



**RURAL DIRECTORS COMMITTEE  
AGENDA**

**Thursday, January 15, 2015**

<u>PAGE NO.</u>	<u>SUPPLEMENTARY AGENDA</u>	<u>ACTION</u>
	<u>AGENDA- January 15, 2015</u>	Approve
	<u>MINUTES</u>	
3-9	Rural Directors Committee Meeting Minutes - November 6, 2014	Receive
	<u>REPORT</u>	
10-15	Cheryl Anderson, Manager of Administrative Services – Smithers Farmers’ Institute – Request for Grant in Aid – Electoral Area “A” (Smithers Rural)	Recommendation (Page 10)
16-19	Cheryl Anderson, Manager of Administrative Services – Stuart Lake Nordic Society – Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)	Recommendation (Page 16)
20-23	Cheryl Anderson, Manager of Administrative Services – School District No. 91 – Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)	Recommendation (Page 20)
24-27	Cheryl Anderson, Manager of Administrative Services – Southside Seniors Housing Society - Request for Grant in Aid – Electoral Area “E” (Francois/Ootsa Lake Rural)	Recommendation (Page 24)
28-31	Cheryl Anderson, Manager of Administrative Services – Nechako Community Arts Council - Request for Grant in Aid – Electoral Area “F” (Vanderhoof Rural)	Recommendation (Page 28)
32-33	Kristi Rensby, Finance/Administration Coordinator - Electoral Area Allocations of Federal Gas Tax Funds – Fourth Quarter 2014	Receive



**DEVELOPMENT SERVICES** *(All Directors)*

**Referrals**

- |              |   |                                     |
|--------------|---|-------------------------------------|
| <b>34-37</b> | <b>Land Referral File No. 6408759<br/>Larry Palmer<br/>Electoral Area 'E'</b>     | <b>Recommendation<br/>(Page 34)</b> |
| <b>38-43</b> | <b>Land Referral File No. 0222653<br/>Gordon Judzentis<br/>Electoral Area 'G'</b> | <b>Recommendation<br/>(Page 39)</b> |

**SUPPLEMENTARY**

**NEW BUSINESS**

**ADJOURNMENT**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL DIRECTORS COMMITTEE MEETING****Thursday, November 6, 2014**

**PRESENT:** Chair Jerry Petersen

Directors Stephen Freeman  
Bill Miller  
Rob Newell  
Stoney Stoltenberg

Directors Tom Greenaway, Electoral Area "C" (Fort St. James Rural)  
Absent Ralph Roy, Electoral Area "D" (Fraser Lake Rural)

Alternate Directors Bob Hughes, Electoral Area "C" (Fort St. James Rural)  
Ken Ponsford, Electoral Area "D" (Fraser Lake 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 1:03 p.m.  
Jason Llewellyn, Director of Planning – left at 1:05 p.m.  
Kristi Rensby, Finance/Administration Coordinator – arrived at 1:05 p.m.  
Wendy Wainwright, Executive Assistant

Other Dwayne Lindstrom, Village of Fraser Lake – left at 1:10 p.m.

**CALL TO ORDER**

Chair Petersen called the meeting to order at 12:49 p.m.

**SUPPLEMENTARY  
AGENDA & AGENDA**Moved by Director Stoltenberg  
Seconded by Director Miller**RDC.2014-11-1**

"That the Supplementary Agenda be received and dealt with at this meeting; and further, that the Agenda for October 9, 2014 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Rural Directors Committee  
Meeting Minutes  
-October 9, 2014**Moved by Director Stoltenberg  
Seconded by Director Miller**RDC.2014-11-2**

"That the minutes of the Rural Directors Committee meeting of October 9, 2014 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## REPORTS

### Request for Grant in Aid

Moved by Alternate Director Ponsford  
Seconded by Director Newell

### RDC.2014-11-3

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

-Rough Acres Bible Camp be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) for dam construction at Irrigation Lake (Dunalter Lake);

-Fort Fraser Elementary School be given \$1,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for costs associated with the Breakfast for Learning Program;

-Nechako Community Arts Council be given \$500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with an Art Show and Coffee House."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### British Columbia Fire Service Minimum Training Standards -Structure Firefighters

### Competency and Training Playbook

Moved by Director Stoltenberg  
Seconded by Alternate Director Ponsford

### RDC.2014-11-4

1. "That the Rural Directors Committee receive the Protective Services Manager's October 30, 2014 memo titled "British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook."

2. The Rural Directors Committee recommend the Regional District of Bulkley- Nechako Board of Directors approve the "Service Level Policy Statement" for Rural Fire Departments."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the challenges and difficulties faced by rural volunteer fire departments in continuing operations and adhering to the "British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook."

Discussion took place regarding the training and liability associated with the three different "Service Levels", Exterior, Interior, or Full-Service Operations Level Firefighter. The RDBN Rural Fire Department Firefighting Service Level & Training Policy identifies that the rural fire departments within its jurisdiction will provide firefighting services at the Exterior Only Level outlined in the "British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook."

**DEVELOPMENT SERVICES**

**REFERRALS (All Directors)**

Land Referral File No.  
7409741 Ministry of  
Transportation and Infrastructure  
Electoral Area "D"

Moved by Alternate Director Ponsford  
Seconded by Director Stoltenberg

RDC.2014-11-5

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409741" be provided to the Province as the Regional District's comments on Crown Land application 7409741."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Stoltenberg requested permission for Director Lindstrom to speak to the Rural Directors Committee.

Director Lindstrom requested clarification to Land Referral File No. 7409741.

Jason Llewellyn, Director of Planning noted that the majority of the application area is designated as Parks and Recreation in the Endako, Fraser Lake, Fort Fraser Rural Official Community Plan. The Ministry of Transportation and Infrastructure map reserve will unnecessarily restrict the potential for recreational use of the lands in the long term. The location, adjacent to the Stellako River, is not an ideal location for gravel extraction.

Land Referral File No.  
7409742 Fraser Lake Towing  
Electoral Area "D"

Moved by Alternate Director Ponsford  
Seconded by Director Stoltenberg

RDC.2014-11-6

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409742" be provided to the Province as the Regional District's comments on Crown Land application 7409742."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to compliance in the past and that the land not be sold until rezoning is completed.

6

**SUPPLEMENTARY AGENDA**

**DEVELOPMENT SERVICES**

**REFERRALS (All Directors)**

Mine Referral File No.  
14675-20/0200077  
Hans Tugnum,  
Electoral Area "A"

Moved by Director Stoltenberg  
Seconded by Alternate Director Ponsford

RDC.2014-11-7

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Mines File No. 14675-20/0200077" be provided to the Province as the Regional District's comments Mines File No. 14675-20/0200077."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DISCUSSION ITEM**

**Federal Gas Tax – Hans Berndorff, Financial Administrator and Kristi Rensby, Financial/Administration Coordinator**

Mr. Berndorff and Ms. Rensby provided a PowerPoint Presentation.

**Federal Gas Tax Funding**

1. Strategic Priorities Fund;
2. Community Works Fund .

**Strategic Priorities Fund**

- Pooled funding;
- For regions outside the GVRD;
- Application based (not population based);
- For projects that fit Gas Tax criteria and are:
  - Larger in scale, or
  - Regional in impact, or
  - Innovative.

**Community Works Fund**

- New Agreement in place for 2014-2024;
- Intended to help communities build and revitalize public infrastructure;
- Supporting national objectives of:
  - Productivity and economic growth
  - Clean environment;
  - Strong cities and communities;
- Key Concepts:
  - Public infrastructure;
  - Public use and benefit.

**DISCUSSION ITEM (CONT'D)**

**Federal Gas Tax – Hans Berndorff, Financial Administrator and Kristi Rensby,  
Financial/Administration Coordinator**

**Federal Gas Tax Categories**

- Regional and local airports;
- Broadband connectivity;
- Public transit;
- Drinking water;
- Wastewater;
- Solid waste;
- Community energy systems;
- Sport infrastructure;
- Recreation infrastructure;
- Cultural infrastructure
- Tourism infrastructure
- Capacity building;
- Brownfield redevelopment;
- Disaster mitigation;
- Local roads and bridges;
- Highways;
- Short-sea shipping;
- Short-line rail.

**Community Energy Systems**

Infrastructure that generates or increases the efficient usage of energy.

- Local Government owned infrastructure:
  - Administration office;
  - Transfer stations;
- Municipal infrastructure:
  - Rec centres;
  - Arenas;
- Community organization owned infrastructure:
  - Community halls;
  - Legions;
  - Churches;
- Energy efficiency upgrades such as:
  - Furnace replacements;
  - Insulation of walls and ceilings;
  - Exterior doors and windows.

**Disaster Mitigation**

**Disaster Mitigation is about reducing RISK**

- **Infrastructure** that reduces or eliminates long-term impacts and risks associated with natural disasters;
- Emergency response services (fire halls, fire trucks, ambulances).

Discussion took place regarding the responsibilities associated with disaster mitigation infrastructure such as flood control structures.



## **DISCUSSION ITEM (CONT'D)**

### **Federal Gas Tax – Hans Berndorff, Financial Administrator and Kristi Rensby, Financial/Administration Coordinator**

#### **Capacity Building**

Strengthening the ability of the Local Government to improve local and regional planning, including:

- Capital investment plans;
- Integrated community sustainability plans;
- Life-cycle cost assessments;
- Asset Management Plans, including:
  - Developing and implementing studies, strategies, or systems related to asset management (including software);
  - Training directly related to Asset Management;
  - Long-term infrastructure plans.

#### **Changes to the Program**

There have been a few changes to the Federal Gas Tax program, including:

- Objectives expanded
  - From: "Cleaner Air, Cleaner Water, or Reduced Greenhouse Gas Emissions"
  - To: "Supporting productivity and economic growth, clean environment, and strong cities and communities"
- Additional focus placed on communications
- Ownership requirement reduced from 10 years to 5 years
  - If an asset is disposed of, the proceeds must be made available for other Gas Tax projects
- Non Profit Organizations (NPOs) can still be funded.

#### **RDBN Risks with NPO Funding (Non Profit Organizations)**

##### **Risks under the old Agreement**

- Cost overruns
- Asset disposal within 10 years (NPO sells asset or goes defunct)
  - RDBN to repay, on a sliding scale, a portion of the project's Gas Tax Funded amount to UBCM
  - Requires NPO to reimburse the RDBN, but they may not be in a position to do so
  - What about joint funded projects?
- How would the RDBN pay for that?

##### **Risks under the new Agreement**

- Cost overruns
- Asset disposal within 5 years (NPO sells asset or goes defunct)
  - Requires NPO to forward proceeds to RDBN, if any
  - Proceeds from the disposal of the asset are to be rolled over into other Gas Tax projects
  - What about joint funded projects?
- Board policy to be set?

#### **Current Application Process for Non-Profit Organizations**

- Applicant's status (NPO, Municipality, RDBN);
- Public infrastructure that meets the Objectives;
- Fit into one or more Eligible Categories;
- Include one or more Eligible Expenditures;
- Demonstrate public use and benefit;
- Have the support of the local area Director;
- Benefit to the rural taxpayer;  
Proceed to Application stage.



**DISCUSSION ITEM (CONT'D)**

**Federal Gas Tax – Hans Berndorff, Financial Administrator and Kristi Rensby,  
 Financial/Administration Coordinator**

**In Closing...**

The Federal Gas Tax Fund:

1. Provides a great opportunity to achieve big projects in our region,
2. Is intended for public infrastructure that provides public use and benefit, and
3. Has risks that need to be kept in mind when granting funds to Non-Profit Organizations.

Discussion took place regarding the development of Asset Management Plans for the RDBN and local government owned assets. Mr. Berndorff mentioned that the RDBN has completed some components of asset management for the RDBN administrative building. All assets need to have individual itemized lists and be formalized in a document and brought forward to the Regional Board.

Federal Gas Tax agreements that were approved under the old structure will remain under that structure.

Non-profit organizations receiving funding for projects under the Federal Gas Tax Structures and going defunct was discussed. Mr. Berndorff mentioned that there is a contractual obligation in place but there are no liens placed on structures and so there is no direct claim on the asset. Many of the structures operated by non-profit organizations are structures leased from the provincial government and will revert back to the Crown if the non-profit society no longer exists or has not filed appropriate papers to remain active.

Discussion took place regarding the risks to the RDBN under the old and new agreement and the sliding scale of repayment of Federal Gas Tax funds if an NPO sells assets or goes defunct.

The expansion of the new Federal Gas Tax will be very beneficial and will provide an opportunity for the RDBN to direct more projects.

Chair Petersen spoke to the benefits that the Federal Gas Tax fund has provided for rural areas and the relationships between rural and municipal organizations working together to provide better opportunities for all residents.

Chair Petersen thanked Mr. Berndorff and Ms. Rensby for the presentation.

**ADJOURNMENT**

Moved by Director Miller  
 Seconded by Director Stoltenberg

RDC.2014-11-8

"That the meeting be adjourned at 1:51 p.m.

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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Jerry Petersen, Chair

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Wendy Wainwright, Executive Assistant

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

**TO:** Chair Petersen and Rural Directors Committee

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

**DATE:** January 7, 2015

**SUBJECT:** Smithers Farmers' Institute – Request for Grant in Aid –  
Electoral Area “A” (Smithers Rural)

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Attached is a request for Grant in Aid monies from the Smithers Farmers' Institute.

The Institute is seeking \$2,500 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with an agriculture conference.

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

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

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Smithers Farmers' Institute be given \$2,500 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with an agriculture conference.”**

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

RECEIVED

DEC 03 2014

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

APPLICATION SUBMITTED BY:

Applicant Name: Smithers Farmers' Institute

Mailing Address: 11658 Snake Road  
Smithers BC V0T 2N7

E-mail Address: mdarcy@uniserve.com

Contact(s): Megan D'Arcy (250) 846-9854  
Name, Telephone/Fax Number

Al Brandsma (250) 847-5217  
Name, Telephone/Fax Number

APPLICATION SUMMARY

Project or purpose for which you require assistance: Conference

"From Carrots to Cattle: Food Production in the Northwest"

Amount of Grant Requested \$ 2,500.00

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

Megan D'Arcy

(signature of authorized signatory)

(title)

Amount Approved: \_\_\_\_\_

Date: \_\_\_\_\_

Signature of Electoral Area Director

## APPLICANT PROFILE

1. Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency? - No

The Smithers Farmers' Institute (SFI) is a very old organization that strives: to promote the theory + practice of agriculture, to promote its members through activities conducted for their benefit (i.e. machinery cooperative), and to promote "mutual helpfulness, the diffusion of knowledge + to make new people welcome".

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

SFI used to cover mostly Smithers area, particularly Glentana/Duffwood, but has expanded its coverage as other Farmers' Institutes have disbanded. It is now covering basically from Hazelton thru to Burns Lake. (Terrace + BC have Farmers' Institutes or something similar).

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

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

None right now although we occasionally compensate members for working to maintain the equipment/machinery we have for rent. (\$20/hr)

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

We have around 25 members. The SFI was first started in 1908/9, and was registered in 1922 under the 1920 Societies Act. We are still a member of good standing.

## PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

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

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

We are planning an agriculture conference for Feb 20/21 of 2015.

See attached file for speakers, budget + draft agenda.

3. Describe how this proposal will benefit the community.

We plan to advertise from BL (maybe Vanderhoof as well) through to Terrace. Our hope is that this conference will provide an educational + networking opportunity for a wide range of agricultural producers.



### Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:
  - Total cost of project/proposal;
  - Grants/funding from other sources;
  - Funding contributed by applicant through funding raising activities or other sources of revenue;
  - Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.
  
2. Have you applied for a grant/funding from other source(s)?  
 YES  NO

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

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
Ministry of Agriculture	9990.00			✓

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

\_\_\_\_\_ YES     NO If yes, complete the following chart.

Year:	\$ Amount	Purpose for which assistance was used

4. Does your organization:

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

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

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

OR, is your organization:

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

**Don't forget to attach the required financial report.**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO:** Chair Petersen and Rural Directors Committee

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

**DATE:** January 7, 2015

**SUBJECT:** Stuart Lake Nordic Society – Request for Grant in Aid –  
Electoral Area “C” (Fort St. James Rural)

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Attached is a request for Grant in Aid monies from the Stuart Lake Nordic Society.

The Society is requesting \$2,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with a hydraulic track setter.

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

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

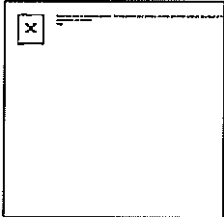
**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Stuart Lake Nordic Society be given \$2,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with a hydraulic track setter.”**

**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** January-05-15 9:40 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 54ab752dc6344-Track setter funding.xlsx

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

APPLICATION SUBMITTED BY:

***Stuart Lake Nordic Society***

Mailing Address:  
Box 1143, VOJ1P0

Email:

*inden@live.ca*  
*Paul Inden; days 996-5244;*  
*evening 996-8226; fax 996-*  
*5290*

Contact Person:

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Continuing improvements to Nordic fascilities at Murray Ridge Ski Area; specifically, adding a hydraulic track setter to the big ski hill groomer.;*

Amount Requested:

*\$2000*

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

***Yes***

\_\_\_\_\_  
(signature of authorized signatory)

\_\_\_\_\_  
(title)

\_\_\_\_\_  
Signature of Electoral Area Director

Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

Yes

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

*The purpose of our society is to work to provide access to well maintained Nordic trails and facilities in order to achieve the following goals:*

*1) To promote a healthy and active lifestyle, and in turn a healthy community with a high quality of life.*

*2) To be available to as many people as possible, specifically to the people around Stuart Lake.*

*3) To do so for free or as affordable as possible.*

*Our society will also endeavor to organize events and training associated with the Nordic sports.*

*Our society is the only one in the Fort St. James area to provide these services and benefits.*

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

*The area around Stuart Lake, as well as Takla Lake, and Vanderhoof and Prince George.*

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

*None. Expenses are paid out of pocket and reimbursed afterwards.*

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

*Our organization has been active since the early 1980's. We have 14 active volunteers that are on our board and/or help with ongoing trail maintenance.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*capital project and/or equipment*

Other Assistance Requested:

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

*We are applying for financial assistance towards an hydraulic track setter to be mounted on the big ski-hill groomer. We expect that groomer to do most of the grooming this year.*



However, as it is a down-hill groomer, it does not leave a classic-ski track. Our volunteers would have to go and set a track as soon as possible behind the ski-hill groomer - before the groomed snow hardens. This is very inefficient, especially considering that the big machine has ample capacity to do both actions at the same time.

Describe how this proposal will benefit the community:

*this relatively simple machine is a key ingredient to high quality trails. The combination of a well-set track (by the hydraulic track setter) with the downhill ski lodge and facilities, night skiing, 15' wide professional grooming, will put the Nordic Trails at Murray Ridge at a level more common to well known ski areas like Smithers. That would be one of the key ingredients to encourage outdoor activity and make for a healthy community. It would also attract visitors to our area.*

## **FUNDING AND FINANCIAL INFORMATION**

files Submitted:

[54ab752dc6344-Track setter funding.xlsx](#)

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

*Yes*

If not, please comment.:

Name of Grant or Funding Agency1:

*District of Fort St. James*

Amount Applied for 1:

*500*

Status of Grant Application1:

*Pending*

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

*Yes*

Year, Amount and Purpose for assistance

*2013; \$2000; Grooming*

Year, Amount and Purpose for assistance



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair Petersen and Rural Directors Committee**

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

**DATE: January 7, 2015**

**SUBJECT: School District #91 – Request for Grant in Aid – Electoral Area  
“D” (Fraser Lake Rural)**

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Attached is a request for Grant in Aid monies from School District No. 91.

The District is seeking \$1,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for a scholarship for Fraser Lake Elementary Secondary School.

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

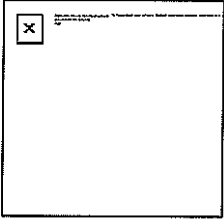
**RECOMMENDATION: (All/Directors/Majority)**

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that School District No. 91 be given \$1,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for a scholarship for the Fraser Lake Elementary Secondary School.”**

**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** December-09-14 10:33 AM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"!



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

APPLICATION SUBMITTED BY:

***School District #91***

Mailing Address:

*Bag 1002, Fraser Lake, BC V0J 1S0*

Email:

[bzang@sd91.bc.ca](mailto:bzang@sd91.bc.ca)

Contact Person:

*Barbara Zang - Fax 250-699-7753*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Scholarship - Fraser Lake Elementary Secondary School*

Amount Requested:

*\$1000*

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

***Yes***

\_\_\_\_\_  
(signature of authorized signatory) (title)

\_\_\_\_\_  
Signature of Electoral Area Director

Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

*No*

Please describe the services/benefits that your organization provides to the community. Are these

services/benefits available to the community from another organization or agency?

*Education - grades 4-12  
Graduate students in Fraser Lake  
This is the only secondary school in Fraser Lake.*

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

*Fraser Lake and surrounding area, east from Willowvale Road west from Coreyville Subdivision*

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

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

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested: *special event*

Other Assistance Requested: *Scholarship*

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

Describe how this proposal will benefit the community:

*Students who graduate from our community and attend university, often return to the community as skilled members committed to the area.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

Have you applied for a grant/funding from other source(s)?: *No*

If not, please comment.:

Name of Grant or Funding Agency 1:

Amount Applied for 1:

Status of Grant Application1:

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

*Yes*

Year, Amount and Purpose for assistance

*Yearly, \$1000, Scholarship*

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

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





**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair Petersen and Rural Directors Committee**

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

**DATE: January 7, 2015**

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

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Attached is a request for Grant in Aid monies from the Southside Seniors Housing Society.

The Society is seeking \$700 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) to cover the cost of rezoning fees.

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

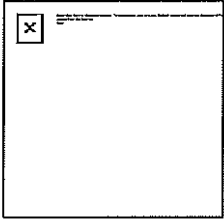
**RECOMMENDATION: (All/Directors/Majority)**

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Southside Seniors Housing Society be given \$700 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) to cover the cost of rezoning fees.”**

**Cheryl Anderson**

---

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** December-03-14 3:13 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"



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

APPLICATION SUBMITTED BY:

***Southside Seniors Housing Society***

Mailing Address:

*17781 Tatalrose Road, Burns Lake, B.C.  
V0J1E4*

Email:  
Contact Person:

[mkhoesing@xplornet.com](mailto:mkhoesing@xplornet.com)  
*Kathy Hoelsing 250 694 3714*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*To pay for rezoning fee of 2411 Hospital Road so that it will be possible to build our 6 unit housing project on site.*

Amount Requested:

*\$700.00 or amount necessary to cover rezoning fees.*

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

***Yes***

\_\_\_\_\_  
(signature of authorized signatory) (title)

\_\_\_\_\_  
Signature of Electoral Area Director

Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

***Yes***

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

*During the year we provide social activities for seniors. We are in the planning stages of building a 6 unit independent housing project for seniors.*

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

*Southside as well as Northside of Francois Lake.*

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

*None*

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

*in operation for 8 years. Range between 15 to 50 volunteers.*

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*capital project and/or equipment*

Other Assistance Requested:

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

*To pay the fees associated with rezoning 2411 Hospital Road. Lot B, Plan PRP1379, District Lot 716, Coast Range 4 Land District PID:004-868-471. Contact Jason Llewellyn*

Describe how this proposal will benefit the community:

*It will make it possible to continue with our housing project.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

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

*No*

If not, please comment.:

Name of Grant or Funding Agency1:

Amount Applied for 1:

Status of Grant Application1:

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

*Yes*

Year, Amount and Purpose for assistance

*2014 \$400 Garden Tour*

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

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



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

**TO: Chair Petersen and Rural Directors Committee**

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

**DATE: January 7, 2015**

**SUBJECT: Nechako Community Arts Council – Request for Grant in Aid –  
Electoral Area “F” (Vanderhoof Rural)**

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Attached is a request for Grant in Aid monies from the Nechako Community Arts Council.

The Council is requesting \$500 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for costs associated with an Art Show and Coffee House.

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

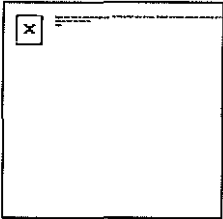
**RECOMMENDATION: (All/Directors/Majority)**

**“That the Nechako Community Arts Council be given \$500 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for costs associated with an Art Show and Coffee House.”**

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**Cheryl Anderson**

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** November-04-14 2:09 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 54594e6b73215-2014 Fields and Dreams.pdf



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

APPLICATION SUBMITTED BY:

***Nechako Community Arts Council***

Mailing Address:  
 Box 186 Vanderhoof BC V0J 3A0

Email: ncac@telus.net  
 Contact Person: *Tom Clement*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Art Show and Coffee House*

Amount Requested: \$500.00

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

***No***

_____ <small>(signature of authorized signatory)</small>	_____ <small>(title)</small>	_____ <small>Signature of Electoral Area Director</small>
Amount Approved: _____		
Date: _____		

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?: *Yes*

Please describe the services/benefits that your organization provides to the community. Are these

services/benefits available to the community from another organization or agency?

*Opportunity for artists to show their work.*

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

*Vanderhoof and Area "F"*

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

*None*

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

*Since 1990*

*Currently 15 members*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*special event*

Other Assistance Requested:

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

*Help with the cost of hosting Art Show and Coffee House*

Describe how this proposal will benefit the community:

*Opportunity for artists to show their art and for community to see the art.*

## **FUNDING AND FINANCIAL INFORMATION**

files Submitted:

*54594e6b73215-2014 Fields and Dreams.pdf*

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

*Yes*

If not, please comment.:

Name of Grant or Funding Agency1:  
Amount Applied for 1:  
Status of Grant Application1:

*New Gold*  
*500.00*  
*Pending*

Name of Grant or Funding Agency2:  
Amount Applied for2:  
Status of Grant Application2:

Name of Grant or Funding Agency3:  
Amount Applied for3:  
Status of Grant Application3:

Name of Grant or Funding Agency4:  
Amount Applied for4:  
Status of Grant Application4:

Have you received assistance before from us.

*Yes*

Year, Amount and Purpose for assistance  
Year, Amount and Purpose for assistance

*2011 Art in the Park*  
*\$500.00*

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

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





**Regional District of Bulkley-Nechako  
Rural Directors Committee Memorandum  
January 15, 2015**

To: Chair Petersen and Rural Directors  
From: Kristi Rensby, Finance/Administration Coordinator  
Date: January 5, 2015  
Regarding: Electoral Area Allocations of Federal Gas Tax Funds – Fourth Quarter 2014

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The Electoral Area Allocations of the Federal Gas Tax Funds have been updated for the fourth quarter of 2014 as per the enclosed spreadsheet.

If you have any questions, I would be pleased to discuss them further with you.

<b>RECOMMENDATION:</b>	<b>(All/Directors/Majority)</b>
That the Rural Directors Committee receive the Finance/Administration Coordinator's January 5 <sup>th</sup> memorandum titled "Electoral Area Allocations of Federal Gas Tax Funds – Fourth Quarter 2014".	

Updated as of: December 31, 2014

**Federal Gas Tax Community Works Fund**  
**Year: 2014**

Electoral Area	Population	Opening Balance 2014	Interest Earnings	Funds Spent	Funds Committed	Funding Received	YTD Funds Available
A	5,391	1,340,477.42	15,446.98	187,329.82	500,338.03	272,809.47	941,066.02
B	2,102	276,276.21	3,304.75	53,150.00	22,800.00	106,370.90	310,001.86
C	1,429	316,175.58	3,662.68	8,704.00	-	72,313.99	383,448.26
D	1,734	451,948.14	5,197.80	-	257,086.00	87,748.40	287,808.34
E	1,507	194,010.31	2,324.48	32,964.25	105,204.00	76,261.15	134,427.69
F	3,702	770,169.71	8,948.93	109,762.24	104,493.17	187,338.28	752,201.50
G	975	39,306.21	552.77	-	21,034.00	49,339.50	68,164.48
	16,840	3,388,363.58	39,438.40	391,910.31	1,010,955.20	852,181.68	2,877,118.15

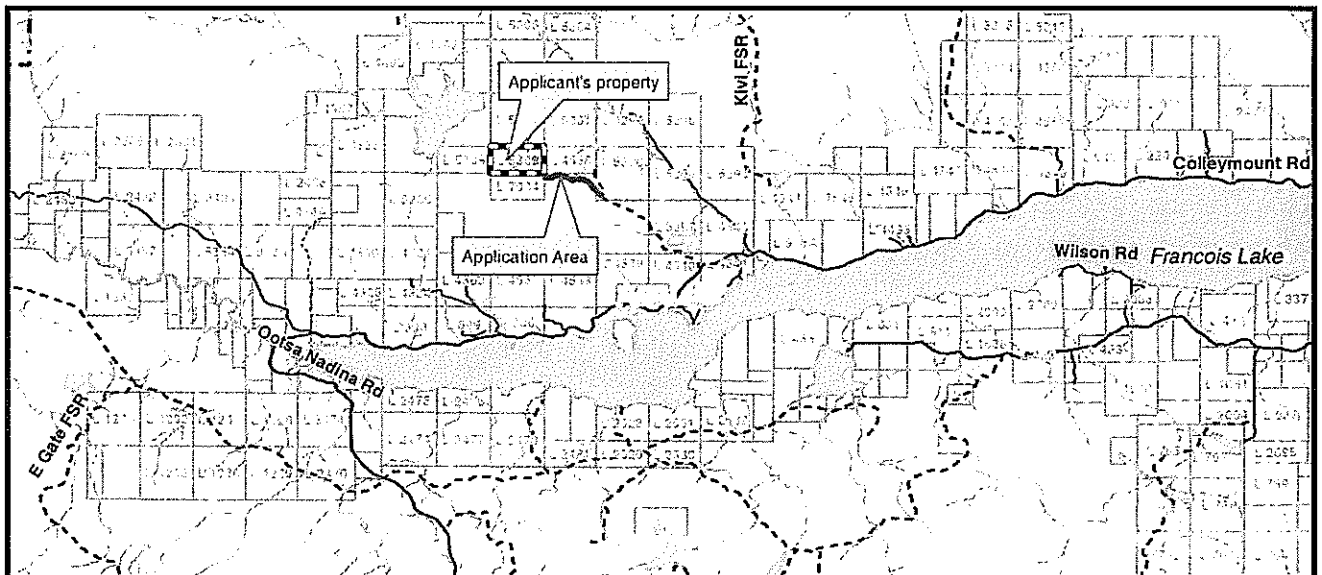
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## MEMORANDUM

To: Rural Directors  
 From: Maria Sandberg, Planner  
 Date: December 9, 2014  
 Re: Land Referral File No. 6408759

This application is regarding a Licence of Occupation for Transportation purposes on un-surveyed Crown Land. The application area is located approximately 5 kilometres north of the west end of Francois Lake, and is  $\pm 0.868$  ha in size. The applicant wishes to improve an existing trail to access an adjacent private property (District Lot 7934) to move farm equipment during the summer and fall months. The owner of District Lot 4558, located adjacent to the applicant's property has offered to provide an easement through the northeast corner of his property. The trail was first created by homesteaders in the area and the applicant states that he is aiming for the lowest degree of development possible to accomplish movement of farm equipment.

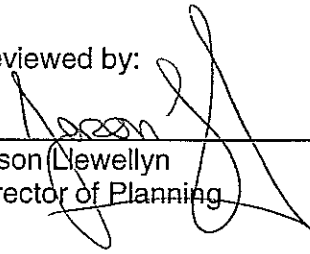


The application area is zoned Rural Resource (RR1) in Regional District Zoning Bylaw No. 700, 1993.

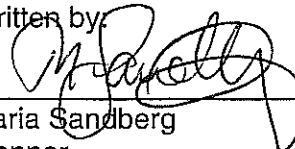
### Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 6408759.

Reviewed by:

  
\_\_\_\_\_  
Jason Lewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Maria Sandberg  
Planner



**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT  
SHEET ON CROWN LAND REFERRAL 6408759**

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<b>Electoral Area:</b>	E
<b>Applicant:</b>	Larry Palmer
<b>Existing Land Use:</b>	Forested
<b>Zoning:</b>	Rural Resource (RR1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
<b>Plan Designation</b>	Resource (RE) in Burns Lake Rural & Francois Lake (North Shore) OCP
<b>Proposed Use Comply With Zoning:</b>	Yes
<b>If not, why?</b>	
<b>Agricultural Land Reserve:</b>	Not in the ALR
<b>Access Highway:</b>	Macdonald Forest Service Rd
<b>Archaeological Site:</b>	Not according to our mapping
<b>Building Inspection:</b>	Outside of the building inspection area
<b>Fire Protection:</b>	Outside of Rural Fire Protection area
<b>Other comments:</b>	None

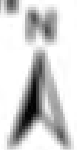
Applicant's private property

PROPOSED ACCESS TRAIL FOR FARM IMPLEMENTS

Trail improved and used by resident of DL 4558

Trail used by owner of DL 7834

**Roadway Application**  
1:10,000  
(Larry Palmer)



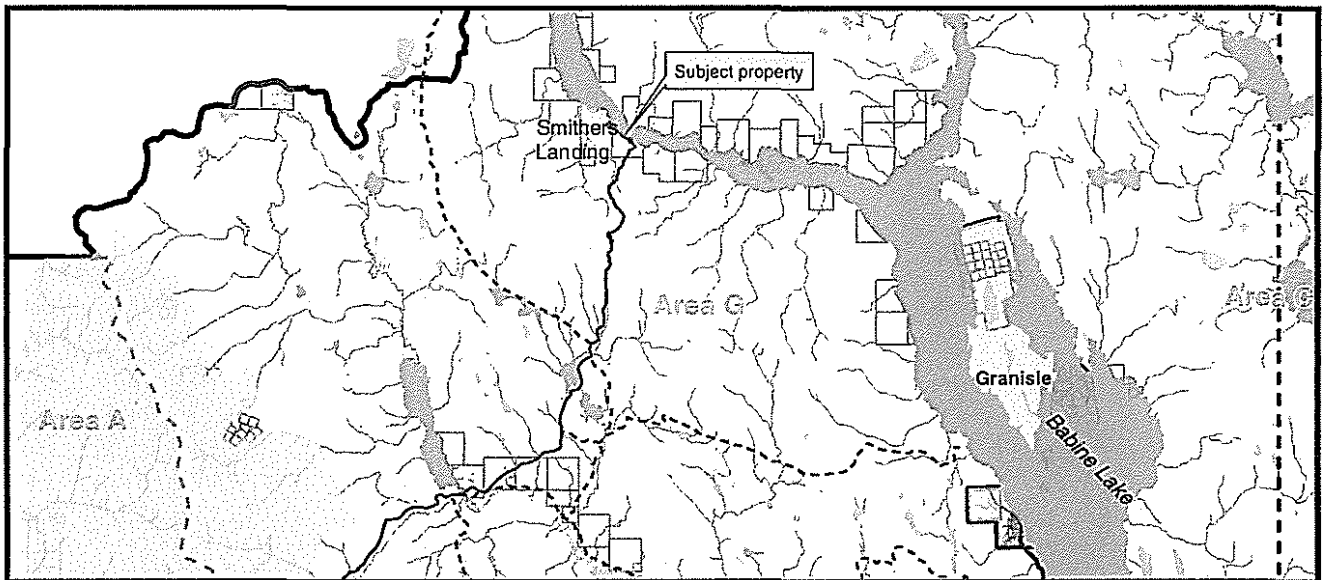


## MEMORANDUM

To: Rural Directors  
 From: Maria Sandberg, Planner  
 Date: December 23, 2014  
 Re: Land Referral File No. 0222653

This application is for the purchase of Crown land which the applicants have leased for 52 years. The subject property (Lot 10 Block C District Lot 3750 Cassiar District Plan 3771) is located at 39226 Forestry Point Rd, on the shore of Babine Lake in the rural community of Smithers Landing. This subdivision was created to provide Crown recreational lease lots; however, the majority of these lots are now privately owned. The majority of parcels in this area are developed.

The subject property is 0.13 ha in size and is not zoned.



The property contains a dwelling which appears to be used by the property owner for recreational purposes. There is an outhouse located on the property. The applicant states that he has no plans to upgrade the sewage system on the property.

The applicant has been informed that the Flood Construction Level in the RDBN Floodplain Bylaw is 713.63 metres Geodetic Survey of Canada datum for land adjacent to Babine Lake..

In situations such as this, where the parcel is relatively small, achieving appropriate on-site sewage disposal may be challenging, and a more expensive Type 2 or 3 system, or a pump and haul system, may be required. As there is an existing dwelling on the property, it is

recommended that the Province ensure that any sewage disposal system on the property was installed, and is being operated, in accordance with provincial regulations, prior to the sale of the property.

**Recommendation**

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application No. 0222653.

*Rural Directors – All/Directors/Majority*

Reviewed by:

Jason Llewellyn  
Director of Planning

Written by:

Maria Sandberg  
Planner





**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT  
SHEET ON CROWN LAND REFERRAL No. 0222653**

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<b>Electoral Area:</b>	G
<b>Applicants:</b>	Gordon Judzentis
<b>Existing Land Use:</b>	Recreational residential
<b>Zoning:</b>	None
<b>Plan Designation</b>	Lakeshore (RE) in the Houston, Topley & Granisle Rural OCP
<b>Proposed Use Comply With Zoning:</b>	
<b>If not, why?</b>	
<b>Agricultural Land Reserve:</b>	Not in the ALR
<b>Access Highway:</b>	Forestry Point Rd
<b>Archaeological Site:</b>	Not according to our mapping
<b>Building Inspection:</b>	Not within the building inspection area
<b>Fire Protection:</b>	Outside Rural Fire Protection Area
<b>Other comments:</b>	<p><u>Flood Construction Level:</u> 713.63 metres Geodetic Survey of Canada datum for land adjacent to Babine Lake;</p> <p>That the Ministry of Forests, Lands and Natural Resource Operations ensure that the sewage disposal system on the property is installed and operated in accordance with provincial regulations, prior to the sale of the property.</p>

Nov 17 2014

Minister of Forests, Lands and Natural Resource Operations  
PO Box 5000  
Smithers, BC  
VOJ 2N0

Re: file #0222653

In requesting the opportunity to purchase our leased lot, Lot10, of Block C, District lot 3750, Cassiar District, Plan 3771.

Presently we have no plans for improvements to the present structures. The cabin, wood shed and walkways have been in this present location for the 52 years that our family has owned the lease and in the same location from the original lease holders, Bill and Karen Martin, some 60 plus years ago.

All structures are on blocks and have no means of being attached to foundations permanently.

Front of the cabin	26' 2"	to high water
Front of the wood shed	29.4"	to high water

Cabin is also 55" up higher from the high water mark.

There is no marketable timber on the lot and is not within an area of high archeological potential.

We presently access the current tenure by a 80' parking area off of Forestry Point Road and have a further 70-80' walk to the cabin.

The property is currently serviced with an outhouse and grey water tank that have been in use since our family's original lease. *Talked to Northern Health. No stipulations on property or area if wanting a septic system.*

We have been to the Northern Health, who now governs sewage management plans, and spoke with Kyra Jang and was advised that should I decide to improve or add a septic system or black water holding tanks, I need only to go through regular application process to proceed.

Also, I believe that some years back a letter was received on the issue of aboriginal use on this land and no such use ever existed or planned to be implemented. This letter should be in our file.

Yours,  
*Gordon D. Judzentsis*  
Gordon D. Judzentsis

*No plans to change current ~~septic~~ sewage disposal.*

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November 15 2014

Minister of Forests, Lands, And Natural Resource Operations

Po Box 5000

Smithers, BC.

VOJ2NO

Re; file #022653

I am not sure of what is classified as improvements, as all structures or buildings, cabin woodshed walkways etc., have been existing on the property for over 52 years. In this time span, I cannot remember anytime that such buildings were in jeopardy of flooding. The recreational cabin, has never been flooded . Also due to how the building was built, should one try to move it, I believe it would break into three pieces. And due to the slope of the land, behind practically impossible to move back, without destroying the building. We are hoping to be able to jack the cabin up and reblock it but to even do this will be a major project due to how the building was constructed.

Yours

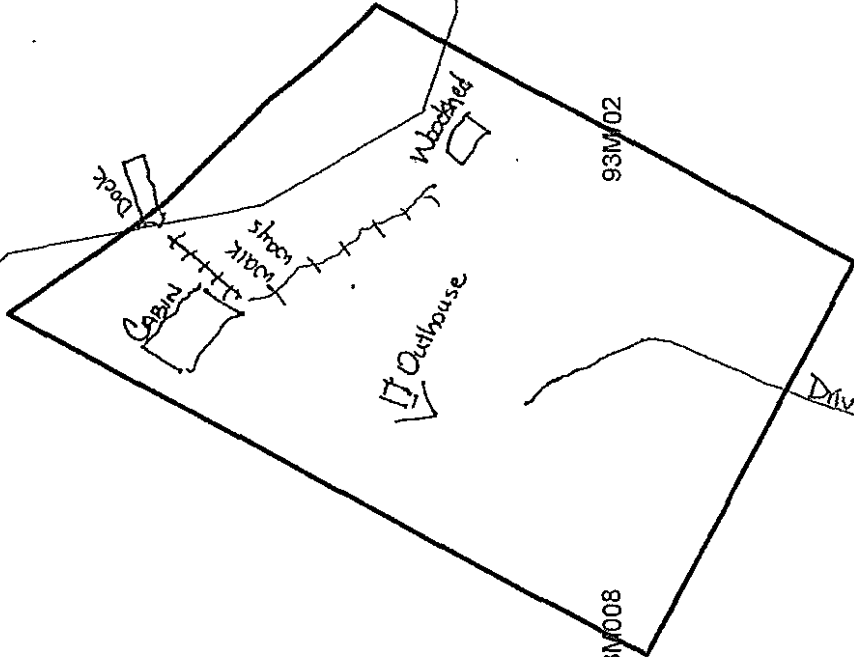


Gordon D. Judzentis

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Legend  
0222653



93M02

093M008

Driveway

Forestry Point Rd.

1:500