367-005	04/04/18			TP-367-005	-378.55	0.00		
PA	TP-369-004	04/19/18			TP-369-004	-603.00	0.00		
Vendor (CDW001) totals:						-981.55	0.00		
CHE002 PARKLAND REFINING (BC) LTD.									
PA	TP-368-002	04/10/18			TP-368-002	-5,142.31	0.00		
Vendor (CHE002) totals:						-5,142.31	0.00		
CLA003 JUNE CLARK									
PA	31151	04/19/18			31151	-854.32	0.00		
Vendor (CLA003) totals:						-854.32	0.00		
CLU003 CLUCULZ LAKE VOL. FIRE DEPT									
PA	TP-370-004	04/25/18			TP-370-004	-1,491.75	0.00		
Vendor (CLU003) totals:						-1,491.75	0.00		
CON006 CONTAINER WEST MANUFACTURING L									
PA	31141	04/10/18			31141	-47,390.00	0.00		
Vendor (CON006) totals:						-47,390.00	0.00		
COU001 COUNTRY HOMES									
PA	31119	04/04/18			31119	-52.50	0.00		
Vendor (COU001) totals:						-52.50	0.00		
D&M001 D&M INDUSTRIAL SUPPLIES									
PA	31152	04/19/18			31152	-16.92	0.00		
Vendor (D&M001) totals:						-16.92	0.00		
DAV003 DAVERN ENTERPRISES									
PA	TP-368-003	04/10/18			TP-368-003	-267.75	0.00		
Vendor (DAV003) totals:						-267.75	0.00		
DIS004 DISTRICT OF VANDERHOOF									
PA	31162	04/23/18			31162	-990,000.00	0.00		
Vendor (DIS004) totals:						-990,000.00	0.00		
DZE001 DZE L K'ANT FRIENDSHIP CENTRE									
PA	31142	04/10/18			31142	-5,512.35	0.00		
Vendor (DZE001) totals:						-5,512.35	0.00		
EAG001 EAGLE AUTOMOTIVE CENTER									
PA	TP-368-004	04/10/18			TP-368-004	-599.30	0.00		
Vendor (EAG001) totals:						-599.30	0.00		
EVE002 EVERGREEN INDUSTRIAL SUPPLIES									
PA	TP-368-005	04/10/18			TP-368-005	-67.12	0.00		
Vendor (EVE002) totals:						-67.12	0.00		
FOR008 FORT FRASER VOL. FIRE DEP.									
PA	TP-370-005	04/25/18			TP-370-005	-1,516.67	0.00		
Vendor (FOR008) totals:						-1,516.67	0.00		
FOR013 FORT ST. JAMES CHAMBER OF									

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FOR013 FORT ST. JAMES CHAMBER OF (Continued)									
PA	31168	04/26/18			31168	-97.75	0.00		
	Vendor (FOR013) totals:								
						-97.75	0.00		
FOR015 FORT ST. JAMES LIBRARY									
PA	31120	04/04/18			31120	-2,700.00	0.00		
PA	TP-370-006	04/25/18			TP-370-006	-1,145.83	0.00		
	Vendor (FOR015) totals:								
						-3,845.83	0.00		
FOR018 FORT ST. JAMES SECONDARY									
PA	31121	04/04/18			31121	-1,500.00	0.00		
PA	31181	04/26/18			31181	-1,000.00	0.00		
	Vendor (FOR018) totals:								
						-2,500.00	0.00		
FOR033 FORT SAINT JAMES TV SOCIETY									
PA	TP-370-007	04/25/18			TP-370-007	-13,667.67	0.00		
	Vendor (FOR033) totals:								
						-13,667.67	0.00		
FOR047 FORT ST. JAMES TAEKWONDO SOCIET									
PA	31169	04/26/18			31169	-1,000.00	0.00		
	Vendor (FOR047) totals:								
						-1,000.00	0.00		
FOU002 FOUR STAR COMMUNICATIONS INC									
PA	TP-369-005	04/19/18			TP-369-005	-118.13	0.00		
	Vendor (FOU002) totals:								
						-118.13	0.00		
FRA009 FRASER LAKE BUILDING SUPPLIES									
PA	31122	04/04/18			31122	-35.55	0.00		
	Vendor (FRA009) totals:								
						-35.55	0.00		
FRA012 FRASER LAKE ELEM-SECOND SCHOOL									
PA	31123	04/04/18			31123	-1,500.00	0.00		
	Vendor (FRA012) totals:								
						-1,500.00	0.00		
FRA014 FRASER LAKE LIBRARY BOARD									
PA	TP-370-008	04/25/18			TP-370-008	-2,013.00	0.00		
	Vendor (FRA014) totals:								
						-2,013.00	0.00		
FRA016 FRASER LAKE REBROADCASTING SOC									
PA	TP-370-009	04/25/18			TP-370-009	-5,583.33	0.00		
	Vendor (FRA016) totals:								
						-5,583.33	0.00		
FRA023 FRASER LAKE CHAMBER OF COMMER'									
PA	31170	04/26/18			31170	-35.00	0.00		
	Vendor (FRA023) totals:								
						-35.00	0.00		
FRA025 FRASER LAKE BOTTLE DEPOT									
PA	TP-368-006	04/10/18			TP-368-006	-4,527.42	0.00		
	Vendor (FRA025) totals:								
						-4,527.42	0.00		
GRA011 GRANISLE TV SOCIETY									
PA	31171	04/26/18			31171	-2,000.00	0.00		
	Vendor (GRA011) totals:								
						-2,000.00	0.00		
GRE003 GREYHOUND COURIER EXPRESS									
PA	TP-368-007	04/10/18			TP-368-007	-66.94	0.00		
	Vendor (GRE003) totals:								
						-66.94	0.00		
GRE007 Judy Greenaway									
PA	31172	04/26/18			31172	-295.48	0.00		
	Vendor (GRE007) totals:								
						-295.48	0.00		
GRE008 GREAT WEST EQUIPMENT									

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GRE008 GREAT WEST EQUIPMENT (Continued)									
PA	TP-368-008	04/10/18			TP-368-008	-4,925.67	0.00		
PA	TP-369-006	04/19/18			TP-369-006	-232.10	0.00		
Vendor (GRE008) totals:						-5,157.77	0.00		
HEL002 HELENE BRUNETTE									
PA	31153	04/19/18			31153	-70.00	0.00		
Vendor (HEL002) totals:						-70.00	0.00		
HOT001 HOTSUNC COMPUTER SOLUTIONS									
PA	TP-367-006	04/04/18			TP-367-006	-12,363.75	0.00		
Vendor (HOT001) totals:						-12,363.75	0.00		
HOU002 HOUSTON CHAMBER OF COMMERCE									
PA	31173	04/26/18			31173	-210.00	0.00		
Vendor (HOU002) totals:						-210.00	0.00		
HOU012 HOUSTON CHRISTIAN SCHOOL									
PA	31174	04/26/18			31174	-441.00	0.00		
Vendor (HOU012) totals:						-441.00	0.00		
HOU020 HOUSTON MOUNTAIN BIKE ASSOC.									
PA	31124	04/04/18			31124	-2,500.00	0.00		
Vendor (HOU020) totals:						-2,500.00	0.00		
IGI001 IGI RESOURCES									
PA	TP-369-007	04/19/18			TP-369-007	-1,774.76	0.00		
Vendor (IGI001) totals:						-1,774.76	0.00		
IND006 INDUSTRIAL TRANSFORMERS									
PA	TP-369-008	04/19/18			TP-369-008	-10,008.66	0.00		
Vendor (IND006) totals:						-10,008.66	0.00		
INF001 INFOSAT COMMUNICATIONS									
PA	TP-369-009	04/19/18			TP-369-009	-104.47	0.00		
Vendor (INF001) totals:						-104.47	0.00		
INL001 INLAND KENWORTH									
PA	TP-367-007	04/04/18			TP-367-007	-4,571.98	0.00		
Vendor (INL001) totals:						-4,571.98	0.00		
INT001 INTERIOR ELECTRICAL AUTOMATION									
PA	TP-367-008	04/04/18			TP-367-008	-326.20	0.00		
PA	TP-368-009	04/10/18			TP-368-009	-315.00	0.00		
Vendor (INT001) totals:						-641.20	0.00		
ION001 ION UNITED INC.									
PA	31143	04/10/18			31143	-3,214.63	0.00		
Vendor (ION001) totals:						-3,214.63	0.00		
KAL003 KAL TIRE - BURNS LAKE									
PA	TP-368-010	04/10/18			TP-368-010	-3,077.64	0.00		
Vendor (KAL003) totals:						-3,077.64	0.00		
KLA002 Yvonne Klapper									
PA	31175	04/26/18			31175	-89.50	0.00		
Vendor (KLA002) totals:						-89.50	0.00		
KON001 KONE INC									
PA	TP-369-010	04/19/18			TP-369-010	-1,323.03	0.00		
Vendor (KON001) totals:						-1,323.03	0.00		
LAK004 LAKES DISTRICT AIRPORT SOCIETY									

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LAK004 LAKES DISTRICT AIRPORT SOCIETY (Continued)									
PA	TP-370-010	04/25/18			TP-370-010	-6,666.67	0.00		
	Vendor (LAK004) totals:					-6,666.67	0.00		
LAK012 LAKES DISTRICT MUSEUM SOCIETY									
PA	TP-370-011	04/25/18			TP-370-011	-3,750.00	0.00		
	Vendor (LAK012) totals:					-3,750.00	0.00		
LAK014 LAKES DISTRICT PRINTING									
PA	TP-368-011	04/10/18			TP-368-011	-181.72	0.00		
	Vendor (LAK014) totals:					-181.72	0.00		
LAK023 LD FALL FAIR ASSOCIATION									
PA	31125	04/04/18			31125	-5,000.00	0.00		
	Vendor (LAK023) totals:					-5,000.00	0.00		
LAK032 LAKES DISTRICT FILM									
PA	TP-370-012	04/25/18			TP-370-012	-150.00	0.00		
	Vendor (LAK032) totals:					-150.00	0.00		
LDF001 LD FREE CLASSIFIEDS									
PA	TP-368-012	04/10/18			TP-368-012	-1,055.36	0.00		
	Vendor (LDF001) totals:					-1,055.36	0.00		
LOO001 LOOMIS EXPRESS									
PA	TP-369-011	04/19/18			TP-369-011	-79.70	0.00		
	Vendor (LOO001) totals:					-79.70	0.00		
MAX001 MAXXAM ANALYTICS INC									
PA	TP-368-013	04/10/18			TP-368-013	-176.09	0.00		
	Vendor (MAX001) totals:					-176.09	0.00		
MIL007 MILLS.CA OFFICE PRODUCTIVITY									
PA	TP-368-014	04/10/18			TP-368-014	-470.39	0.00		
	Vendor (MIL007) totals:					-470.39	0.00		
MOB001 MOBY CONCRETE LTD.									
PA	TP-368-015	04/10/18			TP-368-015	-403.20	0.00		
	Vendor (MOB001) totals:					-403.20	0.00		
NAP003 NAPA AUTO PARTS - HOUSTON									
PA	TP-367-009	04/04/18			TP-367-009	-114.75	0.00		
	Vendor (NAP003) totals:					-114.75	0.00		
NIG003 NIGHTINGALE COFFEE COMPANY									
PA	31126	04/04/18			31126	-127.00	0.00		
	Vendor (NIG003) totals:					-127.00	0.00		
NOR014 NORTHERN LOG HARVESTING LTD.									
PA	31154	04/19/18			31154	-50,400.00	0.00		
PA	TP-368-016	04/10/18			TP-368-016	-3,638.26	0.00		
	Vendor (NOR014) totals:					-54,038.26	0.00		
NOR022 NORTHWEST FUELS LTD.									
PA	TP-368-017	04/10/18			TP-368-017	-1,977.51	0.00		
	Vendor (NOR022) totals:					-1,977.51	0.00		
NOR029 NORTH CENTRAL PLUMBING & HEATI									
PA	TP-369-012	04/19/18			TP-369-012	-174.01	0.00		
	Vendor (NOR029) totals:					-174.01	0.00		
NOR038 NORTHERN THUNDERBIRD AIR INC.									
PA	31176	04/26/18			31176	-32,650.80	0.00		

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NOR038 NORTHERN THUNDERBIRD AIR INC. (Continued)									
Vendor (NOR038) totals:						-32,650.80	0.00		
OKT001 OK TIRE									
PA	31155	04/19/18			31155	-3,460.80	0.00		
Vendor (OKT001) totals:						-3,460.80	0.00		
OVE002 OVERWAITEA FOODS									
PA	31144	04/10/18			31144	-182.21	0.00		
Vendor (OVE002) totals:						-182.21	0.00		
PAC004 PACIFIC NORTHERN GAS LTD.									
PA	TP-368-018	04/10/18			TP-368-018	-5,345.48	0.00		
PA	TP-369-013	04/19/18			TP-369-013	-877.10	0.00		
Vendor (PAC004) totals:						-6,222.58	0.00		
PAC007 PACIFIC TRUCK & EQUIPMENT INC									
PA	TP-369-014	04/19/18			TP-369-014	-1,376.52	0.00		
Vendor (PAC007) totals:						-1,376.52	0.00		
PAU002 PAUL DAVIDSON									
PA	31156	04/19/18			31156	-70.00	0.00		
Vendor (PAU002) totals:						-70.00	0.00		
PER006 PERMACULTURE FARM FESTIVAL CLUI									
PA	31127	04/04/18			31127	-1,000.00	0.00		
Vendor (PER006) totals:						-1,000.00	0.00		
PET001 EDITH PETERS									
PA	31147	04/13/18			31147	-450.00	0.00		
PA	31148	04/19/18			31148	-375.00	0.00		
Vendor (PET001) totals:						-825.00	0.00		
PET008 PETTY CASH FUND									
PA	31177	04/26/18			31177	-172.25	0.00		
Vendor (PET008) totals:						-172.25	0.00		
PRA002 PRAGMATIC CONFERENCING									
PA	TP-368-019	04/10/18			TP-368-019	-171.14	0.00		
PA	TP-369-015	04/19/18			TP-369-015	-153.13	0.00		
Vendor (PRA002) totals:						-324.27	0.00		
PRO008 PROGRESSIVE EMPLOYMENT SERVICE									
PA	31128	04/04/18			31128	-25.00	0.00		
Vendor (PRO008) totals:						-25.00	0.00		
PUR001 PURELY H2O									
PA	TP-369-016	04/19/18			TP-369-016	-186.00	0.00		
Vendor (PUR001) totals:						-186.00	0.00		
ROG001 ROGERS									
PA	TP-367-010	04/04/18			TP-367-010	-160.99	0.00		
Vendor (ROG001) totals:						-160.99	0.00		
ROS003 ROSENAU TRANSPORT LTD.									
PA	TP-368-020	04/10/18			TP-368-020	-21.01	0.00		
PA	TP-369-017	04/19/18			TP-369-017	-27.94	0.00		
Vendor (ROS003) totals:						-48.95	0.00		
SCH001 Nancy Schlamp									
PA	31157	04/19/18			31157	-848.90	0.00		
Vendor (SCH001) totals:						-848.90	0.00		

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 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

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)
SCH008 SCHLAMP LOGGING CONTRACTORS L1										
PA	31158	04/19/18				31158	-183.75	0.00		
Vendor (SCH008) totals:							-183.75	0.00		
SMI003 SMITHERS CHAMBER OF COMMERCE										
PA	31163	04/25/18				31163	-418.95	0.00		
PA	31178	04/26/18				31178	-206.85	0.00		
RC	31084	04/25/18					418.95	0.00		
Vendor (SMI003) totals:							-206.85	0.00		
SMI007 SMITHERS PUBLIC LIBRARY										
PA	TP-370-013	04/25/18				TP-370-013	-6,920.08	0.00		
Vendor (SMI007) totals:							-6,920.08	0.00		
SMI020 SMITHERS FARMERS' INSTITUTE										
PA	31179	04/26/18				31179	-1,080.00	0.00		
Vendor (SMI020) totals:							-1,080.00	0.00		
SMS001 SMS EQUIPMENT INC.										
PA	TP-367-011	04/04/18				TP-367-011	-3,589.63	0.00		
Vendor (SMS001) totals:							-3,589.63	0.00		
SOU003 SOUTHSIDE VOLUNTEER FIRE DEPT.										
PA	TP-370-014	04/25/18				TP-370-014	-1,992.00	0.00		
Vendor (SOU003) totals:							-1,992.00	0.00		
SPO001 SPOTLESS UNIFORM LTD.										
PA	TP-367-012	04/04/18				TP-367-012	-32.36	0.00		
Vendor (SPO001) totals:							-32.36	0.00		
STA008 STARLAND SUPPLY LTD										
PA	TP-369-018	04/19/18				TP-369-018	-797.35	0.00		
Vendor (STA008) totals:							-797.35	0.00		
STE012 STEWART MCDANNOLD STUART										
PA	TP-369-019	04/19/18				TP-369-019	-2,106.72	0.00		
Vendor (STE012) totals:							-2,106.72	0.00		
STU003 STUART LAKE OUTREACH GROUP SOC										
PA	31180	04/26/18				31180	-1,000.00	0.00		
Vendor (STU003) totals:							-1,000.00	0.00		
SUD001 SUDS N' DUDS										
PA	TP-368-021	04/10/18				TP-368-021	-72.41	0.00		
Vendor (SUD001) totals:							-72.41	0.00		
SUP003 SUPERIOR PROPANE										
PA	TP-367-013	04/04/18				TP-367-013	-1,529.73	0.00		
Vendor (SUP003) totals:							-1,529.73	0.00		
SWE001 SWEEPING BEAUTIES JANITORIAL										
PA	TP-370-015	04/25/18				TP-370-015	-2,205.00	0.00		
Vendor (SWE001) totals:							-2,205.00	0.00		
SWE004 SWEET NECHAKO HONEY										
PA	31129	04/04/18				31129	-165.00	0.00		
Vendor (SWE004) totals:							-165.00	0.00		
TAY002 TAYLOR BROS HARDWARE										
PA	TP-368-022	04/10/18				TP-368-022	-148.31	0.00		
Vendor (TAY002) totals:							-148.31	0.00		
TEL002 TELUS COMMUNICATIONS INC.										

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TEL002 TELUS COMMUNICATIONS INC. (Continued)									
PA	TP-368-023	04/10/18			TP-368-023	-3,244.63	0.00		
	Vendor (TEL002) totals:					<u>-3,244.63</u>	<u>0.00</u>		
TET001 TETRA TECH CANADA INC									
PA	TP-368-024	04/10/18			TP-368-024	-7,205.69	0.00		
	Vendor (TET001) totals:					<u>-7,205.69</u>	<u>0.00</u>		
TOP005 TOPLEY FIRE PROTECTION SOC.									
PA	TP-370-016	04/25/18			TP-370-016	-2,620.84	0.00		
	Vendor (TOP005) totals:					<u>-2,620.84</u>	<u>0.00</u>		
TOU001 TOURISM PRINCE GEORGE									
PA	31159	04/19/18			31159	-7,875.00	0.00		
	Vendor (TOU001) totals:					<u>-7,875.00</u>	<u>0.00</u>		
TOW001 TOWN OF SMITHERS									
PA	31130	04/04/18			31130	-2,000.00	0.00		
	Vendor (TOW001) totals:					<u>-2,000.00</u>	<u>0.00</u>		
TOW003 TOWER COMMUNICATIONS									
PA	TP-369-020	04/19/18			TP-369-020	-3,066.58	0.00		
	Vendor (TOW003) totals:					<u>-3,066.58</u>	<u>0.00</u>		
TRI006 TRINDA ELWERT									
PA	31131	04/04/18			31131	-145.75	0.00		
	Vendor (TRI006) totals:					<u>-145.75</u>	<u>0.00</u>		
TRU002 TRUE CONSULTING									
PA	31132	04/04/18			31132	-12,865.13	0.00		
	Vendor (TRU002) totals:					<u>-12,865.13</u>	<u>0.00</u>		
UNI002 UNIVERSITY OF NORTHERN BC									
PA	31160	04/19/18			31160	-4,300.00	0.00		
	Vendor (UNI002) totals:					<u>-4,300.00</u>	<u>0.00</u>		
UNI005 UNION OF B.C. MUNICIPALITIES									
PA	31145	04/10/18			31145	-104.44	0.00		
	Vendor (UNI005) totals:					<u>-104.44</u>	<u>0.00</u>		
USB001 US BANK CANADA									
PA	TP-371-001	04/25/18			TP-371-001	-16,724.66	0.00		
	Vendor (USB001) totals:					<u>-16,724.66</u>	<u>0.00</u>		
VAL005 VALLEY DIESEL									
PA	31146	04/10/18			31146	-3,581.95	0.00		
	Vendor (VAL005) totals:					<u>-3,581.95</u>	<u>0.00</u>		
VAN005 VANDERHOOF & DISTRICTS CO-OP									
PA	TP-369-021	04/19/18			TP-369-021	-15,892.74	0.00		
	Vendor (VAN005) totals:					<u>-15,892.74</u>	<u>0.00</u>		
VIL004 VILLAGE OF BURNS LAKE									
PA	TP-367-014	04/04/18			TP-367-014	-1,605.10	0.00		
	Vendor (VIL004) totals:					<u>-1,605.10</u>	<u>0.00</u>		
VIS001 THE MOOSE - VISTA RADIO LTD.									
PA	31133	04/04/18			31133	-247.80	0.00		
	Vendor (VIS001) totals:					<u>-247.80</u>	<u>0.00</u>		
WAS001 WASTE MANAGEMENT OF CANADA CO									
PA	TP-367-015	04/04/18			TP-367-015	-1,407.00	0.00		
PA	TP-368-025	04/10/18			TP-368-025	-2,887.50	0.00		

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WAS001 WASTE MANAGEMENT OF CANADA COR (Continued)									
PA	TP-369-022	04/19/18			TP-369-022	-1,407.00	0.00		
	Vendor (WAS001) totals:					<u>-5,701.50</u>	<u>0.00</u>		
WEL002 WELLMAN'S CAR AND TRUCK WASH									
PA	TP-368-026	04/10/18			TP-368-026	-50.19	0.00		
	Vendor (WEL002) totals:					<u>-50.19</u>	<u>0.00</u>		
WES010 WESTERN CANADA MOUNTAIN BIKE									
PA	31134	04/04/18			31134	-5,250.00	0.00		
	Vendor (WES010) totals:					<u>-5,250.00</u>	<u>0.00</u>		
WHI001 KEVIN WHITE LOCKSMITHING									
PA	31161	04/19/18			31161	-67.00	0.00		
	Vendor (WHI001) totals:					<u>-67.00</u>	<u>0.00</u>		
WIE004 Ken Wiebe									
PA	TP-367-016	04/04/18			TP-367-016	-197.80	0.00		
	Vendor (WIE004) totals:					<u>-197.80</u>	<u>0.00</u>		
WIL004 WILLIAMS MACHINERY									
PA	TP-368-027	04/10/18			TP-368-027	-112,760.79	0.00		
	Vendor (WIL004) totals:					<u>-112,760.79</u>	<u>0.00</u>		
XCG001 XCG CONSULTANTS LTD.									
PA	TP-367-017	04/04/18			TP-367-017	-60.64	0.00		
	Vendor (XCG001) totals:					<u>-60.64</u>	<u>0.00</u>		
XER001 XEROX CANADA LTD.									
PA	TP-368-028	04/10/18			TP-368-028	-1,523.72	0.00		
PA	TP-369-023	04/19/18			TP-369-023	-197.83	0.00		
	Vendor (XER001) totals:					<u>-1,721.55</u>	<u>0.00</u>		
	Control account (1) totals:					<u>-1,591,328.64</u>	<u>0.00</u>		
REC002 RECEIVER GENERAL									
PA	31138	04/13/18			31138	-40,482.00	0.00		
PA	31165	04/30/18			31165	-42,514.28	0.00		
	Vendor (REC002) totals:					<u>-82,996.28</u>	<u>0.00</u>		
WOR001 WORK SAFE BC									
PA	31137	04/04/18			31137	-14,848.22	0.00		
	Vendor (WOR001) totals:					<u>-14,848.22</u>	<u>0.00</u>		
	Control account (2) totals:					<u>-97,844.50</u>	<u>0.00</u>		
					Report Total	<u>-1,689,173.14</u>	<u>0.00</u>		

131 vendor(s) printed.

416 1st, 2nd & 3rd
Reading

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1822

Being a bylaw to repeal "Regional District of Bulkley-Nechako Electoral Area "D" (Fraser Lake Rural) Emergency Extrication Service Area Establishment Bylaw No. 1516, 2009"

WHEREAS "Regional District of Bulkley-Nechako Electoral Area "D" (Fraser Lake Rural) Emergency Extrication Service Area Establishment Bylaw No. 1516" established a service for the purpose of contributing funds to the Village of Fraser Lake for its provision of emergency extrication within Electoral Area "D" (Fraser Lake Rural);

AND WHEREAS the Regional District of Bulkley-Nechako does not wish to contribute funds towards emergency extrication in Electoral Area "D";

AND WHEREAS pursuant to Section 349(1)(b) of the *Local Government Act*, the Director of Electoral Area "D" has consented, in writing, to the adoption of this Bylaw;

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

1. This Bylaw may be cited as "Regional District of Bulkley-Nechako Electoral Area "D" (Fraser Lake Rural) Emergency Extrication Service Area Establishment Repeal Bylaw No. 1822, 2018."
2. Bylaw No. 1516 cited as "Regional District of Bulkley-Nechako Electoral Area "D" (Fraser Lake Rural) Emergency Extrication Service Area Establishment Bylaw No. 1516, 2009" and all bylaws enacted in amendment thereto are hereby repealed.

Certified a true and correct copy of "Regional District of Bulkley-Nechako Electoral Area "D" (Fraser Lake Rural) Emergency Extrication Service Area Establishment Repeal Bylaw No. 1822, 2018."

Corporate Administrator

418

1st, 2nd, 3rd
Reading

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1831

Being a Bylaw to Establish a Local Service within Electoral Area "B" (Burns Lake Rural), Electoral Area "E" (Francois/Ootsa Lake Rural), and the Village of Burns Lake for Arts and Culture

WHEREAS:

- A. Under section 332 of the *Local Government Act* a Regional District may operate any service the Board considers necessary or desirable for all or part of the Regional District;
- B. The Regional Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of contributing to the Burns Lake Library, the Burns Lake Museum, and other arts and culture societies and organizations within the boundaries of Electoral Area "B" (Burns Lake Rural), Electoral Area "E" (Francois/Ootsa Lake Rural), and the Village of Burns Lake;
- C. The approval of the Inspector of Municipalities has been obtained under section 342 of the *Local Government Act*;
- D. The approval of the electors in Electoral Areas "B" and "E" have been obtained under section 344 of the *Local Government Act* and Section 86 (2) of the *Community Charter* and consent on behalf of the electors in the Village of Burns Lake has been obtained under section 346 of the *Local Government Act*.

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

1) Service

The Regional District hereby establishes, within the boundaries of Electoral Areas "B" and "E" and the Village of Burns Lake, a service for the purpose of contributing to the Burns Lake Library, the Burns Lake Museum, and other arts and culture societies and organizations.

2) Boundaries

The boundaries of the service area shall be Electoral Area "B", Electoral Area "E", and the Village of Burns Lake."

420

I hereby certify that this is a true and correct copy of Bylaw No. 1831.

Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of ,
2018

ASSENT OF ELECTORS OBTAINED this day of , 2018

ADOPTED this day of , 2018

Chairperson

Corporate Administrator

421

1st, 2nd, 3rd Reading
& Adoption

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1832, 2018

**A bylaw to regulate the meetings and conduct
of the Regional Board and Committees**

WHEREAS the Regional District pursuant to Section 225 of the *Local Government Act* must, by bylaw, provide for the procedure to be followed for the conduct of its business and the business of its select and standing committees, and, in particular, must, by bylaw:

- (a) establish the general procedures to be followed by the Board and by Board committees in conducting their business, including the manner by which resolutions may be passed and bylaws adopted;
- (b) provide for advance public notice respecting the time, place and date of Board and Board committee meetings and establish the procedures for giving that notice;
- (c) identify places that are to be public notice posting places for the purposes of the application of section 94 (requirements for public notice) of the *Community Charter* to the Regional District.

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

PART 1 - GENERAL

1.0 Title

- 1. This bylaw may be cited for all purposes as "Regional District of Bulkley-Nechako Procedure Bylaw No. 1832, 2018."
- 2. The "Regional District of Bulkley-Nechako Procedure Bylaw No. 1633, 2012" is hereby repealed.

2.0 Interpretation

"**Board**" means the Board of Directors of the Regional District of Bulkley-Nechako;

“Chairperson” means the Chairperson of the Board elected by the Board to fulfil the duties and responsibility of Chair pursuant to the *Local Government Act* and includes the person presiding at a meeting of the Board, or the person appointed as Chair of a Standing or Select Committee of the Board, as the context requires;

“Vice-Chairperson” means the person elected by the Board to fulfil the duties and responsibility of Vice-Chairperson pursuant to the *Local Government Act* and includes the person presiding at a meeting of the Board, or a Standing or Select Committee of the Board in the absence of the Chairperson as the context requires;

“Committee” means a Standing or Select Committee of the Board;

“Committee of the Whole” means a committee of all Board members.

“Chief Administrative Officer” means the officer assigned responsibility for chief administration pursuant to the *Local Government Act*.

“Corporate Administrator” means the officer assigned responsibility for corporate administration pursuant to the *Local Government Act*,

“Director” means a member of the Board of the Regional District of Bulkley-Nechako, whether as a Municipal Director or an Electoral Area Director pursuant to the *Local Government Act*;

“Inaugural Meeting” means the first meeting of the Board that is held after November 1 in any year.

“Public Notice Posting Place” means the public notice board of the Regional District of Bulkley-Nechako main office, Burns Lake, British Columbia;

“Regional District” means the Regional District of Bulkley-Nechako;

“Regional District Office” means the main office of the Regional District located in Burns Lake, British Columbia;

3.0 Election of Chairperson and Vice-Chairperson

3.1 At the Inaugural Meeting the Board shall elect a Chairperson from among its Directors.

3.2 Following election of a Chairperson, and at the same meeting, the

Board shall elect a Vice-Chairperson from among its Directors.

- 3.3 The Chief Administrative Officer is to preside from the Chair over the election of the Chair and Vice Chair. The Chief Administrative Officer has all the powers and duties of the Chair under this bylaw and the *Local Government Act* to the extent necessary to conduct the election.
- 3.4 Each candidate for election as Chair or Vice Chair may make a statement of not more than two minutes duration before the election.
- 3.5 The election of the Chair and the Vice Chair must be by a secret ballot of the Directors whose votes are to be recorded on ballot papers prepared and distributed for the purpose by the Chief Administrative Officer.
- 3.6 The winner of an election is to be determined by the Chief Administrative Officer in accordance with the following rules:
 - (a) Where there are two candidates for a position, the candidate who receives the most votes is the winner of the election.
 - (b) Where there are more than two candidates for a position, the candidate who receives more votes than all of the other candidates together is the winner.
 - (c) Subject to rule (d) below, where there are more than two candidates for a position and no candidate receives more votes than all of the other candidates together, the candidate who received the least votes is eliminated and another vote is to be held. Voting is to continue as provided in these rules until one candidate receives more votes than all of the other candidates together.
 - (d) If two candidates are tied for the least number of votes, the Chief Administrative Officer must announce the results of that vote and a second vote must be held. If the second vote results in another tie for the least number of votes, the Chief Administrative Officer must toss a coin and the loser of that toss is eliminated as if he or she alone had received the least number of votes. Voting is then to continue as provided in these rules.
- 3.7 The Chief Administrative Officer must declare the winner of an election by announcing it to the Board of Directors. The Chief Administrative Officer must record the winner of the election in the minutes for the meeting at

which the election is held.

- 3.8 The Chief Administrative Officer must destroy the ballots cast in an election if the Directors unanimously so resolve.
- 3.9 During the absence, illness or other disability of the Chairperson, the Vice-Chairperson has all the authority of the Chairperson and is subject to the same rules as the Chairperson.
- 4.0 If the office of the Chairperson or Vice-Chairperson becomes vacant, the Board shall elect another Chairperson or Vice-Chairperson from among its Directors at the first possible regular meeting of the Board.

PART TWO - MEETINGS

4.0 Meetings of the Regional Board and Standing Committees

- 4.1 Regular Meetings of the Board shall be held at such time and place as the Board shall decide from time to time by resolution.
- 4.2 At the Inaugural Meeting each year, the Board shall set the time, place, and dates of the regular meetings of the Board and its Standing Committees for the coming year.
- 4.3 The Schedule of Regular Meetings of the Board and its Standing Committees must be posted at the Public Notice Posting Place.

5.0 Notice of Regular Board Meetings

- 5.1 At least seventy-two (72) hours before a Regular Board Meeting, the Corporate Administrator must give public notice of the time, place, and date of the meeting by way of a notice posted at the Public Notice Posting Place.
- 5.2 At least twenty-four (24) hours before a Regular Board Meeting, the Corporate Administrator must give further public notice of the meeting by:
 - (a) posting a copy of the agenda at the Public Notice Posting Place; and
 - (b) leaving copies of the agenda at the reception counter at the Regional District office for the purpose of making them available to members of the public.

- 5.3 The Corporate Administrator will issue a paper or electronic copy of the agenda at least five (5) days before the date of the Regular Board Meeting to each director at the physical and/or electronic address given by the director.
- 5.4 The Corporate Administrator shall also endeavour to post agendas on the Regional District's internet website.

6.0 Reports

- 6.1 A Standing or Select Committee of the Board may report to the Board at any regular meeting or as required by the Board.
- 6.2 All heads of departments which may be created from time to time shall prepare for the forthcoming regular meeting of the Board, in addition to any other reports required by the Board, a report of the activities and responsibilities of their respective departments, unless they report to a Standing Committee.
- 6.3 The reports should be prepared and submitted to the Corporate Administrator who shall make copies of each report and attach a copy to the agenda of the forthcoming regular meeting of the Board before the agenda is circulated to the members of the Board.

7.0 Notice of Special Board and Committee Meetings

- 7.1 Except where notice of a Special Meeting is waived by a unanimous vote of all Board members under Section 220(3) of the *Local Government Act*, before a special meeting of the Board, the Corporate Administrator must;
 - (a) At least 24 hours before a Special Meeting, give advance public notice of the time, place, and date of the meeting by posting a notice on the Public Notice Posting Place;
 - (b) give notice of the Special Meeting in accordance with section 220(2) of the *Local Government Act*.
- 7.2 In an emergency, notice of a Special Meeting may be given, in accordance with section 220(4) of the *Local Government Act*.
- 7.3 Section 7.1 does not apply where the Directors have been given notice under Section 7.2.

8.0 Electronic Meetings

8.1 Provided the conditions set out in the *Regional Districts Electronic Meetings Regulation, B.C. Reg.271/2005* and section 220 of the *Local Government Act* are met, a special Board or Committee Meeting may be conducted by means of visual and/or audio electronic or other communication facilities if the Board requires it.

8.2 Provided the conditions set out in the *Regional Districts Electronic Meetings Regulation, B.C. Reg.271/2005* are met, a Director who is unable to attend a Board, Committee, Special, or In-Camera meeting other than a meeting convened under Section 8.1, may participate in a meeting, by means of visual and/or audio electronic or other communication facilities, if the Director is unable to attend in person because of:

- (a) Physical incapacity due to injury or illness;
- (b) Inclement weather;
- (c) Physical absence from the Regional District boundaries while acting in the capacity as a Director on Regional District of Bulkley-Nechako matters;
- (d) Extraordinary circumstances which, in the view of the Chair, renders attendance in person by the Director impractical;

provided that a Director who participates in accordance with section 8.2 does so at no more than two different meeting dates per year unless otherwise authorized by the Chair.

8.3 No more than two Directors at one time may participate at a meeting under section 8.2 unless otherwise authorized by the Chair.

- 8.4 Any Director participating at a meeting in accordance with section 8.2 must be in receipt of the agenda and any applicable staff reports as have been provided to Directors not participating electronically before the Board meeting.
- 8.5 Notice of a special Board meeting required under section 7 and conducted under section 8.1 must contain information of the way in which the meeting is to be conducted and the place where the public may attend to hear, or watch and hear, the proceedings of the meeting that are open to the public.
- 8.6 A Director participating electronically by audio means only must indicate his or her vote verbally.
- 8.7 A Director participating in a meeting electronically is deemed to be present in the meeting as though they are physically present.

9.0 Notice of Committee Meetings

- 9.1 In this section:

“Standing Committee” means a Committee of the Board which is not a Standing Committee of the Whole.

- 9.2 At least seventy-two (72) hours before a regular meeting of a Standing Committee of the Whole, the Corporate Administrator must give public notice of the time, place, and date of the meeting by way of a notice posted at the Public Notice Posting Place.
- 9.3 At least twenty-four (24) hours before a regular meeting of a Standing Committee of the Whole, the Corporate Administrator must give further public notice of the meeting by:
 - (a) posting a copy of the agenda at the Public Notice Posting Place; and
 - (b) leaving copies of the agenda at the reception counter at the Regional District Office for the purpose of making them available to members of the public.

- 9.4 At least twenty-four (24) hours before a regular meeting of a Standing Committee of the Whole, the Corporate Administrator must deliver a copy of the agenda to each member of the Committee at the place to which the Committee member has directed notices be sent.
- 9.5 At least twenty-four (24) hours before:
- (a) a special meeting of a Standing Committee of the Whole; or
 - (b) a meeting of a Standing Committee;
- the Corporate Administrator must give advance public notice of the time, place, and date of the meeting by way of a notice posted at the Public Notice Posting Place.

10.0 Attendance of Public at Meetings

- 10.1 Except where the provisions of Section 90 of the *Community Charter* apply all the Regional Board meetings must be open to the public.
- 10.2 Where the Board wishes to close a meeting or part of a meeting to the public, it may do so by first adopting a resolution in a public meeting in accordance with Section 92 of the *Community Charter*.
- 10.3 This section applies to meetings of bodies referred to in Section 93 of the *Community Charter*, including, without limitation:
- (a) Select or Standing Committees of the Board;
 - (b) the Board of Variance;
 - (c) the Parcel Tax Review Panel;
 - (d) the Advisory Planning Commissions;
 - (e) other Committees and Commissions established by the Board;
 - (f) Committee of the Whole.
- 10.4 Despite Section 10.1, the Chairperson may expel or exclude from a Board meeting or meeting of a body referred to in Section 10.3, a person in accordance with Section 133 of the *Community Charter*.

11. Minutes of Meetings

- 11.1 Minutes of Board meetings must be kept in accordance with Section 223 (1) of the *Local Government Act*. For the purposes of Section 223(1)(b) of the *Local Government Act*, the designated officer is the Corporate Administrator.
- 11.2 Minutes of Committee meetings referred to in Section 10.3 must be kept in accordance with Section 223(2) of the *Local Government Act*.
- 11.3 Section 11.2 applies to meetings of:
- (a) Select or Standing Committees of the Board; and
 - (b) Any other Committee composed solely of Board members acting as Board members.

12. Closed Meetings

- 12.1 A meeting of the Board may be closed to the public in accordance with Section 90 of the *Community Charter*.
- 12.2 It shall be the responsibility of the Chairperson, Chief Administrative Officer, and the Corporate Administrator, individually or collectively, to recommend to the Board that it consider certain matters at a closed meeting (with the public and/or certain members of the staff excluded), and to prepare an agenda designating the topics to be so discussed.

PART 3 - PROCEDURES

13.0 Opening Procedures

- 13.1 As soon as a quorum is present, following the stated time of the meeting, the Chairperson shall take the Chair and call the Directors to order.

- 13.2 If the Chairperson does not attend the meeting within fifteen (15) minutes after the time appointed, the Vice-Chairperson shall take the Chair and call the Directors to order. If the Vice-Chairperson is also absent, the Chief Administrative Officer or the Corporate Administrator shall take the Chair and call the Directors to order. If a quorum is present, the Directors shall elect an Acting Chairperson who shall preside during the meeting until the arrival of the Chairperson or Vice-Chairperson. The person appointed as Acting Chairperson has all the authority and is subject to the same rules as the Chairperson.
- 13.3 If no quorum is present within thirty (30) minutes after the appointed time of the meeting, the Chief Administrative Officer or Corporate Administrator shall record in the minute book the names of the Directors present and the meeting shall be adjourned.
- 13.4 A quorum of a regular Board Meeting shall consist of ten (10) Directors.
- 13.5 Immediately after the Chairperson has taken his/her seat and has called the meeting to order, the minutes of the preceding meeting shall be read by the Chief Administrative Officer or Corporate Administrator in order to correct mistakes. The reading of the minutes shall be dispensed with if each member has been sent a copy of the minutes at least seventy-two (72) hours before the meeting at which they are to be considered.

14.0 Rules of Conduct and Debate

- 14.1 Every Director shall address the Chairperson before speaking to any question or motion.
- 14.2 Directors shall address the Chairperson as "Mr. Chair" or "Madam Chair" or "Mr. Chairperson" or "Madam Chairperson" and shall refer to each other as "Director _____".
- 14.3 No Director shall:
- (a) speak disrespectfully of Her Majesty the Queen or any of the Royal Family, or of the Governor General or a Lieutenant Governor, or persons administering the Government of Canada or of the Government of British Columbia;

- (b) use offensive words in or against the Board, a Director or a Regional District staff member;
 - (c) speak to or raise matters that are not germane to the question being debated;
 - (d) disobey the rules of the Board on questions of order or practice, or upon the interpretation of the rules of the Board.
- 14.4 If a Director takes an action prohibited in section 14.3, that Director may be ordered by a majority vote of the Directors present to leave his or her seat for that meeting. If a Director refuses to leave his or her seat, that Director may on the order of the Chairperson be removed from the meeting by a Peace Officer.
- 14.5 The Board may permit a Director who has been ordered to leave his or her seat to take his/her seat again, if that Director apologizes.
- 14.6 After a question is finally put to the Chairperson, no member shall speak to the question, nor shall any other motion be made until after the result of the vote has been declared. The decision of the Chairperson as to whether the question has been finally put shall be conclusive.
- 14.7 If the Chairperson desires to leave the chair for the purpose of taking part in the debate or otherwise, the Chairperson shall call on the Vice-Chairperson or if the Vice-Chairperson is absent, one of the Directors shall be called to take the chair until resumed by the Chairperson.
- 14.8 When any order, resolution, or question is lost by reason of the Board or any Committee thereof breaking up for want of a quorum, the order, resolution, or question so lost shall be the first item of business to be proceeded with and disposed of at the next meeting of the Board or Committee.

15.0 Points of Order

- 15.1 The Chairperson, or the Director presiding at the meeting of the Board, shall preserve order and decide all points of order which may arise, subject to an appeal by the other Directors of the Board then present.
- 15.2 If an appeal is made by a Director of the Board from the decision of the Chairperson, the question "Shall the Chairperson be sustained?" shall

immediately be put by the Chairperson and decided without debate. The Chairperson shall be governed by the majority of the Directors of the Board then present, other than the Chairperson. In the event of the votes being equal, the question shall pass in the affirmative.

- 15.3 If the Chairperson refuses to put the question "Shall the Chairperson be sustained?", the Board shall forthwith appoint the Vice-Chairperson, or if absent, one of the Directors to preside temporarily in lieu of such Chairperson, as the case may be, and the Vice-Chairperson or Director of the Regional Board so temporarily appointed shall proceed in accordance with Subsection 15.2. In the event of the votes being equal, the question shall pass in the affirmative.
- 15.4 Any resolution or motion carried under the circumstances mentioned in Subsection 15.3 is as effectual and binding as if carried under the presidency of the Chairperson.

16. Motions

- 16.1 Motions other than routine motions shall be put in writing and seconded before being debated or put from the Chairperson.
- 16.2 A motion that has been seconded must be read by the Chairperson, Chief Administrative Officer, or Corporate Administrator before debate at the request of any Director.
- 16.3 Amendments to a motion shall be decided upon before the main question is put to a vote. Only one amendment shall be allowed to an amendment.
- 16.4 A motion to commit the subject matter to a Committee, until it is decided, shall preclude all amendment of the main question.
- 16.5 A motion to adjourn the Board or to adjourn the debate shall always be in order, but if such motion is defeated, no similar motion to the same effect shall be made until some intermediate business or matter has been disposed of.

17.0 Voting of Questions

- 17.1 Voting on questions, resolutions, and bylaws must be in accordance with Sections 206 to 214 of the *Local Government Act*.
- 17.2 Section 17.1 applies to the meetings of a Committee.

- 17.3 Any Director who is present at the meeting but who declines to vote on a question for any reason shall be deemed to have voted in the affirmative and that Director's vote or votes shall be counted accordingly.
- 17.4 In all cases where the votes of the Directors then present, including the vote of the Chairperson or other person presiding, are tied, the question shall be defeated and it shall be the duty of the presiding Director to so declare.
- 17.5 As soon as the Chairperson has announced the results of the vote on a question, any Director who voted in opposition may request the Chairperson to have that Director's name so recorded in the minutes.
- 17.6 When a question under consideration contains distinct propositions, the vote upon each proposition shall be taken separately only upon the request of any Director to do so.
- 17.7 After a bylaw, resolution, or proceeding of the Board is adopted, the Chairperson may return it for reconsideration in accordance with Section 217 of the *Local Government Act*.
- 17.8 The Board shall not reconsider any question more than once.
- 17.9 The motion to reconsider requires two-thirds of the votes cast of the Directors present to pass.
- 17.10 The Board shall not reconsider any question that
 - (a) has been acted upon by any officer or employee of the Regional District.
 - (b) received the assent or approval of the electors and was subsequently adopted by the Board; or
 - (c) has been reconsidered under Section 217 of the *Local Government Act* or Section 17.7 of this Bylaw.
- 17.11 After a question has been reconsidered, it shall not be reintroduced for a period of six months except by unanimous consent of all Directors.

17.12 For the purpose of this section, a question has been acted upon if

- a) in the case of a contract, a bylaw or resolution authorizing the Board to enter into the contract has been communicated to another party to the agreement;
- b) an approval or consent of the Board has been communicated to a public authority and the public authority has relied upon the approval or consent to issue a permit, approval, or license or to enter into an agreement with a third party; or
- c) in any other case, a decision of the Board on this question has been communicated to a third party in circumstances in which it is reasonable to believe that the third party or another person has, in reliance upon the communication, incurred a liability or altered his or her legal position;

17.13 This section shall not be interpreted as fettering or impairing any legislative power, duty or function of the Board.

PART 4 - BYLAWS

18.0 Bylaws

18.1 A bylaw may be given up to 3 readings at one meeting of the Board.

18.2 The Board may reconsider any clause or section of a bylaw following first, second and/or third reading, but before adoption.

18.3 Despite Section 135 (3) (*at least one day between third reading and adoption*) of the *Community Charter*, a bylaw that does not require approval, consent or assent under this or any other Act before it is adopted may be adopted at the same meeting at which it passes third reading if the motion for adoption receives at least 2/3 of the votes cast.

18.4 If a bylaw requires statutory approval, the approval must be obtained after the bylaw has been given third reading and before the bylaw is adopted.

18.5 Once adopted, a bylaw must be signed by the Chairperson at the Board meeting at which it was adopted, and be signed by the officer assigned responsibility under Section 236 of the *Local Government Act*.

19.0 Standing and Select Committees

- 19.1 The Chairperson may establish standing committees in accordance with Section 218(2) of the *Local Government Act*. The proceedings of all such Committees shall be subject to the approval of the Board.
- 19.2 The Board may from time to time appoint a select committee in accordance with Section 218(1) of the *Local Government Act*.
- 19.3 Any Director of the Board may be appointed to a standing or select committee whether or not that director is present at the meeting where the appointment is made.
- 19.4 Any Director may attend a meeting of any Committee. A Director who has not been appointed to a Committee and attends a meeting of that Committee may not vote, but, with the exception of the Executive Committee, may be allowed to take part in any discussion or debate by permission of a majority of the votes of the members of that Committee then present.
- 19.5 The Chairperson is an ex-officio member of all Board Committees. The Chairperson shall have the right to vote, but shall not be included in the quorum.
- 19.6 The general duties of all the standing committees of the Board shall be as follows:
- a) To consider and report to the Board from time to time, or whenever desired by the Board and as often as the interest of the Regional District may require, on all matters referred to them by the Chairperson or the Board or coming within their purview, and to recommend such action by the Board in relation thereto as they, the Committee, deem necessary or expedient.
 - b) To carry out the instructions of the Board expressed by resolution in regard to any matter referred by the Board to any committee for immediate action thereupon, but in such cases the instructions of the Board shall be specific and the Committee shall report its action in detail at the next regular or other meeting of the Board, or as specified in the instructions of the Board.

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- 19.7 In the transaction of business, all Standing and Select Committees shall adhere as far as possible to the rules governing proceedings in meetings of the Board.
- 19.8 Of the number of Directors appointed to compose any standing or select committee, a majority of the Directors having among them a majority of the votes shall be a quorum competent to transact business.
- 19.9 On completion of its assignment and submission of its report to the Board, a Select Committee shall be automatically dissolved.

PART 6 - AGENDAS

20.0 Delegations

- 20.1 Individuals or groups wishing to appear before the Board may do so only if they have first notified the Chairperson, Chief Administrative Officer, or Corporate Administrator in writing before the agenda has been prepared and circulated to the Board, except on extraordinary occasions declared as such by the Chairperson.
- 20.2 Every delegation shall be allowed a reasonable time at the discretion of the Chairperson to present its petition or submission, at the meeting. The Board may dispose of the petition or submission at the meeting, refer the subject matter to a Committee or take such other action as is deemed expedient.

21.0 Rules of Order

- 21.1 In all unprovided cases in the proceedings of the Board or of its Committee(s), the New Roberts Rules of Order, 2nd Edition, 1998 shall be followed to the extent those Rules are applicable in the circumstances and not inconsistent with this Bylaw, the *Community Charter* or the *Local Government Act*.

This Bylaw may be cited for all purposes as "Regional District of Bulkley-Nechako Procedure Bylaw No. 1832, 2018."

Certified a true and correct copy of Regional District of Bulkley-Nechako Procedure Bylaw No. 1832, 2018.

Corporate Administrator

