



REGIONAL DISTRICT
OF BULKLEY-NECHAKO



AGENDA

MEETING NO. 2

FEBRUARY 25, 2016

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"

VISION

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

MISSION

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

STRATEGIC PRIORITIES 2015-2019

Now

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

Next

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

Board Advocacy

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

REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGENDA

Thursday, February 25, 2016



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – February 25, 2016</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	<u>(All grey highlighted items may be received as a block)</u>	
10-36	Board Meeting Minutes – January 28, 2016	Adopt
37-40	Agriculture Committee Meeting Minutes - February 11, 2016 (Unapproved)	Receive
41-50	Committee of the Whole Meeting Minutes - February 11, 2016 (Unapproved)	Receive
51-56	Committee of the Whole Meeting Minutes - January 14, 2016	Receive
57-60	Forestry Committee Meeting Minutes - February 11, 2016 (Unapproved)	Receive
61-67	Forestry Committee Meeting Minutes - January 14, 2016	Receive
68-71	Rural Directors Committee Meeting Minutes - February 11, 2016 (Unapproved)	Receive
72-81	Rural Directors Committee Meeting Minutes - January 21, 2016	Receive

BUSINESS ARISING OUT OF THE MINUTES

DELEGATION

NADINA FOREST DISTRICT
 Frank Doyle, Ecosystem Specialist
 RE: Wildlife (Goshawk Report) – Managing
 for Species in an Unpredictable Environment

Meeting No. 2
February 25, 2016

DELEGATION (CONT'D)

82-89 **Jeremy Shriber and Tony Harris**
Ad hoc Bike Trail Committee
RE: Trail Infrastructure Linking Telkwa and
Smithers

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
------------------------	--------------------------------------	----------------------

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

90-96	Corrine Swenson, Manager of Regional Economic Development – Sponsorship Request For Community Futures Stuart-Nechako - Community Crowdfunding Summit	Direction
97-98	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - February 11, 2016	Recommendation (Page 98)
99	Hans Berndorff, Financial Administrator - Withdrawal from Election Reserve	Recommendation (Page 99)
100-105	Hans Berndorff, Financial Administrator - Short Term Investment Account with Hollis Wealth	Recommendation (Page 100)
106-161	Hans Berndorff, Financial Administrator - Chinook Comfor Limited Shareholders' Agreement and Chinook Comfor Limited Partnership Agreement	Recommendation (Page 108-109)
162-173	Deborah Jones-Middleton, Protective Services Manager – Topley Rural Fire Protection, Topley Road Rescue and Medical First Responder Service Agreement	Recommendation (Page 162)
174-179	Deborah Jones-Middleton, Protective Services Manager – Round Lake Rural Fire Protection Agreement with the Village of Telkwa	Recommendation (Page 174)
180	NCLGA Resolution – BC Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook	Ratify
181	NCLGA Resolution – <i>Emergency Program Act</i>	Ratify
182	NCLGA Resolution – Landfill Guidelines	Ratify

Meeting No. 2
February 25, 2016

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
183-189	Hans Berndorff, Financial Administrator - Quarterly Financial Report – December 31, 2015	Receive
190-200	Corrine Swenson, Manager of Regional Economic Development – 2015 Connecting Consumers and Producers Project	Receive
201-203	Corrine Swenson, Manager of Regional Economic Development – Performance Measurement in Economic Development	Receive
204-205	Kristi Rensby, Finance/Administration Coordinator – Report on Federal Gas Tax Projects Approved in 2015	Receive
206	Director Rob Newell, Electoral Area “G” - Minerals Roundup 2016	Receive
207	Director Rob Newell, Electoral Area “G” - LGLA	Receive
208	Director Rob Newell, Electoral Area “G” - Electoral Area Directors Forum	Receive

<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES (All Directors)</u>	<u>ACTION</u>
-----------------	---	---------------

209-215	Memo – Jennifer MacIntyre, Planner I RE: Referral Update: Coastal Gaslink Pipeline Project	Receive
---------	--	---------

ELECTORAL AREA PLANNING (All Directors)

Development Variance Permit Application

216-222	Development Variance Permit A-01-16 Glen and Katie Lubbers (Wade Lubbers) Lowland Road, Smithers Electoral Area “A” <i>(call for comments from the gallery)</i>	Recommendation (Page 218)
223-231	Development Variance Permit B-01-16 Jason and Elizabeth Berlin 599 Norse Sub 2 Road, Burns Lake Electoral Area “B” <i>(call for comments from the gallery)</i>	Recommendation (Page 225)

Meeting No. 2
February 25, 2016

<u>PAGE NO.</u>	<u>BYLAW FOR ADOPTION</u>	<u>ACTION</u>
232-235	Rezoning File No. G-02-15 Bylaw 1756 Topley Fire Department Electoral Area "G"	Recommendation (Page 233)
236-243	Rezoning and OCP Amendment File No. G-03-15 Bylaws 1757 & 1758 Pauline Watson (HBH) Electoral Area "G"	Recommendation (Page 239)
<u>OTHER (All Directors)</u>		
<u>Planning Department Enquiries Report</u>		
244	<u>For January 2016</u>	<u>Receive</u>
<u>Action List</u>		
245-247	<u>Action List – January 2016</u>	<u>Receive</u>
<u>APC Minutes</u>		
248-249	<u>Minutes: Advisory Planning Commission Areas "B/E" RE: February 2, 2016</u>	<u>Receive</u>
250	<u>Building Inspector's Report For January 2016</u>	
<u>CORRESPONDENCE (All Directors)</u>		
251-253	Coastal Gaslink Pipeline Project RE: Response to RDBN correspondence October 26, 2015	Receive
<u>VERBAL REPORTS</u>		
<u>RECEIPT OF VERBAL REPORTS</u>		

Meeting No. 2
February 25, 2016

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE</u>	<u>ACTION</u>
	(All grey highlighted items may be received as a block)	
254-261	Minerals North Smithers & Telkwa 2016 - Sponsorship Package	Direction
262-271	Petition for Train Whistle Cessation at the Grade Crossing on Rowland/Planer Road	Direction
272-273	Ministry of Forests, Lands and Natural Resource Operations – Approval of Management Plan for Community Forest Agreement to be held by Chinook Limited Partnership	Receive
274-275	Canadian Forest Products Ltd. – Canfor's Plans in the Fort St. James Forest District	Receive
276-281	National Energy Board – Notice of Intent to Order Pipeline Companies to Publish Emergency Procedures Manual	Receive
282	Kitimat LNG – Kitimat LNG Work on the Pacific Trail Pipeline in your region	Receive
283	Union of B.C. Municipalities – Gas Tax Strategic Priorities Fund Application	Receive
284-294	Vincent Hewgill – Ice Jams – Ebenezer Flats	Receive
295-302	BC News – Fiscal Discipline and New Investments Support B.C. Families, Jobs and Communities	Receive
303	City of Port Coquitlam – 2016 FCM Resolution - Build Canada Grant Funding	Receive
304-307	City of North Vancouver – Letter to Honourable Rich Coleman – BC Building Act Implementation	Receive
308	Emergency Program Act Consultation Extension	Receive
309-311	Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour – Syrian Refugees	Receive
312-324	City of Abbotsford – Downloading of DNA Analysis Costs	Receive

Meeting No. 2
February 25, 2016

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE (CONT'D)</u>	<u>ACTION</u>
325-328	BC Community Forest Association - January 2016 Newsletter	Receive
329	North Central Local Government Association - Momentum Building for Upcoming Convention	Receive
330-333	Ministry of Forests, Lands and Natural Resource Operations – Snow Survey and Water Supply Bulletin – February 1 st , 2016	Receive
334-335	Ministry of Transportation and Infrastructure - Province Commits \$10 Million for B.C. Ground Search and Rescue	Receive
336-337	Northern Health – New Nurse Practitioners Increase Access to Primary Care in Northern B.C.	Receive
338-343	Omineca Beetle Action Coalition Newsletter - January 2016	Receive
344	Notification of Updates to the Species at Risk Registry	Receive
345-359	Union of B.C. Municipalities <ul style="list-style-type: none"> • Funding & Resources Update • Province Launches Next Round of Consultation on the Climate Leadership Plan • Federal Consultation on Telecommunications Continues • Throne Speech Emphasizes Economic Diversification • UBCM, Anton Discuss Approach to Inquiry • Minister Morris Responds to UBCM Regarding DNA Costs • Tsunami Debris Funding Available • Highlights of the January 21-22 Executive Meeting • UBCM Concerns Heard on Fire Services • Child & Youth Mental Health and Substance Use 	Receive

<u>PAGE NO.</u>	<u>INVITATIONS</u>	<u>ACTION</u>
360	Regional District Chair & CAO Forum – March 29-30, 2016	Direction

Meeting No. 2
February 25, 2016

<u>PAGE NO.</u>	<u>INVITATIONS (CONT'D)</u>	<u>ACTION</u>
361-362	Federation of Canadian Municipalities - Annual Conference 2016	Receive
363-370	International BioEnergy Conference & Exhibition - 2016 Sponsorship Opportunities	Receive

ACTION LISTS

371-381	Action Lists - December, 2015 - January, 2016 - Action Items in Progress Updated o February 17, 2016	Receive
---------	--	---------

FINANCIAL

382-390	Operating Accounts – Accounts Paid January, 2016	Ratify
---------	--	--------

BYLAW

Bylaw for Adoption

391-392	No. 1759 – Topley Emergency Response Contribution Local Service Area Establishment Repeal Bylaw (All/Directors/Majority)	Adoption
---------	---	----------

READING FILE

RECEIVE ALL

- Contents listed under Separate Cover

SUPPLEMENTARY AGENDA

NEW BUSINESS

SPECIAL IN-CAMERA MEETING

In accordance with Section 90(1)(g) of the *Community Charter*, it is the opinion of the Regional District of Bulkley-Nechako Directors that litigation or potential litigation affecting the local government (Transfer Station Assault) or information received relating to the matter must be closed to the public therefore exercise their option of excluding the public for this meeting.

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 1****Thursday, January 28, 2016**

PRESENT:

Chair	Bill Miller
Directors	Eileen Benedict Mark Fisher Tom Greenaway Dwayne Lindstrom Thomas Liversidge Rob MacDougall Mark Parker Jerry Petersen Darcy Repen Luke Strimbold Gerry Thiessen
Directors Absent	Taylor Bachrach, Town of Smithers Shane Brienen, District of Houston Rob Newell, Electoral Area "G" (Houston Rural)
Alternate Directors	Gladys Atrill, Town of Smithers Andrea Newell, Electoral Area "G" (Houston Rural) Dawn Potvin, District of Houston
Staff	Gail Chapman, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Hans Berndorff, Financial Administrator Janine Dougall, Director of Environmental Services – left at 11:24 a.m. Deborah Jones-Middleton, Protective Services Manager – left at 11:54 a.m. Jason Llewellyn, Director of Planning – arrived at 11:30 a.m., left at 1:30 p.m. Jennifer MacIntyre, Planner 1 – arrived at 12:49 p.m., left at 1:22 p.m. Wendy Wainwright, Executive Assistant
Others	Gary Huxtable, Smithers – left at 1:22 p.m. Geoffrey Mercer, MSC, Environmental Consultant – left at 11:24 a.m. Elaine and Randy Rogers, Smithers – arrived at 11:16 a.m., left at 1:22 p.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:47 a.m.

**AGENDA &
SUPPLEMENTARY AGENDA**Moved by Director Benedict
Seconded by Director MacDougall2016-1-1

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of January 28, 2016 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



OATH OF OFFICE

Gail Chapman, Chief Administrative Officer administered the Oath of Office to Dawn Potvin, Alternate Director, District of Houston and Gladys Atrill, Alternate Director, Town of Smithers.

MINUTES

Board Meeting Minutes

Moved by Director Petersen
Seconded by Director Parker

2016-1-2

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of December 10, 2015 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee Meeting Minutes

Moved by Director MacDougall
Seconded by Director Benedict

2016-1-3

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

- RDBN Planning Session – January 12-13, 2015;
- Committee of the Whole Meeting Minutes
 - January 14, 2016 (Unapproved);
- Committee of the Whole Meeting Minutes
 - November 5, 2015;
- Forestry Committee Meeting Minutes
 - January 14, 2016 (Unapproved);
- Forestry Committee Meeting Minutes
 - November 5, 2015 (Unapproved);
- Waste Management Committee Meeting Minutes
 - January 14, 2016 (Unapproved);
- Rural Directors Committee Meeting Minutes
 - December 10, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

Geoffrey Mercer, MSC, Environmental Consultant RE: Pilot Project – Hydrothermal Liquefaction

Chair Miller welcomed Geoffrey Mercer, MSC, Environmental Consultant.

Mr. Mercer provided a PowerPoint Presentation.

**Waste Utilization for the Regional District of Bulkley-Nechako
RDBN Waste Composition**

- Organic Waste – 32%;
- Paper – 20%;
- Plastic – 15%;
- Construction & Demolition – 8%;
- Composite Material - 8%;
- Metal - 7%;
- Other - 5%;
- Glass – 2%;
- Textiles – 2%.

DELEGATION (CONT'D)

Geoffrey Mercer, MSC, Environmental Consultant RE: Pilot Project – Hydrothermal Liquefaction

RDBN Waste Composition

- 32% Organic;
- 44% Recyclable:
 - Glass;
 - Metal;
 - Paper;
 - Plastic;
- 24% Other.

What does this mean?

- 21,004 Tonnes per year of waste;
- 6,721 t/a Organics;
- 9,242 t/a Recyclables;
- 5,041 t/a Other.

Objectives

- To reduce the amount of material going to landfills and the environment to below 10% of total waste generated;
- To recycle or reuse the material diverted from the landfills;
- To reduce the financial burden on the RDBN.

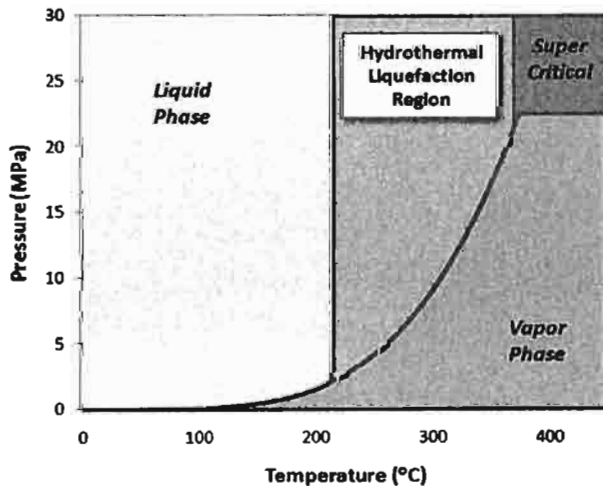
How can this be accomplished?

- By using a combination of emerging technologies in addition to older established technologies:
 - Hydrothermal Liquefaction (HTL);
 - Composting;
 - Anaerobic Digestion (AD);
 - Gasification;
 - Carbon Capture and Utilization.

Hydrothermal Liquefaction (HTL)

- What is HTL?
 - Using high temperature and pressure to produce a biocrude oil;
 - Conditions mimic those that formed fossil fuels;
 - Oil may be used to produce energy or upgrade to produce diesel for vehicle use.

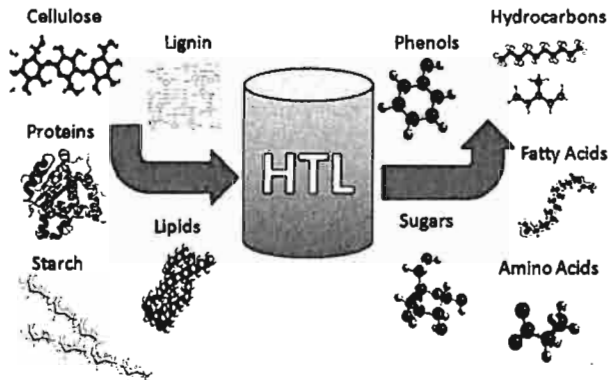
How Does HTL Work?



DELEGATION (CONT'D)

Geoffrey Mercer, MSC, Environmental Consultant RE: Pilot Project – Hydrothermal Liquefaction

How Does HTL Work? (Cont'd)



What can HTL do for the RDBN?

- Can convert >3 million m³ of sewage and septage into valuable oil products;
- Conversion of 6,700 t of organic solid waste into oil products;
- Generation of Biochar and Organic material that is safe and stable for composting purposes.

Composting

- 6,700 t of organic solid waste;
- Fraction of material directed to compost will depend on demand for compost.

Anaerobic Digestion (AD)

- What is AD?
 - Bacteria convert organic material from one form to another in the absence of oxygen;
 - Used to obtain 'natural gas' for energy generation;
 - Can be used on solid waste as well as liquid waste.

How does AD work?

- Bacteria break down organic material;
- 4 step process;
- Fats, proteins, and carbohydrates are broken down into simple acids (hydrolysis, acidogenesis & acetogenesis);
- Acids are converted into methane and carbon dioxide (methanogenesis).

What can AD do for the RDBN?

- AD developed as an environmental tool;
- Reduces GHG emissions;
- Generates renewable energy:
 - Electrical;
 - Heat;
- Produces near odourless digestate;
- Can be upgraded to produce sellable natural gas.

DELEGATION (CONT'D)

Geoffrey Mercer, MSC, Environmental Consultant RE: Pilot Project – Hydrothermal Liquefaction

Gasification

- What is Gasification?
 - Using extremely high temperatures (>700°C) to heat carbon based material and produce a synthetic gas known as syngas;
 - Produces a mixture of hydrogen, carbon monoxide, methane, and carbon dioxide.

How does Gasification Work?

- Reacts material at high temperatures without combustion;
- Breaks materials containing carbon down into combustible gases (CO, CH₄, H₂);
- Gases may be combusted to produce electricity or improved to produce fuels.

What does this all mean?

- Production of almost 2 million L of oil products!
 - Will be directly available for use as automotive fuel;
 - No upgrades to vehicles required;
- Generation of enough electricity to power ~400 homes;
- Production of compost for use in the area;
- ~90% of material kept out of landfills;
- 2500t of 'unsafe' organic material kept out of the environment;
- Reduction of fuel costs;
- Reduction of material transported from transfer stations;
- Potentially as much as \$2 million dollars generated annually!

Proposal

- To establish composting facilities at each of the transfer stations and landfills;
- To initiate a pilot project to demonstrate the benefits of these technologies to the RDBN;
- Within 5 years to have one transfer station keeping 90% of material out of landfills;
- Following successful demonstration at the pilot plant to establish similar facilities across the RDBN;
- Project will involve Professional Engineers, Environmental Professionals, and persons experienced in implementing initiatives of this nature.

Costs

Deliverable	Time	Cost
Management Plan	3 months	\$65,000
Pilot Project	3 years	\$450,000
Complete Transfer Station	5 years	\$1.2 million

Mr. Mercer spoke of the low grade heat released through anaerobic digestion and the transfer of the heat in applications near where the anaerobic digestion takes place as it loses heat as it travels. Green house facilities could possibly utilize the low grade heat.

Mr. Mercer investigated facilities near the Vanderhoof Transfer Station to determine feasibility.

Mr. Mercer mentioned that he has the majority of data for Vanderhoof as that is where he resides but the information could be transferable to any of the RDBN Transfer Station facilities. He noted that in working with the RDBN the most suitable location could be determined.

Discussion took place regarding the scalability of the project and the ability to adapt to have the project meet affordability and economics of the region.

Provincial regulations in regard to waste to energy projects was discussed. Mr. Mercer mentioned that anaerobic digestion is not deemed a form of waste to energy.

DELEGATION (CONT'D)

Geoffrey Mercer, MSC, Environmental Consultant RE: Pilot Project – Hydrothermal Liquefaction

Discussion took place regarding details of specific cases where the technology is being utilized to reduce waste and the heating source is also utilized. Director Repen spoke of the timeliness of the presentation with the current costs and pending increase in costs for landfilling waste.

Chair Miller spoke of the Federation of Canadian Municipalities (FCM) Green Municipal Fund that an application could potentially be submitted.

Mr. Mercer noted that his preliminary study does not include cost savings in regard to reducing the need to transport waste as well as the savings in regard to the energy that could be potentially sold.

Director Fisher noted the importance of having a management plan developed prior to moving forward with a pilot project. Discussion took place regarding funding for the development of a management plan. Janine Dougall, Director of Environmental Services noted that the project review could be part of the RDBN Solid Waste Management Plan review. The SWMP review budget allocation is currently \$50,000 for the 2016 year and an additional \$50,000 is allocated for 2017. The project investigates both solid waste and liquid waste management.

Chair Miller mentioned possible grant opportunities moving forward.

Chair Miller thanked Mr. Mercer for attending the meeting.

ADMINISTRATION REPORTS

Minerals North 2016

Moved by Director Benedict
 Seconded by Director Greenaway

2016-1-4

"That the Regional District of Bulkley-Nechako Board of Directors authorize all rural directors attendance to Minerals North in Smithers on May 18-20, 2016; and further, that the Chair and two directors, as per RDBN policy, costs be allocated to general government, and further that any additional Rural Directors attending Minerals North in Smithers, costs be allocated to rural government."

Opposed: Director Fisher **CARRIED**

(All/Directors/Majority)

Beyond the Market - Project Funding Request

Moved by Director MacDougall
 Seconded by Director Parker

2016-1-5

"That the Regional District of Bulkley-Nechako Board of Directors authorize a contribution of \$5,000 for the Beyond the Market 2016-2017 operating year."

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

ADMINISTRATION REPORTS (CONT'D)

Committee Meeting
Recommendations
-January 15, 2016

Moved by Director Benedict
Seconded by Director Repen

2016-1-6

"That the Regional District of Bulkley-Nechako Board of Directors approve Recommendations 1 through 7 as written:

Committee of the Whole – January 14, 2016

Recommendation 1:

Re: Staff Salaries and Directors Remuneration

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to provide information on the dollar amount of the inflation increase for staff salaries and Directors' remuneration."

Recommendation 2:

Re: Recruitment and Marketing Strategy Budget

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to analyze the Regional Economic Development Budget and determine if funds can be targeted for a recruitment and marketing strategy."

Recommendation 3:

Re: Price Increase for Construction and Demolition Tipping Fees at RDBN Solid Waste Management Facilities

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to include in the next draft budget a reasonable price increase in Construction and Demolition tipping fees; and further, that an annual percentage incremental increase be included."

Forestry Committee Meeting – January 14, 2016

Recommendation 4:

Re: Kluskus Road Connector

"That the Regional District of Bulkley-Nechako Board of Directors write a letter in regard to:

- a. the RDBN's investments in the area of the Kluskus Forest Service Road currently;
- b. the RDBN's awareness of the Kluskus Forest Service Road/Nazko Road connector project by the City of Quesnel;
- c. that the RDBN requests engagement in moving forward with the said project; and
- d. further, that the letter be sent to Premier Christy Clark, the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations, City of Quesnel, the Honourable John Rustad, MLA Nechako Lakes and the Honourable Coralee Oakes, MLA Cariboo North."

ADMINISTRATION REPORTS (CONT'D)

Waste Management Committee Meeting – January 14, 2016

Recommendation 5:

Re: New Landfill Criteria for Municipal Solid Waste – Second Edition

“That the Regional District of Bulkley-Nechako Board of Directors bring forward the issues associated with the New Landfill Criteria for Municipal Solid Waste – Second Edition to the North Central Local Government Association Annual General Meeting Agenda.”

Recommendation 6:

Re: Knockholt Landfill Development Plan

“That the Regional District of Bulkley-Nechako Board of Directors approve the Knockholt Landfill Original Phase 3A Development Plan; and further that staff move forward with the Original Phase 3A Development plan at \$350,000 for 2016.”

Recommendation 7:

Re: Smithers-Telkwa Transfer Station Re-Use Shed Proposal – Submitted by Mark Fisher, Darcy Repen and Taylor Bachrach

“That the Regional District of Bulkley-Nechako Board of Directors authorize moving forward with the Smithers-Telkwa Transfer Station Re-Use Shed Proposal Process and Timeline contingent on Town of Smithers and Village of Telkwa Council’s approval as follows:

1. January, 2016: staff to develop RFP outlining expectations of contractor;
2. February, 2016:
 - a. Logistics and cost of infrastructure changes finalized, Gas Tax funds secured;
 - b. RFP reviewed and published (Feb 29 deadline);
3. March 2016:
 - a. Options for safety audit presented to Regional Board;
 - b. Develop site specific “safety protocol” if it does not exist;
 - c. Waste-based economic development project proposal finalized;
4. March 31, 2016: Re-use shed management contract awarded;
5. April, 2016: Infrastructure changes made to facility;
6. May 1, 2016: Re-use shed re-opened;
7. In consultation with staff and Chair Bachrach and Directors Fisher and Repen in moving forward with the Smithers-Telkwa Transfer Station Re-Use Shed Proposal Process and Timeline.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

North Central Local
 Government Association
 Convention – May 4-6, 2016
 -Dawson Creek, B.C.

Moved by Director Greenaway
 Seconded by Director Parker

2016-1-7

“That the Regional District of Bulkley-Nechako Board of Directors authorize attendance of Rural Directors to the North Central Local Government Association Conference on May 4-6, 2016 in Dawson Creek, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Fisher requested yearly costs associated with Rural Director attendance to conferences and conventions. Staff will bring forward the information at the February 11, 2016 Committee of the Whole Meeting.

Request for Sponsorship:
 Glenwood Women's Institute in
 Electoral Area "A" Smithers Rural

Moved by Director Fisher
 Seconded by Alternate Director Atrill

2016-1-8

“That the Regional District of Bulkley-Nechako Board of Directors approve of the RDBN acting as a sponsoring agency for the Glenwood Women's Institute funding application to Rudolpho and Marianne Bianco, thus entering into an agreement with Glenwood Women's Institute and issuing a tax receipt to Rudolpho and Marianne Bianco.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Regional Tradeshow
 Partnership 2016

Moved by Director Greenaway
 Seconded by Alternate Director Newell

2016-1-9

“That the Regional District of Bulkley-Nechako Board of Directors support the *Travel Northern BC* partnership to attend the 2016 Vancouver Outdoor Adventure Show.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Federal Gas Tax Funds
-Electoral Area "E" (Francois/
Ootsa Lake Rural) Grassy
Plains Community Hall
Association

Moved by Director Benedict
Seconded by Director Greenaway

2016-1-10

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$50,000 of Electoral Area "E" Federal Gas Tax allocation monies for the Grassy Plains Community Hall for an energy efficiency improvement project at the Grassy Plains Hall;
2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost; and further

(All/Directors/Majority) CARRIED UNANIMOUSLY

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$50,300 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Luck Bay Rural Fire Protection
Agreement with District of
Fort St. James

Moved by Director MacDougall
Seconded by Director Greenaway

2016-1-11

"That the Regional District of Bulkley-Nechako Board of Directors defer the Luck Bay Rural Fire Protection Agreement with the District of Fort St. James."

(All/Directors/Majority) CARRIED UNANIMOUSLY

B.C. – Prepared and Resilient
-A discussion paper on the
Legislative Framework for
Emergency Management in
British Columbia

Moved by Director Petersen
Seconded by Director Repen

2016-1-12

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's January 19, 2016 memo titled "British Columbia – Prepared and Resilient – A discussion paper on the Legislative Framework for Emergency Management in British Columbia."
2. That the Regional District of Bulkley-Nechako Board of Directors submit a response to the Minister of State for Emergency Preparedness outlining the Regional District's concerns with the proposed changes as identified in the *Emergency Program Act* and the potential impacts to the Emergency Program Regulations, Local Authority Emergency Management Regulation, and the Compensation and Disaster Financial Assistance Regulation changes to the *Emergency Program Act* may have."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Regional District of Bulkley-
Nechako – 2016 Appointments Moved by Director Repen
Seconded by Director Strimbold

2016-1-13 "That the Regional District of Bulkley-Nechako Board of Directors ratify the RDBN 2016 Appointments as amended to include the Agriculture Committee as a Committee of the Whole; and further; that the Bulkley-Nechako Resource Committee be removed:

Executive Committee

- Chair Tom Greenaway
- Rob MacDougall
- Luke Strimbold
- Gerry Thiessen
- Mark Fisher
- Bill Miller (ex-officio)

Agriculture Committee (Committee of the Whole)

-Chair Mark Parker

Forestry Committee (Committee of the Whole)

- Chair Rob MacDougall

Waste Management Committee (Committee of the Whole)

- Chair Taylor Bachrach

Rural Directors Committee

- Chair Eileen Benedict
- All Rural Directors

Northern BC Tourism Association

- Rob Newell

Yellowhead Highway Association

- Jerry Petersen
- Eileen Benedict, Alternate

Municipal Finance Authority

- Bill Miller

Federation of Canadian Municipalities

- (FCM Conference – June 3-5, 2016, Winnipeg Manitoba)
- Chair plus one Director

Municipal Insurance Association

- Chair Bill Miller

Fraser Basin Council

- Tom Greenaway

Nechako Watershed Roundtable

- Tom Greenaway

Bulkley Valley Regional Pool

- Darcy Repen
- Taylor Bachrach
- Mark Fisher

North Central Local Government Association

- (presently, Luke Strimbold) – Nomination by the RDBN Board

Parcel Tax Roll Review Panel (5)

- Eileen Benedict
- Tom Greenaway
- Jerry Petersen
- Mark Parker
- Mark Fisher
- Chair Bill Miller (ex-officio member)

ADMINISTRATION REPORTS (CONT'D)

Northern Development Initiative

- Prince George RAC – Bill Miller
 - Jerry Petersen, Alternate
- Northwest RAC – Mark Fisher
 - Rob Newell, Alternate

Omineca Beetle Action Coalition

- Bill Miller.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break for lunch 12:11 p.m.

Reconvened 12:45 p.m.

Topley Rural Fire Protection
Temporary Borrowing

Moved by Director Fisher
Seconded by Alternate Director Newell

2016-1-14

“That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator’s January 20, 2016 memo titled “Topley Rural Fire Protection Temporary Borrowing;”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration Reports

Moved by Director Benedict
Seconded by Director Parker

2016-1-15

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

- Financial Administrator’s January 15, 2016 memos titled”
Southside Fire Protection Repairs and Maintenance Reserve”
and “Amendment to the 2015 Financial Plan”;
- Protective Services Manager memos:
 - December 7, 2015 “Monthly 9-1-1 Call Report
-November 2015”;
 - January 19, 2016 memos titled “Monthly 9-1-1 Call
Report- December 2015” and “Annual 9-1-1 Call
Report”;
- Chief Administrative Officer’s - Certificate of Alternative
Approval Process Results – Fort St. James Seniors Helping
Seniors Transportation Establishment Bylaw No. 1750, 2015.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

ALR APPLICATIONS

ALR Application No. 1187
Elaine and Randy Rogers
Subdivision within the ALR
Electoral Area “A”

Moved by Director Fisher
Seconded by Alternate Director Atrill

2016-1-16

“That Agricultural Land Reserve Subdivision Application No. 1187 (Rogers) be recommended to the Agricultural Land Commission for approval.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors) (CONT'D)

ALR APPLICATIONS (CONT'D)

Jason Llewellyn, Director of Planning noted that staff had recently been informed that the applicant of ALR Application No. 1187 intends to sell proposed Lot 1 to an adjacent property owner and the applicant will keep proposed Lot 2 and use + 8 ha of the approximate + 23 ha for a haskap berry plantation.

Director Fisher requested the Regional Board's approval for Elaine and Randy Rogers to provide comment.

Ms. Rogers provided a history of the haskap berry and its cross breeding by the University of Saskatchewan. In 2010, they purchased 600 plants, the supplies and equipment required to plant a 2 ha haskap plantation. In 2014, they sold 2000 lbs of berries to Okanagan Spirits Craft Distillery in Vernon, B.C. who in turn used the berries to produce a liqueur that won a double gold medal award at the 2015 World Spirits Awards in Denmark. In 2015, 2200 lbs of berries were picked by hand. Ms. Rogers noted that they hire local people to assist with picking and it takes six weeks.

Ms. Rogers mentioned that Highway 16 bisects the property and she noted the challenges associated with crossing Highway 16 due to traffic volume and growth in the area. ALR Application No. 1187 proposes to allow the subdivision of the property along Highway 16. She also spoke of the benefits of moving the haskap plantation to proposed Lot 2 where there are two seasonal creeks and the Bulkley River.

**APC Member Appointment
 Area "G"**

Moved by Alternate Director Newell
 Seconded by Director Greenaway

2016-1-17

"That the Regional District of Bulkley-Nechako Board of Directors appoint Jeff Schering to the Advisory Planning Commission for Electoral Area "G" (Houston Rural)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ALC Reconsideration of
 Panel Decision**

Moved by Director Repen
 Seconded by Director MacDougall

2016-1-18

"That the Regional District of Bulkley-Nechako Board of Directors send the letter attached to the January 18th, 2016 report from the Director of Planning to the ALC Executive Committee and the Minister of Agriculture."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Benedict suggested sending the letter to John Rustad, MLA Nechako Lakes.

Mr. Llewellyn provided an overview of Bill 24 that divided the province into two zones of protection. He noted that the ALC Executive Committee has recently overturned 4 North panel decisions. Three of these applications are regarding land in the Peace River Regional District and one is in the RDBN.

DEVELOPMENT SERVICES (All Directors) (CONT'D)

Concerns were brought forward in regard to the overturning of decisions made by the North Panel by the ALC Executive Committee.

**Blackwater Gold
 Environmental Assessment**

Moved by Director Petersen
 Seconded by Director Thiessen

2016-1-19

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to send a letter to the Environmental Assessment Office stating that the Regional District Board has no objections to the application for an Environmental Assessment Certificate for the Blackwater Gold Project, as proposed."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING - (All Directors)

Supplementary Agenda Planning Correspondence

**Supplementary
 Planning Correspondence**

Moved by Director Fisher
 Seconded by Director Petersen

2016-1-20

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

- Hudson Bay Mountain Prairie Village Cabin Inventory (Preliminary) Electoral Area "A"
- DVP A-08-15 Gary and Stephanie Huxtable Letter of Support (DVP A-08-15 Electoral Area "A"
- Terri Dawson (for Dr. Wouter Morkel) Letter of Support (DVP A-08-15) Electoral Area "A"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Development Variance Permit
 A-08-15 Gary and Stephanie
 Huxtable, 233 Prairie Road,
 Smithers, Electoral Area "A"**

Moved by Director Fisher
 Seconded by Alternate Director Atrill

2016-1-21

"That the Regional District of Bulkley-Nechako Board of Directors deny Development Variance Permit Application A-08-15."

(Participants/Directors/Majority)

CARRIED UNANIMOUSLY

Moved by Director Fisher
 Seconded by Director Repen

2016-1-22

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

Opposed: Director Benedict **CARRIED**

(Participants/Directors/Majority)

DEVELOPMENT SERVICES (All Directors) (CONT'D)

The Smithers and Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 was reviewed in 2014/2015 and no issues were brought forward in regard to the "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" Hudson Bay Mountain Recreation Residential (R8) Zone.

Discussion took place regarding the gross floor area (GFA) restriction. The benefit of consulting with the property owners located in Prairie Village was discussed and staff is mailing a survey to property owners.

Director Fisher requested the Regional Board's approval to allow Gary Huxtable, applicant of Development Variance Permit Application A-08-15 to provide comment.

Mr. Huxtable thanked the Regional Board for the opportunity to provide comment. Mr. Huxtable mentioned that he felt that "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" Hudson Bay Mountain Recreation Residential (R8) Zone developed 23 years ago may have been suitable for development of Hudson Bay Mountain Prairie Village at that time but may no longer fully apply. He spoke to the need for the bylaw to align with the current development and future development of the area.

Mr. Huxtable reported that he has chosen to build his addition to a green standard and be more energy efficient. He is building 14" insulated walls on the bottom floor and 12" insulated walls on the top floor and ½ loft. By doing so he has taken up 154 sq/ft of usable floor space in the cabin. This has also increased the cost of building by approximately 25%. Mr. Huxtable also spoke of the concrete cistern that he has installed in the mechanical room.

He has been going to Hudson Bay Mountain since 1976 and he spoke of the importance to him and his family. He has been in discussions with the Prairie Village Cabin Association in regard to "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" Hudson Bay Mountain Recreation Residential (R8) Zone.

DEVELOPMENT SERVICES (All Directors) (CONT'D)

Chair Miller called for comments from the gallery.

Development Variance Permit Moved by Director Fisher
A-07-15 Raymond & Aurelia Seconded by Alternate Director Atrill
Spronk, 14655 Round Lake Road,
Telkwa, Electoral Area "A"

2016-1-23

"That the Regional District of Bulkley-Nechako Board of Directors approve Development Variance Permit Application A-07-15 for the property located at 14665 Round Lake Road to vary Section 14.04 (1) of "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" to reduce the front parcel setback from 7.5 metres (24.6 ft.) to 4.87 metres (16 ft.) for a garage developed in general compliance with Schedule A of the permit."

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

MEMO

OCP Review Processes for Moved by Director Benedict
Village of Burns Lake and Seconded by Director Strimbold
Electoral Area B and E

2016-1-24

1. "That the Regional District of Bulkley-Nechako Board of Directors approve the work plan and consultation checklist identified in Appendices A and B of the January 18, 2016 report titled "OCP Review Process for the Village of Burns Lake and Electoral Areas B and E."

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

2. "That the Regional District of Bulkley-Nechako Board of Directors approve the contract for the planning services to be provided to the Village of Burns Lake as in Appendix C outlined in the "OCP Review Process for the Village of Burns Lake and Electoral Area B and E" report."

(All/Directors/Majority) CARRIED UNANIMOUSLY

BYLAW FOR THIRD READING

Rezoning and OCP Amendment Moved by Alternate Director Newell
File No. G-03-15 Bylaw Seconded by Director Fisher
1757 & 1758 Pauline Watson
(HBH) Electoral Area "G"

2016-1-25

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaws No. 1757 & 1758."
2. That "Houston, Topley, Granisle Rural Official Community Plan Amendment Bylaw No. 1757, 2015" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1758, 2015" be given third reading this 28th day of January, 2016."

(All/Directors/Majority) CARRIED UNANIMOUSLY

OTHER (All Directors)

Planning Department Reports

Moved by Director MacDougall
Seconded by Director Greenaway

2016-1-26

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

- Planning Department's Year – End Report 2015;
- Planning Department Enquiries Report – December, 2015;
- Action List – December, 2015."

Correspondence:

- Burns Lake Community Forest Ltd. RE: Proposed Harvest Activity for 2015 – 2016 season;
- Prince Rupert Gas Transmission Project RE: Activity Update #31 December 2015-January 2016;
- Coastal Gaslink Pipeline Project RE: Activity Update # 36. December 2015 – February 2016;
- Coastal Gaslink Pipeline Project RE: Activity Update # 37;
- Coastal Gaslink Pipeline Project - Response to Regional District of Bulkley- Nechako File Number: 12-3313."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

Village of Telkwa Water Tower Project

Director Repen reported that the Village of Telkwa's application for Federal Gas Tax for its water tower project was denied. He stated that they are revisiting the plan as it is their number one priority. Future development is not able to move forward due to the lack of water storage.

Job Creation Projects

Alternate Director Newell spoke of citizens returning to the region after working elsewhere thus the importance of job creation and supporting projects throughout the region that will create jobs.

District of Vanderhoof Celebrates its 90th Birthday

Director Petersen mentioned that the District of Vanderhoof began its 90th Birthday celebrations on January 22, 2016. Director Petersen spoke on behalf of the RDBN at the opening event.

Houston WinterFest February 5-8, 2016

Alternate Director Potvin commented that the District of Houston is hosting its WinterFest February 5-8, 2016. For the third year, the District of Houston Council and Northern Health have utilized a Healthy Communities Grant for the WinterFest initiative.

District of Houston Council Met with Town of Smithers Council

Alternate Director Potvin mentioned that the District of Houston and Town of Smithers Council met in Houston on January 14, 2016. This was the first time the two councils have met. Discussion took place regarding Highway 16 transportation and strengths and concerns of the two communities.

Northwest Community College -Houston

Alternate Director Potvin noted that the Northwest Community College in Houston is seeing low enrollment due to having to charge tuition. There are concerns as to the future of the college.

VERBAL REPORTS (CONT'D)

**Primary Care Model and
New Doctor in Houston**

Alternate Director Potvin reported that the Primary Care Clinic in Houston is moving forward and a new doctor has moved to the community and will begin work mid-February, 2016.

**Electoral Area "A"
(Smithers Rural)-Community
Halls**

Director Fisher mentioned that the community halls in Electoral Area "A" (Smithers Rural) have been very busy hosting various events. It emphasizes the activities in rural communities that occur outside of a municipality.

**Economic Development
Building Blocks Workshop in
Fraser Lake -January 9, 2016**

Director Parker spoke of attending an Economic Development Building Blocks Workshop in Fraser Lake on January 9, 2016. Director Parker anticipates implementing some of the initiatives moving forward.

Director Lindstrom mentioned that the representatives that presented at the Economic Development Building Blocks Workshop will be in Fraser Lake February 9, 2016 to meet with Village of Fraser Lake Council and various organizations within the community to discuss initiatives.

**Premier's BC Natural
Resources Forum-Prince
George, B.C., January 19-21,
2016**

Director Lindstrom reported that he attended the Premier's BC Natural Resources Forum in Prince George, B.C. on January 19-21, 2016. He noted that the speakers were very good and interesting. One of the topics was in regard to the need for all stakeholders utilizing the land base to work together, such as agriculture, forestry and trapping, etc.

**Fort St. James Seniors
Helping Seniors Service**

Director Greenaway commented that the Fort St. James Seniors Helping Seniors Service has two vans that provide transportation to assist seniors and others in need within the community and outside the community for appointments and grocery pickup. In the past 6 months they have had 155 in town trips, 62 out of town trips, 409 clients and 14 clients were picked up in Vanderhoof for appointments in Prince George. The two vans have travelled 28,000 kms. in the 6 month time period.

**Village of Granisle Town Hall
Meeting with BC Ambulance
Service**

Director Liversidge mentioned that the Village of Granisle held a Town Hall Meeting with BC Ambulance Service. There were 68 residents in attendance. The meeting was in regard to having a community ambulance service wherein paramedics live in the community and provide a home service as well as being on call with BC Ambulance Service. The pilot project has been initiated in Hazelton and three other BC communities and Granisle is currently on the list to also be a part of the pilot project.

**Village of Granisle Federal
Gas Tax Grant Funding**

Director Liversidge noted that the Village of Granisle was also denied Federal Gas Tax Funding for its water upgrade project but received funding for a bioenergy heat source project that will also provide heating to the Babine Lake Elementary Secondary School.

VERBAL REPORTS (CONT'D)

Update – Chair Miller

Premier's BC Natural Resource Forum in Prince George, January 19-21, 2016

- Has attended the forum the past three years and noted that it is one of the better forums he attends;
- Good networking and excellent speakers;
- Opportunity to learn about the junior achievers, the business leaders of the future;
- One key presentation provided an overview of the commodities market and the relatively stable markets in Agriculture and Forestry in comparison to the uptakes and downturns in the metal markets. He noted the importance of focusing on the fundamental core industries such as agriculture and forestry to support regional communities.

- New Gold Chief Executive Officer

- met with the new Chief Executive Officer for New Gold:

- Discussed: emergency planning and response and environmental planning;
- Ensuring that RDBN is a participant in the discussions;
- New Gold is committed to working with the RDBN regarding long term responsibility to communities and legacy funding;

- Northwest Resource Benefit Alliance (NWRBA)

- Rio Tinto Alcan

- Discussions with Rio Tinto Alcan (RTA) regarding its taxes and revenue paid to the Provincial Government;
- RTA is intending to speak with the Provincial Government in regard to more of the revenue the province receives from RTA being contributed to communities directly impacted by Rio Tinto Alcan;
- RTA agreed to engage with NWRBA.

- Mining Association of B.C.

- met in Vancouver, B.C.;
- MABC has indicated their support for the NWRBA's initiatives. - very positive meeting.

-Discussion with Al Richmond, Chair, Union of B.C. Municipalities

- Province amending fire inspection requirements for rural areas;
- First Nations working group re: impacts of Tsilhoq'tin First Nations (Williams) case decision;
- First Nations wanting to partner with local government in regard to resource revenue sharing;

- Northern Development Initiative Trust

- Met with Janine North, Chief Executive Officer;
- NDIIT working with the RDBN to assist Non-Profit groups in regard to non-profit Board of Directors roles and responsibilities.

VERBAL REPORTS (CONT'D)

Receipt of Verbal Reports

Moved by Director Parker
Seconded by Director Petersen

2016-1-27

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

North Central Local Government Association - Call for Resolutions, NCLGA Executive Nomination Procedure

Moved by Director Repen
Seconded by Director Petersen

2016-1-28

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the North Central Local Government Association in regard to the Call for Resolutions and NCLGA Executive Nomination Procedure."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The Regional Board will bring forward possible resolutions to RDBN staff for the February 11, 2016 RDBN Committee of the Whole Meeting for Regional Board consideration. Discussion took place regarding changes to the Provincial Solid Waste Management Plans, *Landfill Management Act*, *Emergency Response Act* and victim services funding.

Administration Correspondence

Moved by Director MacDougall
Seconded by Director Thiessen

2016-1-29

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

- North Central Local Government Association - Call for Resolutions, NCLGA Executive Nomination Procedure;
- Ministry of Transportation and Infrastructure - Thank You for Meeting at UBCM Convention;
- Ministry of Transportation and Infrastructure - Office of the Minister of State for Emergency Preparedness – Thank You for Meeting at UBCM Convention;
- Ministry of Forests, Lands and Natural Resource Operations – Investment Agreement Between Canfor Corporation and Conifex Timber Inc.;
- Telkwa Museum – Thank you;
- Ministry of Forests, Lands and Natural Resource Operations – Snow Survey and Water Supply Bulletin – January 1st, 2016;
- District of Squamish – Transit Funding Concerns;
- Ministry of Transportation and Infrastructure - B.C. Unveils Five Point Action Plan for Safe Transportation Options Along Highway 16;
- BV Farmers' Market Association – Letter from Doug Donaldson, MLA re: BC Farmers' Market Coupon Program;
- Ministry of Transportation and Infrastructure Letter to Peace River Regional District – New Approach to Fire Safety in BC;

ADMINISTRATION CORRESPONDENCE (CONT'D)

- City of Burnaby Letter to Minister of Community, Sport & Cultural Development – Anticipated Property Assessment Changes in 2016;
- Auditor General For Local Government
 - Improving Local Government Procurement Process Through: Procurement Policy Enhancements, Procurement Performance Metrics and Reporting, and Vendor Performance Management
 - Performance Audit Report – City of New Westminster
 - Policing Services Performance Assessment
 - Performance Audit Report – City of Port Alberni;
- Nechako-Kitamaat Development Fund Society - NKDF Approves \$422,436 in Funding for Six New Projects;
- Union of B.C. Municipalities – Update on Syrian Refugee Settlement Plans;
- Union of B.C. Municipalities – Follow Up - Syrian Refugees;
- Northern Gateway – Community Advisory Boards – Northern Gateway Update – January 14, 2016;
- Species at Risk Recovery Unit, Canadian Wildlife Service – Notification of Updates to the Species at Risk Public Registry;
- Fire Prevention Officers Association of B.C.- Support for Advertisement in Conference Magazine;
- Fort Fraser Cemetery Commission Meeting Minutes – May 25, 2015;
- Federation of Canadian Municipalities- Speech from the Throne, December 4, 2015;
- Resource Works – Newsletter: Something in Our BC Water?
- Union of B.C. Municipalities:
 - Funding & Resources Update
 - Evaluation: Healthy Families BC Communities
 - Liquor Policy Consultations with Local Government
 - Missing & Murdered Indigenous Women Inquiry
 - Partnership, Collaboration Watchwords for Leadership Forum
 - Long Serving Staffer Receives UBCM Life Membership
 - Proposed Local Government Act Revision Available
 - Highlights of the November 26-27 Executive Meeting
 - Province Releases Climate Leadership Team Recommendations
 - Child Care Major Capital Funding Program
 - UBCM Calls on Province to Reverse Cost Shift to Local Governments
 - Funding & Resources Update
 - Leadership Forum Will Explore “3 Dimensional Leadership;

INVITATIONS:

- BC Broadband Conference – May 3-4, 2016 - Vancouver, B.C.
- International Bioenergy Conference & Exhibition - June 15-17, 2016 – Prince George, B.C.
- 2016 COFI Convention – April 6-8, 2016 - Kelowna, B.C.
- Northern BC Citizen Series Webinar – Nothing About Us Without Us: Practices and Tools to Build Community Engagement and Participation - February 4, 2016.”

ADMINISTRATION CORRESPONDENCE (CONT'D)

Director Thiessen will be attending the 2016 COFI Convention, April 6-8, 2016 in Kelowna, B.C. on behalf of the District of Vanderhoof and will also represent the RDBN interests.

International Bioenergy
Conference & Exhibition
- June 15-17, 2016
- Prince George, B.C.

Moved by Director Fisher
Seconded by Director Parker

2016-1-30

"That the Regional District of Bulkley-Nechako Board of Directors authorize Chair Miller's attendance at the International Bioenergy Conference & Exhibition June 15-17, 2016 in Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

FINANCIAL

Operating Accounts
-December, 2015

Moved by Director Benedict
Seconded by Director Greenaway

2016-1-31

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAWS

Bylaws for First, Second, Third Reading and Adoption

No. 1761– Topley Rural
Fire Protection Temporary
Borrowing

Moved by Alternate Director Newell
Seconded by Director Petersen

2015-10-32

"That "Topley Rural Fire Protection Temporary Borrowing Bylaw No. 1761, 2016" be given first, second, third reading and adoption this 28th day of January, 2016."

(All/Weighted/Majority)

CARRIED UNANIMOUSLY

No. 1762 – Southside Rural Fire
Protection Service Repairs
and Maintenance Reserve
Establishment

Moved by Director Benedict
Seconded by Director Greenaway

2015-10-33

"That "Southside Rural Fire Protection Capital Service Repairs and Maintenance Reserve Establishment Bylaw No. 1762, 2016" be given first, second, third reading and adoption this 28th day of January, 2016."

(All/Weighted/Majority)

CARRIED UNANIMOUSLY

BYLAWS (CONT'D)

Bylaws for First, Second, Third Reading and Adoption (Cont'd)

**No. 1763 – RDBN Financial
Plan Amendment**

Moved by Director Benedict
Seconded by Director Fisher

2015-10-34

"That "Regional District of Bulkley-Nechako Financial Plan Amendment Bylaw No. 1763, 2016" be given first, second, third reading and adoption this 28th day of January, 2016."

(All/Weighted/Majority)

CARRIED UNANIMOUSLY

Bylaw for Adoption

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

Moved by Director Greenaway
Seconded by Director MacDougall

2015-10-35

"That "Fort St. James Seniors Helping Seniors Transportation Service Establishment Bylaw No. 1750, 2015" be adopted this 28th day of January, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

READING FILE

Reading File

Moved by Director Repen
Seconded by Alternate Director Atrill

2016-1-36

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

INVITATIONS:

-International BioEnergy Conference & Exhibition – June 15-17, 2016 Prince George, B.C.;

CORRESPONDENCE:

-Blackwater Gold Project Environmental Assessment – Public Comment Period and Information Sessions – Submit comments from January 20, 2016 to February 19, 2016;

-BC Chamber of Commerce – Public Affairs Update –

- January 18, 2016 – New BC Cabinet Working Group Focuses on Climate Change

- January 11, 2016 – Provincial By-Elections Called in Vancouver, Coquitlam; Rising Property Assessments Prompt Provincial Action

- December 14, 2015 – BC Boosts Tech Sector with \$100 Million Venture Capital Fund; Mike Morris appointed Minister of Public Safety

- Federal Throne Speech Sets Ambitious Agenda; Premier Christy Clark on Senate Appointment Process;

-British Columbia Community Forest Association – December 2015 Newsletter;

-BC Healthy Communities – December 2015 e-News;

-Canfor News Release – Canfor Corporation and Canfor Pulp Products Inc. Announce Fourth Quarter Results Conference Call;

READING FILE (CONT'D)

CORRESPONDENCE (CONT'D):

- Clean Energy Canada – Clean Energy Review:
 - January 18, 2016 – From Pipes to Power
 - January 11, 2016 – A Breakout Year Starts Now
 - December 14, 2015 – The World Knuckles Down
 - December 11, 2016 – Climate Negotiations Enter the Homestretch
 - December 7, 2016 – Four for the Global Win
 - December 4, 2015 – A Big Week for Clean Energy as a Climate Solution;
- Federation of Canadian Municipalities - FCM News Week of:
 - January 11, 2016
 - January 4, 2016
 - December 14, 2015
 - December 7, 2015
 - November 30, 2015;
- Federation of Canadian Municipalities – Request for Proposals to Host Either the March 6-9 or September 11-14, 2018 Meetings of FCM's Board of Directors;
- Federation of Canadian Municipalities – Highlights from 2015;
- Federation of Canadian Municipalities – FCM's Corporate Partners –Helping Deliver Strong Communities;
- Federation of Canadian Municipalities – President's Corner Update;
- Infrastructure News – Millions of Canadians Drinking Bad Tap Water?
- Ministry of Children and Family Development – BC Early Years Strategy – Third Application Intake for the Child Care Major Capital Funding Program;
- Ministry of Community, Sport and Cultural Development and Minister Responsible for TransLink – Season's Greetings;
- Ministry of Forests, Lands and Natural Resource Operations – Update from Minister Thomson;
- Ministry of Technology, Innovation and Citizens' Services – #BCTECH Summit Delivers Unprecedented Tech Collaboration;
- Municipal Finance Authority of BC – Appointment and MFA AGM Notice;
- Nechako Reservoir Update - Flow Facts:
 - January 20, 2016
 - January 6, 2016
 - December 30, 2015
 - December 16, 2015
 - December 8, 2015
 - December 2, 2015;
- New Gold Blackwater Project – Winter 2015 Newsletter;
- North Central Local Government Association – December, 2015 Newsletter;
- Northern BC Tourism Association – January, 2016 News from Northern BC Tourism;
- Northern Health News Release – December 31, 2015 – Tips for Having a Safe and Healthy Winter Season;
- Northern Health Update – Work Completed on Planned Partial Power Outages at UHNBC and Region Wide ITS Network Outage;
- Office of the Premier and Ministry of Environment – Province Seeks Input From British Columbians for Next Climate Plan;

READING FILE (CONT'D)

CORRESPONDENCE (CONT'D):

- Real Estate Foundation British Columbia – Winter eNews: Season's Greetings; Grants Approved; New Governor; Project Updates: Food & Built Environment;
- Regional District of Bulkley-Nechako Newspaper Advertisements;
- Resource Works:
 - January 14, 2016 – Pipeline Plan 'Not Dead Yet'
 - January 7, 2016 – Newsletter: Hackathon for Resources?
 - December 17, 2015 – Newsletter: An Idea Whose Time Has Come
 - December 10, 2015 – Newsletter: Lessons in Resource Leadership;
- Seniors BC – e-Newsletter December, 2015;
- Union of British Columbia Municipalities – Building Act; Livestock Policy & Regulation; Integrated Pest Management Regulation VI & Coast Conservation Society – Update, re: Request – Declare "A Day For Our Common Future" December 11th, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORT

Rural Directors Committee
Meeting Recommendations
-January 21, 2015

Moved by Director Benedict
Seconded by Director Fisher

2016-1-37

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

Rural Directors Committee Meeting – January 21, 2016

Recommendation 1:

Re: Allocation Schedule for Rural Fire Protection Services Taxation Capacity

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to provide an allocation schedule based on assessments for municipal and rural administration costs for Rural Fire Protection Services Taxation Capacity."

Recommendation 2:

Re: Nechako Valley Secondary School – Request for Grant in Aid – Electoral Area 'F' (Vanderhoof Rural)

"That the Regional District of Bulkley-Nechako Board of Directors authorize that the Nechako Valley Secondary School be given \$1,500 from Electoral Area "F" (Vanderhoof Rural) for costs associated with its 2016 Dry Grad Event."

ADMINISTRATION REPORT (CONT'D)

**Rural Directors Committee Meeting – January 21, 2016
(Cont'd)**

Recommendation 3:

Re: Village of Granisle-Request for Grant in Aid-Electoral Area "G" (Houston Rural)

"That the Regional District of Bulkley-Nechako Board of Directors authorize that the Village of Granisle be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) for the Babine Lake Tourism Marketing & Branding Project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

Land Referral File No. 7409817 Moved by Director Petersen
Jeffrey & Valerie Johnson Seconded by Director Parker
Electoral Area 'F'

2016-1-38

"That the Regional District of Bulkley-Nechako Board of Directors provide the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 7409817" to the Province as the Regional District's comments on Crown Land Application No. 7409817."

Moved by Director Thiessen
Seconded by Director Repen

2016-1-39

"That Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 7409817 be amended as follows:

Other comments: The Province should not support the Crown Grant.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

"That the question be called on Motion 2016-1-38 as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Elaine and Randy Rogers Moved By Director Fisher
Letter of support (ALR 1187) Seconded by Director Repen
Electoral Area "A"

2016-1-40

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from Elaine and Randy Rogers – Letter of Support (ALR 1187) in Electoral Area "A"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Geoffrey Mercer, MSC,
Environmental Consultant
RE: Pilot Project
- Hydrothermal Liquefaction

Discussion took place regarding the presentation by Geoffrey Mercer, MSC, Environmental Consultant regarding a Pilot Project in regard to Hydrothermal Liquefaction. Chair Miller will bring the presentation to Director Bachrach, Chair, RDBN Waste Management Committee for further discussion at a future RDBN Waste Management Committee Meeting.

SPECIAL IN-CAMERA MEETING MOTION

Moved by Director Thiessen
 Seconded by Director MacDougall

2016-1-41

"In accordance with Section 90 (1)(c)(g) of the *Community Charter*, it is the opinion of the Regional District of Bulkley-Nechako that matters pertaining to labour relations or other employee relations (CAO replacement) and litigation or potential litigation affecting the local government (Tersago v. RDBN et al) or information received relating to the matter 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 Director Greenaway

2016-1-42

"That the meeting be adjourned at 2:06 p.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, February 11, 2016**

PRESENT:

Chair	Mark Parker
Directors	Eileen Benedict Shane Brien Mark Fisher Dwayne Lindstrom Rob MacDougall Bill Miller Rob Newell Jerry Petersen Darcy Repen Luke Strimbold Gerry Thiessen
Directors Absent	Taylor Bachrach, Town of Smithers Tom Greenaway, Electoral Area "C" (Fort St. James Rural) Thomas Liversidge, Village of Granisle
Alternate Director	Bob Hughes, Electoral Area "C" (Fort St. James Rural)
Staff	Gail Chapman, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Hans Berndorff, Financial Administrator Jason Llewellyn, Director of Planning Corrine Swenson, Manager of Regional Economic Development Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Parker called the meeting to order at 2:19 p.m.

AGENDA &**SUPPLEMENTARY AGENDA**Moved by Director Miller
Seconded by Director Lindstrom**AG.2016-1-1**

"That the Agriculture Committee Meeting Agenda of February 11, 2016 be adopted; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**OPENING COMMENTS FROM THE CHAIR**

Chair Parker acknowledged the Regional Board and staff's recognition of the need for an Agricultural Committee and he thanked the RDBN Executive Committee for appointing him as Chair. He believes passionately about the importance of agriculture in the region and that it will be an industry that will help to sustain the region and province through difficult economic times. Chair Parker spoke of the importance for agriculture success, from market gardens to large scale farming and ranching.

OPENING COMMENTS FROM THE CHAIR (CONT'D)

He noted the importance of garnering information to make good and sound decisions and it is the hope that the Agriculture Committee will concentrate on one or two items per meeting to make swift and educated decisions.

DISCUSSION ITEMS

1. Direction of the Committee, Goals and Priorities

Director Petersen noted that agriculture is a very large part of the economy in the region and that settlement occurred in the Vanderhoof area because of agriculture. He mentioned that over the past 10-15 years agriculture has experienced a number of challenges and there needs to be a concentrated effort to improve the agriculture sector in the region. He commented that beef production has also struggled. Although beef prices are rising the ability to make a living on a farm is very challenging. He noted the importance of food security and the need to grow, produce and consume foods locally and regionally rather than importing from other countries.

Director Benedict spoke with Art Kaehn, Chair, Regional District of Fraser-Fort George in regard to a program being developed at the University of Northern B.C. (UNBC) in regard to climate and soils in the region. Director Benedict noted the need to obtain more information regarding the potential program. Director Benedict spoke of experimental farms being used once again to determine seeds and plantations that can be grown in northern climates and soils. She noted that there are private lands in the Peace River that have been planted with different seeds to determine benefits and growth in the area. Chair Parker mentioned that the Regional Cattlemen's Association is currently working on trial plantations that were developed in the southern region of the province but could potentially be grown in the north.

Discussion took place regarding the need for succession planning for the industry and perhaps UNBC could assist with a program to provide information.

Director Miller mentioned his concerns regarding the lack of on the ground work provincially in regard to food security and that there is a need for policy advisory work to be completed.

Director Miller stated the need to have an open discussion workshop/forum in regard to gathering stakeholders together to determine the best and highest priorities in regard to Agriculture in the region. It would be an opportunity to work together with key stakeholders to develop a better, more diverse affordable agriculture industry.

Chair Parker mentioned that the Agricultural Land Commission (ALC) decisions and the overturning of decisions by the ALC Executive may require further investigation by the Agriculture Committee.

Director Strimbold commented that the RDBN completed an Agriculture Plan in 2012 and developed specific action items. The Omineca Beetle Action Coalition (OBAC) also developed an agriculture paper and further review of the reports may assist the Agriculture Committee in moving forward.

Director Thiessen noted that his family settled in the Vanderhoof area to farm and during his time owning a farm he spent a considerable amount of time learning from farming practices in Alberta. He noted that in Alberta, farm children would take a college farming program. He spoke of the benefits of education and the need to focus on education as a priority. He mentioned that colleges would be a very suitable avenue for a farming program. Programs that provide information in regard to the economics, bookkeeping, management, soil health, etc. of farming would be very beneficial to the needs of current day farming. He spoke of new farmers needing to find alternative ways to make farming profitable.

DISCUSSION ITEMS (CONT'D)

Discussion took place regarding the benefits of developing co-ops to promote growth, production, and marketing of products.

Director Brienen noted concerns regarding the purchase of farm land by foreign owners to produce hay to export to other countries and creating a hay shortage regionally. Director Brienen, on behalf of OBAC, attended a "Keeping it Rural" workshop in Salmon Arm that discussed a trust fund model utilized by other provinces that provided low interest loans for people wanting to rent small parcels of land from farmers to grow local produce/products. This would enable people to farm who were unable to purchase large tracks of land.

Director Brienen commented that he had recently attended an event with four of Metro Vancouver's Top Chefs that discussed food quality. They noted that some of the best foods come from B.C. but the food is exported and very difficult for local chefs to purchase. One chef noted through studying in France that in order to make the best croissants the highest grade of wheat was required. That quality of wheat came from Canada but they could not purchase that wheat once back in Canada.

Director Brienen also noted his passion for agriculture and the importance of the industry to the region and the province.

Director MacDougall mentioned the potential for the use of shavings and ash from local sawmills for the farming industry and the potential for the industries to work together. Chair Parker mentioned that two options, the Ministry of Environment (MoE) or the *Fertilizers Act* are being investigated in regard to the use of ash as fertilizer for farming.

Director Repen commented that there are numerous seeds and varieties of plants that can grow in northern climates and the benefits of continually investigating and developing products further promotes the region.

Director Repen noted his frustration in regard to the ALC not addressing the needs of different areas and different scales of farming that can be very successful. He noted the need for available leasable land and identifying areas of the region that can grow and be utilized for specific farming purposes.

2. Information Points for Beef Production in the Nechako Area

Chair Parker spoke of the amount of monies invested in the local economy and region by farming and beef production. He noted the high percentage of monies received by beef producers at auction is returned directly back into the local economy and region.

CORRESPONDENCE

Nechako Valley Secondary Moved by Director MacDougall
School – Greenhouse – "Living Seconded by Director Lindstrom
Classroom" Infrastructure Project

AG.2016-1-2

"That the Agriculture Committee receive the correspondence from the Nechako Valley Secondary School titled "Greenhouse – "Living Classroom" Infrastructure Project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE (CONT'D)

Director Petersen noted his support for the Nechako Valley Secondary School Greenhouse "Living Classroom" Infrastructure Project. Chair Parker mentioned that he has contacted School District 91 Nechako Lakes to encourage implementation of the project throughout School District 91. Director Fisher commented that School District 54 Bulkley Valley has several greenhouses operating. Discussion took place regarding the benefits of the program. Directors Thiessen and MacDougall spoke of the benefits of the community gardens in Vanderhoof and Fort St. James. Chair Miller noted the importance for school children to learn the connection between food and food production.

SUPPLEMENTARY AGENDA

CORRESPONDENCE

Beyond the Market
-February News

Moved by Director Newell
 Seconded by Director Miller

AG.2016-1-3

"That the Agriculture Committee receive the correspondence from the Beyond the Market titled "February News."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SPECIAL IN-CAMERA MEETING

Moved by Director Miller
 Seconded by Director Newell

AG.2016-1-4

"In accordance with Section 90 (1)(g) of the *Community Charter*, it is the opinion of the Board of the Regional District of Bulkley-Nechako Rural Directors Committee that litigation or potential litigation affecting the local government (Fire Department Liability) or information received relating to the matter 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 Miller
 Seconded by Director MacDougall

AG.2016-1-5

"That the meeting be adjourned at 3:02 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, February 11, 2016**

PRESENT: Chairperson Bill Miller

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

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

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

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services
Deborah Jones-Middleton, Protective Services Manager – left at 1:42 p.m., returned at 1:51 p.m.
Jason Llewellyn, Director of Planning
Laura O'Meara, Senior Financial Assistant – left at 1:40 p.m.
Corrine Swenson, Manager of Regional Economic Development
Wendy Wainwright, Executive Assistant

Other Dean Allen, President, Summit Camps – left at 12:04 p.m.

CALL TO ORDER

Chair Miller called the meeting to order at 11:21 a.m.

**AGENDA &
SUPPLEMENTARY AGENDA**Moved by Director Benedict
Seconded by Director Petersen**C.W.2016-2-1**

"That the Supplementary Agenda be received and dealt with at this meeting; and further that the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of February 11, 2016 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – January 14, 2016

Moved by Director Brien
 Seconded by Director Newell

C.W.2016-2-2

"That the Committee of the Whole meeting minutes of January 14, 2016 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

DELEGATION

Dean Allen, President Summit Camps RE: Work Camps within the RDBN

Chair Miller welcomed Dean Allen, President, Summit Camps.

Mr. Allen provided a PowerPoint Presentation.

Summit Camps Overview

- ▶ Smithers based company;
- ▶ Operating since 2004;
- ▶ Sectors served since 2004 include:
 - Mining;
 - Construction;
 - Forestry;
 - Energy;
 - Military;
- ▶ In 2014, Summit merged with Royal Camp, a larger camp company, to be better positioned to do LNG related camps.

Summit First Nations Partners in RDBN

Band	Company
Nak'azdli Band	Nak'azdli Summit Camp Services LP
Lake Babine Nation	Babine Summit Catering and Logistics Ltd.
Morice town Band	Kyah Summit Camp Services LP
Burns Lake Band	Burns Lake Summit Camp Services LP
Nadleh Band	Nadleh Summit (Pending)

50% First Nation Employees at Summit in 2015

Prince Rupert Gas Transmission (PRGT) Section 2 Camps in RDBN

Camp	Location
Camp 113	~ 80 km North of Fort St James
Camp 115	East side of Babine Lake
Camp 119	~7 km north of Fort Babine
PRGT Camp	Conditionally Awarded Work
Camp 113	Nak'azdli Summit Camp Services LP
Camp 115	Babine Summit Catering and Logistics Ltd.
Camp 119	Babine Summit Catering and Logistics Ltd.

There is also one small short term camp for building a compressor station, near Middle River.

DELEGATION (CONT'D)

Dean Allen, President Summit Camps RE: Work Camps within the RDBN

PRGT Overview of Main Construction camps in RDBN

- ▶ Subject to change;
- ▶ Each camp location will have a 'Pioneer Camp' with ~390 beds;
- ▶ Each camp will run ~42 months;
- ▶ A 400 bed 'Peak Phase' will move from east to west over ~18 months for the main pipeline construction.

Basic Outline Camp Sizes – PRGT

	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4	Q1	Q2	Q3	Q4
Camp 113	200	200	390	800	800	390	390	390	390	390	390	390
Camp 115	200	200	300	390	390	800	800	390	390	390	390	390
Camp 119	200	200	300	390	390	390	390	800	800	390	390	390

CGL Main Camps in RDBN

- ▶ Camp plan not finalized;
- ▶ Camp service providers not finalized;
- ▶ Prime contractors not finalized.

Camp	Location
Vanderhoof Camp	Vanderhoof Airport
Lajac Camp	Lajac location (previous camp location for Endako mine expansion camp)
Tchesinkut Lake Camp	South of Burns Lake, intersection of Hwy 35 and 700 Road
Main 8	South of Houston
Main 9	Morice Lake Area
Main 9A	Morice Lake Area

Summit's Scope – Civil Work

- ▶ Engineered design;
- ▶ 10-23 Ha of site prep;
- ▶ Storm water management.

Summit's Scope - Engineering and permitting

Item	Government Jurisdiction
Potable Water	Northern Health
Waste Water	Ministry of Environment
Solid Waste	Ministry of Environment
Construction Permit	Regional District (note that PRGT camps fall outside of RDBN inspection area as per Jason Berlin)

Summit's Scope - Camp Equipment Supply

- ▶ Kitchens;
- ▶ Recreation facilities;
- ▶ Dorms;
- ▶ Generators;
- ▶ Water treatment plants;
- ▶ Etc.

DELEGATION (CONT'D)

Dean Allen, President Summit Camps RE: Work Camps within the RDBN

Summit's Scope - Services

- ▶ Camp equipment transportation;
- ▶ Camp equipment set up;
- ▶ Catering and camp management;
- ▶ Security;
- ▶ Camp dismantle;
- ▶ Site decommissioning.

What is not in Summit's Scope

- ▶ Camp location selection;
- ▶ Medical services;
- ▶ Alcohol policies;
- ▶ Personal vehicle policies;
- ▶ Fishing/Hunting policies;
- ▶ Worker freedom of movement policies (i.e. driving to town etc.).

Intersection of Summit Scope and RDBN – PRGT

- ▶ Potentially Solid Waste;
- ▶ Building Permits;
- ▶ Potentially Solid Waste.

Review of Solid Waste – PRGT

- ▶ Current plan is incineration;
- ▶ First Nations may not be in favour of incineration at all camps;
- ▶ Other option is to engage RDBN on using permitted solid waste facilities.

Estimated Total Solid Waste - PRGT

Camp	Estimated # Mandays	Estimated KG/manday Solid Waste	KG Solid Waste	Metric Tons Solid Waste
113	250,000	5	1,250,000	1,250
115	250,000	5	1,250,000	1,250
119	250,000	5	1,250,000	1,250
Estimated Total Solid Waste (Metric Tons)				3,750
Estimated Months of Project				42
Estimated Metric tons Solid Waste/Month				89

Discussion Around Security

- ▶ Summit scope;
- ▶ Professional security companies;
- ▶ Fenced locations;
- ▶ Manned gates;
- ▶ Patrols throughout the day and night.

Discussion Around Medical Services

- ▶ Had discussions with the company that will be providing medical services on entire line;
- ▶ Indicated that the TCPL requirement is very high:
 - Nurse practitioners over certain sized camp;
 - Paramedics as is minimum;
- ▶ Their mantra is 2% or less of visits will go to local medical facilities.

DELEGATION (CONT'D)

Dean Allen, President Summit Camps RE: Work Camps within the RDBN

Discussions Around Alcohol

- ▶ Damp camp (people can drink moderately in their rooms);
- ▶ Idea is to keep people at camp (vs. going to town).

Mr. Allen noted that there may be a future request to engage the RDBN in regard to the use of permitted solid waste facilities.

Discussion took place in regard to site preparations for the foundations prior to the camps being placed on the land base. Director Newell brought forward the clearing of the sites for discussion. Mr. Allen mentioned that site clearing is not in the scope of Summit Camps.

Wildfire mitigation and fire safety was discussed. Mr. Allen commented that the most important priority is to keep people safe and that there is fire safety equipment and water storage on site along with a wildfire management plan for the work camp. Mr. Allen mentioned that his company has had experience with wildfire evacuations and also provides services to wildfire management camps.

Discussion took place regarding communities investigating the option to have the camps located within the communities.

Legacy options were discussed. Mr. Allen mentioned that discussions have taken place in regard to water facilities close to areas such as Fort Babine. There has also been discussion regarding waste management and the possibility to assist or upgrade systems already in place. He noted the importance of providing a benefit to local communities and First Nations. The possibility of communications equipment being provided was discussed.

Chair Miller thanked Mr. Allen for attending the meeting.

Break for lunch at 12:04 p.m.
Reconvened at 12:55 p.m.

REPORTS

**Construction/Demolition
and Land Clearing Waste
Tipping Fee Review – Budget**

Moved by Director Benedict
Seconded by Director MacDougall

C.W.2016-2-3

1. "That the Committee of the Whole receive the Director of Environmental Service's February 1, 2016 memo titled "Construction/Demolition and Land Clearing Waste Tipping Fee Review – Budget".
2. "That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors increase tipping fees for construction/demolition and land clearing waste from \$60/metric tonne to \$90/metric tonne, and direct staff to draft the required bylaw.
3. Further, that the Committee of the Whole recommend to the Regional District of Bulkley-Nechako Board of Directors that a methodology for adjusting the tipping fees for construction/demolition and land clearing waste be developed as part of the update to the RDBN Solid Waste Management Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

2016 Budget – Second Draft

Moved by Director Benedict
Seconded by Director Thiessen

C.W.2016-2-4

“That the Committee of the Whole receive the Financial Administrator’s February 2, 2016 memo titled “2016 Budget – Second Draft.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Miller mentioned that Hans Berndorff, Financial Administrator’s plans to retire in 2016. He mentioned his dedication to assisting the RDBN and Stuart-Nechako Regional Hospital District in reducing costs during his time at the RDBN.

Mr. Berndorff provided an overview of the 2016 Budget – Second Draft. As per Chair Miller’s direction adjustments will be made in regard to the CAO position and Planning Department salary and benefits. The changes will adjust the projected tax rates for Regional Services and Regional Rural Services excluding local services. Mr. Berndorff noted that at the January 14th Committee of the Whole Meeting discussion took place in regard to national salary increases. Mr. Berndorff surveyed various human resource organizations nationally and included the information for the Regional Board’s review. He noted that the RDBN has had no merit increases in 2014 or 2015.

Discussion took place in regard to the possible time line to draft a bylaw in regard to an increase of tipping fees for construction/demolition and land clearing waste.

Janine Dougall, Director of Environmental Services reviewed the re-evaluation of the costs and timing of certain Environmental Services department projects. Discussion took place in regard to the Regional District of Bulkley-Nechako and the Village of Telkwa investigating lagoon desludging options.

Northwest Resource Benefits Alliance

Mr. Berndorff mentioned that the RDBN has received an invoice for costs associated with the Northwest Resource Benefits Alliance.

Moved by Director Brien
Seconded by Director Newell

C.W.2016-2-5

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors allocate \$50,000 to the Northwest Resource Benefit Alliance 2016 Budget line item.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

**Education Strategy – Initiative
for 2016**

Moved by Director Fisher
Seconded by Director Strimbold

C.W.2016-2-6

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors remove the \$5,000 Education Strategy line item from the Initiatives for 2016.”

(All/Directors/Majority)

DEFEATED

Discussion took place in regard to the Education Strategy. The RDBN signed a Memorandum of Understanding (MOU) with School District 91 Nechako Lakes in regard to initiatives for job shadowing opportunities between RDBN employees and students of SD 91. Further discussion took place in regard to the use of the funding to assist regional school boards in regard to the recruitment of certified teaching staff. Staff has contacted SD 91 Nechako Lakes specific to the MOU and is awaiting a response. Director Petersen spoke of initiatives such as the Nechako Valley Secondary School Greenhouse ‘Living Classroom’ Infrastructure project in regard to possible need for funding support. Director Fisher expressed his concerns in regard to the RDBN funding education initiatives and that it should be a mandate of the Ministry of Education. He noted the opportunities through Northern Development Initiative Trust’s (NDIT) Northern Development Local Government Management Internship program.

Discussion took place regarding the transition of the retirement of the Chief Administrative Officer and the anticipated budget reductions for 2017.

**Minerals North 2016
Attendance**

Moved by Director Fisher
Seconded by Director Repen

C.W.2016-2-7

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize the attendance of the RDBN Chair and two Directors as per Regional Board policy to Minerals North in Smithers on May 18-20, 2016.”

(All/Directors/Majority)

DEFEATED

Director Benedict spoke of the importance of Rural Directors having the opportunity to advocate for residents throughout the region at conferences and conventions such as Minerals North. Discussion took place regarding the opportunity to gather information in regard to possible benefits and impacts to the region.

Mr. Berndorff commented that the local service area and sub-regional budgets have been provided to the Directors directly affected for review. The information will be brought forward for budget discussions at the March 10, 2016 Committee of the Whole meeting.

CORRESPONDENCE

North Central Local
Government Association
-Call for Nominations

Moved by Director MacDougall
Seconded by Director Newell

C.W.2016-2-8

"That the Committee of the Whole receive the correspondence from the North Central Local Government Association – Call for Nominations."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

INVITATION

City of Prince George
-Celebrate Prince George
Winter Festival – February
1-14, 2016

Moved by Director Benedict
Seconded by Director Thiessen

C.W.2016-2-9

"That the Committee of Whole receive the invitation from the City of Prince George titled "Celebrate Prince George Winter Festival – February 1-14, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEM

NCLGA Resolutions

The following potential resolutions to be submitted to the North Central Local Government Association Convention was discussed:

- *Emergency Program Act* review;
 - o UBCM (Union of B.C. Municipalities) Executive Committee addressing the issues;
 - o Encourage UBCM to be very engaged in the review process.
- Environmental Services – Landfill Criteria for Municipal Solid Waste
 - o Ministry of Environment indicated the last draft of the Landfill Criteria for Municipal Solid Waste would be completed the end of January, 2016 and they would then move forward to finalize guidelines;
 - o Concerns were discussed in regard to the increased costs to landfilling under the new Landfill Criteria for Municipal Solid Waste guidelines and the impacts to waste reduction initiatives.

NCLGA Resolutions
-RE: Landfill Criteria for
Municipal Solid Waste Impacts
to Waste Reduction Initiatives

Moved by Director Benedict
Seconded by Director Brien

C.W.2016-2-10

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako direct staff to draft a resolution to the North Central Local Government Association for Regional Board review in regard to the cost implications of the Landfill Criteria for Municipal Solid Waste guidelines impacting waste reduction initiatives."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEM (CONT'D)

NCLGA Resolutions
-RE Emergency Response

Moved by Director Repen
 Seconded by Director Brienen

C.W.2016-2-11

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako direct staff to draft a resolution to the North Central Local Government Association for Regional Board review in regard to the Provincial Government needing to be responsible for providing Emergency Response Teams in regard to emergency response events with consultation and communication from the local government; and further, that the Provincial Government also be responsible for the administration and implementation, including the funding, of regulations and training for rural fire departments."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

REPORTS

Invest North West Investment
Attraction Portal

Moved by Director Strimbold
 Seconded by Director Newell

C.W.2016-2-12

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors support the Invest North West Investment Attraction Portal for the period of one year in the amount of \$2,000; and further, that the funds be provided by the rural government special projects budget."

(All/Directors/Majority)

DEFEATED

Discussion took place regarding the coalition of Economic Development Officers from Burns Lake to Prince Rupert wishing to continue the Invest North West Investment Attraction Portal.

Concerns were brought forward in regard to the Northern Development Initiative Trust's (NDIT) decision to no longer support the initiative that they implemented.

2016 Marketing Initiatives

Moved by Director MacDougall
 Seconded by Director Parker

C.W.2016-2-13

"That the Committee of the Whole receive the Manager of Regional Economic Development's February 3, 2016 memo titled "2016 Marketing Initiatives."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

**Canadian Environmental
 Assessment Draft Report
 in Response to Pacific LNG**

Director Newell asked if the RDBN responds to the Canadian Environmental Assessment process in regard to LNG applications. Staff is unaware of the Regional Board providing responses to the process.

**CRTC request for Input and
 BC Broadband Conference**

Director Newell spoke of the request for input from the CRTC (Canadian Radio-television Telecommunications Commission) in regard to telecommunications services, including internet services, which are offered in Canada and the possibility of bringing the issue forward at the BC Broadband Conference. Director Benedict will bring forward the item at the Rural Directors Committee Meeting scheduled for later today.

**Chinook Community Forest
 Official Ceremonial Signing**

Chair Miller mentioned that the official ceremonial signing of the Chinook Community Forest Agreement will take place tomorrow, Friday, February 12, 2016 in Burns Lake.

**Vanderhoof Community
 Foundation**

Director Thiessen announced that the District of Vanderhoof and Electoral Area "F" (Vanderhoof Rural) established a Community Foundation last evening, Wednesday, February 10, 2016. It is very exciting for the community.

ADJOURNMENT

Moved by Director Brien
 Seconded by Alternate Director Hughes

C.W.2016-2-14

"That the meeting be adjourned at 2:17 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, January 14, 2016**

PRESENT: Chairperson Bill Miller

Directors Taylor Bachrach
Eileen Benedict - left at 4:35 p.m., returned at 4:46 p.m., left at 4:49 p.m.
Shane Brienens
Mark Fisher
Tom Greenaway – left at 3:57 p.m.
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Rob Newell – left at 4:51 p.m.
Mark Parker
Jerry Petersen
Darcy Repen
Luke Strimbold
Gerry Thiessen

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services – left at 3:24 p.m.
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services
Deborah Jones-Middleton, Protective Services Manager
Jason Llewellyn, Director of Planning
Laura O'Meara, Senior Financial Assistant
Corrine Swenson, Manager of Regional Economic Development
Wendy Wainwright, Executive Assistant

Other Bill Stewart, Alternate Director Electoral Area "D" (Fraser Lake Rural)

CALL TO ORDER

Chair Miller called the meeting to order at 2:40 p.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Greenaway
Seconded by Director Petersen**C.W.2016-1-1**

"That the Supplementary Agenda be received and dealt with at this meeting; and further that the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of January 14, 2016 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Committee of the Whole Minutes – November 6, 2015**Moved by Director Repen
Seconded by Director Liversidge**C.W.2016-1-2**

"That the Committee of the Whole meeting minutes of November 5, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION

2016 DRAFT BUDGET

Hans Berndorff, Financial Administrator provided an overview of the RDBN Draft Budget and Initiatives for 2016.

Discussion took place regarding the need for asset management software. Mr. Berndorff explained the current process for asset management in the RDBN. The Province is requiring that as of June, 2016 local government document current practices used for asset management. In June, 2017 the Province is requiring that it be provided a report outlining the RDBN's plan for asset management and in June, 2018 the RDBN will need to indicate how that plan will be implemented. Discussion took place regarding the cost of asset management software and license fees.

The items outlined in the Initiatives for 2016 have been determined in each department and from direction provided by the Regional Board.

Director Greenaway questioned the \$15,000 allocated for the Area "D" Transfer Station Recycling Area Upgrades. Janine Dougall, Director of Environmental Services clarified that the funds are to upgrade the area in which the wood waste is deposited. The wood waste occupies an area on a gravel pad at the Area "D" Transfer Station and once the wood waste is removed the gravel pad will need to be upgraded as will be deteriorated.

Discussion took place regarding the Northwest Resource Benefit Alliance and Legacy Funding. The funds allocated may not be utilized but if the Regional Board determines it wants to move forward with an initiative and the funds are not outlined in the budget the Regional Board will not have funding to move forward in that budget year. Chair Miller noted that in the past the Legacy Funding was utilized to develop a position paper to use in discussions with resource development companies and the Province. Legacy Funding is a Strategic Priority of the RDBN Board of Directors. Director Repen noted the possible benefits if just one Liquid Natural Gas (LNG) project comes to fruition. Mr. Berndorff noted that the funding allocated for the Northwest Resource Benefit Alliance in 2015 was not used and is being carried forward for 2016. The Legacy funding line item in 2015 was \$20,000 and a small portion was utilized. The budget for 2016 was reduced to \$10,000.

Legacy Funding Budget

Moved by Director Fisher
Seconded by Director Bachrach

C.W.2016-1-3

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors remove the \$10,000 Legacy Funding budget line item from the Initiatives for 2016."

(All/Directors/Majority)

DEFEATED

Discussion took place regarding the increase to taxation and the surplus comparison from 2015 vs. 2016. Director Repen noted the importance of providing information to residents to explain the RDBN budget process. The budget process also has to allow for cost increases that are beyond the control of the Regional District.

The Regional Board discussed the increase in salaries and benefits and directors' remuneration in General Government. Discussion took place regarding the inflation adjustment included in the draft budget. Director Thiessen noted that the Provincial Government is reviewing the possibility of legislation for municipal and local government staff salaries.

DISCUSSION (CONT'D)

2016 DRAFT BUDGET (CONT'D)

Gail Chapman, CAO noted that every three years staff have been directed by the Regional Board to complete a compensation review package wherein staff source information from industry, private sector, Ministry staff and comparable local governments. At the time of the last review the Regional Board made a motion to set staff salaries 10% less than the average. The next review will be completed in 2016.

**Staff Salaries and Directors
Remuneration**

Moved by Director Strimbold
Seconded by Director Bachrach

C.W.2016-1-4

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to provide information on the dollar amount of the inflation increase for staff salaries and Directors' remuneration."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the Regional Economic Development Image Bank and the grant funding provided for the project. Director Repen spoke to identifying businesses and populations of people that are needed in the Regional District and renewing emphasis on targeting those businesses and groups of people for recruitment. Discussion took place regarding the different needs in each community in regard to marketing and recruitment. Included in the Regional Economic Development Action Plan is an Investment Readiness project. The RDBN can work with the province to ensure readiness to promote investment opportunities in the region. The Investment Readiness Project, beginning in 2016, includes updating the regional community profiles and industrial land inventories. Identification of target markets should be an activity of the Investment Readiness Project.

Corrine Swenson, Manager of Regional Economic Development commented that the Regional Skills Gap Analysis also has 26 action items and a number of them are marketing initiatives that will be implemented in 2016/2017.

**Recruitment and Marketing
Strategy Budget**

Moved by Director Repen
Seconded by Director Strimbold

C.W.2016-1-5

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to analyze the Regional Economic Development Budget and determine if funds can be targeted for a recruitment and marketing strategy."

Opposed: Director Fisher
Director Petersen

CARRIED

(All/Directors/Majority)

The Smithers-Telkwa Transfer Station Re-Use Shed Proposal submitted by Directors Fisher, Repen and Bachrach was brought forward for discussion. The proposal may be able to utilize funding from the Smithers recycling budget allocation but further review of the proposal is required. Other areas such as Fraser Lake and Houston are utilizing all of their recycling monies for initiatives in their communities and do not currently have additional funds available for further initiatives.

DISCUSSION (CONT'D)

2016 DRAFT BUDGET (CONT'D)

The RDBN will no longer provide funding for the collection of cardboard from the ICI sector when the Regional Board implements the ban of cardboard on July 1, 2016. The RDBN will continue to provide funding for communities that do not have Multi-Materials B.C. (MMBC) programs for the collection of cardboard from the residential sector.

Director Fisher noted the importance of linking economic development and waste management together to investigate different approaches for new recycling initiatives. Director Repen mentioned that discussions moving forward in regard to the review of the Solid Waste Management Plan could include the economic development of products in the waste stream. Discussion took place regarding the impacts of metal salvaging to the revenue generated by the metal collected by the RDBN. The impacts of the current metal prices in regard to the revenue generated for the RDBN was discussed.

The Climate Action Charter and the allocation of the carbon tax rebate were brought forward for discussion. The carbon tax rebate is allocated to the Regional District reserves for the department that generates the carbon emissions and pays the carbon tax. Under the *Local Government Act* the funds must be utilized for a project within the department that they are being held in reserve. The majority of the funds are in solid waste management reserves with a smaller portion for the Smithers pool. Discussion took place regarding the guidelines for the use of those reserves.

Director Parker and Repen thanked Mr. Berndorff for the information in regard to 2016 Revised Roll Total Assessments and Converted Assessments. Discussion took place regarding the ability to allocate tax from a single industry to a specific service. The taxation provided by large industry was brought forward for discussion.

Director Strimbold requested that the 2016 Revised Roll Converted Assessments be brought forward to a Waste Management Committee to aid in discussion regarding the percentage of taxation to businesses.

**Draft Budget to Reflect
 0% Tax Increase**

Moved by Director Strimbold
 Seconded by Director Fisher

C.W.2016-1-6

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to bring forward a budget with a 0% tax increase."

(All/Directors/Majority)

DEFEATED

Discussion took place regarding budget items that are regulatory and require the Regional District to follow provincial guidelines.

The impacts of metal prices to RDBN revenue and the RDBN receiving the best possible price for recycled metal was brought forward for discussion. The possibility of increasing construction and demolition fees at the RDBN solid waste management facilities was discussed. These fees have been fixed since 2003 at \$60 per metric tonne.

DISCUSSION (CONT'D)

2016 DRAFT BUDGET (CONT'D)

Price Increase for
Construction and Demolition
Tipping Fees at RDBN Solid
Waste Management Facilities

Moved by Director Bachrach
Seconded by Director Repen

C.W.2016-1-7

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to include in the next draft budget a reasonable price increase in Construction and Demolition tipping fees; and further, that an incremental yearly increase be included."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORT

Capital Analysis

Moved by Director MacDougall
Seconded by Director Brien

C.W.2016-1-8

"That the Committee of the Whole receive the Financial Administrator's January 6, 2016 memo titled "Capital Reserves."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mr. Berndorff provided an overview of the Capital Reserves Analysis.

Discussion took place regarding the need to review and complete the RDBN Solid Waste Management Plan to assist in moving forward with the development of future landfill phase development under the proposed new Provincial Landfill Guidelines.

INVITATION

BC Natural Resources Forum
-Business Development Forum
-January 19th, 2016 – Prince
George, B.C.

Moved by Director Brien
Seconded by Director Lindstrom

C.W.2016-1-9

"That the Committee of the Whole receive the invitation titled "BC Natural Resources Forum – Business Development Forum – January 19th, 2016 – Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

2016 Completed Assessment
Roll

Moved by Director Petersen
Seconded by Director Repen

C.W.2016-1-10

"That the Committee of the Whole receive the Financial Administrator's January 13, 2016 memo titled "2016 Completed Assessment Roll."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

**District of Vanderhoof
Celebrates its 90th Birthday**

Director Thiessen mentioned that the District of Vanderhoof is having its 90th Birthday Party on January 22, 2016. He extended an invitation to all those wishing to attend the event.

ADJOURNMENT

Moved by Director MacDougall
Seconded by Director Repen

C.W.2016-1-11

"That the meeting be adjourned at 4:53 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**FORESTRY COMMITTEE MEETING**
(Committee of the Whole)**Thursday, February 11, 2016**

PRESENT:

Chair	Rob MacDougall
Directors	Eileen Benedict Shane Brienen Mark Fisher Dwayne Lindstrom Bill Miller Rob Newell Mark Parker Jerry Petersen Darcy Repen Luke Strimbold – arrived at 10:48 a.m. Gerry Thiessen
Directors Absent	Taylor Bachrach, Town of Smithers Tom Greenaway, Electoral Area "C" (Fort St. James Rural) Thomas Liversidge, Village of Granisle
Alternate Director	Bob Hughes, Electoral Area "C" (Fort St. James Rural)
Staff	Gail Chapman, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Hans Berndorff, Financial Administrator Deborah Jones-Middleton, Manager of Protective Services Jason Llewellyn, Director of Planning Wendy Wainwright, Executive Assistant
Others	Karen Andrews, Operations Manager, Fort George District Ministry of Transportation & Infrastructure – Via Teleconference - 10:37 a.m. to 10:58 a.m.

CALL TO ORDER

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

AGENDAMoved by Director Fisher
Seconded by Director Lindstrom**F.C.2016-2-1**

"That the Forestry Committee Meeting Agenda of February 11, 2016 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

**Forestry Committee Meeting
Minutes – January 14, 2016**

Moved by Director Petersen
Seconded by Director Repen

F.C.2016-2-2

“That the Forestry Committee Meeting Minutes of February 11, 2016 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

Karen Andrews, Operations Manager, Fort George District, Ministry of Transportation & Infrastructure (via teleconference) RE: Proposed 9-Axle B-Train Log Hauling

Chair MacDougall welcomed Karen Andrews, Operations Manager, Fort George District, Ministry of Transportation & Infrastructure.

Ms. Andrews provided an overview of the Ministry of Transportation and Infrastructure's (MoTI) role in approving the proposed 9 – Axle B-Train log hauling. The Commercial Vehicle Safety & Enforcement (CVSE) department of the MoTI provides a stringent permitting process for any changes to commercial vehicle transportation. The proposed 9-Axle B-Train log hauling process began two years ago and Ms. Andrews became aware of the proposal six months ago. CVSE implements a stringent engineering process in regard to the impact to bridges, vehicle tracking, safety, and functionality on MoTI roadways.

FP Innovation is the consultant working with the companies involved in the proposal for a 9-Axle B-Train for log hauling. The unit will be approximately 5.2 ft. longer and will have more axles for weight distribution than a current log truck unit. The final weight of the unit loaded has yet to be determined. One of the reasons for the proposed change is to address driver shortage. One test has been completed on Highway 16 which is the jurisdiction of the MoTI. If the permitting process and a submission to operate on a specific route is approved and a Letter of Authority is granted by MoTI then other companies may also choose to utilize the same unit and apply for approval. The routes in which an application has been submitted are Highway 16 from West Fraser's Fraser Lake Sawmill in Fraser Lake to Canfor's Isle Pierre Sawmill in Prince George and Highway 27 to the end of the MoTI road on the North Road, 106 kms past the Tachie junction. Ms. Andrews noted that Canfor (Canadian Forest Products Ltd) is leading the proposal and specific questions can be forwarded to them. Ms. Andrews will provide the contact information to the Forestry Committee.

Director Lindstrom brought forward his concerns regarding the extra weight being added to the unit and the damage to the highways. He also brought forward concerns regarding the unit's maneuverability on forest service roads. Ms. Andrews noted that the Ministry of Forests, Lands and Natural Resource Operations is responsible for Forest Service Roads. Ms. Andrews spoke of the rutting occurring on the highway surface from all commercial and vehicle traffic. The MoTI currently has paving engineers examining methods to gain more strength in the pavement applied to the highway surfaces. Ms. Andrews mentioned that there would be zero tolerance in regard to the weight carried by a 9-Axle B-Train log hauler. Director Miller also noted the importance of axle spacing to distribute weight on a log haul unit and asked if this had been considered. Ms. Andrews will forward the question to ministry staff for comment.

Ms. Andrews mentioned that the MoTI investigates the operation, safety, and tracking of a unit along with whether or not current infrastructure can handle the additional type of unit and the potential benefit to infrastructure. Chair MacDougall brought forward challenges associated with improving the North Road in Fort St. James and the need to maintain the infrastructure. Ms. Andrews noted the importance of the North Road and the changes that have been made to better

DELEGATION (CONT'D)

Karen Andrews, Operations Manager, Fort George District, Ministry of Transportation & Infrastructure (via teleconference) RE: Proposed 9-Axle B-Train Log Hauling

the use of the road. Director Miller noted that the maintenance and improvements to road infrastructure is a cost to tax payers of the province and this needs to be considered when approving a permit application. Discussion took place regarding consultation and an opportunity for local government to provide comment when the MoTI is determining the approval of a permit such as the 9-Axle B-Train log hauling unit. Ms. Andrews mentioned that MoTI receives a number of permit applications that do not move forward thus the delay in consultation.

Chair MacDougall and Director Thiessen have been in contact with Jason Fisher, Director, Forest Sector Strategies, Competitiveness and Innovation Branch, Prince George, Ministry of Forests, Lands and Natural Resource Operations.

Chair MacDougall thanked Ms. Andrews for attending the meeting via teleconference.

CORRESPONDENCE

Correspondence

Moved by Director Miller
Seconded by Director Newell

F.C.2016-2-3

"That the Forestry Committee receive the following correspondence:

-FP Innovations – Realizing the Benefits of Maximizing Payloads in BC's Transportation Sector;
-Canadian Forest Products Ltd. – Canfor's Plans in the Fort St. James Forest District."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

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

Director Miller mentioned that he provided a presentation in regard to Wildfire Interface at the Electoral Area Directors Forum on February 2-3, 2016 in Richmond, B.C. and it was well received.

Fraser Lake Community Forest

Director Lindstrom commented that the Village of Fraser will meet with Stellat'en First Nation and Nadleh Whut'en Band along with Director Parker, Electoral Area "D" (Fraser Lake Rural) this evening (February 11, 2016) in regard to the Fraser Lake Community Forest.

RDBN Forestry Committee Message to the Province

Director Thiessen noted the importance of the RDBN Forestry Committee developing a regional message in regard to forestry issues in the region, fibre supply and shortage, wildfire mitigation, road protection, safety, employment and investment potential that can be provided to the Minister of Forests, Lands and Natural Resource Operations.

60

NEW BUSINESS (CONT'D)

Weight Load of Log Haulers

Safety concerns were brought forward in regard to the added weight on the proposed 9-axle B-trains and the potential for braking issues. The extra axles proposed may assist in stopping power for the truck during summer months but during winter months that would not be the case.

ADJOURNMENT

Moved by Director Strimbold
Seconded by Alternate Director Hughes

F.C.2016-2-5

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rob MacDougall, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**FORESTRY COMMITTEE MEETING**
(Committee of the Whole)**Thursday, January 14, 2016**

PRESENT:

Chair	Rob MacDougall
Directors	Taylor Bachrach Eileen Benedict Shane Brienen Mark Fisher Tom Greenaway Dwayne Lindstrom Thomas Liversidge Bill Miller Rob Newell Mark Parker Jerry Petersen Darcy Repen Luke Strimbold Gerry Thiessen
Staff	Gail Chapman, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Hans Berndorff, Financial Administrator Deborah Jones-Middleton, Manager of Protective Services – left at 11:09 a.m. Jason Llewellyn, Director of Planning – arrived at 10:52 a.m. Wendy Wainwright, Executive Assistant
Others	Daniella Oake, Planning Forester, Babine Forest Products Bill Stewart, Alternate Director, Electoral Area "D" (Fraser Lake Rural) Darrell Whelan, RPF Resource Manager, Nadina Resource District, Ministry of Forests, Lands and Natural Resource Operations

CALL TO ORDER

Chair MacDougall called the meeting to order at 10:38 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Miller
Seconded by Director Greenaway**F.C.2016-1-1**

"That the Forestry Committee Meeting Agenda of January 14, 2016 be adopted; and further, that the Supplementary Agenda be received"

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Forestry Committee Meeting
Minutes – November 5, 2015

Moved by Director Newell
Seconded by Director Brien

F.C.2016-1-2

"That the Forestry Committee Meeting Minutes of November 5, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BUSINESS ARISING OUT OF THE MINUTES

FP Innovations – Tandem-drive 9-axle B-train and Tri-drive 9-axle B-train

The RDBN has yet to receive information in regard to FP Innovations analysis of the possible utilization of tandem-drive 9-axle B-train and tri-drive 9-axle B-train tractor trailers in the forestry sector.

Chair MacDougall noted that some testing has been completed in the Fort St. James region. Director Lindstrom mentioned that he was able to view a test run of the use of the 9-axle B-train trailer in Fraser Lake. He reported that trial run experienced a number of challenges and that he could not support the use of the trailer in Fraser Lake.

Discussion took place regarding other manufacture's developing the tandem-drive 9-axle B-train and tri-drive 9-axle B-train and that FP Innovations is the innovative company completing the testing for Canfor, West Fraser and Tolko to determine the feasibility of the trailers. Director Thiessen spoke of the importance of local government input as the possible implementation of the tractor trailers will be significant.

Director Lindstrom noted that the trailers may have more tires to distribute the weight but the intention is to allow a higher weight volume in utilizing the trailers. He mentioned concerns in regard to the damage to highways and roads currently with the amount of weight being transported on trucks.

Chair MacDougall mentioned that he spoke with Karen Andrews, District Operations Manager, Fort George District Office, Ministry of Transportation and Infrastructure in regard to the need for community consultation in regard to the possible implementation of the tandem-drive 9-axle B-train and tri-drive 9-axle B-train. Chair MacDougall will follow-up in regard to the concerns brought forward.

DELEGATION

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – Darrell Whelan, RPF Resource Manager, Nadina Resource District RE: Update

Chair MacDougall welcomed Darrell Whelan, RPF, Resource Manager, Nadina Resource District, Ministry of Forests, Lands and Natural Resource Operations.

Mr. Whelan provided an update regarding Initiatives for:

- Area Based Tenures in the Morice and Lakes Timber Supply Areas,
- the Skeena District;
- the Omineca District.

DELEGATION (CONT'D)

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – Darrell Whelan, RPF Resource Manager, Nadina Resource District RE: Update

1. Initiatives in the Lakes Timber Supply Area

- 8 Area based tenure initiatives;
- 6 First Nations bio-energy licenses;
 - Tenure documents delivered to First Nations first week of January, 2016;
 - Mountain Pine Beetle kill timber;
 - Fibre major licensees do not utilize;
- Chinook Community Forest
 - Signatures in January, 2016;
 - Awaiting Incorporation documentation from local government;
- First Nations Woodland Tenure
 - Nee Tahi Buhn Band:
 - Area Based Tenure;
 - Management and Forest Stewardship Plan submitted;
 - Lake Babine Nation Tenure:
 - Area Based Tenure;
 - Management Plan submitted;
 - Burns Lake Band
 - Renewable Forest Tenure License;
 - Forest Tenure Opportunity Agreement and Management Plan completed;
 - License document awaiting signature;
 - Cheslatta Carrier Nation:
 - Renewable Forest Tenure license completed;
 - Skin Tyee Band and Wet'suwet'en First Nation Woodland Tenure – completed

Mr. Whelan noted the significance of the First Nations Woodland Tenure Agreements and mentioned that this is the first forest district to have agreements with First Nations in area based tenures.

2. Skeena Forest District Update

- Morce/Lakes Timber Supply Areas:
 - Last year Morce TSA review completed;
 - Apportionment decision to be completed in the next month;
 - Lakes Timber Supply Review:
 - Significant decision with the amount of Mountain Pine Beetle kill timber in Lakes Timber Supply Area;
 - Current cut level for Lakes TSA 2 million m³;
 - Last discussion paper anticipated that the cut would drop to 500,000 m³;
 - 500,000 m³ does not include the area based tenures just the remaining timber from volume based tenures;
 - Three stage process - 24 month period:
 - Data package being prepared – current stage;
 - Public engagement – 2016;
 - Timber Supply Analysis – public discussion paper with public engagement;
 - In two years a new annual allowable cut for Lakes Timber Supply will be determined.

DELEGATION (CONT'D)

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – Darrell Whelan, RPF Resource Manager, Nadina Resource District RE: Update

3. Stuart/Nechako Forest District Update

- Final submission for Vanderhoof Community Forest Area Boundary Agreement;
 - Probationary community forest agreement will be complete in a couple of weeks;
- Fraser Lake Community Forest:
 - Stakeholders have settled on a new geographic area
 - Fraser Lake to reengage with the community and First Nations consultation
- Minister of Forests, Lands and Natural Resource Operations responded to concerns from Fort St. James in regard to the Canfor and Conifex tenure subdivision
 - Response is being formulated in collaboration with the Tenures Branch in Victoria, B.C. – response expected to be received fairly soon
- Meeting on January 12, 2016 in regard to the Tache highway and concerns raised by Tl'azt'en Nation;
 - Ministry of Transportation and Infrastructure Assistant Deputy Minister was in attendance along with the RCMP and other key stakeholders.

4. MFLNRO Omineca Regional Management Team

- Water Stewardship Group introduced all of the new Water Officers that would be taking on the new role for ground water approvals;
- New Legislation for ground water.

The following was discussed regarding the Lakes Annual Allowable Cut (AAC):

- Uplift in the Lakes AAC to 2 million m³ to salvage the Mountain Pine Beetle (MPB) kill wood over the past 10 years
- 2 million m³ currently will have a fall down to approximately 500,000 m³ in its volume based tenures;
- The 2 million m³ included volume (35-40%) that is now area based tenures whereas the 500,000 m³ includes only the volume based tenures;
- Unlike the Morice TSA the Lakes TSA has more area based tenures that are managed by community forests and First Nations Licensees;
- Area based license's still arrange flow of timber to area mills;
- The area based TSA will also be reviewed.

Discussion took place regarding the Canfor and Conifex tenure subdivision. Chair MacDougall mentioned that the District of Fort St. James has written letters to the Ministry of Forests, Lands and Natural Resource Operations and the Competition Bureau regarding its concerns with the tenure subdivision. Mr. Whelan will forward contact information for David Van Dolah, District Manager, Resource Management Vanderhoof/Fort St. James, Ministry of Forests, Lands and Natural Resource Operations.

Director Petersen questioned how much timber was actually harvested in raising the AAC to 1.5 million m³ – 2 million m³. Mr. Whelan noted that even with the significant uplift in harvest levels the amount and rate harvested was less than allowed. Licensees have noted that access to stands that meet the determination are becoming less and less available. Mr. Whelan commented that a reason for the timber supply review is to re-evaluate the partition on the amount of pine vs. non-pine stands that could be harvested.

Chair MacDougall thanked Mr. Whelan for attending the meeting.

VERBAL REPORT

Bill Miller – Follow-Up RE: OBAC – RDBN Wildfire Workshop

Director Miller provided an overview of the progress and conversations that have occurred since the Wildfire Workshop held in Burns Lake in October, 2015. He also spoke to the Wildfire Workshop Plan & Proposed Implementation Priorities document that was drafted with input from the RDBN, Regional District of Fraser-Fort George, Al Gorely, Triangle Resources and the Omineca Beetle Action Coalition (OBAC) for OBAC discussion. Next steps have been identified in the document and the intent is to develop a working group and continue to keep the lines of communication open and continue working on the initiative.

Director Miller spoke of the role the RDBN plays initiating open dialogue and conversation in regard to best practices in prevention of forest fires, reactions when forest fires occur and the aftermath of forest fires.

Director Miller mentioned that a future meeting is being planned for February and decisions will be made at that time as to the path moving forward.

The feedback from the Wildfire Workshop hosted by the RDBN in October, 2015 was extremely useful. Chair Miller noted the document in the Supplementary Agenda titled "Wildfire Workshop Plan & Proposed Implementation Priorities" is for review and will be brought forward at the RDBN Board meeting on January 26, 2016.

Regional District of Fraser-Fort George Chair Art Kaehn and Electoral Area Director Representative for UBCM invited Director Miller to present at the Electoral Area Directors Forum in Vancouver on February 2-3, 2016 in regard to the Wildfire Workshop Plan & Proposed Implementation Priorities along with Brian Simpson, Fire Management Consultant.

Director Reppen mentioned that the Village of Telkwa received a \$10,000 grant for Fire Smart Initiatives.

Chair MacDougall commented that having another workshop in the future to provide an update would be very beneficial. Director Miller mentioned that the intent is to have smaller working groups to work through the plan and proposed implementation priorities and then bring forward an update to all stakeholders.

REPORT

Follow-up RE: RDBN Wildfire Workshop -October, 2015

The Chief Administrative Officer's January 7, 2016 memo titled "Follow-up RE: RDBN Wildfire Workshop –October, 2015" report has been shared with Al Gorley, Triangle Resources and Sharon Tower, OBAC.

Chair Miller noted that in 2015 during an interface fire event staff did an excellent job working cross regionally to support and work together with other Regional Districts.

66

CORRESPONDENCE

Ministry of Forests, Lands and
Natural Resource Operations
-Forest Licensee Led
Communication

Moved by Director Benedict
Seconded by Director Lindstrom

F.C.2016-1-3

"That the Forestry Committee receive the correspondence from the Ministry of Forests, Lands and Natural Resource Operations regarding Forest Licensee Led Communication."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

Wildfire Workshop Plan &
Proposed Implementation
Priorities

Moved by Director Strimbold
Seconded by Director Brien

F.C.2016-1-4

"That the Forestry Committee receive the Chief Administrative Officer's January 13, 2016 memo titled "Wildfire Workshop Plan & Proposed Implementation Priorities."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Chilako Watershed

Director Petersen spoke to an e-mail he had received in regard to concerns associated with the Chilako Watershed and flooding in the Mud River area along with the impacts from harvesting the Mountain Pine Beetle killed timber in the watershed. Director Petersen noted that the Fraser Basin Council has been addressing the issue for a number of years and that current discussion is to have a moratorium put in place on logging in the watershed until a consolidated plan for rehabilitation in the watershed can be completed.

Discussion took place regarding the need for further information prior to the Regional Board providing a letter of support. Director Petersen and staff will bring forward further information at the February 11, 2016 RDBN Committee Meeting.

Community Forests

Director Newell spoke to Regional Districts having the ability to apply for Community Forest License. Discussion took place regarding the benefits of community forests that are managed/owned by municipalities to the entire region including all rural residents. Community Forest Licenses are not just for the residents within a municipal boundary but for the residents of an entire community.

NEW BUSINESS (CONT'D)

Kluskus Forest Services Road Connector

Director Thiessen mentioned that he had received information regarding the City of Quesnel Council intending to lobby for a connector road to be built from Quesnel to the Kluskus Forest Service Road. Director Thiessen noted that this will have huge implications in regard to resource development and forestry in the RDBN and will potentially elevate the amount of crime in the backcountry.

Discussion took place regarding the impact of roads on the land base and the affects to the timber supply.

The impacts of the Mackenzie connector to the RDBN, Districts of Fort St. James and Vanderhoof were discussed.

Kluskus Road Connector

Moved by Director Repen
Seconded by Director Thiessen

F.C.2016-1-5

"That the Forestry Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter in regard to:
a. the RDBN's investments in the area of the Kluskus Forest Service Road currently;
b. the RDBN's awareness of the Kluskus Forest Service Road/Nazko Road connector project by the City of Quesnel;
c. that the RDBN requests engagement in moving forward with the said project; and
d. further, that the letter be sent to Premier Christy Clark, the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations, City of Quesnel, the Honourable John Rustad, MLA Nechako Lakes and the Honourable Coralee Oakes, MLA Cariboo North."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Miller
Seconded by Director Benedict

F.C.2016-1-6

"That the meeting be adjourned at 11:51 a.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Rob MacDougall, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, February 11, 2016**

PRESENT: Chair Eileen Benedict

Directors Mark Fisher
Bill Miller
Rob Newell – left at 3:57 p.m.
Mark Parker
Jerry Petersen

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

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

Staff Gail Chapman, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Deborah Jones-Middleton, Protective Services Manager – left at 4:06 p.m.
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Benedict called the meeting to order at 3:15 p.m.

AGENDAMoved by Alternate Director Hughes
Seconded by Director Newell**RDC.2016-2-1**

"That the Rural Directors Committee Agenda for February 11, 2016 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee
Meeting Minutes
-November 5, 2015**Moved by Director Miller
Seconded by Director Petersen**RDC.2016-2-2**

"That the minutes of the Rural Directors Committee meeting of January 21, 2016 be received as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Allocation of Costs

Director Petersen expressed his concerns in regard to the costs and taxation increases to implement regulations imposed by the provincial government for small rural fire departments. He is not in support of cost increases in regard to the Cluculz Lake Volunteer Fire Department.

Chair Benedict mentioned the possibility of bringing the issue forward at the North Central Local Government Association Conference in Dawson Creek on May 4-6, 2016. Director Miller spoke of the past lobbying of the RDBN regarding the impacts to small rural fire departments in regard to the provincial process and new regulations in the "British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook".

Discussion took place in regard to the funding allocations for the rural fire departments. The differences between the Cluculz Lake Volunteer Fire Department and the other rural fire departments was discussed. Cluculz Lake Volunteer Fire Department is operated by a society and the society is responsible for training thus the contribution service does not allocate funding for training.

The RDBN hosted a meeting attended by the rural fire departments in regard to the allocation of administration costs and changes to the training regulations required by provincial regulations. Director Miller noted that in discussions with Regional District of Fraser-Fort George they are experiencing the same challenges with the small rural fire departments within their region.

The future of rural fire departments and the consequences associated with a rural fire department not being able to collect sufficient funds to provide a service was discussed.

Discussion took place regarding current costs associated with managing fire departments being allocated to Protective Services. Costs associated with a fire protection service need to be funded by that service under the *Local Government Act*.

Discussion took place in regard to volunteer fire department member's commitments and scheduling issues to fulfill regulatory training requirements. Alternate Director Hughes spoke of the recruitment drives that have occurred in his area and the commitment of the volunteer fire department members to be continually recruiting volunteers.

Alternate Director Hughes noted that a resident within a fire protection boundary's overall costs, including both home insurance and the rural fire protection service, would be less than a resident outside a fire protection boundary.

Allocation of Costs

Moved by Director Fisher
Seconded by Director Newell

RDC.2016-2-3

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve Schedule 1 "Rural Fire Protection Services Taxation Capacity Estimated Cost Allocation based on Converted Assessments."

(All/Directors/Majority)

DEFEATED

REPORTS (CONT'D)

Allocation of Costs

Moved by Director Fisher
Seconded by Director Miller

RDC.2016-2-4

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve Schedule 3 "Rural Fire Protection Services Taxation Capacity Estimated Cost Allocation based on Staff Workload – Telkwa and Round Lake Shared Equally" as amended that Telkwa be the full contributor in the amount of \$1,091 and Round Lake be removed from the allocation of costs."

Opposed: Director Petersen CARRIED

(All/Directors/Majority)

Discussion took place in regard to legislation regarding Director consent for bylaw approval.

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

Moved by Alternate Director Hughes
Seconded by Director Miller

RDC.2016-2-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Sled Dog Association be given \$2,000 from Electoral Area "C" (Fort St. James Rural) for costs associated with the Caledonia Classic Dog Sled Races."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

Moved by Alternate Director Hughes
Seconded by Director Parker

RDC.2016-2-6

"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 from Electoral Area "C" (Fort St. James Rural) for a Grade 12 Scholarship."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

BC Broadband Conference

Director Miller spoke of the request for input from the CRTC (Canadian Radio-television Telecommunications Commission) in regard to telecommunications services, including internet services, which are offered in Canada. He noted the download speed is very slow and that residents require adequate high speed internet download and upload speeds. Discussion took place regarding the issue being brought forward at the BC Broadband Conference on May 3-4, 2016 in Vancouver, B.C.

NEW BUSINESS (CONT'D)

BC Broadband Conference
- May 3-4, 2016
- Vancouver, B.C.

Moved by Director Miller
Seconded by Director Parker

RDC.2016-2-7

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize Director Newell's attendance at the BC Broadband Conference on May 3-4, 2016 in Vancouver, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Miller
Seconded by Director Fisher

RDC.2016-2-8

"That the meeting be adjourned 4:10 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL DIRECTORS COMMITTEE MEETING****Thursday, January 21, 2016**

PRESENT: Chair Eileen Benedict

Directors Mark Fisher
Tom Greenaway
Rob Newell
Mark Parker
Jerry Petersen

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

Staff Gail Chapman, Chief Administrative Officer
Hans Berndorff, Financial Administrator
Deborah Jones-Middleton, Protective Services Manager – left at 11:13 a.m.
Jason Llewellyn, Director of Planning – left at 12:57 p.m.
Corrine Swenson, Manager of Economic Development – arrived at 12:28 p.m., left at 12:57 p.m.
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Benedict called the meeting to order at 10:01 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Greenaway
Seconded by Director Parker**RDC.2016-1-1**

"That the Rural Directors Committee Agenda for January 21, 2016 be approved; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Rural Directors Committee Meeting Minutes -November 5, 2015**Moved by Director Newell
Seconded by Director Fisher**RDC.2016-1-2**

"That the minutes of the Rural Directors Committee meeting of November 5, 2015 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**REPORTS****Allocation of Costs to Rural Fire Service**Moved by Director Petersen
Seconded by Director Greenaway**RDC.2016-1-3**

"That the Rural Directors Committee receive the Protective Service Managers January 13, 2016 memo titled "Allocation of Costs to Rural Fire Service."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Discussion took place in regard to the number of regulations imposed by the Provincial Government on small rural fire departments and the impacts to tax payers in order to continue having an operational service.

Director Petersen mentioned that Cluculz Lake Volunteer Fire Department experiences a number of challenges with regulation changes and cost increases and he has concerns regarding an increase in taxation.

Director Benedict has met with the Southside Volunteer Fire Department and they have indicated that they would like a cost analysis of administration costs. They also brought forward concerns regarding the small population on the Southside of Francois Lake and the impacts of a tax increase of 25% every 5 years in order to pay for the continued fire department service.

Director Newell spoke to fire protection and road safety being essential services in the region. He noted that due to the infrastructure deficit in the north the cost to provide adequate services is high.

Director Greenaway noted that Luck Bay has the highest contribution rate of \$2.10 per \$1,000 and residents have indicated that they are willing to contribute that amount in order to have a Fire Department in their region. He mentioned that there are challenges associated with the shortage of volunteers and that meetings will be held to attempt to recruit volunteers in order to continue the service.

Discussion took place regarding Round Lake's contribution to administration fees wherein they do not have a fire hall or fire department and receive fire protection from the Telkwa Volunteer Fire Department. Deborah Jones-Middleton, Protective Services Manager commented that Round Lake is a fire service and has costs associated with its dry hydrant, contract negotiations in regard to maintained service and administration costs associated with having a fire protection service. Initially residents of Round Lake requested that the RDBN provide a fire protection service to their area. In order for a fire protection service to be developed numerous conversations took place with the Village of Telkwa and the Telkwa Volunteer Fire Department. Staff also need to ensure that all provincial regulations and requirements are continuously maintained.

Originally when fire departments were established there were very few regulations. Fire departments have evolved and there are very stringent regulations in order to provide safety guidelines for the volunteer fire department members, victims, and local authorities having jurisdiction. The Provincial Government has identified local government as the authority having jurisdiction thus the Regional District must ensure regulatory guidelines are being maintained.

Discussion took place regarding the possibility of allocation based on assessment or number of buildings/properties in a fire protection area. There is currently no data that provides the exact number of buildings in an area, only physical addresses for properties.

REPORTS (CONT'D)

The Fort Fraser and Southside Volunteer Fire Departments are appreciative of the training received from the RDBN Regulation Compliance Officer to follow the regulatory standards set out by the Provincial Government's "British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook."

Discussion took place regarding volunteer fire departments accessing gaming grant funding. Some fire departments have monies in reserve for the future purchase of capital equipment such as fire trucks.

The ability to lobby the Provincial Government in regard to regulatory changes, costs associated with the changes and impacts to rural volunteer fire departments and the tax base were brought forward for discussion. There have been numerous resolutions brought forward through NCLGA (North Central Local Government Association), to UBCM (Union of B.C. Municipalities) endorsed by UBCM and brought forward at the Provincial Government level with very little success. The new regulations "British Columbia Fire Service Minimum Training Standards Structure Firefighters Competency and Training Playbook" were implemented due to safety concerns for volunteer fire persons.

All costs for managing fire departments must be allocated to that service and currently the cost is being allocated to Protective Services. The Local Government Act states that each service must pay for its own costs.

Director Newell noted that the increased development in the area will continue to place pressure on regional infrastructure such as volunteer fire departments and that it needs to be a consideration in conversations with resource companies interested in development in the region. Further discussion took place regarding potential discussions with the Northwest Resource Benefits Alliance and legacy funding.

Director Petersen brought forward his concerns in regard to the costs associated with maintaining mandated provincial regulations of rural volunteer fire departments and perhaps the service is no longer wanted and/or needed as it is too high a price for the tax payers to continue to want the service.

Moved by Director Petersen
Seconded by Director Newell

RDC.2016-1-4

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to provide an allocation schedule based on assessments for municipal and rural administration costs for Rural Fire Protection Services Taxation Capacity."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Greenaway noted the importance of allocating the costs for the service to that service and not to Protective Services. Concerns were brought forward regarding the need to address the said issue prior to the final budget presented on March 24, 2016.

REPORTS (CONT'D)

Discussion took place regarding the oversight required by the RDBN for rural volunteer fire departments including contracts, services provided, adequate training, WCB (Worker Compensation Board) claims and oversight that all provincial regulations and guidelines are being implemented.

Discussion took place regarding the needs of each volunteer fire department being different. Meeting with the rural volunteer fire departments to discuss the possibility of allocating funding minus administration costs to the fire departments to prevent the need to raise taxes was discussed. Increasing the tax limits by 25% for rural fire protection services was discussed.

Directors would like to schedule meetings with the rural volunteer fire departments to discuss the options. Discussion took place in regard to the short time period in which to schedule meetings.

The continued lobbying of the provincial government in regard to the costs associated with implementing and oversight of provincial regulations was discussed. The high costs to tax payers and rural fire departments may eliminate the ability for rural fire departments to continue operations. Concerns were also brought forward in regard to obtaining an adequate number of volunteers.

Some of the concerns and issues associated with rural fire departments:

- Provincial regulations - initiated and implemented when a volunteer fire fighter died in the line of duty;
 - Regulations were implemented for safety reasons and will likely not change;
- Volunteers are not readily available;
 - RDBN staff are developing a youth volunteer program to develop a volunteer base;
- Contrary to the Local Government Act service costs are not being allocated to the specific service but to Protective Services;

Provincial regulations need to be addressed and dealt with and require a considerable amount of staff time.

There is value in rural fire departments and having fire protection and rural fire departments assist in lowering fire insurance costs within fire protection areas.

Nechako Valley Secondary
School -Request for Grant in
Aid -Electoral Area "F"
(Vanderhoof Rural)

Moved by Director Petersen
Seconded by Director Greenaway

RDC.2016-1-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Nechako Valley Secondary School be given \$1,500 from Electoral Area "F" (Vanderhoof Rural) for costs associated with its 2016 Dry Grad Event."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Village of Granisle
-Request for Grant in Aid
-Electoral Area "G"
(Houston Rural)

Moved by Director Newell
Seconded by Director Greenaway

RDC.2016-1-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Village of Granisle be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) for the Babine Lake Tourism Marketing & Branding Project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Recreational Sites/Areas in
the RDBN

Moved by Director Petersen
Seconded by Director Fisher

RDC.2016-1-7

"That the Rural Directors Committee receive the Chief Administrative Officers January 13, 2016 memo titled "Recreational Sites/Areas in the RDBN."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The use of rural recreational sites by municipal residents and tourists was discussed as well as a possible user pay system to be able to provide maintenance to rural recreational sites.

Chair Benedict mentioned that she had met with the Village of Burns Lake along with Director Miller to discuss recreation needs and wants in the region but it is an extremely large topic and it was difficult to determine how to move forward.

Discussion took place regarding the large number of tourists that travel from outside the region to utilize the regional amenities for recreating. Director Newell mentioned that he attended the Northern B.C. Tourism Association Conference and Annual General Meeting in Prince George in October, 2015 and discussion took place in regard to investigating ways to utilize rural recreation sites to provide route tours through the region. Discussion had also taken place in regard to how to fund the areas for improvements and enhancements to the sites utilized in said route tours.

Discussion took place regarding the costs associated with Regional Districts that took over some parks areas within their regions such as the Peace River Regional District. The Peace River Regional District has estimated that operations and maintenance for the five regional parks that they established will cost \$3.2 million for ten years. Each Regional District that manages regional parks is very individual in its definition of "regional park" and funding is also unique to its region.

The RDBN Grant Writer assists regional recreation societies to obtain grant monies to assist in maintaining recreation sites. The use of grant in aid for projects was also discussed.

Liability issues were discussed in regard to disrepair of recreation sites. Recreation sites are located on Crown Land.

REPORTS (CONT'D)

Concerns were brought forward in regard to the cost and staff time that would be required for the Regional District to have a parks and recreation service. Chair Benedict noted that the amount of responsibility required in overseeing the rural recreational areas throughout the entire region would require its own department.

Director Fisher mentioned that there are groups in Electoral Area "A" (Smithers Rural) considering developing a society to oversee the parks and recreation areas in that area of the region. Discussion took place in regard to Electoral Area Director support and presenting to the Regional Board for support on a potential project to develop a commuter bike trail from Telkwa to Smithers.

DEVELOPMENT SERVICES (All Directors)

REFERRALS

Land Referral File No.
7409813 Fort St. James
Snowmobile Club
Electoral Area 'C'

Moved by Director Greenaway
Seconded by Director Petersen

RDC.2016-1-8

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409813" be provided to the Province as the Regional District's comments on Crown Land Referral 7409813."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break for lunch at 11:38 a.m.

Reconvened at 12:11 p.m.

Land Referral File No.
0331140 Keith Brett and
Brenda Joan Landry
Electoral Area 'F'

Moved by Director Petersen
Seconded by Director Parker

RDC.2016-1-9

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 0331140" be provided to the Province as the Regional District's comments on Crown Land Referral 0331140."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.
7409817 Jeffrey and Valerie
Johnson Electoral Area 'F'

Moved by Director Petersen
Seconded by Director Greenaway

RDC.2016-1-10

"That the Land Referral File No. 7409817 Jeffrey and Valerie Johnson, Electoral Area "F" be deferred to the January 28, 2016 Regional Board Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REFERRALS (CONT'D)

Land Referral File No.
6408872 Glenna Daniels
Electoral Area 'G'

Moved by Director Newell
Seconded by Director Fisher

RDC.2016-1-11

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408872" be provided to the Province as the Regional District's comments on Crown Land Referral 6408872."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEM

Gas Tax

Discussion took place regarding societies that lease/rent privately owned properties not being eligible for gas tax funds to complete building improvements.

Staff have sent letters to all non-profit societies and put schedules in place for non-profit societies to complete annual reporting to the RDBN to provide project update information and documentation that the societies are in good standing. Non-profit societies requesting further funding must have all reporting current and up to date.

Discussion took place regarding joint projects within the RDBN that would utilize gas tax funds from Electoral Areas that would benefit rural residents.

SUPPLEMENTARY AGENDA

DISCUSSION ITEMS

1. Northern Development Initiative Trust (NDIT)

- Director Fisher is the RDBN representative on the Northwest Regional Advisory Committee (RAC);
- Director Miller is the RDBN representative on the Northeast RAC;
- The RAC's review funding applications and decide whether or not to approve the application;
- If approved by the RAC the application is brought forward to the NDIT Board of Directors;
- The monies accrued from the sale of BC Rail were put in a fund and the interest from those monies are allocated to the various NDIT funding programs to be allocated for various project applications.
- **Various Programs**
 - New Program – Fabulous Festivals and Events;
 - Provides non-profit organizations with up to \$2,500 in grant funding from a regional development account to support unique events and festivals throughout the region;
 - The Northwest and Northeast RAC's have 40 potential applicants and approximately 12 have applied thus far.

Director Fisher noted that the NDIT website contains the pre-project application to determine adequate criteria for a project to move forward. RDBN staff can also assist applicants. Director Fisher commented that the general criteria is to further economic development throughout Northern B.C.

DISCUSSION ITEMS (CONT'D)

Chair Benedict mentioned that providing new funding opportunities is a good idea but she noted concerns that funding for major projects is now becoming more challenging because there is not sufficient funding for major projects. Director Fisher mentioned that the funding for new programs and projects enabled other non-profit organizations to potentially access funding opportunities. The RDBN accesses funding in the amount of \$50,000 for collaborative projects and capacity building within each local government and \$8,000 for grant writing.

- **Façade Program**

- Municipalities can apply for the Business Façade Program and can then allocate funds to local businesses for business façade improvements;
- Regional Districts can apply;
- Can be applied for on an annual application intake

Discussion took place regarding the RDBN accessing the Business Façade Program funding for signage for agri-tourism businesses and at rest areas that could provide a listing of opportunities throughout the entire RDBN. A number of rest areas within the region have signage that provides information regarding that area within the region.

Staff will bring forward the Business Façade Program funding in regard to the Regional District at a future Rural Directors Committee meeting for further discussion.

2. New Societies Act

Chair Benedict brought forward concerns in regard to Directors of societies not always understanding their roles and responsibilities in a director position. Discussion took place in regard to the RDBN providing an opportunity for non-profit societies to be provided information through workshops and/or webinars to explain responsibilities. The turnover of volunteers for societies can often be challenging and it can be difficult to maintain a volunteer base. Allowing a non-profit society's registry filings to lapse with the Registry Services Corporate Filing system creates a number of challenges consequently it is far easier to keep filings current. Corrine Swenson, Manager of Economic Development mentioned that NDIT has a Governance Essentials Scholarship that may provide funding for directors of non-profit organizations to be able to participate in the Institute of Corporate Directors' Governance Essentials program. The RDBN website also has links to information for societies to access to assist in forming a society and the running of a society. The BC Centre for Social Enterprise would be the agency for societies to access in regard to the new *Societies Act*.

Discussion took place in regard to webinars being useful and cost effective tools for societies to access and they can potentially take place at the RDBN office. There are currently 62 societies in the region that have been contacted and provided information. Information can and has been provided to societies also in regard to framework for respectful behavior among society board members.

CORRESPONDENCE

Ministry of Technology,
Innovation and Citizens'
Services - Government
Continues Connecting
Communities throughout B.C.

Moved by Director Newell
Seconded by Director Parker

RDC.2016-1-12

"That the Rural Directors Committee receive the Ministry of Technology, Innovation and Citizens' Services - Government Continues Connecting Communities throughout B.C.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE (CONT'D)

Director Newell mentioned concerns regarding the lack of cell phone coverage, the high cost for high speed internet services and the lack of adequate high speed upload and download speeds. Discussion took place regarding the limitation for economic development in rural northern B.C. with the lack of inadequate service levels. The lack of cell service also impacts safety within the region.

Discussion took place regarding funding through Northern Development Initiative Trust's Connecting British Columbia Grant. It assists to pay for infrastructure required to deliver high-speed internet connectivity at speeds to at least 5 Mbps down and 1Mbps up to homes and businesses

The RDBN has been working on the issue for a number of years. Information was gathered from RDBN residents as to whether or not they had service and if they did what kind of service. This information was then mapped and provided to Telus and Network B.C. A number of areas that Telus and Network B.C. indicated there was coverage, area residents noted that the level of service was not adequate. Chair Benedict mentioned that in order to map the entire region to determine cell and internet coverage and levels of coverage would require additional staff to physically go to locations throughout the region to determine availability. She also noted that B.C. residents are being forced to use the internet for a number of government forms and it becomes very challenging with no internet service.

Staff will bring forward internet and cell phone coverage at a future Rural Directors Committee Meeting.

NEW BUSINESS

Northwest Resource Benefits Alliance (NWRBA)

Director Newell brought forward for discussion the RDBN infrastructure inventory provided to the NWRBA in regard to fire departments. The infrastructure inventory is not for service provision but would be for fire department infrastructure. Staff has corresponded with the NWRBA regarding a proposed draft allocation model. The NWRBA is meeting with the Mining Association of B.C. at Minerals Roundup in Vancouver on January 25-28, 2016.

Community Forest – Electoral Area "G" (Houston Rural)

Director Newell mentioned that residents in Electoral Area "G" (Houston Rural) have expressed an interest in applying for a Community Forest License. He spoke of the benefit to small scale salvagers, assisting with infrastructure development and provide a source of revenue for the rural area. Discussion took place in regard to the need for forestry expertise in regard to applying for a Community Forest License, completing a Forest Management Plan and Business Plan. Staff will provide an outline of what is required for a Community Forest License and the process undertaken for the Chinook Community Forest.

Defibrillator for Rural Area

Director Newell spoke of having a defibrillator located centrally on Buck Flats Road for the clusters of houses located on the road. He noted that there are societies that would purchase the defibrillator with the assistance from grant in aid.

NEW BUSINESS (CONT'D)

**Shavings Program – Meeting
with David Van Dolah
-December 11, 2015**

Director Greenaway provided written notes from a meeting he attended on December 11, 2015 with David Van Dolah, District Manager, Resource Management Vanderhoof/Fort St. James, Ministry of Forests, Lands and Natural Resource Operations in regard to the Shavings Program for cattlemen. He spoke of the importance of shavings for farmers and ranchers in the region.

RDBN Agricultural Committee

Director Parker mentioned that the RDBN Executive Committee has determined that an RDBN Agricultural Committee be formed moving forward. Agriculture is a very key economical resource in the region and is very important. Director Parker has been asked to Chair the committee. Discussion took place in regard to scheduling an additional meeting.

ADJOURNMENT

Moved by Director Petersen
Seconded by Director Greenaway

RDC.2016-1-13

"That the meeting be adjourned 1:38 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO

JAN 29 2016

DELEGATION TO THE BOARD OF DIRECTORS

REGIONAL DISTRICT OF BULKLEY NECHAKO

Please supply information as to the matter to be placed before the Board of Directors of the Regional District of Bulkley-Nechako. The RDBN Chairperson and/or CAO will review each request and a decision will be communicated to the spokesperson shown on the application. **SUBMISSION OF YOUR REQUEST DOES NOT CONSTITUTE APPROVAL TO APPEAR.**

REQUEST TO APPEAR BEFORE THE BOARD OF DIRECTORS MUST BE IN BY TUESDAY, THE WEEK PRIOR TO THE BOARD MEETING. Regular Board Meetings typically begin at 10:30 a.m., and delegations are dealt with close to the beginning of the meetings. Maximum presentation time is 15 minutes, followed by a question period, unless previously approved. All written presentation material must be in by Tuesday, the week prior to the Board Meeting. There is a limit to the number of delegations permitted per meeting. Your presentation may not be heard on the date requested due to prior commitments.

Name of person(s) attending: Jeremy Shriber, Tony Harris

For (organization): ad hoc Bike trail committee

Mailing Address: Box 612, Telkwa, BC V0J 2X0

Phone No. (day contact): 250-643-3520 Fax: _____

email address: jeremy.shriber@gmail.com

Subject matter: trail infrastructure linking Telkwa and Smethers for bicycles and other non-motorized use. Presentation is attached to email.

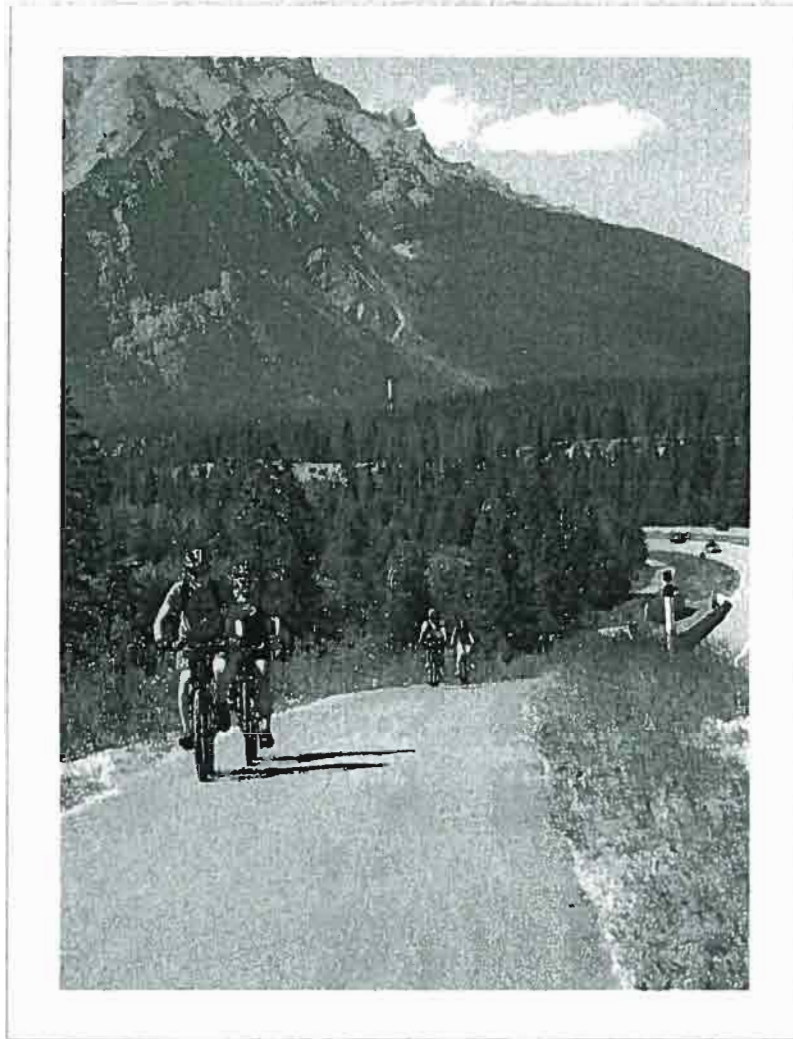
Specific request of The Board (if any), i.e., letter of support, donations, etc.

Letter of support and appoint representative for planning/development discussions

Date of Application: Jan. 29 2016

Signature of Applicant: [Signature]

Next regular Thursday meeting with The Board: Not available until Feb. 25



Smithers/RDBN Area "A"/Telkwa Bike Trail

ACTIVE TRANSPORTATION FOR THE BULKLEY VALLEY

Contents

Historical Context 1

Fast forward to 2015/2016..... 2

The “Ask”: Letter of Support in Principle..... 3

Key Stakeholders & Discussion Points 3

Relevant information for background..... 4

Historical Context

In 2003, a group of Bulkley Valley residents got together under the banner of the “Bulkley Valley Trail Society” for the purpose of establishing and building out an active transportation trail network in the Bulkley Valley connecting residents of Telkwa, Smithers and RDBN Area “A”.

The primary trail was to run along the eastern edge of the Bulkley River on privately owned land. The trail route was drawn up and landowners approached.

Even though support from private landowners was positive, there were a few that were not willing to provide access to their land by the granting of a right of way.

Naturally, without continuous access, the trail route was not viable. Notwithstanding the concerted efforts of the volunteer Society, the initiative came to an end.

Fast forward to 2015/2016

Even though it's been a dozen years or so since the original initiative has been dormant, the desire to create an active transportation corridor from Smithers through the RDBN Area "A" to Telkwa is stronger than ever.

To that end, a core group of volunteers has been working quietly to reactivate the initiative.

Informal discussions have been held with some of the stakeholders and partnerships have been explored. In addition, similar projects successfully implemented by other BC communities have been reviewed and analyzed. A new provisional route avoiding privately held lands has been drawn up, eliminating the original challenge.

In today's social context, active transportation is no longer considered to be a novel concept championed by fringe members of our society. This is confirmed by the inclusion of active transportation corridor infrastructure in the recently released BC Provincial 10 Year Transportation Plan.

Additionally, over a hundred BC municipalities and Regional Districts, which encompass both urban and rural communities, have provided their residents with active transportation opportunities by working collaboratively with all stakeholders.

The time has arrived for the communities and residents of the Bulkley Valley to come together and move this initiative towards a successful completion.

In order to proceed, all concerned parties need to be around one table. Letters of support in principle from all three local governments will kick start this next series of conversations.

The “Ask”: Letter of Support in Principle

The presenters respectfully ask the Regional District of Bulkley Nechako (RDBN), through its elected Board, to pass a resolution to provide a letter of support in principle for the Smithers/RDBN Area “A”/ Telkwa bike path initiative.

It is our understanding that the letter of support in principle does not commit the RDBN in any way except to appoint a representative(s) of the elected body and /or staff to be part of the planning/development discussions. The goal is to bring the project to the “shelf ready” stage. Naturally, once this is achieved, it will be brought back to all three local governments for their approval and commitment to proceed with the build out.

It is our understanding that this initiative is fully supported by the policies and directions contained in Provincial, Town of Smithers, Village of Telkwa and RDBN Area “A” documents related to active transportation.

Key Stakeholders & Discussion Points

Stakeholders

- Town of Smithers
- RDBN
- Village of Telkwa
- “Bike path” Society
- BC Government Ministries (Highways, Transportation, Environment)
- Office of the Wet’suwe’ten
- MLA Doug Donaldson (and/or staff)
- MP Nathan Cullen (and/or staff)

Discussion Points

- Route
- Role of each stakeholder
- Primary responsibility/ownership
- Capital financing
- Operational financing
- Administrative framework
- SWOT analysis (viability/soundness)
- Community engagement
- Liability & Insurance
- Maintenance
- Users and community member “buy in”

Relevant information for background

Province of BC

- 10 Year Transportation Plan
<http://www2.gov.bc.ca/assets/gov/government/about-the-bc-government/transportation/bconthemove.pdf>
- Provincial cycling policy
<http://www2.gov.bc.ca/gov/content/transportation/driving-and-cycling/cycling/cycling-regulations-restrictions-rules/cycling-policy>
- Localmotion
http://www.cscd.gov.bc.ca/lgd/infra/library/Localmotion_Program_Completion_Report.pdf
- BikeBC funded projects
<http://www2.gov.bc.ca/gov/content/transportation/funding-programs-and-engagement/funding-grants/cycling-infrastructure-funding/funded-projects-examples/complete-list>

Communities

- Climate Action Charter
[http://www.cscd.gov.bc.ca/lgd/greencommunities/climate action charter.
htm](http://www.cscd.gov.bc.ca/lgd/greencommunities/climate%20action%20charter.htm)
- Signatories to above
[http://www.cscd.gov.bc.ca/lgd/library/CAC Signatories 2013.pdf](http://www.cscd.gov.bc.ca/lgd/library/CAC%20Signatories%202013.pdf)
- Planning Documents
 - RDBN <http://www.rdbn.bc.ca/planning-department/land-use-planning/official-community-plans>
 - Town of Smithers <http://www.smithers.ca/municipal-hall/development-services-planning/ocp-zoning>
 - Village of Telkwa <http://www.telkwa.com/we-are-telkwa/official-community-plan>



90

Regional District of Bulkley-Nechako
February 25, 2016
Board of Directors

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: February 16, 2016
Regarding: **Sponsorship Request for Community Futures Stuart Nechako – Community Crowdfunding Summit**

The Community Futures Stuart Nechako and InvestLocalBC are hosting a Community Crowdfunding Summit on March 16 in Prince George. Sponsorship is being requested from the RDBN.

Sponsorship amounts range from \$500-\$5,000. The Sponsorship package is attached for your review.

Excerpt from email received from Tom Bulhmer, CED Coordinator requesting sponsorship:

Community Futures Stuart Nechako and InvestLocalBC are putting on a Community Crowdfunding Summit.

We are putting this on in Prince George as we need the critical mass to be able to bring this caliber of speakers to the North.

This is very important for all of our communities and we have participation from all over including a great success story from Telkwa.

The RDBN should participate in this to some degree as the entire product (InvestLocalBC) and the Conference were both born in the Bulkley Nechako Regional District.

I have attached our preliminary event program as well as the sponsorship opportunities for the event and ask for some form of funding from RDBN to assist in bringing this very important event to our area.

Community Futures Stuart Nechako created the InvestLocalBC crowdfunding website to assist not for profit organizations and businesses with raising funds for their projects. The Community Crowdfunding Summit will assist those wanting to learn the benefits of crowdfunding. Attached is the event program. For more information on this crowdfunding site visit www.InvestlocalBC.ca.

Does the Board of Directors wish to sponsor this event?

RECOMMENDATION:

(All/Directors/Majority)

Direction.



Sponsorship Packages

Community Futures is offering only 13 sponsorship opportunities as follows:

Platinum Sponsor ~ 1 opportunity ~ \$5,000	Gold Sponsor ~ 2 available ~ \$2,500	Silver Sponsor ~ 4 available ~ \$1,000	Bronze Sponsor ~ 6 available ~ \$500
<i>Opportunity to present a 20 minute keynote during lunch</i>			
<i>Choice of providing one promotional item that can be put at each participant seat</i>	<i>Choice of providing one promotional item that can be put in the welcome package</i>	<i>Choice of providing one promotional item that can be put in the welcome package</i>	<i>Choice of providing one promotional item that can be put in the welcome package</i>
<i>When speaker presentations are not in progress, company logo will be placed on its own and will be the second slide in the sponsorship deck, noting the platinum sponsorship</i>	<i>When speaker presentation are not in progress, the two gold sponsor's company logo will be placed on the third sponsorship slide, noting the gold sponsorship</i>	<i>When speaker presentation are not in progress, company logo will be displayed with the silver sponsors and placed on the fourth slide, noting the silver sponsors</i>	<i>When speaker presentation are not in progress, company logo will be displayed with the bronze sponsors and placed on the fifth slide, noting the bronze sponsors</i>
<i>Platinum Sponsor table – 8 seats for you and your invited guests</i>	<i>Gold Sponsor reserved seating for 4</i>	<i>Silver Sponsor reserved seating for 2</i>	<i>Bronze Sponsor reserved seating for 1</i>
<i>Larger logo on all promotional material noted as the platinum sponsor</i>	<i>Logo on promotional material as the gold sponsor</i>	<i>Logo on promotional material a silver sponsor</i>	<i>Logo on promotional material as a bronze sponsor</i>
<i>More frequent sponsorship mentions throughout the conference – highlighting the platinum sponsor</i>	<i>Sponsorship mentions throughout the conference</i>	<i>Sponsorship mentions throughout the conference</i>	<i>Sponsorship mentions throughout the conference</i>
<i>Opportunity to provide a static promotional table</i>	<i>Opportunity to provide a static promotional table</i>	<i>Opportunity to provide a static promotional table</i>	<i>Opportunity to provide a static promotional table</i>

Community Futures Stuart-Nechako
Box 1078 - 2750 Burrard Ave
Vanderhoof, BC V0J 3A0
E-mail: info@cfsn.ca
Phone: 1-800-266-0611

Community Futures Fraser Fort George
1566-7th Avenue
Prince George, BC V2L 3P4
E-mail: general@cfdc.bc.ca
Phone: 1-800-661-2055

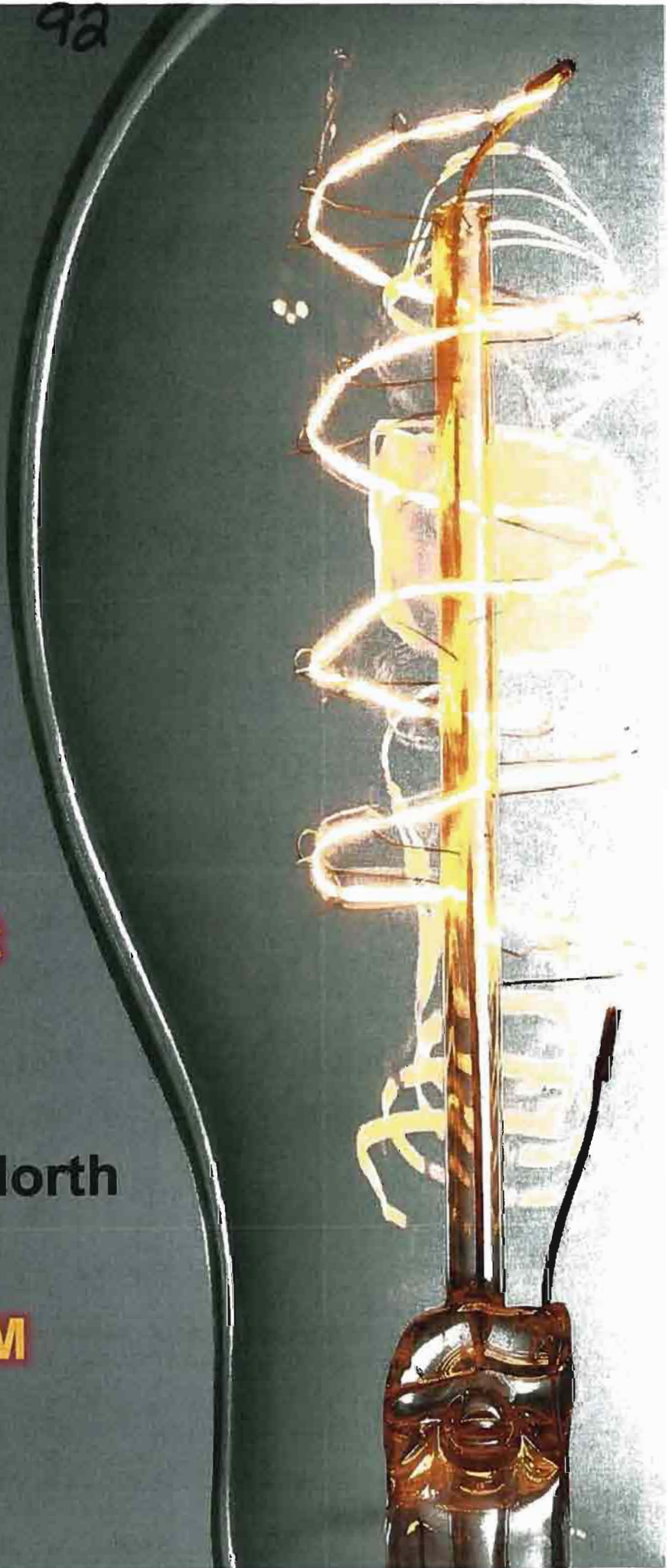
92



**Community
Crowdfunding
Summit**

**March 16, 2016
Coast Inn of the North**

EVENT PROGRAM





Community Crowdfunding Summit Empower your Community

Wednesday, March 16, 2016

Coast Inn of the North - Prince George, BC

Welcome to the first Crowdfunding conference in North Central British Columbia.

Crowdfunding began because securing funding is not easy when an innovator or technology based business is looking to develop their product. Often they are considered too high risk for a traditional financial institution, yet their innovation may fill a market gap and have the opportunity to develop into the next multi-million dollar idea. These innovators often are forced to ask family and friends to invest in them.....now; they have the opportunity to ask those who review the idea and think it will work to invest in the idea; with an incentive from the innovator for their support.

With the growing global trend of crowdfunding and the BC Securities Commission recently adjusting their securities laws to support this concept, Community Futures believes the best way to solve the knowledge gap about crowdfunding is to hold a Crowdfunding event so that together we can learn more about the benefits in both the business and non-profit sectors. Therefore, we have gathered some of the most knowledgeable people in the Canadian Crowdfunding field as well as local success stories to speak at the first Crowdfunding Conference in Northern BC. (see Bio pages for more information)

EMPOWER YOUR COMMUNITY THROUGH LOCAL INVESTMENT

Community Futures Stuart-Nechako
Box 1078 – 2750 Burrard Ave
Vanderhoof, BC V0J 3A0
E-mail: info@cfsn.ca
Phone: 1-800-266-0611

Community Futures Fraser Fort George
1566-7th Avenue
Prince George, BC V2L 3P4
E-mail: general@cfdc.bc.ca
Phone: 1-800-661-2055



Community Crowdfunding Summit

Wednesday, March 16, 2016
Coast Inn of the North - Prince George, BC

AGENDA

8:00 – 8:30	Registration Coffee and Continental Breakfast	Networking
8:30 – 8:40	Opening Welcome	MC Tom Bulmer - InvestLocalBC
8:40 - 9:40	The Connection. Social Media & The Crowdfunding Experience	Leanna Carlson – Carlson Pottery & Robert Quibell – CEO, Vortex Social Marketing.
9:40 – 10:15	What Makes People Donate	Roy Spooner - AimHi
10:15 – 10:30	Nutrition Break	
10:30 – 11:30	Crowdfunding in Not-for-Profits	Daryl Hatton - CEO, FundRazr
11:30 – 12:30	Lunch 20 (?) minute Key note speaker	TBD
12:30 – 1:30		Sean Burke – CFO, FrontFundr
1:30 – 2:30	Are you ready for Crowdfunding? A success story.	Charlene Tessier – CrowdGift & Kimberly Allan Mulla – Kimberley's Kitchen
2:30 – 2:45	Nutrition Break	
2:45 – 3:45	Securities – Making Crowdfunding Legal	Alixé Cormick – Venture Law
3:45 – 4:00	Closing remarks	MC Tom Bulmer - InvestLocalBC
4:00 – 4:30	Connect. Learn. Have Fun!	Networking

Daryl Hatton

Founder and CEO of **FundRazr**, an award-winning global crowdfunding platform that enables fundraising for a wide variety of campaigns including personal causes, entrepreneurial projects and non-profit organizations. A serial entrepreneur who loves the challenge of building companies from scratch, Daryl has founded multiple start-ups and helped bring one, Optio Software, to a successful NASDAQ IPO in 1999. Today he serves as board member and advisor to multiple BC and Silicon Valley based start-ups and sits on the board for the National Crowdfunding Association of Canada.

A leader in the burgeoning crowdfunding arena, FundRazr was included in Profit Magazine's Hot 50 as one of the fastest growing startups in Canada. To date, FundRazr has helped raise over \$75 million for more than 50,000 campaigns around the world.



Alixé Cormick



Founder of **Venture Law Corporation**. She concentrates her legal practice in the areas of public company listings, mergers and acquisitions, and secondary and exempt market financings. Her clients have included private and public real estate development companies and real estate investment trusts.

She is on the advisory board of the National Crowdfunding Association of Canada and the commercialization advisory board of the Life Science Institute of British Columbia. She is also on the advisory board of two private tech companies.

She is an active angel investor and a member of Vancouver Angel Technology Network and Pacific Northwest Keiretsu Forum.

Alixé has been a speaker on crowdfunding, raising capital, and going public at conferences in the U.K., Asia, and North America. She writes regularly about all these topics on her blog and firm website.

You may follow her on twitter at @alixecormick

Sean Burke

has over five years of professional service experience working at PricewaterhouseCoopers LLP in corporate tax and audit. He was relocated to New York, where he advised several of the world's largest banks in the banking and capital markets sector. In 2013, he was named the Chartered Accountants Most Exemplary Young Professional, an award given to one CA in Western Canada annually. In 2012, he was awarded the PwC National CEO Award, the highest honour for PwC Canada employees. Sean is active in his community and serves on multiple boards in Vancouver. Most notably, he is on the SFU Board of Governors Responsible Investment Committee, the SFU Alumni Association and he serves as a board member for the Whisky Wisemen not-for-profit organization.



Kimberley Allan Mulla

Kimberley Allan Mulla is a professional baker and cook with vast experience in hospitality and retail. Co-owner of Telkwa Takeout, with her husband Jay Mulla, Kimberley also operates a local restaurant and grocery delivery company.

In 2010, Kimberley launched Kimberley's Kitchen in Canada. Kimberley's Kitchen handcrafts **small batch confections and organic fine foods**, using local and Fair Trade ingredients. Located in **Telkwa, in Northern B.C.**, Kimberley's Kitchen is available across Canada **online** or at one of our lovely **retailers and restaurants**.

"I quickly learned that crowdfunding was about more than raising money; it is also about connecting with others over a shared vision. Marketing the project was a huge investment of my time but it allowed me to expand my business and contribute more to my community in Telkwa."

Leanna Carlson

is a ceramic artist who is known for her keen interest in using local clay and minerals in her work. Her latest project, a gas fired kiln, was built to fire a unique clay that she digs from the Fraser River. Her project budget was blown out of proportion when she received the quote from our hydro provider to get electricity to her shop. Hydro insisted that her house and property be upgraded to their latest standards and that brought the estimate to over 7000 dollars for the hydro alone.

She decided to run a "Kickstarter" campaign to help raise the funds. The campaign was successful and though some of her expectations were not met, there were some nice surprises and twists and turns along the way. Her kiln is now up and running, and she works towards finishing fulfilling her obligations to her pledgers.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chairperson Miller and Board of Directors

FROM: Wendy Wainwright, Executive Assistant

DATE: February 17, 2016

**SUBJECT: Committee Meeting Recommendations
– February 11, 2016**

Following are recommendations from the February 11, 2016 Committee meetings for the Regional Board's consideration and approval.

Committee of the Whole – February 11, 2016

Recommendation 1:

Re: Construction/Demolition and Land Clearing Waste Tipping Fee Review - Budget

1. "That the Regional District of Bulkley-Nechako Board of Directors increase tipping fees for construction/demolition and land clearing waste from \$60/metric tonne to \$90/metric tonne, and direct staff to draft the required bylaw.
2. Further, that a methodology for adjusting the tipping fees for construction/demolition and land clearing waste be developed as part of the update to the RDBN Solid Waste Management Plan."

Recommendation 2:

Re: Northwest Resource Benefits Alliance

"That the Regional District of Bulkley-Nechako Board of Directors allocate \$50,000 to the Northwest Resource Benefit Alliance 2016 Budget line item."

Recommendation 3:

Re: NCLGA Resolutions – RE: Landfill Criteria for Municipal Solid Waste Impacts to Waste Reduction Initiatives

"That the Regional District of Bulkley-Nechako direct staff to draft a resolution to the North Central Local Government Association for Regional Board review in regard to the cost implications of the Landfill Criteria for Municipal Solid Waste guidelines impacting waste reduction initiatives."

Committee of the Whole – February 11, 2016 (CONT'D)

Recommendation 4:

Re: NCLGA Resolutions – RE: Emergency Response

“That the Regional District of Bulkley-Nechako direct staff to draft a resolution to the North Central Local Government Association for Regional Board review in regard to the Provincial Government needing to be responsible for providing Emergency Response Teams in regard to emergency response events with consultation and communication from the local government; and further, that the Provincial Government also be responsible for the administration and implementation, including the funding, of regulations and training for rural fire departments.”

Rural Directors Committee Meeting – February 11, 2016

Recommendation 5:

Re: Allocation of Costs

“That the Regional District of Bulkley-Nechako Board of Directors approve Schedule 3 “Rural Fire Protection Services Taxation Capacity Estimated Cost Allocation based on Staff Workload – Telkwa and Round Lake Shared Equally” as amended that Telkwa be the full contributor in the amount of \$1,091 and Round Lake be removed from the allocation of costs.”

Recommendation 6:

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

“That the Fort St. James Sled Dog Association be given \$2,000 from Electoral Area “C” (Fort St. James Rural) for costs associated with the Caledonia Classic Dog Sled Races.”

Recommendation 7:

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 from Electoral Area “C” (Fort St. James Rural) for a Grade 12 Scholarship.”

Recommendation 8:

Re: BC Broadband Conference – May 3-4, 2016 - Vancouver, B.C.

“That the Regional District of Bulkley-Nechako Board of Directors authorize Director Newell’s attendance at the BC Broadband Conference on May 3-4, 2016 in Vancouver, B.C.”

RECOMMENDATION:

(ALL/DIRECTORS/MAJORITY)

Recommendations 1 through 8 as written.



Regional District of Bulkley-Nechako Memo – Board Agenda February 25, 2016

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: February 2, 2016
Re: Withdrawal from Election Reserve

In 2015, there was a by-election in Area "D". The budget was \$6,000 in expenditures offset by a \$6,000 withdrawal from the Rural Election Reserve. The actual cost came in at \$1,439. The Board is being requested to authorize a withdrawal of \$1,439 from the Rural Election Reserve. The current balance in the reserve before this withdrawal is \$39,300.

I would be pleased to answer any questions.

Recommendation:	(all/weighted/majority)
<ol style="list-style-type: none"> 1. That the memorandum from the Financial Administrator, dated February 2, 2016 regarding withdrawal from the Rural Elections Reserve be received; and 2. That a withdrawal of \$1,439 from the Rural Election Reserve be authorized. 	



Regional District of Bulkley-Nechako Memo – Board Agenda February 25, 2016

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: February 17, 2016
Re: Short Term Investment Account with Hollis Wealth

In November, 2014, the RDBN changed its strategy for investment of short term funds from investing in the Municipal Finance Authority money market fund to purchasing GICs through Raymond James Canada. This strategy has proved very effective, as explained in the investment report elsewhere in this agenda.

There may be times when the risk-free product available at Raymond James might not match the time frame for which the RDBN wants to invest. While this has not yet happened, it is possible in the future. Therefore, it would be prudent to have a second investment firm as an alternative. Not only would this provide the necessary range of investment options, but it would also provide a competitive option to ensure that Raymond James always has a sharp pencil.

We have been contacted by a former employee of Raymond James, who now works for Hollis Wealth, a subsidiary of Scotiabank, to open an account with Hollis Wealth. Hollis Wealth provides similar types of guaranteed short term investment alternatives as those we have been investing in with Raymond James and the interest rates they have quoted are competitive.

The Board is being requested to authorize opening a short term investment account with Hollis Wealth and approve the attached account agreement.

I would be pleased to answer any questions.

Recommendation:

(all/weighted/majority)

That the memorandum from the Financial Administrator, dated February 17, 2016 regarding opening a second investment account with Hollis Wealth be received; and

Further, that the Board of the Regional District of Bulkley-Nechako approves the Account Agreement with Hollis Wealth and authorizes it for signature.

Investment Advisor use only

IA code: **BD01** Investment Advisor name: **Michael Assouline**

English French New account Update IA change Additional account

UNDERSTANDING AND COMPLETING THIS ACCOUNT APPLICATION

Securities regulations require that we have complete and accurate information from our clients. The Blue Diamond Institutional Relationship Disclosure and Terms and Conditions brochure ("Blue Diamond Institutional Terms and Conditions brochure") is incorporated into and forms part of the contract between HollisWealth and you, and will govern the operation of this account. Please read the enclosed Blue Diamond Institutional Terms and Conditions brochure. The Blue Diamond Institutional Account is only available to an eligible client who qualifies as both an "Institutional Customer" as defined under the Dealer Member Rules of the Investment Industry Regulatory Organization of Canada ("IIROC Rules") and a "permitted client" as defined under National Instrument 31-103 ("NI 31-103"). By completing this application, you certify to HollisWealth that you have reviewed the definition of an "Institutional Customer" under IIROC Rules ("Definition 1") and the definition of a "permitted client" under NI 31-103 ("Definition 2") and that the legal entity described below meets both Definition 1 and 2.

Account type: **Other** Entity type: **Municipality** Business organization type or principal business: **Municipality**

Legal/Registered name: **Regional District of Bulkley-Nechako** Date of Incorporation/Registration: **British Columbia** Jurisdiction of Incorporation and/or Organization: **British Columbia**

Business Registration Number (BIN)/Trust Number (TN): **121430631** Is this an Active Entity or a Passive Entity? (Refer to definitions located at the bottom of this page.): **Active** Number of employees: **N/A** Are you tax exempt?: **N/A**

Are you a Qualified Intermediary (QI)? **N/A** Are you a financial institution? **No** Are you a registered charity or soliciting public donations? **N/A**

GIIN (if applicable): **N/A** Are you an Acceptable Institution (AI) or Acceptable Counterparty (AC) as defined by IIROC? **AC** Are there any non-resident beneficial owners, partners, signing authorities, club members, trustees, or beneficiaries? **N/A**

Phone number: **250-692-3195** Cell phone number: Fax number: Email address:

CIVIC Street # **37** Street name **3rd Avenue, PO Box 820** Type Direction Unit type Unit #

RURAL Mode Mail ID Box/Bag Type Str name

City **Burns Lake** Province **B.C.** Postal code **V0J 1E0** Country **Canada**

ALTERNATE ADDRESS

CIVIC Street # Street name Type Direction Unit type Unit #

RURAL Mode Mail ID Box/Bag Type Str name

City Province Postal code Country

Mail to: Residence or Alternate address Both

FINANCIAL

Net worth (based on previous financial statements): **\$ 14,304,953** Provide a copy of the most recent financial statement(s) and attach to the **Blue Diamond Institutional Service Offer - Initial Suitability Determination Form**

A BANKING INFORMATION A personalized void cheque must be attached.

Bank name: **Bulkley Valle Credit Union** Bank address: **Lakeview Mall, Box 1029, Burns Lake, BC V0J 1E0** Branch Transit: **18710** Bank institution: **809** Account number: **100000102301**

Bank Account Holder Name (as it appears on cheques): **Regional District of Bulkley Nechako**

B ACCOUNT INFORMATION

AC # Submit Client initials **INITIAL HERE** AC # Submit Client initials

CDN. CASH CDN. MARGIN CDN. OPTION CDN. SHORT CDN. DAP U.S. CASH U.S. MARGIN U.S. OPTION U.S. SHORT U.S. DAP

AC # Submit Client initials AC # Submit Client initials

CDN. CASH CDN. MARGIN CDN. OPTION CDN. SHORT CDN. DAP U.S. CASH U.S. MARGIN U.S. OPTION U.S. SHORT U.S. DAP

Definition of Active and Passive Entity (Note: The definition provided in this form is for convenience and information purposes only. You should consult your tax advisor and not base your decisions on information provided through this form.)

- Active Entity**
- The entity is Non-U.S. and is not a financial institution;
 - Entities for which less than 50 percent of the gross income for the preceding calendar year was passive income and less than 50% of the assets held by the entity during the preceding calendar year were assets that produced passive income;
 - Corporations with shares that regularly trade on an established securities market;
 - Government or international organizations or agencies thereof and registered charities.
- Passive Entity**
- A passive entity is any entity that is **neither** a financial institution **nor** an active entity.
 - Passive income is generally understood to include income from the mere holding of property, such as interest, dividends, rents and royalties.

C REGULATORY QUESTIONS

Will anyone other than the authorized person(s) named on the account:

- (a) have trading authority over the account? No Yes If yes, specify name and attach a Trading Authorization form, or a limited or full Power of Attorney.
- (b) have any financial interest in the account? No Yes If yes, specify name.
- (c) guarantee this account? No Yes If yes, specify name and complete and attach the Guarantee form.

Will this account be used to conduct business on behalf of someone other than the named entity? No Yes
If yes, specify name and complete and attach the Third Party Determination form.

Does the Investment Advisor have a direct or indirect interest in the account other than an interest in commissions?
 No Yes If yes, provide details.

Is the entity a **deemed insider** (as defined in the Provincial Securities Act) of any public companies?
 No Yes If yes, state the company name(s).

Is the entity in a **control position** (as defined in the Provincial Securities Act) of any public companies?
 No Yes If yes, state the company name(s).

Is the entity considered a **public corporation**?
 No Yes

If yes, is the entity listed on the Toronto Stock Exchange trading over \$5.00 per share? No Yes

Is the entity considered a **private corporation** for which the financial statements indicate a net worth (Shareholder equity) of at least \$25 million CDN?
 No Yes

D PRODUCT KNOWLEDGE AND INVESTMENT EXPERIENCE

PRODUCT KNOWLEDGE

Mutual Funds	Fixed Income	Stocks	Margin	Options	Short Sales	Overall
<input type="radio"/> Sophisticated <input type="radio"/> Good <input type="radio"/> Limited <input checked="" type="radio"/> Poor/Nil	<input checked="" type="radio"/> Sophisticated <input type="radio"/> Good <input type="radio"/> Limited <input type="radio"/> Poor/Nil	<input type="radio"/> Sophisticated <input type="radio"/> Good <input type="radio"/> Limited <input checked="" type="radio"/> Poor/Nil	<input type="radio"/> Sophisticated <input type="radio"/> Good <input type="radio"/> Limited <input checked="" type="radio"/> Poor/Nil	<input type="radio"/> Sophisticated <input type="radio"/> Good <input type="radio"/> Limited <input checked="" type="radio"/> Poor/Nil	<input type="radio"/> Sophisticated <input type="radio"/> Good <input type="radio"/> Limited <input checked="" type="radio"/> Poor/Nil	<input checked="" type="radio"/> Sophisticated <input type="radio"/> Good <input type="radio"/> Limited <input type="radio"/> Poor/Nil

INVESTMENT EXPERIENCE

Mutual Funds	Fixed Income	Stocks	Margin	Options	Short Sales	Overall
<input type="radio"/> Extensive <input checked="" type="radio"/> Limited <input type="radio"/> Low/None	<input checked="" type="radio"/> Extensive <input type="radio"/> Limited <input type="radio"/> Low/None	<input type="radio"/> Extensive <input type="radio"/> Limited <input checked="" type="radio"/> Low/None	<input type="radio"/> Extensive <input type="radio"/> Limited <input checked="" type="radio"/> Low/None	<input type="radio"/> Extensive <input type="radio"/> Limited <input checked="" type="radio"/> Low/None	<input type="radio"/> Extensive <input type="radio"/> Limited <input checked="" type="radio"/> Low/None	<input checked="" type="radio"/> Extensive <input type="radio"/> Limited <input type="radio"/> Low/None

E TRADE SUITABILITY ASSESSMENT

This is a non-fiduciary, non-advisory trading account intended for sophisticated institutional clients who are capable of making their own independent decisions and independently evaluating investment risk. Subject to regulatory exceptions, HollisWealth (a division of Scotia Capital Inc.) is required to make a suitability determination on each transaction conducted in your account unless you specifically waive this suitability obligation by signing below. Should you decide not to waive this suitability obligation and wish to rely on HollisWealth for advice in making your investment decisions, then a detailed suitability assessment must be conducted by HollisWealth and you will be required to provide, and to keep up to date, detailed information regarding your investment objectives and holdings, risk tolerance, financial circumstances, investment time horizon, trading strategy and any other information relevant to your transactions or requested by HollisWealth from time to time.

Suitability Waiver

The Applicant hereby represents that it is capable of making its own independent investment decisions and independently evaluating investment risk, and its authorized traders are proficient and responsible for executing its investment policy and trade strategy. The Applicant hereby waives the suitability obligation owed by HollisWealth and the suitability protections offered to it under applicable laws, rules and regulations in relation to the activity in this account and related sub-accounts with HollisWealth.

By signing below, I/we agree to the Suitability Waiver above.

<input checked="" type="checkbox"/>	Authorized Signatory	Name Hans Berndorff	Date (mm-dd-yyy) _____
<input checked="" type="checkbox"/>	Authorized Signatory	Name Gail Chapman	Date (mm-dd-yyy) _____

F AUTHORIZED PERSON(S) (Authorized to act for this account on behalf of the legal entity. Where necessary, add an appendix page to list all authorized persons.)

AUTHORIZED TRADING PERSON(S)/TRUSTEE(S)	Name	Date of birth (mm-dd-yyyy)	Position within organization
	Hans Berndorff	_____	Financial Administrator

Are you as an authorized person or your spouse, a **deemed insider** (as defined in the Provincial Securities Act) of any public companies?
 No Yes If yes, indicate the company name(s).

Are you as an authorized person or your spouse, singularly, or as part of a group, in a **control position** (as defined in the Provincial Securities Act) of any public companies?
 No Yes If yes, state the company name(s).

Are you as an authorized person or your spouse, an **employee, director, partner or officer** of a member of any stock exchange, IIROC member, or of a stock exchange itself?
 No Yes If yes, indicate the company name(s):

Does this person have trading authority or an interest in another HollisWealth account?
 No Yes If yes, indicate the account number(s):

Does this person guarantee another HollisWealth account?
 No Yes If yes, indicate the account number(s):

Does this person guarantee another HollisWealth account?
 No Yes If yes, indicate the account number(s):

Does this person guarantee another HollisWealth account?
 No Yes If yes, indicate the account number(s):

Does this person guarantee another HollisWealth account?
 No Yes If yes, indicate the account number(s):

Does this person guarantee another HollisWealth account?
 No Yes If yes, indicate the account number(s):

Does this person guarantee another HollisWealth account?
 No Yes If yes, indicate the account number(s):

F AUTHORIZED PERSON(S) *(continued)*

AUTHORIZED TRADING PERSON(S)/TRUSTEE(S)

Name	Date of birth (mm-dd-yyyy)	Position within organization
Gail Chapman		Chief Administrative Officer

Are you as an authorized person or your spouse, a **deemed insider** (as defined in the Provincial Securities Act) of any public companies?
 No Yes If yes, indicate the company name(s).

Are you as an authorized person or your spouse, singularly, or as part of a group, in a **control position** (as defined in the Provincial Securities Act) of any public companies?
 No Yes If yes, state the company name(s).

Are you as an authorized person or your spouse, an **employee, director, partner or officer** of a member of any stock exchange, IIROC member, or of a stock exchange itself?
 No Yes If yes, indicate the company name(s):

Does this person have trading authority or an interest in another HollisWealth account?
 No Yes If yes, indicate the account number(s):

Does this person guarantee another HollisWealth account?
 No Yes If yes, indicate the account number(s):

G REQUEST FOR MARGIN

I/We are applying for a Margin Account, and by completing this section I/we understand the risks associated with trading on margin and am/are willing to accept those risks.

<input checked="" type="checkbox"/> Authorized Signatory	Name	Date (mm-dd-yyyy)
<input checked="" type="checkbox"/> Authorized Signatory	Name	Date (mm-dd-yyyy)

H OPTION ACCOUNT AGREEMENT

I/We are applying for an Options Account, and by completing this section I/we confirm that I/we understand the risks associated with options trading.

The undersigned requests that an Option Account be opened and agrees to the terms of the Option Account Agreement contained within the Blue Diamond Institutional Terms and Conditions brochure. I/We understand that an Option Account involves a degree of risk and that I have received and read a copy of the Risk Disclosure Statement for Futures and Options or disclosure document for recognized market options for Quebec residents.

Where there are more than two persons authorized to give instructions in respect of the account, add the Margin/Option Account Agreement form to cover all signatures.

Anticipated type(s) of Option transactions:
 Level 1 Purchasing Puts & Calls Level 2 Covered calls Level 3 Spreads Level 4 Uncovered Writing

<input checked="" type="checkbox"/> Signature (only if Option Account requested)	Date (mm-dd-yyyy)	<input checked="" type="checkbox"/> Signature (only if Option Account requested)	Date (mm-dd-yyyy)
--	-------------------	--	-------------------

I ELECTRONIC ACCESS

Would you like access to view your portfolio, performance reports, and statements electronically? No Yes

J NATIONAL INSTRUMENT 54-101 – CLIENT RESPONSE FORM

Please read the National Instrument 54-101 Communication with Beneficial Owners of Securities section in the Blue Diamond Institutional Terms and Conditions brochure.

PART 1 - Disclosure of Beneficial Ownership Information

1. I DO NOT OBJECT to the disclosure of my name, address, electronic mail address, securities holdings and preferred language of communication (English or French) to issuers of securities held with you and to other persons or companies in accordance with securities law.

2. I OBJECT to the disclosure of my name, address, electronic mail address, securities holdings and preferred language of communication to issuers of securities held with you and to other persons or companies in accordance with securities law. I understand that by objecting to the disclosure of my account information noted above to issuers of securities that I hold with you, certain materials may still be required by law to be sent to me, and that I may have to pay the costs of having these materials provided to me.

PART 2 - Receiving Securityholder Materials

3. I WANT to receive ALL securityholder materials sent to beneficial owners of securities.

4. I DECLINE to receive ALL securityholder materials sent to beneficial owners of securities. (Even if I decline to receive these types of materials, I understand that a reporting issuer or other person or company is entitled to send these materials to me at its expense).

5. I WANT to receive ONLY proxy-related materials that are sent in connection with a special meeting.

Important note: These instructions do not apply to any specific request you give or may have given to a reporting issuer concerning the sending of interim financial statements of the reporting issuer. In addition, in some circumstances, the instructions you give in this client response form will not apply to annual reports or financial statements of an investment fund that are not part of proxy-related materials. An investment fund is also entitled to obtain specific instructions from you on whether you wish to receive its annual report or financial statements, and where you provide specific instructions, the instructions in this form with respect to financial statements will not apply.

PART 3 - Preferred Language of Communication

Please mark the corresponding box to show your preferred language of communication. ENGLISH FRENCH

I understand that the materials I receive will be in my preferred language of communication if the materials are available in that language. For consistency in mailings please ensure this matches the language option on page 1.

PART 4 - Electronic Delivery of Documents

Securities law permit us to deliver some documents by electronic means if consent is received. In order to do so, you must provide your electronic mail address if you have one. As an intermediary, HollisWealth can only deliver material by electronic means if it is available from the issuer in that electronic format.

I consent to receive documents by electronic means from HollisWealth or its agents.

K SIGNATURES – CLIENT ACCOUNT AGREEMENT

In this agreement, the terms I, me, we, my, and our refer to the owner(s) and/or authorized person(s) of a HollisWealth account whose signature(s) appear(s) below. I confirm that:

- All of the information in this application is complete and accurate and I have read, understood and agreed to all of the terms and conditions relating to this account in the relevant sections of the Blue Diamond Institutional Terms and Conditions brochure.
- I understand that the terms and conditions of this application and of the Blue Diamond Institutional Terms and Conditions brochure are incorporated into and form part of the contract between Scotia Capital Inc. ("HollisWealth") and me and govern operation of this account. They may be supplemented by written agreement but not replaced by the terms of other specific agreements between HollisWealth and me as the nature of the account may require.

K SIGNATURES – CLIENT ACCOUNT AGREEMENT (continued)

- 3. I have been provided with, read and understand the National Instrument 54-101 Communication with Beneficial Owners of Securities explanatory section within the Blue Diamond Institutional Terms and Conditions brochure and as my securities held with HollisWealth are registered in the name of HollisWealth or the name of the agent of HollisWealth, I request that the above arrangements be made as indicated. I understand that these elections apply to all securities held in my account with HollisWealth that are not registered in my name, unless I have given other instructions regarding securities in another account. I understand that these instructions may be changed at any time in writing and that HollisWealth will use reasonable efforts to act upon changes in instructions where advice is received between record date and meeting date.
- 4. My Investment Advisor does not have a direct or indirect ownership interest in this account.
- 5. **Institutional Customer:** I understand that the Institutional Account is only available to an eligible client who qualifies as an "Institutional Customer" as defined under the Dealer Member Rules of the Investment Industry Regulatory Organization of Canada ("IIROC Rules") and a "permitted client" as defined under National Instrument 31-103 ("NI 31-103"). I hereby confirm and certify to HollisWealth that: (a) I have reviewed the definition of an "Institutional Customer" under IIROC Rules and the definition of a "permitted client" under NI 31-103, (b) the legal entity listed above meets the definition of an "Institutional Customer" under IIROC Rules, and (c) the legal entity listed above meets the definition of a "permitted client" under NI 31-103. I will immediately notify an authorized representative of HollisWealth if at any time the legal entity listed above ceases to meet both the definition of an "Institutional Customer" under IIROC Rules and the definition of a "permitted client" under NI 31-103 and shall fully reimburse, hold harmless and indemnify HollisWealth for any liability which HollisWealth may incur in connection with HollisWealth's reliance upon the certification contained herein.
- 6. United States Withholding Tax-Limitation of Benefits Treaty Statement ("Treaty"): We meet all provisions of the Treaty that are necessary to claim a reduced rate of withholding, including any limitation of benefits provisions, and we derive the U.S. source income within the meaning of section 894 of the Code, and the regulations thereunder, and the beneficial owner(s). Refer to the HollisWealth Terms and Conditions brochure for complete details.
- 7. I acknowledge receipt of a prospectus for the initial mutual fund investment or an information folder for the initial segregated fund investment and I understand the fees associated with the purchase. I acknowledge receipt of the IIROC Arbitration Brochure. I acknowledge the risks associated with borrowing money to purchase investments as set out in the Blue Diamond Institutional Terms and Conditions brochure.
- 8. I acknowledge that the information on this application accurately represents the financial situation of the entity ("the Client") and my understanding of the information disclosed, as at the date noted below. I agree to notify HollisWealth of any changes to information recorded in the application including changes to investment knowledge, investment objectives, risk tolerance or investment timeframe. I further acknowledge that: I have received the Blue Diamond Institutional Terms and Conditions brochure (particularly the provisions respecting leverage risk disclosure, segregated funds contracts, and equity disclosure of ownership) and the Margin Terms and Conditions and Option Account Agreement (as applicable); I have read and understood all of the terms and conditions in such agreements, and I agree to be bound by all such terms and conditions. By signing this application, I acknowledge the disclosure describing the relationship with 1832 Asset Management L.P. or any affiliate thereof as set out in the Blue Diamond Institutional Terms and Conditions brochure.
- 9. I certify and agree that:
 The above is a full and complete disclosure of information with respect to all natural persons, entities, trusts and directors holding beneficial ownership interests, (direct or indirect) in the above named account;
 We will maintain accurate up-to-date information respecting all beneficial owners by notifying HollisWealth of material changes and provide confirmation and up-to-date information about beneficial owners as requested under the Proceeds of Crime (Money Laundering) and Terrorist Financing Act, Qualified Intermediary, Canadian Tax Regulations related to the Foreign Account Tax Compliance Act and Investment Industry Regulatory Organization of Canada regulations, or by an external auditor of HollisWealth.
 At the time of an external audit examination, we understand that we may be contacted by HollisWealth and requested to provide to their auditors information on the current beneficial owners to validate that the current file at HollisWealth is up-to-date and accurate, or to provide new information about beneficial owners as required, and agree to do so;
 We will provide the required verification documents for this entity and the personal identity documents for authorized persons and individual beneficial owners and submit a new form within 30 days of such change in circumstances if any certification on this form becomes incorrect as required under current legislation and regulations;
 The income to which this form relates is: (a) not effectively connected with the conduct of a trade or business in the United States, (b) effectively connected but is not subject to tax under an income tax treaty, or (c) the partner's share of a partnership's effectively connected income, and for broker transactions or barter exchanges, the beneficial owner is an exempt foreign person as defined in the instructions; and the authorized person has the capacity to sign this form for the beneficial owner(s) named on this form.
- 10. I understand that all of the personal information that I provide to HollisWealth will remain confidential unless otherwise permitted by me or required by law or the rules of a recognized securities regulator or self regulatory authority to disclose the information.
- 11. I understand that pursuant to the implementation by the Federal Government of the Proceeds of Crime (Money Laundering) and Terrorist Financing Act, HollisWealth is obligated to verify the signatures of all person(s) involved with an account. This includes any individual authorized to give instructions in respect of an account. Acceptable verification includes a valid driver's license, passport or birth certificate accompanied by photo identification. Unacceptable forms of verification include credit cards, social insurance cards or bankcards.
- 12. I understand that my investment Advisor (the "Advisor") may be an employee or an agent of HollisWealth. In either case, I understand that HollisWealth will be irrevocably liable to me, and will continue to be liable to me, for the acts and omissions of the Advisor relating to Securities Related Business as if the Advisor were an employee of HollisWealth. By continuing to deal with HollisWealth, I accept HollisWealth's offer of indemnity. "Securities Related Business" is defined in the HollisWealth Institutional Terms and Conditions brochure.
- 13. If I have indicated in this application form that I am a resident of a province or territory of Canada, this agreement shall be governed by and construed in accordance with the laws of that jurisdiction. Otherwise, this agreement shall be governed by and construed in accordance with the laws of the province of Ontario and the laws of Canada applicable therein.
- 14. If I live in Quebec, I have requested that this Application and all documents relating to this account be in English. Au Québec, les parties conviennent et exigent expressément que ce contrat ainsi que tous documents et avis émis en vertu de celui-ci ou s'y rattachant soient rédigés en anglais.
- 15. Canada Revenue Agency Certification for Non-Residents of Canada: If I am a resident of a country other than Canada for tax purposes ("Tax Residency"), I hereby confirm and certify that I am the beneficial owner of and, to the best of my knowledge, am entitled to the benefits of the tax treaty, if any, between Canada and my Tax Residency on all of this account's income. I agree to immediately notify the Company of any changes to my Tax Residency, and I further agree to fully reimburse and indemnify the Company for any liability that the Company may incur in connection with under withholding of tax based on my instructions.
- 16. I acknowledge that information contained in this form and information regarding my Scotiabank accounts (including information on account balances and payments received) may be reported to the Canada Revenue Agency (CRA), and that the CRA may provide the information to any additional country I have listed above as being a country in which I am a resident for tax purposes.
- 17. I acknowledge that HollisWealth is a separate entity from The Bank of Nova Scotia. Unless otherwise advised, securities purchased from or through HollisWealth (a) are not insured by a government deposit insurer, (b) are not guaranteed by a Canadian financial institution, and (c) may fluctuate in value.
- 18. I understand that my account information may be shared within the Scotiabank Group to help provide me with better service across our entire relationship. My consent to share affords me greater opportunity to access the many resources of this organization whether they are with my Advisor, at a bank branch, or on the Internet. By signing below, I consent to HollisWealth sharing my information in accordance with the Scotiabank Group Privacy Agreement. I am aware that the Scotiabank Group is committed to maintaining the privacy of my information and strictly adheres to the measures outlined in the agreement to accomplish this. My consent is not a condition of doing business with HollisWealth and I may withdraw it at any time by contacting my Advisor.

I consent I do not consent

Please read the Scotiabank Group Privacy Agreement contained in the Blue Diamond Terms and Conditions brochure.

Accounts of HollisWealth clients are covered by the Canadian Investor Protection Fund (within prescribed limits).

X	Authorized Signatory		Name	Date (mm-dd-yyyy)
X	Authorized Signatory		Name	Date (mm-dd-yyyy)

L COMMENTS			
Investment Advisor use only			
Contact first established by		Referred by	
<input type="radio"/> Warm call	<input type="radio"/> Cold call	<input type="radio"/> Seminar	<input type="radio"/> External lead
<input type="radio"/> Advertisement	<input type="radio"/> Walk in	<input type="radio"/> Direct mail	<input type="radio"/> Mail drop
		<input type="radio"/> Existing client	<input type="radio"/> Internet
Have you met the client face to face?	How long have you known the client?	Is the Investment Advisor registered in the province in which the client resides?	
<input type="radio"/> Yes <input type="radio"/> No	years	<input type="radio"/> Yes <input type="radio"/> No	
DAP settlement agent	Agent account number	FINS number	
Initial proposed transaction (Does not represent an official order)	<input type="radio"/> Deposit of Securities	<input type="radio"/> Deposit of Funds	<input type="radio"/> Buy Order
	<input type="radio"/> Sell Order	<input type="radio"/> Transfer of Account	Description of initial orders
			<input type="radio"/> Solicited
			<input type="radio"/> Unsolicited \$
Investment Advisor name	Investment Advisor signature		Date (mm-dd-yyyy)
Investment Advisor name	Investment Advisor signature		Date (mm-dd-yyyy)
Investment Advisor name	Investment Advisor signature		Date (mm-dd-yyyy)
Branch Manager approval (Do not sign for your own IA Code)	Date (mm-dd-yyyy)	Compliance department approval/DROP/AROP	Date (mm-dd-yyyy)



Regional District of Bulkley-Nechako Memo – Board Agenda February 28, 2016

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: February 17, 2016
Re: Chinook Comfor Limited Shareholder' Agreement and
 Chinook Comfor Limited Partnership Agreement

Attached for approval by the RDBN Board are the Chinook Comfor Limited Shareholders' Agreement and Chinook Comfor Limited Partnership Agreement. A brief summary of the key provisions follows.

1.0 Structure

In summary, the Chinook Community Forest is made up of a limited corporation called Chinook Comfor Limited and the Chinook Comfor Limited Partnership. Chinook Comfor Limited is the general or managing partner of the Chinook Comfor Limited Partnership.

1.1 Corporation

Chinook Comfor Limited is a corporation and has eight separate shareholders. Two of the shareholders are local governments: the Village of Burns Lake and the Regional District of Bulkley-Nechako; and the other six shareholders are First Nation economic development corporations representing six separate First Nations.

Chinook Comfor Limited will be operated by the Directors of Chinook Comfor Ltd. Each shareholder is entitled to appoint a single director to the Board of Directors of this corporation, except the Regional District that will appoint two directors. The Board of Directors of Chinook Comfor Limited will be managing the Limited Partnership on behalf of the Limited Partners.

1.2 Limited Partnership

The Limited Partnership is made up of the General or Managing Partner, Chinook Comfor Limited, and eight Limited Partners. The eight limited partners are the two local governments and six First Nations.

The Community Forest Agreement issued by the Ministry of Forests is held by the Limited Partnership. Profits made as a consequence of operating under the Ministry of Forests Chinook Management Plan will be paid in accordance with the unit shares of the Limited Partnership. The number of units for each of the limited partners are set out in paragraph 6.1 of the Limited Partnership Agreement. The General Partner (Chinook Comfor Limited) is issued one Class A unit, the value of which is approximately 0.2% of the total units, and the remaining 9,980 Class B units are divided between the other 8 Limited Partners: approximately 14 percent to each of the six First Nation limited partners; approximately 9% to the Regional District and 6% to the Village.



The initial capital contribution of the Regional District is \$894.00.

2.0 Limited Partnership Highlights

The fiscal period of the limited partnership shall end of the 31st day of December in each year.

The business of the limited partnership is as permitted under the Community Forest Licence including the planning, harvesting, marketing and selling of timber and other forest products and managing community forest tenures.

The place of business for the limited partnership is 47805 Olson Road, Burns Lake, BC and the records office is #205 – 1544 Marine Drive, West Vancouver, BC.

None of the Limited Partners are entitled to take part in the control or management of the business of the Limited Partnership or exercise any power in connection therewith, execute any document which binds or purports to bind the Limited Partnership, hold himself, herself or itself out as having the power or authority to bind the Limited Partnership, bring any action for partition or sale in connection with the partnership assets except that the General Partner may do the foregoing on behalf of the Limited Partnership in its capacity as the General Partner.

The General Partner has the authority to administer, manage, control and operate the business of the Limited Partnership.

The liability of each of the Limited Partners is limited to the capital contribution each of them makes to the Limited Partnership unless they become involved in the management and operation of the Limited Partnership.

Paragraph 10.13 of the Limited Partnership sets out powers that are exercisable only by unanimous resolution passed by the Limited Partners. These include approving or disapproving the sale or exchange in a single transaction of all or substantially all of the business and assets of the Limited Partnership; consenting to the amendment of the Limited Partnership Agreement; removing or appointing a new General Partner and dissolving or terminating the Limited Partnership.

3.0 Chinook Comfor Limited

Article 8 of Chinook Comfor Limited contains restrictions on borrowing, guaranteeing borrowing and contract limits. Any borrowing has to be with the unanimous approval of the shareholders. The local governments are not permitted to borrow or secure lending except as permitted by law. The maximum aggregate debt obligation if fully drawn cannot exceed \$1,000,000 and the contract limit is \$4,500,000 unless either local government approves greater contract amount of at least four other shareholders.



February 17, 2016

Page 3 of 4

Chinook Comfor Limited Shareholders' Agreement and
Chinook Comfor Limited Partnership Agreement

The quorum for shareholders is set out in paragraph 3.4(b) of the Shareholders Agreement and requires all shareholders.

Section 13.10 sets out those persons who are not qualified to be directors. This includes the person who is the mayor or councillor of the Village of Burns Lake or who is a director of the Regional District of Bulkley-Nechako, and any person who is a corporate, financial or chief administrative officer of the Regional District.

Article 25.4 sets out the restriction on business. This is limited to those items referred to earlier in Article 1.3.

Article 26.1 confirms that the corporation will be subject to the *Freedom of Information and Protection of Privacy Act* as if it were a public authority under that legislation.

4.0 Shareholders Agreement

The Shareholders Agreement sets out rules regarding the conduct of the affairs of Chinook Comfor Ltd. The quorum required for the transaction of business at a meeting of the Board of Directors is seven directors comprising at least four nominees of each of the First Nation shareholders and the Village of Burns Lake and both nominees of the Regional District (this is subject to paragraph 3.5 which permits a lesser quorum if two meetings are called and no quorum is present). Further the Board of Directors may only approve certain items with approval of at least four of the shareholders including, each of the First Nation development corporations and at least one of either the Regional District or the Village. These items include incurring a capital commitment beyond \$1,000,000, entering into contracts in excess of \$4,500,000, acquiring or disposing of an interest in another corporation or partnership, lending or guaranteeing borrowing, adopting annual budgets of the company.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

1. That the memorandum from the Financial Administrator, dated February 16, 2016 regarding the Chinook Comfor Limited Shareholders' Agreement and Chinook Comfor Limited Partnership Agreement be received; and,
2. Whereas the Regional District intends to be a shareholder in a community forest corporation and has sought and obtained approval from the Inspector of Municipalities for the incorporation of the proposed Chinook Comfor Limited;



February 17, 2016

Page 4 of 4

Chinook Comfor Limited Shareholders' Agreement and
Chinook Comfor Limited Partnership Agreement

And Whereas the Chinook Comfor Limited is proposed to be the General Partner in the proposed Chinook Comfor Limited Partnership and the Regional District intends to be a Limited Partner in the Chinook Comfor Limited Partnership;

Therefore be it resolved that the Board of the Regional District of Bulkley-Nechako approves for execution by its authorized signatories the Chinook Comfor Limited Partnership Agreement.

3. Whereas the Regional District intends to be a shareholder in a community forest corporation and has sought and obtained approval from the Inspector of Municipalities for the incorporation of the proposed Chinook Comfor Limited;

Therefore be it resolved that the Board of the Regional District of Bulkley-Nechako approves for execution by its authorized signatories the Chinook Comfor Limited Shareholders' Agreement.

SHAREHOLDERS' AGREEMENT

THIS AGREEMENT is dated for reference _____, 2016.

AMONG:

Yinka Dene Economic Development Limited Partnership
(**"Wet'suwet'en Co."**)

OF THE FIRST PART

AND:

Hunust' ot' en Investment Corp.
(**"Nee Tahí Buhn Co."**)

OF THE SECOND PART

AND:

Natanlii Developments Ltd.
(**"Skin Tyee Co."**)

OF THE THIRD PART

AND:

Noot'senay Enterprises Limited Partnership
(**"Cheslatta Co."**)

OF THE FOURTH PART

AND:

[Corporation of Lake Babine First Nation]
(**"Lake Babine Co."**)

OF THE FIFTH PART

AND:

Ts'il Kaz Hoh Development Limited Partnership
(hereinafter called "**Burns Lake Co.**")

OF THE SIXTH PART

AND:

The Village of Burns Lake

("Village")

OF THE SEVENTH PART

AND:

Regional District of Bulkley Nechako

("Bulkley Nechako")

OF THE EIGHT PART

AND:

Chinook Comfor Limited, a company incorporated under the laws of the Province of British Columbia, Incorporation number:BC0_____, having an office at 47805 Olson Road, Burns Lake, BC V0J 1E4

(hereinafter called the "Company")

OF THE NINTH PART

WHEREAS:

A. Wet'suwet'en Co., Nee Tahi Buhn Co., Skin Tyee Co., Cheslatta Co., Lake Babine Co., Burns Lake Co., Village and Bulkley Nechako are the shareholders of the Company; and

B. The parties hereto wish to enter into this Agreement.

NOW THEREFORE THS AGREEMENT WITNESSES that in consideration of the premises and of the mutual covenants set forth in this Agreement, each of the parties agrees with the others as follows:

ARTICLE 1 DEFINITIONS

1.1 In this Agreement, the following words and phrases, unless there is something in the context inconsistent with them, will have the following meanings:

- (a) "**Act**" means the *Business Corporations Act* of British Columbia, as amended, or replacement legislation for such act;
- (b) "**Articles**" means the articles of the Company as may be amended from time to time;
- (c) "**Associate**" means, as to any party herein, any corporation that directly or indirectly through one or more intermediaries controls, is controlled by or is under common control with such other person and for these purposes the term

“**control**” means the possession, directly or indirectly, of the power to control the voting rights of fifty-one percent (51%) or more of the issued capital of a corporation or the power to direct or cause the direction of the management and policies of a person, whether through the ownership of voting securities, by contract or otherwise;

- (d) “**Auditors**” means the auditors of the Company from time to time or where the Company does not have auditors, its independent accountant;
- (e) “**Bank**” means the banker of the Company from time to time;
- (f) “**Board**” means the board of directors of the Company;
- (g) “**Default**” has the meaning set out in section 6.1;
- (h) “**Defaulting Shareholder**” has the meaning set out in section 6.1;
- (i) “**Limited Partners**” means Wet’suwet’en First Nation, Nee Tahi Buhn First Nation, Skin Tye First Nation, Cheslatta Carrier First Nation, Lake Babine First Nation, Burns Lake Band, Village of Burns Lake, Bulkley Nechako, and means any one of them;
- (j) “**Limited Partnership**” means the Chinook Comfor Limited Partnership;
- (k) “**Limited Partnership Agreement**” means the limited partnership agreement dated for reference _____, 2016, which creates and governs the Chinook Comfor Limited Partnership, and all amendments to such agreement;
- (l) “**Non-defaulting Shareholder**” individually and the “**Non-defaulting Shareholders**” collectively have the meaning set out in subsection 6.1(a);
- (m) “**Prime Rate**” means the floating rate of interest charged by the Bank in accordance with prevailing market conditions on short-term loans and designated as such by the Bank from time to time;
- (n) “**Secretary**” means the secretary of the Company;
- (o) “**Shareholders**” means Wet’suwet’en Co., Nee Tahi Buhn Co., Skin Tye Co., Cheslatta Co., Lake Babine Co., Burns Lake Co., Village and Bulkley Nechako, and their permitted assigns and “**Shareholder**” means any one of them; and
- (p) “**Shares**” means at the relevant time the common shares in the capital of the Company issued and outstanding.

ARTICLE 2 INTERPRETATION

- 2.1 This Agreement will in all respects be governed by and be construed in accordance with the laws of the Province of British Columbia and the parties to this Agreement submit and attorn to the jurisdiction of the courts of the Province of British Columbia.

- 2.2 If a provision contained in this Agreement is invalid, illegal or unenforceable in any respect in any jurisdiction, the validity, legality and enforceability of such provision is not in any way affected or impaired in any other jurisdiction and the validity, legality and enforceability of the remaining provisions contained in this Agreement will not in any way be affected or impaired.
- 2.3 Wherever the singular is used in this Agreement, it is deemed to include the plural or the body politic or corporate where the context or the parties so require.
- 2.4 The headings of the sections of this Agreement are inserted for convenience only and do not affect the construction of this Agreement.
- 2.5 A reference to this Agreement to a numbered or lettered section, or clause refers to the section, section or clause bearing that number or letter in this Agreement, unless otherwise stated.
- 2.6 All accounting terms not defined in this Agreement have those meanings generally ascribed to them in accordance with generally accepted accounting principles, applied consistently.
- 2.7 In the event of any conflict between this Agreement and the Articles, the terms of this Agreement will prevail and the Shareholders will vote their Shares to amend the Articles so that the Articles will conform with this Agreement. Upon execution of this Agreement, the Shareholders will cause the Articles to be amended to reflect the terms of this Agreement.

ARTICLE 3 CONDUCT OF THE AFFAIRS OF THE COMPANY

- 3.1 The Shareholders will vote their Shares so that the Board is comprised of nine directors and so that one nominee of each of the Wet'suwet'en Co., Nee Tahi Buhn Co., Skin Tyee Co., Cheslatta Co., Lake Babine Co., Burns Lake Co., Village Shareholders and two nominees from the Bulkley Nechako shareholders (one to be appointed from Area B and one to be appointed from Area E) are directors of the Company. If a position on the Board is open for any reason, the Shareholder whose nominee formerly occupied such position is entitled to nominate a new director to fill the vacancy.
- 3.2 If a nominee to the Board of one of the Shareholders fails to vote and act as a director to carry out the provisions of this Agreement, the Shareholders will exercise their right as shareholders of the Company and in accordance with the Articles to remove such nominee from the Board and to elect in his or her place an individual nominated by the Shareholder whose nominee was removed.
- 3.3 The conduct of the business of the Company shall be governed in accordance with the Articles, except as otherwise provided in this Agreement.
- 3.4 (a) The quorum required for the transaction of business at a meeting of the Board is **seven (7)** directors comprising of at least four of the nominees of each of Wet'suwet'en Co., Nee Tahi Buhn Co., Skin Tyee Co., Cheslatta Co., Lake Babine Co., Burns Lake Co., and the Village of Burns Lake nominee, and both the nominees of Bulkley Nechako , subject to subsection 3.5;

- (b) The quorum required for the transaction of business at a meeting of Shareholders is all Shareholders in person or by proxy.
- 3.5 If a quorum is not present within one-half hour from the time set for a meeting of the Board, the meeting will be adjourned to the same day in the next week, at the same time and place, and, if at the first adjourned meeting a quorum is not present within one-half hour of the time appointed for the meeting, the meeting will be adjourned once more to the same day in the following week, at the same time and place, and if at the second adjourned meeting a quorum is still not present within one-half hour of the time appointed for the meeting, a majority of directors or their alternates will constitute a quorum;
- 3.6 Notwithstanding section 3.5, the following matters will only be undertaken upon the written consent of a least 4 of the shareholders of each of Wet'suwet'en Co, Nee Tahí Buhn Co., Skin Tyee Co., Cheslatta Co. Lake Babine Co., Burns Lake Co. and at least one of either Bulkley-Nechako or the Village (and the consent of each such shareholder must be signified by the written consent of all of the authorized signatories of the shareholder):
- (a) the undertaking by the Limited Partnership of any new business or project;
 - (b) incurring by the Company on its own behalf or on behalf of the Limited Partnership of any capital commitment (including the purchase of any fixed asset) in excess of \$1,000,000.00 in respect of any one transaction;
 - (c) entering into any contracts which have as a term (including any renewal or extension terms permitted under the contract), exceeding two years or requires payment by the Company of an amount in excess of Four Million Five Hundred Thousand Dollars (\$4,500,000.00);
 - (d) acquiring or disposing of any interest in any other corporation or partnership or entering into any joint venture or partnership with any other corporation or person;
 - (e) lending or providing any guarantee in respect of any amount whatsoever including, without limitation, a loan by the Limited Partnership to any person;
 - (f) increasing, reducing or cancelling the authorized or issued share capital of the Company or issuing or granting any option over the unissued share capital of the Company;
 - (g) issuing any shares of any class in the capital of the Company (except for an issue of shares made pursuant to this Agreement); and
 - (h) adopting the annual budgets of the Company.
- 3.7 Notwithstanding section 3.5, the following matters will only be undertaken upon the written consent of all of the shareholders:

- (a) disposing of any land or improvements of the Company or any other significant asset of the Company or the Company (other than in the normal course of business); and
- (b) selling or disposing of the whole or a substantial part of the undertaking and goodwill or the assets of the Company or the Limited Partnership.

**ARTICLE 4
FINANCING AND SHAREHOLDERS' CONTRIBUTIONS**

4.1 Initially the subscribed capital of the Company is:

NAME	COMMON SHARES
Wet'suwet'en Co.	1415
Nee Tahi Buhn Co.	1415
Skin Tyee Co.	1415
Cheslatta Co.	1415
Lake Babine Co.	1415
Burns Lake Co.	1415
Village	596
Regional District	894

- 4.2 Funds required from time to time by the Company will be obtained, to the greatest extent possible, by borrowing from a chartered bank or other institutional lender.
- 4.3 No Shareholder is obliged to enter into any agreement of guarantee with respect to the indebtedness of the Company or to pledge his or her credit on behalf of the Company, except with the unanimous agreement of the Shareholders, and unless it is agreed in writing by all the Shareholders to make further loans to the Company, the sole financial obligation of a Shareholder is as set out in section 4.1. Any guarantees or additional Shareholder's loans will be borne by the Shareholders pro rata in proportion to the shareholdings of Common shares in the Company, and if any of the Shareholders discharges any liabilities of the Company either directly or pursuant to a guarantee given under this section, the Shareholder discharging the liabilities has the right to be reimbursed by the Shareholders not so contributing so that in the end each of the Shareholders will have contributed in proportion to his or her pro rata shareholdings of Common shares.

**ARTICLE 5S
RESTRICTIONS ON TRANSFER**

- 5.1 No Shareholder may sell, transfer or otherwise dispose of, or offer to sell, transfer or otherwise dispose of, any of his or her Shares unless agreed to in writing by all Shareholders, or expressly permitted pursuant to this Agreement.

- 5.2 If any Limited Partner transfers or assigns their interest in the Limited Partnership, (called a "**Transfer of Partnership Interest**"), in a manner permitted pursuant to the Limited Partnership Agreement, then the Limited Partner, shall concurrently transfer and assign its Shares (or if a portion only of its Limited Partnership interest is transferred and assigned, an equivalent portion of its Shares), without payment of any consideration for such Shares, to the assignee of the Limited Partnership interest and the parties hereto consent to such transfer and assignment of Shares.
- 5.3 Upon execution of this Agreement, the Shareholders will surrender to the Company and the Company will legibly stamp or endorse upon each certificate representing the Shares a statement as follows:

"The shares represented by this certificate are transferable only in compliance with and pursuant to the terms of an agreement among Wet'suwet'en Co., Nee Tahi Buhn Co., Skin Tyee Co., Cheslatta Co., Lake Babine Co., Burns Lake Co., Village of Burns Lake and Bulkley Nechako Regional District and the Company."

ARTICLE 6 DEFAULT

- 6.1 An event of default (a "**Default**") arises if a Shareholder (the "**Defaulting Shareholder**"):
- (a) fails to observe, perform or carry out any of its obligations under this Agreement and such failure continues for thirty (30) days after any Shareholder not in default (the "**Non-defaulting Shareholder**" individually and the "**Non-defaulting Shareholders**", collectively) has in writing demanded that such failure be cured;
 - (b) fails to take reasonable actions to prevent or defend assiduously, any action or proceeding, seizure, execution or attachment or which claims possession, sale, foreclosure, the appointment of a receiver or receiver-manager of its assets, or forfeiture of any of the Shares of the Defaulting Shareholder, and such failure continues for thirty (30) days after a Non-defaulting Shareholder has in writing demanded that such actions be taken or the Defaulting Shareholder fails to defend successfully any such action or proceeding; or
 - (c) becomes a bankrupt or commits an act of bankruptcy or if a receiver or receiver-manager of its assets is appointed or makes any assignment for the benefit of creditors or otherwise.
- 6.2 If a Default occurs under section 6.1, the Non-defaulting Shareholder(s) may:
- (a) pursue any remedy available in law or in equity, each Shareholder acknowledging that specific performance, injunctive relief (mandatory or otherwise) or other equitable relief may be the only adequate remedy for a Default;
 - (b) take all actions in its own name or in the name of the Defaulting Shareholder, the Shareholders or the Company as may reasonably be required to cure the

Default, and all payments, costs and expenses incurred by the Non-defaulting Shareholder(s) will be payable by the Defaulting Shareholder to the Non-defaulting Shareholder(s) on demand with interest as provided in section 7.1; and

- (c) waive the Default provided that any waiver of a particular Default shall not operate as a waiver of any subsequent or continuing Default.

ARTICLE 7 GENERAL PROVISIONS

- 7.1 If a Shareholder is required by this Agreement to pay monies to the other Shareholders such monies will bear interest at the Prime Rate (at the time the monies became payable) plus two percent (2%) per annum calculated and paid monthly until repayment in full of the monies owed.
- 7.2 This Agreement terminates:
 - (a) if the Company:
 - (i) has a receiving order made against it;
 - (ii) goes into bankruptcy either voluntarily or involuntarily; or
 - (iii) makes a proposal to its creditors; or
 - (b) if the Shareholders and the Company consent in writing to the termination.
- 7.3 A Shareholder who has disposed of all of his or her Shares in compliance with the provisions of this Agreement is entitled to the benefit of and is bound by only the rights and obligations which arose under this Agreement prior to such disposition.
- 7.4 The Shareholders and the Company will execute such further assurances and other documents and instruments and do such further and other things as may be necessary to implement and carry out the intent of this Agreement.
- 7.5 The provisions of this Agreement constitute the entire agreement among the Shareholders, and among the Shareholders and the Company, and supersedes all previous expectations, understandings, communications, representations and agreements whether verbal or written among the Shareholders, or among the Shareholders and the Company, with respect to the subject matter of this Agreement.
- 7.6 Any notice required to be given under this Agreement by any party will be deemed to have been given if faxed to, or delivered at, the address of the other parties as follows:
 - (a) If to Wet'suwet'en Co.: Box 760
Burns Lake, BC V0J 1E0

Fax No. _____

- (b) If to Nee Tahi Buhn Co: 47805 Olson Road
Burns Lake, BC V0J 1E0
Fax No. _____
- (c) If to Skin Tyee Co.: Box 131
Burns Lake, BC V0J 2P0
Fax No. _____
- (d) If to Cheslatta Co.: Box 909
Burns Lake, BV V0J 1E0
Fax No. _____
- (e) If to Lake Babine Co: Box 879
Burns Lake, BC V0J 1E0
Fax No. _____
- (f) If to Burns Lake Co.: Box 9000
Burns Lake, BC V0J 1E0
Fax No. _____
- (g) If to Village of Burns Lake: 15 – 3rd Avenue
Box 570
Burns Lake, BC V0J 1E0
Fax No. _____
- (h) If to Regional District of Bulkely Nechako: _____

Fax No. _____
- (i) If to the Company:

CHINOOK COMFOR LIMITED
47805 Olson Road
Burns Lake, BC V0J 1E4

Fax No. _____

or at such other address as the other parties to this Agreement may from time to time direct in writing, and any such notice is deemed to have been received, if faxed, forty-eight (48) hours after the time of faxing and, if delivered, upon the date of delivery. If normal fax service is interrupted by any cause, the party sending the notice will utilize such other service as is not interrupted or will deliver the notice.

7.7 No Shareholder shall disclose any confidential information relating to the other Shareholders' finances and business affairs unless such information is in the public domain or was disclosed to the first-mentioned Shareholder by a third party under no

confidential obligation to that Shareholder to whom the information relates, or such disclosure is required by law, governmental or regulatory body's rules, or such disclosure is given in connection with mediation or legal proceedings in respect of this Agreement.

7.8 Time is of the essence of this Agreement.

7.9 This Agreement enures to the benefit of and is binding upon the Shareholders and the Company and their respective personal representatives, heirs, executors, administrators, successors and permitted assigns.

7.10 This Agreement shall be governed by and construed in accordance with the laws of the Province of British Columbia.

IN WITNESS WHEREOF the parties to this Agreement have executed this Agreement.

Signed, Sealed and Delivered by the authorized signatory(ies) of **Chinook Comfor Limited**

Per: _____
Signature

Print Name: _____

Per: _____
Signature

Print Name: _____

Signed, Sealed and Delivered by the **Yinka Dene Economic Development Limited Partnership** by the authorized signatory(ies) of its general partner

Per: _____
Signature

Print Name: _____

Per: _____
Signature

Print Name: _____

Signed, Sealed and Delivered by the
authorized signatory(ies) of
Hunust'ot'en Invesment Corp.

Per: _____
Signature

Print Name: _____

Per: _____
Signature

Print Name: _____

Signed, Sealed and Delivered by the
authorized signatory(ies) of
Natanlii Developments Ltd.

Per: _____
Signature

Print Name: _____

Per: _____
Signature

Print Name: _____

Signed, Sealed and Delivered by the
Noot'senay Enterprises Limited Partnership
by authorized signatory(ies) of its general partner
Noot'senay Enterprises Ltd.

Per: _____
Signature

Print Name: _____

Per: _____
Signature

Print Name: _____

Signed, Sealed and Delivered by the
authorized signatory(ies) of
Hunust'ot'en Invesment Corp.

Per: _____
Signature

Print Name: _____

Per: _____
Signature

Print Name: _____

Signed, Sealed and Delivered by the
authorized signatory(ies) of
[Corp. of Lake Babine]

Per: _____
Signature

Print Name: _____

Per: _____
Signature

Print Name: _____

Signed, Sealed and Delivered by the
**Ts'il Kaz Koh Development Limited
Partnership** by the authorized signatory(ies) of
its general partner Ts'il Kaz Koh Development
Corporation

Per: _____
Signature

Print Name: _____

Per: _____
Signature

Print Name: _____

Signed, Sealed and Delivered by the
authorized signatory(ies) of
Village of Burns Lake

Per: _____
Signature

Print Name: _____

Per: _____
Signature

Print Name: _____

Signed, Sealed and Delivered by the
authorized signatory(ies) of
Regional District of Bulkley Nechako

Per: _____
Signature

Print Name: _____

Per: _____
Signature

Print Name: _____

THIS LIMITED PARTNERSHIP AGREEMENT dated for reference the ___ day of _____, 2016.

BETWEEN:

CHINOOK COMFOR LIMITED, (Inc. #BC0[REDACTED]) a corporation incorporated under the laws of the Province of British Columbia, having a registered delivery address of 47805 Olson Road, Burns Lake, BC V0J 1E4

(the "General Partner")

OF THE FIRST PART

AND:

Wet'suwet'en First Nation, as represented by its duly elected Chief and Council, having an address at PO Box 760, Burns Lake, BC V0J 1E0

(the "WFN")

OF THE SECOND PART

AND:

Nee Tahi Buhn First Nation, as represented by its duly elected Chief and Council, having a civic address of 47805 Olson Rd., Burns Lake, BC V0J 1E4

(the "NTBFN")

OF THE THIRD PART

AND:

Skin Tyee First Nation, as represented by its duly elected Chief and Council, having an address of PO Box 131, Burns Lake, BC V0J 2P0

(the "STFN")

OF THE FOURTH PART

AND:

Cheslatta Carrier First Nation, as represented by its duly elected Chief and Council, having an address of PO Box 909, Burns Lake, BC V0J 1E0

(the "CCFN")

OF THE FIFTH PART

AND:

Lake Babine First Nation, as represented by its duly elected Chief and Council, having an address of PO Box 879, Burns Lake, BC V0J 1E0

(the "LBFN")

OF THE SIXTH PART

AND:

Burns Lake Band, as represented by its duly elected Chief and Council, having an address of Bag 9000, Burns Lake, BC V0J 1E0

(the "BLB")

OF THE SEVENTH PART**AND:**

The Corporation of the Village of Burns Lake, as represented by its duly elected Chief and Council, having a civic address of 15 – 3rd Ave., PO Box 570, Burns Lake, BC V0J 1E0

(the "VBL")

OF THE EIGHTH PART**AND:**

Regional District of Bulkley Nechako, having a business address of 37 – 3rd Avenue, Burns Lake, BC V0J 1E0

(the "RDBN")

OF THE NINTH PART**AND:**

Each party who from time to time is accepted as a limited partner in the Chinook Comfor Limited Partnership, or who is a successor of any such person and who becomes a limited partner upon being registered as such under the *Partnership Act* (British Columbia)

OF THE TENTH PART

(WFN, NTB FN, STF N, CCF N, LBF N, BLB, VBL and RDBN and such other persons are hereinafter individually called a "Limited Partner" and collectively called the "Limited Partners")

WHEREAS:

A. CHINOOK COMFOR LIMITED has agreed to be the General Partner of CHINOOK COMFOR LIMITED PARTNERSHIP;

B. WFN, NTB FN, STF N, CCF N, LBF N, BLF, VBL and RDBN have agreed to be the Limited Partners of CHINOOK COMFOR LIMITED PARTNERSHIP;

C. The parties hereto are desirous of entering into this Agreement in order to record their respective rights and obligations.

NOW THEREFORE THIS AGREEMENT WITNESSES THAT in consideration of the premises, covenants, agreements, representations, undertakings and warranties hereinafter set out and other good and valuable consideration (the receipt and sufficiency of which is acknowledged by each of the parties hereto) the parties hereby covenant, agree, represent, undertake and warrant as follows:

ARTICLE I
DEFINITIONS AND INTERPRETATIONS

1.1 **Definitions** – In this Agreement, unless the context otherwise requires, the following words or expressions shall have the following meanings:

- (a) "Act" means the *Partnership Act*, R.S.B.C. 1996, c.348 of British Columbia, as it may be amended or re-enacted from time to time;
- (b) "Associate" means, as to any party herein, any corporation, society, partnership or other legal entity that directly or indirectly through one or more intermediaries controls, is controlled by or is under common control with such other person and for these purposes the term "control" means the possession, directly or indirectly, of the power to control the voting rights of 51% or more of the issued capital of a corporation or the power to direct or cause the direction of the management and policies of a person, whether through the ownership of voting securities, by contract or otherwise;
- (c) "Auditors" means the firm of Chartered Professional Accountants as appointed in accordance with this Agreement, whose partners are members in good standing with the Chartered Professional Accountants;
- (d) "Community Forest License" means **[DEFINE WHEN HAVE PARTICULARS]**
- (e) "Contribution" means the amount contributed in cash or otherwise to the capital of the Limited Partnership by a Limited Partner;
- (f) "Council" means the elected Chiefs and Councillors of each of the WFN, NTBFN, STFNL, CCFN, LBFN, and BLB;
- (g) "Distributable Funds" means, the amount of any by which:
 - (a) aggregate of:
 - i. Cash receipts of the Partnership during such period (excluding contributions of Capital);
 - ii. Loans to the Partnership during such period; and
 - iii. Amounts set aside as working capital or other reserves at the commencement of such period;

exceeds:

- (b) The aggregate of:
- i. Expenditures of the Partnership during such period (including operating expenses, capital expenditures and other expenses);
 - iii. Payments during such period in respect of loans to the Partnership; and
 - iv. Amounts set aside acting in a commercially reasonable manner, as working capital or other reserves at the end of such period;

all calculated without duplication.

- (h) "GAAP" means generally accepted accounting principles in Canada from time to time and, where applicable, any set of accounting principles specifically applicable to the business of the partnership;
- (i) "General Partner" means CHINOOK COMFOR LIMITED, a British Columbia company, or any successor in law or permitted assignee;
- (j) "Limited Partner" means any person or entity, including any of WFN, NTB FN, STF N, CCFN, LBFN, BLB, VBL or RDBN who subscribes for Class B Units, or who acquires Class B Units on a subsequent transfer from a Limited Partner in accordance with the terms of this Agreement and whose name has been entered in the register of Limited Partners maintained at the registered office of the Limited Partnership;
- (k) "Limited Partnership" means CHINOOK COMFOR LIMITED PARTNERSHIP;
- (l) "Net Income" or "Net Loss" means, respectively, the net income or loss of the Limited Partnership for a fiscal year determined in accordance with GAAP and shall include provisions for such reserves as in the opinion of the General Partner are required for the Partnership Business;
- (m) "Ordinary Resolution" means a resolution approved by more than 50% of the votes cast by those Limited Partners who vote, and who are entitled to vote, in person or by proxy at a duly convened meeting of Limited Partners, or at any adjournment thereof, called in accordance with this Agreement or a written resolution signed by all the Limited Partners;
- (n) "Partner" means a Limited Partner or General Partner and "Partners" means all of the Limited Partners and the General Partner;
- (o) "Partnership Assets" means all property, both including realty and personalty, legally and beneficially owned by the Limited Partnership;
- (p) "Partnership Business" means the business of the Limited Partnership as described in Section 2.4 of this Agreement;
- (q) "Registrar and Transfer Agent" means the General Partner or an agent appointed

thereby to keep a register of Limited Partners and a register of the transfer of Units;

- (r) "Special Resolution" means a resolution approved by not less than 75% of the votes cast by those Limited Partners who vote, and are entitled to vote, in person or by proxy at a duly convened meeting of Limited Partners, or at any adjournment thereof, called in accordance with this Agreement or a written resolution in one or more counterparts, signed by all the Limited Partners;
- (s) "Subscription" means the subscription form and power of attorney, the form to be determined by the General Partner, which shall be executed by a Limited Partner;
- (t) "Tax Act" means the *Income Tax Act* (Canada), together with all regulations made pursuant thereto, as it may be amended and re-enacted from time to time;
- (u) "Taxable Income" or "Taxable Loss" means, respectively, the amount of income or loss of the Limited Partnership for a fiscal year determined by the General Partner pursuant to the provisions of the Tax Act;
- (v) "Unanimous Resolution" means a resolution approved by all the Limited Partners; and those Limited Partners must be present, in person or by proxy at a duly convened meeting of Limited Partners, or at an adjournment thereof, called in accordance with this Agreement or a written resolution in one or more counterparts, signed by all of the Limited Partners;
- (w) "Unit" means one of the units of the Limited Partnership described in paragraph 6.1;
- (x) "Unit Certificate" means the form of certificate to be issued by the General Partner, evidencing the number of Units owned by the Partners;

1.2 **Interpretation** – In this Agreement, unless the context otherwise requires:

- (a) "this Agreement" means this limited partnership agreement as it may be further supplemented, amended or restated from time to time and all references to paragraphs, subparagraphs and schedules are to the respective paragraphs, subparagraphs and schedules in this Agreement unless stated to be otherwise;
- (b) the headings are for convenience only and do not form a part of this Agreement nor are they intended to interpret, define or limit the scope, extent or intent of this Agreement or any provision thereof;
- (c) unless otherwise provided in this Agreement, all accounting terms will be interpreted and all computations will be made in accordance with GAAP;
- (d) any reference to a statute will include such statute and regulations made pursuant to it, with all amendments made and in force from time to time, and to any statute or regulation

that may be passed which has the effect of supplementing or superseding the statute so referred to or the regulations made pursuant to it;

- (e) any reference to an entity includes and is deemed to be a reference to any entity that is a successor to such entity;
- (f) words importing the masculine gender include the feminine or neuter genders, corporations and partnerships, and words in the singular include the plural, and vice-versa, wherever the context requires; and
- (g) all references to currency are references to Canadian currency.

ARTICLE II

THE LIMITED PARTNERSHIP

2.1 **Formation and Status of Limited Partnership** – The parties hereto hereby form, in accordance with this Agreement and the Act, a limited partnership under the name and style of “CHINOOK COMFOR LIMITED PARTNERSHIP”. Subject to all applicable laws, the Limited Partnership shall carry on business under the name “CHINOOK COMFOR LIMITED PARTNERSHIP” or such other name or names as the General Partner may determine from time to time, provided that if a name other than “CHINOOK COMFOR LIMITED PARTNERSHIP” is used, the General Partner must first file a new declaration or certificate under the Act as required.

2.2 **Maintaining Status of Limited Partnership** – The General Partner shall be the general partner of the Limited Partnership, shall do all things and shall cause to be executed and filed such certificates, declarations, instruments and documents as may be required under the laws of the Province of British Columbia or other relevant laws to reflect the constitution of the Limited Partnership. The General Partner and each Limited Partner shall execute and deliver as promptly as possible any documents that may be necessary or desirable to accomplish the purposes of this Agreement or to give effect to the formation of the Limited Partnership under any and all applicable laws. The General Partner shall take all necessary actions on the basis of information available to it in order to maintain the status of the Limited Partnership as a limited partnership under the Act.

2.3 **Fiscal Period** – The fiscal period of the Limited Partnership shall end on the 31st day of December in each and every year or such other date as the Limited Partners may determine by Special Resolution.

2.4 **Business and Powers of the Limited Partnership**– The Limited Partnership will carry on any lawful business and activity as may be desirable and permitted under the Community Forest Licence including the planning, harvesting, marketing and selling of timber and other forest products and managing community forest tenures . The Limited Partnership shall have the power to do any and every act and thing necessary, proper, convenient or incidental to the accomplishment of its business and purposes. The Limited Partnership may carry on any other business if approved by the Unanimous Resolution of the Partners, and the filing, if necessary or advisable, of any certificates,

declarations, instruments or documents required under the laws of British Columbia or other relevant laws.

2.5 **Title** – The Partnership Assets shall be held in the name of the Limited Partnership except for the Community Forest Licence which will be held in the name of the General Partner. The Partnership Assets of the Limited Partnership may be held in the name of the General Partner, as nominee and bare trustee for the Limited Partnership, and for the use and benefit of the Partners in accordance with the terms and provisions hereof, until such time as the General Partner determines that it is appropriate or advisable for the assets to be held or registered in the name of the Limited Partnership, another nominee or otherwise. Such holding of the Partnership Assets will not prevent the vesting of the legal and beneficial title thereto in the Limited Partnership in the manner and at the time as otherwise herein provided. Each Partner will have an interest in the Partnership Assets held by the Limited Partnership in proportion to the number of Units held by it.

2.6 **Principal Place of Business** – The principal place of business of the Limited Partnership in the Province of British Columbia, and the registered office delivery and mailing addresses of the General Partner in the Province of British Columbia, shall be 47805 Olson Road, Burns Lake, BC V0J 1E4, and the records office shall be #205 – 1544 Marine Drive, West Vancouver, British Columbia V7V 1H8. The General Partner may change the principal place of business or the mailing address of the Limited Partnership and the registered and records office and mailing address of the General Partner from time to time by giving notice to that effect to all Limited Partners, pursuant to the notice provisions contained in this Agreement, provided that the registered office and mailing address of the General Partner and the principal place of business and mailing address of the Limited Partnership must be located on one of the reserves set apart for the use and benefit of WFN, NTBFN, STFN, CCFN, LBFN, BLB, VLB or RDBN.

2.7 **Term** – The Limited Partnership will become a limited partnership upon the filing and recording of the requisite certificate under the Act and shall continue until terminated upon the earlier of ninety-nine years from the date of execution of this Limited Partnership Agreement, the passage of a Unanimous Resolution approving the dissolution of the Limited Partnership or by operation of law and, in any case, after the completion of the liquidation of the Limited Partnership and distribution of all funds remaining after payment of all of the debts, liabilities and obligations of the Limited Partnership to its creditors, in accordance with the provisions of this Agreement.

2.8 **Compliance with Laws** – Each Limited Partner shall, on request by the General Partner, immediately execute all certificates, declarations, instruments and documents necessary to comply with any law or regulation of any jurisdiction in regard to the formation, continuance, operation or dissolution of the Limited Partnership.

2.9 **Limitation on Authority of Limited Partners** – A Limited Partner may from time to time examine the state and progress of the business of the Limited Partnership; however, no Limited Partner in his or its capacity as a Limited Partner shall:

- (a) take part in the control or management of the business of the Limited Partnership or

exercise any power in connection therewith;

- (b) execute any document which binds or purports to bind the Limited Partnership, the General Partner or any other Limited Partner as such;
- (c) hold himself, herself, or itself out as having the power or authority to bind the Limited Partnership, the General Partner or any other Limited Partner as such;
- (d) bring any action for partition or sale in connection with the Partnership Assets, whether real or personal, or register or permit any lien or charge in respect of the Units of such Limited Partner to be filed or registered or remain undischarged against the Partnership Assets in respect of such Limited Partner's interest in the Limited Partnership;

except that the General Partner may do the foregoing on behalf of the Limited Partnership in its capacity as the General Partner, notwithstanding that it or any shareholder, director or officer of the General Partner may also be a Limited Partner or a shareholder, director or officer of a Limited Partner, or be otherwise related to a Limited Partner.

2.10 **Compliance with the Act** – The Partners shall comply with the provisions of the Act in force or in effect from time to time and shall not take any action which will jeopardize or eliminate the status of the Limited Partnership as a limited partnership.

2.11 **Number of Partners** – The Limited Partnership shall at all times have at least one General Partner and one or more Limited Partners.

ARTICLE III **THE GENERAL PARTNER**

3.1 **Authority of the General Partner** – Subject to those matters which in accordance with this Agreement require an Unanimous Resolution, and subject to the Act, the General Partner shall carry on the business on behalf of the Limited Partnership with full power and authority to administer, manage, control and operate the business of the Limited Partnership, and to do or cause to be done any act, take or cause to be taken any proceeding, make or cause to be made any decision and execute and deliver or cause to be executed and delivered any instrument, deed, agreement or document necessary, appropriate or incidental to the carrying on of the business of the Limited Partnership. No person dealing with the Limited Partnership is required to enquire into the authority of the General Partner to do any act, take any proceeding, make any decision or execute and deliver any instrument, deed, agreement or document for, or on behalf of, or in the name of, the Limited Partnership.

3.2 **Specific Powers of the General Partner** – Without limiting the generality of section 3.1 hereof, it is acknowledged and agreed that the General Partner is authorized, at all appropriate times and from time to time, on behalf of and without further authority from the Limited Partners, to do all things which in its sole judgment are necessary, proper or desirable to carry on the business and

purposes of the Limited Partnership including but not limited to the following:

- (a) to act as the Registrar and Transfer Agent for the Limited Partnership, or retain another person to so act;
- (b) to cause the limited partnership to engage such counsel and other professional advisors or consultants as the General Partner considers advisable in order to perform its duties hereunder;
- (c) to open and operate, either in its own name or in the name of the Limited Partnership, a separate bank account in order to deposit and to distribute funds with respect to the Limited Partnership;
- (d) to execute, deliver and carry out all other agreements, documents and instruments which from time to time require execution by or on behalf of the Limited Partnership including without limitation any agreement, deed, transfer, covenant, indenture, mortgage, guarantee, postponement agreement or other security document, lease, easement, plan, restrictive covenant, release or surrender;
- (e) on behalf of the Limited Partnership, to cause the limited partnership to pay all taxes, fees and other expenses relating to the orderly maintenance, repair, and management of the Partnership Assets;
- (f) to act on behalf of the Limited Partnership with respect to any and all actions and other proceedings pertaining to the Limited Partnership or the Partnership Assets, brought by or against the Limited Partnership;
- (g) to determine the amount and type of insurance coverage to be maintained in order to protect the Partnership Assets and the Limited Partnership from all usual perils of the type covered in respect of comparable properties and businesses and in order to comply with the requirements of the lenders of funds to the Limited Partnership;
- (h) to negotiate and to cause the limited partnership to enter into agreements for the acquisition, maintenance and operation of Partnership Assets and to hold the Partnership Assets in the name of the General Partner, or the Limited Partnership;
- (i) on behalf of the Limited Partnership and in the name of the Limited Partnership, to cause the limited partnership to invest funds not immediately required for the business of the Limited Partnership in short term securities of, or guaranteed by, the Government of Canada, the government of any Canadian province, or certificates of deposit or interest-bearing accounts of Canadian chartered banks, or trust companies, or in prime commercial paper;
- (j) to cause the limited partnership to make distributions of Distributable Funds of the

Limited Partnership less reasonable reserves as determined by the General Partner;

- (k) to grant and execute mortgages, security agreements, assignments of rent, covenants, documents and instruments and to do all acts relating thereto as may be necessary to finance or refinance the Partnership Assets;
- (l) to borrow money for and on behalf of the Limited Partnership and to give security therefor, in the name of the Limited Partnership or the General Partner, for the purpose of financing and refinancing the business and operation of the Limited Partnership, but not for any other purpose;
- (m) to appoint the Auditors and to employ or engage employees, managers, contractors or consultants for the Partnership Business;
- (n) to let or lease all or any portion of the Partnership Assets, on behalf of the Limited Partnership;
- (o) to execute any and all other deeds, documents and instruments and to do or cause to be done all acts and things as may be necessary or desirable to carry out the intent and purpose of this Agreement, including, without limitation, retaining qualified agents to carry out any of the foregoing; and
- (p) to cause the limited partnership to pay costs and expenditures reasonably incurred by the Limited Partnership.

3.3 Reimbursement of General Partner – The General Partner is entitled to reimbursement by the Limited Partnership for all reasonable third party costs and expenses actually incurred by it on behalf of the Limited Partnership in the ordinary course of business or other costs and expenses incidental to acting as General Partner to the Limited Partnership which are incurred in connection with such costs and expenses.

3.4 Amendment of Agreement – Unless otherwise provided for herein, this Agreement may be amended in writing on the initiative of the General Partner with the unanimous written consent of all of the Limited Partners.

3.5 Amendment by General Partner – The General Partner may, without prior notice to or consent from any Limited Partner amend any other provision of this Agreement from time to time (so long as such amendment is not inconsistent with the provisions of Articles 3, 4 and 7):

- (a) for the purpose of adding to this Agreement any further covenants, restrictions, deletions or provisions which, in the opinion of counsel to the Limited Partnership, are necessary for the protection of the Limited Partners;

- (b) to cure any ambiguity or to correct or supplement any provisions contained herein, which, in the opinion of counsel to the Limited Partnership, may be defective or inconsistent with any other provisions contained herein, and with respect to which, in the opinion of such counsel, the cure, correction or supplemental provision does not and will not substantially adversely affect the interests of the Limited Partners; or
- (c) to make such other provisions in regard to matters or questions arising under this Agreement, which, in the opinion of counsel to the Limited Partnership, do not and will not substantially adversely affect the interest of the Limited Partners.

The Limited Partners will be notified of full details of such amendment to this Agreement within thirty (30) days of the effective date of the amendment.

3.6 Power of Attorney – Each Limited Partner hereby irrevocably nominates, constitutes and appoints the General Partner with full power of substitution as his true and lawful attorney and agent, with full power and authority in his or its name, place and stead and for his use and benefit to do the following, namely:

- (a) execute, swear to, acknowledge, deliver and file as and where required any and all of the following:
 - (i) all declarations and declarations of change or certificates required under the Act and other instruments necessary to form, qualify or continue and keep in good standing the Limited Partnership as a limited partnership;
 - (ii) all instruments, declarations and certificates necessary to reflect any amendment to this Agreement with any governmental body or instrumentality of the Government of Canada or a Province;
 - (iii) any certificates of business or trade names; and
 - (iv) all conveyances, agreements and other instruments or documents deemed necessary or desirable by the General Partner to reflect the dissolution and termination of the Limited Partnership including cancellation of any certificates or declarations and the execution of any elections under the Tax Act, or any analogous legislation;
- (b) execute and file with any governmental body or instrumentality thereof of the Government of Canada or a Province any documents necessary to be filed in connection with the business, property, assets and undertaking of the Limited Partnership; and
- (c) execute and deliver all such other documents or instruments on behalf of and in the name of the Limited Partnership and for the Limited Partners as may be deemed necessary or desirable by the General Partner to carry out fully the provisions of this

Agreement in accordance with its respective terms.

3.7 **Power of Attorney Irrevocable** – To evidence the provisions of section 3.6 hereof, each Limited Partner, in executing a Subscription or in executing the form of assignment of a Unit, will by such act have executed a power of attorney containing substantially the powers set forth above. The power of attorney granted herein is irrevocable, is coupled with an interest, shall survive the death, disability, incapacity, insolvency or other legal incapacity of a Limited Partner and shall survive the assignment, to the extent of the obligations of the Limited Partner hereunder, by the Limited Partner of the whole or any part of the interest of the Limited Partner in the Limited Partnership and extends to the heirs, executors, administrators, successors and assigns of the Limited Partner, and may be exercised by the General Partner executing on behalf of each Limited Partner any instruments by listing all of the Limited Partners to be bound by such instrument with a single signature as attorney and agent for all of them. Each Limited Partner agrees to be bound by any representation and actions made or taken in good faith by the General Partner pursuant to such power of attorney in accordance with the terms hereof and hereby waives any and all defences which may be available to contest, negate or disaffirm the action of the General Partner taken in good faith under such power of attorney.

3.8 **Duties of the General Partner**

- (a) The General Partner covenants that it will exercise its powers and discharge its duties under this Agreement honestly, in good faith, and in the best interests of the Limited Partners, and that it will exercise the care, diligence and skill of a reasonably prudent person, and will maintain the confidentiality of financial and other information and data which it may obtain through or on behalf of the Limited Partnership, the disclosure of which may adversely affect the interests of the Limited Partnership or a Limited Partner, except to the extent that disclosure is required by law or is in the best interests of the Limited Partnership, and it will utilize the information and data only for the business of the Limited Partnership.
- (b) Without limiting the foregoing, the General Partner will:
 - (i) hold an annual information meeting that is open to the public for the purposes of the public receiving information about the activities and achievements of the Limited Partnership; and
 - (ii) will produce and present the quarterly reports to the Limited Partners.

3.9 **Status of the General Partner** – The General Partner represents and warrants to each Limited Partner that:

- (a) it is a corporation duly incorporated under the laws of the Province of British Columbia and that so long as it remains a General Partner, it shall maintain its valid corporate existence and remain in good standing with the Registrar of Companies of the Province of British Columbia;
- (b) it has and shall continue to have the requisite capacity and corporate authority to act as

general partner of the Limited Partnership and to perform its obligations under this Agreement, and such obligations do not and shall not conflict with or breach its notice of articles, articles of incorporation or any agreement by which it is bound;

- (c) it shall not, nor shall any Associate of it, borrow from the Limited Partnership;
- (d) it shall carry out its powers and authorities and manage and operate the Limited Partnership and the undertaking, property and assets thereof in a reasonable and prudent manner and will act honestly, in good faith and in the best interests of the Limited Partners;
- (e) it shall act in utmost fairness and good faith towards the Limited Partners in the business of the Limited Partnership;
- (f) it shall not carry on any business other than for the purposes set forth herein;
- (g) there is no action, proceeding or investigation whether or not purportedly on behalf of the General Partner, pending or, to the knowledge of the General Partner, threatened against or affecting the General Partner at law or in equity, or before or by any federal, provincial or municipal or other governmental department, commission, board or agency, domestic or foreign, which in any way materially adversely affects the General Partner, or which questions the validity of any action taken or to be taken by the General Partner pursuant to or contemplated by the Agreement;
- (h) the performance by the General Partner of its obligations under this Agreement will not result in any breach of, or be in conflict with or constitute a default under, or create a state of facts which after notice or lapse of time, or both, would constitute a default under, any term or provisions of its constating documents, or resolutions, or any mortgage, note, indenture, contract, joint venture or partnership arrangement or agreement, instrument or lease or other documents or agreements to which the General Partner is a party, or by which it is bound, or any judgment, decree, statute, rule or regulation applicable to it which in any way materially adversely affects it or its condition (financial or otherwise) or which would have any material effect upon the ability of the General Partner to perform its obligations arising under this Agreement; and
- (i) it will not merge or amalgamate with another corporation nor sell, assign or otherwise dispose of its interest as the General Partner unless permitted pursuant to a Limited Partners special resolution.

3.10 Status of Each Limited Partner – Each Limited Partner represents and warrants to each other Limited Partner and to the General Partner that he, she or it:

- (a) if an individual, has the capacity and competence to enter into and be bound by this Agreement and all other agreements contemplated hereby;

- (b) if a First Nation, corporation, partnership, unincorporated association or other entity, is legally competent to execute this Agreement and all other agreements contemplated hereby and to take all actions required pursuant hereto, and further certifies that all necessary approvals of Council members, directors, shareholders, partners, members or otherwise have been given; and
- (c) shall promptly provide such evidence of his, her, or its status as the General Partner may reasonably request.

3.11 **Transactions Involving Associates** – The validity of a transaction, agreement or payment involving the Limited Partnership and an Associate of the General Partner is not affected by reason of the relationship between the General Partner and the Associate or by reason of the approval or lack thereof of the transaction, agreement or payment by the directors of the General Partner, all of whom may be officers, directors, or employees of, or otherwise interested in or related to such Associate.

3.12 **Safekeeping of Asset** – The General Partner is responsible for the safekeeping and use of all of the funds of the Limited Partnership, whether or not in its immediate possession or control, and will not employ or permit another to employ the funds or Partnership Assets except for the exclusive benefit of the Limited Partnership.

3.13 **Indemnification** – The Limited Partnership will indemnify and hold harmless the General Partner, its directors, officers, employees and agents from and against any and all losses, costs, expenses, liabilities and damages (including reasonable legal fees) incurred by the General Partner, its directors, officers, employees or agents by reason of acts, omissions or alleged acts or omission arising out of the activities of the General Partner on behalf of the Limited Partnership or in furtherance of the interests of the Limited Partnership, but only if the acts, omissions or the alleged acts or omissions in respect of which any actual or threatened action, proceeding or claim are based, were performed honestly and in good faith and were not performed or omitted to be performed fraudulently or in bad faith or as a result of the negligence of the General Partner, its directors, officers, employees or agents, and only if such losses, costs, expenses, liabilities and damages do not arise out of any act, omission, or judgment, which is adjudged to be in contravention of this Agreement. In no event, however, shall the provisions of this section 3.13 expand upon a Limited Partner's liability beyond the amount of capital contributed or agreed to be contributed to the Limited Partnership by him, her or it as stated in the declaration or certificate filed pursuant to the Act relating to the Limited Partnership, and his, her or its share of the undistributed income of the Limited Partnership.

3.14 **Restrictions Upon the General Partner** – The General Partner's power and authority does not extend to any power, action or authority enumerated in section 10.13 hereof, unless and until the requisite Unanimous Resolution is passed by the Limited Partners. In addition, the General Partner will not:

- (a) cause the Limited Partnership to guarantee the obligations and liabilities of or make loans

to the General Partner, or any Associate of the General Partner; or

- (b) commingle the funds of the Limited Partnership or Partnership Assets with the funds or assets of the General Partner, or any Associate of either the General Partner or any other person.

3.15 **Employment of an Associate** – The General Partner may employ or retain an Associate on behalf of the Limited Partnership to provide goods or services to the Limited Partnership, if:

- (a) the cost of such goods or services rendered are reasonable and consistent with the cost of similar goods or services which would be charged by arm's length parties in the area where the Partnership Business is carried on; and
- (b) the Limited Partnership in no way becomes liable for the debts, obligations or liabilities of the Associate.

3.16 Subject to (1) any applicable restrictions in the Community Forest Licence and (2) any applicable procurement value thresholds and procurement practice requirements specified in the New West Partnership Trade Agreement entered into between the Governments of Alberta, British Columbia and Saskatchewan effective July 1, 2010, all of which shall at all times take precedence over the remainder of this provision, the General Partner will, in procuring goods and services to undertake works under the Community Forest Licence or for the Partnership Business, endeavor to conduct procurement processes that give preference to First Nations by such means, including without limitation, as additional point allocation and price discounting. The parties acknowledge that the General Partner will be required to give notice of any permissible First Nation preference policy in applicable procurement documents.

3.17 **Payments** – The General Partner will pay or cause to be paid out of the funds of the Limited Partnership on hand or borrowed for the purpose of the Limited Partnership's business, costs and expenses as and when they become due.

ARTICLE IV **REMOVAL OF GENERAL PARTNER**

4.1 **Deemed Resignation**- The General Partner shall be deemed to resign as the General Partner in the event of the bankruptcy, insolvency, dissolution, liquidation or winding up of the General Partner or the appointment of a trustee, receiver or receiver-manager of the affairs of the General Partner, but such resignation shall not be effective and the General Partner shall not cease to be the General Partner if the General Partner is the sole General Partner at such time until the admission of a new General Partner to the Limited Partnership by Special Resolution.

4.2 **Removal by Limited Partners** – The Limited Partners may remove a General Partner and substitute another General Partner in its stead by a Special Resolution, but only if:

- (a) the Limited Partners appoint, concurrently with the removal, a replacement General Partner (the "New General Partner") to assume all of the responsibilities and obligations of the removed General Partner (the "Former General Partner") under this Agreement;
- (b) the New General Partner causes to be delivered to the Former General Partner a release granted by the Limited Partnership to the Former General Partner of the Former General Partner's responsibilities and obligations under this Agreement, and the Limited Partnership shall hold harmless the Former General Partner from and against all actions, claims, causes, demands, losses, damages and expenses with respect to events which occur in relation to the Limited Partnership after the appointment of the New General Partner;
- (c) the New General Partner, prior to assuming its responsibilities as the General Partner under the terms of this Agreement, executes the documents presented by the Limited Partnership to give effect to such assumption, and from and after registration of an effective declaration of change or amended certificate under the Act, the New General Partner shall assume the powers, duties and obligations of the Former General Partner under this Agreement and shall be subject to the terms hereof, and for the purposes of this Agreement, the New General Partner shall thereafter be the General Partner in the place of the Former General Partners so replaced; and
- (d) the Former General Partner is paid an amount equal to the credit balance outstanding in the capital account and current account of the Former General Partner as at the effective date of removal.

4.3 Resignation of General Partner – The General Partner may resign upon 180 days' written notice to the Limited Partners and such resignation shall become effective upon the admission of the New General Partner to the Limited Partnership and the transfer of the Former General Partner's Class A Units to the New General Partner. The General Partner shall not resign if the effect would be to dissolve the Limited Partnership. On the admission of a New General Partner, and payment to the Former General Partner of the amount, if any, provided for in subsection 4.2(d), the Class A Units of the Former General Partner shall be transferred to the New General Partner and the New General Partner is appointed as the Former General Partner's agent and attorney with full right and authority to effect such transfer of the Class A Units.

ARTICLE V

OBLIGATIONS OF PARTNERS

5.1 Unlimited Liability of the General Partner – The General Partner has unlimited liability for the debts, liabilities, losses and obligations of the Limited Partnership.

5.2 Limited Liability of Limited Partners – Subject to the provisions of the Act and any specific assumption of liability, the liability of each Limited Partner (except the General Partner if it is also a Limited Partner) for the debts, liabilities, losses and obligations of the Limited Partnership is limited to the amount of the capital contributed or agreed to be contributed to the Limited Partnership by it, as

the case may be, as stated in the declaration or any amending declaration or certificate filed pursuant to the Act relating to the Limited Partnership, and its share of any undistributed income of the Limited Partnership as hereinafter provided.

5.3 **Indemnity of Limited Partner** – The General Partner will indemnify and save harmless each Limited Partner from and against any and all costs, damages, liabilities or expenses incurred by a Limited Partner as a result of the liability of the Limited Partner not being limited in the manner herein described, except where caused by the act or omission of such Limited Partner.

5.4 **Indemnity of Limited Partnership** - The General Partner will indemnify and save harmless the Limited Partnership from and against any and all costs, damages, liabilities and expenses incurred by the Limited Partnership as a result of any breach by the General Partner of its duties under this Agreement, including reasonable legal expenses incurred by the Limited Partnership in defending an action based in whole or in part upon an allegation that the General Partner has been guilty of such breach if such defence is substantially unsuccessful.

ARTICLE VI **THE UNITS**

6.1 **Number of Units** – The interests of partners in the Limited Partnership shall consist of the following units:

- (a) Class A Units – issued to the General Partner;
- (b) Class B Units – issued to the Limited Partners.

The Limited Partnership may issue a maximum of 1 Class A Unit and 9,980 Class B Units. The subscription price is \$1.00 per Unit. The Units shall be issued to the General Partners and Limited Partners as follows:

General Partner	1 Class A Unit
WFN	1415 Class B Units
NTBFN	1415 Class B Units
STFN	1415 Class B Units
CCFN	1415 Class B Units
LBFN	1415 Class B Units
BLB	1415 Class B Units
VBL	596 Class B Units
RDBN	894 Class B Units

and the General Partner may determine the consideration for which each Class B Unit shall be issued. The number of Class B Units authorized for issuance by the Limited Partnership may be increased by unanimous written approval of the Partners.

6.2 **Nature of Units**- The Class B Units shall carry the right to one vote for each Unit and the Class A Units will not carry a right to vote. The Units shall have the right to share in the capital of the

Limited Partnership, Net Income, Net Loss, Taxable Income and Taxable Loss in accordance with the provisions of this Agreement.

6.3 **Unit Certificates** – A Unit Certificate shall be in such form as is from time to time approved by the General Partner, and shall be signed by the General Partner.

6.4 **Receipt by Limited Partners** – The receipt of any money, securities and other property from the Limited Partnership by a person or entity in whose name any Units are recorded, or if such Units are recorded in the names of more than one person or entity, the receipt thereof by any one of such persons, or by the duly authorized agent of any such person in that regard, shall be a sufficient and proper discharge for that amount of money, securities and other property payable, issuable or deliverable in respect of such Units and from all liability to see to the application thereof.

6.5 **Registrar and Transfer Agent**- The General Partner, or such other person may be appointed from time to time by the General Partner, shall act as Registrar and Transfer Agent of the Limited Partnership and shall maintain such books as are necessary to record the names and addresses of the Limited Partners, the number of Units held by each Limited Partner and particulars of transfers of Units. The General Partner shall perform or shall cause to be performed, all other duties usually performed by a Registrar and Transfer Agent of certificates of shares in a corporation, except as the same may be modified by reason of the nature of the Units.

6.6 **Location of Register** – The register of Limited Partners will be kept by the General Partner at the registered office of the Limited Partnership in British Columbia, or such other location as may be determined by the General Partner and in such other jurisdictions as may be required from time to time.

6.7 **Inspection of Records** – The General Partner shall cause the Registrar and Transfer Agent to make the records relating to the Limited Partner available for inspection by any Limited Partner, or his or its agent duly authorized in writing, at the expense of the Limited Partner. A copy of the register of Limited Partnership shall be provided to any Limited Partner on forty-eight hours' notice in writing to the Registrar and Transfer Agent, at the expense of the Limited Partner requesting same.

6.8 **Transfer of Units** –

- (a) A Limited Partner cannot transfer all or some of its Units unless:
- (i) there is unanimous consent of all the Limited Partners;
 - (ii) the transfer is not in violation of any of the terms and conditions of the Community Forest Licence; and
 - (iii) the transferee agrees to be bound by the terms of this Limited Partnership Agreement and executes a form of transfer attached as Schedule A.
- (b) A Limited Partner may transfer one or more Units to its Associate, subject to:
- (i) the transfer complying with terms and conditions of the Community Forest Licence;

- (ii) the transferee agrees to be bound by the terms of this Limited Partnership Agreement and executes a form of transfer attached as Schedule A; and
- (iii) the transferee of the Unit(s) remains an Associate of the transferring Limited Partner, and prior to ceasing to be such an Associate the Unit(s) shall be transferred back to the original transferring Limited Partner. Before such Associate ceasing to be an Associate of the Limited Partner, the Limited Partner agrees to re-purchase such Units and assume the obligations of its Associate then outstanding. The Limited Partner will continue to be bound by this paragraph notwithstanding the transfer of its units to its Associate.

6.9 Admission of Limited Partner – When a transferee or assignee is entitled to become Partner pursuant to the provisions hereof, subject to any provisions contained in the Certificate of Limited Partnership; the General Partner shall be authorized to admit such person to the Limited Partnership as a Partner and the Limited Partners hereby consent to the admission of, and will admit, the transferee to the Limited Partnership as a Partner, without further act of the Limited Partners. The General Partner, or the Registrar and Transfer Agent if not the General Partner, will:

- (a) record at the registered office of the Limited Partnership in British Columbia any such assignment and transfer;
- (b) if necessary, amend the declaration showing the name of the transferee as a substituted Limited Partner;
- (c) make such filings and cause to be made such recordings as are required by law;
- (d) forward notice of the transfer to the transferee; and
- (e) issue and forward a Unit Certificate to the transferee in respect of the Units transferred.

6.10 No Transfer of a Fractional Unit – No transfer of a fraction of a Unit will be permitted.

6.11 Parties Not Bound to See to Trust or Equity – Except where specific provision has been made therefor in this Agreement, the Registrar and Transfer Agent shall not, nor shall the General Partner or the Limited Partners, be bound to see to the execution of any trust, expressed, implied or constructive, or any charge, pledge or equity to which any Unit, or any interest therein are subject, or to ascertain or inquire whether any sale or transfer of any such Unit or interest therein by an Limited Partner or his personal representatives is authorized by such trust, charge, pledge or equity, or to recognize any person having any interest therein except for the person or persons recorded as such Limited Partner.

6.12 Liability on Transfer – When an assignment and transfer of any Unit is completed and the transferee is registered as a Partner, the transferor of that Unit will be thereupon relieved of all

obligations and liabilities relating to his Unit, including the obligations and liabilities under this Agreement to the extent permitted by law and the transferee will assume all such obligations and liabilities.

6.13 **Successors in Interest of Partners** – The Limited Partnership shall continue notwithstanding the admission of any new General Partner or Limited Partner or the withdrawal, death, insolvency, bankruptcy or other disability or incapacity of the General Partner or any Limited Partner. Before the expiration of the term of the Limited Partnership, described in section 2.7, the Limited Partnership shall be dissolved only in the manner provided for in section 11.1 hereof.

6.14 **Incapacity, Death, Insolvency or Bankruptcy** – Where a person or entity becomes entitled to a Unit on the incapacity, death, insolvency or bankruptcy of a Partner, or otherwise by operation of law, in addition to the requirements of section 6.8 hereof, that person will not be recorded as or become a Partner and will not receive a Unit Certificate or a deposit receipt therefor, as the case may be, until:

- (a) he, she or it produces evidence satisfactory to the General Partner of such entitlement;
- (b) he, she or it has agreed in writing to be bound by the terms of this Agreement and to assume the obligations of a Limited Partner under this Agreement; and
- (c) he, she or it has delivered such other evidence, approvals and consents in respect of such entitlement as the General Partner may require and as may be required by law or by this Agreement.

6.15 **Lost Unit Certificate**- Where a Partner claims that the Unit Certificate evidencing ownership of his Unit has been defaced, lost, apparently destroyed or wrongly taken, the Registrar and Transfer Agent shall cause a Unit Certificate to be issued, provided that the Partner files with the Registrar and Transfer Agent an indemnity bond in such form and in such amount satisfactory to the General Partner to protect the Registrar and Transfer Agent and the Limited Partnership from any loss, cost or damage that they may incur or suffer by complying with the request to issue a new Unit Certificate and provided further, that the Partner satisfies all other reasonable requirements imposed by the Registrar and Transfer Agent, including delivery of a form of proof of loss.

ARTICLE VII

CONTRIBUTIONS/LOANS

7.1 **Contributions** – The subscription price per Unit is \$1.00 per Unit. The initial contributions to the Limited Partnership are:

- (a) by the General Partner \$1.00;
- (b) by each of WFN, NTB FN, STF N, CCF N, LBF N and BLB \$1,415.00, by VBL \$596.00 and by RDBN \$894.00 for the aggregate amount of \$9,981.00; and

- (c) no further capital contributions will be required.

7.2 **Capital Accounts** – The initial capital accounts of the Partners are as follows:

- (a) the General Partner, \$1.00;
- (b) WFN, NTBFN, STFN, CCFN, LBFN, BLB \$1,415.00 each;
- (c) VBL \$596.00; and
- (d) RDBN \$894.00.

7.3 **No Interest Payable** – No Partner shall be entitled to receive interest on the amount of its capital Contribution or any balance in its current account from the Limited Partnership. No Partner shall be liable to pay interest to the Limited Partnership on any negative balance of capital or on any negative balance in its current account.

7.4 **Return of Capital** – Notwithstanding any disproportionate amounts in the respective capital accounts of the Limited Partners, the aggregate capital of all the Limited Partners shall be returned to the Limited Partners on a pro rata basis, based on the number of Class B Units held by each Limited Partner. A Partner is only entitled to demand a return of its pro rata share of capital upon the dissolution, winding-up or liquidation of the Limited Partnership as provided in section 11.3 hereof.

7.5 **Capital/Current Accounts** – The accounting records of the Limited Partnership shall include a capital account and current account for each Partner. Capital contributions shall be recorded in each Partner's capital accounts; allocations of Net Income and Net Loss and distributions to a Partner, shall be recorded in each Partner's current account.

7.6 **Limited Partner Loans**- Any Limited Partner may make one or more loans to the Limited Partnership on terms and conditions agreed to in writing by the Limited Partner making the loan, and the General Partner. A Limited Partner making a loan shall be entitled to a claim against the assets of the Limited Partnership as a creditor of the Limited Partnership, and such claim shall be separate and distinct from such Limited Partner's rights as a Limited Partner. The rights of a Limited Partner making a loan to the Limited Partnership, vis-à-vis other creditors of the Limited Partnership, may be subordinated or secured depending on the terms and conditions of a particular loan agreed to by a Limited Partner and the General Partner.

ARTICLE VIII

ALLOCATIONS AND DISTRIBUTIONS

8.1 **Allocation of Net Income** – The Net Income of the Limited Partnership in each fiscal year shall be allocated as follows:

- (a) 0.2 % thereof among the Class A Unit; and
- (b) 99.80 % thereof among the Class B Units as a group pro rata among the issued Class B Units.

8.2 **Allocation Net Loss** – The Net Loss of the Limited Partnership in each fiscal year shall be allocated in the same manner that Net Income is allocated.

8.3 **Allocation of Taxable Income and Taxable Loss** – Taxable Income and Taxable Loss of the Limited Partnership in each fiscal year shall be allocated in the same manner as Net Income and Net Loss is allocated in that year.

8.4 **Effect of Assignment** – If, during the fiscal year, a Limited Partner assigns or transfers a Unit, such Limited Partner is not entitled to, and the General Partner will not distribute to that Limited Partner, any share of the Distributable Funds available for distribution or allocation in respect of the Unit transferred, but will distribute and allocate Net Income or Net Loss to the capital account of the registered holder of the Unit as at the end of the Limited Partnership's fiscal year.

8.5 **Adjustments** – If the Auditors of the Limited Partnership determine that the share of a Limited Partner in the distribution or allocation of Net Income or Net Loss, calculated in accordance with this Limited Partnership Agreement, differs from his or its share as determined by the General Partner, then the determination of the Auditors shall be deemed to be correct and binding upon the Limited Partnership and the Partners. The General Partner will cause the necessary adjustments to be made by payment or reallocation to or from the Partner as the case may be.

8.6 **Payment of Adjustments** – Each Partner hereby agrees that he or it will pay any amount owing by the Limited Partner under section 8.5 hereof, within fifteen (15) days from the date of notice of adjustment given under this section 8.6. If such amount is not paid within such fifteen (15) day period, such amount shall thereafter bear interest at the rate of interest charged by the Canadian chartered bank which acts as the principal banker for the Limited Partnership for loans made by it at Vancouver to its most favoured commercial borrowers, plus 2% calculated and compounded monthly. The General Partner will, within seven (7) days after receiving a report of the Auditors under section 8.5 hereof, notify in writing each Limited Partner whose share of the Net Income or Net Loss is to be adjusted, of the amount of the adjustment, together with a cheque for the amount payable to the Limited Partner or a request for payment in respect of the amount payable by the Limited Partner, as the case may be.

8.7 **Determination of Net Income and Net Loss**- Net Income and Net Loss of the Limited Partnership will be determined by the Auditors of the Limited Partnership in accordance with GAAP and such determination shall be binding upon the Limited Partners and the General Partner, save for manifest error.

8.8 **Individuality of Limited Partners** – No Limited Partner shall be responsible for any of the losses of any other Limited Partner, nor share in the income or allocation of tax deductible expenses attributable to the Units of any other Limited Partner.

8.9 **Distribution** – Distributions to Partners of amounts allocated pursuant to this Article shall be made at such times and in such amounts as determined by the General Partner. The General Partner may, at its discretion, make distributions out of any Distributable Funds to one or more of the Limited Partners in advance of any allocation of Net Income pursuant to section 8.1. Should this

occur the amount distributed will be charged against future Net Income to be received by that Limited Partner or Partners.

ARTICLE IX

ACCOUNTING AND REPORTING

9.1 **Books and Records** – The General Partner will keep or cause to be kept on behalf of the Limited Partnership books and records reflecting the assets, liabilities, income and expenditures of the Limited Partnership and a register listing all Limited Partners and the Units. Such books, records and register will be kept available for inspection by any Limited Partner or his or its duly authorized representative (at the expense of such Limited Partner) during business hours at the offices of the General Partner. In the event that General Partner ceases to be the Registrar and Transfer Agent, the register shall thereupon be maintained at the office of such Registrar and Transfer Agent.

9.2 **The Record of Financial Transactions** – All financial transactions of the Limited Partnership shall be recorded and accounted for in accordance with GAAP.

9.3 **Annual Financial Information** – The General Partner, or its agent on its behalf, shall be responsible for the preparation of annual audited financial statements of the Limited Partnership as at the end of each fiscal year of the Limited Partnership. The General Partner shall designate which firm of Chartered Professional Accountants shall be the Auditors of the Limited Partnership. The General Partner, or its agent in that behalf, shall distribute a copy of such audited annual financial statements to each Limited Partner within ninety (90) days after the end of each fiscal year together with the report of the Auditors thereon. All financial statements shall be prepared in accordance with GAAP.

9.4 **Limited Partners Tax Returns** – On or before the appropriate filing deadline specified in Regulation 229(5) of the *Income Tax Act* of Canada, the General Partner shall forward to each Partner information as to the Taxable Income or Tax Loss allocated to such Partner and such other information as is necessary to enable such Partner to file tax returns containing such Partner's income from the Limited Partnership for each fiscal year. Each Partner shall solely be responsible for filing all income tax returns and reporting his, her or its share of the income or loss from the Limited Partnership.

ARTICLE X

MEETINGS

10.1 **Meetings** – An annual meeting of Partners shall be called by the General Partner within six (6) months of the fiscal year end of the Limited Partnership. Any Limited Partner may (the "Requisitioning Partner") give to the General Partner signed notice s requesting a meeting of the Limited Partnership, the General Partner will, within thirty (30) days of receipt of such notice, convene a meeting, and if it fails to do so, the Requisitioning Partners may convene such meeting by giving notice to the Limited Partners in accordance with this Agreement, signed by each person or persons as the Requisitioning Partners specify. Every meeting, however convened, will be conducted in accordance with this Agreement.

10.2 **Place of Meetings** – Every meeting will be held on an a Reserve of one of the First Nations or at the registered office of the General Partner as may be approved by Ordinary Resolution.

10.3 **Notice of Meeting** – Notice of any meeting will be given to each Partner by prepaid registered mail or by personal delivery not less than twenty-one (21) days prior to such meeting, and will state:

- (a) the time, date and place of such meeting; and
- (b) in general terms, the nature of the business to be transacted at the meeting.

10.4 **Accidental Omissions**- Accidental omission to give notice of a meeting to, or the non-receipt of notice of a meeting by, any Partner, will not invalidate the proceedings at that meeting.

10.5 **Proxies** – Any Partner entitled to vote at a meeting may vote by proxy if a proxy has been received by the General Partner or the chairperson of the meeting for verification prior to the meeting.

10.6 **Validity of Proxies**- A proxy purporting to be executed by or on behalf of a Partner will be considered to be valid unless challenged at the time of or prior to its exercise, and the person challenging will have the burden of proving to the satisfaction of the chairperson of the meeting that the proxy is invalid and any decision of the chairperson concerning the validity of a proxy will be final.

10.7 **Form of Proxy** – Every proxy will be substantially in the form which follows or in such other form as may be approved by the General Partner or as may be satisfactory to the chairperson of the meeting at which it is sought to be exercised:

"I, _____, of _____, in the Province of _____, being a Partner of Chinook Comfor Limited Partnership, hereby appoint _____ of _____, in the Province of _____, as my proxy, with full power of substitution to vote for me and on my behalf at the meeting of Limited Partners to be held on the _____ of _____, 2_____, and every adjournment thereof and every poll that may take place in consequence thereof.

As witness my hand this _____ of _____, 2____."

10.8 **Corporations** – A Partner which is a corporation may appoint under seal an officer, director or other authorized person as its representative to attend, vote and act on its behalf at a meeting of Partners.

10.9 **Chairperson** – The Chairperson of a meeting of Partners will be the individual elected by Ordinary Resolution of the Partners as chairperson.

10.10 **Quorum** – Subject to this Agreement, a quorum at any meeting of Partners will consist of all Partners who are entitled to vote on any resolution whether attending in person or by proxy. If, within

half an hour after the time fixed for the holding of such meeting, a quorum for the meeting is not present, the meeting will be held at the same time and, if available, the same place not less than ten (10) days or more than twenty-one (21) days later (or if that date is not a business day, the first business day after that date), and the General Partner will give at least seven (7) days' notice to all Partners of the date of the reconvening of the adjourned meeting. Such notice need not set forth the matters to be considered unless they are different from those for which the original meeting was called. At such reconvened meeting, the quorum for the meeting and the quorum for any specific resolution to be passed at such meeting will consist of any two Partners then present in person or represented by proxy at such reconvened meeting, provided that such reduced quorum shall not carry out any of the matters set out in section 10.13 or any matter requiring a Special Resolution.

10.11 **Voting** – Voting at the annual meetings shall be conducted in accordance with the following provisions:

- (a) every question submitted to a meeting;
 - (i) which requires a Special Resolution or Unanimous Resolution under this Agreement will be decided by a poll; and
 - (ii) which does not require a Special Resolution or Unanimous Resolution will, except as otherwise provided in this Agreement, be decided by an Ordinary Resolution on a show of hands unless a poll is demanded by a Partner, in which case a poll will be taken,
- (b) and, in the case of an equality of votes, the chairperson will not have a casting vote and the resolution will be deemed to be defeated. The chairperson will be entitled to vote in respect of any Units held by him or for which he may be proxyholder. On any vote at a meeting of Partners, a declaration of the chairperson concerning the results of the vote will be conclusive;
- (c) subject as herein provided, each person present at the meeting will have one vote for each Unit of which he is registered as the Unit holder and for each Unit in respect of which he, she or it is the proxyholder provided that the Class A Units do not have a vote;
- (d) a poll requested or required concerning;
 - (i) the election of a chairperson or an adjournment, will be taken immediately on request or;
 - (ii) any other matter, will be taken at the meeting or an adjournment of the meeting in such manner as the chairperson directs.

10.12 **Resolution Binding** – Any resolution, whether a Unanimous Resolution, a Special Resolution or an Ordinary Resolution, passed in accordance with this Agreement will be binding on all the Partners and their respective heirs, executors, administrators, successors and assigns,

whether or not any such Partner was present in person or voted against any resolution so passed.

10.13 **Powers Exercisable by Unanimous Resolution** – The following powers shall only be exercisable by Unanimous Resolution passed by the Limited Partners:

- (a) approving or disapproving the sale or exchange in a single transaction of all or substantially all of the business and assets of the Limited Partnership;
- (b) consenting to the amendment of this Agreement;
- (c) waiving any default by the General Partner on such terms as the Partners may determine;
- (d) continuing the Limited Partnership in the event that the Limited Partnership is terminated by operation of law;
- (e) amending, modifying, altering or repealing any Special Resolution or Unanimous Resolution previously passed by the Partners;
- (f) removing the General Partner;
- (g) appointing a new General Partner; and
- (h) dissolving or terminating the Limited Partnership.

Where the General Partner, any Associate of the General Partner and any director or officer thereof is the owner of a Unit, they shall be required to abstain from voting in respect of items (c), (g) and (h) above and in addition, shall be required to abstain in any other circumstance in which there is a conflict of interest.

10.14 **Minutes** - The General Partner will cause minutes to be kept of all proceedings and resolutions at every meeting, and copies of any resolutions of the Limited Partnership to be made and entered in books to be kept for that purpose, and any minutes, if signed by the chairperson of the meeting will be deemed to be evidence of the matters stated in them and such meetings will be deemed to have been duly convened and held and all resolutions and proceedings shown in them will be deemed to have been duly passed and taken.

10.15 **Additional Rules and Procedures** – To the extent that the rules and procedures for the conduct of a meeting of the Limited Partners are not prescribed in this Agreement, the rules and procedures will be determined by the chairperson of the meeting.

10.16 **Authorized Attendance** – Any officer or a director of a General Partner, and representatives of the accountants or auditors of the Limited Partnership will be entitled to attend and receive notice of any meeting of the Partners set out in the specific place guidelines. The General Partner has the right to authorize the presence of any other person at a meeting regardless of whether the person is

a Partner. With the approval of the General Partner that person will be entitled to address the meeting.

ARTICLE XI
DISSOLUTION AND LIQUIDATION

11.1 **Dissolution and Termination** – The Limited Partnership shall be dissolved upon the earlier of the expiration of its term as described in section 2.7 hereof, or the authorization of such dissolution by Unanimous Resolution, or its dissolution by operation of law, and, in any of these situations, after the completion of the liquidation of the Limited Partnership and distribution to the Limited Partners of all funds remaining after payment of all debts, liabilities and obligations of the Limited Partnership to its creditors.

11.2 **Events Not Causing Dissolution** – Notwithstanding any rule of law or equity to the contrary, the Limited Partnership shall not be dissolved except in accordance with this Agreement. In particular, but without restricting the generality of the foregoing, the Limited Partnership shall not be dissolved or terminated by the removal, actual or deemed resignation, death, incompetence, bankruptcy, insolvency, other disability or incapacity, dissolution, liquidation, winding-up or receivership, or the admission, resignation or withdrawal of the General Partner or any Limited Partner.

11.3 **Distributions upon Dissolution** – Upon dissolution, winding-up or liquidation of the Limited Partnership, the assets of the Limited Partnership shall be liquidated and the proceeds distributed as follows:

- (a) to pay any costs involved in the sale of the Partnership Assets;
- (b) to pay off encumbrances registered against the Partnership Assets;
- (c) to pay all expenses incurred in the winding-up of the Limited Partnership;
- (d) to pay all of the liabilities of the Limited Partnership including the amounts owing to the General Partner in respect of costs and expenses owing to it pursuant to this Agreement, in the manner required by law;
- (e) to establish such reserves as the General Partner considers necessary for contingent liabilities;
- (f) to return to each Limited Partner its pro rata share (based on the number of Class B Units issued and outstanding) of the capital of the Limited Partnership; and
- (g) to distribute any balance then remaining as a payment to each Partner in accordance with the provisions of Article VIII hereof.

Alternatively, the Partners may approve distributions of all Partnership Assets in kind or in specie in which event each Partner shall, subject to the provisions contained herein, be entitled to receive an undivided interest in each and every Partnership Asset in accordance with the proportionate Contribution to the capital of the Limited Partnership made by him or it as of the date of dissolution.

ARTICLE XII

DEFAULT

12.1 An event of default (a "Default") arises if a Partner (the "Defaulting Partner"):

- (a) fails to observe, perform or carry out any of its obligations under this Agreement and such failure continues for thirty (30) days after any Partner not in default (the "Nondefaulting Partner" individually and the "Nondefaulting Partners" collectively) has in writing demanded that such failure be cured;
- (b) fails to take reasonable actions to prevent or defend assiduously, any action or proceeding, seizure, execution or attachment or which claims possession, sale, foreclosure, the appointment of a receiver or receiver-manager of its assets, or forfeiture of any of the Units of the Defaulting Partner, and such failure continues for thirty (30) days after a Nondefaulting Partner has in writing demanded that such actions be taken or the Defaulting Partner fails to defend successfully any such action or proceeding; or
- (c) becomes a bankrupt or commits an act of bankruptcy or if a receiver or receiver-manager of its assets is appointed or makes any assignment for the benefit of creditors or otherwise.

12.2 If a Default occurs under section 12.1, the Nondefaulting Partner(s) may:

- (a) pursue any remedy available in law or in equity, each Partner acknowledging that specific performance, injunctive relief (mandatory or otherwise) or other equitable relief may be the only adequate remedy for a Default;
- (b) require the General Partner to take all actions in its own name or in the name of the Defaulting Partner, or the Limited Partnership as may reasonably be required to cure the Default, and all payments, costs and expenses incurred by the Nondefaulting Partner(s) or the General Partner will be payable by the Defaulting Partner to the Nondefaulting Partner(s) or General Partner on demand with interest at the prime commercial lending rate charged by the Limited Partnership's banker for loans in Canada, plus 2%. A certificate of an officer of such bank in at the bank's main office in Vancouver, British Columbia shall be conclusive proof of the prime commercial lending rate; and
- (c) waive the Default provided that any waiver of a particular Default shall not operate as a waiver of any subsequent or continuing Default.

12.3 Without prejudice to section 12.2, if a Default occurs under section 12.1, the Nondefaulting Partner(s) may by written notice ("Default Notice") require the Defaulting Partner to sell all its Units to the Nondefaulting Partner(s) (*pro rata* in the case of there being more than one Nondefaulting Partner) at a price to be determined by the Auditors as being the fair value of the Units, provided that they are chartered business valuers. The consideration for such Units shall be in cash or in such other form as the Nondefaulting Partners may determine. The Auditors shall make the said determination within thirty (30) days of the Default Notice, and the completion of the purchase by the Nondefaulting Partner(s) (as the case may be) shall take place at the registered office of the Limited Partnership within a period of sixty (60) days from the date of the Default Notice unless otherwise agreed between the Defaulting Partner and the Nondefaulting Partner(s). At such closing the appropriate parties shall execute and deliver such certified cheques, Unit certificates, instruments, conveyances or assignments as may be reasonably requested to effect and complete the sale.

ARTICLE XIII MISCELLANEOUS

13.1 **Notices** – Except as otherwise provided in this Agreement, any notice required or permitted to be given under this Agreement shall be sufficiently given if in writing and served personally or sent by fax or by letter, postage prepaid (unless at the time of mailing or within four (4) days thereafter there shall be a strike, interruption or lockout in the Canadian postal service, in which case the notice shall be given by personal delivery or telecopier) as follows:

To the General Partner:

Mailing/Delivery Address:

47805 Olson Road
Burns Lake, BC V0J 1E4

Fax: [REDACTED]

To Wet'suwet'en First Nation:

PO Box 760
Burns Lake, BC V0J 1E0
Attention: Band Manager

Fax: (250) 698-7480

To Nee Tahi Buhn First Nation:

47805 Olson Rd.
Burns Lake, BC V0J 1E4
Attention: Band Manager

Fax: (250) 694-3492

152

- 30 -

To Skin Tye First Nation:

PO Box 131
Burns Lake, BC V0J 2P0
Attention: Band Manager

Fax: (250) 694-3268

To Cheslatta Carrier First Nation:

PO Box 909
Burns Lake, BC V0J 1E0
Attention: Band Manager

Fax: (250) 694-3632

To Lake Babine First Nation:

PO Box 879
Burns Lake, BC V0J 1E0
Attention: Band Manager

Fax: (250) 692-4790

To Burns Lake Band:

Bag 9000
Burns Lake, BC V0J 1E0

Attention: Band Manager

Fax: (250) 692-4214

To the Corporation of the Village of Burns Lake:

15 - 3rd Avenue
PO Box 570
Burns Lake, BC V0J 1E0

Attention: Chief Administrative Officer

Fax: (250) 692-3059

To Regional District of Bulkley Nechako – Area B

37 - 3rd Avenue
Burns Lake, BC V0J 1E0

Attention: 

Fax: 

To Regional District of Bulkley Nechako – Area E

37 - 3rd Avenue
Burns Lake, BC V0J 1E0

Attention: [REDACTED]

Fax: [REDACTED]

Such notice shall be considered to have been given, if delivered or sent by fax, on the date of delivery or the date of sending of fax, as the case may be or, if sent by letter, on the third business day following the date of mailing the letter in a regularly maintained receptacle for the deposit of mail. The General Partner shall advise the Partners of any change in the above address.

13.2 **Confidential Information** – No Partner shall disclose any confidential information relating to the other Partners' finances and business affairs unless such information is in the public domain or was disclosed to the first-mentioned Partner by a third party under no confidential obligation to that Partner to whom the information relates, or such disclosure is required by law, governmental or regulatory body's rules, or such disclosure is given in connection with mediation or legal proceedings in respect of this Agreement.

13.3 **Further Acts** – The parties hereto agree to execute and deliver such further and other documents and to perform and cause to be performed such further and other acts and things as may be necessary or desirable in order to give full effect to this Agreement and every part thereof.

13.4 **Binding Effect**- Subject to the restrictions on assignment and transfer herein contained, this Agreement shall enure to the benefit of and be binding upon the parties hereto and their respective heirs, executors, administrators and other legal representatives, successors and permitted assigns.

13.5 **Severability** – Each provision of this Agreement is intended to be severable. If any provision hereof is illegal or invalid, such illegality or invalidity shall not affect the validity of the remainder hereof.

13.6 **Counterparts** – This Agreement may be executed in any number of counterparts with the same effect as if all parties hereto had signed the same documents. This Agreement may also be adopted in any subscription or assignment forms of similar instruments signed by a Partner, with the same effect as if such Partner had executed a counterpart of this Agreement. All counterparts and adopting instruments shall be construed together and shall constitute one and the same agreement.

13.7 **Time** – Time shall be of the essence hereof.

13.8 **Dispute Resolution** – Should a deadlock occur as a result of a failure to obtain the requisite consents of the parties required under the Agreement, or any dispute or disagreement of any kind arise at any time (i) with respect to the interpretation or application of this Agreement, as amended from time to time, or (ii) the application of GAAP to the records or affairs of the business of the Limited Partnership, the parties agree that good faith negotiations shall take place between them in an attempt to resolve the matter including discussions with a view to one or more parties buying all

the Units of the other party(ies). If such good faith negotiations have not resolved the dispute or disagreement within a reasonable period of time, any party to this Agreement may request a mediation among the parties.

The mediator shall be agreed upon by the Partners. In the event they shall be unable to agree upon the mediator, the General Partner may appoint a mediator.

All discussions before the mediator shall be non-binding, confidential and without prejudice to the position of any party. The parties agree that if the mediator process does not result in a satisfactory resolution of the dispute or disagreement after the lesser of (a) either ten (10) hours of mediation, or (b) thirty (30) days from the commencement of the mediation, then any one or more of the Limited Partners may refer the dispute or disagreement to a single arbitrator to effect a binding resolution of the matter pursuant to the *Arbitration Act* of British Columbia. The mediator may not be the arbitrator.

The arbitration shall be completely private. The arbitrator shall fix the appropriate procedure which may include an oral hearing. The issue or issues to be decided by the arbitrator shall be defined in an Arbitration Agreement filed on consent by the Partners. In the event the parties to the arbitration shall be unable to agree upon the issue or issues to be decided by the arbitrator in any arbitration pursuant to this clause, the arbitrator shall have jurisdiction to determine the issue or issues to be decided. The arbitrator may order interest on any award and the arbitrator may award costs to either party. In the absence of any such award of costs, each of the parties shall bear its own costs of any arbitration pursuant to this clause and one-half of the cost of the arbitrator. The arbitrator shall be strictly bound by legal principles and the general nature of this Agreement in rendering his or her decision.

13.9 **Governing Law** – This Partnership Agreement shall be governed by and construed in accordance with the applicable laws of the Province of British Columbia and Canada.

IN WITNESS WHEREOF this Partnership Agreement is executed as of the day and year first above written.

Chinook Comfor Limited
by its authorized signatory(ies):

Signature
Print Name: _____

Signature
Print Name: _____

Signed, Sealed and Delivered by the)
Wet'suwet'en First Nation)

Chief Karen Ogen

_____)
Signature of Witness)

_____)
Print Name)

_____)
Address)
_____)

Signed, Sealed and Delivered by the)
Nee Tahi Buhn First Nation)

Chief Raymond Morris

_____)
Signature of Witness)

_____)
Print Name)

_____)
Address)
_____)

Signed, Sealed and Delivered by the)
Skin Tyee First Nation)

Chief Rene Skin

_____)
Signature of Witness)

_____)
Print Name)

_____)
Address)
_____)

Signed, Sealed and Delivered by the)
Cheslatta Carrier Nation)

Chief Corrina Leween

Signature of Witness)

Print Name)

Address)

_____)

Signed, Sealed and Delivered by the)
Burns Lake Band)

Chief Dan George

Signature of Witness)

Print Name)

Address)

_____)

Signed, Sealed and Delivered by the)
Lake Babine First Nation)

Chief Wilfred Adam

Signature of Witness)

Print Name)

Address)

_____)

The Corporation of the Village of Burns Lake
by its authorized signatory(ies):

Signature
Print Name: _____

Signature
Print Name: _____

Regional District of Bulkley Nechako
Area B and Area E
by its authorized signatory(ies):

Signature
Print Name: _____

Signature
Print Name: _____

SCHEDULE "A"
CHINOOK COMFOR LIMITED PARTNERSHIP
TRANSFER OF UNIT

The undersigned, a Limited Partner in the Chinook Comfor Limited Partnership (the "Transferor") hereby transfers, assigns and sells to:

 (Name of Transferee)

 (Residence Address)

(the "Transferee") all right, title and beneficial interest of the undersigned in _____ Units, being Unit Nos. _____, in the Chinook Comfor Limited Partnership (the "Limited Partnership") a limited partnership formed under the laws of the Province of British Columbia. The undersigned hereby agrees to execute or furnish such documents and to perform any other act as Chinook Comfor Limited (the "General Partner") or the Registrar and Transfer Agent of the limited partners (the "Limited Partners") may reasonably require to properly and legally effect a valid transfer of the Units.

Dated this _____ day of _____, 2_____

 (Witness)

 (Signature of Transferor, and if applicable, name of Company and office held by signatory)

 (Residence Address)

The Transferee by execution hereof hereby accepts the within transfer and agrees to be bound, as a Limited Partner in the Limited Partnership by the terms of the limited partnership agreement (the "Limited Partnership Agreement") dated for reference the ____ day of _____, 2_____ among the General Partner, as general partner, and each and every person who agrees to become and is accepted as a Limited Partner.

The Transferee hereby represents and warrants that he, she or it:

- (a) is/or is not (delete as applicable) a "non-resident" of Canada within the meaning of the *Income Tax Act* (Canada) and the regulations made thereto, and, if applicable, any corresponding provincial legislation;
- (b) is/or is not (delete as applicable) a "non-Canadian" within the meaning of the *Investment Canada Act* (Canada);

- (c) if an individual, has the capacity and competence to enter into and be bound by this document, the Limited Partnership Agreement and all other agreements contemplated hereby or thereby;
- (d) if a corporation, partnership, unincorporated association or other entity, is legally competent to execute this document, the Limited Partnership Agreement, and all other agreements contemplated by the Limited Partnership Agreement, and to take all actions required pursuant thereto, and it further certifies that all necessary approvals of directors, shareholder, partners, members or otherwise have been given; and
- (e) shall provide such evidence of his status as the General Partner (or the Registrar and Transfer Agent if not the General Partner) may reasonably request.

The undersigned hereby irrevocably nominates, constitutes and appoints the General Partner of the Limited Partnership, with full power of substitution, as his true and lawful attorneys and agents, with full power and authority in his name, place and stead and for his use and benefit to do the following, namely:

- (a) execute, swear to, acknowledge, deliver and file as and where required any and all of the following:
 - (i) all declarations and declarations of change and certificates required under the *Partnership Act* (British Columbia) and other instruments necessary to form, qualify or continue and keep in good standing the Limited Partnership as a limited partnership;
 - (ii) with any governmental body or instrumentality of the Government of Canada or a province, all instruments, declarations and certificates necessary to reflect any amendment to the Limited Partnership Agreement;
 - (iii) any certificates of fictitious or trade names;
 - (iv) all conveyances, agreements and other instruments deemed necessary or desirable by the General Partner to reflect the dissolution and termination of the Limited Partnership, including cancellation of any certificates or declarations and the execution of any elections under the *Income Tax Act* (Canada) and the regulation made thereto, as may be amended or re-enacted from time to time, and any corresponding provincial legislation;
- (a) execute and file with any governmental body or instrumentality thereof of the Governmental of Canada or a province any documents necessary to be filed in connection with the business, property, assets and undertaking of the Limited

Partnership; and

- (b) execute and deliver all such other documents or instruments on behalf of and in the name of the Limited Partnership and for the Limited Partners as may be deemed necessary or desirable by the General Partner to carry out fully the provisions of the Limited Partnership Agreement or any other agreements contemplated hereby or thereby.

The power of attorney granted herein is irrevocable, is a power coupled with an interest, shall survive death, disability or other legal incapacity of the undersigned and shall survive the assignment, to the extent of the obligations of the undersigned under the Limited Partnership Agreement or hereunder, by the undersigned of the whole or in part of the interest of the undersigned in the Limited Partnership and extends to the heirs, executors, administrators, successors and assigns of the undersigned and may be exercised by the General Partner, acting alone or together on behalf of the undersigned in executing any instrument thereon and by listing all the Limited Partners executing such instrument with a single signature as attorney and agent for all of them.

The undersigned agrees to be bound by any representations and actions made or taken in good faith by the General Partner pursuant to this power of attorney in accordance with the terms hereof and the Limited Partnership Agreement and hereby waives any and all defences which may be available to him to contest, negate or disaffirm the action of the General Partner or the Nominee taken in good faith under this power of attorney.

DATED this _____ day of _____, 2_____.

SIGNED, SEALED AND DELIVERED in the Presence of:

(Witness)

(Signature of Transferee, and if applicable, name of Company and office held by signatory)

(Print Name)

(Residence Address)

(Mailing Address if different from Residence Address)

(Date of Birth)

A transfer of Units may have income tax implications as between the Transferor and the Transferee and a Limited Partner should consult his tax advisor prior to making any transfer.

No transfer of a fraction of a Unit may be made.

Until a Transferee becomes a Limited Partner in accordance with the Limited Partnership Agreement, all distributions and allocations will be made to persons shown as Limited Partners on the register of Limited Partners.



162

**Regional District of Bulkley-Nechako
Board of Directors Memorandum
FEBRUARY 25, 2016**

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: February 15, 2016
Regarding: Topley Rural Fire Protection, Topley Road Rescue and Medical First Responder Service Agreement

Attached for your information is the Topley Rural Fire Protection, Topley Road Rescue and Medical First Responder Service Agreement between the Regional District of Bulkley-Nechako and Topley Fire Protection Society.

The agreement provides fire protection, road rescue and medical first responder services to the Topley area as required by the Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015 and the Topley Rural Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015. The agreement will be in effect from January 1, 2016 to December 31, 2020.

Recommendation

ALL /DIRECTORS/MAJORITY

1. "That the Board of Directors receive the February 15, 2016, memo titled "Topley Rural Fire Protection, Topley Road Rescue and Medical First Responder Service Agreement" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors authorize staff to enter into the Topley Rural Fire Protection, Topley Road Rescue and Medical First Responder Service Agreement with the Topley Fire Protection Society which will expire on December 31, 2020."

THIS AGREEMENT is made the 1st day of January, 2016.

BETWEEN:

REGIONAL DISTRICT OF BULKLEY-NECHAKO

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

AND:

OF THE FIRST PART

TOPLEY FIRE PROTECTION SOCIETY

(Incorporation No. S – 33557) Box 192
Topley BC
VOJ 2Y0 ("Society")

OF THE SECOND PART

WHEREAS

- A. The Regional District adopted the Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015, which authorized the Regional District to undertake and carry out or cause to be carried out fire protection and suppression services within a certain part of Electoral Area "G" (Houston Rural) and a certain part of Electoral Area "B" (Burns Lake Rural);
- B. The Regional District adopted the Topley Rural Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015, which authorized the Regional District to undertake and carry out or cause to be carried out road rescue and medical first responders service within certain part of Electoral Area "G" (Houston Rural) and a certain part of Electoral Area "B" (Burns Lake Rural)
- C. Under the terms of Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015, and the Topley Rural Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015 the annual cost of providing the Fire Protection and Suppression Service and Road Rescue and Medical First Responders Service is recovered by a requisition of money to be collected by a property value tax on land and improvements. Under the Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015, and the Topley Rural Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015 the maximum amount that may be requisitioned annually for the Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015 is SEVENTY-TWO THOUSAND (\$72,000) DOLLARS, and Topley Rural Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015 is SEVEN THOUSAND (\$7,000) DOLLARS;
- D. Under Section 176(1)(a) of the Local Government Act the Regional District may make agreements for the undertaking, provision and operation of its services; and
- E. The Society has agreed to provide the services described herein, within and for the Fire Protection Service Area;

NOW THEREFORE, this agreement witnesses that in consideration of premises, the terms and conditions hereinafter contained, and other good and valuable consideration

164

TERM: January 1, 2016 to December 31, 2020

(the receipt and sufficiency of which are acknowledged by the parties), the Regional District and the Society covenant and agree as follows:

1.0 DEFINITIONS

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

- (a) **“Equipment”** means all vehicles, apparatus, goods and chattels acquired by the Society;
- (b) **“Facilities”** means the lands legally described as: L 2DL 2623 R5C PL 10310 (the “Fire Hall Site”) and the Fire Hall and other buildings and structures located on the Fire Hall Site;
- (c) **“Fire Protection Service Area** or “Service Area” means the local service area established by the Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015, as described in Schedule 1 of this Agreement, and as may be further amended from time to time;
- (d) **Road Rescue and Medical First Responder Service Area”** or **“Service Area”** means the local service area established by the Topley Rural Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015, as described in Schedule 1 of this Agreement, and as may be further amended from time to time;
- (e) **“Regional District Funds”** means money requisitioned by the Regional District for the Fire Protection Service Area and/or the Road Rescue and Medical First Responders Service Area and paid to the Society;
- (f) **“Service”** means fire prevention, fire suppression, rescue operations and response to hazardous materials incidents, and all other activities, within the departments training parameters, as agreed to by the Regional District and the Topley Fire Protection Society from time to time as part of the Fire Protection Service, and the Road Rescue and Medical First Responder Service;
- (g) **“Regional District Grant”** means the grant paid to the Society by the Regional District as referred to in section 4.1 of this Agreement.

2.0 SERVICE

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

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

- (a) all enactments that apply to the provision of the Fire Protection Service, including all applicable bylaws of the Regional District, as amended or replaced from time to time including but not limited to Bylaw No. 1729 A Bylaw to Establish Rules for the Administration and Regulation for the Provision of Fire Protection in the Regional District of Bulkley-Nechako Established Rural Fire Protection Areas, attached hereto as Schedule 2
- (b) all policies of the Regional District that govern the manner in which the

TOPLEY FIRE PROTECTION, ROAD RESCUE AND MEDICAL FIRST RESPONDER SERVICE AGREEMENT

TERM: January 1, 2016 to December 31, 2020

165

Fire Protection Service is to be provided, or that specify the level of the Service, as such policies may be amended or replaced from time to time;

- (c) any Standard Operational Guidelines for the Service that are developed by or for the Society and that are approved from time to time by the Regional District;
- (d) the standard of firefighting and emergency services for volunteer fire departments generally accepted in the Province of British Columbia, including the standards that apply to the level of training and equipment of fire fighters;
- (e) the requirements of the *Workers Compensation Act* and the Occupational Health and Safety Regulation under that *Act*; and
- (f) the directions of the Fire Chief as ratified by the Regional District Board and the Chief Administrative Officer or his/her designate, to supervise and direct the provision of the Fire Protection Service.

3.0 TERM

3.1 The Term of this Agreement is five (5) years, commencing on the 1st day of January, 2016 and terminating on the 31st day of December, 2020.

4.0 MONTHLY GRANT

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

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

5.0 COST

5.1 It is acknowledged, understood and agreed that the entire cost to the Regional District of providing the Fire Protection Service and the Road Rescue and Medical First Responder Service under this Agreement shall be recovered by the Regional District in the form of a property value tax payable by the owners of property within the Fire Protection Service Area and the Road Rescue and Medical First Responder Service Area respectively, and may be supplemented by other grants, donations, or other sources of revenue.

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

6.0 BUDGET

166

TERM: January 1, 2016 to December 31, 2020

- 6.1 For each year of this Agreement the Society will prepare in a form first approved by the Electoral Area Directors and the Chief Financial Officer of the Regional District a five year financial plan that includes the Society's proposed capital and operating expenditures and revenues for each year of the plan.
- 6.2 The Society will forward the financial plan to the Chief Financial Officer on or before the 30th day of November of each year of the Term for the following calendar year of the Term.
- 6.3 The Regional District shall review the financial plan as prepared under Section 6.1 and shall either approve the financial plan or return it for amendment by the Society. As required, the Society will return the final financial plan as amended to the Regional District for its final approval on or before the 31st day of December of each year of the Term immediately preceding the year in which the budget is to take effect. If the Regional District and the Society cannot reach agreement on the Society's financial plan by January 31st of the year of the Term during which the budget is to take effect, the Regional District shall determine the financial plan.
- 6.4 If a monthly payment or other payment is made to the Society before the Regional District's approval of the financial plan for the year in relation to which that payment was made, any necessary adjustment shall be made by the Regional District at the time of the first payment made after approval of the budget.
- 6.5 The Society shall not expend money or otherwise incur a financial obligation in any calendar year of the Term except one that is provided for in a financial plan that has been approved in accordance with this Agreement, or except for an expenditure made entirely with money of the Society that is not transferred to the Society as part of the Regional District Grant, or that was received by the Society as Regional District Funds.

7.0 COVENANTS OF THE SOCIETY

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

- 7.1 maintain its corporate existence, carry on and conduct its affairs in a proper and businesslike manner and keep or cause to be kept properly books of account in accordance with generally accepted accounting principles applied consistently;
- 7.2 perform all its obligations under this Agreement at its own cost;
- 7.3 provide to the Regional District within 120 days after the close of each fiscal year of the Society a financial statement for the operation of the Society and a copy of the minutes of the Annual General Meeting;
- 7.4 keep the Regional District Grant separate in the Society's books of accounts;
- 7.5 permit the Regional District and its auditors at any time and from time to time to have access to and inspect the Society's books of accounts, documents, cheques, vouchers and other records that relate to the provision of the Service;
- 7.6 permit the Regional District at any time and from time to time to have access to and inspect all facilities, equipment, goods and chattels that are used in connection with the provision of the Service;

- 7.7 under the direction of the Fire Chief, organize and coordinate the services of such volunteer firefighters and other personnel as are necessary to properly and efficiently provide the Service and to perform the Society's other obligations under this Agreement;
- 7.8 adhere to the Regional District of Bulkley-Nechako Fire Department Training Program as administered under the direction of the Chief Administrative Officer of the Regional District of Bulkley-Nechako, or his/her designate.
- 7.9 assist the Regional District on an ongoing basis in the development of Standard Operational Guidelines for the operations of the Society and for the provision of the Fire Protection Service and the Road Rescue, and Medical First Response Service;
- 7.10 abide by its constitution, bylaws and other requirements of the *Society Act* and hold annual meetings and file annual reports and other documents to be filed with the Registrar of Companies;
- 7.11 maintain proper records relating to the provision of the Fire Protection Service and the Road Rescue and Medical First Responder Service, in accordance with all applicable policies of the Regional District from time to time; and the Society acknowledges that in the course of providing the Fire Protection Service it may be required to receive and record "personal information" (as defined in the *Freedom of Information and Protection of Privacy Act*) of individuals who receive the benefit of the Service, and the Society agrees that it shall maintain all records relating to the provision of the Fire Protection Service to the Regional District, including but not limited to personal information, in accordance with the requirements of the *Freedom of Information and Protection of Privacy Act*, and that the Society shall not disclose any information relating to the provision of the Fire Protection Service under this Agreement to any person except with the authorization of the Regional District;
- 7.12 maintain the Facilities, including the grounds around the Fire Hall and all Equipment in a good working condition so that the Equipment and Facilities are available at all times for the purpose of providing the Service;
- 7.13 not adopt a resolution to dissolve the Society unless it has first given written notice to the Regional District 30 days prior to the meeting at which such resolution is to be considered, except as outlined by Sections 16 or 17 of this Agreement.

8.0 REGIONAL DISTRICT INTEREST

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

9.0 EQUIPMENT

- 9.1 At the expiry or earlier termination of this Agreement, unless renewed or replaced with a similar agreement, the Society shall transfer ownership of any

Equipment held in the name of the Society to the Regional District at no cost to the Regional District.

10.0 TITLE TO LAND ACQUIRED WITH REGIONAL DISTRICT GRANT

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

11.0 CONDITION OF FACILITIES

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

12.0 INSURANCE

12.1 Within THIRTY (30) days of signing this agreement the Regional District agrees to obtain commercial general liability insurance coverage from the Municipal Insurance Association of British Columbia (MIABC), naming the Society in an service provider, as an Additional Named Insured entitled to full coverage in the amount of \$5,000,000 on an occurrence basis with respect to third party liability claims for bodily injury, property damage, and personal injury while providing the agreed service. The premiums shall be paid for with funds from the Topley Rural Fire Protection Service and the Topley Road Rescue and Medical First Responder Service. The Regional District agrees to be responsible for any and all deductible amount including any claim expenses incurred under the commercial general liability insurance coverage from the Municipal Insurance Association of BC (MIABC).

12.2 Within THIRTY (30) days of signing this agreement the Regional District agrees to obtain property and motor vehicle insurance for the Facilities, motor vehicles and any other chattels and equipment owned by the Regional District. The premiums shall be paid for with funds from the Topley Rural Fire Protection Service and the Topley Road Rescue and Medical First Responder Service

12.3 The Society shall insure and keep insured against all risks of loss or damage the Equipment or other property, not provided for in section 12.2 under this Agreement, , such policy or policies to be included in the term(s) and with such deductible as is acceptable to the Regional District.

12.4 Every policy of insurance, except the policies purchased by the Regional District must name the Regional District as an additional insured and contain a clause stating that the policy is not to be cancelled or materially altered without at least 30 days written notice to the Regional District.

12.5 The Society shall provide the Regional District for each year of the Term with a certificate signed by an authorized signatory of each insurer confirming that the coverage required under Section 12 has been provided, and upon request shall provide a copy of the said policy or policies to the Regional District.

12.6 The Regional District shall, throughout the term of this Agreement, obtain and maintain in force for all motor vehicles used in the provision of the Service,

whether owned or leased by the Society or the Regional District, automotive liability insurance in accordance with the Insurance (Motor Vehicle) Act of British Columbia, and in an amount of not less than (\$5,000,000.00) FIVE MILLION DOLLARS per accident. The premiums shall be paid for with funds from the Topley Rural Fire Protection Service and the Topley Road Rescue and Medical First Responder Service.

- 12.7 The Regional District shall, throughout the Term of this Agreement, obtain and maintain in force Workers Compensation Insurance through WorkSafe BC. The premiums shall be paid for with funds from the Topley Rural Fire Protection Service and the Topley Road Rescue and Medical First Responder Service.

13.0 INDEMNITY

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

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

14.0 APPOINTMENT OF FIRE CHIEF

- 14.1 The Society shall, at its Annual General Meeting each year, elect or re-elect a Fire Chief of the Topley Volunteer Fire Department.

- 14.2 The Fire Chief elected or re-elected under section 14.1 shall serve as the Regional District's Fire Chief for the purpose of the Fire Protection Service and Road Rescue and Medical First Responder Service, subject to that person:

- (a) meeting the qualifications for the position of Fire Chief as approved from time to time by the Regional District;
- (b) having their election as Fire Chief ratified by the Regional District Board.

15.0 TERMINATION

15.1 The Agreement shall terminate not later than the 31st day of December, 2020.

16.0 EARLY TERMINATION

16.1 Notwithstanding any other provision of this Agreement, the Regional District may terminate this Agreement upon giving 30 days' notice of its intention to so terminate:

- (a) should the Society fail to file its Annual Report or otherwise no longer be in good standing with the Registrar of Companies under the *Societies Act*;
- (b) should the Society default in any term or condition of this Agreement or fail to perform any covenant required to be performed by the Society under this Agreement;
- (c) should the Regional District or any successor to the Regional District provide alternate fire protection and emergency response service within the Service Area; or
- (d) should the Society, in the opinion of the Regional District, fail to provide the Service in accordance with the requirements of this Agreement.

17.0 GENERAL PROVISIONS

17.1 Notice

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

17.2 Authority

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

17.3 Assignment

This Agreement shall not be assigned by the Society.

17.4 Enurement

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

17.5 Time

Time is to be of the essence of this Agreement.

17.6 Further Assurances

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

17.7 Entire Agreement

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

17.8 Waiver

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

17.9 Cumulative Remedies

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

17.10 Amendment

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

17.11 Law Applicable

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

18.0 INTERPRETATION

18.1 In this Agreement:

- (a) reference to the singular includes a reference to the plural, and vice versa, unless the context requires otherwise.
- (b) articles and section headings have been inserted for ease of reference only and are not to be used in interpreting this Agreement;
- (c) reference to a particular numbered section or article, or to a particular lettered Schedule, is a reference to the correspondingly numbered or

-
- lettered article, section or Schedule of this Agreement;
- (d) if a word or expression is defined in this Agreement, other parts of speech and grammatical forms of the same word or expression have corresponding meanings;
 - (e) reference to any enactment includes any regulations, orders or directives made under the authority of that enactment;
 - (f) reference to any enactment is a reference to that enactment as consolidated, revised, amended, re-enacted or replaced, unless otherwise expressly provided;
 - (g) reference to time or date is to the local time or date in Victoria, British Columbia;
 - (h) all provisions are to be interpreted as always speaking;
 - (i) reference to a "party" is a reference to a party to this Agreement and to their respective successors, assigns, trustees, administrators and receivers;
 - (j) reference to a "day", "month", "quarter" or "year" is a reference to a calendar day, calendar month, calendar quarter or calendar year, as the case may be, unless otherwise expressly provided;
 - (k) where the word "including" is followed by a list, the contents of the list are not intended to circumscribe the generality of the expression preceding the word "including";
 - (l) word importing the masculine gender includes the feminine or neuter, and a word importing the singular includes the plural and vice versa; and
 - (m) a reference to approval, authorization, consent, designation, waiver or notice means written approval, authorization, consent, designation, waiver or notice.

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

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

Chair)
)

Corporate Administrator)
)

TOPLEY FIRE PROTECTION SOCIETY by its authorized signatories:)
)

Jerry Botti, President)
)

Esther Krizmanich, Treasurer)
)



174

**Regional District of Bulkley-Nechako
Board of Directors Memorandum
JANUARY 28, 2016**

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: January 11, 2016
Regarding: Round Lake Rural Fire Protection Agreement with the Village of Telkwa

Attached for your information is the Round Lake Rural Fire Protection Agreement between the Regional District of Bulkley-Nechako and the Village of Telkwa.

The agreement provides fire protection services to the Round Lake area as required by the Round Lake Rural Fire Protection Service Establishment Bylaw No. 1722 . The agreement will be in effect from January 1, 2016 to December 31, 2020.

Recommendation

AII /DIRECTORS/MAJORITY

1. "That the Board of Directors receive the January 11, 2016 memo titled "Round Lake Rural Fire Protection Agreement with the Village of Telkwa" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors authorize staff to enter into the Round Lake Rural Fire Protection Agreement with the Village of Telkwa which will expire on December 31, 2020."

THIS AGREEMENT IS DATED THE ____ DAY OF January, 2016

BETWEEN:

THE REGIONAL DISTRICT OF BULKLEY-NECHAKO,

P.O. BOX 820,

Burns Lake, British Columbia, VOJ 1E0

(hereinafter referred to as "Regional District")

OF THE FIRST PART

AND:

THE VILLAGE OF TELKWA,

Box 220

Telkwa British Columbia, V0J 2X0

(hereinafter referred to as "Village")

OF THE SECOND PART

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

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

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

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

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

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

1. Service to be Provided

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

2. Water Source

The Regional District shall install a dry hydrant system into Round Lake as a water source for the provision of fire suppression to the Round Lake Rural Fire Protection

Initial _____

Area.

The Village will ensure the dry hydrant system is serviced as required.

3. Buy-in Fee

The Regional District, on behalf of the Service Area, shall pay a buy-in fee to the Village to recognize that the rural residents of the Round Lake Rural Fire Protection Service Area receive value for use of the assets of the Telkwa Fire Department in existence at the commencement of this agreement. The buy-in fee shall be \$1,356.00 annually for a period of five years; and is payable on August 1st of each year.

4. Annual Fee for Service

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

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

5. Annual Budget

The Electoral Area "A", (Smithers Rural) Director of the Regional District of Bulkley-Nechako shall be involved in the preparation of the Village's Fire Department Annual Budget, the net operating costs of which shall be furnished to the Regional District in time to be included in the Regional District's Annual Budget

for that year, by no later than March 1st.

6. Record of Fires

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

7. Other Agreements

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

8. Indemnities

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

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

9. Force Majeure

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

continue to take all reasonable steps within that party's control to fulfill its obligations under this Agreement, or to resume the carrying out of its obligations hereunder at the earliest opportunity, or to mitigate the extent of the loss or damage it may suffer or incur as a result of the event of Force Majeure.

10. Term of Agreement

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

11. Early Termination

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

179

Round Lake Rural Fire Protection Area Service Agreement
Term: January 1, 2016 – December 31, 2020

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

SIGNED, SEALED AND DELIVERED
on this ____ day of _____, 2016 by
the Regional District of Bulkley-Nechako

Chair

"SEAL"

Chief Administrative Officer

SIGNED, SEALED AND DELIVERED
on this ____ day of _____, 2016
by the Village of Telkwa

Mayor

"SEAL"

Chief Administrative Officer



REGIONAL DISTRICT OF BULKLEY-NECHAKO

BC Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook

WHEREAS the Office of the Fire Commissioner of BC developed and issued the “British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook, 2014 for implementation by British Columbia fire departments;

AND WHEREAS local governments are responsible for training, evaluation, and records of training management for firefighters, inclusive of rural fire departments within Regional District jurisdiction;

AND WHEREAS local governments have limited resources to ensure that adequate training, evaluation, and records management are consistent for rural fire departments;

THEREFORE BE IT RESOLVED that the North Central Local Government Association and the Union of BC Municipalities lobby the Office of the Fire Commissioner of BC to implement Fire Training and Evaluation Teams to provide ongoing training opportunities, evaluation and records management training for all fire departments in British Columbia.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

Emergency Program Act

WHEREAS the Province of British Columbia has established the *Emergency Program Act* which requires local governments to prepare for and provide emergency response to its residents;

AND WHEREAS the Province of British Columbia is in the process of conducting a review of the *Emergency Program Act*;

AND WHEREAS local government, especially, Regional Districts with large geographic areas have very limited physical and financial resources to plan, assess threats to health, safety, property and the environment and to respond to and implement recovery initiatives for disaster and emergency events;

THEREFORE BE IT RESOLVED that the North Central Local Government Association and the Union of BC Municipalities lobby the Province to provide trained Provincial Emergency Response Teams to lead, direct, and support local governments regarding emergency and disaster response.

NCLGA Resolution Wording – Landfill Guidelines

WHEREAS the BC Ministry of Environment intends to finalize the “Landfill Criteria for Municipal Solid Waste” guidance document after January 31, 2016;

AND WHEREAS the inclusion of the new standards in Landfill Operational Certificates will require local governments to meet the new standards associated with landfilling in BC, which will result in increased costs for landfill development, operation and closure and limit the ability for local governments to move forward with additional waste reduction initiatives;

AND WHEREAS in many areas of the Province of BC, government regulated Extended Producer Responsibility programs are not providing reasonable service levels which is resulting in more landfilled waste and greater costs to local governments;

AND WHEREAS local governments have a responsibility to their taxpayers to be fiscally responsible recognizing the challenging times for all taxpayers of BC:

THEREFORE BE IT RESOLVED that the Province of British Columbia provide funding assistance to local governments in developing and implementing sustainable waste reduction initiatives and further that the Province of British Columbia ensure that regulated extended producer responsibility programs are paying 100% of the costs associated with their collection programs and are providing reasonable service levels to all of BC.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

Memo – Board Agenda February 25, 2016

To: Chairman Miller and the Board of Directors
 From: Hans Berndorff, Financial Administrator
 Date: February 16, 2016
 Re: Quarterly Financial Report – December 31, 2015

Attached are the consolidated financial statements for the twelve months ending December 31, 2015, which show a year to date surplus of \$2,333,396 compared with budget. A review of surplus for region-wide and regional rural services has been included in each of the drafts of the 2016 budget.

Also attached is a colour coded summary report showing the expenses for region wide and regional rural services. In addition, each electoral area and municipal Director has been provided with a custom report that also includes the sub-regional and local services in which that jurisdiction participates.

The colour coding has been set up to format automatically as follows:

- Green indicates that expenditures for that service are within budget;
- Yellow indicates that expenditures are over budget by less than \$2,000; and,
- Red indicates that expenditures are over budget by more than \$2,000.

In the current report, all expenditure items are shown green.

Within the details, although each of the following services are within budget, individual line items that are significantly over budget include:

- Environmental Services Staff Overtime (\$14,785) due to staff medical leave and work associated with taking over new landfill operations;
- Environmental Services Staff Travel (\$14,110) due to vehicle repairs and heavy operational travel needs;
- Environmental Services Hiring Expense (\$9,661) due to replacement of unanticipated staff departure;
- Environmental Services equipment maintenance and site maintenance costs at both the Knockholt and Clearview landfills (combined total of \$20,383) due primarily to work necessary to correct site deficiencies left by the prior contractors. This was offset by holdbacks or claims on the existing letter of credit.

The full detailed departmental financial statements are available on request.

Also attached as Schedule 1 is a listing of our capital reserves at December 31, 2015 totalling about \$7.1 million; and Schedule 2 is a listing of our debenture debt at December 31, 2015 totalling \$2.3 million.

I would be pleased to answer any questions.

Recommendation:

(all/directors/majority)

That the memorandum from the Financial Administrator dated February 16, 2016 regarding the Quarterly Financial Report for the twelve months ended December 31, 2015 be received.

Regional District of Bulkley-Nechako
Capital Reserves

As at:
December 31, 2015

Administration/Planning/Emerg Preparedness Vehicle	58,531
Administration Building	45,866
Administration Equipment	48,073
Building Inspection Vehicle	55,359
Env Services Vehicle Vehicle	61,359
Insurance	52,161
Landfill Closure & Post Closure	38,449
Landfill Phase Development	423,302
Map Plotter	36,017
Weed Vehicle	5,614
Houston Rural Fire Protection Equipment	12,505
Burns Lake Rural Fire Protection Equipment	48
Fort St. James Rural Fire Protection Equipment	59,243
Fort Fraser Rural Fire Protection Equipment	77,809
Telkwa Rural Fire Protection Equipment	25,678
Vanderhoof Rural Fire Protection Equipment	35,374
Southside Rural Fire Protection Equipment	66,547
Smithers Rural Fire Protection Equipment	106,428
Luck Bay Rural Fire Protection Equipment	6,093
Lakes District Airport Capital	117,691
Burns Lake Arena	97,522
Glacier Gulch Equipment	2,192
Bulkley Valley Pool Capital	530,241
Emergency Services Capital	65,550
911 Service	392,500
Fort Fraser Sewer Capital	114,183
Fort Fraser Water Capital	393,031
Rural Elections	37,859
Federal Gax Tax	4,136,684
	7,101,910
	7,101,910

Regional District of Bulkley-Nechako
Outstanding Debt
As at December 31, 2015

	<u>Originally Borrowed</u>		<u>Year of Maturity</u>	<u>Interest Rate</u>		<u>Balance Outstanding</u>
	<u>Year</u>	<u>Issue</u>				
Environmental Services	2008	103	677,000	2018	4.65% Fixed	231,631
	2010	112	729,517	2020	3.73% Fixed	400,410
	2015	Loan	1,547,000	2020	1.24% Floating	1,471,944
			<u>2,953,517</u>			<u>2,103,985</u>
Burns Lake Arena	1999	71	200,000	2019	6.20% Fixed	56,222
			<u>200,000</u>			<u>56,222</u>
Luck Bay Rural Fire Protection	2006	97	125,000	2026	4.67% Fixed	80,576
	2010	112	10,000	2030	3.73% Fixed	8,181
			<u>135,000</u>			<u>88,757</u>
Fort Fraser Rural Fire Protection	2004	81	147,140	2019	5.30% Fixed	50,267
Fort Fraser Sewer	2001	74	30,000	2016	5.93% Fixed	2,752
			<u>30,000</u>			<u>2,752</u>
			<u>3,465,657</u>			<u>2,301,983</u>



186
Regional District of Bulkley-Nechako
Income Statement
As of December 31, 2015

Department * Consolidated Departments

Acct	Revenue	Current Month	Year To Date	Year To Date Budget	Variance From Budget	Annual Budget
400001	Taxation & Service Agreement	0	40,704	38,769	1,935	38,769
400003	Parcel Taxes	0	113,170	113,170	0	113,170
400004	Electoral Area Taxation	0	5,203,817	5,202,075	1,742	5,202,075
400005	Municipal Taxation	0	3,430,933	3,432,656	(1,723)	3,432,656
410001	Investment Revenue	2,802	25,763	15,500	10,263	15,500
420001	Transfer from Capital Reserve	14,511	41,400	31,449	9,951	31,449
420003	Transfer from Vehicle Reserve	0	31,084	32,100	(1,016)	32,100
420005	Transfer from Election Reserve	1,439	1,439	6,000	(4,561)	6,000
420009	Transfer from Plotter Reserve	0	0	34,000	(34,000)	34,000
420010	Transfer from Landfill Closure Res	0	0	150,000	(150,000)	150,000
420011	Transfer from Landfill Phase Dev	319,272	834,645	950,000	(115,355)	950,000
420099	Transfer from Federal Gas Tax	132,720	665,317	820,000	(154,683)	820,000
430002	Interim Financing	0	1,547,000	1,547,000	0	1,547,000
430003	Debt Issue - Waste Haulin	0	0	19,817	(19,817)	19,817
441001	Donations Received	0	1,841	0	1,841	0
442001	Federal Gas Tax Revenue	426,091	852,182	838,699	13,483	838,699
442101	Other Grant Revenue	48,907	118,907	241,000	(122,093)	241,000
443001	Province of BC Admin Grant	0	191,886	185,000	6,886	185,000
445001	NDI Grants	58,000	58,000	58,000	0	58,000
446001	Grants in Lieu of Taxes	50,539	76,697	68,366	8,331	68,366
446002	Grants in Lieu of Alcan Taxes	0	830,667	781,541	49,126	781,541
449001	PEP Emerg. Expense Reimburse	0	141,548	300,000	(158,452)	300,000
449015	Grants for Economic Dev. Project	28,845	30,715	113,492	(82,777)	113,492
450001	Fees Collected	1,610	63,331	92,525	(29,194)	92,525
450002	Fees Collected	15,923	67,624	68,277	(653)	68,277
450003	Metal Recycling Recovery	20,548	20,548	150,000	(129,452)	150,000
450004	Paint & Solvent Recovery	1,885	10,971	10,000	971	10,000
450005	Ozone Revenue	1,136	18,847	12,000	6,847	12,000
450006	Contaminated Soil Disposal	31,084	47,633	5,000	42,633	5,000
450007	Specified Risk Material Waste	0	472	1,000	(528)	1,000
450008	Construction & Demolition Waste	43,434	310,222	175,000	135,222	175,000
450009	Battery Recovery	2,347	13,249	12,000	1,249	12,000
450020	Telus User Fees	22,716	138,255	141,600	(3,345)	141,600
451001	Cost Sharing Municipalities	27,386	94,542	94,542	0	94,542
452001	Recycling Revenue - Houston	247	707	0	707	0
460001	Administration Recovery	1,397	17,392	14,582	2,810	14,582
460002	Office Equipment Charge Out	10,000	10,000	10,000	0	10,000
460003	Admin Building Replacement Char	15,000	15,000	15,000	0	15,000
470001	Houston Debt Repayment	0	164,435	164,435	0	164,435
470002	Smithers Debt Repayment	0	244,560	274,770	(30,210)	274,770
470003	Burns Lake Dept Repayment	0	19,702	23,523	(3,820)	23,523
470004	Fort St. James Debt Repayment	0	29,774	29,774	0	29,774
470005	Fraser Lake Debt Repayment	0	23,220	33,632	(10,413)	33,632
470008	Vanderhoof Debt Repayment	0	87,484	87,484	0	87,484
480001	Miscellaneous Revenue	109,720	223,827	237,000	(13,173)	237,000
490001	Transfer from Equity in TCA	0	0	787,900	(787,900)	787,900
499999	Prior Year's Surplus	0	1,844,872	1,844,881	(9)	1,844,881
Revenue total		\$1,387,560	\$17,704,383	\$19,263,559	(\$1,559,176)	\$19,263,559
Expenses						
600101	Director's Remuneration	23,969	295,501	321,751	26,250	321,751
600102	UBCM Director's Remuneration	0	7,753	8,465	712	8,465
600103	NCLGA Director's Remuneration	0	3,976	5,643	1,667	5,643
600104	FCM Remuneration	0	1,789	2,400	611	2,400
600105	Minerals North Remuneration	0	795	2,400	1,605	2,400
600106	Minerals Roundup Remuneration	0	795	1,600	805	1,600
600107	EA Director's Forum - Remunerati	0	0	1,413	1,413	1,413
600108	Meetings with Ministers	0	0	5,831	5,831	5,831
600197	Director's Accident Insurance	0	1,364	1,364	0	1,364
600198	Director's Insurance	0	(19)	0	19	0
600199	Directors' CPP Matching	458	6,158	4,000	(2,158)	4,000
600201	Director's Travel	2,906	52,015	69,840	17,825	69,840
600202	UBCM Director's Travel	0	22,695	30,716	8,021	30,716
600203	NCLGA Director's Travel	0	5,617	10,910	5,293	10,910
600204	FCM Travel	0	4,586	7,760	3,174	7,760
600205	Minerals North Travel	0	965	4,320	3,355	4,320
600206	Minerals Roundup Travel	0	1,194	6,100	4,906	6,100
600207	Electoral Area Directors Meeting T	0	0	2,360	2,360	2,360
600208	Meetings with Ministers - Travel	0	0	8,400	8,400	8,400
601001	Salaries	154,405	1,825,260	1,919,802	94,542	1,919,802
601002	Election Officials Wages	81,393	748,346	784,483	36,137	784,483
601101	Employee Benefits	78,749	596,157	707,286	111,129	707,286
601102	Accident Insurance	190	2,991	3,297	306	3,297
601103	Employee WCB Premiums	694	694	0	(694)	0

601104	Employee MPP Benefits	3,349	3,349	0	(3,349)	0
601201	Accrued Overtime	(13,206)	107,432	85,860	(21,572)	85,860
601205	Allocation of Staff Costs fr Gen G	0	0	(1)	(1)	(1)
601301	Staff Education	5,005	35,650	88,084	52,434	88,084
601401	Staff Travel	8,048	86,235	90,210	3,975	90,210
601501	Staff Functions	1,435	2,194	2,500	306	2,500
601701	Hiring Expense	2,009	18,500	22,000	3,500	22,000
601801	Association Dues	70	35,515	39,276	3,761	39,276
601901	Safety Program	553	4,592	6,902	2,310	6,902
602001	Utilities	15,272	142,035	167,619	25,584	167,619
603001	Administration Costs	0	0	4,166	4,166	4,166
603002	Office Cleaning	1,959	23,863	24,990	1,127	24,990
603004	Maintenance of Water Diversion	0	1,716	18,804	17,088	18,804
603005	Repairs of Map Copier	714	714	1,000	286	1,000
603006	Pump & Maintain Holding Tanks	0	0	500	500	500
603008	Repairs and Maintenance	3,877	78,211	150,500	72,289	150,500
603009	Parking Costs	150	1,650	1,500	(150)	1,500
603100	Equipment Repairs	0	334	9,988	9,654	9,988
603101	Equipment Maintenance	11,551	43,034	38,733	(4,301)	38,733
603103	Equipment Servicing	233	817	1,000	183	1,000
603201	Skidsteer Tires	2,682	40,041	56,000	15,959	56,000
603401	Final Closure	1,810	22,676	50,000	27,324	50,000
603402	Closeout Cost Conting.	0	0	15,000	15,000	15,000
603501	Post Closure	16	1,005	70,000	68,995	70,000
603601	Site Maintenance	2,761	36,798	68,000	31,202	68,000
603602	Clearview Access Road Main.	0	8,553	10,000	1,447	10,000
603604	Tire Removal - Site	0	0	500	500	500
603701	Truck Maintenance WWH	4,126	94,704	90,900	(3,804)	90,900
603702	Trailer Maintenance WWH	1,935	22,616	33,460	10,844	33,460
604001	Computer Network	324	40,794	94,678	53,884	94,678
604002	Central Computer Network	3,308	54,419	53,986	(433)	53,986
604004	Website Upgrades	0	0	5,500	5,500	5,500
604011	Website Maintenance & Upgrades	7,843	18,818	5,573	(13,245)	5,573
604012	Central Website Maintenance	0	23,789	20,850	(2,939)	20,850
604021	Website Content	1,395	7,506	19,965	12,459	19,965
605001	Feasibility Studies	0	1,877	17,581	15,704	17,581
605005	Waste Hauling - Southside	3,312	33,538	32,000	(1,538)	32,000
605006	Contribution to NW Invasive	2,294	36,750	43,000	6,250	43,000
605007	Board of Variance	0	0	1,200	1,200	1,200
605101	Equipment Fuel	10,694	58,474	76,438	17,964	76,438
605102	Truck Fuel (WWH)	8,423	107,353	148,900	41,547	148,900
605103	Lagoon Operations	0	7,005	10,356	3,351	10,356
605201	Contract Operations	8,305	632,843	655,909	23,066	655,909
605202	Fuel Surcharge (Clearview)	0	4,913	31,400	26,488	31,400
605299	Consulting Fees	25,378	116,963	130,040	13,077	130,040
605301	Environmental Monitoring	3,112	38,469	49,000	10,531	49,000
605401	Woodwaste Management	0	0	5,200	5,200	5,200
605703	Fraser Lake Recycling	3,650	41,355	45,927	4,572	45,927
605704	Burns Lake Recycling	5,332	38,988	289,483	250,495	289,483
605705	Smithers Recycling	4,238	50,852	88,833	37,981	88,833
605706	Houston Recycling	6,158	53,097	95,603	42,506	95,603
605707	Vanderhoof Recycling	8,818	66,224	139,673	73,449	139,673
605708	Ft. St. James Recycling	1,379	13,446	84,442	70,996	84,442
605709	Granisle Recycling	0	0	35,299	35,299	35,299
605710	Telkwa Recycling	0	0	47,912	47,912	47,912
605720	Ozone Removal Charges	6,168	17,787	14,000	(3,787)	14,000
605730	5 R's Initiatives	0	8,433	12,500	4,067	12,500
605798	Recycling - Other	0	9	2,500	2,491	2,500
605801	Emergency Expenses	0	107,600	300,000	192,400	300,000
605810	Emergency Volunteer Program	1,114	22,262	24,610	2,348	24,610
605999	Project Contingency	1,862	13,629	177,079	163,450	177,079
606001	Communications	4,735	81,008	84,574	3,566	84,574
606002	Newsletters	0	0	2,500	2,500	2,500
606003	Advertising	3,067	40,261	53,615	13,354	53,615
606004	Promotional Materials	6,167	8,452	8,250	(202)	8,250
606005	Postage	1	0	0	0	0
606007	Local Trade Shows	0	175	1,000	825	1,000
606008	Public Education	0	0	7,310	7,310	7,310
606009	Sponsorship	1,603	23,429	71,022	47,593	71,022
607001	Legal Expense	5,457	65,199	87,500	22,301	87,500
607002	Audit	18,000	17,300	18,000	700	18,000
607003	Title Searches	0	1,500	3,000	1,500	3,000
608001	Property Insurance	0	40,309	40,567	258	40,567
608002	Liability Insurance	0	66,856	74,717	7,861	74,717
608003	Vehicle Insurance	1,128	21,863	22,771	908	22,771
608004	Permits & Fees	138	642	1,383	742	1,383
609001	Supplies	8,042	46,889	70,991	24,102	70,991
609002	Central Supplies Costs	3,544	18,080	19,100	1,020	19,100
609003	Copying Costs	1,411	23,893	28,000	4,107	28,000
609005	Admin Building Replacement Char	15,000	15,000	14,999	(1)	14,999
609006	Office Equipment Charge	10,000	10,000	9,999	(1)	9,999
609011	Supplies - Meetings	3,091	22,389	44,020	21,631	44,020
610001	Elections	0	1,439	6,000	4,561	6,000
611001	Repayment of Referendum Costs	0	1,805	1,805	0	1,805
612101	Grant in Aid - Area "A"	0	10,328	96,220	85,893	96,220
612102	Grant in Aid - Area "B"	21,479	25,234	47,430	22,196	47,430
612103	Grant in Aid - Area "C"	0	20,567	24,361	3,794	24,361
612104	Grant in Aid - Area "D"	0	10,747	39,808	29,061	39,808

612105	Grant in Aid - Area "E"	21,479	38,654	74,195	35,541	74,195
612106	Grant in Aid - Area "F"	3,000	20,837	49,583	28,746	49,583
612107	Grant in Aid - Area "G"	0	4,450	10,972	6,522	10,972
612201	Annual Grants	0	528,715	528,715	0	528,715
612202	Annual Grant VoT	0	12,000	12,000	0	12,000
612203	BV Museum & Hist Soc Annual Gr	0	18,443	18,443	0	18,443
612204	BV Arts Council Annual Grant	0	4,955	4,955	0	4,955
612220	Monthly Grant	114,352	1,399,271	1,412,904	13,633	1,412,904
612240	Annual Contract VBL Info Center	8,385	64,529	70,165	5,636	70,165
612241	Annual Grant VBL for EDO	0	66,500	66,500	0	66,500
612250	Annual Contract VBL Rural Fire	0	569,022	569,022	0	569,022
612260	Other Grant Expenditures	0	0	100,000	100,000	100,000
612290	Buy In Fee/ Household	0	4,600	4,600	0	4,600
612301	Federal Gas Tax Expenditures - U	(83)	665,317	800,000	134,683	800,000
612801	Special Projects	40,229	58,645	189,401	130,756	189,401
612803	First Nations Dialogue	0	0	10,000	10,000	10,000
612807	Carbon Emissions Reduction Initia	0	0	58,500	58,500	58,500
617501	PSAP/RCMP COSTS	0	51,111	55,000	3,889	55,000
617502	FOCC Operating Costs	0	145,559	222,854	77,295	222,854
617503	RDFFG GIS Maintenance Costs	0	0	10,612	10,612	10,612
617504	CAD/RMS Licence	0	2,378	2,550	172	2,550
617505	RDFFG Tech Resource & Admini	0	0	9,021	9,021	9,021
622001	Allocated Building Occupancy Cos	0	0	(2)	(2)	(2)
624002	Allocated Computer Network Cost	0	0	1	1	1
624012	Allocated Website Mtce & Upgrad	0	0	(1)	(1)	(1)
629002	Allocated Central Supplies Cost	0	0	1	1	1
770100	A.P.C. - General	107	1,005	3,000	1,995	3,000
779999	Miscellaneous Expense	217	8,043	38,225	30,182	38,225
780001	Capital Expenditures	20,711	2,638,065	2,882,850	244,785	2,882,850
780101	Amortization Expense	0	0	787,900	787,900	787,900
781001	Contribute to Capital Reserve	0	404,496	404,496	0	404,496
781003	Contribute to Vehicle Reserve	85,000	140,002	140,002	0	140,002
781004	Contribute to Insurance Res.	0	6,449	6,449	0	6,449
781005	Contribute to Election Reserve	0	7,500	7,500	0	7,500
781009	Contribute to Equipment Res.	0	17,250	17,250	0	17,250
781010	Contribute to Closure Reserve	0	75,000	75,000	0	75,000
781011	Contr. to Landfill Cell Dev. Res	0	40,000	40,000	0	40,000
781099	Contribute to Gas Tax Reserve	426,091	852,182	838,699	(13,483)	838,699
782001	Interest & Bank Charges	94	11,328	7,000	(4,328)	7,000
783001	Debenture Interest - MFA	27,419	349,473	400,575	51,102	400,575
783002	Short Term Financing Interest	3,363	5,942	0	(5,942)	0
784001	Debenture Principal - MFA	34,911	442,228	516,408	74,180	516,408
784002	Repayment of Interim Financing	49,845	74,735	0	(74,735)	0
785001	Debenture Issue Costs	0	0	317	317	317
785002	Debenture Refund	0	23,505	100,000	76,495	100,000
790000	Bad Debt Expense	15,316	15,316	0	(15,316)	0
799999	Prior Year's Deficit	0	21,887	21,889	2	21,889
Total Expenses		\$1,463,516	\$15,370,810	\$19,263,562	\$3,892,752	\$19,263,562
Net Income		(\$75,956)	\$2,333,573	(\$3)	\$2,333,576	(\$3)



Regional District of Bulkley-Nechako

Departmental Expenses - Budget Variance

For the Month Ended December 31, 2015

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
Region Wide Services				
Dept	Description			
1201	General Government - Legislative	331,571	384,379	52,808
1202	General Government - Administration	654,717	849,958	195,241
1203	General Government - Finance	347,247	406,091	58,844
1301	Feasibility Studies	10,865	19,081	8,216
2500	Economic Development	377,348	673,777	296,429
4301	Development Services	300,909	420,856	119,947
5000	Environmental Services	6,034,955	7,727,029	1,692,074
7501	911 Service	349,056	535,305	186,249
Sub-total		\$8,406,668	\$11,016,476	\$2,609,808
Rural Services				
Dept	Description			
1101	Rural Government - Legislative	127,720	180,315	52,595
1102	Rural Government - Administration	1,619,887	1,747,479	127,592
1103	Grant In Aid	130,815	342,569	211,754
4101	Electoral Area Planning	225,891	291,839	65,948
4401	Building Numbering	8,159	10,048	1,889
4501	Unsightly Premises Regulatory Control	30,247	44,428	14,181
5901	Invasive Plant Control	41,674	66,281	24,607
7601	Emergency Preparedness Planning	299,674	353,739	54,065
7602	Eoc Expenditures	157,222	301,163	143,941
Sub-total		\$2,641,289	\$3,337,861	\$696,572
Totals		\$11,047,957	\$14,354,337	\$3,306,380



190

Regional District of Bulkley-Nechako
February 25, 2016
Board of Directors

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: February 16, 2016
Regarding: 2015 Connecting Consumers and Producers Project

Please find attached the 2015 Connecting and Consumers Project report.

A copy of the RDBN's agriculture brochure "*Connecting Consumers and Producers – A Guide for Eating Locally in Bulkley-Nechako*" will be provided at the Board meeting.

RECOMMENDATION:	(All/Directors/Majority)
Receive.	

191



Connecting Consumers and Producers

2015 Final Report



Regional District of Bulkley-Nechako
Regional Economic Development Department
37 3rd Ave, PO Box 820, Burns Lake, BC V0J 1E0
250-692-3195

Table of Contents

Introduction 3

Project Logic Model..... 4

Connecting Consumers & Producers Agriculture Brochure..... 5

Connecting Consumers & Producers Community Event’s 6

Results of the Connecting Consumers & Producers Project 7

Attachments

 A) Financials..... 8

 B) Community Events 9

 C) Statistics 10

Introduction

Agriculture continues to play an important role in the region's economy. Due to increased globalization of the agriculture industry and increased health regulations, the agriculture sector has been identified by the RDBN as an area of focus. The 2012 RDBN Agriculture Plan addressed the need to create a marketing campaign for locally produced food. Section 3.5.1 RDBN Agriculture Plan states:

"The RDBN should undertake a long-term low level marketing campaign to maintain public awareness of the benefits of purchasing local food products. This may include the development of information posters and brochures, the purchase of local food products for events, and the inclusion of reminders notes in newsletters and other promotional materials"

The Connecting Consumers & Producers project was developed to address this direct action. This marketing project supports local agriculture by connecting consumers and producers in the eight municipalities and seven rural areas within the RDBN.

In the first year of the project (2014) three activities were completed; purchase of agriculture resources for libraries, sponsorship of community events, and development of an agriculture brochure. The second year of the project (2015) saw the completion of sponsorship of community events and updates and reprinting of the agriculture brochure.



Connecting Consumers & Producers Project Logic Model

Project Objective: Increase food produced and purchased locally

Inputs <small>(Human and physical resources)</small>	Activities <small>(The things you "do" with your inputs – the actions)</small>	Outputs <small>(Product or service stemming from a completed group of activities)</small>	Short-term Outcomes <small>(Short-term results emerging from the outputs that often represent a change in knowledge or skill)</small>	Medium-term Outcomes <small>(Medium-term results emerging from immediate outcomes that usually represent a change in behavior or practice)</small>	Long-term Outcomes <small>(Longer-term results emerging from the intermediate outcomes that the project is working towards but which you alone cannot achieve)</small>
<ul style="list-style-type: none"> ➤ Regional Economic Development Staff ➤ RDBN Agriculture Plan (2012) ➤ Funding: <ul style="list-style-type: none"> ○ Northern Development Initiative Trust ➤ Beyond the Market agriculture resource and producer lists ➤ Coordinator, Beyond the Market Project ➤ Nechako Valley Food Network producer list ➤ Director, Nechako Valley Food Network ➤ Smithers Farmers' Institute producer list ➤ Connecting Consumers & Producers Community Event Lead Partners ➤ Regional Image Bank 	<ul style="list-style-type: none"> ➤ Planning and priority setting ➤ Secure funding ➤ Identify and establish partnerships to collaborate ➤ Facilitating and coordinating partnerships and networks ➤ Project reporting and distribution <div style="background-color: #e0e0e0; text-align: center; padding: 2px; margin: 5px 0;">Agriculture Brochure</div> <ul style="list-style-type: none"> ➤ Research ➤ Design ➤ Have content review by agricultural community ➤ Print ➤ Distribute <div style="background-color: #e0e0e0; text-align: center; padding: 2px; margin: 5px 0;">Community Events</div> <ul style="list-style-type: none"> ➤ Update application process ➤ Evaluate applications ➤ Approve application ➤ Prepare and distribute event kits ➤ Promote Connecting Consumers & Producers Community Events ➤ Receive and evaluate final reports ➤ Provide funding 	<ul style="list-style-type: none"> ➤ Grant applications ➤ Activity reporting templates ➤ Funding partnerships ➤ Agriculture Brochure (1000) ➤ Connecting Consumers & Producers community event partnerships (8) ➤ Community group partnerships (20) ➤ Event kits (1000) ➤ Webpage – includes links and resources to assist consumers and producers to produce and purchase locally ➤ Number of attendees at Connecting Consumers & Producers community events (1000) ➤ Number of producers (100) ➤ Project report 	<ul style="list-style-type: none"> ➤ Increase in the number of resources available to producers ➤ Increase in libraries knowledge of the available agriculture resources ➤ Strengthened relationship with local libraries and agricultural community. ➤ Agriculture brochure created and distributed ➤ Increase in consumer awareness about local producers in region ➤ Increase in consumer knowledge about eating locally produced food year round ➤ Increase in short-term producer sales ➤ Promotion of regions producers ➤ Increase in resident awareness of RDBN ➤ Webpage created 	<ul style="list-style-type: none"> ➤ Increase in awareness among regions producers ➤ Increase in knowledge about the benefits of eating locally produced food ➤ Increase in number of consumers purchasing locally produced food ➤ Increase in short-term and long-term producer sales ➤ Increase in number of producers listed in regional directories ➤ Knowledge of available resources ➤ Increased agriculture production ➤ Annual partnerships with community groups to host Connecting Consumers & Producers community events 	<ul style="list-style-type: none"> ➤ To have producers who know how to grow and promote their products ➤ To create a culture of people who value locally produced food ➤ To produce an annual agriculture brochure ➤ Increase long-term sales for producers ➤ The agriculture sector is supported to grow and prosper in the RDBN ➤ Create an up to date, well visited webpage ➤ Increase and strengthen relationships with producers ➤ Increase in food produced locally

hbl

Connecting Consumers & Producers Agriculture Brochure

This project activity involved research, updating, printing, and distribution of the Agriculture Brochure designed by the Regional Economic Development Department in 2014. The intent of the brochure is to provide a resource for consumers that encourages preservation of food as a means to eat local all year round and provide a directory of local producers in all communities in the RDBN. In 2014, feedback was positive and 920 brochures were distributed.

“We handed out a lot of brochures at the workshops and I referenced it several times throughout the workshop.” Kala Hooker, Coordinator, Bulkley Valley Farmers’ Market 2014

In 2015, research and update of the brochure was done “in house” by RDBN staff. Content was reviewed by representatives from the Nechako Valley Food Network and Beyond the Market prior to the final draft. The brochures were printed by Bulkley Valley Printers in Smithers. The final 2015 Agriculture Brochure is a full colour, 63 page booklet that provides readers with the information they need to eat locally all year round.

A total of 950 brochures were distributed at eight Connecting Consumers and Producers Community Events throughout the region. The brochure is also available on the project website. Feedback from community groups and the public was positive on the design and relevance of information.

“Many people stopped to comment on the great meal, general presentation, décor and information provided in the Connecting Consumers and Producers brochure. The information connects consumers with the producers in our region.” Jan Owens, Grassy Plains Hall Society 2015

There was an overall increase of 13 producers listed with 82 total producers in the 2015 edition of the brochure.

Feedback on the directory portion of the brochure from people living in the Burns Lake/Electoral Areas B (Burns Lake Rural) & E (Francois/Ootsa Lake Rural) was that there were not enough producers listed. The challenge was in gathering information about producers and in getting the producers involved in the project. There was an increase in producers listed in Burns Lake/Electoral Areas B (Burns Lake Rural) & E (Francois/Ootsa Lake Rural) with 7 in 2014, and 10 in 2015. Staff will continue to reach out to the agricultural community to engage producers.

The agricultural communities of Smithers and Vanderhoof are comprised of nonprofit groups that are dedicated to listing local producers. The Connecting Consumers & Producers Brochure includes listings provided by these non-profits, but also fills the gap that exists between Houston and Fraser Lake. As awareness of this resource grows among local producers, so will the number of producers listed.

See Attachment A: Financials



Connecting Consumers & Producers Community Events

This project activity involved a funding application process for community groups to host events in their communities that facilitated connecting consumers with the producers. This activity originally identified sponsorship monies in 15 areas in the region (8 municipalities and 7 electoral areas). A total of 8 applications were received from host partners and events included partnerships between 18 additional organizations. Events included agricultural education, harvest celebrations, and extended farmers' markets. Total attendance at 2015 community events was 20,182 and 950 event kits that included the agriculture brochure and a tea sample from a local producer were distributed to event attendees.

The community events provided the opportunity for "face-to-face" exposure for producers and will increase long-term sales. Short-term sales were increased in the products purchased to host the events. There was an increase in community spirit for those participating in the Connecting Producers & Consumers Community Events. By providing opportunities for producers and consumers to meet, the project supported the long-term viability of the local agriculture industry. Spin-offs from this project will support the Farmers' and will encourage others to sell their locally produced products.



"The Connecting Consumers and Producers funding has been fundamental in enabling our non-profit organization to hold these events that are community building and fun. We are able to do significant work in introducing and encouraging people to try locally grown foods, to learn what is available, and to support out local producers." Maya Sullivan, Nechako Valley Food Network 2015

Community events exposed producers to a large number of consumers. Consumer demand for local food products is on the rise, however, many consumers do not know where to purchase locally produced goods. This project was designed to make initial contacts to be followed by continued consumer purchases.

The challenge in 2015 was with community event participation in all areas of the region. Granisle, Fraser Lake, and Electoral Area D (Fraser Lake Rural) did not host an event. The Fraser Lake Community Market and Endako Hall Society were initially interested, but volunteer numbers prohibited the addition of another event to their workloads.

From an RDBN staff perspective, this project was very successful again in 2015 and continues to be beneficial to relationship building. The community driven events enabled a number of community organizations to partner with the RDBN. By providing sponsorship to host events, the RDBN enforced their commitment to the agriculture industry in the region and feedback from groups and the public reflected this. It is recommended that this project continue annually, as it has successfully created a "buzz" in our region.

See Attachment A: Financials and Attachment B: Community Events

Results of the Connecting Consumers and Producers Project

The Connecting Consumers and Producers project has been an initiative of regional economic development for two years. The project has promoted the regions producers and increased awareness of locally produced food.

Comparison between 2014 and 2015 activities saw the following overall successes:

- Agriculture Resource Purchase in 2014 saw a baseline established in 2015 library lending rates of a minimum of 495;
- Community Events participation increase by 18,000 *(main increase due to the addition of the BVX);
- Agriculture Brochure producer listings increased by 13;
- Project webpage number of unique users increased by 314.

There was an increase in short-term producer sales at community events by \$906 and an increase in consumer awareness about local producer/catering businesses due to high resident turnout at events. In total, 60 producers were involved in selling their products, such as vegetables, meat, syrup and jams, berries, baked goods, and wild crafted tea.

By assisting marketing of small scale agriculture in the region through the Agriculture Brochure, the project increased consumer knowledge about eating locally produced food year round. In 2014, and 2015, 1,870 Agriculture Brochures were distributed. Online popularity has grown with an increase on the agriculture webpage of 527 unique users and on the Connecting Consumers & Producers webpage of 314 unique users.

The RDBN's commitment to the agriculture sector is evident through the success of the Connecting Consumers & Producers Project. Continued support of the agriculture industry will increase public awareness of the benefits of purchasing locally produced food.

"It was great to see so many aspects of country life, vegetables, eggs, the animals...plus the handouts from the RDBN, I found them to be excellent sources of where to get locally produced food and how to preserve and store it."
Ruth Lloyd at the BVX-Bulkley Acres Farm



See Attachment C: Statistics

Financials

EXPENSES		
Activity	Budget	Actual Project Costs
Agriculture Brochure	4,925	4,878
Community Events	18,750	12,511
Promotional Items	1,000	607
	\$24,675	\$17,996

REVENUE	
Funding Agency	Amount Funded
Northern Development Initiative Trust	4,446
Marketing Grant RDBN	13,550
	\$17,996

Connecting Consumers and Producers Community Events

Attachment B

Name of Event	Partners	Area	Description	Attendees	\$ to Producers
BVX-Bulkley Acres Farm	Bulkley Valley Agricultural and Industrial Association* Town of Smithers Interior News, Moose-FM, CJFW-FM BV Cattleman BV 4-H District	Smithers Telkwa Electoral Area A	<ul style="list-style-type: none"> Interactive farm area was created that gave children the opportunity to learn about where food comes from Produce and eggs were purchased from local producers 	16,000	\$1,250
Farmers' Appreciation Dinner	Healthy Options for People and the Earth BCAFM Houston Public Library	Houston Electoral Area G	<ul style="list-style-type: none"> "Locavore" dinner was served celebrating Farmer Appreciation Games were played that promoted local producers 	42	\$1,835
Introducing Home-grown Vegetables to Children	Lakes District Fall Fair Association Burns Lake and District Chamber of Commerce	Burns Lake Electoral Area B Electoral Area E	<ul style="list-style-type: none"> Vegetables were purchased from a local producer and provided to children at the Lakes District Fall Fair 	2,500	\$128
Achievement and 4-H Auction	Lakes District 4-H Senior Council Southside 4-H Club Lakes District Fall Fair Association	Burns Lake Electoral Area B Electoral Area E	<ul style="list-style-type: none"> Promoted the next generation of producers Locally baked pie and ice cream for buyers 	300	\$140
Harvest Supper	Grassy Plains Hall Society	Electoral Area E	<ul style="list-style-type: none"> Harvest dinner celebrating local food and farming 	90	\$727
Inter-community Night Market	District of Fort St. James Fort St. James Farmers' Market Music on the Mountain Society FSJ Community Arts Council Mt Milligan New Gold	Fort St. James Electoral Area C	<ul style="list-style-type: none"> Many vendors—including local food producers—set up in the evening to sell products Live entertainment, festival atmosphere 	500	\$1,517
Meet Your Market / Harvest Celebration	Nechako Valley Food Network Nechako Healthy Community Alliance Farm 2 School District of Vanderhoof Vanderhoof Farmers' Market Association	Vanderhoof Electoral Area F	<ul style="list-style-type: none"> Meet your Market – Extended Farmers' Market with entertainment and local producer promotion Harvest Celebration – Free dinner promoting local food 	450	\$1,585
Harvest Day at the Bulkley Valley Farmers' Market	Bulkley Valley Farmers Market	Smithers Telkwa Electoral Area A	<ul style="list-style-type: none"> Promotional event for the indoor winter market Local music, activities for kids, contest 	300	\$210
8 Events	26 Partners	6 Municipalities 6 Electoral Areas		20,182	\$7392

*Host partner in bold

Statistics

Agriculture Resource Purchase (2014)

Short-term outcomes: Increase in the number of resources available to producers
 Increase in libraries knowledge of the available agriculture resources
 Strengthened relationship with local libraries and agricultural community.

Agriculture Resource Lending Numbers	
Vanderhoof Public Library	74
Houston Public Library	71
Telkwa Reading Centre	will request
Burns Lake Public Library	121
Fraser Lake Public Library	requested
Granisle Public Library	will request
Smithers Public Library	199
Fort St. James Public Library	30
Total	495

Agriculture Brochure

Short-term outcomes: Agriculture brochure created and distributed
 Increase in consumer awareness about local producers in region
 Increase in consumer knowledge about eating locally produced food year round

Year	Distribution	Producers Listed
2014	920	70
2015	950	82

Community Events

Short-term outcomes: Increase in short-term producer sales
 Promotion of regions producers
 Increase in resident awareness of RDBN

Year	Local Food Purchased	Attendance	Participating Producers
2014	\$6,486	1,694	not available
2015	\$7,393	20,182	60

Webpage (2014, 2015)

Year	Hits on Agriculture Page	Hits on C&P Page
2014	109	25
2015	636	339





201

Regional District of Bulkley-Nechako
February 25, 2016
Board of Directors

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: February 16, 2016
Regarding: Performance Measurement in Economic Development

Please find attached a final report on the Performance Measurement in Economic Development Seminar that took place November 19 and 20, 2015 in Smithers.

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

Receive.



202

2015 Economic Development Workshops *Performance Measurement in Economic Development*

The Regional Economic Development Action Plan (2014) identifies performance measurement as an important step in offering professional development to economic developers. Through this rational and the economic development community, the Regional District of Bulkley-Nechako invited the University of Waterloo and the Economic Development Association of Canada (EDAC) to present a training session titled, "Performance Measurement in Economic Development."

In Smithers, on November 19 and 20, 2015, the Performance Measurement Training Seminar was conducted. Eighteen Economic Development personnel and ministry staff attended the seminar including:

- 9 – Economic Developers from the region
- 3 – RDBN Staff
- 3 - Ministry of Jobs, Tourism & Skills Training Regional Managers
- 3 – Economic Developers from outside the region

The content was relevant to rural and small communities with offices of one or two staff. Four sessions were offered:

1. "Making Performance Measurement More Meaningful" - *Louise Watson, Principal, Adura Strategy, Vancouver, BC*
2. "Community Data - Finding It, Working With It, And Creating It Yourself" - *Jamie Vann Struth, Principal, Vann Struth Consulting Group, Vancouver, BC*
3. "Measuring Community Performance - Case Studies & Best Practices" - *Jamie Vann Struth, Principal, Vann Struth Consulting Group, Vancouver, BC*
4. "Using Performance Measurement To Further Economic Development Goals" - *Brock Dickinson, CEO, MDB Insight, Stoney Creek, ONT.*

The seminar was an accredited curriculum towards certification in Economic Development, recognized by both EDAC and the International Economic Development Council (IEDC). Seminar content provided valuable information on developing meaningful measures in economic development Work Plans and reporting measures to Boards and Councils.

The RDBN secured funding subsidies for local economic developers from the following organizations:

- 16/97 Economic Alliance-\$500 subsidy offered to active members;
- Omineca Beetle Action Coalition-\$250 subsidy offered to EDOs within their region;
- Invest Canada-Community Initiatives- Application was made to cover 50% costs of all EDO's in region; however, only internal RDBN staff were approved.

Additional financial support was provided by the RDBN. The following table lists recipients and amount of RDBN funding received.

Shannon Haizimsque, COO, Yinka Dene Economic Development Limited Partnership	\$500.00
Maureen Czirfusz, EDO, Houston & District Chamber of Commerce	\$253.06
Krystin St. Jean, EDO, Village of Burns Lake	\$500.00
Allan Stroet, EDO, Bulkley Valley Economic Development Association	\$445.00
Jolene Webb, EDO, Village of Fraser Lake	\$500.00
Sharon Smith, CAO, Village of Granisle	\$500.00
Pauline Goertzen, EDD, Lake Babine Nation	\$500.00
Jane Stevenson, EDO, Village of Telkwa	\$475.00

Subsidy recipients were asked to fill out a short survey about the training. Below is a summary of the data collected.

On a scale of 1-10 (1 being poor, 5 being fair, 10 being excellent), rate the value of the Performance Measurement Training. Please comment on your rating.

Training was rated an average of 9 by respondents. Comments on the rating indicated the training was relevant, informative, and valuable. It was mentioned that having this level of training offered in our region was a rare opportunity.

List a "take away" from the training, something that will be of assistance to you.

The Performance Measure Blueprint and how to make measurables meaningful were the top "take aways" identified.

As an economic developer, how does the RDBN sponsoring training events assist you and your organization?

Feedback was very positive. Below are selected quotes.

Allowing opportunities like this helps to grow and broaden my knowledge base for myself and my community, it also networks sources to call on. The RD is a big part of my success with all the opportunities they provide, thank you. Jolene Webb, Village of Fraser Lake EDO

This is easily the best thing the RDBN has done for me as an EDO. Allan Stroet, BVEDA

The Performance Measurement Training was very timely and relevant. It was also very helpful that the course was close to home. Maureen Czirfusz, Houston and District Chamber of Commerce

Meals and breaks provided time for networking and relationship building.

Total cost for three RDBN staff to attend was \$3,048. With grant funding the amount paid by the RDBN was \$274.

The Performance Measurement Training met the objective established and provided a team building experience for our local economic developers.



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
February 25, 2016**

To: Chair Miller and the Board of Directors
 From: Kristi Rensby, Finance/Administration Coordinator
 Date: February 16, 2016
 Regarding: Report on Federal Gas Tax Projects Approved in 2015

In 2015, there were a number of projects considered for Federal Gas Tax funding support. A total of 15 met the criteria and resulted in applications being brought forward to the Board. All of those applications were approved in 2015 for funding, for a total investment commitment of \$1,471,637 in Federal Gas Tax monies in our region.

Attached is a listing of these projects.

Please note that this list consists only of projects with funding committed in 2015; it does not include expenditures for projects from previous years' commitments, nor any of the potential files currently being explored.

If you have any questions, I would be pleased to discuss them further with you.

RECOMMENDATION:	(All/Directors/Majority)
<p>That the RDBN Board of Directors receive the Finance/Administration Coordinator's February 16th memorandum titled "Report on Federal Gas Tax Projects Approved in 2015".</p>	

Regional District of Bulkley-Nechako

Federal Gas Tax Funds

Projects Approved in 2015

Electoral Area "A"

- BV Pool (energy upgrade)	9,916	
- Dze L K'ant Friendship Centre (energy upgrade)	45,000	
- BV Legion (energy upgrade)	<u>33,000</u>	\$87,916

Electoral Area "B"

- St. Paul's Church (energy upgrade)	22,900	
- LD Fair Association (recreation upgrade)	9,232	
- LD Airport (runway upgrade)	200,000	
- VBL Arena Parking Lighting (recreation upgrade)	7,500	
- Rose Lake Hall (recreation upgrade)	13,000	
- Topley Fire Hall (energy upgrade)	<u>20,000</u>	272,632

Electoral Area "C "

- Music Maker's Hall (energy upgrade)	<u>25,980</u>	25,980
---------------------------------------	---------------	--------

Electoral Area "D"

- Vanderhoof Pool (new recreation)	<u>200,000</u>	200,000
------------------------------------	----------------	---------

Electoral Area "E"

- LD Fair Association (recreation upgrade)	9,232	
- LD Airport (runway upgrade)	75,000	
- Francois Lake Hall (recreation upgrade)	<u>25,318</u>	109,550

Electoral Area "F"

- Vanderhoof Gospel Chapel (energy upgrade)	98,000	
- NV Search & Rescue (energy upgrade)	63,897	
- NV Ski Trails Lighting (recreation upgrade)	63,663	
- Vanderhoof Pool (new recreation)	<u>500,000</u>	725,560

Electoral Area "G"

- Topley Fire Hall (energy upgrade)	<u>50,000</u>	50,000
-------------------------------------	---------------	--------

Total Gas Tax Funds Committed in 2015 \$1,471,637



REGIONAL DISTRICT OF BULKLEY-NECHAKO

RECEIVED

FEB 09 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

REPORT

TO:	Chair and Regional Board of Directors
FROM:	Director Newell
DATE:	Feb 8, 2016
RE:	Minerals Roundup 2016

I attended the above-noted meeting workshop conference other

On: Jan. 27-30 2016

in: Vancouver

The key topics/points of interest were: *Exploration taking place in BC in 2015 was down as expected along with investment. However, it is anticipated to pick up slightly in late spring. – Streamlining BC's permitting has succeeded in making it a world leader and as attracted the attention of other Provinces and countries. Unfortunately, the market turndown and the uncertainty around First Nations land claims still have a negative effect on investment.*

Topic(s) of discussion that I particularly enjoyed or felt was relevant to the Regional District of Bulkley-Nechako include: *Again, the new venue and maintaining the corner location for the RD booth has made discussion a lot easier. Slightly fewer people attending allowed for extensive discussion around the RBA. The workshops around Innovation in Exploration focused on sharing new ideas, generating new connections and creating collaborative solutions. Many Provinces including BC and States like Alaska are using this "down" time as effective preparation time so that when things start to move they are ready. Many of the service companies deal with a number of industries. Consequently I spoke at length with companies like Summit that provide temporary LNG camps. Also I had the opportunity to go out for supper with 30 staff members from the Ministry of Energy and Mines – RBA came up in conversation and the reception to it seemed good.*

Action recommended by Director:

Follow-up required by:

- Regional District Director Other _____
- Regional District Board None
- RDBN Staff at the discretion of the Regional District Board of Directors

Recommendations:



REGIONAL DISTRICT OF BULKLEY-NECHAKO

REPORT

RECEIVED

FEB 09 2016

REGIONAL DISTRICT OF BULKLEY-NECHAKO

TO:	Chair and Regional Board of Directors
FROM:	Rob Newell
DATE:	February 9, 2016
RE:	LGLA

I attended the above-noted meeting workshop conference other

On: February 3-5 2016 in: Radisson Hotel - Richmond

The key topics/points of interest were:

Respectful Leadership

Topic(s) of discussion that I particularly enjoyed or felt was relevant to the Regional District of Bulkley-Nechako include:

This forum provided a great variety of speakers and interactive sessions with good handouts. Particularly engaging was Conflict Engagement & Communication Skills & Tools Workshop, with Dr. Michael Shoop & Gerrie Waugh - Your Personality Impact on Others, with Dr. Gordon McIntosh - The Juggling Act: Balancing Work & Personal Life, with Joyanne Landers - and a little unusual, Self Leadership: Using Olympic Principles to Guide Your Personal Success, with Dr. Jennifer Walinga (had everyone clapping with Canada winning the gold).

Action recommended by Director:

Well worth the time for Directors new and old

Follow-up required by:

Regional District Director Other _____

Regional District Board None

RDBN Staff at the discretion of the Regional District Board of Directors

Recommendations:

208

Board-Receive



REGIONAL DISTRICT OF BULKLEY-NECHAKO

REPORT

RECEIVED

FEB 09 2016

REGIONAL DISTRICT OF BULKLEY-NECHAKO

TO:	Chair and Regional Board of Directors
FROM:	Rob Newell
DATE:	February 9 th . 2016
RE:	Electoral Area Directors Forum

I attended the above-noted meeting workshop conference other

On: **February 2-3 2016** in: Radisson Hotel - Richmond

The key topics/points of interest were: *Wildfire Interface -Rural Dividend - Product Stewardship - Water Sustainability- Rural and Remote Health*

Topic(s) of discussion that I particularly enjoyed or felt was relevant to the Regional District of Bulkley-Nechako include: *Although much of this had been presented to us before it did different points of view. However it is unfortunate that little time was allowed for questions. To me Resolution B-90 was a complete waste of time - time that could have been spent on Rural and Remote Health*

Action recommended by Director:

Further review on the Water Sustainability Act and how it impacts our RD

Follow-up required by:

Regional District Director Other _____

Regional District Board None

RDBN Staff at the discretion of the Regional District Board of Directors

Recommendations:



209

MEMORANDUM

To: Regional District Board
From: Jennifer MacIntyre, Planner I
Date: February 16, 2016
Re: Pipeline Referral Update

REFERRAL OVERVIEW

Since January 2016 the Planning Department has received 16 referrals from TransCanada regarding the Coastal Gaslink (CGL) pipeline project. The referrals are associated with the Oil and Gas Commission's consideration of permits to construct and operate the following construction related activities:

- Four **timber decking areas** for the temporary storage, processing and loading of timber removed from the pipeline right-of-way. Timber decking areas are not a use that is subject to zoning regulations.
- Six **stockpile sites** for the temporary storage of pipe during pipeline construction. Stockpile sites used for the storage of pipe along the pipeline route can be considered to be a part of the construction process and not be subject to zoning regulations. However, sites located away from the area of construction constitute a land use separate from the construction process and are subject to zoning regulations.
- Four **laydown sites** for the construction equipment assembly and disassembly and storage of equipment during pipeline construction activities. Laydown sites appear to constitute a land use separate from the construction process and are subject to zoning regulations.
- Two **multi-use sites** for infrastructure to support pipeline construction activities such as temporary construction camps, contractor yards, and designated refuelling areas. Multi-use sites are proposed to contain land uses that are separate from the construction process and are subject to zoning regulations.

PROJECT STATUS

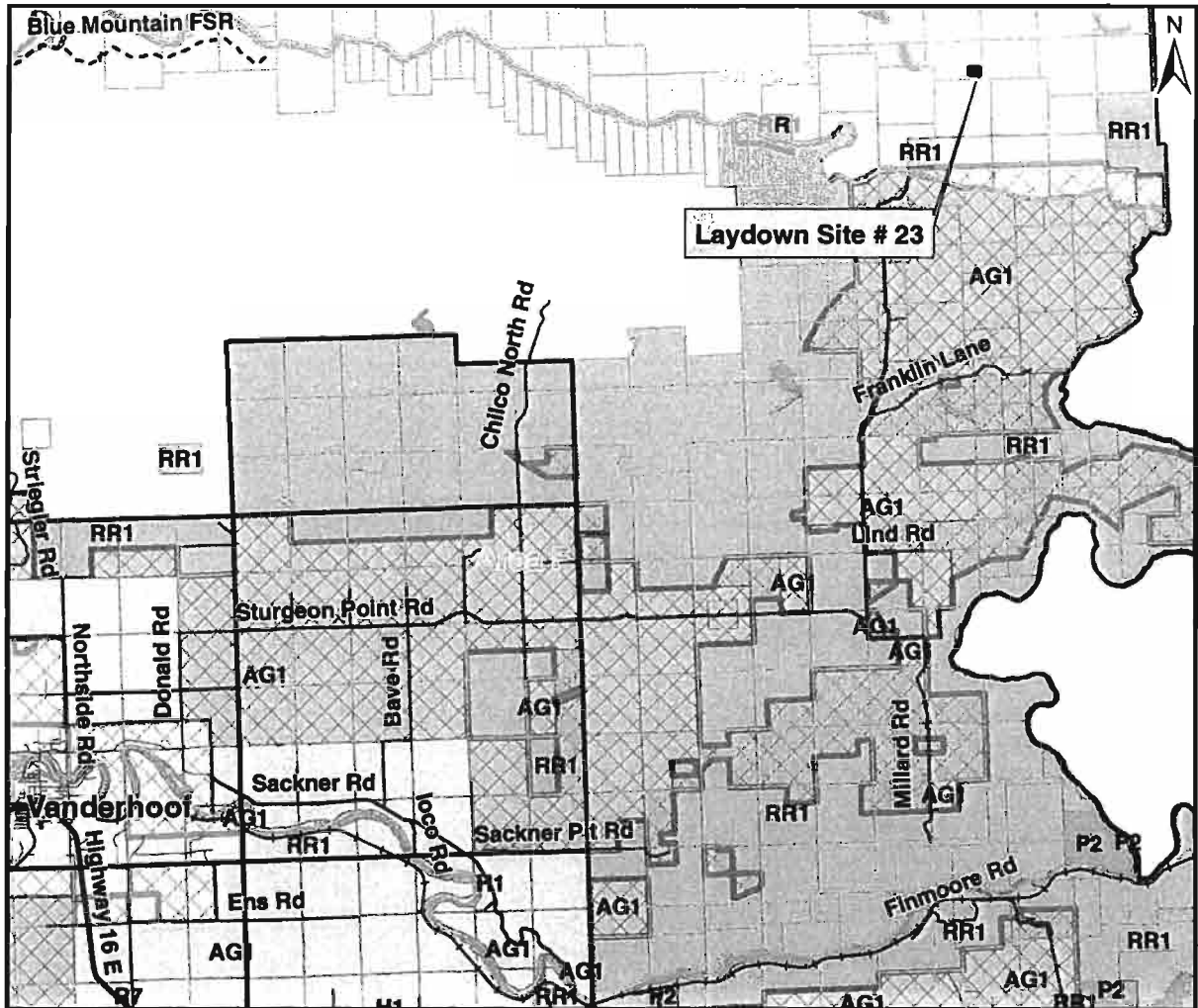
TransCanada representatives have indicated that a final investment decision regarding the CGL Project can be tentatively expected near the end of 2016. Also, it is anticipated that the temporary use permit applications required for the uses that are subject to zoning will be made in the summer of 2016.

Below is a summary of the proposed activities, and locations, organized by electoral area.

Electoral Area C

- Laydown Site # 23 is located approximately 38 km northeast of the District of Vanderhoof. The referral area is 2.10 ha in size. The area is not zoned.

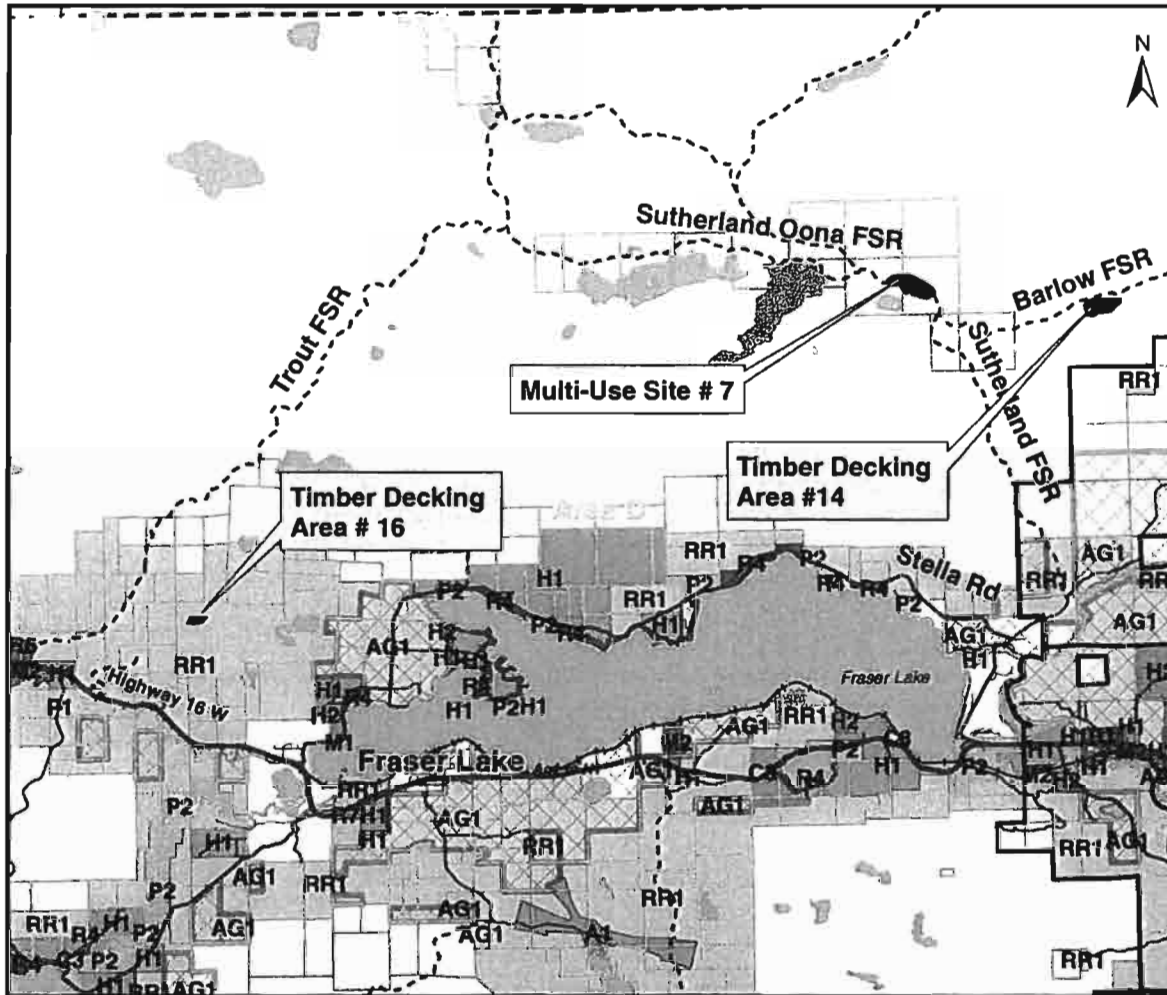
Electoral Area C: CGL Referral Area Map



Electoral Area D

- Multi-Use Site #7 is located on Sutherland FSR, approximately 18 km northeast of Fraser Lake. The referral area is 39.80 ha in size. The area is not zoned.
- Timber Decking Area # 14 is located near Barlow FSR, approximately 20 km northwest from Fraser Lake. The referral area is 12.17 ha in size. The area is not zoned.
- Timber Decking Area # 16 is located near Trout FSR, approximately 8 km northwest of Fraser Lake. The referral area is 4.40 ha in size. The area is zoned Rural Resource (RR1) zone. The proposed use is not subject to zoning.

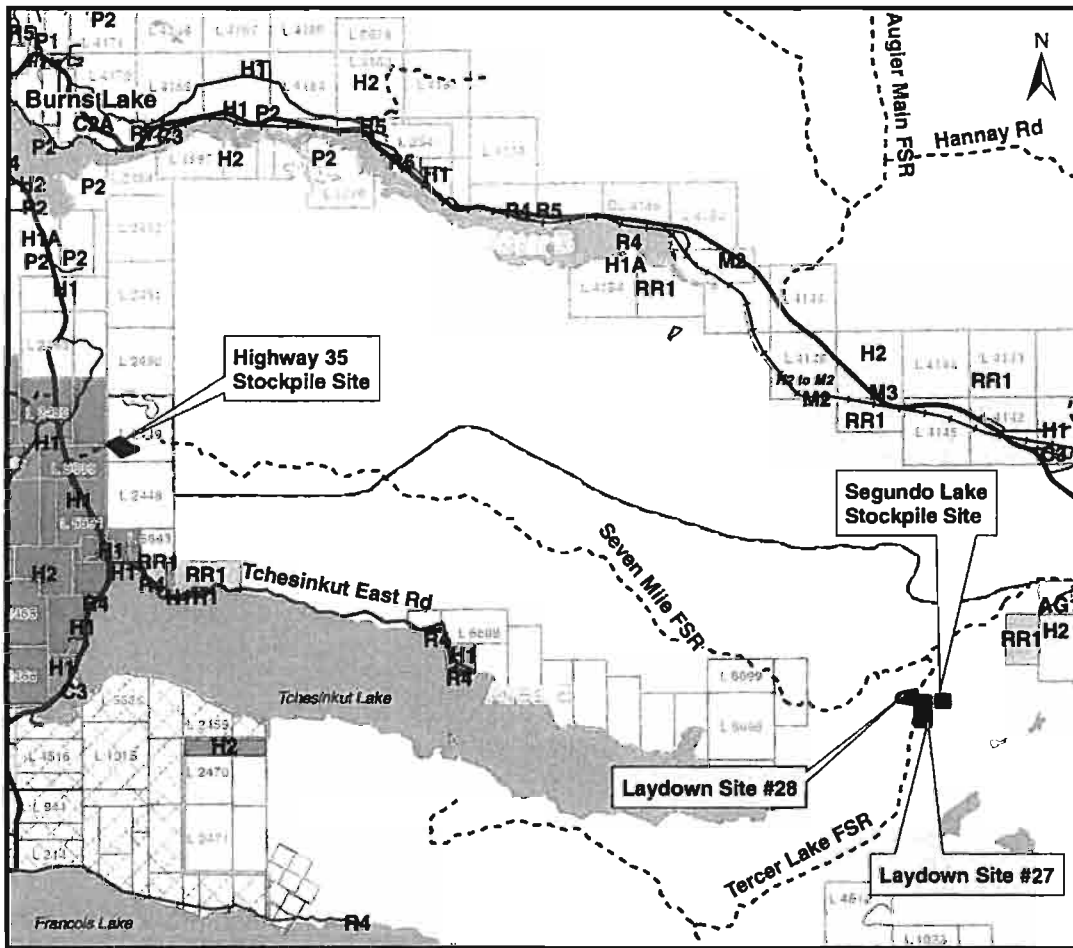
Electoral Area D: CGL Referral Area Map



Electoral Area E

- Segundo Lake Stockpile Site is located near Tercer Lake FSR, approximately 25 km southeast from the Village of Burns Lake. The referral area is 19.18 ha in size. The area is not zoned.
- Laydown Site # 27 is located on Tercer Lake FSR, approximately 25 km southeast from the Village of Burns Lake. The referral area is 3.41 ha in size. The area is not zoned.
- Laydown Site # 28 is located on Tercer Lake FSR, approximately 25 km southeast from the Village of Burns Lake. The referral area is 4.67 ha in size. The area is not zoned.
- Highway 35 Stockpile Site is located on Seven Mile FSR, approximately 11 km southeast from the Village of Burns Lake. The referral area is 6.60 ha in size. The area is not zoned.

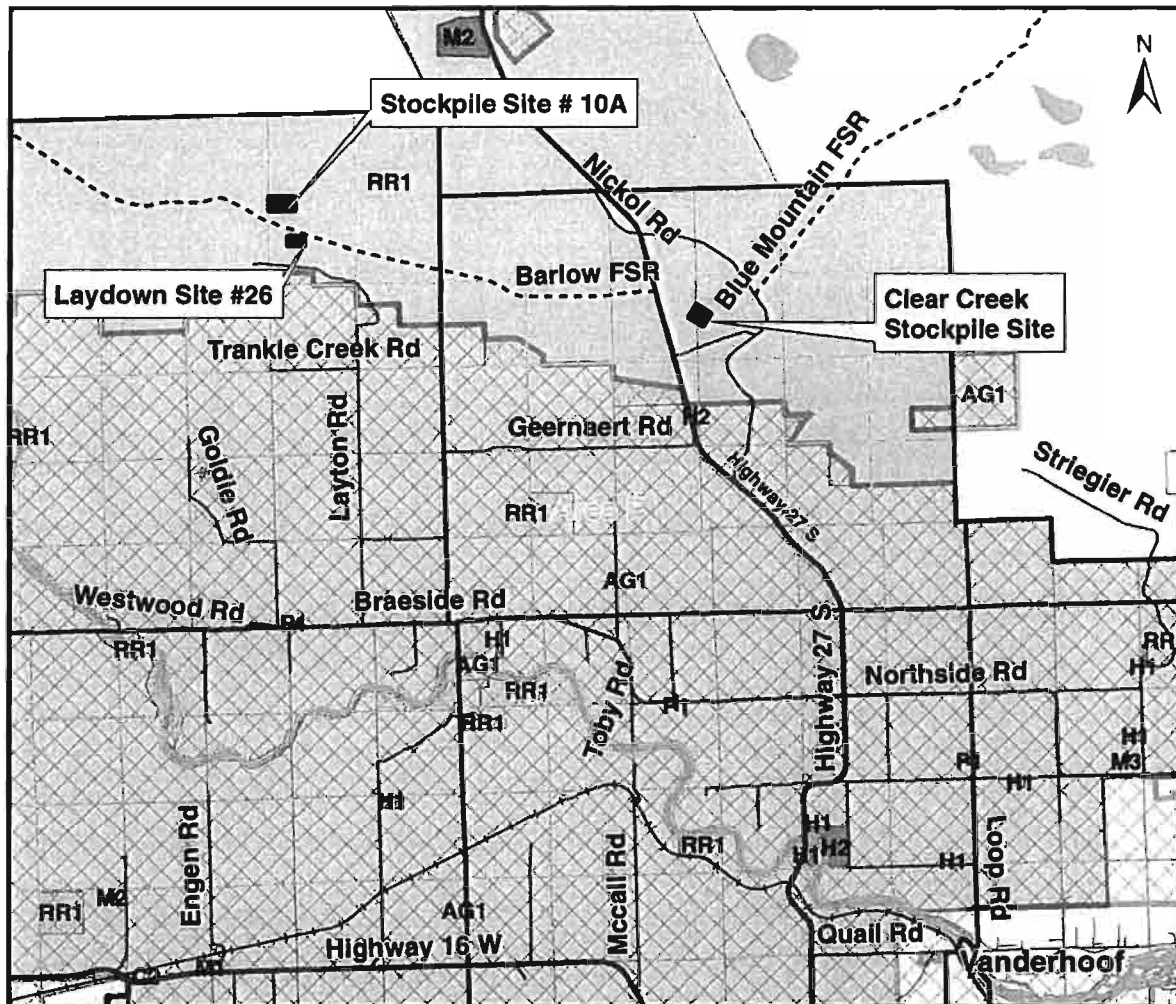
Electoral Area E: CGL Referral Area Map



Electoral Area F

- Laydown Site #26 is located on Barlow FSR, approximately 18 km northwest of the District of Vanderhoof. The referral area is 2.71 ha in size. The area is zoned Rural Resource (RR1). The proposed uses are not permitted on lands zoned RR1. A letter has been sent to TransCanada notifying them that a Temporary Use Permit application may be made to the RDBN.
- Stockpile Site # 10A is located near Barlow FSR, approximately 18 km northwest of the District of Vanderhoof. The referral area is 24.48 ha in size. The area is zoned Rural Resource (RR1). The proposed use is not subject to zoning.
- Clear Creek Stockpile Site is located near Highway 27, approximately 19 km northwest of the District of Vanderhoof. The referral area is 16.70 ha in size. The area is zoned Rural Resource (RR1). The proposed use is not subject to zoning.

Electoral Area F: CGL Referral Area Map

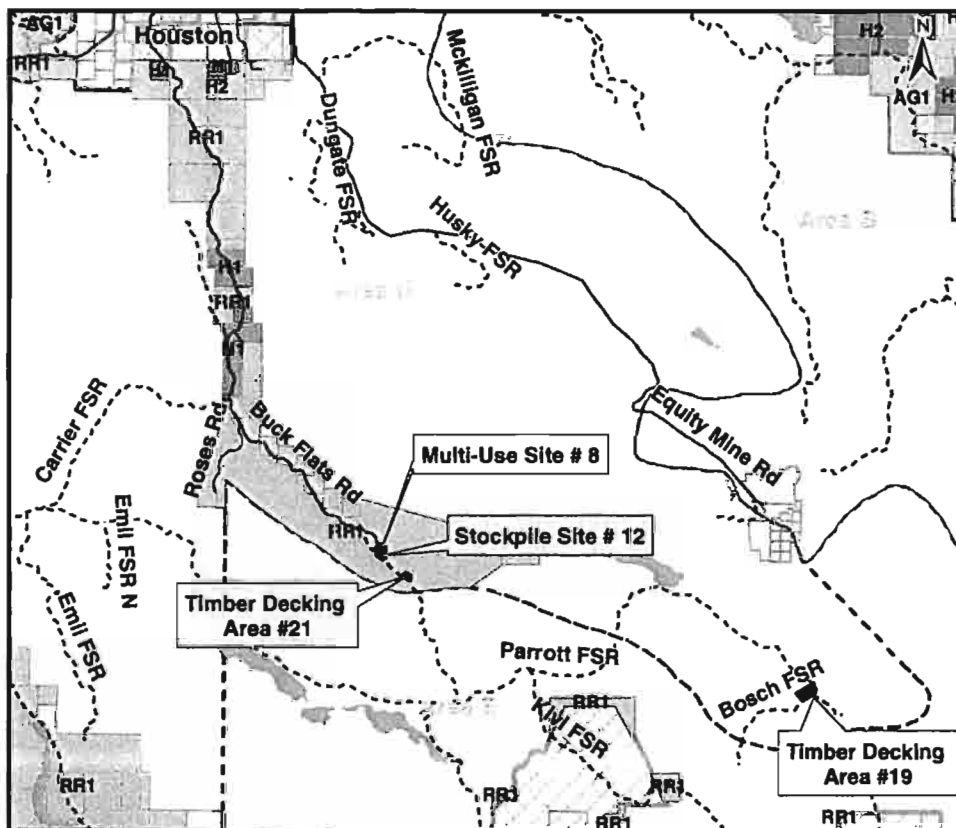


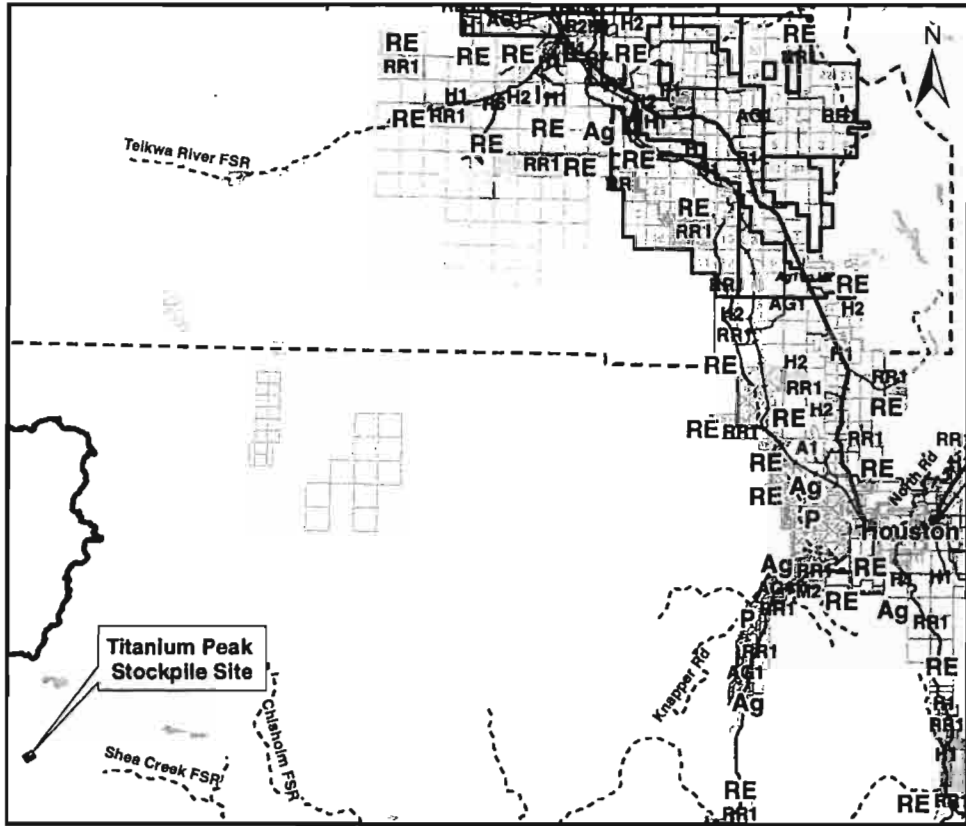
Electoral Area G

- Timber Decking Site # 19 is located near Parrot Trail FSR and Bosch FSR, approximately 32 km southwest of the District of Houston. The referral area is 9.88 ha in size. The area is not zoned.
- Timber Decking Site # 21 is located on Buck Flats Road, approximately 28 km south of the District of Houston. The referral area is 1.81 ha in size. The area is zoned Rural Resource (RR1).
- Stockpile Site #12 is located on Buck Flats Road, approximately 28 km south of the District of Houston. The referral area is 14.22 ha in size. The area is zoned Rural Resource (RR1) under RDBN Zoning Bylaw No. 700, 1993. The proposed use is not permitted in the RR1 zone. TransCanada may make application to the RDBN for a Temporary Use Permit.

- Multi-Use Site # 8 is located approximately 28 km south of the District of Houston along Buck Flats Road. The referral area is 30.47 ha in size. The area is zoned Rural Resource (RR1) under RDBN Zoning Bylaw No. 700, 1993. The proposed uses for multi-use sites are not permitted on lands zoned RR1. A letter has been sent to TransCanada notifying them that a Temporary Use Permit application may be made to the RDBN. This multi-use site has been previously been identified by TransCanada as the potential location of a 750 person work camp.
- Titanium Peak Stockpile Site is located in a remote area off of Shea Creek FSR, approximately 70 km southwest from the District of Houston. The referral area is 19.2 ha in size. The area is not zoned.

Electoral Area G: CGL Referral Area Maps





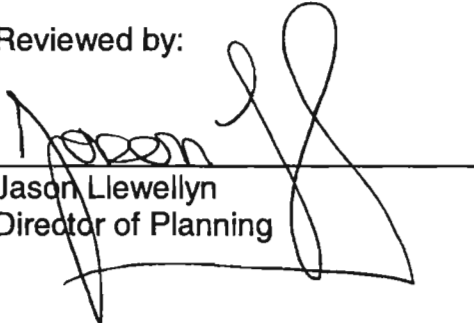
Planning Department staff shall ensure that CGL and the OGC are aware that Stockpile Site #12 (Electoral Area G), Multi-Use Site #8 (Electoral Area G), and Laydown Site #26 (Electoral Area F) are not permitted used under the existing zoning of the land; that an application for a temporary use permit may be applied for to allow the proposed uses, and; the Board may or may not approve any Temporary Use Permit application at their discretion.

Recommendation:

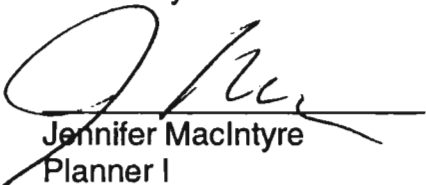
Receive

(All Directors / Majority)

Reviewed by:


 Jason Llewellyn
 Director of Planning

Written by:


 Jennifer MacIntyre
 Planner I



Planning Department Report
Development Variance Permit Application A-01-16
February 11, 2016

Name of Applicant: Glenn & Katie Lubbers

Name of Agent: Wade Lubbers

Electoral Area: A

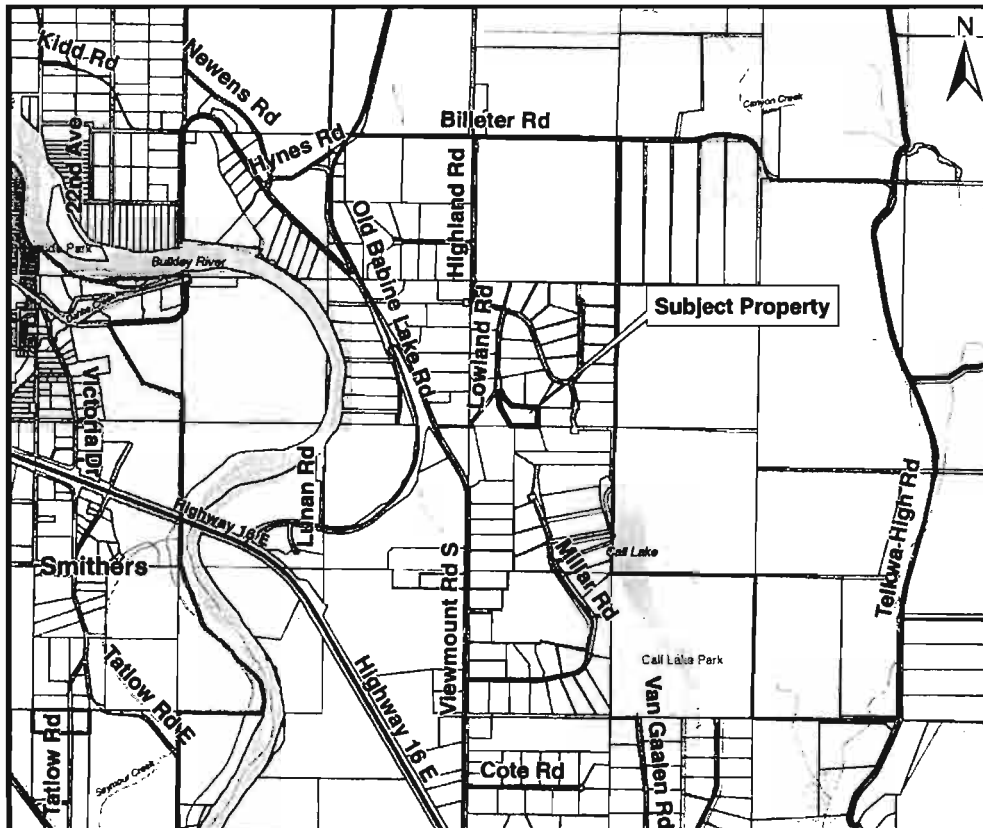
Subject Property: Lot B Section 28, Township 4, Range 5, Coast District Plan PRP46520. The subject property is ± 2.2 ha (± 5.46 acres) in size.

OCP Designation: Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan, 1704, 2014

Zoning: Small Holdings (H1)

Existing Land Use: Vacant land

Location: The subject property is located on Lowland Rd, 2 kilometers west of the Town of Smithers.



Proposal:

The applicant resides in Fort McMurray Alberta and owns a vacant lot on Lowland Drive near Smithers. They plan to build a residence on the property within two years, but would like to build a shop to store construction materials this summer.

Applicant's Site Plan

Section 4.04 of Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 states that:

"No person shall construct or erect a building or structure which is accessory to a permitted use:

- (i) which has more than 45 m² (484 ft²) of floor space, or*
- (ii) where a building or structure which is accessory to a permitted use already exists on the parcel, unless:*
 - a) a principal building exists on the parcel; or*
 - b) a building permit has been issued for the principal building on the parcel pursuant to the applicable Regional District of Bulkley-Nechako building bylaw.*

Therefore, in order to build the shop as shown on the attached site plan, the applicant must receive a variance that would allow the construction of the accessory building larger than 45 m² before building a house on the property. The proposed shop is 12.19 metres by 7.62 metres (40' by 25') in size.

Planning Department Comments

The Planning Department believes that in this instance it is reasonable to extend the period of time between the construction of the proposed shop and a principal dwelling, but that this time should not exceed two years. Therefore, the Planning Department supports the issuance of a Development Variance Permit for this proposal with the condition that a principal building be constructed before the end of two years from the issuance date. Should a principal dwelling not be constructed within two years of the date of the issuance of the permit, the shop will become an illegal structure.

Since 2010 the Regional District has received two applications for development variance permits to allow the construction of an accessory building before building a house on the property. Both permits were issued with the condition that the dwelling is constructed within two years of the date of the issuance of the permit. One property is still vacant and the permit has now expired and the other property has applied for a building permit for a residence in 2015.

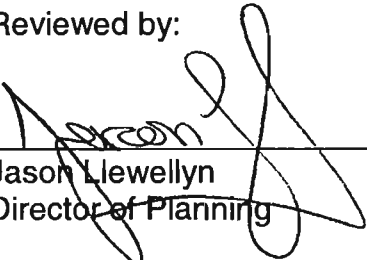
The public will have an opportunity to comment on this application at the Board meeting on November 21, 2013 when this application will be considered.

Recommendation

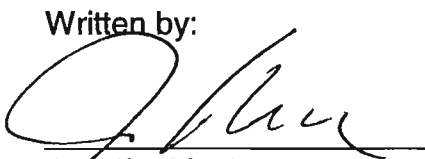
That the Regional District Board approve Development Variance Permit A-01-15 for Lot B, Section 28, Township 4, Range 5, Coast District, Plan PRP46520, to vary section 4.04 of Regional District of Bulkley-Nechako Zoning Bylaw No. 700 by allowing the construction of an accessory building which has more than 45 m² (484 ft²) of floor space without the existence of a principal building, provided that the dwelling is constructed within 2 years of the date of the issuance of the permit.

Electoral Area Planning – Participants/Directors/Majority

Reviewed by:


 Jason Llewellyn
 Director of Planning

Written by:


 Jennifer MacIntyre
 Planner I

219



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
DEVELOPMENT VARIANCE PERMIT NO. A-01-16**

ISSUED TO: Glenn & Katie Lubbers
640 Athabasca Ave
Fort McMurray, AB
T9J 1H8

WITH RESPECT TO THE FOLLOWING LANDS:

Lot B Section 28, Township 4, Range 5, Coast District Plan PRP46520.

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 700 as follows:

Section 4.04 of Regional District of Bulkley-Nechako Zoning Bylaw No. 700 is varied by allowing the construction of a shop which has more than 45 m² (484 ft²) of floor space without the existence of a principal building on the condition that a principal building will be constructed within a period of 2 years from the issuance date of this permit.

2. This variance applies only to the proposed 12.19 meter by 7.62 meter (40 foot x 25 foot) shop, built in substantial compliance to the plan attached as Schedule A, which forms part of this permit.
3. The lands shall be developed in accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A, which forms part of this permit.
4. This permit is not a building permit nor does it relieve the owner or occupier from compliance with all other bylaws of the Regional District of Bulkley-Nechako applicable thereto, except as specifically varied or supplemented by this permit.
5. If a building permit for the development that is the subject of this permit, has not been issued, and the construction substantially commenced within 2 years after the date of this permit's issuance, this permit shall lapse.

AUTHORIZING RESOLUTION NO. _____ passed by the Regional Board this
day of _____

Executed on the _____ day of _____






Corporate Administrator

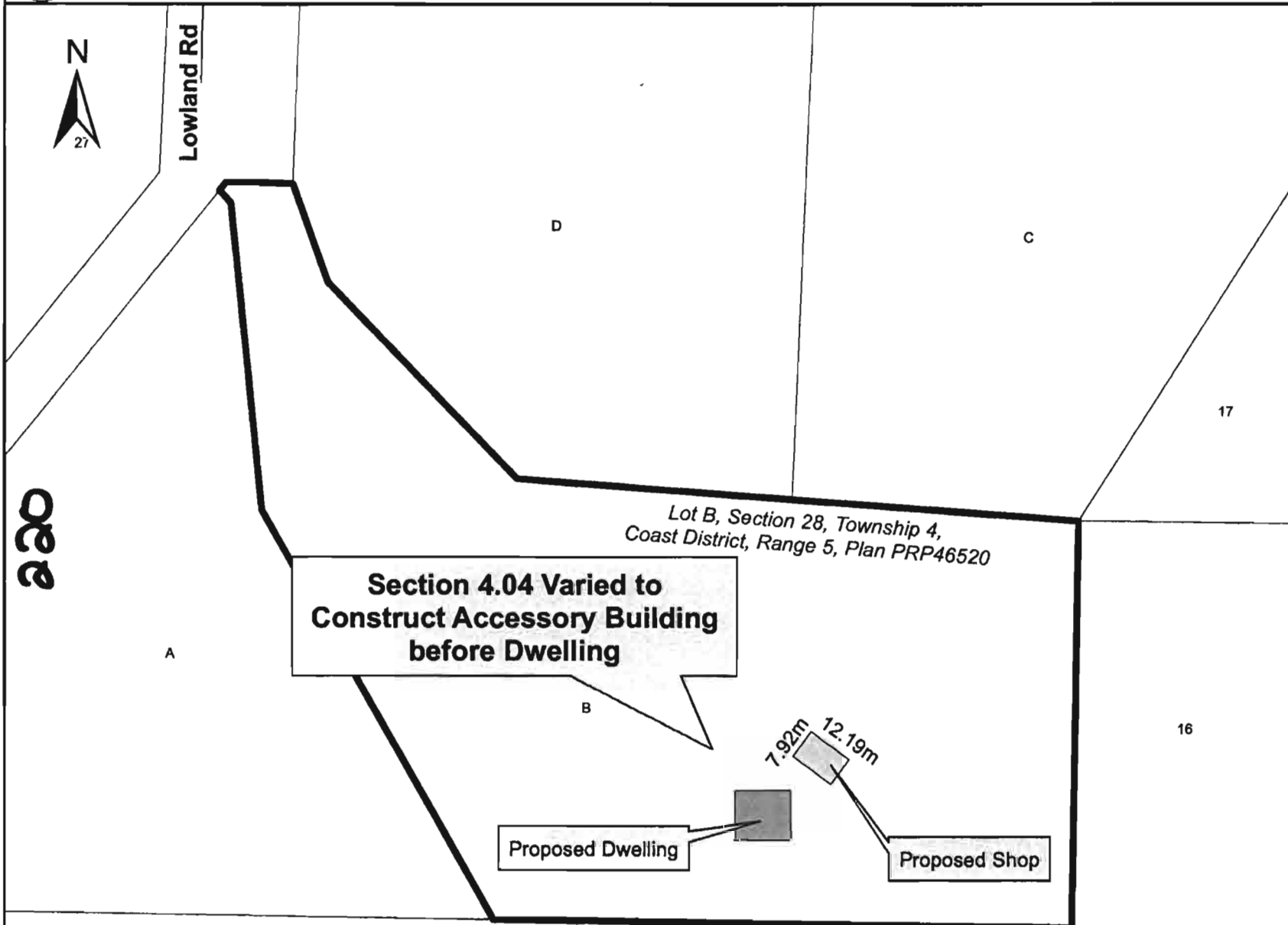


Schedule A: Development Variance Permit A-01-16

Legend

DVP

-  Proposed Dwelling
-  Proposed Shop
-  Secondary Road
-  Subject Property
-  Cadastre - Legal



DISCLAIMER: The Regional District of Bulkley-Nechako makes no Warranty, Representation or Guarantee of any kind regarding either maps or other information provided herein or the source of such maps or other information. The Regional District of Bulkley-Nechako assumes no liability, either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any 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 = 15 m
 User: jennifer.macintyre
 Date: 11/02/2016
 Time: 1:14:45 PM

Re- Development Variance Permit

Property location Lot B Lowland Road Smithers
Glenn and Katie Lubbers

Property was purchased March 31 2015 with the intention of building a home and shop to be lived on in the near future.

Since we have purchased the property we have obtained approval from John Horlings onsite wastewater practitioner to establish a septic system. The property has been cleared for a house and shop site. Water, sewer and electrical services have been put in underground to both the house and shop locations. Both locations have been levelled and graveled in preparation for building. A proper driveway with appropriate drainage has been put in. It is my intention to build a shop as soon as possible with the residential construction to proceed after. Under no circumstances do I intend to use this property for industrial or commercial use.

I/We declare that all statements and information contained in this letter are, to the best of my /our belief, true and correct in all respects.

Owners Signature

Date

* *[Handwritten Signature]*
Glenn Lubbers

Jan 23 2016

[Handwritten Signature]
Katie Lubbers

Jan. 23/2016

222

December 17, 2015

To Whom It May Concern:

I, John Horlings, upon investigation of the property of Glenn Lubbers at lot B Lowland road Smithers, B.C. deem it able to support an onsite sewage system.

Onsite wastewater practitioner #OWO287

John Horlings

Cell 250-847-0484

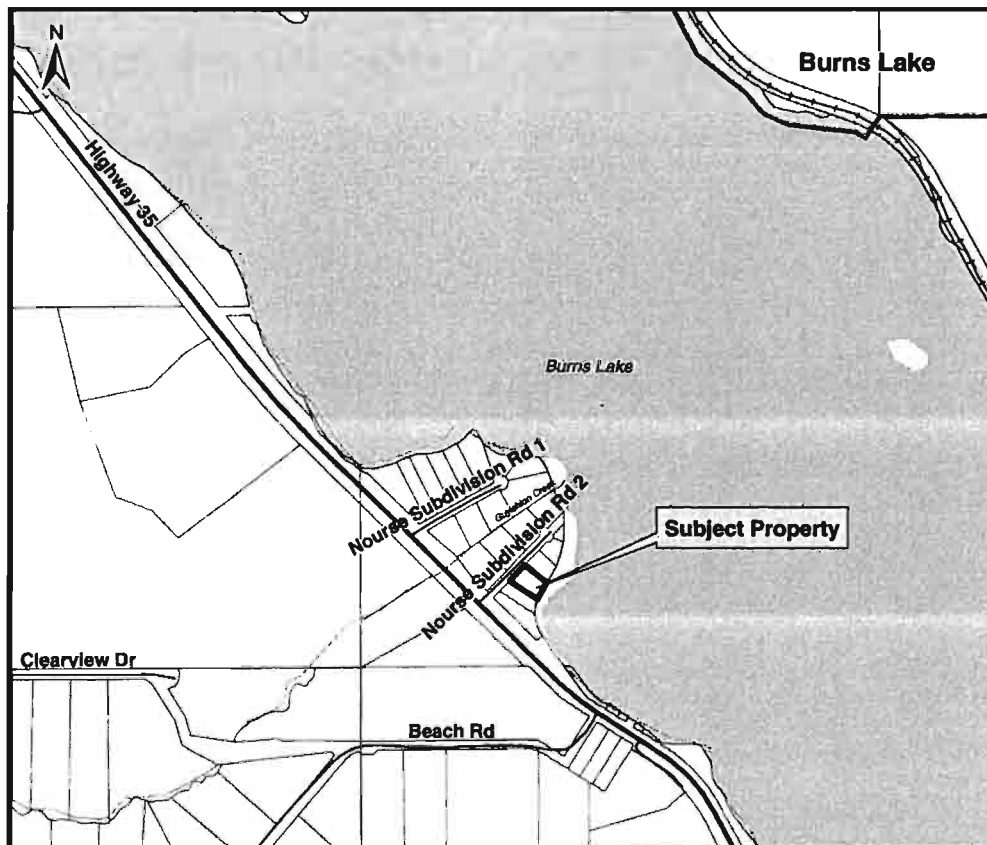
Home / Fax 250-847-2150

Ultra Trucking & Excavating LTD



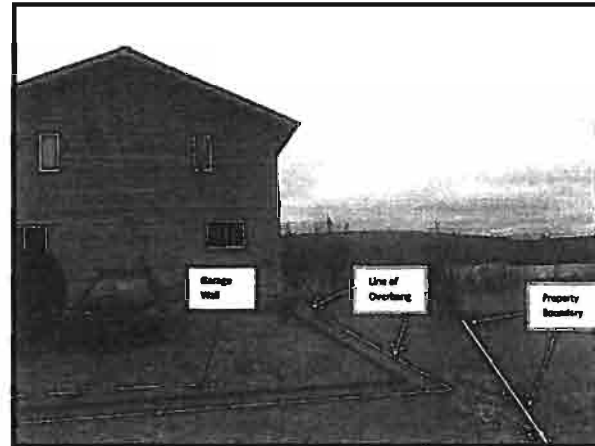
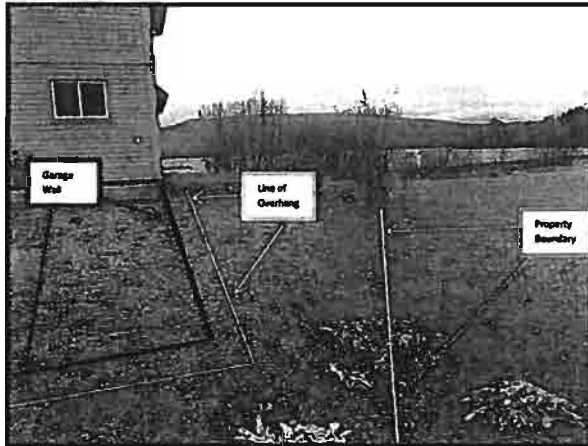
APPLICATION SUMMARY

- Name of Applicants:** Jason & Elizabeth Berlin
- Electoral Area:** B
- Subject Property:** Lot 20, District Lot 1891, Range 5 Coast District, Plan PRP 5714. The subject property is ±0.3 ha in size.
- OCP Designation:** Lakeshore (L) in the Burns Lake Rural and Francois Lake (North Shore) OCP Bylaw No. 1514, 2009
- Zoning:** Waterfront Residential II (R4)
- Existing Land Use:** Residential
- Location:** The subject property is located at 599 Nourse Subdivision Road 2, approximately 2.2 km southeast of the Village of Burns Lake.

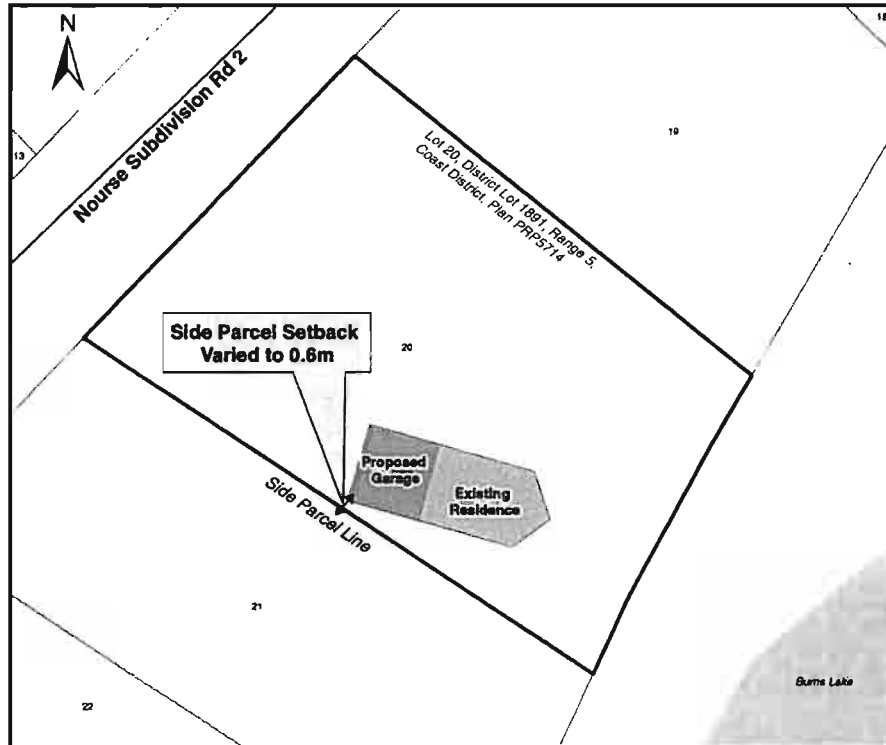


Proposal:

The applicants wish to attach a 32 ft. x 30 ft. garage to their existing dwelling. Unfortunately, the location of the dwelling forces the proposed garage into the side parcel setback. Therefore, they have made application for a development variance permit to vary Section 9.06 (1) (b) of "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" to reduce the eastern side parcel line setback from 1.5 metres to 0.6 metres from the roof overhang to allow for the construction of the proposed attached garage within the setback area.



Site Plan



Planning Department Comments

The Building Inspector has no Building Code related objections to the reduced setback. There is a building permit on file from 2006 for the residence.

The Planning Department believes that the proposed building site is reasonable and is not expected to have any notable impact on the area, including the lot to the southwest, which is vacant. The applicant indicates that the owner of the lot to the southwest has no objection to the variance.

All property owners within 50m of the subject property have been provided notice of the application and will have an opportunity to comment on this application at the Board meeting on February 25, 2016 when the Board considers this application.

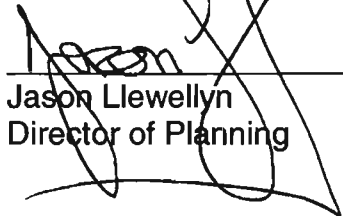
It is noted that Development Variance Permit B-01-16 requires that the construction be substantially completed within 2 years of the issuance of the permit.

Recommendation

That the Board approve Development Variance Permit B-01-16 for the property located at 599 Nourse Subdivision Road 2 to vary Section 9.06 (1) (b) of Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 to reduce the eastern side parcel line setback from 1.5 metres (5 ft.) to 0.6 metres (1.97 ft.) for an attached garage developed in general compliance with Schedule A of the permit.

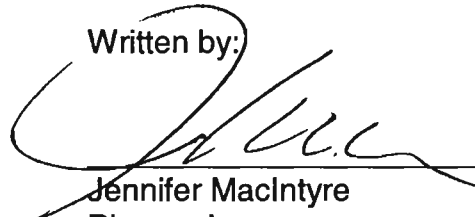
Electoral Area Planning – Participants/Directors/Majority

Reviewed by:



Jason Lewellyn
Director of Planning

Written by:



Jennifer MacIntyre
Planner I

226



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
DEVELOPMENT VARIANCE PERMIT NO. B-01-16**

ISSUED TO: Jason and Elizabeth Berlin
599 Nourse Subdivision Road 2
Burns Lake, BC
V0J 1E0

WITH RESPECT TO THE FOLLOWING LANDS:

Lot 20, District Lot 1891, Range 5, Coast District, Plan PRP5714

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 700 as follows:

Section 9.06 (1) (b) of Regional District of Bulkley-Nechako Zoning Bylaw No. 700 is varied by reducing the eastern side parcel line setback from 1.5 metres (5 ft.) to 0.6 metres (1.97 ft.) developed in general compliance with Schedule A.

2. This variance applies only to the garage shown on the plan attached as Schedule A, which forms part of this permit.
3. The lands shall be developed in accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A, which forms part of this permit.
4. This permit is not a building permit nor does it relieve the owner or occupier from compliance with all other bylaws of the Regional District of Bulkley-Nechako applicable thereto, except as specifically varied or supplemented by this permit.
5. If a building permit for the development that is the subject of this permit has not been issued, and the construction substantially commenced within 2 years after the date of this permit's issuance, this permit shall lapse.

AUTHORIZING RESOLUTION NO. _____ passed by the Regional District Board
this day of _____, 2016

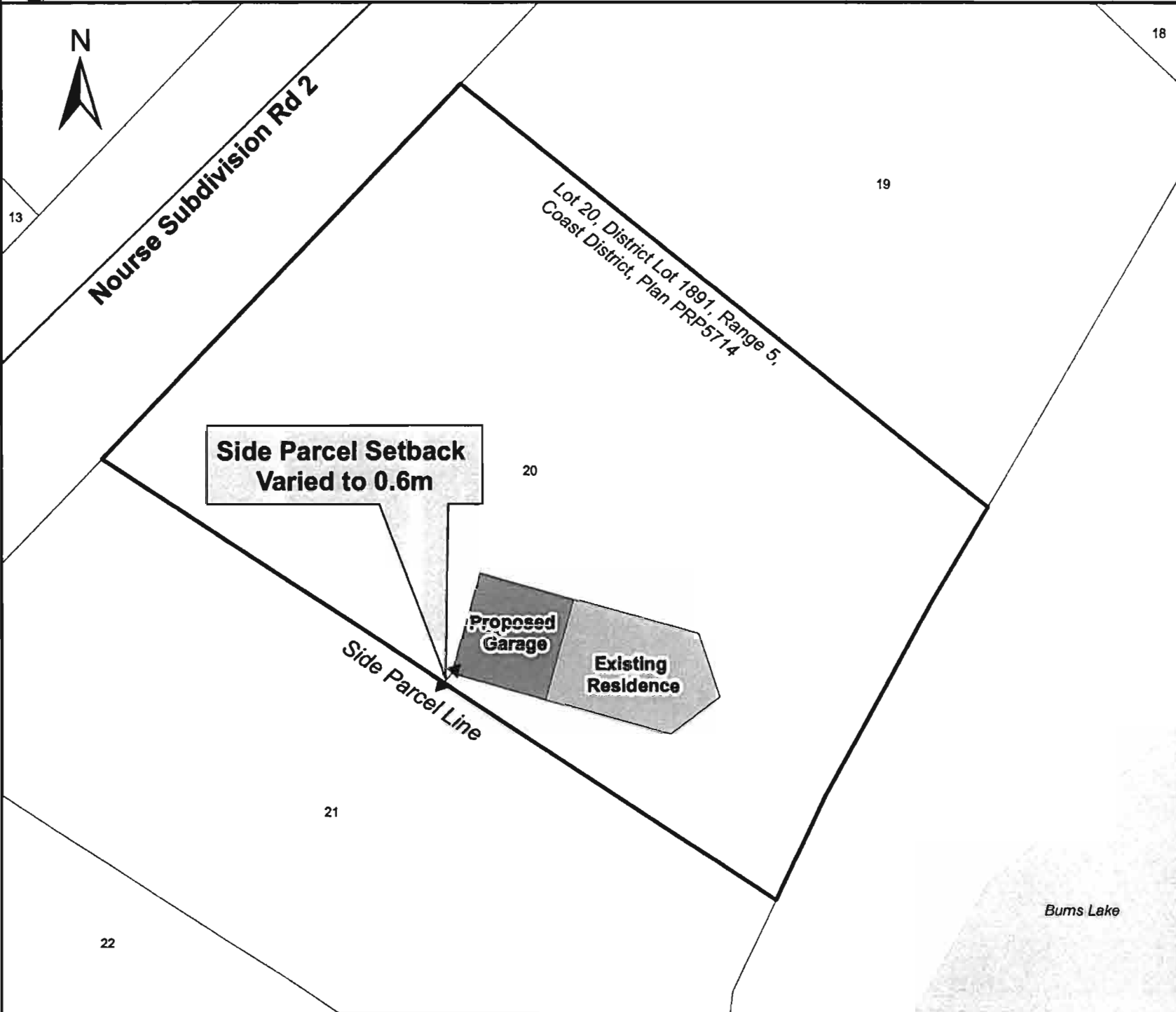
PERMIT ISSUED on the ____ day of _____, _____.






Corporate Administrator



Schedule A: DVP B-01-16

Legend



- DVP**
-  Proposed Garage
 -  Existing Residence
 -  Secondary Road
 -  Subject Property
 -  Cadastre - Legal Lake

227

*DISCLAIMER: The Regional District of Bulkley-Nechako makes no Warranty, Representation or Guarantee of any kind regarding either maps or other information provided herein or the sources of such maps or other information. The Regional District of Bulkley-Nechako assumes no liability, either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any 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 = 5 m
 User: Jennifer.macintyre
 Date: 11/02/2016
 Time: 11:10:09 AM

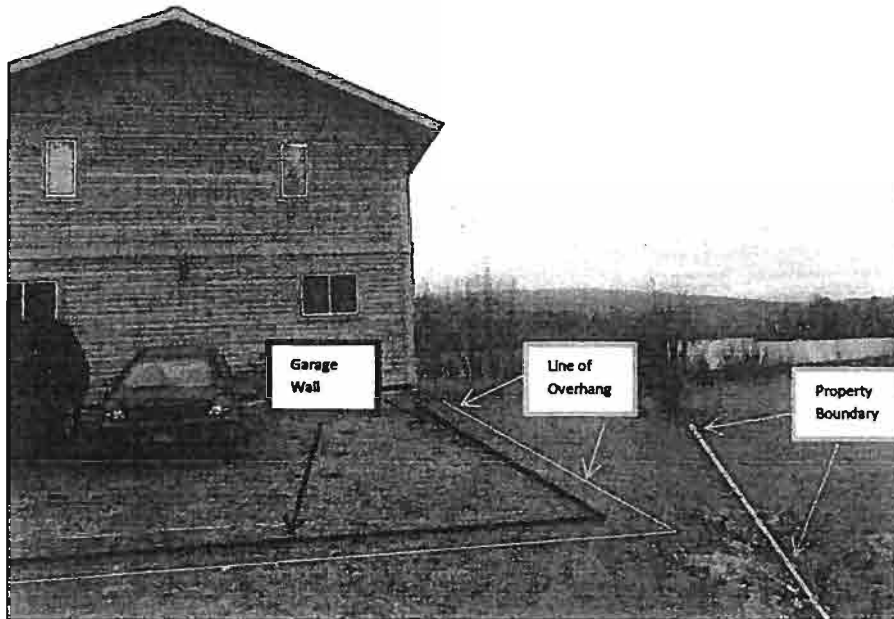
Jason and Elizabeth Berlin
599 Nourse Sub 2
Burns Lake, B.C.
V0J 1E2

February 2, 2016

RE: DEVELOPMENT VARIANCE PERMIT APPLICATION, 599 NOURSE SUB 2, BURNS LAKE, B.C.

We are looking for approval to construct a 30'X32' garage attached to our home with a reduction in side yard setback from 1.5 metres to 0.6 metres from the roof overhang. The purpose of the 32' long garage is to house our boat and vehicles with allowance for addition storage. The reduction in setback is required due to the angled positioning of the dwelling in relation to the property boundary. This reduction in side yard setback would allow us to construct without extra expense and constraints to building design. The proposed setback would also allow us to leave additional land for a secondary septic location if needed in the future.





Your consideration of the proposed reduction in setback is greatly appreciated.

Sincerely,

Jason and Elizabeth Berlin

230

2675512130000

2675512131000

Nourse Subdivision Rd 2

2675512138000

160'

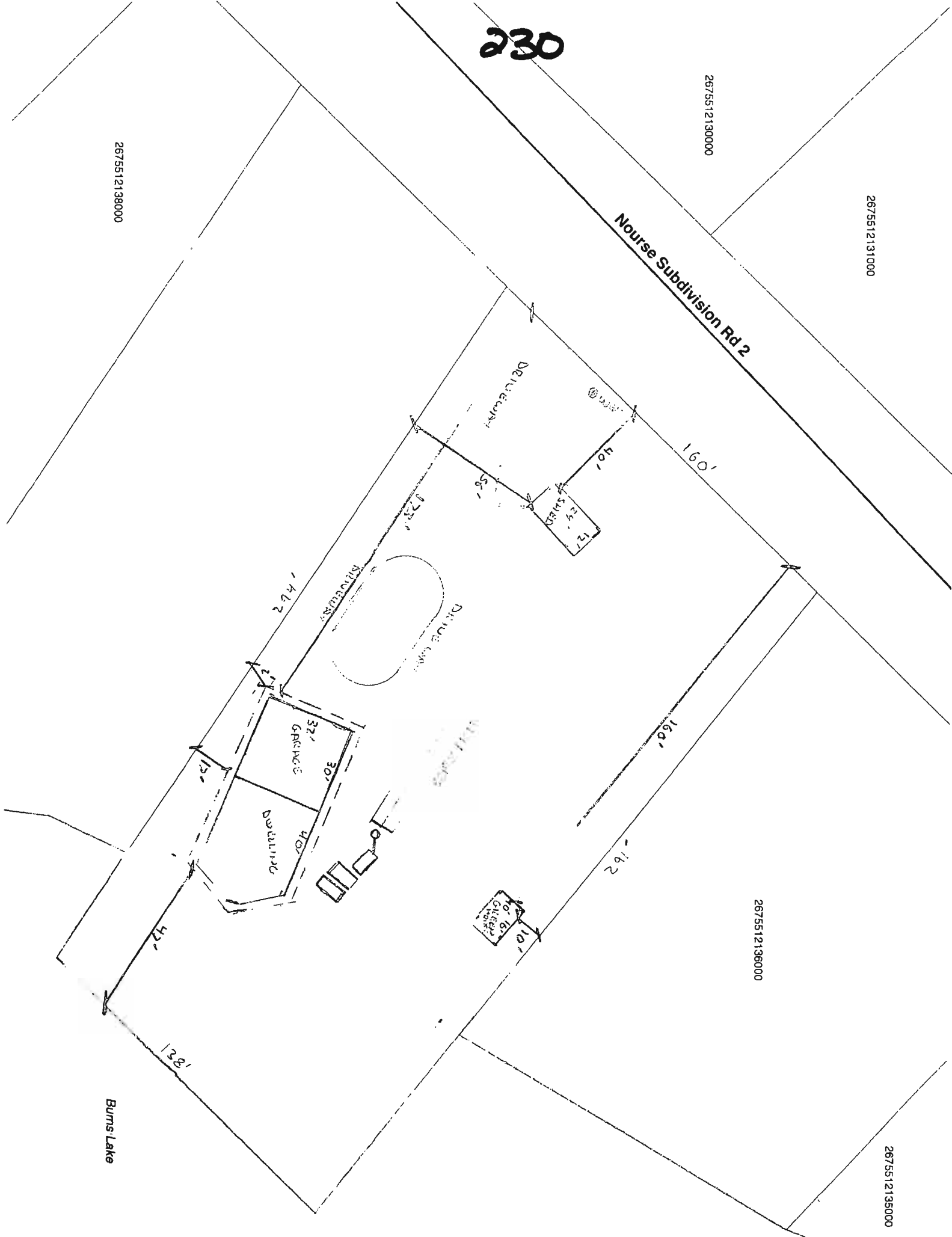
160'

162'

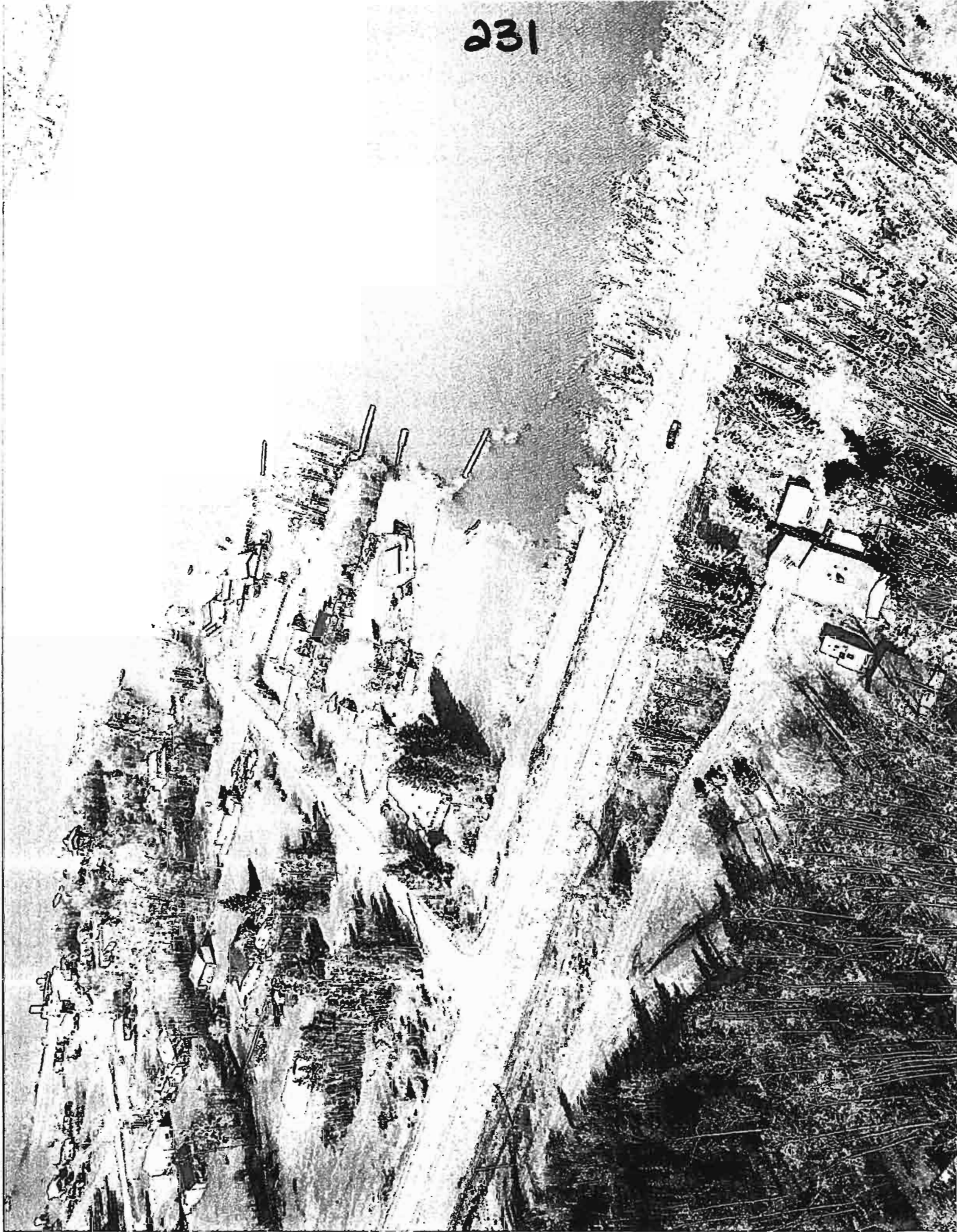
2675512136000

2675512135000

Burns Lake



231



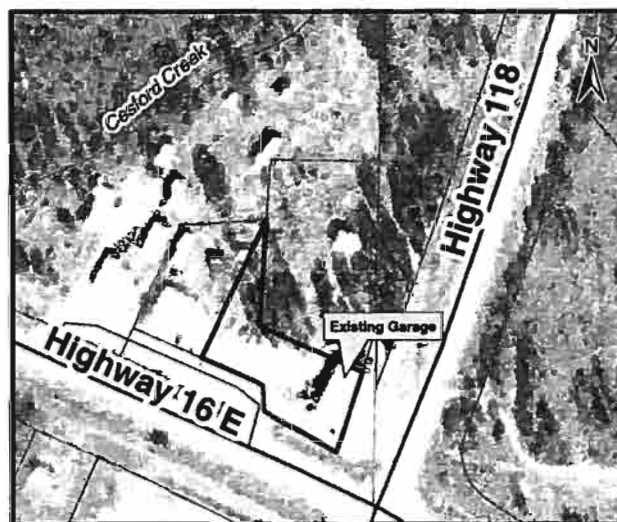


Planning Department Report
Rezoning Bylaw No. 1756
File No. G-02-15, Adoption
February 16, 2016

APPLICATION SUMMARY

Name of Applicants:	Topley Fire Protection Society
Name of Agent:	David Townsend
Electoral Area:	G
Subject Property:	Lot 2, District Lot 2623, Range 5, Coast District, Plan 10310. The subject property is ± 0.26 ha (± 0.64 acres) in size.
Location:	The subject property is located at 21628 Topley Post Office Road, at the intersection of Highway 118 and Highway 16 E in the community of Topley, BC.
O.C.P. Designation:	Commercial (C) in the Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011.
Zoning:	General Commercial (C1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
Existing Land Use:	Garage
ALR Status:	Not in the ALR

Aerial of subject property



Proposed Rezoning:

To rezone the subject property from **General Commercial (C1) Zone** to **Civic/Institutional (P1)**.

The purpose of this application is to allow the relocation of the Topley Fire Hall to the subject property from their current location across Highway 16. The society has recently purchased the subject property which contains a vacant automobile garage that the Fire Department plans to convert into a fire hall.

The C1 zone does not allow the property to be used as a fire hall; therefore, a rezoning to P1 is necessary.

PLANNING DEPARTMENT COMMENTS

At the Regional District of Bulkley-Nechako December 10th, 2015 Board meeting third reading was given to "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1756, 2015".

Bylaw 1756 has been signed by the Ministry of Transportation and Infrastructure, and is now forwarded to the Board for consideration of adoption.

As part of every rezoning application the applicant submits a Contaminated Sites Questionnaire as required by the Province. Commercial activities that have previously occurred on the site have triggered the requirement for the site profile to be submitted to the Province. Pursuant to the *Local Government Act* the Regional District Board may not adopt the bylaws until a release notice is issued by the Province.

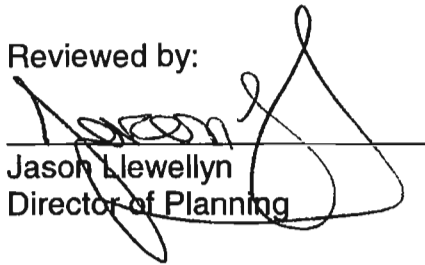
On January 29, 2016 staff were informed that the Ministry of Environment does not require a site investigation prior to approval of the rezoning application, and provided the necessary release so that the rezoning may proceed. It is noted that the release is only for the limited purpose of the rezoning application and the requirement for a site investigation is not extinguished by the release.

Recommendation:

That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1756, 2015" be adopted.

Electoral Area Planning – All Directors/Majority

Reviewed by:



Jason Lewellyn
Director of Planning

Written by:



Jennifer MacIntyre
Planner I



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1756**

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "General Commercial (C1)" Zone to the "Civic/Institutional (P1)" Zone.

Lot 2, District Lot 2623, Range 5, Coast District, Plan 10310, shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1756, 2015".

READ A FIRST TIME this 19th day of November, 2015

READ A SECOND TIME this 19th day of November, 2015

PUBLIC HEARING HELD this 8th day of December, 2015

READ A THIRD TIME this 10th day of December, 2015

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1756, 2015"

DATED AT BURNS LAKE this 10th - day of December, 2015

Neil Chapman
Corporate Administrator

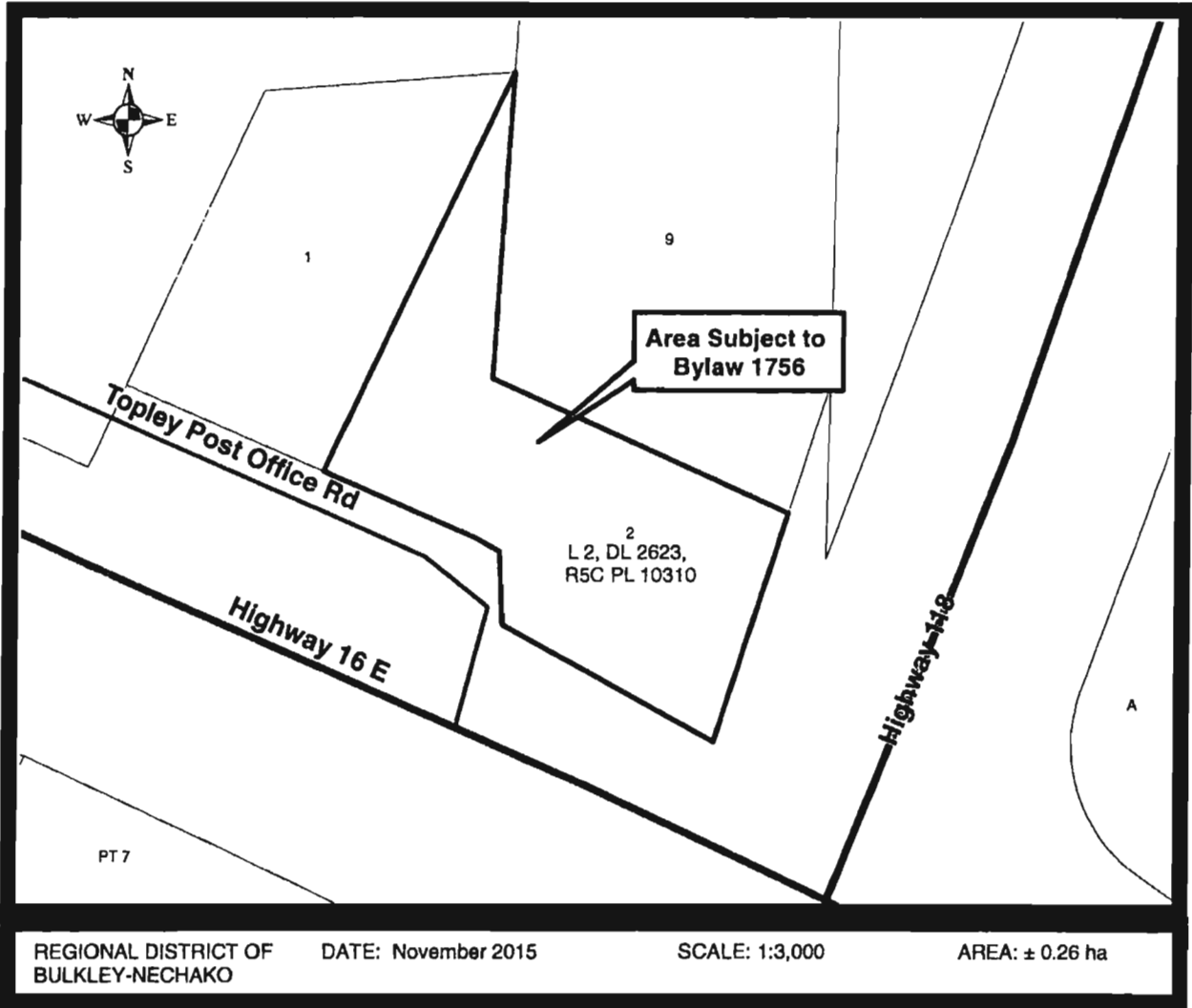
Approved under the Transportation Act
this 21st day of Dec. 2015
[Signature]
Minister of Transportation
and Infrastructure

APPROVED BY THE MINISTRY OF TRANSPORTATION
this day of

ADOPTED this day of

Chairperson

Corporate Administrator



SCHEDULE "A" BYLAW NO. 1756

Lot 2, District Lot 2623, Range 5, Coast District, Plan 10310, comprising of ±0.26 ha. Being rezoned from the "General Commercial (C1)" Zone to the "Civic/Institutional (P1)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1756, 2015.

Gail Chapman
Corporate Administrator



Planning Department Report
 OCP Amendment Bylaw No. 1757
 & Rezoning Bylaw No. 1758
 File No. G-03-15, Adoption
 February 16, 2016

APPLICATION SUMMARY

Name of Property Owner: Pauline Watson

Name of Agent: HBH Land Surveying Inc.

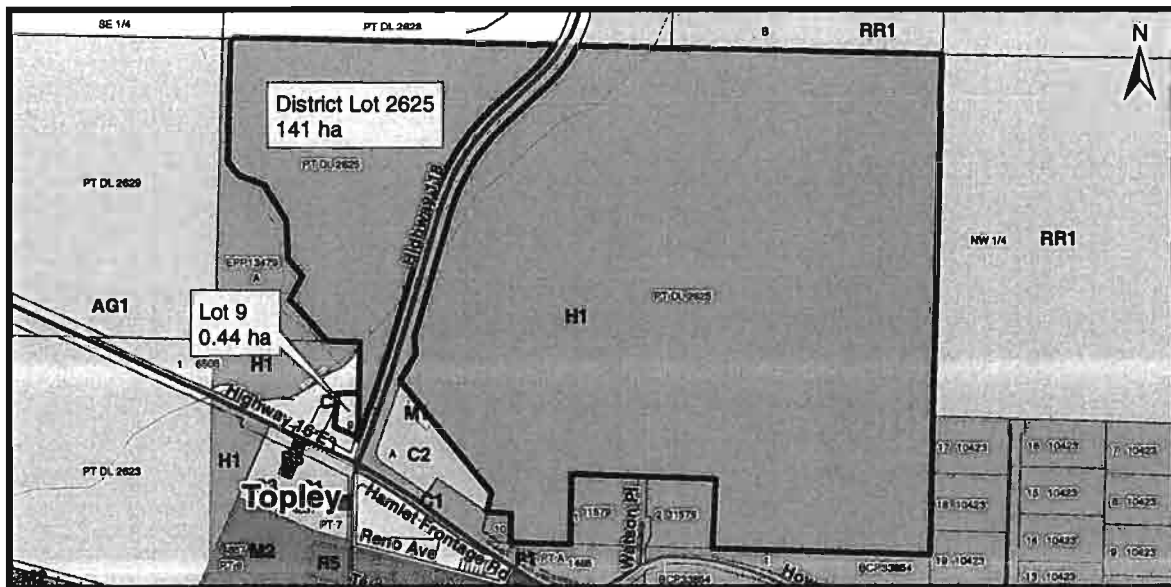
Electoral Area: G

Subject Properties:

- District Lot 2625, Range 5, Coast District Except the South 160 Acres and Except Plans 4672 4870 5169 8353 11579 PRP14464 4042 and EPP13479; and
- Lot 9, District Lot 2623, Range 5, Coast District, Plan 5547.

Location: The subject properties are located at 12003 Highway 118 and 21889 Strimbolt Pit Rd, in the community of Topley, BC.

Location & Zoning Map



O.C.P. Designation: Commercial (C) and Rural Residential (RR) in the Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011

Zoning: General Commercial (C1) and Small Holdings (H1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

Existing Land Use: Residential and vacant

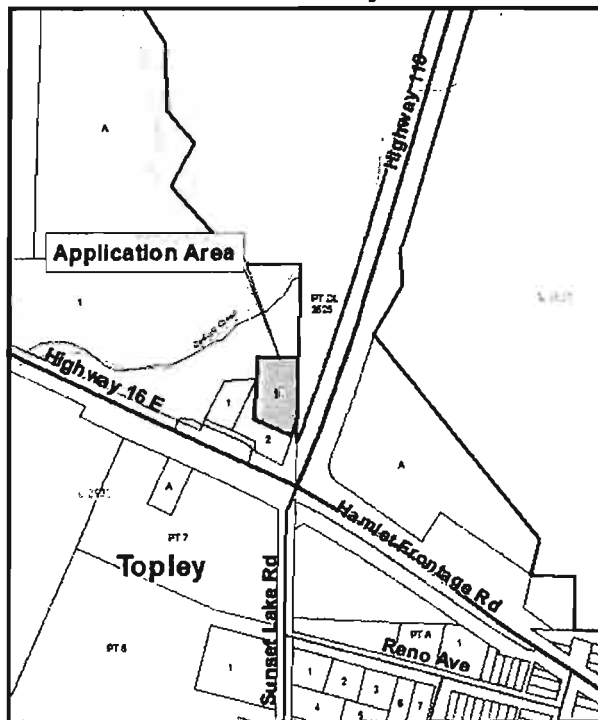
ALR Status: Not in the ALR

Proposed OCP Amendment and Rezoning:

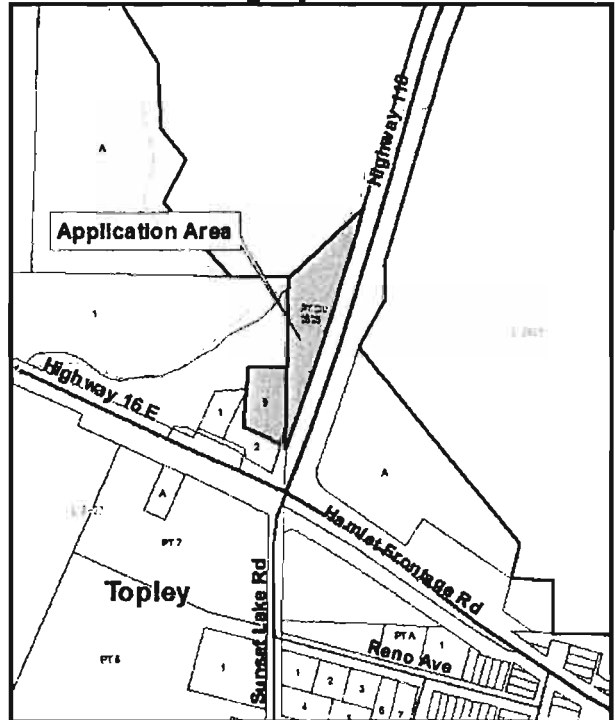
To amend Houston, Topley, Granisle Rural Official Community Plan from **Commercial (C)** to **Rural Residential (RR)** for part of the application area.

To amend RDBN Zoning Bylaw No. 700, 1993 from **General Commercial (C1) Zone** and **Small Holdings (H1) Zone** to **Rural Residential (R6) Zone** for the application area.

OCP Amendment Bylaw No. 1757



Rezoning Bylaw No. 1758



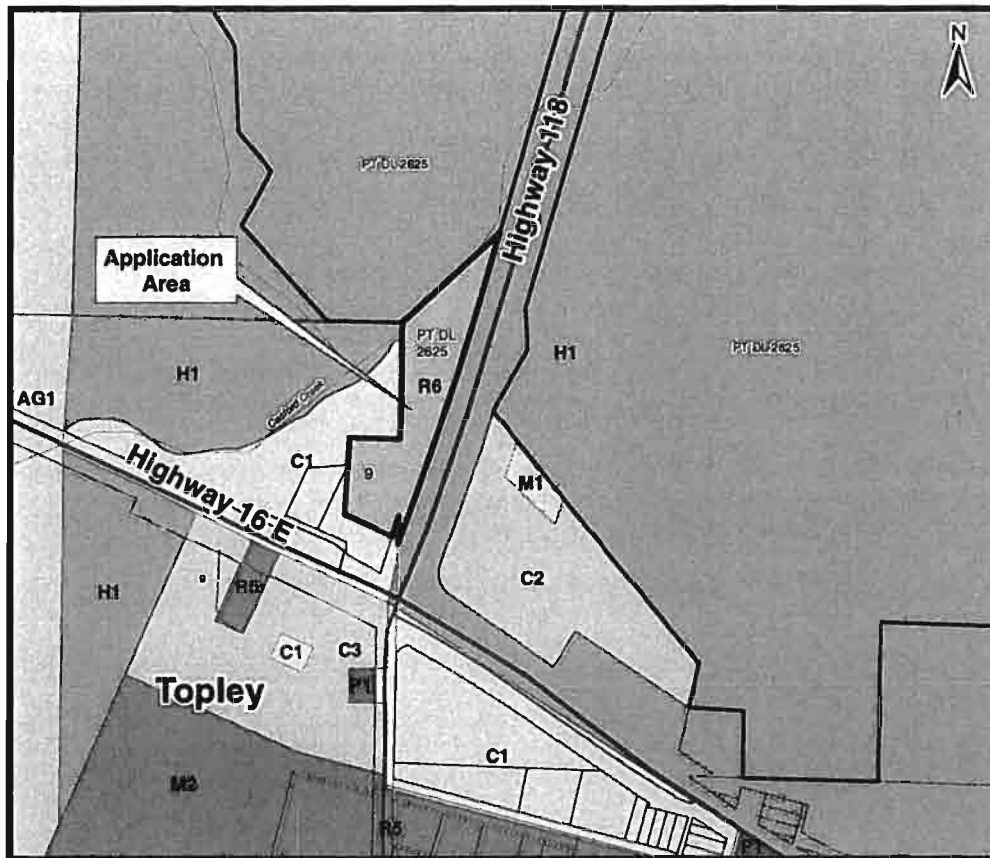
The property owner owns two adjacent parcels and wishes to do a boundary adjustment that would add 1.1 ha to the smaller parcel from the larger parcel. The first parcel, Lot 9, is 0.44 ha in size and contains an 815 ft² residence, which was built in 1966, and is occupied by the property owner's son. The parcel is zoned General Commercial (C1). The second parcel, District Lot 2625, is 141 ha in size and zoned Small Holdings (H1). It contains the property owner's residence, built in the 1960's, and is accessed from Strimbolt Pit Rd.

The 1.1 ha portion of DL 2625 that is south of Cesford Creek is proposed to be consolidated with Lot 9. That portion is not accessible from the remainder of DL 2625, and the creek acts as a natural boundary for the proposed parcel. The proposed parcel will be 1.5 ha in size.

The residential use of the proposed parcel and the proposed size of 1.5 ha do not comply with the current C1 and H1 zoning. The property owner is therefore applying to rezone the proposed parcel to the Rural Residential (R6) Zone.

The proposed R6 Zone does not comply with the Commercial (C) designation of Lot 9 so the property owner is applying to amend the designation to Rural Residential (RR), to allow the rezoning to occur.

Proposed Zoning



PLANNING DEPARTMENT COMMENTS

The public hearing for Bylaws No. 1757 and 1758 was held on January 18, 2016. No concerns or comments were raised.

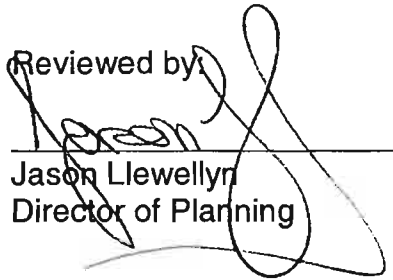
At the Regional District of Bulkley-Nechako January 28, 2016 Board meeting third reading was given to Houston, Topley, Granisle Rural Official Community Plan Amendment Bylaw No. 1757, 2015" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1758, 2015".

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

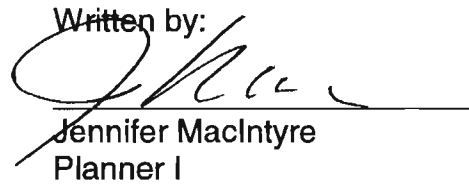
Recommendation:

That "Houston, Topley, Granisle Rural Official Community Plan Amendment Bylaw No. 1757, 2015" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1758, 2015" be adopted.

Electoral Area Planning – All Directors/Majority

Reviewed by:


Jason Llewellyn
Director of Planning

Written by:


Jennifer MacIntyre
Planner I



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO.1757

A Bylaw to Amend "Houston, Topley, Granisle Rural Official
Community Plan Bylaw No. 1627, 2011"

The Board of Directors of the Regional District of Bulkley-Nechako in open meeting
assembled enacts as follows:

That the "Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1627,
2011" be amended such that the designation of the following land is changed from
Commercial (C) to Rural Residential (RR).

Lot 9, District Lot 2623, Range 5, Coast District, Plan 5547 and shown on
Schedule "A", which is incorporated in and forms part of this bylaw."

This bylaw may be cited as "Houston, Topley, Granisle Rural Official Community Plan
Amendment Bylaw No. 1757, 2015".

READ A FIRST TIME this 10th day of December, 2015

READ A SECOND TIME this 10th day of December, 2015

PUBLIC HEARING HELD this 18th day of January, 2016

READ A THIRD TIME this 28th day of January, 2016

I hereby certify that the foregoing is a true and correct copy of "Houston, Topley,
Granisle Rural Official Community Plan Amendment Bylaw No. 1757, 2015".

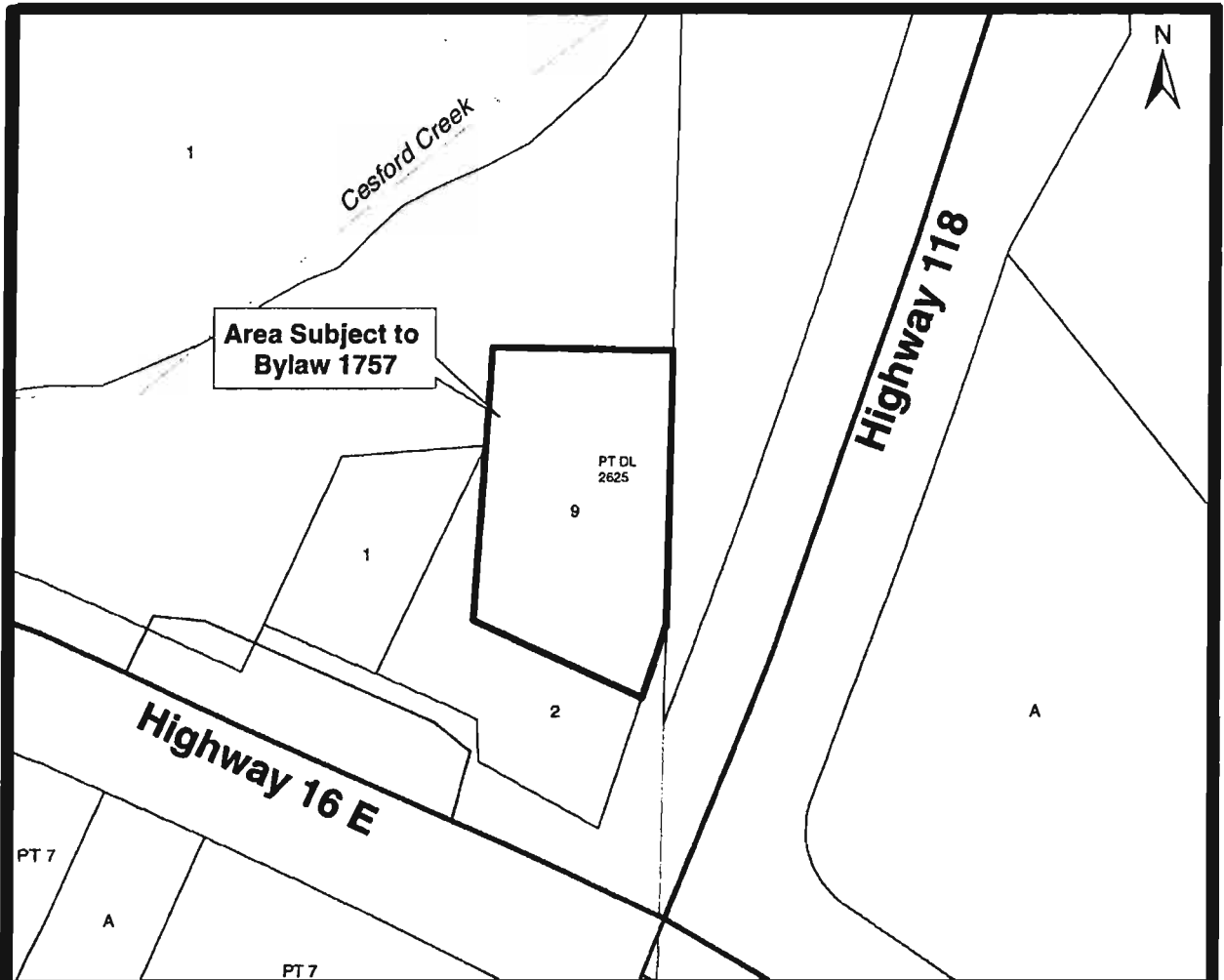
DATED AT BURNS LAKE this day of

Sail Chapman
Corporate Administrator

ADOPTED this day of

Chairperson

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO DATE: November 2015 SCALE: 1:1,500 AREA: ± 0.44 ha

SCHEDULE "A" BYLAW NO. 1757

Lot 9, District Lot 2623, Range 5, Coast District, Plan 5547, comprising of ± 0.44 ha.

Designation being changed from Commercial (C) to Rural Residential (RR).

I hereby certify that this is Schedule "A" of Bylaw No. 1757, 2015.

Gail Chapman

 Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1758

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "General Commercial (C1) Zone and Small Holdings (H1) Zone to Rural Residential (R6)" Zone.

Lot 9, District Lot 2623, Range 5, Coast District, Plan 5547, and; a portion of District Lot 2625, Range 5, Coast District, Except the South 160 Acres and Except Plans 4672, 4870, 5169, 8353, 11579, PRP13561, PRP14464, 4042 and EPP13479.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1758, 2015".

READ A FIRST TIME this 10th day of December, 2015

READ A SECOND TIME this 10th day of December, 2015

PUBLIC HEARING HELD this 18th day of January, 2016

READ A THIRD TIME this 28th day of January, 2016

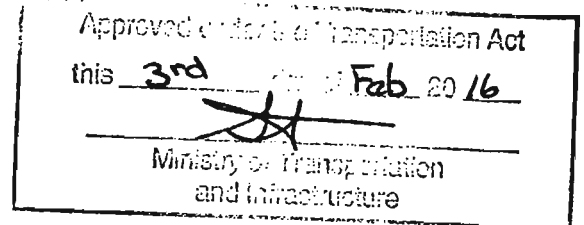
I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1758, 2015"

DATED AT BURNS LAKE this day of

Gail Chapman
Corporate Administrator

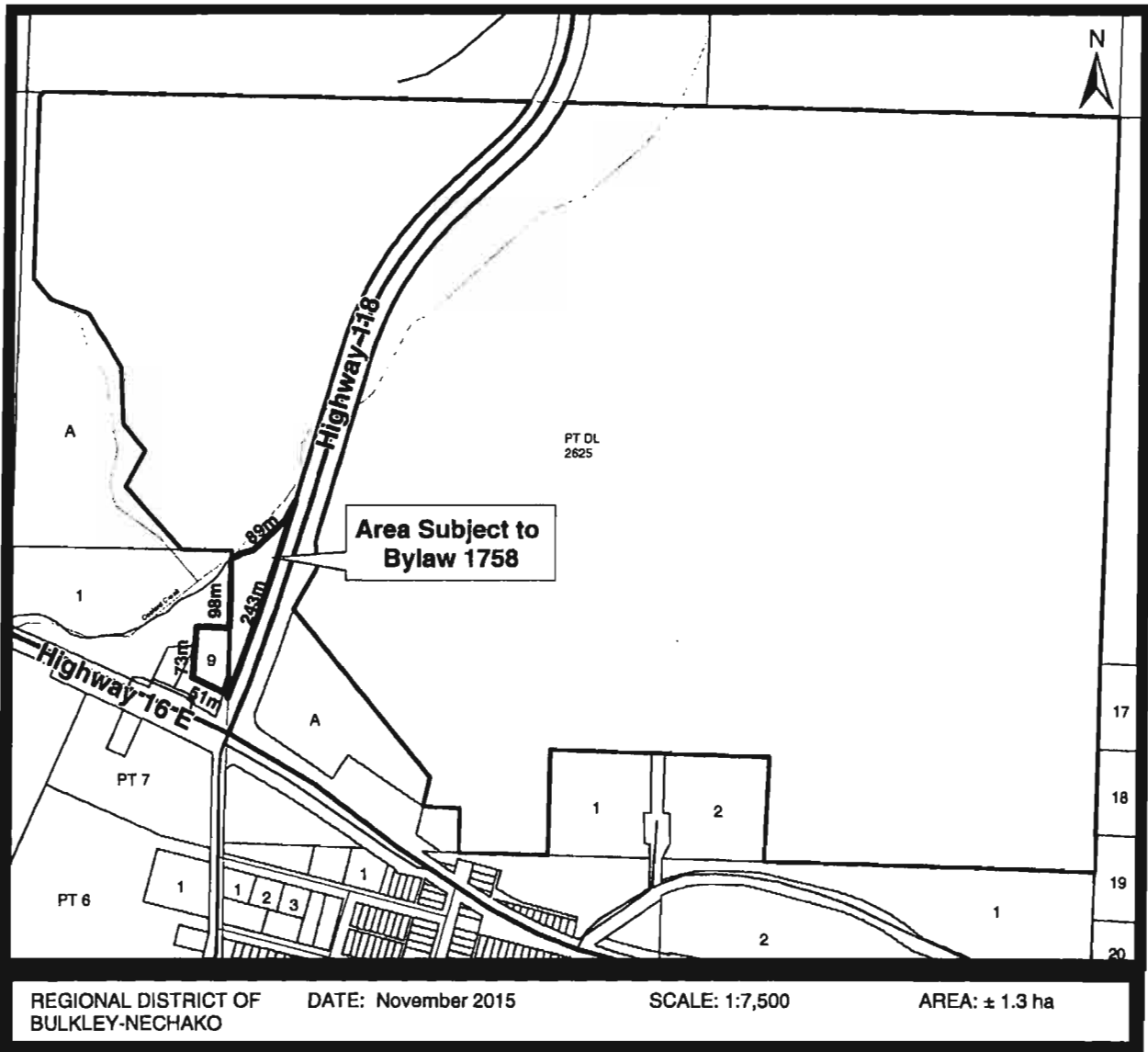
APPROVED BY THE MINISTRY OF TRANSPORTATION
this day of

ADOPTED this day of



Chairperson

Corporate Administrator



SCHEDULE "A" BYLAW NO. 1758

Lot 9, District Lot 2623, Range 5, Coast District, Plan 5547, and a portion of District Lot 2625, Range 5, Coast District Except the South 160 Acres and Except Plans 4672 4870 5169 8353 11579 PRP14464 4042 and EPP13479, comprising of ± 1.3 ha Being rezoned from the "General Commercial (C1)" and "Small Holdings (H1)" Zone to the Rural Residential (R6)" Zone as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1758, 2015.

Gail Chapman
 Corporate Administrator



244

Planning Department Enquiries Report, Month of January 2016

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 January 2016. During this month the Planning Department responded to 175 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other. In January 2015, the Planning Department answered 172 enquiries.

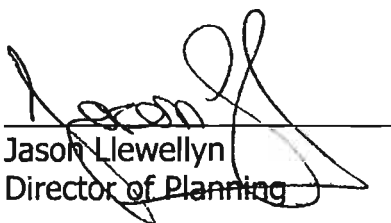
Subject Area	August 2015	Sept 2015	Oct 2015	Nov 2015	Dec 2015	Jan 2016
Development Services	32	37	31	31	22	34
Electoral Area Planning	45	40	33	41	28	45
House Numbering	19	26	18	19	7	23
Maps	26	26	31	46	22	29
Bylaw Enforcement	15	10	8	9	7	5
Other	52	43	30	44	21	39
Total	189	182	151	190	107	175

Recommendation

"That the Board receive the January 2016 Planning Department Enquiries Report."

(All Directors)

Respectfully submitted,



Jason Llewellyn
Director of Planning

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

JANUARY 2016 – Action List

PAGE #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 25–30 Rural Agenda Jan 21, 2016	Land Referral File No. 7409813 Fort St James Snowmobile Club Electoral Area “C”	Respond to Referral	Jennifer	Completed	Jan 21 2016
Page 31–34 Rural Agenda Jan 21, 2016	Land Referral File No. 0331140 Keith, Brett & Brenda Joan Landry Electoral Area “F”	Respond to Referral	Jennifer	Completed	Jan 21 2016
Page 35–39 Rural Agenda Jan 21, 2016	Land Referral File No. 7409817 Jeffrey & Valerie Johnson Electoral Area “F”	Respond to Referral	Jennifer	Completed	Jan 28 2016
Page 40–43 Rural Agenda Jan 21, 2016	Land Referral File No. 64008872 Glenna Daniels Electoral Area “G”	Respond to Referral	Jennifer	Completed	Jan 21 2016
Page 167–198 Board Agenda Jan 28, 2016	ALR Application No. 1187 Elaine & Randy Rogers Sundivision within the ALR Electoral Area “A”	Submit application to ALC	Maria	Completed	Ongoing

245

PAGE #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 199 Board Agenda Jan 28, 2016	APC Member Appointment	Advise APC member of Board decision.	Jennifer	Completed	Feb 2 2016
		Mail APC Manual. Amend APC lists and minutes template.	Debra	Completed	Feb 3 2016
Page 200-225 Board Agenda Jan 28, 2016	ALC Reconsideration of Panel Decision	Send letter to ALC Executive Committee and Minister of Agriculture	Jason L	Completed	Feb 8 2016
Page 226-270 Board Agenda Jan 28, 2016	Blackwater Gold Environmental Assessment	Send letter to Environmental Assessment Office	Jason L	Completed	Feb 5 2016
Page 271-279 Board Agenda Jan 28, 2016	Development Variance Permit Application A-08-15 Gary and Stephanie Huxtable 233 Prairie Road, Smithers Electoral Area "A"	Advise applicant of Board decision	Jennifer	Completed	Jan 28 2016
Page 280-286 Board Agenda Jan 28, 2016	Development Variance Permit Application A-07-15 Raymond and Aurelia Spronk 14655 Round Lake Road, Telkwa Electoral Area "A"	Advise applicant of Board decision	Jennifer	Completed	Feb 2 2016
Page 287-303 Board Agenda Jan 28, 2016	OCP Review process of the Village of Burns Lake and Electoral Area B and E	Sign contract with Village of Burns Lake	Jason L	Completed	Jan 29 2016

246

PAGE #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 304-314 Board Agenda Jan 28, 2016	OCP Amendment and Rezoning File No G-03-15 Bylaw No. 1758 and 1719 Pauline Watson (HBH) Electoral Area "G"	Advise applicant of Board decision	Jennifer	Completed	Feb 2 2016
Saved: M:/Planning/General Topics/AGENDAS/2016/Action Lists/Jan2016 Action List.doc					

247

**Advisory Planning Commission Meeting Minutes for Area B and E
February 2, 2016 ~ Location: RDBN office, Burns Lake**

<p>Attendance</p> <p>B</p>	<table border="0"> <tr> <td><input type="checkbox"/> Bob Saul</td> <td><input type="checkbox"/> Lloyd Adams</td> </tr> <tr> <td><input type="checkbox"/> Val Anderson</td> <td><input type="checkbox"/> Louise Fisher</td> </tr> <tr> <td><input type="checkbox"/> Connie Anderson</td> <td><input type="checkbox"/> Bill Miller, Director</td> </tr> <tr> <td><input type="checkbox"/> Marvin Strimbold</td> <td><input type="checkbox"/> Doug Bysouth, Alternate</td> </tr> <tr> <td><input type="checkbox"/> Erwin Tom</td> <td></td> </tr> </table>	<input type="checkbox"/> Bob Saul	<input type="checkbox"/> Lloyd Adams	<input type="checkbox"/> Val Anderson	<input type="checkbox"/> Louise Fisher	<input type="checkbox"/> Connie Anderson	<input type="checkbox"/> Bill Miller, Director	<input type="checkbox"/> Marvin Strimbold	<input type="checkbox"/> Doug Bysouth, Alternate	<input type="checkbox"/> Erwin Tom	
<input type="checkbox"/> Bob Saul	<input type="checkbox"/> Lloyd Adams										
<input type="checkbox"/> Val Anderson	<input type="checkbox"/> Louise Fisher										
<input type="checkbox"/> Connie Anderson	<input type="checkbox"/> Bill Miller, Director										
<input type="checkbox"/> Marvin Strimbold	<input type="checkbox"/> Doug Bysouth, Alternate										
<input type="checkbox"/> Erwin Tom											
<p>Attendance</p> <p>E</p>	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Chris Lovas</td> <td><input type="checkbox"/> Russel Skillen</td> </tr> <tr> <td><input type="checkbox"/> Glen Stewart</td> <td><input type="checkbox"/> Eileen Benedict, Director</td> </tr> <tr> <td><input checked="" type="checkbox"/> Norbert Mund</td> <td><input checked="" type="checkbox"/> Tom Shelford, Alternate</td> </tr> <tr> <td><input type="checkbox"/> Vicky Hill</td> <td></td> </tr> </table>	<input checked="" type="checkbox"/> Chris Lovas	<input type="checkbox"/> Russel Skillen	<input type="checkbox"/> Glen Stewart	<input type="checkbox"/> Eileen Benedict, Director	<input checked="" type="checkbox"/> Norbert Mund	<input checked="" type="checkbox"/> Tom Shelford, Alternate	<input type="checkbox"/> Vicky Hill			
<input checked="" type="checkbox"/> Chris Lovas	<input type="checkbox"/> Russel Skillen										
<input type="checkbox"/> Glen Stewart	<input type="checkbox"/> Eileen Benedict, Director										
<input checked="" type="checkbox"/> Norbert Mund	<input checked="" type="checkbox"/> Tom Shelford, Alternate										
<input type="checkbox"/> Vicky Hill											
<p>Staff</p>	<table border="0"> <tr> <td><input checked="" type="checkbox"/> Jason Llewellyn</td> <td><input checked="" type="checkbox"/> Maria Sandberg</td> </tr> </table>	<input checked="" type="checkbox"/> Jason Llewellyn	<input checked="" type="checkbox"/> Maria Sandberg								
<input checked="" type="checkbox"/> Jason Llewellyn	<input checked="" type="checkbox"/> Maria Sandberg										
<p>Meeting called to order @: 6:00 pm</p>											
<p>New Business:</p>	<p>Review of the Area B/ E (Northshore) Official Community Plan</p> <ul style="list-style-type: none"> • Quick overview of the process to review the bylaw and the initiative to concurrently review the Village of Burns Lake OCP. • The APC agreed to be the OCP working group subject to the support of the Electoral Area Directors. 										
	<p>Draft Zoning Bylaw</p> <ul style="list-style-type: none"> • Staff explained the zoning bylaw process and the public input components. • The main changes to the bylaw were discussed in detail. • The proposed zoning bylaw maps for Electoral Areas B and E were perused and any changes and additions to the zoning layer were highlighted. 										

Meeting Adjourned @ 8:30 pm

Secretary Signature for Area B



Secretary Signature for Area E

**Advisory Planning Commission Meeting Minutes for Area B and E
February 2, 2016 ~ Location: RDBN office, Burns Lake**

RECEIVED

FEB 11 2016

<p>Attendance</p> <p>B</p>	<p><input checked="" type="checkbox"/> Bob Saul</p> <p><input checked="" type="checkbox"/> Val Anderson</p> <p><input checked="" type="checkbox"/> Connie Anderson</p> <p><input type="checkbox"/> Marvin Strimbold</p> <p><input type="checkbox"/> Erwin Tom</p>	<p><input type="checkbox"/> Lloyd Adams</p> <p><input type="checkbox"/> Louise Fisher</p> <p><input type="checkbox"/> Bill Miller, Director</p> <p><input checked="" type="checkbox"/> Doug Bysouth, Alternate</p>
<p>Attendance</p> <p>E</p>	<p><input type="checkbox"/> Chris Lovas</p> <p><input type="checkbox"/> Glen Stewart</p> <p><input type="checkbox"/> Norbert Mund</p> <p><input type="checkbox"/> Vicky Hill</p>	<p><input type="checkbox"/> Russel Skillen</p> <p><input type="checkbox"/> Eileen Benedict, Director</p> <p><input type="checkbox"/> Tom Shelford, Alternate</p>
<p>Staff</p>	<p><input checked="" type="checkbox"/> Jason Llewellyn</p>	<p><input checked="" type="checkbox"/> Maria Sandberg</p>
<p>Meeting called to order @: 6:00 pm</p>		

REGIONAL DISTRICT
BULKLEY RECHAKO

New Business:

Review of the Area B/ E (Northshore) Official Community Plan

- Quick overview of the process to review the bylaw and the initiative to concurrently review the Village of Burns Lake OCP.
- The APC agreed to be the OCP working group subject to the support of the Electoral Area Directors.

Draft Zoning Bylaw

- Staff explained the zoning bylaw process and the public input components.
- The main changes to the bylaw were discussed in detail.
- The proposed zoning bylaw maps for Electoral Areas B and E were perused and any changes and additions to the zoning layer were highlighted.

Meeting Adjourned @ 8:30 pm

Anderson

Secretary Signature for Area B

Secretary Signature for Area E



Building Inspector's Report ***For January, 2016***

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

There was 1 building permit application submitted this reporting period. The fees collected this reporting period amount to \$50.00, with a total construction value of \$5,000.00. There has been 1 permit issued to date in 2016.

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 \$78,862.05. There has been 1 permit issued to date in 2016.

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 2016.

4. Building Permit Summary for the Village of Granisle

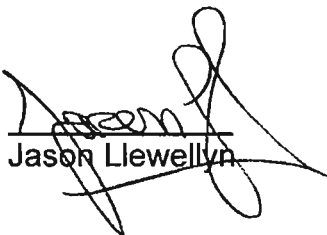
There were no building permit applications submitted this reporting period. There have been no permits issued to date in 2016.

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

There were 3 building permit applications submitted this reporting period with a total construction value of \$586,091.00. There have been 3 permits issued to date in 2016.

Reviewed by:

Written by:


Jason Llewellyn


Jason Berlin

RECEIVED

251

FEB 09 2016

REGIONAL DISTRICT
OF BULKLEY-NECHAKO



TransCanada
In business to deliver

February 2, 2016

Sent Via Registered Mail

Regional District of Bulkley-Nechako
Attention: Bill Miller, Board Chair
37 – 3rd Ave, PO Box 820
Burns Lake, British Columbia V0J 1E0

TransCanada Corporation
450 – 1st Street S.W.
Calgary, AB, Canada T2P 5H1

Tel: 250-596-8060
Email: Dave_Kmet@transcanada.com
www.transcanada.com/

Doc: CGL4703-CGP-RDBN-LA-LTR-1735

**RE: Coastal GasLink Pipeline Project
Response to Regional District of Bulkley- Nechako**

I am writing in response to your letter of October 26, 2015 in relation to the Coastal GasLink Pipeline Project's proposed Notification/Invitation to Consult.

In your letter on behalf of the Regional District of Bulkley-Nechako, you raise four areas of concern related to Coastal GasLink construction planning. These are, in order:

- solid waste disposal;
- liquid waste disposal;
- invasive plant control, and
- fire protection and emergency response.

On December 10, 2015, Coastal GasLink provided the RDBN Director of Environmental Services, Janine Dougall, with preliminary estimates on solid and liquid waste volumes associated with each of our proposed construction camps, along with preliminary month-by-month population estimates for each camp. We also provided a matrix showing the typical waste categories that are generated by pipeline projects in Western Canada listed by typical disposal methods.

This communication was followed up with a one-hour call between project representatives and RDBN staff on December 14. Ms. Dougall and Jason Llewellyn took part on behalf of the regional district, with construction planner Richard Fafara and community relations advisor Ian McLeod representing the project.

Coastal GasLink communicated that our current plan is to incinerate most waste that might otherwise be sent to a general purpose landfill. This should reduce the volume of solid waste associated with camps by 90 per cent or more. RDBN staff stated ash from industrial-scale incineration is not accepted at regionally-managed landfills. Options for ash disposal, therefore, may include the development of on-site ash disposal or the use of sites created for other major projects in the region in recent years. Discussions with other regional districts have also flagged the possibility of selective ash composting.

In addition to incineration and ash disposal, participants in the call discussed planning issues related to the proposed expansion of the RDBN's Knockholt landfill east of Houston; prohibitions on certain



categories of waste at RDBN landfills, and possible opportunities for recycling or return through provincial stewardship programs; and the need for Ministry of Environment permitting related to the open burning of wood waste and other combustibles.

With regard to liquid waste disposal, it is Coastal GasLink's intention to treat sewage on site at construction camps where practical, generating a dewatered biosolid. RDBN staff indicated that some biosolids may be accepted at RDBN landfills depending on volumes. However, we understand that the regional district prefers the use of composting methods for biosolids. As it happens, we have learned from the Regional District of Kitimat-Stikine that RDKS will feature a large-scale composting system at their new waste treatment centre set to open next year. We have asked for more information from RDKS to help acquaint us with this technology.

Our conversation with RDBN staff was productive, and has pointed us toward further research and refinement of our waste management strategies.

With regard to invasive plant species, Coastal GasLink's Environmental Lead Kyle Sherwin and Community Relations Liaison Kiel Giddens met on November 10, 2015 with Penni Adams, Executive Director of the Northwest Invasive Plant Council. This was in direct response to RDBN's ongoing expressions of interest in this issue. Coastal GasLink and NWIPC discussed project scope and potential opportunities for partnership. Coastal GasLink plans further discussions with NWIPC on sharing database information and potential opportunities to contract with the organization during the construction phase. Further discussions may also include funding opportunities for some of NWIPC's priority initiatives.

Coastal GasLink's Invasive Plant Management Plan, a component of our Environmental Management Plan, describes our approach to control weed growth and invasive plant introduction on the construction right-of-way. The plan provides details on alternative methods of weed control, avoiding the use of herbicides and pesticides, in accordance with British Columbia's *Integrated Pest Management Act* and commitments documented during Coastal GasLink's Aboriginal consultation.

With regard to fire protection and emergency response, I will offer the following

:

- TransCanada has extensive experience in emergency response, with an incident command structure that will include co-ordination from our Prince George office and the availability of subject matter experts at our Alberta headquarters.
- Coastal GasLink is currently in the process of finalizing commercial agreements with prospective prime contractors. Each prime contractor will be responsible for either two or three of the eight construction sections along our route. Each contractor will be required to submit safety plans for each section, including plans for emergency response.



- Prime contractors and camp contractors will be required to meet the regulatory requirements and TransCanada standards that pertain to firefighting capacity.
- We have had discussions with FLNRO to identify their expectations and capacity with regard to wildfire response. We will work alongside our contractors to develop relationships with local fire protection and emergency service providers in order to better understand their expectations.

We appreciate the commitment to due diligence that RDBN has shown in raising issues related to construction planning. Given that TransCanada expects to be in operation across Bulkley-Nechako for many years into the future, it is our firm intention to act as a good neighbour now and through the construction phase.

Please also be advised that any written response received and subsequent reply will be included in the consultation summary which is submitted to the BC Oil & Gas Commission (OGC).

You may also make a Written Submission to the OGC at any time prior to the permit being issued at:

BC Oil & Gas Commission
Bag 2
Fort St. John, BC V1J 2B0

If you have any additional concerns in regards to these matters, please feel free to contact the undersigned.

Yours truly,

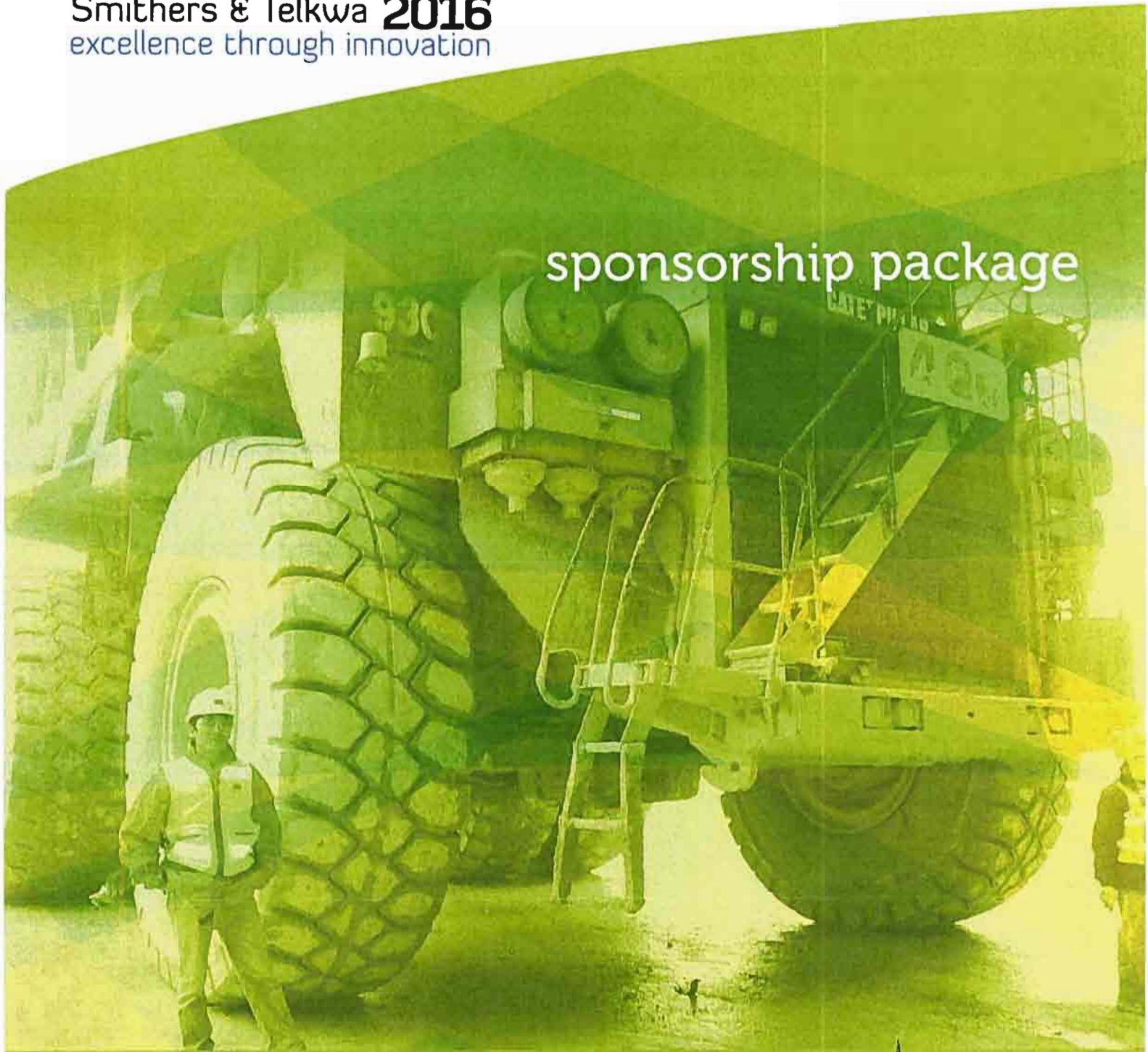
Coastal GasLink Pipeline Project

Dave Kmet, RPF RPFT
Regional Manager Prince George & LNG Land
TransCanada



mineralsnorth
Smithers & Telkwa **2016**
excellence through innovation

sponsorship package



Sponsor Inquiries: **Allan Stroet**
Bulkley Valley Economic Development Association
Ph: 250-847-4355
E: allanstroet@bveda.ca



May 18th-20th, 2016 Smithers / Telkwa

CONTENTS

- 2 Gold Level
- 2 Silver Level
- 4 Molybdenum Level
- 6 Copper Level
- 6 Coal Level



sponsorship package

GOLD LEVEL

Overall Conference Sponsor (exclusive)..... Sold to



Banquet Sponsor (exclusive)..... \$10,000
Signage, print materials, Minerals North website and verbal acknowledgement will be made during at the banquet. Two complimentary registration packages with banquet tickets, and two extra banquet tickets for company guests.

SILVER LEVEL

Keynote Speaker Sponsor (2 available)..... Sold to



Opening Night Reception Sponsor (exclusive)..... Sold to

SEABRIDGE GOLD



sponsorship package

Large Equipment Display Sponsor (exclusive) Sold to



Banquet Entertainment Sponsor (exclusive) Sold to

RioTintoAlcan

'Yukon Dan' Sponsor (exclusive) \$5,000

Yukon Dan will bring the gold panning experience to delegates, students, and the general public at Minerals North in Smithers. The sponsor logo will be displayed at the gold panning location.

Acknowledgement on signage, print materials, and Minerals North website. Verbal acknowledgement will be given during the conference. Two complimentary registration packages and two banquet tickets.

First Nations Participation Co-sponsorship. \$5,000

Signage, print materials, Minerals North website and verbal acknowledgement during the conference.

The sponsor logo will be placed on all communications with First Nations regarding bursaries. Two complimentary registration packages and two banquet tickets.

First Nations Participation Co-sponsorship. Sold to



Education Sponsorship (exclusive) \$5,000

Signage, print materials, Minerals North website and verbal acknowledgement during the conference.

The sponsor logo will be placed on all communications regarding community education programs during Minerals North. Two complimentary registration packages and two banquet tickets.

sponsorship package

MOLYBDENUM LEVEL

Student Participation Sponsor (exclusive) Sold to



**Bulkley Valley
CREDIT UNION**

Thursday Lunch Sponsor (exclusive) Sold to



Friday Lunch Sponsor (exclusive) \$3,500

Acknowledgement on signage, print materials, and Minerals North website. Verbal acknowledgement will be given during the conference. The luncheon sponsor will be introduced during the luncheon program and will be given two complimentary lunch passes for guests.

Grand Prize Sponsor (exclusive) \$3,500

Acknowledgement on signage, print materials, and Minerals North website. Verbal acknowledgement will be given during the conference. The grand prize sponsor will announce the prize winner. Entries for the draw will be taken from the registered delegate list. Grand prize must be at least \$1000 in value.

Wine Sponsor (exclusive) Sold to



Beer Sponsor (exclusive) Sold to



Section Speaker Thursday AM Sold to



sponsorship package

MOLYBDENUM LEVEL cont'd

Section Speaker Thursday PM \$3,000
Acknowledgement on signage, print materials, and Minerals North website. Sponsor will be acknowledged at various times and your logo will be displayed at the podium during the section of the program you are sponsoring. You may introduce the first speaker of the session.

Section Speaker Thursday PM \$3,000
Acknowledgement on signage, print materials, and Minerals North website. Sponsor will be acknowledged at various times and your logo will be displayed at the podium during the section of the program you are sponsoring. You may introduce the first speaker of the session.

Section Speaker Friday AM \$3,000
Acknowledgement on signage, print materials, and Minerals North website. Sponsor will be acknowledged at various times and your logo will be displayed at the podium during the section of the program you are sponsoring. You may introduce the first speaker of the session.

Speaker Recognition. Sold to



Core Shack Sold to



sponsorship package

Business Centre **Sold to**



**Bulkley Valley
Economic Development Association**

COPPER LEVEL

Thursday breakfast sponsor **\$2,000**

Acknowledgement on signage, print materials and Minerals North website. Sponsor will be acknowledged verbally during the conference. Your logo will be placed on the buffet tables during the breakfast.

Friday breakfast sponsor **\$2,000**

On Friday, delegates will be given a coupon so that they can enjoy a breakfast at participating locations in Smithers. The sponsor of Friday breakfast will have their logo on the breakfast coupon.

Acknowledgment on signage print materials and the Minerals North website, as well as verbal recognition during the conference.

Refreshment break Sponsor (3 available) **\$2,000**

Acknowledgement on signage, print materials and Minerals North website. Sponsor will be acknowledged verbally during the conference. Your logo will be placed on the buffet tables during the refreshment break.

COAL LEVEL

Community Supporter (unlimited opportunities) **\$1,000**

Acknowledgement on the Minerals North website and during the conference. Logo at the registration desk and on the invitation to the public that will be published in the Interior News.

Delegate Welcome Sponsor (unlimited opportunities) **\$500**

Put a welcome gift or promotional item in the delegate bag.

CUSTOM PACKAGES

If you don't see anything in this package that meets your needs we can design a custom package. This might include a combination of in-kind services and cash; or if you have another idea we would be pleased to discuss it with you.

261

sponsorship package

A limited number of exclusive
sponsorships opportunities
are available
Sign up now!

If you don't see an opportunity for your company here,
please contact us and we would be happy to accept proposals.

Sponsor Inquiries: **Allan Stroet**
Bulkley Valley Economic Development Association
Ph: 250-847-4355
E: allanstroet@bveda.ca



May 18th–20th, 2016 Smithers / Telkwa



Cheryl Anderson

From: Geraldine Craven
Sent: September-18-15 12:27 PM
To: Gail Chapman; Cheryl Anderson
Subject: FW: Petition for Train Whistle Cessation at the Grade Crossing on Rowland/Planer Road [CN, Telkwa sub, Mi 40.88]
Attachments: SNEW020215091714320.pdf

From: Coady, Ana [mailto:ana.coady@tc.gc.ca]
Sent: September-18-15 12:19 PM
To: inquiries <inquiries@rdbn.bc.ca>
Cc: 'Nathan.VandenDungen@gov.bc.ca' <Nathan.VandenDungen@gov.bc.ca>
Subject: Petition for Train Whistle Cessation at the Grade Crossing on Rowland/Planer Road [CN, Telkwa sub, Mi 40.88]

We have received a copy of residents' petition for train whistle cessation at the subject location. The BC Ministry of Transportation and Infrastructure is the 'Road Authority' at this crossing and would be responsible for working with CN for whistle cessation. However, typically, the Province works with the local government to evaluate the safety impacts. The Regional District will want to contact the Province's coordinator for railway matters:

Nathan VandenDungen
Rail, Navigable Waters Coordinator

Telephone:	250 387-7733	Organization Code:	TRAN
Alternate Phone:	Not Available	Organization Unit:	ENGINRG - Engineering Branch
Facsimile:	250 387-7735	Email:	Nathan.VandenDungen@gov.bc.ca
Cellular:	778 676-0553		

Information on how whistle cessation may be achieved is available from the Transport Canada website: <http://www.tc.gc.ca/eng/railsafety/railsafety-976.html>

If there are any questions or concerns on how to proceed, I would be pleased to provide assistance; my contact information can be found below.

Ana Coady, P.Eng., PTOE
 Railway Works Engineer
 Pacific Region - Surface Branch

Transport Canada
 # 225 - 625 Agnes Street
 New Westminster, BC V3M 5Y4
 Voice: (604) 666-6238
 Fax: (604) 666-7747
ana.coady@tc.gc.ca

263

Brenda Read
8377 Rowland Road
P.O. Box 1127
Burns Lake, British Columbia
V0J 1E0

September 2, 2015

Regional District of Bulkley-Nechako
37 - 3rd Avenue
P.O. Box 820
Burns Lake, British Columbia
V0J1E0

To Whom it May Concern:

I am contacting you on behalf of the people residing on Rowland Road, Decker Lake, British Columbia, and the residents living near Rowland Road, Decker Lake, British Columbia.

We, the undersigned, take this opportunity to request that all trains utilizing Canadian National Railways' North Line stop sounding their warning whistles at the crossing on Rowland Road (formerly known as Planer Road), identified by CN as 'Mile 40.88 Telkwa Subdivision'.

As per the procedures set forth by Transport Canada regulations in regards to *Procedure for Eliminating Whistling at Public Grade Crossings*, and the requirements of section 23.1 of the *Railway Safety Act*, section 104 of the new *Grade Crossing Regulations*, and Appendix D of the *Grade Crossing Standards*, we would like to begin the process (as per Step 1), by contacting the Regional District of Bulkley-Nechako, and asking that it consult the railway on our behalf. We also request that the RDBN, together with CN Rail, assess the feasibility of the whistling cessation.

We understand that the crossing, 'Mile 40.88 Telkwa Subdivision', meets all requirements set forth in the above-mentioned Acts and Regulations, and therefore cessation should be attainable. We fully understand that even if CN Rail agrees to cease the use of train whistles at the aforementioned crossing, its trains may still employ their whistles in emergency situations.

The reason for the request is that increased train traffic on CN's North Line (and predicted increases in rail traffic) has resulted or will result in increased whistle use, which in turn creates excessive, excruciating, and unbearable noise. This has had a very detrimental effect on the health and well-being of the residents, negatively impacted their quality of life, and ruined their indoor/outdoor activities as well as their everyday living.

The closest homes within the whistle zone are tremendously affected, as they are situated a mere 50 to 150 feet from the tracks and the whistle zone.

The noise, of course, is our first and utmost concern, but we will add that it is not our only one. Residents of Rowland Road have also found that their property values have decreased substantially, and prospective buyers turn away the minute they hear the sound produced multiple times daily by the trains.

Bd. - Direction 127
- was included
RECEIVED
SEP 8 2015
REGIONAL DISTRICT OF
BULKLEY NECHAKO
Board-Received

We are totally aware of the safety factors of the crossing, the Acts and Regulations as set forth by Transportation Canada, and the process by which we are to proceed. We are taking this first step toward a solution, and would certainly appreciate a response from you at your earliest convenience.

We want to cooperate and assist in any way possible, and are willing to do whatever work needs to be done ahead of time to ensure that the next step, the feasibility assessment, takes place -- and subsequently all steps thereafter are conveniently and quickly followed.

I have talked with Mr. Bill Miller, Regional District of Bulkley-Nechako Area B representative, on several occasions over the past few years about this issue, so he is aware of our frustrations (and I his). I do believe he had taken steps at those times to meet with Transport Canada. Unfortunately, his efforts came to a standstill for several reasons, and the process was halted.

Since the change in the procedure for eliminating whistling at public grade crossing (effective November 27, 2014), we would like to reopen our case, and hope that this time we will meet with a much more satisfactory outcome.

We thank you in advance for your attention to this matter, and look forward to hearing from you soon.

Yours Sincerely,



Brenda Read

Attachments: Signed Petition

Transport Canada - Train Whistling at Public Grade Crossings

Transport Canada - Procedure for Eliminating Whistling at Public
Grade Crossing

Transport Canada - Appendix D - Whistling Cessation Grade Crossings
Standards

pc: Bill Miller, Regional District of Bulkley-Nechako, Area B Representative, P.O. Box
820, Burns Lake, B.C., V0J 1E0
CN Canada, Thornton Operations Building, Floor 1, Station 143, 11717 138th Street,
Surrey, B.C., V3R-6T5, Attention Gary Hanson, Public Works Officer
Transportation Canada, Ana Coady, Pacific Region - Surface Branch, Rail Safety -
Engineering, #225-625, Agnes Street, New Westminster, BC V3M 5Y4



Transport
Canada

Transports
Canada



Rail *Safety*

Oversight and Expertise



Train Whistling at Public Grade Crossings

Train Whistling at Public Grade Crossings

Train whistling is an important way to keep drivers, cyclists and pedestrians safe. The Canadian Rail Operating Rules (CROR 14) require all trains to whistle whenever they approach a public grade crossing.

In some cases, these whistles can be bothersome to people living nearby and municipalities may wish to end the whistling to provide local residents with relief from the noise.

If you are a resident wanting to stop train whistles in your neighbourhood, contact your municipality. If the municipality agrees to proceed with your request, it must follow the whistling cessation procedure detailed below. In brief, the municipality must consult with the railway company to assess the feasibility of the request; notify the public and other interested parties of their intent; and ultimately pass a council resolution to stop the whistling. The procedure promotes the collaboration between municipalities and railway companies in ensuring grade crossings remain safe.

Procedure for Eliminating Whistling At Public Grade Crossings

This procedure is consistent with the requirements of section 23.1 of the *Railway Safety Act*, section 104 of the new *Grade Crossings Regulations* which came into effect on November 27, 2014, and Appendix D of the *Grade Crossing Standards*. It supersedes the previous *Procedure & Conditions for Eliminating Whistling at Public Crossings (Guideline No. 1)*.

Step 1

Interest for whistling cessation is expressed.

An interest for whistling cessation exists when a municipality receives a request from a citizen or a community group to stop train whistling at a specific area (crossing or multiple crossings) along a railway corridor.

Step 2

Municipality consults with railway company.

The municipality consults with the railway company that operates the relevant line of railway to assess the feasibility of the whistling cessation request.

*** Step 3**

Municipality issues notifications and public notice.

The municipality notifies all relevant associations or organizations and issues a public notice of its intention to pass a resolution declaring that it agrees that whistles should not be used at a specific area (crossing or multiple crossings) along a railway corridor.

*** Step 4**

Municipality and railway assess the crossing(s) against the prescribed requirements in the *Grade Crossings Regulations* and *Grade Crossing Standards*.

The municipality and the railway company assess whether or not the area (crossing or multiple crossings) meets the whistling cessation requirements specified in section 104 of the *Grade Crossings Regulations* and Appendix D of the *Grade Crossing Standards*. This may be done by engaging a professional engineer to determine if the area complies with the conditions in the regulations.



Step 5

Municipality and railway agree that the crossing(s) meets the prescribed requirements of the *Grade Crossings Regulations and Standards*.

If the municipality and the railway company do not mutually agree that the crossing(s) meets the prescribed requirements, they should try to resolve the conflict.

Step 5A (optional)

Municipality and railway request a final decision from Transport Canada.

If disagreement between the municipality and the railway persists, the supporting documentation should be provided to Transport Canada (railsafety@tc.gc.ca) for further assessment. Transport Canada's decision on the issue is final.

Step 6

Municipality passes a resolution declaring that it agrees that whistles should not be used in that area, thereby prohibiting train whistling.

Once *Grade Crossings Regulations and Standards* are satisfied, the municipality must declare, by resolution, that it agrees that train whistles should not be used at the prescribed crossing(s). A copy of the resolution including supporting documentation that the requirements to remove train whistling at the specific area are met, must be sent to all relevant associations or organizations, including the headquarters of Transport Canada's Rail Safety Directorate (railsafety@tc.gc.ca).

Step 7

Railway notifies Transport Canada and informs the municipality within 30 days that it has arranged to have whistling ceased at the crossing(s).

Upon receipt of the resolution, the railway company issues its special instructions, as per CROR 14(l)(iv), eliminating the application of CROR 14(l)(i), while providing for CROR 14(f). The railway company must notify the head quarters of Transport Canada's Rail Safety Directorate (railsafety@tc.gc.ca) of the effective date of whistling cessation at the crossing(s), and provide a copy of its special instructions. The railway company must also notify the municipality in writing of the whistling cessation not later than 30 days after the day whistling is ceased.

Step 8



Municipality and railway share the responsibility for monitoring and maintaining the conditions that support the cessation of train whistling at the crossing(s).

A Transport Canada Railway Safety Inspector may order the reinstatement of whistling at the crossing(s) should the responsible authorities fail to maintain the area in a manner that meets the prescribed requirements of the *Grade Crossings Regulations* and section 23.1 of the *Railway Safety Act*.

For more information about Train Safety section of Transport Canada

visit the Rail [fety/menu.htm](http://railsafety/menu.htm).

A vertical line with a hand-drawn arrow pointing upwards at the top, intersecting a series of horizontal lines that form a list or form structure.

270

Transport Canada

Home > Rail Transportation > Rail Safety > Grade Crossings Standards

> Appendix D – Whistling Cessation

Appendix D – Whistling Cessation

Grade Crossings Standards

- [Printable Version](#)
- [Table of Contents](#)
- [Part A – Introduction](#)
- [Part B – Existing Grade Crossings](#)
- [Part C – New Standards](#)
- [Part D – Design Calculations](#)
- [Part E – Warning System Design](#)
- [Part F – Interconnected Devices](#)
- [Appendix A – Light Emitting Diode \(LED\) Signal Modules](#)
- [Appendix B – Limited Use Warning Systems](#)
- [Appendix C – Limited Use Warning Systems with Walk Light](#)
- [Appendix D – Whistling Cessation](#)

Table D-1 – Requirements for Warning Systems at Public Grade Crossings within an Area without Whistling

Railway Design Speed	Column A		Column B	
	Grade Crossings for Vehicle Use		Grade Crossings For Sidewalks, Paths, or Trails with the centreline no closer than 3.6 m (12 ft) to a warning signal for vehicles	
	No. of Tracks		No. of Tracks	
	1	2 or more	1	2 or more
	Column 1	Column 2	Column 3	Column 4
1 – 25 km/h (15 mph)	FLB	FLB	No warning system requirement	No warning system requirements
25 – 81 km/h (16 – 50 mph)	FLB	FLB & G	FLB	FLB & G
Over 81 km/h (50 mph)	FLB & G	FLB & G	FLB & G	FLB & G

Legend :

FLB is a warning system consisting of flashing lights and a bell.

FLB & G is a warning system consisting of flashing lights, a bell and gates.

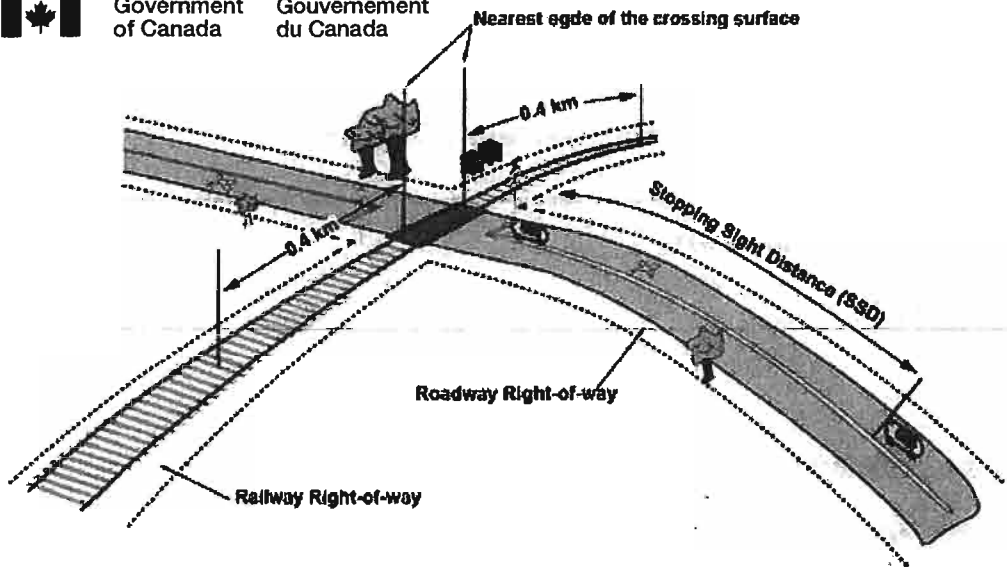
Figure D-1 – prescribed area for whistling cessation as per article 23.1 of the RSA



Government of Canada

Gouvernement du Canada

Canada



Text version for Figure D-1

Date modified: 2015-01-19



272

Board - Receive

RECEIVED

FEB 12 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

File: 19460-50 K4R

December 17, 2014

Chinook Comfor Limited Partnership
c/o 47805 Olson Rd
Burns Lake, British Columbia
V0J 1E4

Dear Chiefs, Directors, and Mayor:

This letter constitutes your formal approval of the management plan for Community Forest Agreement K4R to be held by Chinook Comfor Limited Partnership.

The term of your management plan will be from February 12, 2016 to February 11, 2021. Please have a new plan, complete with a timber supply analysis submitted to the district no later than February 12, 2020.

In reviewing the plan, I am satisfied that it meets the contractual requirements of the agreement document, the legislative requirements of the Forest Act, and the specific requirements requested by the Regional Executive Director in his January 8, 2015 letter. This plan becomes part of the agreement document and the commitments made in this plan become contractually binding to the holders of the agreement.

I have reviewed the public and First Nations consultation for this management plan including the comments received at the public open houses. I have reviewed the consultation record provided by my staff and am comfortable that sufficient effort has been made to understand the implications of this plan to First Nations and efforts have been made by the author of the plan to address First Nations' rights.

If you have any questions concerning your application please contact John Illes at 250-692-2228.

I wish you luck in your new community forest agreement.

Yours truly,

A handwritten signature in black ink, appearing to read 'Jeyan Hanchard', written over a large, stylized flourish.

Jeyan Hanchard
A/District Manager
Nadina Resource District

Pc Daniella Oake, Babine Forest Products Company

**Canadian Forest Products Ltd.**

and affiliated companies

January 15, 2016

Mayor Rob MacDougall
District of Fort St. James

Chief Fred Sam
Nak'azdli Whut'en

Director Tom Greenaway
Regional District of Bulkley Nechako

Gentlemen,

Thank you for your recent letter regarding Canfor's plans in the Fort St. James Forest District.

Canfor has delivered jobs and economic benefits across British Columbia's central interior for more than 50 years. We share your concerns about the impact on communities as British Columbia moves into the post mountain pine beetle era. Our goal is to continue doing what we can to keep the region and its forests as strong and healthy as possible. In the last 10 years, alone through capital programs, payroll, stumpage, road infrastructure and contractor services, we have invested more than \$3.8 billion in the Prince George Timber Supply Area – which includes Fort St. James and the surrounding area.

At the same time, we need to do everything we can to sustain a company that is successful and profitable, one that offers value to shareholders, quality products to customers and secure jobs to employees.

Our current harvesting priorities reflect the reality of the regional timber supply. While Canfor has harvested less of our replaceable volume in the Fort St. James Forest District in recent years, we are not alone. Most license holders in the Prince George Timber Supply Area have been focusing on the Vanderhoof Forest District for the last 10 years, salvaging fibre impacted by the beetle infestation. As the supply of beetle-affected timber is exhausted, we have all begun to shift more of our harvest to Fort St. James, and this will continue.


We are acting on the guidance of B.C.'s chief forester. The most recent allowable annual cut determination for the Prince George Timber Supply Area noted that the beetle epidemic had essentially run its course in the Vanderhoof and Prince George Forest Districts, and was still unfolding in Fort St. James. The chief forester said a key issue was how to manage mid-term timber supply impacts, and companies were directed to do whatever we could to address the priority problem of the mountain pine beetle infestation. The way in which harvest patterns have unfolded across the three Forest Districts has and will continue to follow this direction.

Our tenure volume in the Prince George Timber Supply Area, including the Fort St. James Forest District, is critical to our company. The investment agreement we negotiated with Conifex Inc. is related to fibre that is surplus to Conifex's needs, and fits with our goal to maintain a stable economy in the region. It will strengthen both companies and our ability to operate in the region.

275

I want to thank you for reaching out to me, and welcome this opportunity to continue to build our relationships. It is a challenging time for our industry, just as it is for communities and First Nations. We will contact each of you so we can explore ways we can work together to deal with the impact of the beetle infestation on B.C.'s communities and timber supply.

Sincerely,

A handwritten signature in black ink, appearing to read "Mackie". The signature is stylized with a large initial 'S' and a long horizontal stroke.

Stephen Mackie
Senior Vice President Operations

c.c. Greg Rawling, Regional Executive Director
John Rustad, MLA
Don Kayne, CEO, Canfor Corp.

276

National Energy
Board



Office national
de l'énergie

RECEIVED

FEB 17 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

File OF-Surv-Gen-08
17 February 2016

To: All Companies Operating Oil or Gas Pipelines Under the Jurisdiction of the National Energy Board / Interested Parties

Notice of Intent to Order Pipeline Companies to Publish Emergency Procedures Manuals

The National Energy Board (Board) will be issuing an Order to companies that hold an authorization to operate an oil or gas pipeline under the jurisdiction of the National Energy Board (a Company or Companies). A draft of the proposed Order is enclosed. The Order requires Companies, with few exceptions, to publish Emergency Procedures Manuals (Manuals) on their publicly available websites. Comments on the Order can be submitted to the Board, as set out below, by **26 February 2016**.

Background

The Board conducted a public consultation process in 2015 to solicit the views of Canadians about emergency management information that would be most useful to them. Canadians expressed concerns about the transparency of emergency management information should a pipeline incident occur. Concerns expressed included the clarity and consistency of Manual filing requirements, and regulatory practices used to verify that the public, municipalities, emergency responders, indigenous peoples and other stakeholders have the information they need, when they need it, for pipeline emergency response.

Many observations were received on what information would be useful for both preparing for emergency response and for responding. These observations have been posted and summarized on the NEB website. A significant amount of the information that was requested to be made public related to a pipeline companies' overall Emergency Management Program. This program contains information that is not set out in the Manuals. Requiring companies to publish Manuals is the first step in making emergency management information available. Shortly, the Board will be engaging pipeline companies on the most effective way to make pertinent information available from pipeline companies Emergency Management Programs, which is not included in the Manuals.

Contents of the Order

The Order requires the entirety of companies' Manuals to be posted. This includes: necessary information for first responders, including specific resources available for emergency response; the companies' incident command structure; and stakeholders' roles and responsibilities during an emergency. Companies will be permitted to protect limited types of sensitive information

.../2

517 Tenth Avenue SW
Calgary, Alberta T2R 0A8

517, Dixième Avenue S.-O.
Calgary (Alberta) T2R 0A8

Canada

Telephone/Téléphone : 403-292-4800
Facsimile/Télocopieur : 403-292-5503
<http://www.neb-one.gc.ca>
Telephone/Téléphone : 1-800-899-1265
Facsimile/Télocopieur : 1-877-288-8803

such as personal information (names, medical and contact information etc.) and security information (for example, information that would disclose a vulnerability about a particular structure). When Companies protect information in their manuals they will be required to describe it so the public will understand what information is being withheld.

The Order applies to all companies that hold an authorization to operate a pipeline under the jurisdiction of the National Energy Board. Few exceptions are made for companies with short, small diameter pipelines in unpopulated, non-environmentally sensitive areas. An example of a pipeline that falls within this exception would be a short gas distribution or gathering line that crosses a provincial or international border, in a rural location, far from a water body.

How to comment on the draft Order

Comments on the draft Order may be submitted by Companies, first responders, municipalities and members of the public. As noted above, Comments must be submitted by **26 February 2016**. Comments must include a reference to this Notice of Intention to make an Order; your name, mailing address phone number and email address the name of your organization (if you represent one), and your comments on the draft Order. Your comments can be filed electronically with the Board by using the "BUOPS.EMS-GMUS@neb-one.gc.ca" email address featured on the NEB website, on the Emergency Management webpage, or by fax or courier to:

Secretary of the Board
National Energy Board
517 Tenth Avenue SW
Calgary, AB T2R 0A8

Facsimile: 403-292-5503
Toll free facsimile: 1-877-288-8803

If you have any questions please contact Chris Finley, Director, Emergency Management and Security, at 403-299-3118 or via email at chris.finley@neb-one.gc.ca.

Yours truly,

Original signed by

Sheri Young
Secretary of the Board

Enclosure

ORDER MO-##-2016

IN THE MATTER OF the *National Energy Board Act* (NEB Act) and the regulations made thereunder; and

IN THE MATTER OF the safety and security of pipelines under the National Energy Board's jurisdiction.

BEFORE the National Energy Board (Board) on XX February 2016.

WHEREAS on 27 April 2015 the Board commenced a public consultation process on what emergency management information should be made available to the public;

AND WHEREAS on 25 June 2015 the Board received comments from members of the public on what emergency management information should be made available;

AND WHEREAS the Board may order a company to take measures that the Board considers necessary for the safety and security of a pipeline;

AND WHEREAS the Board has found that the publication of emergency procedures manuals is necessary for the safety and security of oil and gas pipelines, the environment and the public with few exceptions;

IT IS ORDERED THAT pursuant to paragraph 12(1)(b) and subsection 48(1.1) of the NEB Act, all companies operating an oil or a gas pipeline under the jurisdiction of the Board must:

1. by **29 April 2016**, unless the Board otherwise directs, publish the entirety of their emergency procedures manuals on their company's public internet site (the Published Manuals); provided however, manuals are not required to be published for pipelines described in Appendix A of this Order. Companies may protect from publication information:
 - a. about an identifiable individual, including their name, phone number, email address, mailing address and medical condition;
 - b. about the vulnerability of particular structures, including methods employed to protect the structures;

- c. that could reasonably be expected to result in a material loss or gain to a person affected by publication of the Published Manuals or that could prejudice their competitive position; and
 - d. about a person, such as a daycare, school or hospital, that was requested by that person to be withheld from publication;
2. describe information that is protected from publication pursuant to Clause 1 of this Order in a manner consistent with the example set out in Appendix B to this Order; and
3. by **15 May 2016**, unless the Board otherwise directs, file a written confirmation from the company's accountable officer that the company's emergency procedures manuals have been published consistent with Clause 1 and 2 of this Order and provide a link to the Published Manuals to the Board and to any interested person that has expressed an interest to the company in the Published Manuals.

NATIONAL ENERGY BOARD

Sheri Young
Secretary of the Board

APPENDIX A

Pipelines described in this Appendix are not subject to Order MO-##-2016 because they are exempt from Clause 1 of that Order.

High vapour pressure pipelines

Pipelines that are:

1. 168 millimeters or less in outside nominal diameter;
2. 10 kilometres or less in length; and
3. Outside of class 2 or greater locations, as determined by CSA Z662.

Liquid pipelines

Pipelines that are:

1. 168 millimeters or less in outside nominal diameter;
2. 10 kilometres or less in length; and
3. Located more than 500 metres from a navigable water, public drinking water source or a designated environmentally sensitive area.

APPENDIX B

Protected information is not to be blacked out; instead protected information would be replaced with a statement as to what is not disclosed. For example, a note would replace the protected information along the lines of “specific facility location information in this section is available to persons associated with an emergency response”.

DRAFT



Marc Douglas
Sr. Advisor External Affairs
Kitimat LNG

Kitimat LNG
Chevron Canada
2300 – 200 Granville St.
Vancouver, B.C. V6C 1S4

January 29, 2016

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

RECEIVED
FEB 04 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Gail Chapman,

Re: Kitimat LNG work on the Pacific Trail Pipeline in your region

I am writing on behalf of Chevron Canada to share the current status on the proposed Kitimat LNG project as a follow up to our November 2015 project update and notification. The Kitimat LNG project includes the Kitimat LNG facility in Kitimat, the proposed Pacific Trail Pipeline (PTP) natural gas pipeline project, and the upstream assets in the Horn River and Liard basins.

The Kitimat LNG project will result in thousands of jobs and significant economic benefits for British Columbians for years to come. If you are interested in jobs or vendor opportunities, please visit www.chevron.ca/our-businesses/kitimat-lng/employment-opportunities.

Specifically, this letter outlines activity associated with the ongoing preliminary work related to the PTP. From now until the end of March 2016, the following activity is tentatively scheduled in your region:

- Monitoring work to maintain ongoing environmental compliance

This activity is part of the ongoing early works related to the Kitimat LNG facility site and PTP that will help confirm project specifications. As part of our ongoing commitment to communities to meet or exceed regulatory requirements, Chevron shares project information and our latest schedule of activities so that you may inform your members or constituents in a timely way and provide feedback. Already feedback from people like you has resulted in a number of changes and improvements to the project and the way we interact and communicate with communities.

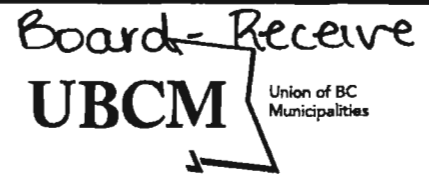
A variety of informational videos, including a project overview and an economic opportunities video, are available on our website at www.chevron.ca/kitimatlng.

For more information, or to pose questions, please contact us by email at KitimatLNGfeedback@chevron.com, call us at 1-844-800-0900, or visit www.chevron.ca/kitimatlng.

Yours truly,

Marc Douglas

283



January 21, 2016

Gail Chapman
Chief Administrative Officer
Regional District of Bulkley-Nechako
Box 820
Burns Lake, BC V0J 1E0

RECEIVED

JAN 26 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Gail Chapman:

RE: GAS TAX STRATEGIC PRIORITIES FUND APPLICATION

Thank you for submitting your Strategic Priorities Fund (SPF) application for funding under the Gas Tax Program. We have now completed approvals and unfortunately your application for the RDBN Solid Waste Landfill Operations Optimization Project was not approved for funding at this time.

As with previous intakes for pooled funding delivered through the Federal Gas Tax Fund, the 2015 SPF intake was considerably oversubscribed. In total, 222 applications were made, with a funding request of over \$650 million. Of these, 58 projects were approved for approximately \$75 million. The projects selected reflect the technical ranking provided to the Management Committee for all projects.

We wish to thank you for taking the time to develop and forward your application. Opportunities for future intakes will be communicated later this year.

Should you have any questions regarding the SPF 2015 intake, please contact Gas Tax Program Services by e-mail at gastax@ubcm.ca or by phone at 250-356-5134.

Sincerely,

A handwritten signature in black ink that reads "Gary MacIsaac".

Gary MacIsaac, Chair
Gas Tax Management Committee

284

Board - Receive

Vincent Hewgill
2005 – 22nd Ave.
Smithers, B.C. V0J 2N6

January 21, 2016

Gail Chapman
Box 820
Burns Lake, B.C. V0J 1E0

RECEIVED

JAN 26 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Ms. Chapman,

As you know, there is a history of flooding from ice jams and spring overflows in Ebenezer Flats. I believe that many of the residents, myself included, would like to see a plan developed to deal with long term solutions and emergency measures to mitigate the damage and threats to safety caused by such flooding.

I am dismayed by the lack of will to consider blasting ice jams to benefit the residents in this area. There seems to be a pervasive belief circulating about blasting not being an effective method of dealing with ice jams. Engineering literature does not support this position. In fact it affirms that blasting is effective when it is well planned and appropriate measures are taken with regards to water flow, type of ice, magnitude of charges and sequence of blasts. (Please feel free to read the journal article from the American Society of Civil Engineers.)

The long time residents believe that the flooding is getting more frequent and severe in the recent decades. Pilings and foundations from the old bridge were never removed and now make a perfect fence for impeding the current of the river and the increasing formation of gravel bars (which contribute to flooding).

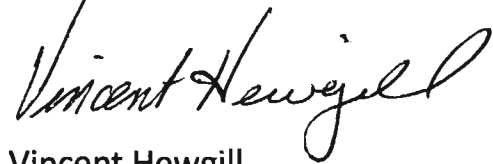
It also is apparent that rip-rap is in place on the opposite side of the river and down river from our residential area. Of course this helps to contain the flooding in our neighbourhood. It would be beneficial if we were able to have large rocks along the bank for reinforcement, similar to what has been done in other areas along the river.

There are also other structural methods of mitigation such as ice booms, dredging, bio-barriers and such that might be considered. Apparently there was a survey sent

out to some residents years ago about increased taxes for rip-rap. I have heard several versions of this but looking at the present, we now have many newer residents and it may be appropriate to look at this again. I believe that having information meetings for residents prior to sending out a survey would be a helpful sequence for this process.

Many residents would like to see a pro-active plan to deal with this pervasive issue.

Sincerely,

A handwritten signature in black ink that reads "Vincent Hewgill". The signature is written in a cursive style with a large, looping initial "V".

Vincent Hewgill

cc. Nathan Cullen
Doug Donaldson

PRACTITIONER'S FORUM

IS BLASTING OF ICE JAMS AN EFFECTIVE MITIGATION STRATEGY?

Ice jams can occur suddenly and with very little warning. Jam-induced flow restriction can cause river stages to rise very quickly and to attain higher levels than will occur during open-water flood events with similar discharges. There are few mitigation measures that can be used for emergency response to ice jam flooding other than traditional techniques such as sandbagging and evacuation. Among these ice-jam-specific measures are ice breaking, mechanical ice removal, and blasting (U.S. ACE 1994). Options may be further limited for grounded ice jams, jams located on wide, shallow rivers, or jams located in areas with poor access. In such cases, blasting of an ice jam may be the most effective or efficient ice jam mitigation measure. In some cases, blasting is the only mitigation measure that can be applied.

The use of explosives to clear ice can be dated to Germany in 1758, when bombs were affixed below the ice and exploded (Bolsenga 1968). More recently, explosives such as TNT, dynamite, composition C-3, ammonium nitrate-fuel oil (ANFO), and demolition rockets have been used to break up ice jams or a solid ice sheet downstream from a jam that is preventing the movement of ice. Blasting operations are hazardous because of the potential for disaster associated with the use of explosives, such as untimely detonation of charges leading to serious injury or death. In addition, blasting can cause death or damage to aquatic life, property damage to facilities in the vicinity of operations, and negative impacts to the environment. Blasting of ice jams can also raise legal questions regarding liability for damages caused during this type of emergency operation. In fact, liability issues now appear to be the greatest obstacle to the use of blasting in ice jam emergency mitigation.

For many years blasting ice jams has been considered a measure of "last resort," one that might appease public demands for action, but at the same time would not be effective in decreasing flood damages. This perception has been caused in part by the recognition of the drawbacks already described, but also because poorly planned blasting operations have been ineffective. We believe that blasting can be an effective ice jam mitigation measure when a plan that has been prepared in advance is put into action rapidly, while there is still sufficient flow to move the blasted ice.

PLATTE RIVER ICE JAMS, 1993 AND 1997

The need for preplanning and organizing an emergency response using explosives to break up an ice jam was made clear during the March 1993 flood event on the Platte River near Ashland, Nebraska. The circumstances leading to this event began in early February following a brief thaw and the breakup of ice in the Elkhorn River, a major tributary to the Platte River. An ice jam formed in the vicinity of the Thomas Lakes residential development near Ashland. The transport of the broken ice was halted by an intact ice cover on the Platte River below the confluence of the two rivers. The jam initially caused minor flooding, but stages soon dropped as the weather turned colder and discharge decreased. The jam froze in place during the colder than normal air temperatures that followed.

When normal river ice cover breakup occurred in early March as a result of a large increase in discharge due to rapid snowmelt, the frozen jam

JOURNAL OF COLD REGIONS ENGINEERING / SEPTEMBER 1997 / 171

remained in place and formed an obstruction to the movement of newly broken ice. This ice began accumulating at the upstream end of the jam, enlarging its size. By March 8, increasing water levels upstream from the jam had overtopped private levees and caused numerous breaches in the levees on both sides of the Platte River near and just below the mouth of the Elkhorn River. The flow through the left bank levee branches damaged the approaches and abutments of two bridges on U.S. Highway 6, and resulted in the closure of Interstate 80 for parts of three days. Hundreds were forced to evacuate their homes, including several dozen families that had to be rescued by helicopter or airboat. Two of the three pipelines serving the main well field for the city of Lincoln's water supply were damaged by eroding floodwaters, and a major cross-country fiber-optic communications cable was threatened by the right bank levee breaches. By the time the levee breaches were repaired, more than 2,830 ha (7,000 acres) of farmland had been inundated for nearly six weeks, leaving behind up to 1.8 m (6 ft) of sand deposits.

Confusion Delays Emergency Response in 1993

As soon as water levels began to rise in early March, local residents wanted to begin blasting the jam, hoping to alleviate flood problems. Despite the fact that blasting had been previously used as an emergency response measure at this location, there was confusion about who could blast, when blasting could begin, and who had the authority to order blasting. For example, some local residents believed that it was the responsibility of the U.S. Army Corps of Engineers to provide blasting services. While the corps is authorized by public law 84-99 to provide technical advice and assistance for mitigation measures such as blasting, it can only supplement the efforts of state, county, and local authorities in actual removal of an ice jam. Others believed that various state agencies (e.g., Civil Defense or Natural Resources Commission) were responsible for conducting blasting efforts. Many questions were also raised regarding liability issues.

Because the Nebraska Disaster and Civil Defense Act does not specifically address the authority to remove ice jams or the liability associated with such an action, confusion between state and local agencies regarding issues of liability and authority led to a delay in the start of blasting until after substantial damage had already occurred. Finally, with many unanswered questions, the Sarpy County board of supervisors gave the Western Sarpy County drainage district permission to blast the ice jam on March 16. At the peak of the flooding, the jam extended nearly 6.4 km (4 mi) in length, but it had receded to about 3.2–4 km (2–2.5 mi) long when blasting began on the afternoon of March 16. Initial blasting efforts began at the upstream end of the jam in the hope of creating a channel to a small levee breach at about the midpoint of the jam. In theory, allowing flow through this breach would allow upstream water levels to drop enough to allow repair of other, larger breaches. However this proved unsuccessful, and on March 17, blasting began at the downstream end of the jam near the Thomas Lakes development. This blasting effort was intended to create a channel through the jam to increase flow conveyance (Fig. 1). A channel was indeed blasted through the jam by March 18, and water levels began to gradually decrease.

An estimated 4,535 kg (10,000 lbs) of ANFO were used during the blasting operations. Farmers within the Western Sarpy County Drainage District assisted in the preparation of the charges, and one farmer provided a shed for charge preparation and grounds for a helicopter landing pad. The sheriff's



FIG. 1. Water Flowing through Relief Channel Created in Platte River Ice Jam, 1993 (Photo Courtesy Omaha World-Herald)

offices of Sarpy and Saunders Counties provided patrols to keep sightseers away, but there was no other financial assistance from agencies outside the drainage district. Each helicopter flight carried between two and four charges averaging about 11.3 kg (25 lbs). Charge size was 4.5–6.8 kg (10–15 lbs) near homes and up to 13.6 kg (30 lbs) or more away from homes. The charges were dropped from the helicopter into holes in the jam, and were detonated individually, although an effort was made to detonate them as close to simultaneously as possible.

Review Leads to Changes in Mitigation Process

A review of the 1993 event by numerous federal, state, and local agencies identified several areas for improvement. These included the establishment of an interagency ice monitoring program and the development of an emergency response plan specifically addressing the use of blasting. Perhaps more important, emergency planners recognized the need for a clear line of command for multigovernmental management of ice jam flooding events. A legal opinion drafted by an attorney for the Nebraska Natural Resources Commission indicated that both the state and its political subdivisions are essentially protected from liability if: (1) an emergency has been declared in accordance with the Nebraska Disaster and Civil Defense Act; and (2) the emergency measures taken are part of a disaster plan that includes provisions for relief from ice jams (White and Kay 1996).

JOURNAL OF COLD REGIONS ENGINEERING / SEPTEMBER 1997 / 173

Response Improved in 1997

The changes implemented as a result of the 1993 Platte River ice jam event paid off during February 1997. An ice jam formed upstream from the Highway 6 Bridge near Ashland and extended upstream about 2 miles, in approximately the same location as the 1993 jam. The plan prepared after the 1993 event identified the Papio-Missouri Natural Resources District (NRD) as the responsible agency. After the formation of the jam at mid-morning on Thursday, February 20, 1977, the NRD arranged for the same contractor used in 1993 to begin blasting. The blasting of a relief channel through the jam was begun at about 12:30 that afternoon and continued until about 5:30 pm on Saturday, the 22nd. At that time, water and ice suddenly began moving through the upper end of the jam to the relief channel. Within 3 to 4 hours, water levels had dropped enough that water stopped flowing through two breaches that had formed in the levees shortly before the jam released. During this event, only about 1,320 ha (3,000 acres) flooded, compared to more than double that area flooded to a greater depth and for a greater duration in 1993. Additionally, no significant infrastructure damage occurred due to this flood event. The NRD estimated that the blasting operation involved dropping about 1,700–1,900 ANFO charges, mostly 7 kg (15 lbs) each. The cost was estimated at \$66,000 ("Pact blasts Platte ice jam" 1997).

SARANAC RIVER ICE JAM, 1996

Blasting can also be used in conjunction with other mitigation methods to alleviate ice jam flood damages. The ice jam mitigation effort on the Saranac River, near Plattsburgh, N.Y. in January 1996 is a good example of the judicious use of blasting along with mechanical removal. In this case, an ice jam formed on January 19, 1996, following ice cover breakup due to rainfall



FIG. 2. Ice Damage in Evacuated Neighborhood, Saranac River Jam, 1996

and unseasonably warm weather. The half-mile-long jam forced the river out of bank and through a field nearby. During the event, a neighborhood was evacuated and a number of houses were destroyed (Fig. 2). As water levels dropped, local officials decided to monitor the jam rather than undertake immediate removal efforts. Finally, following a cold period with frazil ice production and transport that increased the size of the jam and depth of upstream water levels, removal efforts were initiated.

Hand-placed charges were used to loosen the ice at the downstream end of the jam. Then, a backhoe working in the stream channel was used to free the ice, which two bulldozers pushed to the side of the river channel. A channel about half the width of the jam was created in this manner at a rate of approximately 11 hours per km (18 h/mi). The mechanical removal stopped when the equipment was within about 200 ft of the upstream end of the jam, at which point charges were again hand-placed. The blasting loosened the remaining portion of the jam enough so that the ice moved out and upstream water levels dropped rapidly. Approximately 900 kg (2,000 lbs) of dynamite was used, mostly in charges of about 2.3 kg (5 lbs) each (Pat Duhaime, Clinton County Highway Department, personal communication, March 1997).

DEVELOPMENT OF A RESPONSE PLAN FOR BLASTING ICE JAMS

Preparing a blasting plan in advance can avoid costly delays such as those experienced along the Platte River in 1993. Guidelines to be considered in the design and implementation of a blasting plan will be described.

Monitoring and Documentation

Provisions for monitoring ice conditions prior to breakup should be included in the response plan so that responsible officials can evaluate the ultimate disposition of the blasted ice and the potential negative impact should the ice move downstream and form another jam. In addition, proper documentation of a blasting operation can be used in the planning of future operations. If ice jams are a recurring event or blasting has previously been undertaken, records of past events should be reviewed. These can often shed light on ineffective as well as effective approaches to blasting. Information on charge size, placement, and results under various hydrological and ice conditions may prove invaluable. Other sources of information include the U.S. Army Cold Regions Research and Engineering Laboratory (USA CRRE) ice jam database (White 1996) and the USA CRREL ice jam archive (Herrin and Balch 1995).

Utilize Flow when Possible

For river ice blasting to be effective, two conditions are necessary: sufficient flow to carry away the blasted ice, and a place for the blasted ice to go (i.e., open water downstream). The likelihood that there will be sufficient flow to move the blasted ice is highest near jam formation, while the hydrograph is still rising (Dantone 1946), or during a surge that might occur when an upstream jam fails or dam gates are opened suddenly. Where nearby flow control is available, blasting can coincide with the release of water stored upstream. This method is used on the Rideau River at Ottawa, where reservoirs release water during the blasting operation to enhance the downstream movement of the blasted ice (Deugo 1973).

JOURNAL OF COLD REGIONS ENGINEERING / SEPTEMBER 1997 / 175

Proceed from Downstream to Upstream

To move blasted ice, the blasting should always proceed from the downstream end of the ice jam (or ice sheet) toward the upstream end. White and Kay (1996) reported variable success for blasting efforts on the Platte and Loup Rivers in Nebraska. Unsuccessful efforts (e.g., Platte River in 1966 and 1979) were characterized by insufficient flow or, in the case of the initial effort in 1993, by the lack of a clear channel downstream to receive the blasted ice. Blasting was successful (e.g., Loup River in 1969, Platte River in 1997) when it proceeded upstream from the toe of the jam and there was sufficient flow to remove the ice. Duhaime (personal communication, February 1997) suggests a blasting pattern similar to that used in blasting for water line construction.

Follow the Main Flow Channel

Ideally, the blasting pattern should follow the main flow channel as far as possible and avoid areas where the jam is grounded or there is little flow. Identification of the main flow channel is particularly critical on a wide, shallow, braided river, but can be challenging. Observations of river ice cover formation and breakup over a number of years may yield information that could be useful in the event of a jam. Aerial photography of the river at freezeup may also be useful in locating the main flow channel. The effectiveness of blasting may be decreased if flows are bypassing the jam due to upstream levee breaks, reducing the flow available to carry away blasted ice.

Simultaneous Charges Effective

The greater effectiveness of simultaneously detonated charges has been incorporated in the guidance prepared by the Ontario Ministry of Natural Resources (1984). They suggest that the best results are obtained when 10 to 20 charges, spaced 1 crater-diameter apart, are detonated simultaneously. Dantone (1946) also noted that the simultaneous explosion of several charges was more effective in breaking ice than either a single charge of the same weight or a series of individually exploded charges totaling the same weight.

Jams Respond Differently Than Sheet Ice

While several researchers have studied blasting effects on floating ice sheets [e.g., Van der Kley (1965), Mellor (1986), and Mellor (1987)], there is little quantitative information available regarding blasting of ice jams. As Duego (1973) notes, thermally grown ice is relatively easy to break up by blasting, while frazil ice is more difficult to break up since it absorbs much of the blast energy. The guidance available for blasting ice sheets can be useful in designing an ice jam blasting plan, as long as the additional difficulties posed by ice jams are taken into account. These include the fact that placement of charges will be more difficult and hazardous, and less exact. The variable thickness, ice strength, and porosity of an ice jam will cause more of the explosive energy to be absorbed and the crater size will be smaller. At a minimum, one would expect to use more and larger charges to achieve the same effect in an ice jam as compared to an ice sheet.

Fig. 3 shows the relationship between ANFO charge weight, ice thickness, and the depth of charge placement below the bottom of the ice for sheet ice. Clearly, placement of the charge just below the bottom surface of the ice is more effective than allowing the charge to sink before it is exploded. A rough

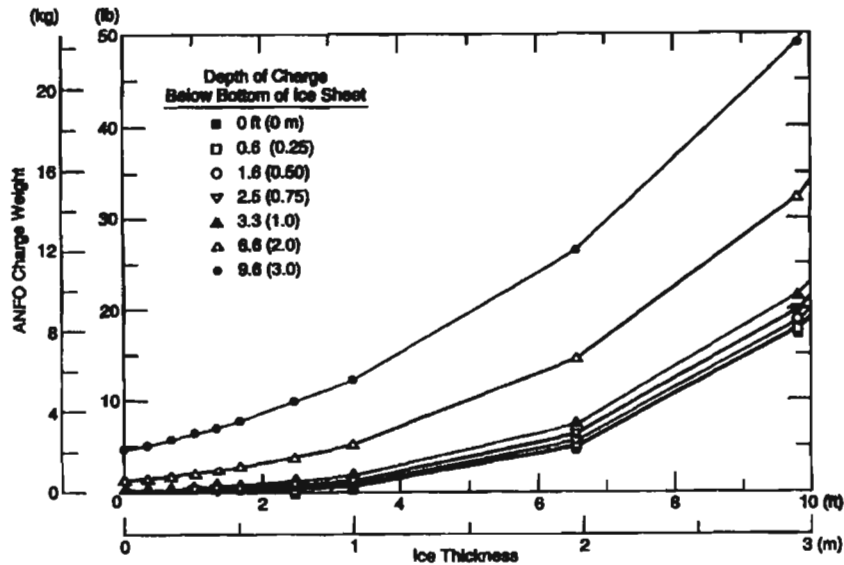


FIG. 3. Minimum ANFO Charge Placed below Ice Surface Required to Break Ice (after Van der Kley 1965)

estimate of the mean ice jam thickness could be used in conjunction with Fig. 3 to choose a minimum charge weight, but the selection of charge is often best based on the experience of licensed blasting personnel. For smaller rivers, placement of only a few charges may be required. For example, two charges totalling less than 4 kg (9 lbs) were used to break up and move an ice jam on the Walhonding River at Warsaw, Ohio in February 1997 (Daly, unpublished report, 1997).

The crater diameter is important because it determines the length and width of the channel created through the jam and the distance between charges. Van de Kley (1965) and Mellor (1986, 1987) report crater diameter increases as charge weight increases that for a given ice thickness, although effects are diminished at high charge weights. Similarly, crater diameter generally decreases with greater ice thickness. Both Mellor (1987) and Ontario Ministry of Natural Resources (1984) provide some guidance on the spacing of charges to achieve different channel widths in sheet ice, recommending that charges be placed at a spacing equal to the diameter of the crater those charges create.

Logistical Support

The plan should identify one or more explosives experts to advise on use and placement of explosives. Sources of explosive material and means of preparing charges should also be identified. Plans involving aerial placement of charges should contain procedures for obtaining the services of a professional helicopter pilot and use of a helicopter. A second helicopter or emergency rescue vehicle should be available at all times. The necessary permits for explosives should be obtained ahead of time, and if not, the permit process should be clearly outlined in the plan. As part of the planning phase, the U.S.

Fish and Wildlife Service should be asked for a determination of the presence of any endangered species in the blasting area.

The plan should also include provisions for notifying the Federal Aviation Administration so that aircraft can be kept away from the blast area. In addition, there should be specific procedures to notify residents near the blasting area prior to blasting, and evacuate if necessary. Coordination with local law enforcement officials is important to keep sightseers out of the area. An area reasonably close to the blast site should be designated as the base of operations. All operations should be done from this site, including charge preparation and charge loading. Determining charge size, total explosive weight, time, and cost required for an aerially supported blasting operation can be simplified through the use of a spreadsheet.

CONCLUSIONS

Past experience has shown that blasting of ice jams can be successful if: (1) enough flow is passing down the river to transport the ice away from the site; and (2) sufficient open-water area exists downstream to receive the ice. Successful blasting operations have ranged from only a few small, well-placed charges, to large-scale aerial placement of charges. Blasting can also be effective when combined with other mitigation measures such as mechanical removal.

To avoid costly delays in the implementation of blasting, a plan specifically addressing the use of blasting as a mitigation measure should be prepared in advance. Authority and liability issues should be resolved when developing the plan. The mitigation plan should specify: (1) the location and pattern of blasting; (2) charge size; (3) logistics, such as sources of expert advice, materials, and helicopter support; and (4) permitting, safety procedures, and notification requirements. Monitoring ice conditions during and after the blasting operation may provide valuable input to both current and future blasting operations.

ACKNOWLEDGMENT

This work was supported in part by funding from the U.S. Army Corps of Engineers civil works ice engineering research program work unit "Field Monitoring of Ice Jams."

APPENDIX. REFERENCES

- Bolsenga, S. J. (1968). "River ice jams: a literature review." *Rep. 5-5*, U.S. Army Corps of Engrs. Lake Survey Dist. Great Lakes Res. Ctr., Detroit, Mich.
- Dantone, P. F. (1946). "Research toward breaking up of river ice jams." *Rep. 984*, U.S. Army Corps of Engrs. Engr. Board, Fort Belvoir, Va.
- Deugo, D. (1973). "Ice control on the Rideau River, Ottawa." *Tech. Memorandum No. 107*, Nat. Res. Council, Assoc. Com. On Geotech. Res., Canada, 155-157.
- Herrin, L. A., and Balch, E. M. (1995). "Introducing the ice jam archive." *Ice Engrg. Information Exchange Bull. No. 10*, U.S.A. Cold Reg. Res. and Engrg. Lab., Hanover, N.H.
- Mellor, M. (1986). "Revised guidelines for blasting floating ice." *Spec. Rep. 86-10*, U.S.A. Cold Reg. Res. and Engrg. Lab., Hanover, N.H.
- Mellor, M. (1987). "Derivation of guidelines for blasting floating ice." *Cold Reg. Sci. and Technol.*, 13, 193-206.
- Ontario Ministry of Natural Resources (OMNR). (1984). *Ice management manual*. Toronto, Canada.
- "Pact blasts Platte ice jam." (1997). *Perspectives*, 11(2), 1.
- U.S. Army Corps of Engineers (U.S. ACE). (1994). "Ice jam flooding: causes and possible solutions." *Engrg. Pamphlet No. 1110-2-11*, Washington, D.C.

- Van der Kley, I. F. (1965). "The use of explosives for clearing ice." *Rijkswaterstaat Communication Nr. F*.
- White, K. D. (1996). "A new ice jam database." *J. Am. Water Resour. Assn.*, 32(2), 341-348.
- White, K. D., and Kay, R. L. (1996). "Ice jams and mitigation: lower Platte River Nebraska." *Spec. Rep. 96-1*, U.S.A. Cold Reg. Res. and Engrg. Lab., Hanover, N.H.

Kathleen D. White, *M.ASCE*
Res. Hydr. Engr.
Ice Engrg. Res. Div.
USA CREEL
72 Lyme Rd.
Hanover, N.H. 03755-1290

Roger L. Kay, *Aff.ASCE*
Hydr. Engr.
U.S. Army Corps of Engrs. Omaha District
215 N 17 St.
Omaha, NE 68102

295

British Columbia News

Fiscal discipline and new investments support B.C. families, jobs and communities

<https://news.gov.bc.ca/10309>

Tuesday, February 16, 2016 1:50 PM

Victoria - British Columbia's continued fiscal discipline and steady economic growth are providing the means for new and increased funding for services, helping families with the cost of living, and taking new steps to help promote home ownership, Finance Minister Michael de Jong announced today.

Balanced Budget 2016 invests \$1.6 billion in new and increased spending over three years on core services in addition to annual 3% increases in the health ministry budget, almost \$500 million of which is funded by lower interest costs due to the retirement of operating debt.

Government will once again balance its budget in 2015-16, and in each year of the three-year fiscal plan. Within the balanced budget, new and increased investments in government programs and services include:

- \$3.2 billion over three years added to the Ministry of Health compared to 2015-16.
- \$673 million in additional support for children, families and individuals in need over three years, including \$217 million for the Ministry of Children and Family Development to support vulnerable youth and their families, and \$456 million for the Ministry of Social Development and Social Innovation to support those in need and to increase monthly disability income assistance rates.
- \$143 million over three years to enhance key areas of the B.C. economy that support jobs in communities, including the new \$75-million Rural Dividend Program to help small communities strengthen and diversify their economies, additional support for youth trades training, building the B.C. wood brand in India, and additional BC Transit funding.

Changes to Medical Services Plan (MSP) premiums and enhanced premium assistance effective Jan. 1, 2017, will help lower-income families, individuals, and seniors with the cost of living. All children will be exempted from MSP premiums, directly benefiting about 70,000 single-parent families. By making children free and expanding premium assistance, an additional 335,000 people will see their premiums reduced and an additional 45,000 people will no longer pay MSP premiums at all. With these changes, for example, a single-parent with two children would save up to \$1,224 each year, and a senior couple earning up to \$51,000 may now qualify for reduced premiums. Once the changes are implemented, nearly two million British Columbians will pay no premiums at all.

Government is acting to help the housing market respond to high demand for homes, which is resulting in rapidly rising prices, particularly among single-family homes in the Lower Mainland. Budget 2016 introduces a new full exemption from the property transfer tax on newly constructed homes (including condominiums) priced up to \$750,000. This exemption will save purchasers up to \$13,000 on a newly constructed home and is estimated to provide approximately \$75 million in property transfer tax relief for new construction in 2016-17. The cost of this measure will be offset by adding a third tier to the property transfer tax rate, increasing the rate to 3% from 2% on the fair market value of property above \$2 million.

296

Proposed changes to the Property Transfer Tax Act will authorize government to collect new information from owners when they register their property. The government will resume collecting data that specifically identifies foreign purchasers. Beginning this summer, individuals who purchase property will need to disclose if they are citizens or permanent residents of Canada, and, if they are not, their citizenship and country of residence.

Government is also investing capital funding of \$355 million over the next five years for construction and renovation of affordable housing for people with low to moderate incomes.

A portion of the dividend derived from the government's strengthening economy, fiscal discipline, and reduction in operating debt will be used to establish the B.C. Prosperity Fund. Budget 2016 applies an inaugural commitment of \$100 million from the forecast 2015-16 surplus to establish this long-term legacy intended to:

- Help eliminate the Province's debt over time.
- Invest in health care, education, transportation, family supports and other priorities that provide future benefits to British Columbia.
- Preserve a share of today's prosperity for future generations.

Government has identified its lead priority for the B.C. Prosperity Fund as reducing taxpayer-supported debt. Government will allocate a minimum of 50% of each year's allocation to the fund to debt retirement, and a minimum of 25% will be saved to accumulate earnings. The remainder will be available for core government priorities that provide long-term benefits to British Columbia. In addition, future government surpluses including LNG revenues will help grow the fund over time.

Budget 2016 continues to invest in new and upgraded infrastructure to support services and jobs. Taxpayer-supported infrastructure spending will inject \$12 billion into the economy over the next three years, build new projects, and expand and sustain existing infrastructure. This includes:

- \$3.1 billion in total transportation infrastructure investment, including highway upgrades and transit infrastructure.
- \$2.9 billion for new major health-care projects and upgrades to health facilities, including the new Centre for Mental Health and Addictions.
- \$2.5 billion for post-secondary facilities, including building capacity and helping meet the province's future workforce needs in key sectors, as set out in the B.C. Skills for Jobs Blueprint.
- \$1.7 billion to maintain, replace, renovate, expand and seismically upgrade K-12 school facilities, including new school space to accommodate increasing enrolment.

The surplus forecast in each year of the fiscal plan helps keep taxpayer-supported debt affordable. By the end of 2015-16, the direct operating debt will be reduced by \$2.2 billion since government resumed balancing its budget. Under the current fiscal plan, with continued fiscal discipline, there will be an opportunity for B.C. to be free of operating debt as early as 2020 – the first time in 45 years the Province would not be carrying the burden of operating debt.

The independent British Columbia Economic Forecast Council is projecting provincial real GDP growth to be 2.7% in 2016, 2.6% in 2017, and an average of 2.4% over 2018-20. Government's economic growth forecast remains prudent relative to the Economic Forecast Council at 2.4% in 2016, 2.3% in 2017, and 2.3% in 2018.

297

Quotes:

Minister of Finance Michael de Jong —

“We’ve been following a prudent plan that includes a focus on paying down our direct operating debt, which is projected to be at its lowest point since 1984-85 if we stay on course.”

“B.C. families know that working hard to pay off their credit card debt means they will save money on interest payments, and the same is true of government. A reduction in the operating debt means almost \$500 million that would have gone to interest payments can instead be invested in priority programs for British Columbians.”

“With a track record of successive balanced budgets, B.C. remains in a fiscal position envied by many jurisdictions around the world. We are forecast to lead Canadian provinces in economic growth this year and are continuing to make fiscal decisions that further strengthen our economy, create jobs and make life more affordable for British Columbians.”

Learn More:

For more details on Budget 2016, visit: <http://bcbudget.gov.bc.ca>

For online information and services, visit the Province’s website: <http://www2.gov.bc.ca>

Media Contacts

Jamie Edwardson
Communications Director
Ministry of Finance
250 356-2821

Backgrounders

New measures aim to improve housing affordability

Newly built homes priced up to \$750,000 will be fully exempt from the property transfer tax when bought by Canadian citizens or permanent residents as a principal residence and lived-in for a full year. The measure aims to assist purchasers and help stimulate the construction of moderately priced homes. The exemption will save a purchaser up to \$13,000, and provide an estimated \$75 million in property transfer tax relief for new construction in 2016-17.

Partial exemptions are available for new housing valued up to \$800,000. Newly constructed housing eligible for the exemption includes the first purchase of a new housing unit or a newly subdivided unit.

Those who buy land and build homes to be used as their principal residence can also apply to receive a refund of property transfer tax rather than an exemption at the time of registration, if they complete construction and move in within a year of purchase.

The program will be available to buyers regardless of how long they have lived in British Columbia, meaning those who move to B.C. to take jobs, start companies and build their lives here

298

will also benefit. The exemption will be available to first-time buyers and previous property owners alike.

The New Housing exemption will be largely funded by increasing the property transfer tax rate to 3% on the portion of fair market value over \$2 million. The 1% rate on the first \$200,000 of property value and the 2% rate on the value of a property between \$200,000 and \$2 million continue to apply. The new higher rate is expected to raise an additional \$75 million each year — the approximate cost of the New Housing exemption.

Creating new housing supply is critical to improving housing affordability in B.C.'s real estate market. Relatively high housing prices in B.C., and particularly in the Lower Mainland, are driven by increased demand that has resulted from B.C.'s economic and population growth, as well as constrained geography and a lack of available land. The New Housing exemption is expected to benefit owners of about 22,000 new homes in 2016, many of which will be constructed in the Vancouver area.

Investments in affordable housing:

Budget 2016 also includes measures to provide more affordable housing options for lower-income earners. Capital spending of \$355 million over five years will support the construction or renovation of more than 2,000 affordable housing units in communities throughout the province.

The Province also continues to work in collaboration with other levels of government to support British Columbians' ability to buy or rent at prices they can afford. Through the Community Partnership Initiatives program, BC Housing partners with municipalities, non-profit societies and other community-based organizations to create affordable housing. The program arranges construction or long-term financing for non-profit societies, connects stakeholders through partnership referrals and provides advice.

Developing better data on cost drivers:

Proposed changes to the Property Transfer Tax Act will authorize government to collect new information from owners when they register their property.

- Purchasers will be required to identify themselves as Canadian citizens or permanent residents.
- Individual transferees who are not Canadian citizens or permanent residents will be required to disclose their citizenship.
- Corporations will be required to disclose their directors' citizenship.
- Transferees will also be required to disclose whether or not they are holding the land as bare trustees when they register and provide information on the settlor and beneficiaries of the bare trust.

Citizenship disclosure was required with land transfers until 1998. These changes will generate data that will allow government to monitor the volume of foreign investment and use of bare trusts and assess what effect, if any, they have on pricing.

Balancing supply and demand in an era of strong net in-migration from elsewhere in Canada and around the world requires a new focus on the efficient support of new housing supply at as low a cost as possible. BC Housing will conduct a study on the key factors affecting housing

299

affordability in British Columbia, which may then contribute to policy-making across all levels of government.

Government is also exploring ways to make the components of the cost of new housing more transparent to home buyers, such as local government costs and fees. The Province urges municipal leaders and regional directors, who are responsible for planning, zoning and development regulation, to use the broader tools at their disposal to support the Province's efforts and further the creation of new housing supply.

Housing markets in the Vancouver area have historically been expensive due to the pressures of supply and demand. The population of Greater Vancouver in particular has increased 70% since the mid-1980s, compared to 35% in the rest of Canada, and B.C. economic growth has averaged 2.6% annually since 2001, compared to 1.9% in the rest of Canada. The 20-year trend of declining mortgage rates has made it easier for buyers to carry their mortgage costs.

With increasing demand and restricted supply of single-family properties, prices for single-family homes in most areas of Greater Vancouver have increased between 45% and 70% over the past five years, while prices for multi-family homes have increased between 15% and 40%.

Any long-term mitigation of housing prices and housing affordability in the Lower Mainland must address adequate supply of affordable new construction, particularly multi-family housing.

Without an increase in housing supply, there will simply be more buyers competing in the same market, ultimately driving prices even higher. Increased densification is a tool local governments can use to promote the construction of affordably priced housing and offset the factors driving prices, such as low interest rates, economic activity, rising population due to in-migration, and in the Lower Mainland especially, a constrained geography.

B.C. families will see savings with new MSP premium rate structure

Changes to Medical Services Plan (MSP) premiums and enhancements to premium assistance will improve fairness and help B.C. families with the cost of living. All changes will take effect Jan. 1, 2017.

With these changes, the calculation of MSP premiums will no longer include children. Instead, the monthly rate for each household will be based only on the number of adults. For example, a household with one parent and two children will be charged the single adult rate, rather than the three-person rate they pay today — saving this family \$864 per year. A single adult will pay \$78 per month.

The Province will invest an additional \$70 million annually to enhance premium assistance, helping more lower-income families, seniors and individuals qualify for reduced rates. Families and individuals receiving premium assistance who currently pay partial premiums will see their premiums reduced, and additional households earning above the current premium assistance threshold will qualify for assistance.

For example, a couple with two children earning up to \$51,000 may qualify for assistance, and a single parent with two children earning up to \$48,000 may qualify for assistance.

300

With these changes, an additional 335,000 people will see their premiums reduced, including 70,000 single parent families. An additional 45,000 people will no longer pay MSP premiums at all. Once the changes have been implemented, nearly two million British Columbians will pay no premiums at all.

A new calculator is now available on the government website to help British Columbians estimate whether they could qualify for premium assistance today, and also when the enhancements take effect in 2017.

MSP premiums fund only a small part of the significant investment government makes in health-care services every year. MSP premiums are forecast to raise about \$2.5 billion in 2016-17, and personal income tax is forecast to raise about \$8.2 billion. Total spending on health services in 2016-17 is forecast at \$19.6 billion. Corporate income tax, sales tax, natural resource and other government revenues are all required to help fund the cost of health care.

B.C. families have one of the lowest overall tax burdens in Canada, including health-care premiums and payroll taxes, income taxes, consumption taxes and property taxes.

Quick Facts:

By eliminating children from MSP premiums:

- A single parent with one child will save \$58 each month, or \$696 per year.
- A single parent with two or more children will save \$72 each month, or \$864 per year.

As a result of enhancing premium assistance:

- A single adult earning up to \$42,000 may qualify for reduced premiums.
- A single parent with one child earning up to \$45,000 may qualify for reduced premiums.
- A couple earning up to \$45,000 may qualify for reduced premiums.
- A single senior earning up to \$45,000 may qualify for reduced premiums.
- A single parent with two children earning up to \$48,000 may qualify for reduced premiums.
- A couple with two children earning up to \$51,000 may qualify for reduced premiums.
- A senior couple earning up to \$51,000 may qualify for reduced premiums.

As a result of eliminating children from premiums and enhancing premium assistance:

- A single parent with two children can save up to \$1,224 per year.
- A single parent with one child can save up to \$1,056.
- A couple with two children can save up to \$648 per year.
- A senior couple can save \$480 per year.
- A couple can save \$480 per year.
- A single senior can save \$324 per year.
- A single adult can save \$324 per year.

Premium assistance eligibility:

Premium assistance is based on an individual's net income for the preceding tax year as reported on line 236 of their Notice of Assessment (or for couples, their combined net income) adjusted for age, family size, disability and any reported Universal Child Care Benefit and Registered Disability Savings Plan Income.

301

A new calculator is now available on the government website to help British Columbians estimate whether they could qualify for premium assistance today, and also when the enhancements take effect in 2017. For more information, visit: <https://extranet.gov.bc.ca/forms/gov/health/msppa.html>

Further details on when individuals can apply for the enhanced premium assistance that will be in effect starting Jan. 1, 2017, will be provided in the coming months.

Learn More:

Read about the Regular Premium Assistance program:

<http://www2.gov.bc.ca/gov/content/health/health-drug-coverage/msp/bc-residents/premiums/regular-premium-assistance>

Use this online calculator to find out if you could qualify for Regular Premium Assistance:

<https://extranet.gov.bc.ca/forms/gov/health/msppa.html>

Learn more about the impact of changes to MSP premiums and enhancements to premium assistance: http://bcbudget.gov.bc.ca/2016/bfp/2016_budget_and_fiscal_plan.pdf#MSP

For questions about MSP and premium assistance, call 1 800 663-7100.

Fiscal Plan 2016-17 - 2018-19

Economic Outlook:

B.C.'s economic performance in 2015 shows slightly higher estimated growth than initially forecast, with growth in retail sales, housing starts and employment exceeding expectations. While some of that domestic momentum is expected to continue into 2016, lower than expected commodity prices and dampened external demand are weighing on exports growth.

The government forecasts the B.C. economy to grow by 2.4% in 2016, 2.3% in 2017 and 2.3% in 2018.

Downside risks to B.C.'s economic outlook include the potential for a slowdown in North American economic activity, ongoing fragility in Europe, slower than anticipated Asian demand, particularly in China, uncertainty in the outlook for the Canadian dollar and weak inflation.

Revenue Outlook:

Total government revenue is forecast at \$48.1 billion in 2016-17, \$49.0 billion in 2017-18, and \$50.1 billion in 2018-19.

Expense Outlook:

Total expense over the three-year plan is forecast at \$47.5 billion in 2016-17, \$48.4 billion in 2017-18 and \$49.4 billion in 2018-19.

In addition to annual 3% funding lifts for the Ministry of Health, government is increasing ministry operating budgets by \$1.6 billion over the three-year fiscal plan compared to Budget 2015 amounts, including \$673 million in additional support for children, families and individuals in need.

302

Taxpayer-supported infrastructure spending on hospitals, schools, post-secondary facilities, transit and roads will total \$12 billion over the fiscal plan period.

Debt:

British Columbia's taxpayer-supported debt-to-GDP ratio is projected to progressively decline to 16.3% by 2018-19.

Debt-to-revenue is projected to be below the Budget 2015 forecast in each year of the Budget 2016 plan, with the ratio averaging below 93% over the next three years.

Direct operating debt is forecast to decline by \$6.6 billion over the course of the fiscal plan, from \$9.3 billion in 2014-15 to \$2.7 billion in 2018-19 — a decrease of 71%.

Taxpayer-supported interest costs continue to remain low, averaging 3.7 cents per dollar of revenue over the three-year fiscal plan.

Total taxpayer-supported debt is forecasted to be \$43.2 billion in 2016-17, \$44.2 billion in 2017-18 and \$45.1 billion in 2018-19, reflecting a significant increase in infrastructure investment over the next three years.

The total provincial debt, which includes both taxpayer-supported and self-supported debt of Crown corporations such as BC Hydro, as well as the \$350 million annual forecast allowance, is forecast to be \$67.7 billion in 2016-17, \$69.9 billion in 2017-18 and \$71.9 billion in 2018-19.

Budget Outlook:

Budget 2016 projects surpluses of \$264 million in 2016-17, \$287 million in 2017-18 and \$373 million in 2018-19.

The fiscal plan includes contingencies of \$450 million in 2016-17, \$400 million in 2017-18 and \$400 million in 2018-19 to help manage unexpected costs and priority initiatives. As well, the fiscal plan includes forecast allowances of \$350 million in each of 2016-17, 2017-18 and 2018-19 as a hedge against volatility, including unforeseen changes in revenue.

Learn More:

For more details on Budget 2016, visit: <http://bcbudget.gov.bc.ca>

For online information and services, visit the Province's website: <http://www2.gov.bc.ca>

Media Assets

- [budget2016_clips.mov](#)
- [cameron muir chief economist bc real estate association.mov](#)
- [gord stewart independent contractors and business association of bc.mov](#)
- [iain black.mov](#)
- [peggy kulmala.mov](#)



February 4, 2016

RECEIVED

FEB 09 2016

REGIONAL DISTRICT OF
 BULKLEY NECHAKO

British Columbia Local Governments
 Via email distribution

Dear BC Local Governments:

SUBJECT: 2016 FCM RESOLUTION – BUILD CANADA GRANT FUNDING

The Council for the City of Port Coquitlam, at its regular Council Meeting of January 11, 2016, adopted the following resolution requesting all British Columbia local governments' endorsement:

1. **THAT** Council make the following motion to the Federation of Canadian Municipalities and the Union of British Columbia Municipalities:

WHEREAS the Federal Government's Build Canada grant program generally shares the costs of all approved infrastructure projects equally between the province and the local jurisdiction at one third each;

AND WHEREAS for nationally and provincially significant projects, where projects provide a greater national and provincial benefit, and where communities are disproportionately and directly impacted by such projects, the burden of one third of the cost is inequitable and too high for the local jurisdiction;

THEREFORE BE IT RESOLVED that the Federal Government's Build Canada grant program, National Infrastructure Component, be amended to fund a minimum of 50% of the project cost.

BE IT FURTHER RESOLVED that the provincial funding contribution for significant projects be a minimum of 40% of the project cost.

2. **THAT** this motion be forwarded to all local governments in British Columbia to request their endorsement.
3. **THAT** this motion be forwarded to Mr. Ron McKinnon, Member of Parliament for Coquitlam - Port Coquitlam and to Mr. Mike Farnworth, Member of Legislative Assembly for Port Coquitlam - Burke Mountain.

Sincerely,

C. Deakin
 Carolyn Deakin, CMC
 Assistant Corporate Officer

The City of North Vancouver
OFFICE OF MAYOR DARRELL MUSSATTO



January 19, 2016

Honourable Rich Coleman, Deputy Premier
Minister of Natural Gas Development
Minister Responsible for Housing
P.O. Box 9486, Stn. Prov. Govt.
Victoria, BC V8W 9W6

Dear Minister Coleman:

RE: B.C. Building Act Implementation

Further to North Vancouver City Council's resolution on January 18, 2016 (attached), I am writing to provide feedback and recommendations regarding the Building Act under implementation. The City of North Vancouver appreciates and supports in principle the three pillars of the new Building Act: consistency, competency and innovation. We wish to offer feedback and recommendations to assist the Province in rolling out the Act in such a way that unintended consequences are avoided.

1. Innovative technologies and innovative urban form

The City of North Vancouver has built a strong reputation working cooperatively with the development and construction industry to ensure flexibility and efficient service, while meeting consistently high standards and sustainability targets. The City has repeatedly won the "Most Business Friendly" Award for Municipal Excellence from NAIOP (the Commercial Real Estate Development Association) and Business in Vancouver, including the most recent award years 2015 and 2014. Part of the City's success in this regard is the City's Inspections staff's willingness to use the Alternative Solutions pathway to meet the requirements of the BC Building Code while protecting the City's high Code compliance standards. The City's record in achieving good flexibility and customer service may be difficult to continue, as the capabilities of the Alternative Solutions pathway are at risk of being limited in future as a result of the new Building Act. It may therefore be more difficult for City staff and Council to respond to innovative technologies or innovative urban forms being promoted locally by the development community. We are hopeful that the Alternative Solutions pathway will not be unduly limited by ministerial regulations and that the alternate Provincial innovation review processes will be cost-effective and time-efficient.

2. Incenting energy efficient buildings

The City has been a leader in climate mitigation in Canada. Action is required to reduce building emissions if we are to achieve our Provincially-mandated greenhouse gas (GHG) emissions reduction targets and help minimize the effects of climate change. The City's Zoning Bylaw currently provides a density bonus in return for achieving a higher energy standard (i.e., lower GHG emissions). This practice has been recognized by NAIOP, the Union of BC Municipalities and the BC Community Energy Association. Under the BC Building Act, the City's current bylaws that provide for enhanced energy efficiency in buildings will become invalid. To date the Province has not been willing to confirm the City's ability to continue to use the density bonusing tool, as set out in s. 904 of the Local Government Act, for enhanced energy efficiency. The City respectfully requests further clarification with regard to these LGA provisions.

Honourable Rich Coleman
January 19, 2016

3. Policy impacts

It appears that a number of City policies could significantly be affected by the Building Act, including but not limited to the City's Adaptable Design Policy, the Enhanced Building Security Bylaw, City urban design guidelines (e.g., our ability to accommodate grade changes related to flood prevention), Solid Waste/Recycling Guidelines, and Active Design Guidelines. As these requirements are "building-related" (which is not defined in the Act) and in bylaw form, they are at risk of being rendered invalid on December 15, 2017. Due to a shortfall of detail and communication from the Province, there is very little to assist local governments with the bylaw review that the Province is encouraging. Changing municipal bylaws, and particularly zoning bylaws, is a lengthy process with significant statutory consultation responsibilities including public hearings and media notifications. To have to potentially change bylaws twice because we do not have all the details yet would be extremely challenging. We request further detail on a clear communications path on "what happens when" with regard to implementation so that our City can chart a path forward.

4. Additional requests

There are a number of other City initiatives that will potentially be impacted by the Act, but we and other BC municipalities currently lack specifics on how the provisions of the Act will be applied. Additional details are needed in order for municipalities to be able to conduct bylaw reviews. In particular:

- a) The Province is creating a guide for local governments on the Building Act. However, the sections of the guide that explain how local governments will be affected by the Act and how they can apply for a variation to the requirements of the Act is still in development. The guide is not anticipated to be available until spring 2016. We request that the guide be made available sooner, or that the two-year window to change all bylaws before they become invalid be extended.
- b) It is our understanding that opt-in Provincial regulations for enhanced energy performance and enhanced sprinklering are in development but have not yet been finalized. We request that the regulations and the municipal tools be finalized now, or that the two-year window to change all bylaws before they become invalid be extended.
- c) There is a need for a clear and transparent commitment by the Province to review and update certain elements of the Building Code on a continual learning basis, or at least on a three-year cycle (e.g., energy efficiency requirements). Emerging safety concerns, technological innovation and new opportunities should also trigger general Code reviews and consideration of variances, without the cost of these reviews falling on the shoulders of local governments.

Honourable Rich Coleman
January 19, 2016

The City of North Vancouver looks forward to working with you in the best interests of the community and industry. Our objective is to have the best possible results for business, public and industry stakeholders, and we hope to be able to continue to show leadership in working cooperatively with the development community.

Yours sincerely,



Darrell Mussatto
Mayor

Encl.

cc: Honourable Naomi Yamamoto, MLA, North Vancouver – Lonsdale
Chair Al Richmond, President, Union of BC Municipalities
Greg Moore, Chair, Metro Vancouver Board of Directors
Anne McMullin, President & CEO, Urban Development Institute – Pacific Region
Bob De Wit, CEO, Greater Vancouver Homebuilders Association

MINUTES OF THE REGULAR MEETING OF COUNCIL HELD IN THE COUNCIL CHAMBER, CITY HALL, 141 WEST 14th STREET, NORTH VANCOUVER, BC, ON MONDAY, JANUARY 18, 2016.

**12. Effects of Bill 3, *Building Act*, on City Bylaws and Development Processes
– File: 08-3010-01-0001/2016**

Report: Deputy Director, Community Development, January 12, 2016

Moved by Councillor Keating, seconded by Councillor Buchanan

PURSUANT to the report of the Deputy Director, Community Development, dated January 12, 2016, entitled "Effects of Bill 3, *Building Act*, on City Bylaws and Development Processes":

THAT a letter from the Mayor, substantially in the form presented as Attachment #2 of said report, be sent to the Minister of Natural Gas Development and Minister Responsible for Housing, with copies to local MLA, Naomi Yamamoto, Urban Development Institute, Greater Vancouver Homebuilders Association, member municipalities of UBCM and Metro Vancouver.

CARRIED UNANIMOUSLY

Gail Chapman

From: TRAN EMBC Feedback TRAN:EX <EMBCFeedback@gov.bc.ca>
Sent: February-10-16 2:37 PM
Subject: Emergency Program Act Consultation Extension

Re: Opportunity for input into the future of the Emergency Program Act extended until April 22, 2016.

First, our sincere thanks to the many stakeholders that have already provided thoughtful input into the future of the Emergency Program Act (EPA) through the online engagement opportunity at <http://engage.gov.bc.ca/emergencyprogramact>. The online forum for public input initially provided a six-week window for feedback, which is in keeping with most provincial online consultation and engagement programs and helped the Minister of State for emergency Preparedness meet the mandate of reporting the results back to Cabinet by March 31, 2016.

However, Government's desire to encourage a robust dialogue on the legislative framework for emergency management in B.C. prompted the Minister to extend the opportunity beyond the initial six weeks after hearing the desire by some stakeholders for additional time to provide a more thorough and meaningful response, particularly in cases where local authorities required more time to get the EPA discussion paper on their counsel docket.

The engagement opportunity has subsequently been extended April 22 at 4pm to allow more time for feedback. We encourage you to participate in the online discussion forum <http://engage.gov.bc.ca/emergencyprogramact/>. Organizations can submit formal responses by email to citizenengagement@gov.bc.ca before the end of the consultation period.

There has been interesting online discussion so far and appreciate anything you can do to help spread the word about this important engagement opportunity."

Yours Truly,

Pat Quealey
Assistant Deputy Minister



Board-Receive
RECEIVED

JAN 21 2016

JAN 19 2016

Ref: 111690

Mr. Al Richmond, President
Union of British Columbia Municipalities
525 Government Street
Victoria, BC V8V 0A8

Exec Agenda
ITEM# 6(d)3

Dear Mr. Richmond:

I am writing to provide you with an update regarding the ongoing arrivals of Syrian refugees into British Columbia (BC) communities. I am delighted to see the outpouring of British Columbians' support for arriving refugees—in just the past few weeks we have seen hundreds of new arrivals welcomed into communities across the province from Victoria to Fernie to Prince George.

Refugee arrival numbers are continually evolving. As I mentioned in my previous letter, the federal government has created a website to provide up-to-date information on refugee volumes and settlement locations, available at: www.cic.gc.ca/english/refugees/welcome/map.asp. For your convenience, I have attached the most current data as an appendix.

From November 4, 2015, to January 17, 2016, between 923 to 944 Syrian refugees have arrived in BC. So far, 783 have arrived in Vancouver, and the remainder are divided between 18 other communities. Another six communities can expect arrivals in the near future. According to the data the Province has collected so far, over 60 percent of arrivals have been children and youth, and the average family size has been quite large at 4.8 people. Among privately sponsored refugees who settle outside of Vancouver, families are on average much smaller (2.4 people) and are more likely to be working age.

You may have heard that the Immigrant Services Society of BC (ISSofBC), the organization that provides initial reception and support for government assisted refugees, asked the federal government for a temporary pause on the arrival of refugees from January 19 to 22. This is consistent with the strategic approach to the federal government's refugee resettlement plan, and several other cities across Canada have also requested a pause to allow service providers to catch up on transitioning refugees into permanent housing. During the brief pause of government-assisted refugee arrivals, privately sponsored refugees will continue to arrive in communities across BC.

.../2

Mr. Al Richmond, President
Page 2

The provincial government continues to take a cross-ministry coordination approach to address issues arising from this influx of new British Columbians. Currently, our most pressing focus is to support the federal government in securing permanent housing that can accommodate large families. We continue to work closely with the federal government, who have full jurisdiction over the refugee resettlement program, to coordinate our efforts as much as possible.

As I have indicated in previous correspondence, ISSofBC has created an online registry for private offers of support for Syrian refugees, including housing, employment and volunteer offers. ISSBC also publishes weekly newsletters about the progress of refugee settlement in BC. I encourage you to share this link with your members and their communities:
www.issbc.org/refugee-readiness-hub.

Please feel free to share this letter with your members as appropriate. Thank you again for your time and ongoing commitment to the refugee settlement process in BC. I look forward to our continued engagement on this matter.

Sincerely,



Shirley Bond
Minister

Enclosure

pc: Honourable Peter Fassbender
Ministry of Community, Sport, and Cultural Development
and Minister Responsible for TransLink

APPENDIX 1: Syrian Refugee Arrivals by BC Destination (Source: <http://www.cic.gc.ca/english/refugees/welcome/map.asp>)

City	Government Assisted Refugees (GARs) / Blended Visa Office-Referrals (BVARs)	Privately Sponsored Refugee (PSRs) Arrivals	Total Refugee Arrivals	PSRs in Inventory (Soon to Arrive)	Total Admitted Refugees and PSRs in Inventory
Burnaby	5	34	39	15	54
Coquitlam	0	0	0	1 to 4	1 to 4
Duncan	7	0	7	0	7
Fernie	0	1 to 4	1 to 4	0	1 to 4
Fruitvale	0	0	0	1 to 4	1 to 4
Kamloops	5	0	5	1 to 4	6 to 9
Kelowna	9	9	18	0	18
Ladysmith	0	0	0	1 to 4	1 to 4
Langley	5	1 to 4	6 to 9	7	13 to 16
Maple Ridge	0	0	0	5	5
Nanaimo	1 to 4	0	1 to 4	0	1 to 4
New Westminster	0	7	7	1 to 4	8 to 11
North Vancouver	5	0	5	1 to 4	6 to 9
Oliver	5	0	5	0	5
Osoyoos	1 to 4	0	1 to 4	0	1 to 4
Port Moody	0	0	0	1 to 4	1 to 4
Prince George	0	5	5	5	10
Richmond	0	1 to 4	1 to 4	5	6 to 9
Salmon Arm	1 to 4	0	1 to 4	0	1 to 4
Smithers	0	0	0	5	5
Surrey	0	9	9	38	47
Vancouver	749	34	783	32	815
Victoria	23	0	23	11	34
West Vancouver	0	5	5	0	5
White Rock	0	1 to 4	1 to 4	0	1 to 4
TOTAL	816 to 825	107 to 119	923 to 944	130 to 151	1,053 to 1,095

Ministry of Jobs, Tourism and Skills Training and Minister Responsible for Labour

Office of the Minister

Mailing Address:
PO Box 9071 Stn Prov Govt
Victoria BC V8W 9E2
Phone: 250 356-2771
Fax: 250 356-3000

Location:
Room 138
Parliament Buildings
Victoria BC

www.gov.bc.ca/jtst

Councillors

Les Barkman
Sandy Blue
Kelly Chahal
Brenda Falk



CITY OF ABBOTSFORD
Mayor, Henry Braun

Board-Receive

Councillors

Moe Gill
Dave Loewen
Patricia Ross
Ross Siemens

February 2, 2016

File: 7550-01

The Honourable Suzanne Anton
Minister of Justice and Attorney General
PO Box 9044 Strn Prov Govt
Victoria, BC, V8W 9E2

RECEIVED
FEB 03 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Minister Anton:

Re: Downloading of DNA Analysis Costs

The Province signed an "Agreement Respecting Biology Casework Analysis" in January 2015; however, the City of Abbotsford only recently learned that the Province has decided to limit its contribution to the historical \$1.36 million contribution, regardless of demand. Instead of the Province increasing its contribution, as is specifically contemplated in the agreement, the significant funding gap between \$1 .36 million and the Province's 54% commitment of approximately \$4 Million will be downloaded to individual municipalities that require these services.

In 2015, the Abbotsford Police Department (APD) and the City were informed about this change in policy by the Organized Crime Agency of British Columbia (OCABC) regarding DNA Testing. A copy of staff report CM 001-2016 including background information is attached. The costs of delivering Police services continues to rise for most British Columbian municipalities, regardless if the municipalities employ the Royal Canadian Mounted Police or have opted for a Municipal Police force.

The Provincial and Federal Governments continue to struggle with the same costs pressures as municipalities, with the only exception that they can allocate costs to local government where municipalities have no option but to increase costs. The shift in this responsibility, and costs, continues to add to the continuum of downloading to municipalities from senior levels of government, of which the tax burden is passed on to the taxpayer.

The City of Abbotsford supports the position of the District of Kent (copy of its letter attached to the above referenced staff report) requesting that the Province consider its position on this matter, the detrimental effects to municipalities, and an affordable resolution to DNA Analysis program.

Yours truly,

Henry Braun
Mayor

Attachment

- c. Premier Christy Clark
Honourable Michael de Jong, Minister of Finance, MLA, Abbotsford-West
Clayton Pecknold, Assistant Deputy Minister and Director of Police Services
Simon Gibson, MLA, Abbotsford-Mission
Darryl Plecas, MLA, Abbotsford South
UBCM Member Municipalities
Fraser Valley Regional District
Council Members
George Murray, City Manager



Report No. CM 001-2016

EXECUTIVE COMMITTEE

Date: January 18, 2016

File No: 0400-30-20

To: Mayor and Council
 From: George M. Murray, City Manager
 Subject: Downloading of DNA Analysis

RECOMMENDATION

THAT the Mayor send a letter to the Honourable Suzanne Anton, Minister of Justice and Attorney General to share the City's concerns regarding the downloading of DNA analysis costs to municipalities.

SUMMARY OF THE ISSUE

At its Regular meeting of Council on January 11, 2016, Council received a copy of correspondence dated December 2, 2015, from the District of Kent to the Honourable Suzanne Anton, Minister of Justice and Attorney General, which outlined their concerns regarding the introduction of a "user pay" model for the costs of DNA analysis services (**Attachment A**). In their letter, the District of Kent states the following:

"This new charge to local governments follows the agreement between the Province of BC and the Government of Canada with regard to Biological Casework (DNA) analysis. Although DNA analysis services are not funded through the RCMP contract, and are now being billed to the municipalities, calculated by a user-pay formula municipalities with a population less than 5,000 are not billed or factored into the formula."

Council referred this matter to staff for a report.

BACKGROUND

The costs of delivering Police services continues to rise for most British Columbian municipalities, regardless if the municipalities employ the Royal Canadian Mounted Police or have opted for a Municipal Police force. The Provincial and Federal Governments continue to struggle with the same costs pressures as municipalities, with the only exception that they can allocate costs to local government where municipalities have no option but to increase costs.

The Province signed an "Agreement Respecting Biology Casework Analysis" in January 2015; however, we only recently learned that the Province has decided to limit its contribution to the historical \$1.36 million contribution, regardless of demand. Instead of the Province increasing its contribution, as is specifically contemplated in the agreement, the significant funding gap between \$1.36 million and the Province's 54% commitment of approximately \$4 Million will be downloaded to individual municipalities.

DISCUSSION

In 2015, the Abbotsford Police Department (APD) and the City were informed about this change in policy by the Organized Crime Agency of British Columbia (OCABC) regarding DNA Testing. Currently, it is estimated that the increased costs to the City (through the APD budget) is \$86,000.

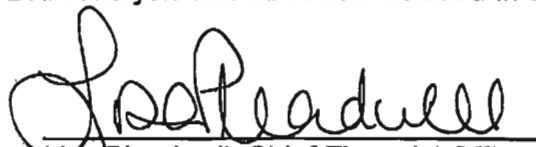
The District of Kent goes to great extent to reference the increased costs are detrimental to small/smaller municipalities. Regardless of the size of municipalities receiving these additional costs, this shift in policy will once again create yet another "downloading" of costs from one of the senior levels of government.

The Federation of Independent Business releases a report annually criticizing municipalities for passing tax increases which exceed the rate of "inflation and population growth". Cities continue to have costs downloaded as well as are being asked to provide services beyond their original mandate (e.g. Homelessness) and as such are having a difficult time keeping their budget increases within inflationary and population increase.

Based on the foregoing, staff recommend that the Mayor write to the Honourable Suzanne Anton, Minister of Justice and Attorney General, and reinforce the District of Kent's concerns regarding the continuing downloading of costs without additional grants and/or offsetting revenues.

FINANCIAL PLAN IMPLICATION

Downloading of costs makes it difficult for municipalities to support their spending on services and programs provided to the residents. The redistribution of responsibilities without the ability to set program standards and control costs, places a lot burden on the municipality without the mechanism for the municipality to procure an alternative service provider. The financial implications related to a "user pay" model for DNA analysis has not been included in the 2016-2020 Financial Plan.



Lisa Pleadwell, Chief Financial Officer

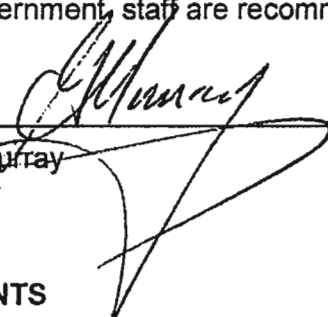
IMPACTS ON COUNCIL POLICIES, STRATEGIC PLAN AND/OR COUNCIL DIRECTION

The increase in costs, or service requirements, downloaded from senior levels of government continues to put pressure on Council's Strategic Cornerstone "Fiscal Discipline" without sacrificing one of the City's other objectives.

SUBSTANTIATION OF RECOMMENDATION

This report supports the District of Kent's position that the downloading of the costs associated with DNA testing needs to be reconsidered by the Provincial Government. As municipalities are

fairly consistently experiencing the downloading of costs and/or additional services from senior levels of Government, staff are recommending support be provided for Kent's position.



George M. Murray
City Manager

ATTACHMENTS

Attachment "A": Correspondence from the District of Kent to the Honourable Suzanne Anton regarding Downloading of DNA Analysis Costs.



7170 Cheam Avenue
P.O. Box 70
Agassiz, British Columbia
Canada V0M 1A0

Tel: (604) 796-2235
Fax: (604) 796-8854
Web: www.district.kent.bc.ca

December 2, 2015



File: 0400-20
7400-01

The Honourable Suzanne Anton
Minister of Justice and Attorney General
PO Box 8044 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Anton:

Re: Downloading of DNA Analysis Costs

We are in receipt of the letter dated October 31, 2015 from the *Organized Crime Agency of British Columbia (OCABC)* regarding Cost Recovery on DNA analysis services (attached as Appendix 'A'). Specifically, a new Agreement *Respecting Biology Casework Analysis 2014-2024 (BCAA)* has been endorsed by the Provincial Minister of Justice and Attorney General, and the Federal Minister of Public Safety and Emergency Preparedness, introducing a "user pay" model for the costs of DNA analysis services.

Our Council has now had the opportunity to review the letter from the OCABC, along with the DNA Analysis Fact Sheet, prepared by the Ministry of Justice and we have some serious concerns.

When signing the updated Municipal Police Unit Agreement in 2012, the District of Kent Council expressed our concerns regarding rising policing costs, hidden costs and financial uncertainty affecting the District's budget. As we predicted at that time, policing costs have risen substantially every year since, resulting in significant tax increases for our community. Every year we are presented with additional costs and new expenditures, of which we have little or no control. The downloading of the DNA analysis services is just the latest example of costs that have been shifted to our municipality.

Local governments in British Columbia (with a population over 5,000) have begun to receive invoices for DNA analysis services. This new charge to local governments follows the agreement between the Province of BC and the Government of Canada with regard to Biological Casework (DNA) analysis. Although DNA analysis services are not funded through the RCMP contract, and are now being billed to the municipalities, calculated by a user-pay formula,

municipalities with a population less than 5,000 are not billed or factored into the formula. Further, the October 31st letter from OCABC advises that our total invoice amounts include costs resulting from partnering in an Integrated Team where DNA costs have been identified. As a municipality with a population between 5,000 and 15,000, our Integrated team costs are billed to the municipality at 70%. Therefore, although we are totally opposed to further downloading; at the very least, we would not expect to be billed for than our normal 70% share of all but accommodation costs.

With respect, we remind you, as we did in 2012, that our Council entered into the policing agreement in 2009 under protest with the Province incorporating 470 (federal) prisoners from the Kent/Mountain Institutions. We are a relatively small town and continuing increases to the Policing budget has an adversarial effect on our operating budget and tax rates.

We ask you, Honorable Minister Anton, to review our concerns and reconsider the funding of the DNA costs to determine a solution affordable to communities such as ours.

Sincerely yours,



John Van Laerhoven
Mayor

Pc: Clayton Pecknold, Assistant Deputy Minister and Director of Police Services
Premier Christy Clark
Laurie Throneess, MLA
UBCM Member Municipalities

319

APPENDIX 'A'



ORGANIZED
CRIME
AGENCY
of
BRITISH COLUMBIA

Mailing Address:
Mailstop #408/409
14200 Green Timbers Way
Surrey, B.C., V3T 6P3
(778) 290-2040

October 31, 2015

ORIGINAL

RECEIVED

-11- 12 2015

AGASSIZ RCMP

District of Kent
C/O - Cpl. Darren Rennie
Kent Detachment
6869 Lougheed Hwy
Agassiz, BC
VOM 1A0



Dear Cpl. Darren Rennie,

Re: Cost Recovery on DNA Analysis Services

A new *Agreement Respecting Biology Casework Analysis 2014-2024 (BCAA)* has been endorsed by the Provincial Minister of Justice, Attorney General and the Federal Minister of Public Safety and Emergency Preparedness. While the Province of British Columbia will continue to contribute the historical annual amount of \$1.366 million dollars and Public Safety Canada will pay 46% of ongoing costs; a "user pay" model has been introduced.

Police Services has created a cost sharing model calculated on the total cost for DNA analysis in British Columbia, minus the provincial contribution, distributed proportionally based on your agency's two year average usage compared to the usage of other law enforcement agencies in British Columbia.

The Organized Crime Agency of British Columbia's (OCABC) mandate has been expanded by the Minister of Justice. As a result, OCABC will now act in the capacity of Financial Administrator for the new Biology Casework Analysis Agreement (BCAA). OCABC is providing all users of the DNA Analysis Services, including the RCMP and Municipal Police Agencies, an invoice detailing the apportioned costs for the last quarter of the 2015/16 Federal Government Fiscal year. Full payment can be made to OCABC prior to * February 28, 2016.

Moving forward OCABC will be providing all users of the DNA Analysis Services an annual invoice. This annual process will start on April 1, 2016. Payment will be due by June 30 of each year also starting in 2016.

.../2

CAG Dir. Eng. Building PEP Agenda Date _____

Corp S. M. Fin. Bylaw RCMP In Camera Date Dec. 14/2015

Dev S. Dep. Fin. GIS / HR FIRE Agenda Place "A"

MAYOR Council Ext. Rec. Other _____

In addition, please be advised that should your Department or Detachment be involved/partnered in an Integrated Team where DNA costs have been identified, these costs have been included in your total invoice amounts.

You will find three attachments: an OCABC Invoice for your last quarterly use of DNA Analysis for the 2015/16 year, a BC Police Services DNA Fact Sheet, and a Billing Calculations explanation sheet.

Should you have any questions about your invoice or this new process, please contact Superintendent John Grywiński at 778-290-3003 for further information.

Yours truly,



Kevin Hackett, C/Supt.
Chief Officer

Attachments

Billing Calculation for Agencies

The first three years of the Biology Casework Analysis Agreement include an escalation period which uses fixed costs to grow to British Columbia from the historical payment amount of \$1.366 million to paying 54% of actual costs. The Federal Government covers the costs for British Columbia's DNA analysis each year after the escalation period. The remaining 54% of the costs will be the contribution and formulas outlined below.

Escalation Period

2014/2015 (Year 1 Fixed Amount \$2.5M)

The Province paid the bill for all Agencies for the first year of the escalation period.

2015/2016 (Year 2 Fixed Amount \$3.6M)

The Province will pay its historical contribution of \$1.366 million plus (75%) three quarters of the bill (i.e. April to December) in the second year.

Agency's cost is =

Your Agency's two year average usage compared to the usage of other Law Enforcement Agencies in British Columbia.

X

[(Fixed cost of \$3.6M) - (Historical Contribution)]

Province's cost is \$ x = (\$3.6M - 1.366M) x 75%

2016/2017 (Year 3 Fixed Amount \$4.9M)

The Province will pay its historical contribution (\$1.366 million). The rest of the cost to British Columbia will be invoiced to e their proportionate two year average usage compared to the two year average usage for British Columbia as a whole.

Agency's cost will be \$x =

Your Agency's two year average usage compared to the usage of other Law Enforcement Agencies in British Columbia.

X

[(Fixed cost of \$4.9M) – (Historical Contribution of

Integrated Teams

Partner Agencies involved in an Integrated Team where DNA costs have been identified; these costs are included in your tot Splits are based on the respective MOU split formula and applied pro-rata to participating agencies.

Integrated Detachments

- Usage and cost split is based on Member Establishment for Integrated Detachments.
- RCMP Municipal Establishment is based on Annex Letters.
- RCMP Provincial Establishment is based on RCMP HRMIS system.



DNA Analysis Fact Sheet

Background:

- Biological Casework Analysis (DNA) for police agencies in British Columbia is provided by the RCMP Forensic Sciences and Identification Services (FS&IS) lab under the National Police Services (NPS).
- NPS is a federally funded program operated under the stewardship of the RCMP. It provides services (such as the FS&IS Lab, the Canadian Firearms Program, the Violent Crime Linkage Analysis System, the National Sex Offender Registry, etc.) directly to police agencies across Canada.
- In 2004, provinces and territories agreed to contribute to Biological Casework Analysis and entered into Contribution Agreements with Canada.
- Historically, the Province of BC has contributed \$1.366 million for the RCMP FS&IS lab to provide DNA analysis services to police agencies in BC.
- In 2013, the Federal Government advised that it would no longer continue to provide BCAA services at the historical flat rate contribution and would require reimbursement based on actual costs.
- The new *Agreement Respecting Biology Casework Analysis 2014-2024 (BCAA)* has been negotiated as a result.
- After negotiations between the Province and Public Safety Canada (PSC) regarding the provision of DNA analysis services to police agencies in British Columbia, the new agreement was endorsed by both the Provincial Minister of Justice and the Federal Minister of Public Safety and Emergency Preparedness. The PSC billing for fiscal years 2014/15, 2015/16 and 2016/17 are fixed amounts per the agreement. After the three-year escalation period, Canada will contribute 46% of the total costs.
- Under the new BCAA, after a three-year escalation period (which began in fiscal 2014/15), DNA analysis services will be charged based on a calculation that reflects two-year average actual usage. As per s. 15 (1) of the *Police Act*, in British Columbia, police agencies are responsible for bearing expenses necessary to maintain law and order, to adequately enforce criminal law, and to provide adequate equipment and supplies for the operations of and use by the police.
- DNA analysis is not a service provided under the Provincial (or Municipal) Police Service Agreement.
- In order to allow police agencies time to transition the Province is paying the full cost of the new BCAA from April 1, 2014 to December 31, 2015 of the escalation period.
- All police agencies will be responsible for their actual use of the service as of January 1, 2016.

New Process:

Ministry of Justice

Policing and Security Branch

Mailing Address:
PO Box 9285 Stn Prov Govt
Victoria BC V8W 9J7

Telephone: 250 356-7926
Facsimile: 250 356-7747
Website: www.gov.bc.ca/pstg

- The Organized Crime Agency of British Columbia (OCABC) will function as the administrator for the new BCAA.
- OCABC will invoice police agencies in October 2015 for their January 1, 2016 to March 31, 2016 BCAA services. Payment of this invoice will be due by February 29, 2016.
- Annually OCABC will invoice police agencies in April starting in 2016 for BCAA services for the period April 1 to March 31. Payment of this invoice will be due by June 30 of each year also starting in 2016 (i.e. approximately 60 days from invoice date).
- Starting in fiscal year 2017/18 when the charges from PSC are no longer fixed, OCABC will invoice police agencies based on an estimate. Any difference between this estimate and actual PSC invoice, which is received later in the year, will be adjusted in the following year's invoice to police agencies.

Billing Calculation:

- The method of calculation for determining the total cost for DNA analysis in Provinces and Territories each year is set out in the new BCAA.
- The Province of British Columbia will continue to contribute the historical amount of \$1.366 million.
- The amount of the total cost for DNA analysis in the province that remains after the Province has paid its contribution of \$1.366 million will be distributed proportionally among police agencies based on each agency's two year average usage compared to the total usage of all law enforcement agencies in British Columbia.

Geraldine Craven

From: Susan Mulkey, BCCFA Extension and Communications Manager
<smulkey=bccfa.ca@mail88.suw17.mcsv.net> on behalf of Susan Mulkey, BCCFA
Extension and Communications Manager <smulkey@bccfa.ca>
Sent: January-29-16 8:37 AM
To: inquiries
Subject: BCCFA Newsletter - January 2016

RECEIVED

JAN 29 2016

RECEIVED DISTRICT OF

BULKLEY NECHAKO

Is this email not displaying correctly?
View it in your browser.

January 2016 Newsletter



Field tour on the Cheakamus
Community Forest



Elk on the
Westbank Community Forest

2016 BCCFA Conference and AGM - May 26-28 Mark the Dates

This is going to be a great conference, and one you will not want to miss. The BcCFA has not been to Vancouver Island since 2009 and the proximity to Victoria ensures some excitement.

Our hard working conference host will be the Qaly?it Community Forest, a new partnership between the Cowichan Lake Community Forest Cooperative and the Pacheedaht First Nation. The conference dates are May 26-28. A gold level sponsorship donation (\$5000) has already been received from the host and sponsors are coming in. Online registration will be available in March. **Local accommodations are in short supply so book your accommodation NOW!** [Accommodation Guide](#)

Updates to Community Forest Agreement (CFA) Administration

- 1) Community Forest document template - The BCCFA has been working with Tenures Branch for the past year on a number of updates to the CFA Licence and Management Plan. The changes include a streamlined Management Plan template and request for linkage to Provincial Goals for the CFA program. The document has also been revised to allow for some greater Cut Control flexibility for CFAs with <10,000 m3. [The revised document templates can be found here.](#)
- 2) Management Plan – Forest Tenure Branch staff and Area



Lower North Thompson Community Forest
2015 Grants Awarded
[read more](#)



Going the extra mile on community reporting

[read more](#)

The Lower North Thompson Community Forest Society (LNTCFS) takes their legal mandate to report annually to the community seriously as they prepare to hold their 2016 Accountability Meetings in February. The series of 5 meetings, beginning with a dinner is an opportunity for the community to learn about the LNTCFS as they report on:

- Accountability against our Strategic Plan
- Performance against Provincial Community Forest objectives
- Economic Development



UPDATE - Status of Community Forests in BC [read more](#)

- 56 Community CF Organizations

representatives have also worked with the BCCFA to develop a Management Plan template for CFAs. [The document is now finalized and is located here](#)

3) One Cutting Permit process - The Business Process Guide for One CP has also been updated. [The document can be found here](#)
Any questions on the above can be directed to [Emma Neill at Forest Tenures Branch](#).

WL-CFA Safety Committee

The Safety Committee is asking for your thoughts in this short survey. It will only take a few minutes and your participation is encouraged. [open the survey](#)

Changes to Forest Revenue Accounts and New eTaxBC Online Services

The attached document details the changes scheduled to take place on February 15, 2016. [more information](#)

New funding opportunity for forestry companies and community forests in the BC North (north of Williams Lake)

The Forest Innovation Fund provides up to 50% to a maximum of \$50,000 in grant funding for community forests engaged in resource extraction, resource processing and supply chain activities related to the forest sector. The program will support research and development, innovative technologies, new or improved products and services to optimize the fibre supply in the Mountain Pine Beetle impacted area. [more information](#)

Harrop-Procter Research Report

Social learning by whom? Assessing gendered opportunities for participation and social learning in collaborative forest governance by Felicitas Eggunyu, PhD [read more](#)

Other News

Association of BC Forest Professionals Conference and AGM February 24-26, 2016

The theme of the 2016 ABCFP conference and AGM is, Branching Out, a fitting concept for the first return to Vancouver in five years. Taking advantage of the location this year, the conference will examine emerging forestry topics ranging from urban forestry, community forests and new technologies. [more information](#)

2016 SISCO Winter Workshop February 22-24 in Kamloops [more](#)

- 52 Long term CFAs Licenced
- Current AAC (includes uplift) - 2, 029,415
- Hectares - 1, 420,902

[information](#)

December Update from Minister Thomson [read more](#)

Forest Practices Report - District Managers' Authority Over Forest Operations

District managers for the Ministry of Forests, Lands and Natural Resource Operations are the government decision-makers who are "closest to the ground." These are the government officials who review and approve resource development on public land. [read more](#)

Notification of updates to the Species at Risk Public Registry regarding recovery documents for SARA listed species in BC [more information](#)

Invitation to Participate in a Study on Forest Carbon Mitigation
Pacific Institute for Climate Solutions (PICS) will host 3.5 hour workshops in the Lower Mainland, Southern Interior, Northern Interior, Coast to identify a list of important values or evaluation criteria to be considered when generating climate change mitigation strategies in BC's forest sector. [read more](#)

Upcoming Columbia Mountains Institute - CMI Events 2016

[Environmental and Social Assessment Forum, February 23, 2016](#)

[Climate Change in the North Columbia Mountains March 11, 2016](#)

[Predator-Prey Dynamics: From Theory to Management conference, April 05, 2016](#)

[Computer Modelling Workshops during the Predator-Prey conference, April 06, 2016](#)

UBC Faculty of Forestry Co-op Newsletter [read more](#)

Western Silvicultural Contractors' Association

2016 Annual Conference & Tradeshow

Wednesday, February 3 to Friday, February 6, 2016

Coast Capri Hotel, Kelowna [Agenda](#)

WSCA Rumour Mill RoundUpdate

[January 15, 2016](#)

National Forestry Survey - Please Participate when contacted

The survey is being conducted by the Universities of Saskatchewan, Manitoba, and Alberta, looking at participation and decision-making in forest advisory committees, community forest boards, and model forests. [read more](#)

328

Copyright © 2016 British Columbia Community Forest Association, All rights reserved.

You are receiving this email because you have expressed interest in the work of the BCCFA

Our mailing address is:

British Columbia Community Forest Association
130 Government St.
Victoria, BC V8V 2K7
Canada



[Add us to your address book](#)

[unsubscribe from this list](#) | [update subscription preferences](#)

[2016-2017 Annual Report](#)



NCLGA

"The Elected Voice of Central and Northern BC"

Board-Receive

RECEIVED

329

FOR IMMEDIATE RELEASE
February 9, 2016

FEB 09 2016

REGIONAL DISTRICT OF
DULKLEY NECHAKO

Momentum Building for Upcoming Convention

DAWSON CREEK, BC – Local government officials are preparing for what is being dubbed the "power event of the year" in Northern BC. From May 4th to May 7th, decision makers from all three levels of government will descend on the South Peace to discuss major issues and identify common solutions.

"We have evolved a bit in our communications as community leaders," says North Central Local Government Association President, Brian Frenkel. "We don't just point a finger at Victoria and say 'it's their fault' anymore. It's the northern way – you pull together, rather than finding someone to blame. As community leaders, we weren't elected to complain, we were elected to lead."

The NCLGA's 2016 convention in Dawson Creek promises to be one of their biggest on record. Starting with a visit to BC Hydro's Site C project and ending with a sponsored flight to the Albertan oil sands, northern BC's chiefs, mayors, councilors, and NGO executives will have an opportunity to ask the tough questions, share best practices, and work on solutions.

"This isn't an idle, three-day meet," added Frenkel. "This is an intense, often emotional, sleeves-rolled-up event where we discuss everything from decaying infrastructure to the Highway of Tears; from BC Ferry cuts on the Coast to the future of agriculture in the Cariboo."

This year, the NCLGA's agenda includes sessions ranging from water scarcity to the future of forestry. Panelists include key newsmakers like Chief Roger William and Frank Leonard, Chair of the Agricultural Land Commission. The NCLGA's membership includes all communities from 100 Mile House to the Yukon border, and from the Nisga'a villages to Valemount.

"Our region has never been so strategically important," says NCLGA Vice President, Laurey Roodenburg. "Site C is the single biggest investment in BC's history. TransCanada's projects and the Northern Gateway pipeline alone are multi-billion dollar investments that have garnered international attention. We've also just witnessed one of Canada's most important legal decisions around aboriginal title. All eyes will be on Dawson Creek this May, for sure."

"It is important to stress that this is not a private event at all," says the NCLGA's Executive Director Oliver Ray. "Everyone is welcome to attend. Our only constraint is the amount of available accommodations, but if you can find a place to stay, you can register and be part of the discussion."

Contact: Brian Frenkel
President, NCLGA

Phone: 250-567-8620
Email: bfrenkel@avison.ca



Snow Survey and Water Supply Bulletin – February 1st, 2016

The February 1st snow survey is now complete. Data from 118 snow courses and 56 automated snow stations around the province and climate data from Environment Canada have been used to form the basis for the following report¹.

Weather

Weather through January was mixed, with dry periods, particularly in the beginning of the month, interspersed between more active storm cycles in the second half of the month. Overall, January temperatures were above normal across the province, with daily minimum temperatures being 3-5°C above normal for many areas in south-east, central and northern BC. Temperatures in south-west BC were closer to normal, or slightly above normal.

January precipitation patterns have also varied across the province. South-west BC experienced near-normal to below-normal precipitation. Much of the rest of southern BC, including the southern Interior, Okanagan, Kootenay and Columbia, experienced above normal January precipitation. Central and northern BC experienced below to well-below normal precipitation.

Snowpack

Snow basin indices range from a low of 56% in the Stikine to a high of 122% in the Okanagan (Table 1). In general, most of the province has near normal or slightly below normal (80-110%) snow packs for February 1st, 2016, with a provincial average of 91% from all survey locations. A strong south to north gradient of snow pack levels exists, with normal or above normal snow pack in southern BC, lower than normal snow packs beginning in central BC, and extending to well below normal conditions in the north (Figure 1). Snow packs are below normal (70-80%) in the Upper Fraser West, Upper Fraser East, Nechako and Central Coast basins, and well below normal (<70%) in the Peace, Skeena-Nass, Stikine, and Liard basins. Above normal snow pack (>110%) is present in the Okanagan and Boundary.

Table 1: BC Snow Basin Indices – February 1, 2016

Basin	% of Normal	Basin	% of Normal
Upper Fraser West	79	Boundary	114
Upper Fraser East	70	Similkameen	103
Nechako	80	South Coast	93
Middle Fraser	94	Vancouver Island	85
Lower Fraser	92	Central Coast	80
North Thompson	105	Skagit	64
South Thompson	102	Peace	66
Upper Columbia	102	Skeena-Nass	62
West Kootenay	101	Stikine	56
East Kootenay	99	Liard	64
Okanagan	122	Northwest	NO DATA

1. Every effort is made to ensure that data reported on these pages are accurate. However, in order to update the graphs and Indices as quickly as possible, some data may have been estimated. Please note that data provided on these pages are preliminary and subject to revision upon review.



Snow Survey and Water Supply Bulletin – February 1st, 2016

Outlook

Fall and early-winter has seen the dissipation of warm water in the northern Pacific Ocean (i.e. the “Blob”) which has been present over the past two winter seasons, and was likely the key driver in the very warm winters and extremely low snow packs that occurred in southern BC in 2014-15. Strong El Niño conditions that developed over the equatorial Pacific regions over the past few months have likely peaked, and are now declining. The Climate Prediction Centre (CPC) at the U.S. National Weather Service/NOAA is forecasting a high likelihood of El Niño conditions persisting through until late-spring or early summer 2016.

In general, BC experiences warmer than normal winter and early-spring temperatures during strong El Niño events. Precipitation during historic El Niño events has been highly variable, with no strong trends across BC. Snow packs during El Niño events tend to be slightly below normal across BC, however there has been significant historic variability and regional variation to this general trend. The effects of El Niño tend to be more pronounced during the mid- to late-winter and into spring. Snow and weather conditions so far this season have been typical for an El Niño year, with the exception of northern BC, which is experiencing lower snow pack than is typical. In southern BC, snow packs are much better developed than the extremely low conditions that were experienced last year.

Seasonal forecasts from Environment Canada are indicating a high likelihood of above-normal temperatures across British Columbia over the February to April period, and an increased chance of warmer than normal temperatures through the extended forecast period into the summer months. Seasonal forecasts from NOAA are suggesting a more southern path for the Pacific jet stream through the February-April period, with increased precipitation for California, and decreased precipitation for British Columbia and the Pacific Northwest. Seasonal precipitation forecasts tend to have much lower forecast skill than seasonal temperature forecasts, and therefore should be used with caution.

Seasonal volume runoff forecasts (see below) are near normal for most basins across the province. Below normal seasonal runoff is forecast in the Kalamalka-Wood basin, and well above normal in the Nicola River and Similkameen River systems.

By early February, nearly two-thirds of the annual BC snowpack has typically accumulated. At this stage in the season, there are two emerging snow pack trends of note. First is the higher than normal snow packs that are being observed in the Okanagan which are trending towards the potential for elevated seasonal flood risk. Localized areas with high snow pack, such as locations in the Nicola River system, may also be following this trend. The second trend is in well below normal snow packs in northern BC (Peace, Skeena, Stikine, Liard and to a lesser extent Upper Fraser basins). With these low snow packs, combined with the increased likelihood of a warmer than normal spring melt season, there is an increased chance of below normal stream flow, particularly in the late-spring and into summer.



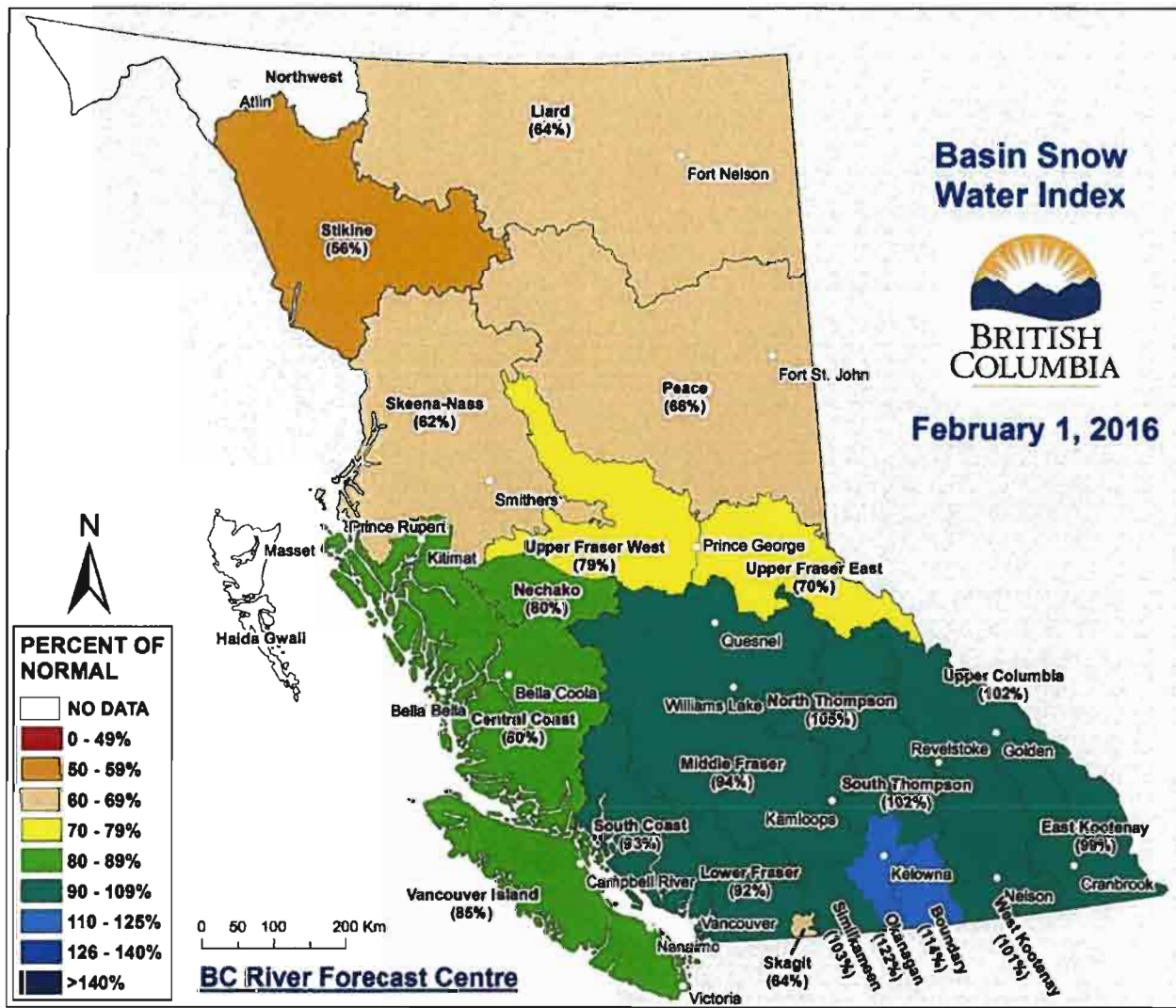
Snow Survey and Water Supply Bulletin – February 1st, 2016

For both spring flood risk and summer low flows, snow pack is just one of the important elements that determine whether or not extreme conditions will emerge. Weather, through the remaining portion of the snow accumulation season, the melt season, and into the summer, is also a key driver on whether or not flooding or low streamflows will occur.

The River Forecast Centre will continue to monitor snow pack conditions and will provide an updated seasonal flood risk and stream flow forecast in the March 1st 2016 bulletin, which is scheduled for release on March 8th.

BC River Forecast Centre
February 9, 2016

Figure 1: Basin Snow Water Index – February 1st, 2016

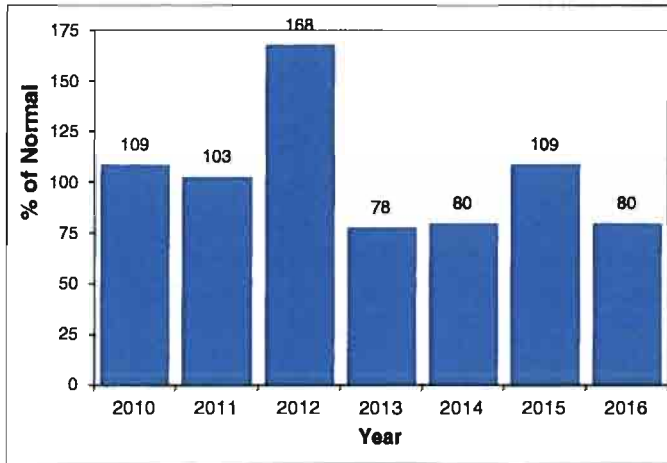


1. Every effort is made to ensure that data reported on these pages are accurate. However, in order to update the graphs and indices as quickly as possible, some data may have been estimated. Please note that data provided on these pages are preliminary and subject to revision upon review.

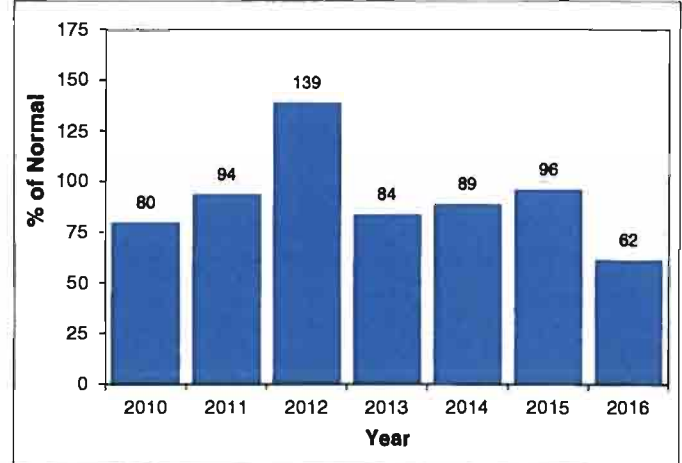


Snow Survey and Water Supply Bulletin – February 1st, 2016

Snow Basin Index Graphs - February 1, 2016
Nechako



Skeena-Nass



**Ministry of Forests, Lands and Natural
Resource Operations River Forecast
Centre**

Volume Runoff Forecast February 2016

Location		Feb - Jul Runoff				Feb - Sep Runoff			
		Forecast (kdam ³)	Normal (1981-2010) (kdam ³)	% of Normal	Std. Error (kdam ³)	Forecast (kdam ³)	Normal (1981-2010) (kdam ³)	% of Normal	Std. Error (kdam ³)
Bulkley and Skeena	Bulkley at Quick	1990	2784	71	1655	2485	3381	74	2173
	Skeena at Usk	16367	19604	83	1553	19910	23948	83	2123

Note: 1 kdam³=1,000,000 m³

Note that missing values reflect that forecasts were not made for that time interval

Disclaimer: Seasonal forecasts were developed using a Principle Component Analysis of snow pack, climate and streamflow data. There is inherent uncertainty in runoff forecasts including potential errors in data and the unpredictable nature of seasonal weather Use at your own risk



NEWS RELEASE

For Immediate Release
2016TRAN0011-000096
Jan. 27, 2016

Ministry of Transportation and Infrastructure

Province commits \$10 million for B.C. ground search and rescue

NORTH VANCOUVER – Ground search and rescue volunteers are known for providing an outstretched hand-of-help to the lost or injured in British Columbia. The provincial government is reaching out to them and will be providing \$10-million in one-time funding to help bolster training, administrative support and equipment renewals.

“It’s a small army of 2,500 volunteers that comb the province’s backcountry, rappel into steep ravines and weather the worst of the elements, while leaving behind the comforts of home to go seek and find those who are lost or injured,” said Minister of State for Emergency Preparedness Naomi Yamamoto. “Their selflessness is woven into the fabric of their service, and today’s investment continues on our commitment to strengthening them and the tapestry of public safety throughout the province.”

Over the coming months, the BC Search and Rescue Association will work with its membership to bolster ground search and rescue services throughout the province. Once allocated, the funding will be spent according to the needs of the local ground search and rescue teams, replacing or updating equipment, providing administrative support and paying for new or additional training.

“The service that search and rescue groups provide in their communities is recognized as an invaluable asset to the people of this province and today we welcome the additional support of the B.C. government to help strengthen the work that’s being done,” said president of BC Search and Rescue Association Chris Kelly. “While we continue to work with the province on the proposed alternate support model for search and rescue, this money will help relieve some of the funding pressures and provide for increased training and other tools for those who tirelessly serve as volunteers.”

In the last year, Emergency Management BC (EMBC) has had a number of positive and promising discussions with the BC Search and Rescue Association on an alternate support model for the service. This funding will help meet the 80 ground search and rescue team’s immediate needs while EMBC continues to work together with BC Search and Rescue Association on a long-term solution.

This investment will build on the \$6.3 million that the B.C. government is already providing each year to cover ground search and rescue operational costs for deployment, as well as training and equipment costs, and the insurance and liability for the members of the 80 groups serving across the B.C. landscape.

“We are fortunate within B.C. to have such a dedicated group of individuals who make serving the safety of others their passion,” said Minister of Transportation and Infrastructure Todd

Stone. “Within ground search and rescue there are roughly 100,000 hours of volunteer time donated to searches; to replace these would cost more than \$5 million annually in direct salary dollars. We are grateful for their commitment and in turn, government is strengthening its commitment with this one time grant.”

“We all know it takes a whole community of frontline workers like police, paramedics, fire fighters, coroners, and volunteers like those from search and rescue, to keep our communities safe,” said Minister of Public Safety and Solicitor General Mike Morris. “Public safety is our number-one priority and this additional resource will help bolster support to the front lines of search and rescue operations in communities throughout B.C.”

Learn more:

BC Search and Rescue Association: www.bcsara.com

Media Contact:

Media Relations
Government Communications and Public
Engagement
Ministry of Transportation and Infrastructure
250 356-8241

Connect with the Province of B.C. at: www.gov.bc.ca/connect



NEWS RELEASE

RECEIVED

JAN 29 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO

January 29, 2016
For Immediate Release

New nurse practitioners increase access to primary care in northern B.C.

Strong partnerships between Northern Health, Ministry of Health, First Nations Health Authority, municipal governments and communities across northern B.C. have led to the recruitment of seven new nurse practitioners to the Northern Health region, increasing access to primary care for residents.

“Nurse practitioners work in both independent and collaborative practice roles in B.C., providing valuable support to health care services,” said Health Minister Terry Lake. “The addition of seven nurse practitioners to communities throughout northern B.C. complements existing health care services and helps improve access for residents.”

The new nurse practitioners have started settling into their positions. They are:

- Barb Nielsen has returned to Quesnel and Northern Health after working for Interior Health for eight years.
- Shawna Glassel is originally from Kamloops, B.C. and has come to Burns Lake as a recent grad of the University of Victoria.
- Kristan Ellis-MacDonald is a recent grad of Athabasca University and has moved from Halifax, Nova Scotia to practice in Chetwynd.
- Katherina Choka has returned to Canada to work in Northwest B.C. after gaining 17 years of experience as a nurse practitioner in the United States.
- Michael Tantongco recently completed his nurse practitioner studies at the University of Victoria and has brought his background in pediatric oncology to Fort St. John.
- Virginia Davis recently completed her master’s program through University of Northern British Columbia and has moved back to Fort St. John to work as a nurse practitioner.
- Lisa Creelman worked as a registered nurse for nine years prior to completing her master of science in nursing from the University of Northern British Columbia and moving from Chilliwack to Mackenzie to work as a nurse practitioner.

“There were no jobs for nurse practitioners available in the Maritimes when I was looking, so I feel very fortunate to join Northern Health as a nurse practitioner at the Chetwynd Primary Care Clinic,” said Kristan Ellis-MacDonald. “I’m excited to live in Chetwynd as I had been in northern B.C. before and I always had a draw to come back out here because I



found the people very nice, the community that I was in was great, and the environment is beautiful.”

The Nurse Practitioner for British Columbia program introduced by the Ministry of Health has played an important role in assisting with the recruitment of these seven new Nurse Practitioner positions to communities throughout northern B.C.

“Nurse practitioners are valuable members of the health care team that have been serving northern B.C. for over a decade,” said Helen Bourque, lead of nurse practitioners at Northern Health. “The additional nurse practitioners joining northern communities will help us to further enhance primary care resources and delivery of service to the public.”

Nurse practitioners are registered nurses with a graduate level nursing degree in advanced practice. Legislation that enables them to work in British Columbia was passed in 2005. All 21 full-time, four part-time and five casual nurse practitioners who currently work in the health authority provide primary care.

“The recruitment of additional nurse practitioners in the North will enhance primary care for First Nations people,” said Becky Palmer, chief nursing officer with the First Nations Health Authority. “Nurse practitioners offer a scope of practice that make them an extremely valued asset for rural and remote First Nations communities, as well as citizens accessing services in the urban setting. We have heard from our clinicians and other partners working in First Nations communities, that nurse practitioners are an important contributor to enhancing care for First Nations.”

Nurse practitioners can serve as a primary health care provider and refer patients to physicians and specialists when appropriate. They are qualified to see patients for acute issues like a cold or injury, follow patients with chronic health issues like diabetes or high blood pressure, provide prenatal care, do check-ups and physical exams, and prescribe medications.

For more information on nurse practitioners, see www.bcnpa.org or www.crnbc.ca.

Media Contact:

NH media line - 1 (877) 961-7724

Geraldine Craven

From: OBAC <admin=ominecacoalition.ca@mail194.atl21.rsgsv.net> on behalf of OBAC <admin@ominecacoalition.ca>
Sent: January-22-16 9:29 AM
To: inquiries
Subject: OBAC January 2016 Newsletter

RECEIVED

JAN 25 2016

REGIONAL DISTRICT OF
BULKLEY NECHAKO[View this email in your browser](#)

Our newsletter will update you on the OBAC's activities and will alert you to other important events and initiatives that will help us to shape our future.



Newsletter

January 2016

Executive Elected

At their Annual General Meeting on October 16, 2015, the OBAC Members elected their Executive Committee for the 2015-2016 year. RD Chair Bill Miller, Regional District of Bulkley – Nechako was re- elected Chair of the Coalition and Mayor Gerry Thiessen, District of Vanderhoof, as Vice Chair; Mayor Rob MacDougall, District of Fort St. James; Mayor Shane Brienen, District of Houston; and Mayor Dwayne Lindstrom were elected as members of the Executive Committee.

Union of BC Municipalities 2015

OBAC Directors and staff held successful meetings with Premier Clark, Minister Fassbender, Minister Bond, Minister Wilkinson, Minister Bernier, Minister Coleman and Minister Bennet. The Coalition was pleased to have Parliamentary Secretary Donna Barnett, Parliamentary Secretary Mike Morris' staff, and MLA Doug

Donaldson and participate in these meetings.

Making Forest Policy More Effective - Some key actions needed to achieve the region's objectives for its forest sector

The Coalition released its Forest Policy Paper in September 2014 and has communicated with the Minister of Forests, Range and Natural Resource Operations on numerous occasions. On December 18, 2015, the Board of Directors met with Kevin Kriese ADM, North Area and Norm Bilodeau, Director Resource Management to discuss the Paper, the Province's Cumulative Effects Framework and Annual Allowable Cut. The Directors sought advice on how to move forward, what the obstacles to effective follow-through are and what opportunities can be created to engage at a regional level. Also discussed was the government's plan to ensure the remaining timber provides optimal benefits to communities in the region and any new arrangements that are being made to involve First Nations and how will they impact decisions.

On January 15, 2016, Albert Nussbaum, Director, Forest Analysis and Inventory Branch met with the Board to provide an update on the state of the forest inventory in the Omineca, where are we now, what inventory activities are underway and what is planned.

Wildfire Management Collaboration

In response to community concerns about wildfire trends and the potential consequences for community safety and forest resources, the Regional District of Bulkley Nechako hosted an information and discussion workshop on October 13, 2015. Approximately fifty-five people attended. Participants included a cross section of perspectives, including local government, industry, and staff from the wildfire management and resource management departments of the provincial government.

The workshop had two primary objectives:

- Take a positive step toward greater mutual understanding and collaboration between local communities, the provincial government and the forest industry in regard to wildland fire management.
- Identify and agree on a few concrete actions where the parties can work together.

On December 18, 2015, the Board identified the following activities as priorities to collaborate on:

Recommendation: Improve processes to ensure more effective community input to fire management plans, including more dialogue about values at risk.

- Work with wildfire management branch across the region to establish effective mechanisms for community input.
- Establish a venue and invite residents to identify values-at-risk on an on-going basis so that information can be made readily available to fire managers during strategic and tactical planning.
- Identify champions at the local level and work together on planning and mitigation that is appropriate to the particular community.

Recommendation: Integrate or coordinate plans done by various agencies at various scales – start with better communication.

- Work with member communities, First Nations and wildfire management branch to establish a regional forum on fire management planning.
- Adopt and support practices that improve interagency information sharing about the planning and operational aspects of wildfire management.

Recommendation: Identify champions at the local level and work together on planning and mitigation that is appropriate to the particular community.

- Invite key stakeholders to participate in a “Regional Forum on Wildfire” which would meet periodically to deal with matters such as those identified at the October 13, 2015 workshop in Burns Lake.

CUMULATIVE EFFECTS FRAMEWORK...

On December 18, 2015, the Board received a presentation and had discussions with Kevin Kriese ADM, North Area and Tonianne Mynen, Project Manager, Ministry of Forests, Lands and Natural Resource Operations.

OBAC has examined and commented on several aspects for resource management, beginning with its sector strategies in 2008-09 and more recently through letters and policy suggestions to government. The Coalition has not previously commented formally on management of cumulative effects, but has been supportive of the government’s initiative to develop and implement an appropriate decision framework. The discussion focused on what the cumulative effects framework looks like; the implementation status; how decisions will be made under the framework; constraints or challenges to implementation and what role should communities and local governments play?

Community Highlights: Regional District of Bulkley-Nechako A World of Opportunities in our Region

The Regional District of Bulkley-Nechako (RDBN) represents eight municipalities and seven surrounding rural areas and is home to 39,208 residents. It is strategically located between Prince George and Prince Rupert, boasts a connected transportation and communication network, prosperous forestry, mining, agriculture, and tourism industries and extensive year-round recreational opportunities.



Forestry

Timber harvesting and lumber production are dominant in the RDBN economy. Harvestable forests have been affected by the Mountain Pine Beetle, which has created new opportunities to diversify the industry beyond dimensional lumber production. These emerging opportunities include pulp and pellet plants, silviculture operations, bioenergy facilities, and value added wood production. The region is built on the forest industry and it continues to be the dominant economic driver. The RDBN has abundant opportunities for investment in the forest industry.



Mining

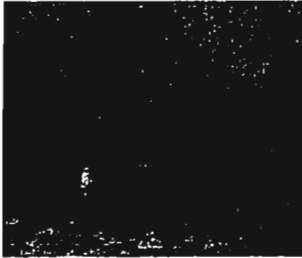
The RDBN is well positioned for more mining support services, exploration, and new mining operations. With two regions (Omineca and Skeena) the geology of the area within the RDBN lends itself to prospecting for a wide range of metals including magnesium, niobium, rare-earth elements, molybdenum, nickel, copper, zinc, lead, silver, and gold. The RDBN supports the mining sector through projects that identify mineral potential and exploration opportunities (for example GeoScience BC's QUEST-West project). Strong industrial infrastructure and regional transportation linkages further position the RDBN for increasing future development in the mining sector.



Agriculture

Agriculture is a long standing tradition in the RDBN. Opportunities exist in animal and hay production as well as potential for emerging commercial greenhouse operations. Quality, affordable, and available forage, range, and pasture lands create an ideal platform for cattle production both in meat and cow/calf operations. There is potential for large scale meat production (poultry, pork, lamb, or goat) because of the designated Agricultural Land Reserve Lands (ALR) and the abundance of consistent quality water. Development in biofuels and other energy

sources could provide farm businesses and commercial greenhouses with an energy advantage. With this strong support and awareness in agriculture the region provides investment opportunity.



Tourism

The RDBN is known for its natural beauty and outdoor adventure opportunities. The attraction base is primarily the natural environment with an abundance of lakes, pristine rivers, and mountains. The RDBN is recognized as a world class destination for hunting, fishing, and mountain biking. An extensive trail network provides existing infrastructure for tourism businesses. The top three markets of origin are British Columbia, Alberta, and Alaska. Tourism is well supported through local and regional marketing campaigns. Given the diverse geographic terrain and robust natural beauty the stage is set for an increase in investment opportunities.

The RDBN and local municipalities demonstrate a strong commitment to investment in the region through regional and local economic development action plans. The 2015 creation of the Bulkley-Nechako Strategic Workforce Opportunities team ensures a focus is put on a skilled labour pool that meets regional labour demands. The RDBN welcomes entrepreneurs, developers, and investors ready to realize their next adventure. Look us up today!

opportunities.rdbn.bc.ca rdbn.bc.ca



For information on the Coalition please contact
Sharon Tower, Executive Director
 Phone: (250) 960-6712

Geraldine Craven

From: EP.RPY / SAR.PYR (EC/EC) <ec.ep.rpy-sar.pyr.ec@canada.ca>
Sent: February-17-16 7:03 PM
To: EP.RPY / SAR.PYR (EC/EC)
Subject: Notification of updates to the Species at Risk Public Registry (A0093)

Hello,

Please note that the recovery strategies and management plans listed below have been posted as proposed on the Species at Risk Public Registry for a 60-day public consultation period. This comment period will close on **April 17th, 2016**. Thank you for your continued interest and participation in recovery planning for species at risk. Please contact us should you have any comments or questions.

Recovery documents available for public comment in B.C.:

- **Recovery Strategy for the Lewis's Woodpecker (*Melanerpes lewis*) in Canada.**
 The Lewis's Woodpecker is a bird found in the southern half of B.C.'s interior. Further information and the proposed document are available here:
https://www.registrelep-sararegistry.gc.ca/document/default_e.cfm?documentID=2867.
- **Recovery Strategy for the Spalding's Campion (*Silene spaldingii*) in Canada.**
 The Spalding's Campion is a plant found in southeastern B.C. Further information and the proposed document are available here:
https://www.registrelep-sararegistry.gc.ca/document/default_e.cfm?documentID=2868.
- **Management Plan for the Great Blue Heron fannini subspecies (*Ardea herodias fannini*) in Canada.**
 The Great Blue Heron fannini is a subspecies of heron found in the lower Fraser River valley, along the coast, and on most islands of B.C. Further information and the proposed document are available here:
https://www.registrelep-sararegistry.gc.ca/document/default_e.cfm?documentID=2871.
- **Management Plan for the Oldgrowth Specklebelly Lichen (*Pseudocyphellaria rainierensis*) in Canada.**
 The Oldgrowth Specklebelly is a lichen found on the coast and islands of B.C. Further information and the proposed document are available here:
https://www.registrelep-sararegistry.gc.ca/document/default_e.cfm?documentID=2869

Thank you for your continued interest and participation in recovery planning for species at risk. Should you have any comments or questions please contact us at:

Species at Risk Recovery Unit

Canadian Wildlife Service / Pacific & Yukon Region
 Environment and Climate Change Canada / Government of Canada
 5421 Robertson Road RR #1, Delta, BC, V4K 3N2
ec.ep.rpy-sar.pyr.ec@canada.ca / Tel: 604-350-1900

Unité de rétablissement des espèces en péril

Service canadien de la faune / Région du Pacifique et du Yukon
 Environnement et Changement climatique Canada / Gouvernement du Canada
 5421 rue Robertson R.R. #1, Delta, BC, V4K 3N2
ec.ep.rpy-sar.pyr.ec@canada.ca / Tél: 604-350-1900



Funding & Resources Update

Feb. 3, 2016

Each month we provide an update on UBCM funding programs and information on other programs or resources that may be of interest to local governments and First Nations.

Local Government Program Services

2015/16 Regional Community to Community Forums: All approved forum events under this year's program must be held by March 31, 2016. Final reports are due within 30 days of the event, and no later than April 30, 2016.

2016 Strategic Wildfire Prevention Initiative: Local governments and First Nations are invited to apply for funding under these program streams: Community Wildfire Protection Plans, Fuel Management Prescriptions, Demonstration and Operational Treatment projects. Funding permitting, the next intake deadlines are April 29 and September 30, 2016.

Other Funding

Wildfire Community Preparedness Day Funding: FireSmart Canada is offering \$500 in project funding awards to help implement neighbourhood FireSmart projects. Applications are invited between January 25 and March 12, 2016.

Northern Development Initiative Trust: Northern Development offers a suite of funding opportunities to local governments and First Nations bands. The quarterly intake deadline is February 12, 2016, for the following programs: Capital Investment Analysis, Community Foundation Matching Grants, Community Halls and Recreation Facilities Program, Economic Diversification Infrastructure Program, Marketing Initiatives.

New Building Canada Fund - Small Communities Fund: Funding is available to support communities with populations of less than 100,000 to address their infrastructure needs to help develop economic growth, a cleaner environment and stronger communities in BC. The application deadline is April 28, 2016.

Resources

CivicInfo BC: British Columbia's local government information hub provides a wide variety of tools and information resources for those who work, or have an interest, in the local government sector. CivicInfo BC publishes three e-bulletins on a weekly basis: Job Postings & Bid Opportunities, Training & Professional Development, and News & Announcements.

Follow Us On

- Twitter: @ubcm

Copyright © 2012 UBCM. All rights reserved.

346

Board-Receive



Province Launches Next Round of Consultation on the Climate Leadership Plan

Feb. 3, 2016

The Province has launched the second round of public consultation on the development of BC's new Climate Leadership Plan. Consultation on a new consultation guide began on January 25th and will last for sixty (60) days. Similar to the previous round of public engagement, the next round will be web-based with sector specific industry consultations as well as public polling.

Premier Christy Clark also announced that she will be chairing a new cabinet working group on climate leadership that will oversee the provincial government's climate actions and policies. The final Climate Leadership Plan is scheduled for completion in Spring 2016.

UBCM is asking that any submissions made on the new consultation guide be copied to Jared Wright, Director of Advocacy.

Follow Us On

- Twitter: @ubcm

Copyright © 2012 UBCM. All rights reserved.

347

Board - Receive



Federal Consultation on Telecommunications Continues

Feb. 3, 2016

With over 25,000 comments received as part of its first phase review of basic telecommunications, the CRTC has issued a news release seeking further feedback from Canadians as part of its phase two consultation.

UBCM issued a Compass article on May 20, 2015 advising members of the CRTC's review of basic telecommunications services and encouraged local governments to make their views known. UBCM is continuing to work with FCM on this file. FCM has requested to speak at the CRTC hearing on behalf of local governments on April 11, 2016.

Some of the questions that the CRTC would like Canadians to answer include the following:

- What telecommunications services do Canadians consider necessary to participate in the digital economy?
- Which services do Canadians rely on the most to communicate?
- Should the prices for telecommunications services in Canada be similar between urban and non-urban areas?
- What upload and download speeds for broadband Internet service would meet Canadians' needs?

Please convey your feedback directly to the CRTC but please copy UBCM with your feedback so we can ensure that your comments are included as part of FCM's presentation.

Follow Us On

- Twitter: @ubcm

Copyright © 2012 UBCM. All rights reserved.

348

Board - Receive



Throne Speech Emphasizes Economic Diversification

Feb. 10, 2016

On February 9th, the Honourable Judith Guichon opened the current Parliament of the Province of British Columbia by delivering a Throne Speech that highlighted the continuing work of the Government to strengthen the economy amidst global economic uncertainty.

The Speech highlighted the progress on meeting the targets set out in the BC Jobs Plan, increased financial support for the Agricultural Land Commission, and pilot work with local governments and industry to encourage and support Buy Local, Grow Local.

A commitment was also made to work with the federal government on renewing the softwood lumber agreement, securing the Transpacific Partnership Agreement.

Citing an interest in providing British Columbians with "a better opportunity to enter the housing market", the Speech committed the government to working with local governments to reduce hidden costs in home purchases. UBCM will be seeking to further clarify the Government's intentions with regards to reducing housing costs.

The Speech also included a commitment to provide additional measures to support both at-risk children and social workers, work with the federal government to secure more RCMP resources and officers, and introduce legislation to modernize community care and assisted living.

Follow Us On

- Twitter: @ubcm

Copyright © 2012 UBCM. All rights reserved.

349

Board - Receive



UBCM, Anton Discuss Approach to Inquiry

Feb. 10, 2016

On February 3, 2016, UBCM President Al Richmond, and First Nations Relations Committee Chair, Councillor Murry Krause, met with Attorney General and Minister of Justice Suzanne Anton. The meeting provided an opportunity to discuss the National Inquiry into Missing and Murdered Indigenous Women and Girls, and provide local government perspectives to inform the Province's submission to the federal government on pre-inquiry design.

Meeting discussion centred around the federal government's pre-inquiry design discussion guide questions, including National Inquiry leadership and participation, key issues, and how best to ensure concrete and practical recommendations. UBCM representatives provided written feedback to assist the Province in submitting feedback to Canada that is informed by local government perspectives. The UBCM submission expresses a desire to support and stand with those who deserve justice and healing; emphasizes associated UBCM policy; and conveys the role of local governments in ensuring safety and wellbeing in BC communities. It was a supportive meeting, with all representatives expressing interest in continued dialogue on how best to support the inquiry moving forward.

In accordance with resolution 2015-B111, UBCM will also be corresponding with the membership in the coming weeks regarding opportunities for continued engagement on the National Inquiry, and opportunities for collaboration and action regarding violence against Indigenous women and girls.

Questions, comments or feedback regarding UBCM's activities related to the National Inquiry into Missing and Murdered Indigenous Women and Girls may be directed to Angela Turner, UBCM Policy Analyst.

Follow Us On

- Twitter: @ubcm

Copyright © 2012 UBCM. All rights reserved.

350

Board - Receive



Minister Morris Responds to UBCM Regarding DNA Costs

Feb. 10, 2016

Minister of Public Safety and Solicitor General Mike Morris has written to UBCM regarding the issue of DNA costs. Since first receiving invoices in November 2015, local governments have shown concern regarding the provincial decision to transfer DNA analysis services costs to municipalities with populations greater than 5,000.

Minister Morris re-iterated that the province would not reverse the transfer of DNA testing costs to local governments. The letter also discusses actions construed by the Province as engagement with local governments and police agencies, and concludes with a brief summary of recent financial commitments to policing made by the provincial government.

UBCM President Al Richmond met with Minister Morris on January 26, 2016 following the receipt of the Minister's letter. During the meeting, President Richmond re-iterated many of the local government concerns around cost, consultation, ability to pay, and legal authority. He also highlighted the ever-increasing burden, by pointing out that the Organized Crime Agency has projected DNA analysis services costs in British Columbia to increase by 127% from 2014/15 – 2019/20.

Minister Morris maintained that the Province will not rescind its decision, although he did note that provincial representatives were examining the possibility of a made in BC solution for undertaking DNA analysis. Currently, all DNA analysis requests made by local governments are sent out of province to the RCMP DNA laboratory.

Follow Us On

- Twitter: @ubcm

Copyright © 2012 UBCM. All rights reserved.

351. Board - Receive



Tsunami Debris Funding Available

Feb. 10, 2016

The provincial government is currently accepting applications from local governments to support tsunami debris clean up activities. Applications will be accepted until March 15, 2016.

This funding was made available by the Government of Japan following the Great East Japan earthquake and tsunami of March 6, 2011, which resulted in debris transiting the Pacific Ocean and depositing on North American shores. Although there is no responsibility to be borne by Japan for the impact of this devastating natural disaster, the Japanese people, through the Government of Japan graciously offered to assist British Columbians with their cleanup effort. The Government of Canada accepted those funds and has provided them to the Province of British Columbia to be administered by the Ministry of Environment.

These funds have been made available to assist coastal communities, through local governments, First Nations and non-profit organizations with tsunami debris cleanup activities. Several agreements for cleanup activities were entered into in 2013-14 with most being extended to March 2016.

Funds (approximately \$250,000) remain available from the original gift from the Government of Japan. These will be disbursed, under Shared Cost Arrangements, for projects taking place between April 1, 2016 and March 31, 2017.

The total amount available is limited to the grant provided by the Government of Japan. There are no provisions for any funding related to tsunami debris from either federal or provincial agencies beyond this.

Proposals should be emailed in PDF format to Vickie Jackson, Manager of Division Operations, Ministry of Environment.

Follow Us On

- Twitter: @ubcm

Copyright © 2012 UBCM. All rights reserved.

352

Board-Receive



Highlights of the January 21-22 Executive Meeting

Feb. 3, 2016

UBCM Executive members gathered on January 21-22 for their quarterly meeting. Eight committees met; and Executive members convened to discuss a variety of matters including agri-tourism in the Agricultural Land Reserve, DNA costs, and several resolutions referred from the 2015 Convention. A delegation was received from the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development.

Highlights of the January 22 Executive meeting include:

- Reviewed a report on agri-tourism in the agricultural land reserve and recommended that UBCM prepare a submission to the Ministry of Agriculture voicing general support for the proposed bylaw standards but continue to monitor member feedback and report back to the Executive once the comment period has closed.
- Discussed UBCM Executive director terms and requested that a report be brought back for consideration about the terms of provincial /territorial /other associations; the implications of extending terms beyond one year; and the other impacts such as bylaw changes.
- Received an update on local election expense limits; as a next step towards enactment, the legislation has been introduced as an Exposure Bill.
- Received a report on the Fire Services Act noting that the Office of the Fire Commissioner has written to two regional districts directly advising that there would be no new requirements with respect to fire inspections outside of municipalities.
- Reviewed and approved amendments to the Terms of Reference of the Local Government Contract Management Committee that would clarify the roles of the UBCM co-chair and the local government representative to the National Contract Management Committee meetings.
- Received two reports from Presidents Committee advising that Director Ramona Faust, Central Kootenay Regional District, will serve as the UBCM representative to the Real Estate Foundation Board of Directors; that UBCM re-affirm to Minister Fassbender our desire to see concurrent progress on both compensation and Strong Fiscal Futures in any Memorandum of Agreement; and that UBCM has provided comments on the themes within the Service Plan for the Auditor General for Local Government (AGLG). UBCM will also meet with the AGLG to discuss the possible contribution of UBCM to a process to determine audit topics for future Service Plans.
- Received a report on the Presidents activities and actions since this last meeting.
- Reviewed and approved a terms of reference between UBCM and the Mayors' Caucus that would provide for a formal working relationship.

353

- Approved a request from Burnaby to join them as co-intervenors in the case of Windsor v. Canadian Transit Company to the Supreme Court of Canada on the basis of determining which courts should decide in cases that concern the constitutional applicability of local government bylaws.
- Received a status and action report on a variety of policy areas that continue to be monitored by UBCM including: implementation of new Off Road Vehicle Act; Natural Resource Roads Act project; problem vessels; BC Ferries; assessment appeals on special use properties; 9-1-1 Call Answer Levy; DNA costs; National Inquiry into Missing and Murdered Aboriginal Women and girls; farm assessment; Auditor General for Local Government; The Safe Drinking Water for First Nations Act; Care Home Sprinkler Safety; Municipal and Regional District Tax; Community and Rail Proximity Initiative; federal additions to reserve; federal Comprehensive Land Claims Policy; assessment of medical marijuana grow operations; mental health and policing and aggregate resource management.
- Received the financial report for the period ending December 31, 2015
- Received reports on the status of Local Government Program Services (funding programs) and a status report on the federal Gas Tax Program.
- Received correspondence from City of Burnaby, Opposition Critic, Ministers Fassbender, Anton and Morris on DNA Costs; received letters from Citizenship and Immigration and Minister Bond on Syrian Refugee settlement plans; update from the Municipal Pension Plan; and from the Village of Lumby on small community grant funding.
- Received a delegation from the Honourable Peter Fassbender, Minister of Community, Sport and Cultural Development where the following matters were discussed: legislation to establish election Expense Limits; Build Canada Update; the Province's interest in establishing a joint working group with UBCM on the issue of compensation; discussion of UBCM/MCSCD potential for joint work on liability; MCSCD hosting upcoming webinars on electronic ticketing; and engagement of local government on Climate Action.

Highlights of the January 21 Committee meetings include:

Presidents

Presidents Committee finalized the format for the 2016 member satisfaction survey which will be issued this month; finalized the award categories and sponsors for the 2016 Excellence Awards noting a new category focusing on BC agriculture success stories; received reports on financials, member benefits and programs and discussed UBCM's Media Relations Policy. Committee members recommended the approval of two priorities for the 2016 Advocacy Plan for the April Executive meeting: infrastructure investment and enhanced community safety. The Committee also received a delegation from Ray Young, legal counsel, on the matter of UBCM Intervention in the case of Windsor v. Canadian Transit Company – Supreme Court of Canada.

With respect to three referred resolutions the following actions were approved:

B90 CHANGE THE POSITION TITLE OF THE ELECTORAL AREA DIRECTOR

That the Committee refer the resolution to the 2016 Electoral Area Directors' Forum for further discussion; and that a report be received at the April Presidents' Committee meeting for a decision on the course of action.

B116 FIRE INSURANCE FOR RURAL BC HOMEOWNERS

That staff seek additional information from MIABC and report back to the Presidents Committee at the April meeting.

354

B120 DIVESTMENT OF FOSSIL FUEL RELATED INVESTMENTS IN THE MUNICIPAL PENSION PLAN

Endorse with the proposed amendment:

Therefore be it resolved that UBCM work with the bcIMC and the MPP to prepare a report that provides a 'primer' on the MPP, its board and governance structure as well as its role and that of others with respect to responsible investing that can be shared with the broader UBCM membership as well as other Plan partners as required.

Community Economic Development Committee

Members of the Community Economic Development Committee discussed options and approaches for advancing arts, culture and heritage within its renewed terms of reference; received updates on the rural dividend and the Province's streamlining project for referrals and approvals on resource related applications. Committee members reviewed the results to their forestry survey that will be shared with the Minister's Advisory Council on Forests and Range Practices and with the UBCM membership. Cabinet minister meetings will be sought with Ministers Bond, Thomson and Virk in conjunction with the April Executive meeting. Committee members agreed to work with the Ministry of Jobs, Tourism and Skills Training on a renewed survey on local economic development practices previously undertaken by UBCM in 2009.

The Committee also provided direction on referred resolution **B119 on Home Renovation Tax Credits** by recommending endorsement with the proposed amendment to clarify the types of renovations that would be eligible:

Therefore be it resolved that UBCM urge the governments of the Province of British Columbia and Canada to create new tax credit programs for consumers to help encourage home renovations that focus on energy efficiency, improved mobility and aging in place projects, that are over \$1,000.

Community Safety

The Community Safety Committee reviewed and discussed follow-up actions for two resolutions conveyed to the Committee by the UBCM Executive: Resolution B53, Human Trafficking; and, Resolution B122, Payday Loan Regulations. Also discussed was a report regarding a potential provincially led 9-1-1 Call Answer Levy on cellular phones. Members reviewed details of the Province's "strategic vision", as well as the level of engagement with local governments. Members also reviewed Committee priorities and objectives as they examined potential meetings with provincial ministers as part of the upcoming Advocacy Days. Added to the agenda was the newly released review of the Emergency Program Act. Members discussed ideas to engage local governments during the review, as well as the provincial timeline for feedback.

The Committee also received reports regarding provincial liquor policy reform; policing policy changes, including details from the most recent LGCMC meeting; a policy update on marijuana for medical and recreational use; recent information regarding the ongoing DNA analysis services cost issue; an update from the First Nations Relations Committee on Highway 16 (also known as the 'Highway of Tears'); and an update on the resettlement of Syrian Refugees in Canada and British Columbia. Several pieces of correspondence regarding DNA analysis services were received.

Healthy Communities Committee

The Healthy Communities Committee discussed a number of referred resolutions. On resolution 2015- B72, Funding Program for Local Poverty Reduction Initiatives, the Committee agreed to write to the Province to request funds for local poverty



reduction initiatives. For resolution 2015- B114, National Pharmacare Program, the Committee referred the resolution to the LMLGA Area Association meeting for more discussion. The Committee endorsed the remaining referred resolutions 2015- B115 Accessible Birth Control; 2015- B117 Assisted Living Support for Challenged Adults; and 2015- B118 Annualized Earnings Exemption.

The Committee also discussed Minister meetings in April and received information on the McCreary Centre Society Report 2015, How Many is Too Many for BC Youth; and the Alaska Highway News report, Pharmacy changes leave small towns in lurch. Correspondence was received from the College of Pharmacists of BC regarding pharmacy assistants.

Environment Committee

The Committee discussed a number of referred resolutions. For resolutions 2015- B59 Bio- Solid Review Process and 2015- B61 Health Impact Assessments, the Committee agreed to await the provincial response prior to deciding on a course of action. On resolution 2015- B112, Warning Labels for All Fossil Based Liquid Fuels, the Committee chose to highlight the City of North Vancouver's initiative to require mandatory climate change warnings on gas pumps in UBCM's Compass. And lastly, resolution 2015- B113 Wildlife Allocation Policy, was referred back to the sponsor for clarification.

A report was received on the BC Climate Leadership Plan, which advised that the second round of consultation on the plan would begin on January 25th and last for sixty (60) days. The Committee would also seek an opportunity to make a presentation to the provincial Climate Leadership cabinet working group; and share information about the Climate Leadership Plan and the BC Climate Action Toolkit website with the membership.

An update was also provided on the status of urban and rural deer management in BC. It was noted that the Province had issued a targeted call for proposals to 18 local governments for the Urban Deer Funding Program, with funding to be rolled out in the coming months.

First Nations

The First Nations Relations Committee's discussions began with consideration of referred resolution 2015-B111, National Inquiry into Missing and Murdered Indigenous Women and Girls. The Committee decided to write to members to encourage their engagement, and connect them with Indigenous women's organizations. Committee members also discussed undertaking further reconciliation activities related to the Truth and Reconciliation Commission "Calls to Action", as well as continued promotion of local government engagement in the Provincial Health Services Authority's Indigenous Cultural Competency Training. The Committee also reviewed a First Nations Relations survey that will be distributed as part of UBCM and CivicInfo BC's survey month initiative.

The Committee received updates on federal policy and legislative initiatives, transportation and safety along Highway 16, and the 2016 Provincial Community to Community Forum.

The Committee's was also pleased to have the opportunity to meet with BC Assembly of First Nations Regional Chief Shane Gottfriedson to discuss priorities and potential opportunities for collaboration.

Convention

The Committee completed its assessment of the 2015 Convention, reviewing the Sponsorship Final Report and December 31, 2015 financial statements. The basic program format for this year's Convention was discussed, including consideration of

356

timing for plenary addresses, the 2016 theme and keynote speaker options. A preliminary discussion was had on banquet entertainment options, with a final decision expected in April.

Resolutions

The Resolutions Committee met and discussed its Terms of Reference and the timeline for the 2016 resolutions process. Committee members reviewed delegate feedback and Committee experiences and suggested improvements for 2016. The Committee discussed the number of resolutions admitted for debate; screening of resolution topics, to ensure that the issues raised are of concern to local governments; conflicts between policy sessions and ministers' meetings; and training by the parliamentarian for Resolutions Committee members. No changes to these procedures were deemed necessary for 2016.

The Committee did, however, commit to more proactive use of the electronic voting system, for the purpose of time management and efficient debate. They agreed to procedural streamlining of the electronic voting system, as well as for handling amendments. Committee members also discussed ways to place more emphasis on priority issues and resolutions.

The Executive approved the Terms of Reference for the Resolutions Committee.

Follow Us On

- Twitter: @ubcm

Copyright © 2012 UBCM. All rights reserved.

357

Board - Receive



UBCM Concerns Heard on Fire Services

Jan. 20, 2016

A policy proposal to extend responsibility for mandatory fire inspections to regional districts is no longer under consideration based on recent discussions with the Office of the Fire Commissioner. Discussion of this change in policy direction can be found in a December 21, 2015 letter from the OFC to Peace River RD.

Local governments will recall that at the 2015 UBCM Convention, members endorsed resolution ***A3 Provincial Responsibility for Fire Services Act and Regulations*** from Squamish Lillooet RD which called on the Province to provide the "resources necessary to inspect and enforce provincial safety regulations, including the Fire Services Act and its regulations through either the Office of the Fire Commissioner or the BC Safety Authority rather than pursuing options to download the responsibility for inspections and enforcement of provincial regulations on local governments."

UBCM President Al Richmond, who also serves as UBCM's representative to the fire services working group expressed his support for the change in policy direction and thanked the membership for their advocacy efforts on this file.

Amendments to the Fire Services Act are expected in the spring sitting of the Legislature.

Follow Us On

- Twitter: @ubcm

Copyright © 2012 UBCM. All rights reserved.

358 Board-Receive



Child & Youth Mental Health and Substance Use

Jan. 20, 2016

Local governments are invited to participate in a local action team on Child and Youth Mental Health and Substance Use. This initiative is jointly funded by the Doctors of BC and the provincial government. Local action teams include stakeholders from health, policing, and local government who come together to discuss how they can foster system change in their community.

The Child and Youth Mental Health and Substance Use Collaborative involves 1,800 individuals, from multiple organizations and ministries working together across BC to increase the number of children, youth, and their families receiving timely access to mental health services and supports. The Collaborative started in the Interior in June 2013 and since then has spread throughout the province, with Local Action Teams in 65 communities across the province. The leadership and participation of youth and parents has been identified as one of the biggest gems.

The two main goals of the initiative are:

- Increase the number of children, youth and their families seeking and receiving timely access to integrated, mental health and substance use services and supports throughout the province.
- Document examples and results of the involvement of children, youth and families in decisions related to program and system design, clinical practice and policy development, which manifest the 'family-first, people-centered' goals of Healthy Minds, Healthy People.

Work towards these goals is undertaken through the development of Local Action Teams (LATs) in each interested community. Each LAT has representation from cross sectors (health, policing, municipal government, MCFD, education, aboriginal representation, substance use, etc.) that come together to discuss how they can foster system change in their community. Each LAT is funded with a budget that covers the costs of physicians and specialists to come to the table, as well as other meeting expenses and project costs. With the reach of the collaborative to date, LATs are now in place to support over 1.3 million children and youth in BC, along with their families.

In addition to building effective local infrastructure to partner on solving complex mental health and substance use problems experienced by children, youth and their families, experienced LATs and Working Groups have begun to see improvements, particularly in those communities that have local government involvement at the table.

The New Westminster Local Action Team has both a City Councilor and City Social Planner who attend the LAT regularly, and have been integral, key players in the decision making for service delivery, programming, and a mental health literacy plan for New Westminster. Currently work is underway to consider how child and youth mental health and substance use services could be integrated into the City's asset map.

The Collaborative would be delighted to have every City represented on each of the 65 LAT's, and are spreading the word to encourage cities to get involved.

359

If you would like to get involved or require more information, please contact: Dr. Jennifer Mervyn, Practice Initiative Lead or call 604-314-8972.

Follow Us On

- Twitter: @ubcm

Copyright © 2012 UBCM. All rights reserved.

360

Direction
- Chair / CAO
attend.

Gail Chapman

From: Sasha Prynne <sprynn@ubcm.ca>
Sent: February-12-16 3:58 PM
Subject: REMINDER: Regional District Chair & CAO Forum - March 29-30, 2016
Attachments: REGIONAL DISTRICT registration form 2016 Fillable form.pdf

Good afternoon,

This is a friendly reminder about the upcoming Regional District Chair & CAO Forum to be held in Victoria on March 29 & 30, 2016.

If you *haven't* already registered, please complete the attached registration form and return it to my attention at the email address on the form. Please note that the room block for accommodation at the Inn at Laurel Point releases on February 26, 2016.

As always, please do not hesitate to contact me should you have any questions or concerns.

With thanks, and best wishes for the weekend,
Sasha

Sasha Prynne
Office Coordinator
Union of BC Municipalities
525 Government St, Victoria, BC V8V 0A8
e: sprynn@ubcm.ca
t: 250.356.5133 f: 250.356.5119
www.ubcm.ca

*****DISCLAIMER*****

This e-mail and any files transmitted with it are confidential and intended solely for the use of the individual or entity to whom they are addressed. If you are not the named addressee, please notify the sender immediately by e-mail. If you have received this e-mail by mistake, delete this e-mail from your system. If you are not the intended recipient you are hereby notified that using, disclosing, copying or distributing the contents of this information is strictly prohibited.

361

RECEIVED
Board
Receive
FEB 01 2016
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Geraldine Craven

From: FCM Communiqué <communiqué@fcm.ca>
Sent: February-01-16 12:37 PM
To: Geraldine Craven
Subject: ***SPAM***FCM's Annual Conference 2016: registrations are now open!

February 1, 2016

[Change your language](#) | [View email in your browser](#)



FCM's Annual Conference 2016: registrations are now open!

You are invited to join us — along with nearly 2,000 mayors, reeves and councillors at Canada's largest gathering of municipal elected leaders: FCM's Annual Conference and Trade Show 2016!

This year's theme, The Heart of Canada, showcases how our communities propel us and are a motor of change in helping shape our country's future.

This year's conference, from June 3–5 in Winnipeg (Manitoba), is one you won't want to miss. Not only will you hear from the federal parties and help shape FCM's agenda; with more than 30 workshops, industry-led seminars and study tours, this is your opportunity to:

- learn more about municipal best practices
- share innovation happening in your community
- network with your peers from coast to coast to coast

Check out our [preliminary program](#) and [register now](#) to take advantage of early-bird savings!


Hotel reservations

The deadline to cancel reservations is Friday, **February 26, 2016**.

Cancellations made after this date may result in a penalty equal to one night's room and tax.

See you in Winnipeg!

This is a publication of the Federation of Canadian Municipalities ©2014.
24 Clarence Street, Ottawa, Ontario K1N 5P3 • T: 613-241-5221 • F: 613-241-7440
This newsletter was sent to geraldine.croven@rdm.bc.ca. To opt-out, follow this link:
[Unsubscribe](#) | [Privacy Policy](#)



Celebrating
12 Years



INTERNATIONAL BIOENERGY

CONFERENCE & EXHIBITION

Where the bioenergy world meets.

2016 SPONSORSHIP OPPORTUNITIES

The International Bioenergy Conference and Exhibition is Canada's largest and longest-running conference devoted to the global bioenergy sector. It provides opportunities for bioenergy experts, existing businesses and organizations, and new entrants to come together to explore leading-edge concepts and current applications in the bioenergy sector globally.

Our speakers and delegates are **key influencers from around the world**. They are opinion shapers in the discussion about the new technologies and processes that will bring about a global change in the way we perceive and use energy.

The International Bioenergy Conference and Exhibition delivers a **targeted, qualified, high-value audience to our sponsors and exhibitors**. Our delegates represent a cross-section of the bioenergy industry locally, regionally and globally, with **senior and executive level representatives** from biomass owner/supplier companies, manufacturers and suppliers, the financial services industry, academic institutions and researchers, and key staff and elected representatives from local, provincial and federal levels of government.

Sponsorship of the 7th International Bioenergy Conference and Exhibition will deliver value by positioning your organization as a leader in the worldwide bioenergy industry.

For further information, please contact
Cam McAlpine, Conference Manager
00+1-250-961-6611
cam@bioenergyconference.org

*BioEnergy 2016
Conference Co-Host*



**BC Bioenergy
Network**

PARTNERING FOR

Conference Dates
June 15-17, 2016
Prince George, Canada

2016 Conference Co-Host (one only)



- **Membership on Conference Society Board of Directors**
- **Co-host speaking role**
- **Four conference registrations**
- **Four post-conference tour tickets**
- **One exhibit booth space**
- **Two tickets to Speakers/VIP dinner**
- **Logo on all event marketing as co-host**
- **Logo on conference website as co-host**
- **Acknowledgement at conference**
- **Opportunity to hang banner in conference plenary hall**
- **Opportunity to include marketing in delegate packages**
- **Opportunity to use exclusive meeting rooms on site at event**

Int'l Partnerships Forum Sponsor (one only)

\$10,000

- **Acknowledgement as co-host of International Partnerships Forum and Business-to-Business Meetings**
- **Two conference registrations**
- **Two post-conference tour tickets**
- **One exhibit booth space**
- **Opportunity to speak at International Partnerships Forum and Business-to-Business Meetings**
- **Logo on all event marketing**
- **Logo on conference website**
- **Acknowledgement at conference**
- **Opportunity to hang banner at International Partnerships Forum**

Gigawatt Sponsor (four available)

\$10,000

-
- Four conference registrations
 - Four post-conference tour tickets
 - One exhibit booth space
 - Two tickets to Speakers/VIP dinner
 - Logo on all event marketing
 - Logo on conference website
 - Acknowledgement at conference
 - Opportunity to hang banner in conference plenary hall
 - Opportunity to include marketing in delegate packages
 - Opportunity to use exclusive meeting rooms on site at event

Megawatt Sponsor (eight-five available)

\$5,000

-
- Two conference registrations
 - Two post-conference tour tickets
 - One exhibit booth space
 - Logo on all event marketing
 - Logo on conference website
 - Acknowledgement at conference
 - Opportunity to hang banner in conference plenary hall
 - Opportunity to include marketing in delegate packages



Kilowatt Sponsor (twelve seven available)

\$2,500

-
- Two conference registrations
 - Two post-conference tour tickets
 - Logo on all event marketing
 - Logo on conference website
 - Acknowledgement at conference



Pre-Conference Tour Title Sponsor (one only)

\$6,000

- **Acknowledgement as title sponsor of Pre-Conference Delegates Tour**
- **One VIP registration for Pre-Conference Delegates Tour**
- **Opportunity to spend three days with Tour delegates**
- **One conference registration**
- **Logo on all event marketing**
- **Logo on conference website**
- **Acknowledgement at conference**
- **Opportunity to hang banner at International Partnerships Forum**

Conference Reception Sponsor (one only)

\$6,000

- **Opportunity to be host venue for Conference Reception**
- **Opportunity to speak at Conference Reception**
- **Two conference registrations**
- **Two post-conference tour tickets**
- **One exhibit booth space**
- **Logo on all event marketing**
- **Logo on conference website**
- **Acknowledgement at conference**

Gala Networking Reception Sponsor (one only)

\$6,000

- **Two tickets to Speakers/VIP dinner**
- **Two conference registrations**
- **Two post-conference tour tickets**
- **One exhibit booth space**
- **Opportunity to hang banner in hall during gala dinner**
- **Signage at food stations during Gala Networking Reception**
- **Opportunity to include marketing materials in delegate package**
- **Logo on all event marketing**
- **Logo on conference website**
- **Acknowledgement at conference**

Pigeonhole Interactive Q&A Sponsor (one only)

\$5,000

- Two conference registrations
- Two post-conference tour tickets
- Logo on Pigeonhole Interactive Q&A display for every panel session
- Logo on 'How-to use Pigeonhole' info sheet provided to all delegates
- Logo on all event marketing
- Logo on conference website
- Acknowledgement at conference

Registration Desk Sponsor (one only)

\$3,500

- Two conference registrations
- Two post-conference tour tickets
- Logo on Registration Desk at main entrance to conference
- Logo on conference website
- Acknowledgement at conference

Keynote Luncheon Sponsor (one available)

\$3,500

- Opportunity to introduce keynote speaker
- Two conference registrations
- Two post-conference tour tickets
- Signage at food stations from lunch to mid-afternoon break
- Opportunity to include marketing materials in delegate package
- Logo on conference website
- Acknowledgement at conference

Presenting Sponsor (ten available)

\$2,500

-
- **One conference registration**
 - **Acknowledgement as presenting sponsor of one plenary session**
 - **Opportunity to speak prior to sponsored session**
 - **Opportunity to host and emcee sponsored session**
 - **Logo in conference program**

Breakfast Sponsor (two available)

\$2,000

-
- **One conference registration**
 - **Signage at food stations from 7 am to mid-morning break**
 - **Opportunity to hand out marketing materials during breakfast**
 - **Logo in conference program**
 - **Acknowledgement at start of morning plenary session**

Nutrition Break Sponsor (three available)

\$2,000

-
- **One conference registration**
 - **Signage at food stations from break to lunch or break to end of day**
 - **Opportunity to hand out marketing materials during break**
 - **Logo in conference program**
 - **Acknowledgement before and after break**

Student Sponsor (eight available)

\$2,500

-
- **One conference registration (for sponsor)**
 - **One student registration**
 - **Two post-conference tour tickets (one for sponsor, one for student)**
 - **Logo in conference program**
 - **Acknowledgement at conference**

Post-Conference Tour Sponsor (one available)

\$1,500

- Opportunity to speak to delegates enroute to field tour destination
- Opportunity to hand out marketing materials to tour participants
- Logo in conference program

Lanyard Sponsor (one only)



- SOLD**
- Opportunity to provide branded lanyards for name badges (*Sponsor to provide and/or purchase*)
 - Logo on conference website
 - Acknowledgement at conference

Official Hotel (one only)



- SOLD**
- Recognition as official hotel on all event marketing
 - Opportunity to host International Partnerships Forum and B2B
 - Opportunity to be host hotel for speakers and VIPs
 - Opportunity to host official Speakers' Dinner
 - Inclusion in email blasts to delegates recommending hotel
 - Logo on website sponsor page

Media Partner (one only)



- SOLD**
- Recognition as media partner on all event marketing
 - Opportunity to produce conference program
 - Access to exhibitor list for sales into conference program
 - Two conference registrations
 - Two post-conference tour tickets
 - Tabletop exhibit space inside plenary hall (not standard booth)
 - Logo on all event marketing
 - Logo on conference website

- **Acknowledgement at conference**

International Media Sponsor (one only)

BIOMASS
MAGAZINE

- 
- **Recognition as International Media Sponsor on all event marketing**
 - **Two conference registrations**
 - **Two post-conference tour tickets**
 - **Tabletop exhibit space**
 - **Logo on all event marketing**
 - **Logo on conference website**
 - **Acknowledgement at conference**

Local Media Sponsor (one only)

250 NEWS
Your News, Your Ways, Now.

- 
- **Recognition as media sponsor on all event marketing**
 - **Two conference registrations**
 - **Two post-conference tour tickets**
 - **Tabletop exhibit space**
 - **Logo on all event marketing**
 - **Logo on conference website**
 - **Acknowledgement at conference**

Promotional Partner (one only)

Bioenergy
Insight

- 
- **Recognition as promotional partner on all event marketing**
 - **Two conference registrations**
 - **Two post-conference tour tickets**
 - **Tabletop exhibit space**
 - **Logo on all event marketing**
 - **Logo on conference website**
 - **Acknowledgement at conference**

Regional District of Bulkley-Nechako

Action List - December, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-14-5 Board Meeting December 10, 2015	Lakes Economic Development Service - Lakes District Family Enhancement Society Application	Inform the Lakes District Family Enhancement Society that the RDBN Board of Directors support the LDFES accessing a grant of \$10,000 from the Lakes Economic Development Service for the development of a project plan for the Rural Centre of Excellence in Post-Secondary Education in Burns Lake.	Corrine/Hans/Gail	Completed	January 11, 2016
2015-14-7 Board Meeting December 10, 2015	Federal Gas Tax Funds - Electoral Area "A" (Smithers Rural) - Royal Canadian Legion Branch #63 - Bulkley Valley Legion	1. Withdraw and contribute \$33,000 of Electoral Area "A" Federal Gas Tax allocation monies to Royal Canadian Legion Branch #63 - Bulkley Valley Legion; 2. Authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further, 3. Authorize the withdrawal of up to \$33,300 from the Federal Gas Tax Reserve Fund.	Kristi/Hans/Gail	In Progress	
2015-14-8 Board Meeting December 10, 2015	Federal Gas Tax Funds - Electoral Areas "G" (Houston Rural) and "B" (Burns Lake Rural) -Topley Fire Hall	1. Withdraw and contribute \$50,000 of Electoral Area "G" Federal Gas Tax allocation monies and \$20,000 of Electoral Area "B" Federal Gas Tax allocation monies towards the energy efficiency portion of the renovation project at the Topley Fire Hall; 2. Authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost; and further, 3. Authorize the withdrawal of up to \$70,300 from the Federal Gas Tax Reserve Funds.	Kristi/Hans/Gail	In Progress	
2015-14-9 Board Meeting December 10, 2015	Request for Sponsorship Glenwood Women's Institute in Electoral Area "A" (Smithers Rural)	Approve the RDBN acting as a sponsorship agency for the Glenwood Women's Institute funding application to Bulkley Valley Community Foundation (BVCF), thus entering into an agreement with Glenwood Women's Institute and the BVCF as well as issuing a tax receipt to the BVCF	Corrine/Hans/Gail	In Progress	

871

Regional District of Bulkley-Nechako

Action List - December, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-14-10 Board Meeting December 10, 2015	Referendum - Lakes District Airport Contribution Local Service Establishment	Schedule a referendum to take place on Saturday, February 27, 2016 regarding "Lakes District Airport Contribution Local Service Establishment Amendment Bylaw No. 1751, 2015." Further, that Cheryl Anderson be appointed Chief Election Officer and Geraldine Craven be appointed Deputy Chief Election Officer.	Ger/Cheryl/Gail	In Progress	
2015-14-11 Board Meeting December 10, 2015	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 to Nechako Valley Rodeo Association from Electoral Area "F" (Vanderhoof Rural) for costs associated with its 4th Annual Nechako Valley Rodeo.	Cheryl/Hans/Gail	Completed	December 17, 2015
2015-14-12 Board Meeting December 10, 2015	Withdrawal from Emergency Preparedness Emergency Response Reserve	Withdrawal of up to \$15,000 from the Emergency Response Reserve for unreimbursed emergency response expenditures.	Hans/Gail	Completed	December 16, 2015
2015-14-13 Board Meeting December 10, 2015	Farmed Animal GIS Study	Staff to work with the Investment Agriculture Foundation of BC to identify potential sites for farmed animal mass carcass burial.	Deb JM/Gail	Initial Project Completed	
2015-14-14 Board Meeting December 10, 2015	<i>The Regional News</i> - Winter 2015	Include <i>The Regional News</i> on the RDBN Website and e-mail to distribution list.	Ger/Wendyl/Gail	Completed	December 11, 2015

512

Regional District of Bulkley-Nechako

Action List - December, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-14-16 Board Meeting December 10, 2015	2015 Recycling Program Update and 2016 Recycling Program Contract Renewals	<p>For the recycling programs in Vanderhoof, Fraser Lake, Burns Lake, Southside of Francois Lake and Houston, extend the contracts with the existing service providers and provide sufficient funding for the continuance of existing recycling programs for the months of January 1 to June 30, 2016.</p> <p>For the Smithers and Area Recycling Society, renew contract for ICI recycling service provision for 6 months (January 1, 2016 to June 30, 2016) at 80% of historic funding levels (as compared to the current 60%) pending accurate reporting and that regular meetings are held to move forward with the development of a long term sustainable business plan that does not include funding from the RDBN. The 80% funding would equate to a total of \$34,939.60 for a six month program.</p> <p>For the recycling program in Fort St. James, extend the contract with the Nak'azdli Band for ICI mixed paper and cardboard recycling and increase the funding available to 80% of historic funding levels (pre-MMBC program). The 80% funding would equate to a total of \$19,780 available for funding a six month program.</p>	Janine/Gail	Completed	
2015-14-24 Board Meeting December 10, 2015	Building Inspection Contracts	<p>Staff to offer to provide building inspection services to the Village of Burns Lake, the Village of Fraser Lake, the Village of Granisle, and the District of Fort St. James for the next 5 years on the same terms as the existing contracts.</p> <p>RDBN Chair and CAO be authorized to enter into the contracts for the provision of building inspection services with the Village of Burns Lake, the Village of Fraser lake, the Village of Granisle, and the District of Fort St. James for the next 5 years on the same terms as the existing contracts.</p>	Gail	In Progress	
2015-14-25 Board Meeting December 10, 2015	Zoning Bylaw Review Process	<p>Staff to undertake steps 1 and 2 as outlined in the November 30, 2015 report from Maria Sandberg, Planner titled "Zoning Bylaw Review Work Plan.</p> <p>(DIRECTION: Staff to provide the Regional Board the Bylaw Enforcement Policy for review in 2016 and include the fee structure associated with zoning bylaw infractions.)</p>	Jason L/Gail	On Going	

575

Regional District of Bulkley-Nechako

Action List - January, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
F.C.2016-1-5 Forestry Comm. January 14, 2016	Kluskus Road Connector	Write a letter in regard to: a. the RDBN's investments in the area of the Kluskus Forest Service Road currently; b. the RDBN's awareness of the Kluskus Forest Service Road/Nazko Road connector project by the City of Quesnel; c. that the RDBN requests engagement in moving forward with the said project; and d. further, that the letter be sent to Premier Christy Clark, the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations, City of Quesnel, the Honourable John Rustad, MLA Nechako Lakes and the Honourable Coralee Oakes, MLA Cariboo North."	Cheryl/Gail	Completed	February 4, 2016
C.W.2016-1-4 Comm. Of the Whole January 14, 2016	Staff Salaries and Directors Remuneration	Staff to provide information on the dollar amount of the inflation increase for staff salaries and Directors' remuneration.	Hans/Gail	Completed	February 11, 2016
C.W.2016-1-5 Comm. Of the Whole January 14, 2016	Recruitment and Marketing Strategy Budget	Staff to analyze the Regional Economic Development Budget and determine if funds can be targeted for a recruitment and marketing strategy.	Corrine/Hans/Gail	Completed	February 4, 2016
C.W.2016-1-7 Comm. Of the Whole January 14, 2016	Price Increase for Construction and Demolition Tipping Fees at RDBN Solid Waste Management Facilities	Staff to include in the next draft budget a reasonable price increase in Construction and Demolition tipping fees; and further, that an incremental yearly increase be included.	Janine/Hans/Gail	Completed	February 11, 2016
WMC.2016-1-5 Waste Management Comm. January 14, 2016	Knockholt Landfill Phase 3 Development	Staff move forward with the Original Phase 3A Development plan at \$350,000 for 2016.	Janine/Gail	In Progress	

374

Regional District of Bulkley-Nechako

Action List - January, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
WMC.2016-1-7 Waste Management Comm. January 14, 2016	Smithers-Telkwa Transfer Station Re-Use Shed Proposal Submitted by Mark Fisher, Darcy Repen and Taylor Bachrach	Move forward with the Smithers-Telkwa Transfer Station Re-Use Shed Proposal Process and Timeline contingent on Town of Smithers and Village of Telkwa Council's approval as follows: 1. January, 2016: staff to develop RFP outlining expectations of contractor; 2. February,2016: a. Logistics and cost of infrastructure changes finalized, Gas Tax funds secured. b. RFP reviewed and published (Feb 29 deadline). 3. March 2016: a. Options for safety audit presented to Regional Board; b. Develop site specific "safety protocol" if it does not exist; c. Waste-based economic development project proposal finalized; 4. March 31, 2016: Re-use shed management contract awarded; 5. April, 2016: Infrastructure changes made to facility; 6. May 1, 2016: Re-use shed re-opened; 7. in consultation with staff, Chair Bachrach and Directors Fisher and Repen in moving forward with the Smithers-Telkwa Transfer station Re-Use Shed Proposal Process and Timeline.	Janine/Gail	In Progress	
RDC.2016-1-4 Rural Dir. Comm. January 21, 2016	Rural Fire Protection Services Taxation Capacity	Staff to provide an allocation schedule based on assessments for municipal and rural administration costs for Rural Fire Protection Services Taxation Capacity.	Deb JM/Hans/Gail	Completed	February 11, 2016
RDC.2016-1-5 Rural Dir. Comm. January 21, 2016	Nechako Valley Secondary School -Request for Grant in Aid - Electoral Area "F" (Vanderhoof Rural)	Write a letter and contribute \$1,500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) to the Nechako Valley Secondary School for costs associated with its 2016 Dry Grad Event."	Cheryl/Hans/Gail	Completed	February 2, 2016
RDC.2016-1-6 Rural Dir. Comm. January 21, 2016	Village of Granisle -Request for Grant in Aid -Electoral Area "G" (Houston Rural)	Write a letter and contribute \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) to the Village of Granisle for the Babine Lake Tourism Marketing & Branding Project.	Cheryl/Hans/Gail	Completed	February 2, 2016

375

Regional District of Bulkley-Nechako

Action List - January, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-1-4 Board Meeting January 14, 2016	Minerals North	Registration and travel arrangements for all rural directors attendance to Minerals North in Smithers on May 18-20, 2016; and further, that the Chair and two directors, as per RDBN policy, costs be allocated to general government, and further that any additional Rural Directors attending Minerals North in Smithers, costs be allocated to rural government.	Ger/Gail	In Progress	
2016-1-5 Board Meeting January 14, 2016	Beyond the Market	Inform Beyond the Market the RDBN's contribution of \$5,000 for the Beyond the Market 2016-2017 operating year."	Corrine/Hans/Gail	Completed	January 15, 2016
2016-1-7 Board Meeting January 14, 2016	North Central Local Government Association Convention - May 4-6, 2016 - Dawson Creek, B.C.	Registration and travel arrangements for the attendance of Rural Directors to the North Central Local Government Association Conference on May 4-6, 2016 in Dawson Creek, B.C."	Ger/Gail	In Progress	
2016-1-8 Board Meeting January 14, 2016	Request for Sponsorship: Glenwood Women's Institute in Electoral Area "A" Smithers Rural	The RDBN acting as a sponsoring agency for the Glenwood Women's Institute funding application to Rudolpho and Marianne Bianco, thus entering into an agreement with Glenwood Women's Institute and issuing a tax receipt to Rudolpho and Marianne Bianco.	Corrine/Hans/Gail	In Progress	
2016-1-9 Board Meeting January 14, 2016	Regional Tradeshow Partnership 2016	Inform the Travel Northern BC partnership to attend the 2016 Vancouver Outdoor Adventure Show of the RDBN's support.	Corrine/Gail	Completed	January 15, 2016
2016-1-10 Board Meeting January 14, 2016	Federal Gas Tax Funds -Electoral Area "E" (Francois/Ootsa Lake Rural) Grassy Plains Community Hall Association	1. Contribute \$50,000 of Electoral Area "E" Federal Gas Tax allocation monies for the Grassy Plains Community Hall for an energy efficiency improvement project at the Grassy Plains Hall; 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost; and further 3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of \$50,300 from the Federal Gas Tax Reserve Fund.	Kristi/Hans/Gail	In Progress	

3710

Regional District of Bulkley-Nechako

Action List - January, 2016

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2016-1-11 Board Meeting January 14, 2016	Luck Bay Rural Fire Protection Agreement with District of Fort St. James	Defer the Luck Bay Rural Fire Protection Agreement with the District of Fort St. James.	Deb JM/Gail	In Progress	
2016-1-12 Board Meeting January 14, 2016	B.C. – Prepared and Resilient -A discussion paper on the Legislative Framework for Emergency Management in British Columbia	Submit a response to the Minister of State for Emergency Preparedness outlining the Regional Districts concerns with the proposed changes as identified to the Emergency Program Act and the potential impacts to the Emergency Program Regulations, Local Authority Emergency Management Regulation, and the Compensation and Disaster Financial Assistance Regulation changes to the Emergency Program Act may have.	Deb JM/Gail	Completed	
2016-1-18 Board Meeting January 14, 2016	ALC Reconsideration of Panel Decision	Send the letter attached to the January 18th, 2016 report from the Director of Planning to the ALC Executive Committee and the Minister of Agriculture.	Jason L/Gail	Completed	
2016-1-19 Board Meeting January 14, 2016	Blackwater Gold Environmental Assessment	Staff to send a letter to the Environmental Assessment Office stating that the Regional District Board has no objections to the application for an Environmental Assessment Certificate for the Blackwater Gold Project, as proposed.	Jason L/Gail	Completed	
2016-1-22 Board Meeting January 14, 2016	Review of the Hudson Bay Mountain Recreation Residential (R8) Zone in "RDBN Zoning Bylaw No. 700, 1993."	Staff to initiate a review of the Hudson Bay Mountain Recreation Residential (R8) Zone in "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993."	Jason L/Gail	On Going	
2016-1-30 Board Meeting January 14, 2016	International Bioenergy Conference & Exhibition - June 15-17, 2016 - Prince George	Registration and travel arrangements for Chair Millers attendance at the International Bioenergy Conference & Exhibition June 15-17, 2016 in Prince George, B.C."	Ger/Gail	Rooms Booked awaiting Registration Opening	

377

ACTION ITEMS IN PROGRESS

Updated: February 17, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS
2015-9-7 Board Meeting July 23, 2015	Emergency Resources Agreement (Mutual Aid)	Topley Volunteer Fire Department to enter into the Emergency Resources Agreement	DebJM/Gail	In Progress
2015-9-10 Board Meeting July 23, 2015	Region Wide Cardboard Ban- Workshop Summary	<p>1. Proceed with the implementation of a region wide cardboard ban beginning July 1, 2016.</p> <p>2. Further, that the Regional District of Bulkley-Nechako Board of Directors adopt the following guiding principles associated with the cardboard ban:</p> <p>a. The ban will apply equally to all residents, businesses, municipalities, industries, and institutions including educational facilities and hospitals. No cardboard is to be landfilled.</p> <p>b. The RDBN will work to ensure that, at minimum, drop-off cardboard recycling opportunities are available for residential customers.</p> <p>c. For institutional, commercial, and industrial (ICI) customers, the RDBN will not provide recycling services. It will be the responsibility of ICI sector customers to arrange for cardboard recycling services directly with local collectors and recycling service providers.</p>	Janine/Gail	In Progress
2015-9-21 Board Meeting July 23, 2015	Planning Service to Municipalities	Direct Staff to: Work with the Village of Burns Lake to develop a work plan for the municipal OCP reviews, and a contract for the planning services to be provided to the Village of Burns Lake	Jason L/Gail	On Going
Board Meeting August 20, 2015	RDBN Forums Re: Sectors	Further discussion will take place at a future Committee of the Whole meeting in regard to RDBN Forums Re: Sectors	Cheryl/Gail	Completed - Ag Committee Formed
C.W.2015-6-4 Committee of the Whole Meeting September 3, 2015	Re-Use Shed Closure and Salvaging Ban	Further, that the Committee of the Whole recommended that the Regional District of Bulkley-Nechako Board of Directors authorize staff to proceed with the public meetings as outlined.	Janine/Gail	Completed October 26, 2015 Report brought forward at Dec 10, 2015 Waste Management Committee Mtg. Brought forward January 14, 2016 for further discussion

378

ACTION ITEMS IN PROGRESS

Updated: February 17, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS
2015-11-15 Board Meeting September 17, 2015	Derelict Buildings on Crown Land	Staff work with local fire departments to identify the potential for burning of the buildings, and report back to the Regional District Board with a draft budget for the clean-up of the properties, further, that the Regional Board bring forward the issue of derelict buildings on Crown Land to John Rustad, MLA Nechako Lakes and Doug Donaldson, MLA Stikine	Jason L/Gail	To be Completed March, 2016
2015-11-17 Board Meeting September 17, 2015	Derelict Buildings on Crown Land	Write a letter to the Ministry of Forests, Lands and Natural Resource Operations seeking compensation for costs of derelict buildings on Crown Land and bring forward the Regional Boards concerns in regard to the hazards and liability associated in not cleaning up the properties.	Jason L/Gail	To be Completed March, 2016
2015-11-8 Board Meeting September 17, 2015	Federal Gas Tax Funds	Electoral Area "B" (Burns Lake Rural) - Rose Lake Community Hall - up to \$13,300	Kristi/Hans/Gail	In Progress
2015-11-28 Board Meeting September 17, 2015	Federal Gas Tax Funds	Electoral Area "D" (Fraser Lake Rural) District of Vanderhoof -District of Vanderhoof to build the Vanderhoof Pool complex - up to \$200,000	Kristi/Hans/Gail	In Progress
2015-11-29 Board Meeting September 17, 2015	Federal Gas Tax Funds	Electoral Area "F" (Vanderhoof Rural) District of Vanderhoof -District of Vanderhoof to build the Vanderhoof Pool complex - up to \$500,400	Kristi/Hans/Gail	In Progress
2015-11-31 Board Meeting September 17, 2015	Nechako Water Use Plan	Staff to continue work on a Nechako Watershed Plan.	Gail	Director Greenaway appointed to the Nechako Watershed Roundtable
C.W.2015-7-3 Committee of the Whole Meeting October 8, 2015	2016 RDBN Business Forum	The RDBN hosting of the 2017 Business Forum; and , further that the opportunity to host a future Business Forum be provided to the municipalities of the RDBN.	Corrine/Gail	On Going
RDC.2015-9-3 Rural Dir. Committee October 22, 2015	Parks & Recreation	Defer Discussion Item "Parks & Recreation" to November 19, 2015	Cheryl/Gail	Completed January 21, 2016

379

ACTION ITEMS IN PROGRESS

Updated: February 17, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS
2015-12-4 Board Meeting October 22, 2015	Mail Ballot Voting	Staff to draft a cost analysis report in regard to mail ballot voting in the Regional District of Bulkley-Nechako and; further that the report be brought forward at a future RDBN Board meeting.	Cheryl/Gail	In Progress
2015-12-9 Board Meeting October 22, 2015	Smithers Rural Fire Protection and Recreation and Culture Agreement Renewal	Staff to enter into the Smithers Rural Fire Protection and Recreation and Culture Agreement which will expire on December 31, 2015	Deb JM/Gail	Completed
F.C.2015-8-5 Forestry Committee Meeting November 5, 2015	RDBN Write a Letter to FP Innovations	Write a letter to FP Innovations requesting further information regarding the analysis completed by FP Innovations in regard to a tandem-drive 9-axle B-train and a tri-drive 9-axle B-train.	Gail	Completed
2015-13-5 Board Meeting November 19, 2015	Fort St. James Seniors Helping Seniors Transportation Service Establishment - Alternative Approval Process	That the alternative approval process be used to determine approval of the electors for "Fort St. James Seniors Helping Seniors Transportation Service Establishment Bylaw No. 1750, 2015. The Elector Response Form be mailed to residents within the said service establishment area. Further, that the deadline for receiving elector responses for Bylaw No. 1750 be Friday, January 15, 2016.	Cheryl/Hans/Gail	Completed January 15, 2016
2015-13-8 Board Meeting November 19, 2015	Round Lake Rural Fire Protection Area Service Agreement with the Village of Telkwa	Staff enter into the agreement with the Village of Telkwa for Round Lake fire protection service.	Debjm/Gail	In Progress
2015-13-9 Board Meeting November 19, 2015	Southside Volunteer Fire Department Society Revised Agreement	Staff enter into the agreement with the Southside Volunteer Fire Department Society.	Debjm/Gail	Completed

380

ACTION ITEMS IN PROGRESS

Updated: February 17, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS
2015-13-10 Board Meeting November 19, 2015	Fort Fraser Volunteer Fire Department Society Revised Agreement	Staff enter into the agreement with the Fort Fraser Volunteer Fire Department Society.	Debjm/Gail	Completed
2015-13-18 Board Meeting November 19, 2015	Chinook Community Forest Start-up Costs	Use up to \$25,000 in electoral area grant in aid funds from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for Chinook Community Forest Start-up Costs.	Hans/Gail	Completed December 16, 2016
2015-13-19 Board Meeting November 19, 2015	Chinook Comfor Limited Articles of Incorporation	Be it resolved that should the Inspector of Municipalities approve the Articles of Incorporation for the proposed Chinook Comfor Limited, the Board of the Regional District of Bulkley-Nechako approves for execution by its authorized signatories the Chinook Comfor Limited Articles of Incorporation for registration with the Registrar of Companies in accordance with the <i>Business Corporation Act (BC)</i> .	Hans/Gail	Completed December 16, 2016

381

Sort order: Control account, vendor number, report group
 Selection: Checks from Jan 01 2016 to Jan 31 2016 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
ABS001 ABSOLUTE ENERGY									
PA	29645	01/21/16			29645	-71.00	0.00		
Vendor (ABS001) totals:						-71.00	0.00		
ACE002 ACE HARDWARE									
PA	29622	01/07/16			29622	-68.32	0.00		
PA	29640	01/19/16			29640	-5.58	0.00		
PA	29646	01/21/16			29646	-33.54	0.00		
Vendor (ACE002) totals:						-107.44	0.00		
ALL002 ALL WEST GLASS - BURNS LAKE									
PA	TP-216-001	01/20/16			TP-216-001	-180.65	0.00		
Vendor (ALL002) totals:						-180.65	0.00		
ALT003 ALTERNATIVE GROUNDS									
PA	TP-216-002	01/20/16			TP-216-002	-154.33	0.00		
Vendor (ALT003) totals:						-154.33	0.00		
ARO001 ARO AUTOMOTIVE & INDUSTRIAL									
PA	TP-214-001	01/07/16			TP-214-001	-1,564.89	0.00		
Vendor (ARO001) totals:						-1,564.89	0.00		
BCH002 BC HYDRO									
PA	TP-216-003	01/20/16			TP-216-003	-5,758.10	0.00		
Vendor (BCH002) totals:						-5,758.10	0.00		
BEN002 BENCHMARK TOOL SUPPLY LTD									
PA	29673	01/28/16			29673	-268.80	0.00		
Vendor (BEN002) totals:						-268.80	0.00		
BLA001 BLACK PRESS GROUP LTD									
PA	TP-214-002	01/07/16			TP-214-002	-2,534.46	0.00		
Vendor (BLA001) totals:						-2,534.46	0.00		
BLR001 BL RETURN-IT RECYCLING DEPOT									
PA	TP-214-003	01/07/16			TP-214-003	-4,173.75	0.00		
Vendor (BLR001) totals:						-4,173.75	0.00		
BNK001 B N K AUTOMOTIVE LTD.									
PA	29647	01/21/16			29647	-93.24	0.00		
Vendor (BNK001) totals:						-93.24	0.00		
BRI009 BRITCO LP									
PA	29674	01/28/16			29674	-73,691.26	0.00		
Vendor (BRI009) totals:						-73,691.26	0.00		
BUL011 BULKLEY VALLEY WHOLESALE									
PA	TP-216-004	01/20/16			TP-216-004	-55.71	0.00		
Vendor (BUL011) totals:						-55.71	0.00		
BUL012 BULKLEY VALLEY ECONOMIC									
PA	TP-215-001	01/28/16			TP-215-001	-3,333.33	0.00		
Vendor (BUL012) totals:						-3,333.33	0.00		
BUR001 BURNS LAKE AUTOMOTIVE SUPPLY									
PA	29649	01/21/16			29649	-2,425.61	0.00		
Vendor (BUR001) totals:						-2,425.61	0.00		
BUR002 BURNS LAKE CHAMBER OF COMMERC									
PA	29635	01/19/16			29635	-73.50	0.00		
PA	29675	01/28/16			29675	-1,861.60	0.00		
Vendor (BUR002) totals:						-1,935.10	0.00		

Sort order: Control account, vendor number, report group
 Selection: Checks from Jan 01 2016 to Jan 31 2016 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

Vendor Name /	Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
BUR012 BURNS LAKE PUBLIC LIBRARY	PA	TP-215-002	01/28/16			TP-215-002	-14,487.42	0.00		
Vendor (BUR012) totals:							-14,487.42	0.00		
BUR014 BURNS LAKE REBROADCAST SOCIETY	PA	TP-215-003	01/28/16			TP-215-003	-2,500.00	0.00		
Vendor (BUR014) totals:							-2,500.00	0.00		
BUR020 BURNS LAKE VINEYARD CHURCH	PA	29615	01/07/16			29615	-100.00	0.00		
Vendor (BUR020) totals:							-100.00	0.00		
BUR028 BURNS LAKE HOME HARDWARE	PA	TP-216-005	01/20/16			TP-216-005	-28.80	0.00		
Vendor (BUR028) totals:							-28.80	0.00		
BVA001 B V AQUATIC CENTRE MANG. SOCIE	PA	29650	01/21/16			29650	-1,700.00	0.00		
PA	TP-215-004	01/28/16				TP-215-004	-52,540.58	0.00		
Vendor (BVA001) totals:							-54,240.58	0.00		
CAN008 CASCAD IMAGING SOLUTIONS	PA	29636	01/19/16			29636	-137.15	0.00		
Vendor (CAN008) totals:							-137.15	0.00		
CAR005 CARSWELL	PA	TP-214-004	01/07/16			TP-214-004	-924.40	0.00		
PA	TP-216-006	01/20/16				TP-216-006	-559.89	0.00		
Vendor (CAR005) totals:							-1,484.29	0.00		
CAS002 CASCADES RECOVERY INC.	PA	29616	01/07/16			29616	-4,784.33	0.00		
PA	29676	01/28/16				29676	-4,741.44	0.00		
Vendor (CAS002) totals:							-9,525.77	0.00		
CDW001 CDW CANADA INC	PA	TP-216-007	01/20/16			TP-216-007	-481.07	0.00		
Vendor (CDW001) totals:							-481.07	0.00		
CHE002 CHEVRON CANADA LIMITED	PA	29611	01/07/16			29611	-5,297.37	0.00		
Vendor (CHE002) totals:							-5,297.37	0.00		
CLU003 CLUCULZ LAKE VOL. FIRE DEPT	PA	TP-215-005	01/28/16			TP-215-005	-1,511.67	0.00		
Vendor (CLU003) totals:							-1,511.67	0.00		
CON001 CONCEPT DESIGN LTD.	PA	TP-214-005	01/07/16			TP-214-005	-1,591.85	0.00		
Vendor (CON001) totals:							-1,591.85	0.00		
D&M001 D&M INDUSTRIAL SUPPLIES	PA	29677	01/28/16			29677	-617.12	0.00		
Vendor (D&M001) totals:							-617.12	0.00		
DAV003 DAVERN ENTERPRISES	PA	TP-216-008	01/20/16			TP-216-008	-1,107.75	0.00		
Vendor (DAV003) totals:							-1,107.75	0.00		
DOO001 DOOR2DOOR CONSTRUCTION	PA	29617	01/07/16			29617	-20,057.54	0.00		
Vendor (DOO001) totals:							-20,057.54	0.00		

Sort order: Control account, vendor number, report group
 Selection: Checks from Jan 01 2016 to Jan 31 2016 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

Vendor Name /	Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
EAG001 EAGLE AUTOMOTIVE CENTER										
	PA	29651	01/21/16			29651	-626.81	0.00		
Vendor (EAG001) totals:							-626.81	0.00		
ECO003 ECONOMIC DEV. ASSOC. OF CANADA										
	PA	29618	01/07/16			29618	-393.23	0.00		
Vendor (ECO003) totals:							-393.23	0.00		
FAI003 FAITRON COMMUNICATIONS										
	PA	29652	01/21/16			29652	-794.38	0.00		
Vendor (FAI003) totals:							-794.38	0.00		
FED001 FEDERATION OF CANADIAN										
	PA	29619	01/07/16			29619	-2,739.71	0.00		
Vendor (FED001) totals:							-2,739.71	0.00		
FOR008 FORT FRASER VOL. FIRE DEP.										
	PA	TP-215-006	01/28/16			TP-215-006	-1,516.67	0.00		
Vendor (FOR008) totals:							-1,516.67	0.00		
FOR015 FORT ST. JAMES LIBRARY										
	PA	TP-215-007	01/28/16			TP-215-007	-1,145.83	0.00		
Vendor (FOR015) totals:							-1,145.83	0.00		
FOR033 FORT SAINT JAMES TV SOCIETY										
	PA	TP-215-008	01/28/16			TP-215-008	-10,970.83	0.00		
Vendor (FOR033) totals:							-10,970.83	0.00		
FOU002 FOUR STAR COMMUNICATIONS INC										
	PA	TP-215-009	01/28/16			TP-215-009	-124.37	0.00		
Vendor (FOU002) totals:							-124.37	0.00		
FRA003 FRANCOIS TCHESINKUT REC COMM										
	PA	29637	01/19/16			29637	-150.00	0.00		
Vendor (FRA003) totals:							-150.00	0.00		
FRA009 FRASER LAKE BUILDING SUPPLIES										
	PA	29653	01/21/16			29653	-26.08	0.00		
Vendor (FRA009) totals:							-26.08	0.00		
FRA014 FRASER LAKE LIBRARY BOARD										
	PA	TP-215-010	01/28/16			TP-215-010	-1,679.67	0.00		
Vendor (FRA014) totals:							-1,679.67	0.00		
FRA016 FRASER LAKE REBROADCASTING SOC										
	PA	TP-215-011	01/28/16			TP-215-011	-5,583.33	0.00		
Vendor (FRA016) totals:							-5,583.33	0.00		
FRA025 FRASER LAKE BOTTLE DEPOT										
	PA	TP-214-006	01/07/16			TP-214-006	-3,832.55	0.00		
Vendor (FRA025) totals:							-3,832.55	0.00		
GOV001 GOVERNMENT FINANCE OFFICERS AS										
	PA	29620	01/07/16			29620	-472.50	0.00		
Vendor (GOV001) totals:							-472.50	0.00		
GRE008 GREAT WEST EQUIPMENT										
	PA	TP-218-001	01/28/16			TP-218-001	-1,744.91	0.00		
Vendor (GRE008) totals:							-1,744.91	0.00		
HAN004 NAOMI HANSON										
	PA	TP-216-009	01/20/16			TP-216-009	-413.44	0.00		
Vendor (HAN004) totals:							-413.44	0.00		

Sort order: Control account, vendor number, report group
 Selection: Checks from Jan 01 2016 to Jan 31 2016 with
 All control accounts
 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)
HIL003 HILL STOP TRUCK WASH										
PA		29654	01/21/16			29654	-35.74	0.00		
Vendor (HIL003) totals:							-35.74	0.00		
HIP001 HI-PRO CORPORATE SPORTSWEAR										
PA		TP-214-007	01/07/16			TP-214-007	-1,110.20	0.00		
PA		TP-218-002	01/28/16			TP-218-002	-5,345.23	0.00		
Vendor (HIP001) totals:							-6,455.43	0.00		
HOB001 HOBAN EQUIPMENT LTD										
PA		29638	01/19/16			29638	-25,688.40	0.00		
Vendor (HOB001) totals:							-25,688.40	0.00		
HOT001 HOTSUNC COMPUTER SOLUTIONS										
PA		TP-214-008	01/07/16			TP-214-008	-2,030.89	0.00		
PA		TP-216-010	01/20/16			TP-216-010	-3,850.89	0.00		
PA		TP-218-003	01/28/16			TP-218-003	-3,543.75	0.00		
Vendor (HOT001) totals:							-9,425.53	0.00		
HOU018 HOUSTON BOTTLE DEPOT										
PA		TP-216-011	01/20/16			TP-216-011	-3,148.01	0.00		
Vendor (HOU018) totals:							-3,148.01	0.00		
IGI001 IGI RESOURCES										
PA		TP-216-012	01/20/16			TP-216-012	-1,239.83	0.00		
Vendor (IGI001) totals:							-1,239.83	0.00		
IMA001 SR IMAGE IMPACT										
PA		29621	01/07/16			29621	-1,759.28	0.00		
Vendor (IMA001) totals:							-1,759.28	0.00		
IND006 INDUSTRIAL TRANSFORMERS										
PA		29655	01/21/16			29655	-169.12	0.00		
Vendor (IND006) totals:							-169.12	0.00		
INL001 INLAND KENWORTH										
PA		29588	01/02/16			29588	-11,250.00	0.00		
PA		29679	01/29/16			29679	-213,750.40	0.00		
PA		TP-216-013	01/20/16			TP-216-013	-822.28	0.00		
Vendor (INL001) totals:							-225,822.68	0.00		
JOR001 JORMAD ENTERPRISES										
PA		29639	01/19/16			29639	-252.00	0.00		
Vendor (JOR001) totals:							-252.00	0.00		
KAL003 KAL TIRE - BURNS LAKE										
PA		29656	01/21/16			29656	-3,491.42	0.00		
Vendor (KAL003) totals:							-3,491.42	0.00		
LAK004 LAKES DISTRICT AIRPORT SOCIETY										
PA		TP-215-012	01/28/16			TP-215-012	-6,250.00	0.00		
Vendor (LAK004) totals:							-6,250.00	0.00		
LAK012 LAKES DISTRICT MUSEUM SOCIETY										
PA		TP-215-013	01/28/16			TP-215-013	-2,750.00	0.00		
Vendor (LAK012) totals:							-2,750.00	0.00		
LAK032 LAKES DISTRICT FILM										
PA		TP-215-014	01/28/16			TP-215-014	-150.00	0.00		
Vendor (LAK032) totals:							-150.00	0.00		
LDF001 LD FREE CLASSIFIEDS										

Sort order: Control account, vendor number, report group
 Selection: Checks from Jan 01 2016 to Jan 31 2016 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

Vendor Name /	Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
LDF001 LD FREE CLASSIFIEDS (Continued)										
PA	TP-214-009	01/07/16				TP-214-009	-1,000.80	0.00		
PA	TP-216-014	01/20/16				TP-216-014	-214.98	0.00		
Vendor (LDF001) totals:							-1,215.78	0.00		
LIB001 LIBERTY TRANSPORT LTD.										
PA	TP-218-004	01/28/16				TP-218-004	-108.40	0.00		
Vendor (LIB001) totals:							-108.40	0.00		
LOO001 LOOMIS EXPRESS										
PA	TP-216-015	01/20/16				TP-216-015	-51.95	0.00		
Vendor (LOO001) totals:							-51.95	0.00		
MAX001 MAXXAM ANALYTICS INC										
PA	TP-214-010	01/07/16				TP-214-010	-3,084.38	0.00		
Vendor (MAX001) totals:							-3,084.38	0.00		
MED001 MEDICAL SER. PLAN										
PA	29623	01/07/16				29623	-4,236.00	0.00		
Vendor (MED001) totals:							-4,236.00	0.00		
MIN001 MINISTER OF FINANCE										
PA	29641	01/19/16				29641	-137.50	0.00		
Vendor (MIN001) totals:							-137.50	0.00		
MUN005 MUNICIPAL INSURANCE ASS. OF BC										
PA	29624	01/07/16				29624	-85,802.12	0.00		
Vendor (MUN005) totals:							-85,802.12	0.00		
NAK001 NAK'AZDLI BAND										
PA	TP-218-005	01/28/16				TP-218-005	-1,400.22	0.00		
Vendor (NAK001) totals:							-1,400.22	0.00		
NAP001 NAPA AUTO PARTS - BL										
PA	29657	01/21/16				29657	-53.05	0.00		
Vendor (NAP001) totals:							-53.05	0.00		
NAP003 NAPA AUTO PARTS - HOUSTON										
PA	TP-218-006	01/28/16				TP-218-006	-23.49	0.00		
Vendor (NAP003) totals:							-23.49	0.00		
NEC006 NECHAKO FIRE & SAFETY										
PA	29625	01/07/16				29625	-90.30	0.00		
Vendor (NEC006) totals:							-90.30	0.00		
NEC012 NECHAKO HEALTHY COM. ALLIANCE										
PA	TP-216-016	01/20/16				TP-216-016	-9,125.90	0.00		
Vendor (NEC012) totals:							-9,125.90	0.00		
NEO001 NEOPOST										
PA	TP-214-011	01/07/16				TP-214-011	-1,050.00	0.00		
PA	TP-216-017	01/20/16				TP-216-017	-1,050.00	0.00		
Vendor (NEO001) totals:							-2,100.00	0.00		
NOR019 NORTHLAND AUTOMOTIVE										
PA	29658	01/21/16				29658	-17.15	0.00		
PA	TP-214-012	01/07/16				TP-214-012	-17.15	0.00		
Vendor (NOR019) totals:							-34.30	0.00		
NOR022 NORTHWEST FUELS LTD.										
PA	29659	01/21/16				29659	-1,932.41	0.00		
Vendor (NOR022) totals:							-1,932.41	0.00		

Sort order: Control account, vendor number, report group
 Selection: Checks from Jan 01 2016 to Jan 31 2016 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

Vendor Name / Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
NOR027 N.W. INVASIVE PLANT COUNCIL									
PA	29642	01/19/16			29642	-56.98	0.00		
Vendor (NOR027) totals:						<u>-56.98</u>	<u>0.00</u>		
NOR033 NORTHERN AGGRAGATE LTD									
PA	TP-214-013	01/07/16			TP-214-013	-1,365.00	0.00		
Vendor (NOR033) totals:						<u>-1,365.00</u>	<u>0.00</u>		
OVE002 OVERWATEA FOODS									
PA	29626	01/07/16			29626	-296.48	0.00		
PA	29660	01/21/16			29660	-144.68	0.00		
Vendor (OVE002) totals:						<u>-441.16</u>	<u>0.00</u>		
P&H001 P & H SUPPLIES									
PA	TP-214-014	01/07/16			TP-214-014	-203.83	0.00		
Vendor (P&H001) totals:						<u>-203.83</u>	<u>0.00</u>		
PAC004 PACIFIC NORTHERN GAS LTD.									
PA	TP-214-015	01/07/16			TP-214-015	-4,758.26	0.00		
Vendor (PAC004) totals:						<u>-4,758.26</u>	<u>0.00</u>		
PAC007 PACIFIC TRUCK & EQUIPMENT INC									
PA	29661	01/21/16			29661	-2,877.34	0.00		
Vendor (PAC007) totals:						<u>-2,877.34</u>	<u>0.00</u>		
PLU001 PLUMBING OFFICIALS' OF BC									
PA	29612	01/07/16			29612	-160.00	0.00		
Vendor (PLU001) totals:						<u>-160.00</u>	<u>0.00</u>		
RED004 RED ROCKET SERVICES									
PA	TP-214-016	01/07/16			TP-214-016	-105.00	0.00		
Vendor (RED004) totals:						<u>-105.00</u>	<u>0.00</u>		
REG001 REG.DIST.OF FRASER-FORT GEORGE									
PA	29627	01/07/16			29627	-900.00	0.00		
Vendor (REG001) totals:						<u>-900.00</u>	<u>0.00</u>		
REG004 REG DIST OF KITIMAT-STIKINE									
PA	29678	01/28/16			29678	-40,176.70	0.00		
Vendor (REG004) totals:						<u>-40,176.70</u>	<u>0.00</u>		
ROB003 MIKE ROBERTSON									
PA	29628	01/07/16			29628	-445.50	0.00		
Vendor (ROB003) totals:						<u>-445.50</u>	<u>0.00</u>		
SMI007 SMITHERS PUBLIC LIBRARY									
PA	TP-215-015	01/28/16			TP-215-015	-6,600.50	0.00		
Vendor (SMI007) totals:						<u>-6,600.50</u>	<u>0.00</u>		
SMI009 SMITHERS & AREA RECYCLING									
PA	TP-214-017	01/07/16			TP-214-017	-4,449.53	0.00		
PA	TP-218-007	01/28/16			TP-218-007	-4,449.53	0.00		
Vendor (SMI009) totals:						<u>-8,899.06</u>	<u>0.00</u>		
SMS001 SMS EQUIPMENT INC.									
PA	29629	01/07/16			29629	-249.14	0.00		
Vendor (SMS001) totals:						<u>-249.14</u>	<u>0.00</u>		
SOU003 SOUTHSIDE VOLUNTEER FIRE DEPT.									
PA	TP-215-016	01/28/16			TP-215-016	-1,983.33	0.00		
Vendor (SOU003) totals:						<u>-1,983.33</u>	<u>0.00</u>		
SPO001 SPOTLESS UNIFORM LTD.									

Sort order: Control account, vendor number, report group
 Selection: Checks from Jan 01 2016 to Jan 31 2016 with
 All control accounts
 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)
SPO001 SPOTLESS UNIFORM LTD. (Continued)										
PA	29662	01/21/16				29662	-107.90	0.00		
PA	TP-214-018	01/07/16				TP-214-018	-131.84	0.00		
Vendor (SPO001) totals:							-239.74	0.00		
SSQ001 SSQ FINANCIAL										
PA	29630	01/07/16				29630	-858.96	0.00		
Vendor (SSQ001) totals:							-858.96	0.00		
STA008 STARLAND SUPPLY LTD										
PA	TP-214-019	01/07/16				TP-214-019	-74.99	0.00		
Vendor (STA008) totals:							-74.99	0.00		
STE012 STEWART MCDANNOLD STUART										
PA	29663	01/21/16				29663	-1,024.81	0.00		
PA	TP-216-018	01/20/16				TP-216-018	-3,011.58	0.00		
Vendor (STE012) totals:							-4,036.39	0.00		
STU002 STUART-NECHAKO REG. HOSPITAL										
PA	29664	01/21/16				29664	-61.06	0.00		
Vendor (STU002) totals:							-61.06	0.00		
SUD001 SUDS N' DUDS										
PA	29665	01/21/16				29665	-132.30	0.00		
Vendor (SUD001) totals:							-132.30	0.00		
SUN002 SUN LIFE FINANCIAL										
PA	29631	01/07/16				29631	-13,109.90	0.00		
Vendor (SUN002) totals:							-13,109.90	0.00		
SWE001 SWEEPING BEAUTIES JANITORIAL										
PA	TP-215-017	01/28/16				TP-215-017	-1,996.67	0.00		
Vendor (SWE001) totals:							-1,996.67	0.00		
TAY002 TAYLOR BROS HARDWARE										
PA	29666	01/21/16				29666	-46.89	0.00		
Vendor (TAY002) totals:							-46.89	0.00		
TEL002 TELUS COMMUNICATIONS COMPANY										
PA	29614	01/07/16				29614	-3,428.34	0.00		
Vendor (TEL002) totals:							-3,428.34	0.00		
TEL007 TELUS MOBILITY										
PA	29667	01/21/16				29667	-1,275.40	0.00		
Vendor (TEL007) totals:							-1,275.40	0.00		
TOP005 TOPLEY FIRE PROTECTION SOC.										
PA	TP-215-018	01/28/16				TP-215-018	-2,531.67	0.00		
Vendor (TOP005) totals:							-2,531.67	0.00		
TOW003 TOWER COMMUNICATIONS										
PA	TP-216-019	01/20/16				TP-216-019	-2,977.20	0.00		
Vendor (TOW003) totals:							-2,977.20	0.00		
TWI001 TWISTERS CAR WASH										
PA	TP-214-020	01/07/16				TP-214-020	-43.89	0.00		
Vendor (TWI001) totals:							-43.89	0.00		
ULI001 ULINE CANADA CORPORATION										
PA	TP-216-020	01/20/16				TP-216-020	-170.60	0.00		
Vendor (ULI001) totals:							-170.60	0.00		
USB001 US BANK CANADA										

Sort order: Control account, vendor number, report group
 Selection: Checks from Jan 01 2016 to Jan 31 2016 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

Vendor Name / Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
USB001 US BANK CANADA (Continued)									
PA	TP-217-001	01/26/16			TP-217-001	-7,618.75	0.00		
Vendor (USB001) totals:						-7,618.75	0.00		
VAL005 VALLEY DIESEL									
PA	29668	01/21/16			29668	-293.56	0.00		
Vendor (VAL005) totals:						-293.56	0.00		
VAN005 VANDERHOOF & DISTRICTS CO-OP									
PA	29669	01/21/16			29669	-14,479.89	0.00		
Vendor (VAN005) totals:						-14,479.89	0.00		
VAN012 VANDERHOOF MACHINE WORKS LTD									
PA	29670	01/21/16			29670	-646.81	0.00		
Vendor (VAN012) totals:						-646.81	0.00		
VIL004 VILLAGE OF BURNS LAKE									
PA	29643	01/19/16			29643	-473.00	0.00		
Vendor (VIL004) totals:						-473.00	0.00		
WAS001 WASTE MANAGEMENT OF CANADA CO									
PA	TP-214-021	01/07/16			TP-214-021	-2,872.36	0.00		
Vendor (WAS001) totals:						-2,872.36	0.00		
WES002 WEST FRASER CONCRETE LTD.									
PA	29644	01/19/16			29644	-600.00	0.00		
Vendor (WES002) totals:						-600.00	0.00		
WES006 WESTLINE FORD LTD.									
PA	29632	01/07/16			29632	-2,538.99	0.00		
Vendor (WES006) totals:						-2,538.99	0.00		
WIL004 WILLIAMS MACHINERY									
PA	29671	01/21/16			29671	-5,883.83	0.00		
PA	TP-218-008	01/28/16			TP-218-008	-98.85	0.00		
Vendor (WIL004) totals:						-5,982.68	0.00		
XER001 XEROX CANADA LTD.									
PA	TP-214-022	01/07/16			TP-214-022	-761.63	0.00		
PA	TP-216-021	01/20/16			TP-216-021	-168.68	0.00		
Vendor (XER001) totals:						-930.31	0.00		
Control account (1) totals:						-774,405.75	0.00		
COM001 COMMISSIONER OF MUN. SUPERAN.									
MC	20130001	01/12/16				-5,017.81	0.00		
MC	20140001	01/14/16				-14,678.86	0.00		
Vendor (COM001) totals:						-19,696.67	0.00		
REC002 RECEIVER GENERAL									
PA	29613	01/07/16			29613	-28,063.76	0.00		
PA	29634	01/15/16			29634	-38,412.74	0.00		
PA	29672	01/27/16			29672	-43,858.78	0.00		
Vendor (REC002) totals:						-110,335.28	0.00		
WOR001 WORK SAFE BC									
PA	29633	01/11/16			29633	-6,782.50	0.00		
Vendor (WOR001) totals:						-6,782.50	0.00		
Control account (2) totals:						-136,814.45	0.00		

Sort order: Control account, vendor number, report group
Selection: Checks from Jan 01 2016 to Jan 31 2016 with
All control accounts
Vendor number [] to [ZZZZZZ]
All report groups
Include fully paid transactions.

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
Report Total						-911,220.20	0.00		

118 vendor(s) printed.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1759

A Bylaw to Repeal the "Topley Emergency Response Contribution Local Service Area Establishment Bylaw No. 1129, 1999"

WHEREAS "Topley Emergency Response Contribution Local Service Area Establishment Bylaw No. 1129 established a service for the purpose of contributing to the Topley Volunteer Fire Department which provides emergency response to a portion of Electoral Area "G";

AND WHEREAS the Board of the Regional District of Bulkley-Nechako has established a new service known as the Topley Rural Fire Protection Service for the purpose of fire protection and suppression;

AND WHEREAS the Board of the Regional District of Bulkley-Nechako has established a new service known as the Topley Rural Road Rescue and Medical First Responders Service for the purpose of road rescue and medical first response;

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

1. "Topley Emergency Response Contribution Local Service Area Establishment Bylaw No. 1129, 1999" is hereby repealed.
2. This Bylaw may be cited as "Topley Emergency Response Contribution Local Service Area Establishment Repeal Bylaw No. 1759, 2015."

READ A FIRST TIME this 10th day of December, 2015

READ A SECOND TIME this 10th day of December, 2015

READ A THIRD TIME 10th day of December, 2015

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1759 at third reading.

Gail Chapman
Corporate Administrator

CONSENT OF THE DIRECTOR OF ELECTORAL AREA "G" RECEIVED this 10th day of December, 2015

392

Bylaw No. 1759

Page 2 of 2

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 20 day of January, 2016

ADOPTED THIS _____ day of _____, 2016.

Chair

Corporate Administrator