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REGIONAL DISTRICT  
OF BULKLEY & NECHAKO

# AGENDA

MEETING NO. 14

OCTOBER 26, 2017

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](http://www.rdbn.bc.ca)

"A WORLD OF OPPORTUNITIES  
WITHIN OUR REGION"

## **2**

### **VISION**

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

### **MISSION**

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

### **Strategic Priorities 2017-2019**

#### **Now**

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

#### **Next**

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

#### **Board Advocacy**

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

**AGENDA**

Thursday, October 26, 2017



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – October 26, 2017</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	(All grey highlighted items may be received as a block)	
10-32	Board Meeting Minutes – September 21, 2017	Adopt
33-36	Committee of the Whole Meeting Minutes - October 12, 2017 (Unapproved)	Receive
37-54	Committee of the Whole Meeting Minutes - September 7, 2017	Receive
55-58	Regional Transit Committee Meeting Minutes - October 12, 2017 (Unapproved)	Receive
59-64	Regional Transit Committee Meeting Minutes - September 7, 2017	Receive
65-68	Rural Directors Committee Meeting Minutes - October 12, 2017 (Unapproved)	Receive
69-75	Rural Directors Committee Meeting Minutes - September 7, 2017	Receive
76-79	Waste Management Committee Meeting Minutes - October 12, 2017	Receive
80-84	Waste Management Committee Meeting Minutes - July 20, 2017	Receive

**BUSINESS ARISING OUT OF THE MINUTES**

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS</u>	<u>ACTION</u>
85-101	Corrine Swenson, Manager of Regional Economic Direction Development – 2017 Regional Business Forum Report	
102-103	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - October 12, 2017	Recommendation (Page 103)
104-105	Nellie Davis, Proposal Writer – Grant Opportunity: Northern Development Initiative Trust - Building Façade Improvement Program	Recommendation (Page 105)
106	Nellie Davis, Proposal Writer – Tweedsmuir Recreation Commission – Northern Development Application – North West RAC	Recommendation (Page 106)
107	Nellie Davis, Proposal Writer – Colleymount Recreation Commission – Northern Development Application – North West RAC	Recommendation (Page 107)
108	Nellie Davis, Proposal Writer – Cluculz Lake Community Association – Northern Development Application – Prince George RAC	Recommendation (Page 108)
109	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds – Electoral Area “A” (Smithers Rural) Smithers & Area Recycling Society – Styrofoam Densifier	Recommendation (Page 109)
110	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds – Electoral Area “A” (Smithers Rural) Bulkley Valley Child Development Centre Society – Doors & Windows	Recommendation (Page 110)
111	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds – Electoral Area “E” (Francois/Ootsa Lake Rural) Tweedsmuir Recreation Commission – Wistaria Hall	Recommendation (Page 111)
112	Melany de Weerd, Chief Administrative Officer - RDBN Appointments – 2018	Ratify
113-114	Rob Newell, Director, Electoral Area “G” - UBCM Meeting with Ministry of Citizens’ Services/ Network BC	Receive

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<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES</u> (ALL Directors)	<u>ACTION</u>
<u>ALR Applications</u>		
115-130	ALR Application No. 1197 (Kirsch) Exclusion for the ALR Electoral Area "A"	Recommendation (Page 120)
<u>Memos</u>		
131	Recent Agricultural Land Commission Decisions Jennifer MacIntyre, Planner 1	Receive
132-145	Oil and Gas Commission and TransCanada Delegations Jason Llewellyn, Director of Planning	Recommendation (Page 133)
<u>ELECTORAL AREA PLANNING</u> (All Directors)		
<u>DVP Applications</u>		
146-152	Development Variance Permit Application No. D-01-17 Robert Wiens, Colleen Wiens, and John Bailey & Myrna Bailey Electoral Area "D"	Recommendation (Page 148)
153-161	Development Variance Permit Application (A-02-17) Mark & Jaclyn Penninga Electoral Area "A"	Recommendation (Page 157)
<u>Bylaws for First and Second Reading</u>		
162-171	Rezoning File No. B-01-17 Judith & Wanda Wiebe Electoral Area "B"	Recommendation (Page 166)
172-180	Rezoning File No. A-07-17 Maria Anna Kolberger Electoral Area "A"	Recommendation (Page 175)
<u>Bylaws for Third Reading and Adoption</u>		
181-259	Rezoning File No. A-02-17 Prairie Village (Cabin Colony) Electoral Area "A"	Recommendation (Page 182)

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<u>PAGE NO.</u>	<u>PROTECTIVE SERVICES</u>	<i>(All Directors)</i>	<u>ACTION</u>
	<u>Memo</u>		
260	UBCM: Emergency Preparedness Fund - Flood Risk Management, Flood Mapping & Flood Mitigation Planning Jason Llewellyn, Director of Planning		Recommendation (Page 260)
261-275	UBCM: Emergency Support Services Funding Jason Llewellyn, Director of Planning		Recommendation (Page 264)
	<u>Other</u>	<i>(All Directors)</i>	
	<u>Planning Department Enquiries Report</u>		
276	For September 2017		Receive
	<u>Building Inspector's Report</u>		
277	For September 2017		Receive
	<u>Action List</u>		
278	For September 2017		Receive
	<u>VERBAL REPORTS</u>		
	<u>RECEIPT OF VERBAL REPORTS</u>		
	<u>ADMINISTRATION CORRESPONDENCE</u>		
279-280	The Honourable George Heyman, Minister of Environment and Climate Change Strategy - UBCM 2017 Ministry of Environment Follow Up		Receive
281	Northern Development Initiative Trust - Vanderhoof Community Foundation (RDBN Area F) – Community Foundation Matching Grants Program		Receive
282	North Central Local Government Association - Resolutions Deadline		Receive
283-285	North Central Local Government Association - NCLGA Board Report		Receive

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE (CONT'D)</u>	<u>ACTION</u>
286-287	Ministry of Municipal Affairs and Housing - Bulkley-Nechako Regional District 2017 Voting Table	Receive
288-289	Groundbreakers – Thank you for Support for Young Agrarian Program	Receive
290	Nechako Community Arts Council – Thank You for Grant in Aid	Receive
291-292	The Big Pig Mountain Biking Festival – Thank You for Grant in Aid	Receive
293	Nechako Valley Food Network and the Vanderhoof Community Garden – Thank You for Support	Receive
294-297	E-Comm 9-1-1 – Next Generation 9-1-1	Receive
298-299	Fraser Lake Fire Rescue Training Society - Fraser Lake Fire Rescue Training Society Program Description	Receive
300-303	Salish Sea Trust – Salish Sea Heritage and House of Commons E-Petition 1269	Receive
304-305	Nechako-Kitamaat Development Fund Society Approves \$10 Millionth Grant Dollar	Receive
306-307	Agriculture and Agri-Food Canada/Agricultural Credit Corporation – Advance Payments Program	Receive
308	Environmental Protection Notice – Kemess Underground Project Public Comment Period	Receive
309	Ministry of Transportation and Infrastructure - BikeBC Survey	Receive
310-312	Information Systems Audit and Control Association (ISACA) BCAWARE Campaign - Proclamation Request	Receive
313-314	Association for Mineral Exploration Roundup - New Location for 2018	Receive

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

**315-327    BC Hydro – BC Hydro 2017 Northern Region    Receive  
Annual Report**

**328-332    Canadian Wood Council for Wood WORKS! BC    Receive  
- BC Local Governments Recognized for  
Leadership in Wood Design and Building at 2017  
Union of BC Municipalities Convention**

**333-376    Union of BC Municipalities    Receive**

- **2017 UBCM Annual Convention – Resolutions  
Decisions**
- **Canada – EU CETA Entering Provisional Application**
- **Age-friendly Communities Funding**
- **Canadian Free Trade Agreement**
- **Asset Management Planning**
- **Water Sustainability and the City Forum**
- **Local Governments, Stakeholders Discuss Cannabis  
Legalization**
- **Working Group on Cannabis Legalization**
- **Evidence-based Policy for BC's Affordability Crisis**
- **Community Emergency Preparedness & Response**
- **Moving Towards Zero Waste in BC**
- **Uncivil Civic Engagement**
- **Transit, Childcare Feature in Urban Forum**
- **Decisions from September 27 Resolutions Debate**
- **UBCM Focused on Cannabis Legalization, Housing**
- **Robinson Champions Affordability**
- **Softwood Lumber**
- **Weaver Sets out Goals**
- **Resist the Fake News Tide**
- **Responsible Conduct Policy Paper Endorsed**
- **Decisions from September 28 Resolutions Debate**
- **A Call to Protect the Most Vulnerable**
- **Community Excellence Award Winners**
- **Wildfire Prevention and Mitigation**
- **Funding & Resources Update**
- **Community Emergency Preparedness Fund**
- **LGLA CEO Forum December 7-8**



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<u>PAGE NO.</u>	<u>INVITATIONS</u>	<u>ACTION</u>
377-378	BC Broadband Association – BC Broadband Conference – May 1-2, 2018 – Richmond, B.C.	Receive
379-380	Canadian Bioeconomy Conference & Exhibition - June 6-8, 2017 – Prince George, B.C.	Receive
381-382	Canadian Bioeconomy Conference & Exhibition - Call for Presentations	Receive
383-384	Scaling Up Conference – November 27-29, 2017 - Ottawa, ON	Receive
385-387	Resource Breakfast Series – September 11-13, 2018 – Whistler, B.C.	Receive
388-389	Council of Forest Industries Conventions - April 4-6, 2018 – Prince George, B.C.	Receive
<u>FINANCIAL</u>		
390-397	Operating Accounts - Accounts Paid September, 2017	Ratify
398-417	<u>ACTION LISTS</u>	<u>Receive</u>
	<ul style="list-style-type: none"> <li>• May, 2017</li> <li>• June, 2017</li> <li>• July, 2017</li> <li>• August, 2017</li> </ul>	
<u>READING FILE</u>		
<u>SUPPLEMENTARY AGENDA</u>		
<u>NEW BUSINESS</u>		
<u>ADJOURNMENT</u>		

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEETING NO. 13****Thursday, September 21, 2017**

**PRESENT:**

Chair	Bill Miller
Directors	Chris Beach Taylor Bachrach – arrived at 11:15 a.m. Eileen Benedict Shane Brien Mark Fisher Tom Greenaway Dwayne Lindstrom – left at 2:07 p.m. Rob MacDougall Rob Newell Mark Parker Jerry Petersen Darcy Repen Gerry Thiessen – arrived at 10:58 a.m.
Director Absent	Thomas Liversidge, Village of Granisle
Alternate Director	Linda McGuire, Village of Granisle
Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Jason Berlin, Chief Building Inspector – arrived at 1:00 p.m., left at 1:10 p.m. Steve Buhr, Building Inspector/Bylaw Officer – arrived at 1:00 p.m., left at 1:10 p.m. Janette Derksen, Deputy Director of Environmental Services -arrived at 12:45 p.m., left at 1:00 p.m. Jason Llewellyn, Director of Planning -arrived at 10:45 a.m., left at 1:10 p.m. Rory McKenzie, Director of Environmental Services -arrived at 11:14 a.m., left at 1:00 p.m. Corrine Swenson, Manager of Regional Economic Development -arrived at 10:45 a.m., left at 1:50 p.m.
Others	Howard Backus, Manager, Coastal GasLink Execution Planning, TransCanada Pipelines – arrived at 10:45 a.m., left at 12:08 p.m. John Fisher, Smithers – arrived at 10:45 a.m. Kiel Giddens, BC Public Affairs Liaison, TransCanada Pipelines– arrived at 10:45 a.m., left at 12:08 p.m. James O'Hanley, Vice President, Applications, BC Oil and Gas Commission – arrived at 11:10 a.m., left at 12:08 p.m. Corey Jonsson, Director of Stakeholder Relations, BC Oil and Gas Commission– arrived at 11:10 a.m., left at 12:08 p.m.
Media	Flavio Nienow, LD News – arrived at 10:57 a.m., left at 11:43 a.m.

**CALL TO ORDER**

Chair Miller called the meeting to order at 10:04 a.m.

**OATH OF OFFICE**

Cheryl Anderson, Corporate Officer administered the Oath of Office to Chris Beach, Director, Village of Burns Lake.

**SPECIAL IN-CAMERA  
MEETING MOTION**

Moved by Alternate Director McGuire  
Seconded by Director MacDougall

2017-13-1

"In accordance with Section 90(i) of the *Community Charter*, it is the opinion of the Regional District of Bulkley-Nechako Board of Directors that matters pertaining to the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Glacier Gulch Water Diversion Project) be held in confidence and therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Reconvened the meeting at 10:44 a.m.**

**AGENDA &  
SUPPLEMENTARY AGENDA**

Moved by Director Parker  
Seconded by Director Greenaway

2017-13-2

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of September 21, 2017 be approved as amended to include the Reading File; and further, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES**

Board Meeting Minutes  
-August 17, 2017

Moved by Director Brien  
Seconded by Director Petersen

2017-13-3

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of August 17, 2017 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

-Special Board Meeting  
Minutes -September 7, 2017

Moved by Director MacDougall  
Seconded by Director Greenaway

2017-13-4

"That the Regional District of Bulkley-Nechako Special Board Meeting Minutes of September 7, 2017 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES (CONT'D)**

**Committee Meeting Minutes**

2017-13-5

Moved by Alternate Director McGuire  
Seconded by Director Newell

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

- Agriculture Committee Meeting Minutes  
-September 7, 2017 (Unapproved);
- Agriculture Committee Meeting Minutes  
-June 8, 2017;
- Committee of the Whole Meeting Minutes  
-September 7, 2017 (Unapproved);
- Committee of the Whole Meeting Minutes  
-June 8, 2017;
- Rural Directors Committee Meeting Minutes  
-September 7, 2017 (Unapproved);
- Rural Directors Committee Meeting Minutes  
-July 20, 2017;
- Regional Transit Committee Meeting Minutes  
-September 7, 2017 (Unapproved);
- Regional Transit Committee Meeting Minutes  
-April 20, 2017."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**READING FILE**

**Reading File**

2017-13-6

Moved by Alternate Director McGuire  
Seconded by Director Newell

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

**INVITATIONS**

BC Chamber of Commerce – Canada Comprehensive & Economic Trade Agreement (CETA) Conference & Forum – September 27, 2017 -Vancouver Airport Marriott Hotel;

**CORRESPONDENCE**

- BC Chamber of Commerce – Insight – Know What's on BC's Mind;
- City of Prince George – Economic Update – July 2017; Clean Energy Review:
  - September 11, 2017 – Problem or Opportunity?
  - September 5, 2017 – Hurricane Harvey the Big Question Is Ford Going "all-in"?
  - August 21, 2017 – Why the Solar Industry Welcomes the Eclipse
  - August 14, 2017 – This is Getting Awkward
  - August 8, 2017 – Tesla's Model 3, reviewed;
- Federation of Canadian Municipalities – Hurricane Irma;
- Federation of Canadian Municipalities
  - o September 7, 2017 - What Municipalities Need to Know about NAFTA, Softwood and CETA
  - o Cannabis Legalization: It's Time to Get Ready;

**READING FILE (CONT'D)**

**CORRESPONDENCE (CONT'D)**

- Federation of Canadian Municipalities – The Voice
  - o September 8, 2017 – Primer on Cannabis Legalization/CIPP-Manitoba Agreement/Zero Waste Conference
  - o August 31, 2017 – New Federal Energy Strategy/New CEDI Partnerships/GMF Annual Report
  - o Become an FCM Member/Low Carbon Economy Fund/Grade Crossing Regulations/Online Federal Immigration Consultation;
- Federation of Canadian Municipalities – Connect Update
  - o September 12, 2017 – Last Week to Apply: Sustainable Communities Awards
  - o September 6, 2017 – Sustainable Communities Awards: Apply by September 15, 2017
  - o August 31, 2017 – GMF Annual Report Highlights Progress on Sustainability
  - o August 21, 2017 – Awards to Showcase Your Sustainability Initiative
  - o August 9, 2017 – Get Practical Tips for a Wastewater System Upgrade;
- Northern BC Tourism – News from Northern BC Tourism;
- Pope Mountain Arts Coordinator Ruth Lloyd – Fantastic Business Marketing Opportunity;
- Recycling Council of British Columbia – Waste Reduction Week 2017 Proclamation Request;
- Resource Works Newsletter – Build Canada for Our Children;
- Rio Tinto Alcan - Nechako Reservoir Flow Facts:
  - o September 2<sup>nd</sup> to September 8<sup>th</sup>, 2017
  - o August 26<sup>th</sup> to September 1<sup>st</sup>, 2017
  - o August 19<sup>th</sup> to August 25<sup>th</sup>, 2017
  - o August 12<sup>th</sup> to August 18<sup>th</sup>, 2017
  - o August 16<sup>th</sup>, 2017 Update
  - o August 5<sup>th</sup> to August 11, 2017;
- Smithers Exploration Group – Golf with SEG September 15, 2017;
- Thompson Nicola Regional District – The Current – Highlights from Board of Directors' Meeting of August 17, 2017."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **DELEGATIONS**

### **TRANSCANADA PIPELINES – Kiel Giddens, BC Public Affairs Liaison and Howard Backus, Manager, Coastal GasLink Execution Planning RE: Coastal Gaslink Pipeline Project Update**

Chair Miller welcomed Kiel Giddens, BC Public Affairs Liaison and Howard Backus, Manager, Coastal GasLink Execution Planning, TransCanada Pipelines.

Mr. Giddens and Mr. Backus provided a PowerPoint Presentation.

### **Project Update: Regional District of Bulkley-Nechako**

#### **About TransCanada**

- One of North America's largest natural gas pipeline operators;
- Canada's largest private-sector power generator; over 60% emission free;
- 50 years in B.C.;
- B.C. offices:
  - o Vancouver;
  - o Prince George;
  - o Fort St. John;
  - o Cranbrook.

#### **Coastal GasLink-Proposed Route**

- Launched in 2012;
- West of Dawson Creek to Kitimat;
- Passes north of Vanderhoof and Fraser Lake, crosses Highway 16 west of Endako and passes south of Burns Lake and Houston;
- Chosen route through extensive consultation.

#### **Managing the Footprint through**

- Project planning and design;
- Construction;
- Operations.

#### **It Starts with Engagement**

- TransCanada values community input!
- **Community Consultation**
  - o Public information sessions;
  - o Ongoing local government engagement;
  - o Ongoing Aboriginal engagement;
  - o Over 1000 formal meetings;
  - o More than 85 public information meetings;
  - o Over 80 conferences and events.
- **Aboriginal Participation**
  - o Example: Over 350,000 hours of participation in field studies.

#### **Living up to TransCanada's Commitment to Environmental Stewardship, Protection and Performance**

- **Received Environmental Assessment Certificate #E14-03**
  - o All required Environmental Management Plans approved;
    - Invasive Plants Management Plan (Condition 16);
      - Standard and best practices in the industry to manage invasive plants during construction, reclamation and operational phase of the pipeline;
    - Timber Salvage Strategy (Condition 21);
      - Minimize the volume of waste timber;
      - ~160,000 m<sup>3</sup> of timber that will be cut from the right of way within the Regional District;
      - Objective to make maximum use of the timber;

**DELEGATIONS (CONT'D)**

**TRANSCANADA PIPELINES – Kiel Giddens, BC Public Affairs Liaison and Howard Backus, Manager, Coastal GasLink Execution Planning RE: Coastal Gaslink Pipeline Project Update (CONT'D)**

- Socio-economic Effects Management Plan (Condition 24);
  - Stand-alone plan;
  - Mitigation strategies to address a number of items: ie labour, community services, utilities, transportation infrastructure, etc.
- **Ancillary Site Permitting**
  - o BC Oil and Gas Commission (OGC) applications for multi-use sites, access roads, and aggregate borrow pits;
  - o Work continues on construction plans.

**South of Houston Alternate Route**

**TransCanada Values Community Input**

- Studies completed to identify an alternate route option to consider important environmental and cultural insights and concerns, raised by affected Aboriginal groups;
- A 42 km alternate route option location about 4 km south of the certified pipeline corridor (southwest of Burns Lake and south of Houston);
- Anticipate filing amendment applications with EAO (Environmental Assessment Office) and BC OGC in October 2017 to add the route option to the Environmental Assessment Certificate;
- Written notification to stakeholders and invitation for input to follow shortly;
- Final route will be determined as an outcome of regulatory processes coinciding with construction planning and detailed engineering design;
- Route decisions take into account cultural, environmental, commercial, and constructability considerations;
- Filed applications to regulators in October, 2017;
- Will then decide on route.

**Construction Planning**

- **LNG Canada Final Investment Decision: Expected 2018;**
  - o TransCanada designs and operates pipelines and hires contractors to build pipelines;
  - o Discussions with pipeline, camp and clearing contractors informs construction planning and permitting activities;
  - o Anticipate Contractors to finalize camp requirements by Q4 2017.

**Coastal GasLink Overview: RDBN**

- Pipeline construction has been broken into 8 sections;
- 4 pipeline construction contractors will build 8 sections;
- Time between final investment decision from LNG Canada and construction start in RDBN;
- Early works in 2019;
- Right of way clearing in 2019;
- Pipe in ground Q2 2020;
- Works to be completed in 2021/2022;
- Permitting issues and requirements identified by RDBN related to camps and ancillary sites that need to be addressed;
- Working with contractors on finalizing camp plans;
- Committed to working with RDBN staff to resolve issues and concerns;
- Proposed time line:
  - o Section 5 – located Vanderhoof to Burns Lake proposed to begin construction on ancillary site Q3 2018;
    - Need permits by August, 2018;
  - o Section 6 – permit application to be submitted in Q2 2019 to begin construction Q1 2020;

## DELEGATIONS (CONT'D)

### TRANSCANADA PIPELINES – Kiel Giddens, BC Public Affairs Liaison and Howard Backus, Manager, Coastal GasLink Execution Planning RE: Coastal Gaslink Pipeline Project Update (CONT'D)

- Section 7 – permit application to be submitted Q4 2019 and permits by August, 2020;
- 50-100 workers live in either Burns Lake or Houston when project starts;
- Camps - Vanderhoof, Lejac, Tchesinkut Lake, Huckleberry, and multi-use site 9A;
  - Camps are self-contained;
  - Locations are fairly close to work sites to minimize impacts on communities;
  - Modularized trailer units;
    - Separate quarters for men and women;
    - Housekeeping staff;
  - Self-powered;
  - Water and waste water to be handled by camp;
  - Investigating central sewage treatment facility;
  - Solid waste hauled to local landfills/ transfer stations – expect tipping fees;
    - 5kgs of solid waste per person per day;
- Emergency response plan for each camp – not relying on municipal resources
  - Own fire suppression;
- Medical facilities at camp;
- Security services 24/7;
- No firearms, illegal drugs, zero harrassment policy;
- Code of conduct with contractors and camp suppliers;
- Camp occupants may travel to town from time to time during non-working hours;
  - Working on transportation options;
- Possible stockpile locations – where line pipeline is stored prior to construction – Houston (former WestFraser mill site), northwest of Vanderhoof, west of Endako, also possible site near Fort St. James;
- Safety – committed to good safety performance, and continuous improvement of health safety;
  - Strive for zero incidents;
  - Test pipe prior to construction;
  - Operational staff that monitors pipe;
  - Comprehensive emergency response plan;
  - Training for emergency situations;
  - Coordinated response plans.

#### **Connecting Prime Contractors to Local Business**

- Collect vendor information through project websites, conferences and industry databases;
- Organize vendor information geographically and by discipline;
- Share vendor information with prime contractors;
- Share prime contractor information with vendors, potential employees and communities;
- Host networking events;
- Participate in future job fairs and other project-related events.

#### **Employment Opportunities: Construction Phase**

Typical pipeline construction job categories and positions of one pipeline spread include:

- Supervisory and Field Administration – # of positions -120-150;
- Welders and Pipefitters – # of positions -80-100;
- Equipment Operators – # of positions -170-250;
- Labourers – # of positions -170-200;
- Drivers – # of positions -60-100;
- **Total # of positions 550-800.**
- Working with contractors in regard to labour strategies.



## **DELEGATIONS (CONT'D)**

### **TRANSCANADA PIPELINES – Kiel Giddens, BC Public Affairs Liaison and Howard Backus, Manager, Coastal GasLink Execution Planning RE: Coastal Gaslink Pipeline Project Update (CONT'D)**

#### **Training and Education**

- Over 3 million since 2014;
  - o 110 Skilled Trades Bursaries at NWCC & CNC;
    - Digital class delivery;
    - Mobile trades trailer;
    - Safety tickets and workforce training programs;
  - o Worked with Prince George Nechako Aboriginal Employment Training Association (PGNAETA);
    - Trades access programs;
  - o 16 UNBC Aboriginal Scholarships.

#### **Local Community Investment**

##### **Recent Partnerships**

- Burns Lake Airport Runway;
- Ootsa Lake Fishing Derby;
- RDBN Business Forum;
- Vanderhoof Aquatics Centre – groundbreaking March, 2017;
- Breakfast Club: Smithers & Fort St. James;
- Houston Hikers Society, October, 2016;
- Fraser Lake White Swan Park;

##### **New Partnerships**

- Fraser Lake Minor Hockey: Fall, 2017;
- Kitimat Search and Rescue.

#### **Benefits to Northern BC**

- o \$20.88 million per year in annual property taxes;
- o \$3 million invested in training and education since 2014;
- o Over \$6.5 million in community investments and sponsorships;
- o Future contracting opportunities, local employment and work experience;
- o Project agreements providing long-term benefits to First Nations.

Director Beach thanked Mr. Giddens and Mr. Backus for their community engagement. Opportunities for the pipeline right of ways to be accessible for recreational use such as mountain biking was discussed. Mr. Giddens mentioned that if there is an interest for groups to utilize pipeline right of way to contact TransCanada. Director Beach extended an invitation for TransCanada to present at a Village of Burns Lake Council meeting.

Discussion took place regarding the opportunity for job shadowing and work experience opportunities. Mr. Giddens noted that there is engagement with unions to provide an opportunity for apprentices to gain skills at the workplace with ample time for employees to gain the critical safety training required prior to entering the job site.

The Timber Salvaging Strategy has remained the same with a recalculation of the volume of salvageable timber.

The camps are managed on a behavior basis meaning the camp is neither a wet or dry camp but based on the behavior of the employees and the Camp Code of Conduct. If there is a breach of the Code of Conduct the employees' services would no longer be required.

**DELEGATIONS (CONT'D)**

**TRANSCANADA PIPELINES – Kiel Giddens, BC Public Affairs Liaison and Howard Backus, Manager, Coastal GasLink Execution Planning RE: Coastal Gaslink Pipeline Project Update (CONT'D)**

Director Repen brought forward concerns in regard to TransCanada's communication regarding its solid waste disposal plans. He commented that TransCanada has built pipelines in the past and with that experience, would have a base outline of solid waste disposal needs and that information could be disclosed to the RDBN. Mr. Giddens noted that estimated volumes have been provided in the past to the RDBN but TransCanada is working with the prime contractor and camp contractors to determine accurate information.

Concerns were also brought forward in regard to the number of actual positions that will be reserved for locals along with the number of positions for local skilled job positions. Director Repen indicated the need to have actual numbers provided to the Regional Board. Mr. Giddens noted he shared the same concerns and indicated that the Project Team also recognizes those same concerns. The Community and Aboriginal Relations Teams have been included, from the beginning of the project, to ensure that preferential hiring of locals inclusive of skilled/trained jobs occurs.

Alternate Director McGuire questioned why medical and first aid positions are not identified as required during pipeline construction. Mr. Backus noted that there is a process in place to hire medical services companies due to the skill set required in order to be compliant with regulations. There are also local hiring opportunities associated with the medical services companies.

Chair Miller emphasized the need for adequate lead time of a minimum of 3-4 months in order for the RDBN to complete its review and permitting processes. Mr. Giddens mentioned that TransCanada will share its preliminary schedules and will continuously engage with RDBN staff. They are planning to provide 6-8 months' notice to RDBN staff in regard to camp and ancillary site permitting.

Chair Miller thanked Messrs. Giddens and Backus for attending the meeting and the RDBN 2017 Business Forum.

**DELEGATIONS (CONT'D)**

**BC OIL AND GAS COMMISSION – James O'Hanley, Vice President, Applications and Corey Jonsson, Director of Stakeholder Relations RE: Oil and Gas Commission Consultation Processes**

Chair Miller welcomed James O'Hanley, Vice President, Applications and Corey Jonsson, Director of Stakeholder Relations, BC Oil and Gas Commission (OGC).

Mr. O'Hanley commented that he is responsible for applications to the BC Oil and Gas Commission and issuing permits for a project. The initial decision occurs for a project to proceed at the environmental assessment phase. The TransCanada Coastal GasLink Project was brought to the Regional Board in 2014 by the Environmental Assessment Office and the BC Oil and Gas Commission (OGC) prior to certification of the project. For example: the use of Crownland, harvest of Crown timber and the use and/or construction of roads for the project. There have been a number of agencies involved in the process moving forward with the TransCanada Coastal GasLink project permits along with the BC OGC. The majority of permits for the project have been completed. There are ongoing permitting needs in regard to minor ancillary adjustments and amendments which are common with a project of this size.

**DELEGATIONS (CONT'D)**

**BC OIL AND GAS COMMISSION – James O’Hanley, Vice President, Applications and Corey Jonsson, Director of Stakeholder Relations RE: Oil and Gas Commission Consultation Processes (CONT'D)**

Chair Miller brought forward concerns in regard to proper consideration being given to the RDBN’s permitting process in order to allow the RDBN adequate consultation process for a timely process to be completed and align with the project. Chair Miller requested clarification for both local government and the public in regard to the BC OGC’s and the pipeline proponent’s roles and responsibilities in regard to a pipeline project. He also explained that pipeline development in the northwest of B.C. is a relatively new process. Mr. O’Hanley noted that the pipeline proponent must engage with landowners and the information is a component of the engagement process. Pipeline proponents during the BC OGC permitting process must comply with its Consultation and Notification Regulation and engage stakeholders identified in the regulation. The project schedule outline also needs to be included in that engagement process. If there are changes to the project schedule there needs to be re-engagement with stakeholders to provide updated information. Mr. O’Hanley indicated that if a final investment decision is given for the TransCanada Coastal GasLink project the construction phase will be very busy. The Environmental Assessment Office will continue to be involved in the process with TransCanada to address the various plans that will need to be finalized. BC OGC will be working with the company, if the final investment decision is given, to ensure that staff are in place to ensure compliance of company’s responsibilities meet BC OGC regulations.

Director Newell spoke to the importance of receiving feedback from the BC OGC. Mr. O’Hanley mentioned that there is the potential to begin discussions in regard to a conceptual framework for engagement. He commented that the BC OGC Stakeholder Relations Department’s role is to also assist with stakeholder engagement. Chair Miller brought forward the need for good communication in order to direct questions from constituents in the region to the proper agencies responsible for pipeline development. Director Repen noted the benefits of providing examples of similar projects to local governments and the public to outline the roles, responsibilities and the process that takes place in the development of a pipeline project. This would provide an opportunity to have open dialogue in regard to the project. Mr. O’Hanley mentioned that BC OGC understands the role of local government in emergency planning and evacuations in an emergency event. He noted that BC OGC also has a role in the emergency management planning as well as the pipeline proponents and is an opportunity for discussion.

Discussion took place regarding social impacts of a workforce influx to communities that occurs in the construction of a pipeline. Mr. O’Hanley mentioned that social impacts are not a mandate of the BC OGC but there are government agencies that have investigated social impacts to communities and the EA Office has considered social impacts in its process.

The harvesting of timber on pipeline right of ways was discussed. Legislation prevents mandatory utilization of timber and the BC OGC follows the same authorities as the Ministry of Forests, Lands, Natural Resource Operations and Rural Development in regard to harvesting Crown timber and timber salvaging. Concerns regarding the utilization of timber have been raised throughout the EA process and a condition in the EA certificate brings forward the possible development of a Timber Salvage plan. The EA Office has engaged with the forest licensees interested in seeing timber removed from right of way and how the EA Office could facilitate the usage of timber. Forest Licensees and pipeline proponents showed interest in the utilization of timber and the TransCanada Coastal GasLink proposed pipeline is located relatively close to processing facilities. Mr. O’Hanley spoke of proponents determining a timeline to allow for the possible usage of timber from the pipeline right of way.

**DELEGATIONS (CONT'D)**

**BC OIL AND GAS COMMISSION – James O’Hanley, Vice President, Applications and Corey Jonsson, Director of Stakeholder Relations RE: Oil and Gas Commission Consultation Processes (CONT’D)**

Chair Miller emphasized the importance of lead time in order to have discussions with residents, allow timber processing companies to utilize fibre, and local government permitting processes. He also spoke of the importance of understanding the roles and responsibilities of BC OGC and EA Office and where questions and concerns can be directed. Mr O’Hanley stated that the BC OGC recognized the need to be involved with the Environmental Assessment Office and developed a Memorandum of Understanding to allow the two agencies to work together to ensure regulation of projects is a more seamless process and ensure various regulatory mandates were reconciled. The MOU has allowed for sharing of information, compliance and enforcement and permitting certification. Mr. O’Hanley offered to take forward the RDBN’s concerns and interests of working with the TransCanada Coastal GasLink project to the Environmental Assessment Office. He also spoke to attending RDBN Meetings in the future to provide regular updates.

Chair Miller thanked Mr. O’Hanley and Ms. Jonsson for attending the meeting.

**Break for lunch at 12:08 pm**

**Reconvened at 12:45 pm**

**Oil and Gas Commission  
Follow up Letter**

Moved by Director Newell  
Seconded by Director MacDougall

2017-13-7

"That the Regional District of Bulkley-Nechako write a letter to the BC Oil and Gas Commission (OGC) in regard to bringing forward the Regional Board’s concerns to the Environmental Assessment (EA) Office; and further, that concerns in regard to the usage of timber be addressed."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS**

**Committee Meeting  
Recommendations  
-September 7, 2017**

Moved by Director Benedict  
Seconded by Alternate Director McGuire

2017-13-8

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

**Committee of the Whole Meeting – September 7, 2017**

**Recommendation 1:**

**Re: Federal Gas Tax Funding Process Document**

"That the Regional District of Bulkley-Nechako Board of Directors approve the September 7, 2017 Federal Gas Tax Process Document and that staff be directed to follow the process with all applicants, including non-profit organizations and municipalities."

**ADMINISTRATION REPORTS (CONT'D)**

**Recommendation 2:**

**Re: BC Council of Forest Industries (COFI) – 2017 COFI Community Dinner– Thursday, September 21, 2017 – Prince George, B.C.**

"That the Regional District of Bulkley-Nechako Board of Directors authorize Chair Miller's attendance at the BC Council of Forest Industries (COFI) re: 2017 COFI Community Dinner – Thursday, September 21, 2017, Prince George, B.C."

**Recommendation 3:**

**Re: UBCM 2017 Staff Attendance**

"That the Regional District of Bulkley-Nechako Board of Directors authorize the attendance of Cheryl Anderson, Manager of Administrative Services at the 2017 UBCM Convention September 25-29, 2017 in Vancouver, B.C."

**Recommendation 4:**

**Re: John Rustad, MLA, Nechako Lakes – Attendance at UBCM Minister Meetings**

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to John Rustad, MLA, Nechako Lakes providing a list of Regional District of Bulkley-Nechako UBCM Minister Meetings and topics of discussion; and further that if he wishes to attend the meetings he is welcome to do so as an observer."

**Rural Directors Committee Meeting – September 7, 2017**

**Recommendation 5:**

**Re: The Grendel Group – Request for Grant in Aid – Electoral Area "A" (Smithers Rural)**

"That the Grendel Group be given \$4,000 grant in aid monies from Electoral Area "A" (Smithers Rural) to purchase specialized kitchen equipment for its "From the Garden to the Kitchen" project."

**Recommendation 6:**

**Re: Fort St. James Primary Care Services – Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural)**

"That the Fort St. James Primary Care Services be given \$1,250 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for attendance at the St. Paul's Medical Conference in Whistler, B.C."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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**ADMINISTRATION REPORTS (CONT'D)**

Regional District of Bulkley  
Nechako Relationship Protocol  
Draft Moved by Director MacDougall  
Seconded by Director Greenaway

2017-13-9

"That the Regional District of Bulkley-Nechako Board of Directors recommend that the Regional District of Bulkley-Nechako Relationship Protocol Draft be brought forward to the working group for finalization as amended to include:  
-Section III: Principles: "friendships"; and,  
-Section IV: Framework – General Outcomes: "Economic activities"."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Chief Financial Officer  
Appointment

Moved by Director Greenaway  
Seconded by Alternate Director McGuire

2017-13-10

"That the Regional District of Bulkley-Nechako Board of Directors appoint John Illes as its Chief Financial Officer commencing October 10, 2017."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Policy for Winter Break  
Closures, 2017 and  
Subsequent Years

Moved by Director Greenaway  
Seconded by Director Thiessen

2017-13-11

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Administrative Officer's September 12, 2017 memo titled "Policy for Winter Break Closures, 2017 and Subsequent Years."

2. That the Regional District of Bulkley-Nechako Office be closed from December 25<sup>th</sup> each year for one week through to January 1<sup>st</sup> of each year (inclusive)."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds  
-Electoral Area "A" (Smithers  
Rural) Lake Kathlyn Protection  
Society – Glacier Gulch Water  
Diversion

Moved by Director Fisher  
Seconded by Director Repen

2017-13-12

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$55,000 of Electoral Area "A" Federal Gas Tax allocation monies towards the replacement of the Glacier Gulch water diversion infrastructure; and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. "That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$55,000 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

**ENVIRONMENTAL SERVICES REPORT**

Solid Waste Management Plan Review and Update - Request for Proposals Award Moved by Alternate Director McGuire  
Seconded by Director Greenaway

2017-13-13

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' September 7, 2017 memo titled "Solid Waste Management Plan Review and Update – Request for Proposals Award."

2. Further, that the Regional District of Bulkley-Nechako Board of Directors award the Solid Waste Management Plan Review and Update Proposal contract to Tetra Tech Canada Inc. based on the recommendations provided from the Environmental Services staff."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to the Solid Waste Management Plan Review Advisory Group and the public application nomination process that will be brought forward to the Regional Board for approval.

**DEVELOPMENT SERVICES (All Directors)**

**ALR Application**

ALR Application No. 1195 (Nageli) Subdivision within the ALR –Electoral Area "A" Moved by Director Fisher  
Seconded by Director Repen

2017-13-14

"That Agricultural Land Reserve Subdivision Application No. 1195 (Nageli) be recommended to the Agricultural Land Commission for denial."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**OTHER (Planning Reports)**

Planning Department Reports and Correspondence Moved by Director MacDougall  
Seconded by Director Beach

2017-13-15

"That the Regional District of Bulkley-Nechako Board of Directors receive the Planning Department Reports:  
-Planning Department Enquiries Report – July 2017;  
-Building Inspector's Report -July, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MEMO**

Notice on Title: RE: Section 57 Community Charter, Lot 2, District Lot 4266, Range 5, Coast District, Plan 1329 (1698 Hudson Bay Mountain Road) Moved by Alternate Director McGuire  
Seconded by Director Beach

2017-13-16

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

1. The report dated September 12, 2017 and the recommendations of the Building Inspector regarding Lot 2, District Lot 4266, Range 5, Coast District, Plan 1329 (1698 Hudson Bay Mountain Road) under section 57 of the *Community Charter*, are accepted and confirmed by the RDBN Board of Directors, and;

2. The Corporate Officer shall file a notice in the Land Title Office stating that a Resolution has been passed under Section 57 of the *Community Charter* by this Board relating to land legally described as Lot 2, District Lot 4266, Range 5, Coast District, Plan 1329 and that further information respecting the resolution may be inspected at the offices of the Regional District of Bulkley-Nechako."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Action List and Correspondence

Moved by Director Benedict  
Seconded by Director Beach

2017-13-17

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

**Action List**

-August, 2017;

**Correspondence**

-Federation of Canadian Municipalities RE: Cannabis Legalization Primer (How Municipalities Can Get Ready);  
-Ministry of Forests, Lands and Natural Resource Operations RE: Guide & Template for Preparing a Dam Emergency Plan;  
-Emergency Management British Columbia – New Policy 5.11 – Deploying Local Government (Local Authority and First Nations) Staff to EOC's Other Jurisdictions."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**VERBAL REPORTS**

Village of Granisle – Wildfire Mitigation

Alternate Director McGuire spoke of the 2017 wildfire season being a traumatic time for many people and that the Village of Granisle is moving forward with wildfire mitigation efforts. They are contacting the local Community Forest for assistance in the removal of fiber. Alternate Director McGuire noted that the Village of Granisle will be requesting a letter of support from the RDBN.



**VERBAL REPORTS (CONT'D)**

Letter of Support – Village of Granisle – Wildfire Mitigation

Moved by Alternate Director McGuire  
Seconded by Director Repen

2017-13-

“That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Village of Granisle to address wildfire mitigation initiatives.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Village of Granisle - Transit Services

Alternate Director McGuire mentioned that the Village of Granisle has recently hired a driver for its Community Bus. Unfortunately the Community Bus does not have the ability to connect to the Bulkley Nechako Regional Transit System. She noted that maybe in future scheduling discussions there could be an opportunity to find synergies with the Village of Granisle Community Bus and the Bulkley Nechako Regional Transit System.

New Video of the Village of Granisle to be released by Network BC and NDIT at UBCM

Alternate Director McGuire referenced the Northern Health Age Friendly Village of Granisle video that was released in 2016 and now Network BC and Northern Development Initiative Trust have completed a 3 minute promotional video in regard to Internet and Broadband in the Village of Granisle that will be released at the 2017 UBCM Convention in Vancouver September 25-29, 2017.

House Sales in Granisle

Alternate Director McGuire commented that in the past 6 weeks there have been 7 houses that have sold in Granisle. She mentioned that there is a website that mentions that Granisle is the most affordable place in BC to buy a house.

RBA Interview with Alternate Director McGuire

Alternate Director McGuire will be providing an interview to Amanda Munro, Munro Thompson Communications Inc. for the RBA in regard to a community that was a resourced based community and has transitioned into retirement. She mentioned being strong in the commitment to leave a legacy for those behind us.

Rest Area Located at the Stuart Lake Bridge near Fort St. James

Director Greenaway reported that the reclamation of the rest area located at the Stuart Lake Bridge near Fort St. James has been completed and the area looks good and has been returned to the Ministry of Transportation and Infrastructure.

RDBN Business Forum September 19 & 20, 2017 -Burns Lake

Director Benedict mentioned she attended the RDBN Business Forum on September 19 and 20, 2017 in Burns Lake and it was an excellent event. Director Benedict thanked staff for their hard work and effort. She noted that the speakers in attendance were also excellent. Director Benedict spoke of Mel McCutcheon of Bare Hands Landscaping and Design and 2012 Startup Business Contest Winner and how being the winner in 2012 had a positive influence on her business. The Regional Board expressed its appreciation for the quality and excellence of the Forum along with co-hosting with Burns Lake Band and the First Nations presence at the forum. Chair Miller mentioned that he has received positive feedback and thanked the advisory group and Regional Board for their participation in the Forum and the Startup Business Contest Panel. Corinne Swenson, Regional Manager of Economic Development thanked the Regional Board

**VERBAL REPORTS (CONT'D)**

for their support of the 2017 Business Forum and Startup Business Contest.

**Colleymount Road**

Director Benedict mentioned that on September 1, 2017 there was a logging truck rollover on Colleymount Road. She spoke of the safety issues on the road.

**Appointment to the RDBN Board of Directors**

Director Beach spoke to his being appointed to the RDBN Board of Directors by the Village of Burns Lake and that he had worked as a summer student for the Regional District 21 years ago. He noted that he is looking forward to the opportunity to work with the Regional Board and on its initiatives moving forward.

**Physicians in Burns Lake**

Director Beach noted that Burns Lake now has a full contingent of physicians at 7.3. Director Beach was a member of Northern Health's Sustainability Project and Ambassador committee to recruit and retain physicians.

**Village of Burns Lake -Water Tower Project**

Director Beach reported that the Village of Burns Lake's new water tower is nearing completion. The Village of Burns Lake received \$2.6 million in grant funding to assist with the project. The remaining funds, due to the project being completed under budget, will be used to complete studies for a water treatment centre which is allowed under the grant funding criteria.

**Village of Burns Lake By-Election**

Director Beach stated that the Village of Burns Lake will have a By-Election to replace a Councillor that has recently resigned. The By-Election will potentially be held in early January, 2018.

**Speed Reduction being Considered for the Village of Burns Lake**

Director Beach mentioned that the Village of Burns Lake is considering a reduction of speed limits in the community along with potential changes to locations with three way stops. They are planning to have further discussions to potentially implement solutions in their 2018 Budget.

**2018 BC Community Forest AGM to be held in Burns Lake**

Director Beach commented that the BC Community Forest Association Annual Conference will be held in Burns Lake in May, 2018.

**Physician for Fraser Lake**

Director Lindstrom mentioned that a physician from Fort St. James will be practicing fulltime in Fraser Lake.

**Meeting with Stelat'en & Nadleh Whut'en First Nation, Village of Fraser Lake and Electoral Area "D" (Fraser Lake Rural)**

Director Lindstrom spoke of meeting with Stelat'en First Nation Nadleh Whut'en First Nation and Director Parker, Electoral Area "D" (Fraser Lake Rural). This is the fourth meeting they have had to build relationships and work together in regard to initiatives in the region.

**New House Build in Fraser Lake**

Director Lindstrom mentioned that a retired couple has recently moved to Fraser Lake from Smithers and are building a new house.

**VERBAL REPORTS (CONT'D)**

Spruce Beetle Meeting

Director Thiessen attended a Spruce Beetle Meeting on September 20, 2017. Discussion took place regarding the importance of determining the perspective of the communities. The evolving situation does not have a clear answer and requires engagement and involvement to continue to have vibrant communities.

District of Vanderhoof Meeting with NewGold and Mt. Milligan Management

Director Thiessen spoke of meeting with NewGold in regard to its Blackwater project and Mt. Milligan. He mentioned that these two projects will be critical in assisting the region in moving through the challenges of the mid-term timber supply. These two companies are having challenges in regard to the environmental assessment process. He spoke of the need to be engaged and supportive of the projects in the region. Director Thiessen also noted the importance of advocating the Minister of Energy, Mines and Petroleum Resources in support of NewGold Blackwater and Mt. Milligan.

Director MacDougall noted that Mt. Milligan is critical to the area and spoke to the importance of supporting the mine.

Physicians in Vanderhoof

Director Thiessen commented that the District of Vanderhoof also has two new physicians.

District of Vanderhoof Protocol Agreement with Saik'uz First Nation

Director Thiessen mentioned that in October, 2017 the District of Vanderhoof will be signing a protocol agreement with Saik'uz First Nation.

Coffee with the Mayor

Director Thiessen noted that he has started a "Coffee with the Mayor" event in Vanderhoof and he will continue on a monthly basis.

District of Fort St. James -Update

Director MacDougall reported that the District of Fort St. James now has its Columbarium at the Fort St. James cemetery. They have also completed washrooms at Spirit Square. On Friday, September 15, 2017 District of Fort St. James Council participated in a Business walk. There were over 30 participating businesses and businesses commented that business was improving or status quo.

District of Houston -Update

Director Brien mentioned that the community of Houston is starting to see improvements since the closure of West Fraser Sawmills Houston Forest Products mill in the spring of 2015. Real estate is selling and the grocery store is opening along with other local businesses.

The District of Houston water tower project is nearing completion and a new transmission line was also installed to mitigate water distribution issues. The water tower has the ability to increase capacity and add additional rings. Director Brien invited anyone interested in seeing the water tower to contact him.

**VERBAL REPORTS (CONT'D)**

Town of Smithers – Update

Director Bachrach reported that a brewery has started construction of its facility in Smithers. The 2<sup>nd</sup> Avenue Parking lot has been paved and an electrical vehicle charging station added which will be completed at the end of September, 2017. The Smithers Airport has a new airport café and he encouraged anyone needing to travel to use the Smithers Airport.

Topley Volunteer Fire Department Grand Opening Barbeque -September 9, 2017

Director Newell attended the Topley Volunteer Fire Department's Grand Opening and Barbeque on September 9, 2017. The event was very well attended. The Fraser Lake Volunteer Fire Department was also in attendance and discussed the new training centre being built in Fraser Lake.

Houston Physician Recruitment

Director Newell mentioned that Houston is working on physician recruitment. The Houston Health Centre currently has one physician and nurse practitioner.

RDBN Magnetic Signs

Director Newell reported that his RDBN vehicle magnetic signs were stolen.

Industrial Scale Marijuana Production Facility near Telkwa

Director Repen commented that an industrial scale marijuana production facility is moving forward near Telkwa in Electoral Area "A" (Smithers Rural). The operation will provide an employment opportunity in the region.

Coalmine Proposal

Director Repen stated that he has had one meeting with Allegiance Coal in regard to its proposed coalmine and another meeting is planned with Director Fisher and Director Repen while in attendance at UBCM September 25-29, 2017. He has encouraged Allegiance Coal to begin its public meeting process as soon as possible.

Telkwa Recreational Access Management Plan

Director Repen mentioned that at the last Village of Telkwa Council meeting a Ministry of Environment Delegation presented on the Telkwa Recreational Access Management Plan. He mentioned that the Village of Telkwa had not been consulted in regard to the plan and there was a very short timeframe to respond. He expressed his frustration in regard to the process.

Nominations for UBCM Executive Position – Small Community Representative

Director Repen commented that he had put his name forward for nomination to the UBCM Executive Position for Small Community Representative. He was appointed by acclamation.

Receipt of Verbal Reports

Moved by Director Greenaway  
Seconded by Director Beach

2017-13-18

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

29

**ADMINISTRATION CORRESPONDENCE**

Rotary Club – Request for  
Donation for Rotary Auction

Moved by Director Benedict  
Seconded by Director Fisher

2017-13-19

"That the Regional District of Bulkley-Nechako Board of Directors receive the Rotary Club of Burns Lake's Request for Donation for Rotary Action."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

District of Vanderhoof  
-Request for Letter of Support  
-Provincial Woodstove  
Exchange Program

Moved by Director Petersen  
Seconded by Director MacDougall

2017-13-20

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the District of Vanderhoof for the Provincial Woodstove Exchange Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Smithers Branch, Navy League  
of Canada – Request for Letter  
of Support for New Sea Cadets  
Hall

Moved by Director Bachrach  
Seconded by Director Repen

2017-13-21

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Smithers Branch of the Navy League of Canada Babine 204 Royal Canadian Sea Cadets for its grant applications for a new cadet hall."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration  
Correspondence

Moved by Director MacDougall  
Seconded by Director Parker

2017-13-22

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

- Northwest BC Resource Benefits Alliance - Letters of Support Campaign;
- Village of Fraser Lake - Appointment of Alternate Director for Mayor Dwayne Lindstrom;
- District of Houston - Appointment of Alternate Director to the Regional District of Bulkley-Nechako;
- TransCanada - Prince Rupert Gas Transmission Project Update;
- Houston Search and Rescue - Building Update;
- Fraser Lake Fire Rescue Training Society - Thank you for Grant in Aid;
- Granisle Information Centre - Thank You for Assistance;
- College of New Caledonia - Lakes Campus - Thank you for Grant in Aid;
- Green Communities Committee- Reducing GHG Emissions;
- North Central Local Government Association - Response to Concern re: Keynote Speakers;

**ADMINISTRATION CORRESPONDENCE (CONT'D)**

- John Fisher – Request for Support of UBCM Resolution re: Tax Shift;
- Greyhound Canada Transportation - Application for Route Elimination;
- City of Prince George - Proposed Resolution to UBCM: Commercial Inter-city Bus Transportation;
- Federation of Canadian Municipalities - President's Corner - August, 2017;
- Union of B.C. Municipalities – Convention Bulletin #4;
- Union of B.C. Municipalities
  - UBCM Special Committee on Housing
  - Province Seeks Input on Proposed Liquor Policy
  - Long Service Awards
  - Executive Nominations Have Been Received
  - Appointment to RCMP Management Committee
  - Annual Report and Resolutions Book Available
  - Wildfire Prevention Funding
  - Deepening Climate Leadership
  - Connecting Cultural Workers with Vacant Spaces
  - LGLA 2016/17 Annual Report Released
  - Community Energy Planning
  - 2017 Budget Update Highlights
  - Province Commits to UN Declaration
  - Emergency Preparedness Funding
  - NAFTA Renegotiations;

**INVITATIONS**

- Northern B.C. Tourism Summit - October 16-17, 2017 - Prince George, B.C.;
- Local Government Management Association of B.C. – 2017 Walk for Reconciliation - September 24, 2017 – Vancouver, B.C.;
- Todd Stone, MLA, Official Opposition Critic for Municipal Affairs - 2017 UBCM Meeting Opportunity;
- Municipal Insurance Association - 30th Anniversary Reception - September 25, 2017- Vancouver, B.C.;
- CivicInfo BC - Daniel Burrus Conference - October 25, 2017, Langley, B.C.;
- A Rocha Canada - Grand Opening Celebration - September 23, 2017 - Houston, B.C."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussed took place regarding the importance of municipalities and businesses to provide letters of support for the Northwest BC Resource Benefits Alliance (RBA) to bring forward at the Union of B.C. Municipalities Convention in Vancouver, September 25-29, 2017. These letters are required as soon as possible. Chair Miller also asked that all RDBN member municipalities include the RBA as a topic of discussion at their Minister Meetings.

**ADMINISTRATION CORRESPONDENCE (CONT'D)**

The development of a strong business case and the completion of research by a team or organization for the RBA was discussed. Preliminary budget and funding from the RDBN, RDKS, City of Terrace and City of Prince Rupert was discussed in regard to the hiring of an organization to complete the business case. Chair Miller asked municipalities to consider any possible funding to assist the RBA in developing the business case. Chair Miller mentioned that Geoff Meggs, Premier John Horgan's Chief of Staff made a commitment in August, 2017 to meet with the RBA in October, 2017 to begin negotiations. Director Repen spoke of the importance of providing factual numbers to the public to illustrate the need for the request for resource revenue sharing in northwest BC.

Discussion took place regarding supporting John Fisher's request for support resolution B14 Restoration of Land Value Tax submitted by Victoria at the 2017 UBCM Convention.

**FINANCIAL**

Operating Accounts  
-August, 2017

Moved by Director Benedict  
Seconded by Director Bachrach

2017-13-23

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid August, 2017."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**SUPPLEMENTARY AGENDA**

**Correspondence**

Ministry of Forests, Lands,  
Natural Resource Operations  
and Rural Development – BC  
Wildfire Services– Information  
Bulletin – Burn Prohibitions to  
be Lifted in Prince George Fire  
Centre –September 20, 2017

Moved by Director Repen  
Seconded by Director MacDougall

2017-13-24

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development – BC Wildfire Services – Information Bulletin – Burn Prohibitions to Be Lifted in Prince George Fire Centre –September 20, 2017."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Correspondence (Cont'd)**

**Correspondence**

Moved by Director Thiessen  
Seconded by Director MacDougall

2017-13-25

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

**Correspondence**

-Village of Burns Lake – Regional District of Bulkley-Nechako Appointment;

**UNION OF BC MUNICIPALITIES**

**Invitations**

-UBCM Opposition Roundtable Invitation

- Wildfire Response and Economic Recovery
  - o Thursday, September 28, 2017 2:30-3:15 pm
- Small Business, Big Projects and Economic Growth
  - o Thursday, September 28, 2017 3:20-4:05 pm
- Crime Fighting, From Frontlines to Forensics
  - o Thursday, September 28, 2017 4:10-4:55 pm;

-BC Chamber of Commerce – CETA Conference and Business Forum – Wednesday, September 27, 2017 -1:00 pm to 6:00 pm;

-Northern Development Initiative Trust – Local Leaders Create Connected Communities – Wednesday, September 27, 2017 – 4:30 pm to 5:30 pm;

**Correspondence**

-Harrison Hot Springs Letter of Support for the City of Abbotsford  
– UBCM Resolution – The Case for Prevention of the Opioid Crisis;

-UBCM Nominations 2017 – Sharon Gaetz for Third Vice President – Union of B.C. Municipalities;

**PROTECTIVE SERVICES CORRESPONDENCE**

-The University of B.C. – Department of Forest & Conservation Sciences – 2017 Megafires in BC - Urgent Need to Adapt and Improve Resilience to Wildfire."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place in regard to the UBCM Opposition Roundtable Invitations and the timeline to attend the meetings. Any Directors wanting to attend can provide the information to staff to RSVP.

**ADJOURNMENT**

Moved by Director Beach  
Seconded by Director MacDougall

2017-13-26

"That the meeting be adjourned at 2:22 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**COMMITTEE OF THE WHOLE MEETING**

**Thursday, October 12, 2017**

- PRESENT:** Chairperson Bill Miller
- Directors Chris Beach  
Eileen Benedict  
Shane Brienen  
Mark Fisher  
Dwayne Lindstrom  
Thomas Liversidge  
Rob MacDougall  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Gerry Thiessen
- Directors Taylor Bachrach, Town of Smithers
- Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)
- Alternate Director Bob Hughes, Electoral Area "C" (Fort St. James Rural)
- Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
John Illes, Chief Financial Officer  
Rory McKenzie, Director of Environmental Services – arrived at 11:07 a.m.  
Janette Derksen, Deputy Director of Environmental Services  
Wendy Wainwright, Executive Assistant
- Others Alistair Schroff, Lakes Animal Friendship Society – left at 11:16 a.m.
- Media Flavio Nienow, LD News – arrived at 11:07 a.m.

**CALL TO ORDER**

Chair Miller called the meeting to order at 11:06 a.m.

**AGENDA**

Moved by Director Newell  
Seconded by Director Beach

**C.W.2017-8-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of October 12, 2017 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Committee of the Whole  
Minutes – September 7, 2017

Moved by Director MacDougall  
Seconded by Director Petersen

C.W.2017-8-2

“That the Committee of the Whole meeting minutes of  
September 7, 2017 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DELEGATION**

**LAKES ANIMAL FRIENDSHIP SOCIETY –Alistair Schroff Re: Update**

Chair Miller welcomed Alistair Schroff, Lakes Animal Friendship Society (LAFS).

Mr. Schroff provided an update in regard to the Lakes Animal Friendship Society. LAFS held the Animal Care Event in spring 2017 and had 48 dogs and cats from Electoral Areas “B” (Burns Lake Rural), “E” (Fransois/Ootsa Lake Rural) and the Village of Burns Lake. The Village of Burns Lake in the past three years has impounded an average of 9 dogs per year. In the past the Village of Burns Lake has impounded an average of 57 dogs per year and in 2004, prior to the start of the Animal Care Event, impounded 105 dogs. This initiative has saved the Village of Burns Lake approximately \$60,000 in bylaw enforcement and impound costs. Mr. Schroff thanked the Village of Burns Lake and the Regional Board for supporting the Animal Care Events and LAFS initiatives and encouraged continued support.

He mentioned that the Districts of Vanderhoof and Fort St. James also have groups performing similar successful animal care events in their communities.

Vet to Pet Mobile, Dr. Kim Hunter from Telkwa, a 2017 RDBN Start-up Business Contest Finalist, attended the Burns Lake Animal Care Event to provide assistance and has travelled to other communities such as Fort St. James to provide assistance to underserved areas.

Mr. Schroff noted that the Animal Care Event model and spay/neuter initiatives that have taken place in Burns Lake and the Regional District of Bulkley-Nechako have provided a model for other communities. LAFS has recently received an Imagine Grant from Northern Health to provide dog bite safety programs in Burns Lake, Vanderhoof and Fort St. James in the fall of 2017.

LAFS has been invited to speak at a Paws for Hope event in regard to solutions for overpopulation of dogs and cats in northern communities and First Nations communities. He mentioned that two volunteers are visiting Burns Lake from Minnesota, United States to visit schools with LAFS volunteers to learn about its program and initiatives, such as the build a dog house program. There is a sharing of information at a national level in regard to LAFS’ successful animal care initiatives.

Director Petersen noted that spaying and neutering of animals can be cost prohibitive for some individuals. Mr. Schroff mentioned that there has been grant funding from BC SPCA in the past along with Veterinarian Clinics and Doctors volunteering their time to assist with the costs with spay and neuter clinics and address over population issues. He mentioned that annual maintenance costs are now approximately \$12,000 per year to operate as opposed to \$50,000 per year due to the initial large scale events that took place to control over population. Mr. Schroff mentioned that there is assistance to lower income individuals and families to assist with animal care. He noted that pet owners need to take as much responsibility as possible in their ownership.

Director Beach spoke of the positive impact that the LAFS initiatives and Animal Care Events have had for the Village of Burns Lake.

**DELEGATION (CONT'D)**

**LAKES ANIMAL FRIENDSHIP SOCIETY –Alistair Schroff Re: Update**

Mr. Schroff noted that his contact information can be provided to any community organization or individuals wanting to research further information in regard to LAFS programs.

Chair Miller commented that animal care, safety and bite education programs have assisted with proper care and treatment of animals in the community.

Chair Miller thanked Mr. Schroff for attending the meeting.

**CORRESPONDENCE**

North Central Local  
Government Association  
Letters re Greyhound Service  
Reduction

Moved by Director MacDougall  
Seconded by Director Lindstrom

C.W.2017-8-3

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to the Passenger Safety Transportation Board outlining its concerns about Greyhound Canada Transportation Corp.'s application to reduce service in central and northern B.C.”

Opposed: Director Fisher      CARRIED  
                 Director Repen

(All/Directors/Majority)

Director MacDougall brought forward concerns in regard to the impact to Fort St. James if Greyhound reduced its one day per week service to the community. He noted that passenger transportation is similar to an essential service in the north and that Greyhound needs to make an effort in the region they provide service. Director MacDougall commented that Fort St. James had its own transportation business prior to Greyhound coming to the community.

Director Fisher mentioned that Greyhound has shown a lack and willingness to provide passenger transportation to northern B.C. and other options may need to be developed.

Director Repen spoke to the decision made by the Village of Telkwa in regard to writing a letter due to Greyhound Canada Transportation Corp. being a private business.

Discussion took place in regard to Greyhound’s reason to request a reduction in service and non-local companies providing a service and not being good corporate citizens. Frustrations were expressed in regard to Greyhound’s lack of adequate passenger service for a number of years. The times in which Greyhound stops in communities is not conducive to passenger ridership, but was noted, based on freight pickup and delivery.

**CORRESPONDENCE (CONT'D)**

Chair Miller mentioned that in the short term Greyhound provides a critical transportation option for passenger travel that is not yet met by another provider and that in the long term there needs to be a more credible and robust passenger transportation system in northern B.C.

**Correspondence & Invitation**

Moved by Director Parker  
Seconded by Director Brien

**C.W.2017-8-4**

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

**Correspondence**

- Ministry of Municipal Affairs and Housing – Fort Fraser Sewer Condition Assessment Infrastructure Planning Grant;
- Northwest BC Resource Benefits Alliance – RBA Leaders Meet with Premier John Horgan to Start Revenue Sharing Agreement;
- BC Parks and Conservation Officer Service Division – Grizzly Bear Overpopulation Problem: Babine Lake Marine Provincial Park;

**Invitation**

-BC Municipal Climate Leadership Council – Deepening Climate Leadership, November 1-3, 2017 in Richmond, B.C."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Moved by Director Brien  
Seconded by Director Newell

**C.W.2017-8-5**

"That the meeting be adjourned at 11:29 a.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKOCOMMITTEE OF THE WHOLE MEETINGThursday, September 7, 2017

**PRESENT:**

Chairperson	Bill Miller
Directors	Taylor Bachrach Eileen Benedict Shane Brien Mark Fisher Tom Greenaway Dwayne Lindstrom Thomas Liversidge Rob MacDougall Rob Newell Mark Parker Jerry Petersen Darcy Repen Gerry Thiessen
Director Absent	John Illes, Village of Burns Lake
Alternate Director	Susan Schienbein, Village of Burns Lake
Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Steve Buhr, Building Inspector/Bylaw Enforcement Officer – left at 10:05 a.m. Janette Derksen, Deputy Director of Environmental Services – arrived at 11:24 a.m., left at 12:34 p.m. Lindsey Larsen, Regional Economic Development Coordinator – left at 10:05 a.m., returned at 11:24 a.m., left at 12:32 p.m. Jason Llewellyn, Director of Planning – left at 10:04 a.m., returned at 10:43 a.m., left at 11:00 a.m. Rory McKenzie, Director of Environmental Services – arrived at 11:24 a.m., left at 12:34 p.m. Roxanne Shepherd, Chief Financial Officer Corrine Swenson, Manager of Regional Economic Development – left at 10:43 a.m., returned at 10:45 a.m. left at 12:32 p.m. Wendy Wainwright, Executive Assistant
Others	Gladys Atrill, Town of Smithers – left at 12:15 p.m. Pauline Derksen, Economic Development Officer, Lake Babine Nation – left at 11:23 a.m. Maxwell Harrison, BA Associate, Expedition Management Consulting – Via-teleconference – 10:14 a.m.-10:42 a.m. Bruce Low, Regional Manager, Prince George, Ministry of Aboriginal Relations and Reconciliation – arrived at 10:12 a.m., left at 11:23 a.m. Lianne Olson, Stakeholder and Community Relations Liaison, Rio Tinto Alcan - left at 11:23 a.m. Linda Robertson, Manager, Skeena Region, Ministry of Aboriginal Relations and Reconciliation– arrived at 10:12 a.m., left at 11:23 a.m.

Others (Cont'd)

Justin Rousseau, BA, MBA Managing Director, Expedition Management Consulting – 10:14 a.m. – 10:42 a.m.  
Cindy Shelford, Nechako Kitimaat Development Fund – left at 12:32 p.m.

Media

Flavio Nienow, LD News – left at 10:56 a.m.

**CALL TO ORDER**

Chair Miller called the meeting to order at 10:04 a.m.

**STAFF INTRODUCTIONS**

RDBN Management staff introduced Steve Buhr, Building Inspector/Bylaw Enforcement Officer and Lindsey Larsen, Regional Economic Development Coordinator.

**AGENDA & SUPPLEMENTARY AGENDA**

Moved by Director MacDougall  
Seconded by Director Greenaway

C.W.2017-7-1

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of September 7, 2017 be approved, and that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Committee of the Whole Minutes – June 8, 2017

Moved by Director Bachrach  
Seconded by Director Petersen

C.W.2017-7-2

"That the Committee of the Whole meeting minutes of June 8, 2017 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Northwest BC Resource Benefits Alliance – Video

Moved by Director Newell  
Seconded by Director Lindstrom

C.W.2017-7-3

"That the Committee of the Whole receive the Northwest BC Resource Benefits Alliance – Video."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**DELEGATIONS**

**EXPEDITION MANAGEMENT CONSULTING – (Via Teleconference) – Maxwell Harrison, BA Associate & Justin Rousseau, BA, MBA Managing Director RE: Regional Value of Tourism Study (Via-Teleconference)**

Chair Miller welcomed Maxwell Harrison, BA Associate and Justin Rousseau, BA MBA Managing Director, Expedition Management Consulting.

Mr. Rousseau thanked RDBN staff and the Value of Tourism Study Committee, along with the accommodation providers for assistance during the study.

Mr. Rousseau and Mr. Harrison provided a PowerPoint Presentation.

## **DELEGATIONS (CONT'D)**

### **EXPEDITION MANAGEMENT CONSULTING – (Via Teleconference) – Maxwell Harrison, BA Associate & Justin Rousseau, BA, MBA Managing Director RE: Regional Value of Tourism Study (Via-Teleconference) (Cont'd)**

#### **Regional District of Bulkley-Nechako Value of Tourism Study**

##### **Presentation Overview**

1. Project Overview;
2. Value of Tourism Model and Methodology;
3. Results of the Study.

##### **Project Overview**

###### **Objective:**

To identify the value of tourism in the RDBN and within each of the partner municipalities, in order to support future tourism planning, development and marketing.

###### **Process:**

- Phase 1 – Project Start-Up (July, 2016);
- Phase 2 – Operator Interviews and Survey (August – December, 2016);
- Phase 3 – Value of Tourism Research (November, 2017);
- Phase 4 – Draft Value of Tourism Reports (June, 2017);
- Phase 5 – Final Value of Tourism Reports (July, 2017).

##### **Project Overview**

- District of Fort St. James;
- District of Houston;
- District of Vanderhoof;
- Town of Smithers;
- Village of Burns Lake;
- Village of Fraser Lake;
- Village of Granisle;
- Village of Telkwa.

##### **Tourism-Related Planning**

- Significant tourism-related planning already exists in the region. The RDBN and its partner municipalities recognize the potential that tourism has to add value to their local economies and communities.
- Tourism Planning Context:
  - o RDBN:
    - Regional Economic Development Action Plan;
    - Electoral Area Plans;
    - Tourism Plan.
  - o Smithers
    - Strategic Tourism Plan;
    - Official Community Plan.
  - o Houston:
    - Economic Development Strategy;
    - Official Community Plan.
  - o Vanderhoof:
    - Economic Development Strategy;
    - Tourism Assessment.
  - o Fort St. James:
    - Economic Development Strategy;
    - Master Trails Plan;
    - Official Community Plan.
    - Tourism Plan.

## **DELEGATIONS (CONT'D)**

### **EXPEDITION MANAGEMENT CONSULTING – (Via Teleconference) – Maxwell Harrison, BA Associate & Justin Rousseau, BA, MBA Managing Director RE: Regional Value of Tourism Study (Via-Teleconference) (Cont'd)**

- Burns Lake:
  - Sustainability Plan;
  - Economic Development Strategic Plan;
  - Community Tourism Plan.
- Fraser Lake:
  - Economic Development Strategy.
- Telkwa:
  - Official Community Plan.
- Granisle:
  - Official Community Plans.
  -

#### **Economic Benefits of Tourism**

"Tourism is an important industry for British Columbia and is poised to continue to grow... there is enormous potential." – Destination British Columbia

#### **In 2015, British Columbia's tourism industry:**

- Generated \$15.7 billion in revenue;
- Resulted in a \$7.4 billion direct contribution to British Columbia's GDP;
- Supported 18,938 tourism-related businesses throughout the Province;
- Employed 127,700 people;
- Generated \$4.5 billion in total tourism wages and salaries (with an average compensation of \$34,000);
- Generated \$1.1 billion in provincial taxes.

#### **Social Benefits of Tourism**

Tourism can also provide compelling social benefits for communities, such as:

- A source of community pride;
- Enhanced community engagement;
- Enhancements to the quality of life for residents;
- Contributes to the preservation and revitalization of built and natural environments.

#### **Value of Tourism Model**

##### **Purpose:**

To provide a conservative and credible estimate of visitor volume and direct tourism expenditures within a community.

##### **Goals:**

1. Collect surveys from 50% of the total room/site base.
2. Collect surveys from 50% of each accommodation type (e.g. fixed roof accommodations, RV site and campgrounds, etc.).
3. Within each accommodation type, collect a representative sample.

##### **Methodology**

- Accommodation Inventory;
- Develop Survey;
- Survey Accommodations;
- Send Data to Destination BC;
- Final Value of Tourism Report.



**DELEGATIONS (CONT'D)**

**EXPEDITION MANAGEMENT CONSULTING – (Via Teleconference) – Maxwell Harrison, BA Associate & Justin Rousseau, BA, MBA Managing Director RE: Regional Value of Tourism Study (Via-Teleconference) (Cont'd)**

**Results of the Study**

Visitation and Annual Direct Visitor Expenditures by Municipality (2015)

Community	Overall Visitation	Annual Direct Visitor Expenditures
RDBN	250,400	\$58,680,000
Smithers/Telkwa	124,100	\$28,730,000
Vanderhoof	35,300	\$10,220,000
Burns Lake	30,000	\$6,360,000
Granisle	5,900	\$1,420,000

Source: Destination British Columbia

\*Output reports for Houston, Fort St. James and Fraser Lake were not generated because they did not achieve the minimum response criteria of the Value of Tourism Model.

**RDBN Estimates of Visitors (2015)**

Type of Visitor	Volume of Visitors
<b>Fixed Roof (Hotels, Motels, B&amp;B)</b>	
Leisure	70,800
Business	39,100
<b>RV &amp; Campground</b>	23,000
<b>Total Visitors in Commercial Accommodations</b>	132,900
<b>Visiting Friends &amp; Relatives (VFR)</b>	20,200
<b>Day Visitors</b>	97,300
<b>Overall Visitation</b>	250,400

Source: Destination British Columbia

**RDBN Estimates of Direct Visitors Expenditures (2015)**

Type of Visitor	Number of Visitors	Average Length of Stay (days)	Average Total Spend (per visitor per trip)	Totals
<b>Leisure (commercial accommodation)</b>	93,800	3.2	\$210	\$20,030,000
<b>Business</b>	39,100	5.4	\$630	\$24,550,000
<b>Visiting Friends &amp; Relatives (VFR)</b>	20,200	4.5	\$210	\$4,170,000
<b>Day Visitors</b>	97,300		\$100	\$9,930,000
<b>Annual Direct Visitor Expenditures</b>				\$58,680,000

Source: Destination British Columbia

**Conclusion**

The RDBN and its partners now have valuable information to inform future tourism planning and investment decisions.

Director Parker questioned if the information could be reviewed on a seasonal basis. Mr. Rousseau indicated that the information is accumulated for an entire year and not by season.

Discussion took place regarding the \$210 average total spent per visitor per trip and the formulation of that dollar amount. The calculation is a formula determined by Destination British Columbia as a northern indicator of what is spent per visitor per trip.

**DELEGATIONS (CONT'D)**

**EXPEDITION MANAGEMENT CONSULTING – (Via Teleconference) – Maxwell Harrison, BA Associate & Justin Rousseau, BA, MBA Managing Director RE: Regional Value of Tourism Study (Via-Teleconference) (Cont'd)**

Director Bachrach questioned how the Value of Tourism Report may be used in future considerations by the Regional District and its partner municipalities. Mr. Rousseau noted that the report can be used and interjected into various plans to bring tourism to the for front as an economic drive. It can also be utilized in budget deliberations when considering monies to support tourism. Director Bachrach spoke to the importance of determining trends to show if the tourism sector has shown growth and if Destination British Columbia reviewed past information. Mr. Rousseau noted that in 2008 Smithers completed a tourism report that identified 110,000 visitors to Smithers with \$21,400,000 in direct expenditures compared to 2015 with 124,000 visitors to Smithers with \$29,000,000 in direct expenditures.

Corrine Swenson, Manager of Regional Economic Development thanked the Tourism Working Group representatives and Expedition Management Consulting Ltd. Ms. Swenson indicated that staff would like to follow up with Destination British Columbia to determine trends in the future.

The Value of Tourism Report – Regional District of Bulkley-Nechako will be a baseline as it is the first time such a report has been completed for the region.

Discussion took place in regard to how the RDBN compares to other Regional Districts of similar size in the Province such as the Peace River Regional District and the Regional District of East Kootenay. Mr. Harrison commented that Lillooet, in its previous study, has overall visitation to the community at just below 48,000 with \$5.3 million in direct expenditures and the South Peace region had an overall visitation in 2009 of 230,000 visitors with just under \$92 million in direct expenditures.

Chair Miller spoke to monitoring the trends to assist in determining if what is being completed in terms of the promotion of tourism is effective.

Chair Miller thanked Messrs. Harrison and Rousseau for attending the meeting.

**DELEGATIONS (CONT'D)**

**MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION (MIRR)– Linda Robertson, Manager, Skeena Region and Bruce Low, Regional Manager, Prince George RE: Update**

Chair Miller welcomed Linda Robertson, Manager, Skeena Region and Bruce Low, Regional Manager, Prince George, Ministry of Indigenous Relations and Reconciliation.

Ms. Robertson mentioned that Reconciliation Canada's Train the Trainer Workshop that took place in Smithers in the spring of 2017 provided an opportunity to network with a number of individuals. It was identified that the Ministry of Indigenous Relations and Reconciliation needed to collaborate more with local government and discuss options to better connect moving forward.

Ms. Robertson's region is Burns Lake to Prince Rupert and north to the Yukon border with her office being in Smithers. Mr. Low's region is Burns Lake east to the Alberta border, northeast to the Skeena boundary and north to the Yukon border with his office being in Prince George. Geoff Recknell is the Regional Executive Director for the North and is located in Smithers. The regional offices in Smithers and Prince George consist of staff that address negotiations and liaisons with agencies on First Nations activities in the region. The regional offices also assist the Provincial negotiations teams.

**DELEGATIONS (CONT'D)**

**MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION (MIRR)– Linda Robertson, Manager, Skeena Region and Bruce Low, Regional Manager, Prince George RE: Update (Cont'd)**

There are some shifts occurring within the Ministry of Indigenous Relations and Reconciliations that began prior to the BC Provincial Elections in May, 2017 and are now continuing with the new government. The implementation of the UN Declaration on the Rights of Indigenous People, the Truth and Reconciliation Report and Calls to Action are addressing reconciliation in B.C. The 4<sup>th</sup> Annual BC Cabinet and First Nations Leaders' Gathering is taking place September 6-7, 2017 in Vancouver B.C. A joint statement was released from the Union of British Columbia Indian Chiefs, British Columbia Assembly of First Nations and the Provincial Government to signify a unified commitment for a government to government relationship based on recognition of indigenous rights and title. Along with the UN Declaration on the Rights of Indigenous People and the Truth and Reconciliation Report, the Tsilhqot'in Supreme Court of Canada decision and case law is shaping the legal relationship between the Crown and First Nations. There is an acknowledgement within government that reconciliation occurs on a community by community approach.

The Ministry of Indigenous Relations and Reconciliation is shifting from a treaty only approach to broader spectrum negotiations with First Nations. MIRR is moving from a model based on sole accountability to a model where every agency within the Provincial Government has a role. MIRR participates in a leadership and coordination role in discussion with First Nations and is moving towards an outcome based approach to change the socioeconomic conditions of First Nations investments, certainty and sustainable communities. MIRR is moving towards an area based approach to have an enhanced role in the region to advance reconciliation initiatives and recognizes that regional staff are better positioned to develop the local relationship required to move forward. There is also a renewed priority focus by MIRR to engage stakeholders more frequently than has occurred in the past. Ms. Robertson indicated that it will be the role of herself and Mr. Low to develop a rigorous stakeholder engagement program to ensure that communities are engaged in the agreement and negotiation process.

Mr. Low spoke to the importance of treaties but identified that the broader area based agreement process provides a manageable component and portion of a treaty agreement. Reconciliation agreements can provide a focus on identified First Nations concerns. With support to move forward from stakeholders there can be a focus on that aspect within a negotiation.

**Cheslatta Carrier Nation**

- Negotiations over the past year toward a Settlement and Reconciliation Agreement:
  - o To address the impacts of the flooding of the Nechako Reservoir in 1952 by Rio Tinto Alcan;
    - Settlement and Reconciliation Agreement:
      - Terms of the agreement were agreed upon in January, 2017;
      - The agreement is confidential to protect each party's interest;
    - MIRR staff will want to meet with stakeholders and local governments soon to discuss land transfers.

**Lake Babine Nation**

- Good example of the new type of agreement that is being implemented in B.C.;
- 25 year agreement with short, medium and long term objectives:
  - o Intent to have full benefits while negotiating the agreement;
- Pathways Forward Agreement
  - o Signed in March, 2017;
  - o Terms for a foundation agreement for the 25 year process;
- Forestry and sociocultural initiatives;
- Will be having further discussions with Lake Babine in regard to forestry initiatives.

## **DELEGATIONS (CONT'D)**

### **MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION (MIRR)– Linda Robertson, Manager, Skeena Region and Bruce Low, Regional Manager, Prince George RE: Update (Cont'd)**

#### **Carrier Sekani Tribal Council**

- Actively negotiating for three years;
  - o Initial negotiations were in regard to LNG;
- Recognized at the early stages that there needed to be a larger discussion;
  - o Developed a Collaboration Agreement;
  - o Developed a Sociocultural Agreement;
- Take components that could be implemented while also committing to develop a longer term agreement;
- First time the province started into revenue sharing agreements with social cultural components:
  - o Language;
  - o Sociocultural values;
  - o Skills training.
- Relationship that developed from that work between the communities, industry and First Nations was exceptional;
- 2 year commitment;
  - o Looked at the development of a reconciliation agreement;
- In March, 2017 signed a Pathways Forward Agreement:
  - o one year bridging agreement to allow for the development of a reconciliation table and outline of major components that the Province and First Nations want;
  - o Major agreement – 7 First Nations at the table;
- At the end of the year move forward into a larger reconciliation agreement;
- Land components;
- Funding substantial for First Nations to move forward with agreement;
- Other First Nations are looking at the process favourably;
- These agreements are very labour intensive;
  - o Stewardship working group;
  - o Sociocultural working group;
  - o Collaboration working group;
  - o Reconciliation table;
  - o Forestry table.

#### **Kaska Dena Council**

- In Treaty negotiations for a long time;
  - o Tried to advance large Forestry initiatives;
  - o Do have an Interim Treaty Agreement (ITA) on some lands;
- Have had success with a Strategic Engagement Agreement signed a number of years ago;
- March, 2018 agreement expires;
- In discussion in regard to moving forward and possibly expanding negotiations.

#### **Lheidli T'enneh First Nation**

- Slow process in regard to Treaty negotiations;
- Some Challenges;
- Indicated there is no desire to be a part of a provincial forestry agreement;
- Positive discussion in regard to reconciliation agreements across the north moving forward.

**DELEGATIONS (CONT'D)**

**MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION (MIRR)– Linda Robertson, Manager, Skeena Region and Bruce Low, Regional Manager, Prince George RE: Update (Cont'd)**

**Gitksan**

- Pilot project – creating readiness for a broader reconciliation and to engage effectively with the Hereditary Chiefs;
- Investigating creating structures within the Gitksan which operate a hereditary system;
- Look at a different model where Chiefs aggregate on watershed level and work on a watershed model;
- Positive and making local relationships;
- It's a type of reconciliation agreement recognizing the wants of the community.

**Wet'suwet'en**

- Working with the Office of the Wet'suwet'en to find a way to better engage on a government to government level;
- Separate agreements with First Nations within the Office of the Wet'suwet'en:
  - o Skin Tyee Nation;
  - o Nee Tahi Buhn;
  - o Wet'suwet'en;
- Working overtime to create an opportunity for all of the Wet'suwet'en to come together overtime.

**Yekooche First Nation**

- Treaty negotiations.

Ms. Robertson requested input in moving forward as to how MIRR negotiators can best engage with local government.

Director Thiessen mentioned the importance of recognizing each community is different just as each First Nation is different. The relationship between communities and its First Nations neighbors are important and discussions need to be on a community to community basis.

Discussion took place in regard to negotiations and agreements that have been finalized. Revenue share agreements, mining, forestry and economic development have also been finalized and negotiated within larger negotiations. Reconciliation and Treaty agreements are large broad scale agreements but are beginning to have bridging and framework agreements within them.

**Environmental Stewardship Initiative**

- Came forward when Liquid Natural Gas (LNG) was discussed;
- Funding commitment for the initiative;
- First Nations and agencies are coming to the table that have not been at the table in the past;
- Environmental sustainable protocols to measure and monitor environmental quality over time;
  - o scientific information that government and First Nations can share and that decisions can be based on;
- Gitksan, Wet'suwet'en, Lake Babine Nation, Moricetown Band, Skin Tyee Band, Nee Tahi Buhn Band, Gitanow and local government agencies have been working together to collect information and best collate that information;
- Look at regional approach – some will be First Nation by First Nation;
- Bring everyone together to talk about common issue on the landscape;
- Good initiative and looking at how to do more with innovative models moving forward;
- Move toward a model where everyone can work together.

**DELEGATIONS (CONT'D)**

**MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION (MIRR)- Linda Robertson, Manager, Skeena Region and Bruce Low, Regional Manager, Prince George RE: Update (Cont'd)**

Director Thiessen spoke of wanting to see significant successes in the North and within the region. Mr. Low spoke of the advantages of the regional offices and working on a more local basis.

Director Newell commented that long term reconciliations work where it is mutually beneficial for all parties. The agreements discussed have been between the Provincial Government and First Nations and questioned the role of local government. Ms. Robertson stated that the opportunity is now to determine where local government has a role and how they fit in the process. She noted that with the new provincial government there is a hope that those discussions will take place. Chair Miller noted that the Provincial Government hasn't been consulting with stakeholders and information has been provided by First Nations through community relationships. He spoke of legislative issues that create barriers to local government and impedes open discussion with everyone at the table. Eliminating those barriers will build strong and lasting agreements with all levels of government. Land management planning lacks clear engagement as to where responsibilities lie and discussions at the negotiations tables impact local governments' decision making process. Emergency preparedness is also an example of a local responsibility but has a large scope when it comes to such events as wildfire. He noted the need to have an open negotiations process moving forward.

Discussion took place in regard to short term agreements that are being built bridging the gap towards medium and long term agreements and goals that will move toward the Treaty process. Ms. Robertson noted that the Lake Babine negotiations are determining short, medium and long term goals developing the 25 year approach and at the same time treaty negotiations are moving forward. There are still questions to be answered and how to stay connected to local government is an integral part of the process. Mr. Low spoke of developing tools to be able to apply in each area where they may be needed and to achieving reconciliation.

Mr. Low commented that the key focus is stakeholder engagement with industry, local governments and all stakeholders to ensure understanding moving forward.

Chair Miller thanked Ms. Robertson and Mr. Low for attending the meeting.

**REPORTS**

**Federal Gas Tax Funding Process Document**

Moved by Director Benedict  
Seconded by Director Parker

**C.W.2017-7-4**

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors approve the September 7, 2017 Federal Gas Tax Process Document and that staff be directed to follow the process with all applicants, including non-profit organizations and municipalities."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Director Repen expressed frustrations in regard to the lack of flexibility regarding the Federal Gas Tax criteria and staff having to implement the criteria. He voiced frustrations in regard to the amount of staff time and cost required to administer the program that takes place for each application.

**REPORTS (CONT'D)**

Director Repen mentioned that the Village of Telkwa is bringing forward a resolution to the Union of B.C. Municipalities Convention in Vancouver, B.C. September 25-29, 2017 in regard to the Federal Gas Tax criteria. He spoke also to the inability for communities to use Federal Gas Tax Funds to leverage further government funding.

Discussion took place in regard to Directors knowing what will benefit their community and the pressures on staff to determine if a project can be eligible for Federal Gas Tax funding. Melany de Weerdt, CAO noted that the Federal Gas Tax Funding Process document outlines the steps that are needed in order to determine eligibility for a project. Staff recognizes that Directors are the knowledgeable source as to what their community needs are and can best determine whether there is a public benefit. Once the value of a project is determined there are a number of other steps that are also required by the Federal Gas Tax Program to allow a project to move forward.

Discussion took place in regard to the definition of a direct or indirect benefit of a project.

Chair Miller spoke of the history of lobbying the Federal Government in regard to expanding the criteria for the Federal Gas Tax Fund Program and the expansion of the criteria when they renewed the program. There are still restrictions and roadblocks that may need further lobbying to address concerns. Director Greenaway commented that when the criteria expanded to include sports and recreation his community was able to recognize a number of benefits.

Ms. de Weerdt noted that the Federal Gas Tax Funding Process Document does not change or slow down the process. It identifies the information that is required to determine whether potential projects meet all of the eligibility criteria and can be considered for approval.

Director Fisher questioned the new criteria for signage and mentioned the need to simplify the process and have the onus be on the applicant to install and oversee signage. Staff will bring forward the concern for further discussions during budget deliberations and to the Rural Directors Committee.

**Administration Reports**

Moved by Director Greenaway  
Seconded by Director Newell

**C.W.2017-7-5**

"That the Committee of the Whole receive the following Administration Reports:

- Chief Financial Officer
  - August 28, 2017 memo titled "Financials to June 30, 2017;"
  - August 28, 2017 memo titled "Bylaw 1809 -- Laidlaw Street Lighting Map Update;"
- Deputy Director of Environmental Services
  - August 24, 2017 memo titled "Region Wide Cardboard Ban Review;"

**REPORTS (CONT'D)**

**CORRESPONDENCE**

-Ministry of Forests, Lands, Natural Resource Operations and Rural Development – BC Wildfire Service – Information Bulletin:  
-Campfires to be Allowed Again in Parts of the Northwest Fire Centre;

-Campfires to be Allowed Again in Parts of the Prince George Fire Centre;

-Northern Health re: Wildfire Memo – Update – Stakeholders – August 17, 2017;

-Liquor Control and Licensing Branch re: Invitation for Input – Special Event Permit Policy;

-Canadian Postmasters and Assistants Association Re: Postal Service for Germansen Landing."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place regarding the cost to transfer, haul and landfill cardboard. Staff will provide a cost analysis of the cost per truck load to landfill cardboard at a future RDBN Meeting. Janette Derksen, Deputy Director of Environmental Services noted that the volumes of cardboard being diverted from the landfill provided to the RDBN from the recycling centres may include mixed paper.

**INVITATION**

**BC Council of Forest Industries (COFI) – 2017 COFI Community Dinner – Thursday, September 21, 2017 – Prince George, B.C.**

Moved by Director Thiessen  
Seconded by Director Newell

**C.W.2017-7-6**

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize Chair Miller's attendance at the BC Council of Forest Industries (COFI) 2017 COFI Community Dinner – Thursday, September 21, 2017, Prince George, B.C."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**DISCUSSION – UBCM Convention – Meeting Attendees**

Director Bachrach noted that a number of the topics for discussion being brought forward at the UBCM Convention are both municipal and regional issues. Director Bachrach spoke of the Child Development Centre in Smithers, which is a regional facility and services communities from Vanderhoof to Atlin. They are completing a renovation to a building in Smithers and do not have sufficient funding and it has been identified that the Ministry of Municipal Affairs and Housing has provided funds to other child development centres in the Province as a one time gift to assist in funding needs. Director Thiessen voiced concerns that the Child Development Centre does not have regional representation on its Board of Directors. Director Benedict requested further information in regard to the issues facing the Child Development Centre and the services it provides to the entire region. Discussion took place in regard to the services provided by the Child Development Centre being provided by the College of New Caledonia in the past. Director Bachrach will provide further information to the Regional Board of Directors.



### 2017 UBCM Minister Meeting Requests

Attendance at Minister Meetings is at the discretion of the Regional Board of Directors.

- **Minister of Health** (Jerry Petersen – introductions)
  - Fort St. James Hospital Replacement (Rob MacDougall and Tom Greenaway)
    - That the provincial government keep the Fort St. James Hospital Replacement as a high priority
  - Seniors Health Care and gap in assisted living (Darcy Repen & Gerry Thiessen)
    - That the provincial government be requested to provide new assisted living accommodations to address increased seniors healthcare and the deficit in assisted living.
  - Resource Benefits Alliance
- **Minister of Transportation and Infrastructure** (Bill Miller – introductions)
  - Colleymount Road (Eileen Benedict)
    - There are considerable safety hazards associated with the condition of Colleymount Road. Improvements are necessary in reducing the danger for residents and other road users travelling on this road.
  - Need for more passing lanes on Hwy 16 (Bill Miller)
    - The RDBN would like to thank MOTI for improvements that have taken place to date in relation to twinning on Highway 16 and requests continued improvements inclusive of local consultation
  - Northroad (Fort St. James to Mackenzie Connector) (Tom Greenaway and Rob MacDougall)
    - The RDBN opposes this change and requests that the MOTI oppose the change as well
  - Resource Benefits Alliance
- **Minister of Municipal Affairs and Housing** (Bill Miller – introductions)
  - Housing – prohibitive creating housing due to regulations and owner/builder restrictions (Gerry Thiessen & Darcy Repen)
    - The Minister to support in a timely fashion the promised second round of changes to the regulations that relate to the requirements for level 3 building inspectors and exemptions for new building inspectors who are in the process of becoming qualified.
  - Resource Benefits Alliance
- **Minister of Energy Mines and Petroleum Resources (Also Jennifer Rice if Possible)** (Bill Miller and Rob Newell)
  - Tailings Ponds (Equity Mine Dam Safety)
    - That Equity Mine be requested to have an Emergency Response Plan and follow through process in place regarding tailings ponds.
  - Oil and Gas Commission Process
    - That the Oil and Gas Commission communicate to local residents and stakeholders early in the process and that Local Government be able to provide input on referrals that is meaningfully considered by the OGC early in the process.
  - Resource Benefits Alliance
- **Network BC (Rob Newell and Eileen Benedict)**
  - Internet and cell phone connectivity
  - 1. What is the status of CityWest? 2. The RDBN requests that continuity of funding for internet and cell phone connectivity remains in place. 3. The RDBN is concerned with the increased number of lost calls on the Highway 16 Corridor. Cell phone connectivity is both an economic driver and important for safety when travelling. The RDBN requests that the issue of dropped calls be addressed. 4. The RDBN requests support for access to funding for increased cell coverage.
  - Resource Benefits Alliance

**DISCUSSION – UBCM Convention – Meeting Attendees (Cont'd)**

- **Minister of Agriculture** (Mark Parker – lead and Mark Fisher – support and Gerry Thiessen)
  - Secure Fibre supply for bedding
    - That the provincial government recognizes that fibre supply decisions impact the region and develop policy that addresses the need for a secure supply for bedding livestock and good animal husbandry.
  - Foreign ownership of agricultural land
    - Request that the provincial government develop and implement restrictions on foreign ownership of agricultural land.
  - Agricultural Land Commission (support)
  - 1. Request that the provincial government keep zones 1 and 2 as per current policy. 2. Request that a northern panel remain in place to reflect the differing agricultural requirements. 3. Request for continued funding at the same level from the Province.
  - Resource Benefits Alliance
- **Minister of Forests, Lands and Natural Resource Operations, and Rural Development** (Gerry Thiessen & Bill Miller)
  - **Request for a meeting with the Minister subsequent to the UBCM Convention**
    - Wildfires (inability to protect resources)
      - That the Provincial Government form a Commission on Wildfire Management and Response in BC independent of the provincial government to fulfil the mandate
    - Community Wildfire Protection Plans
      - That the Province develop a Wildfire Protection Plan and strategy at a provincial level where the local government role is to provide input into the plan and strategy
    - Spruce Beetle
      - 1. That the provincial government have a pro-active response to the spruce beetle infestation. 2. That the provincial government conduct an audit of industry licensees for compliance to a) determine if they are doing what's in their plan b) Is it effective?
    - Harvesting practices (landscape objectives)
      - That the Provincial Government develop a policy that requires full utilization of fibre.
    - Grizzly Bear Population (impacts on ranchers and communities) (Shane Brien)
      - That the population numbers need to be managed and culled in consultation with local input including the farming community.
    - Jobs & Rural Development (Fibre Supply,
      - That tariff negotiations be conducted to protect the interest of BC's interior mills and that local government be involved in the discussions.
      - That policies be implanted that ensure a secure fibre supply for regional agricultural producers.
    - Resource Benefits Alliance

**DISCUSSION – UBCM Convention – Meeting Attendees (Cont'd)**

- **Minister of Environment and Climate Change Strategy (Mark Fisher)**
  - Zero Waste
    - That the Province creates a zero waste strategy and review landfill guidelines in collaboration with local government so that diversion initiatives and concerns of more rural and northern communities are addressed. These include, but are not limited to, province wide material bans, requirements for industry (including agriculture) to work with local governments during the project planning process and ongoing activities, lack of Recycle BC services (because of provincial vs. regional targets) and residents who are thereby double paying for diversion initiatives (through EPR and RD fees).
  - Resource Benefits Alliance
  - Water Licensing
    - That provincial staff be available to support the licensing process, and that the province release clear and regular updates regarding the transition.
- **Minister of Finance (Darcy Repen)**
  - Clean Water and Waste Water Fund (release of funds, allocation formulas and timelines)
    - That the provincial government request that the federal government increase the funding allocation and release the funding as soon as possible.
  - Infrastructure Funding
    - As per the mandate letter, that the provincial government evaluate the fairness of revenue and taxation to level the playing field.
  - Resource Benefits Alliance
- **Minister of Mental Health and Addictions (Eileen Benedict and Gerry Thiessen)**
  - Youth and Adult Mental Health Services
    - What services are available in our region. Request that additional services be provided.
  - Opioid Crisis
    - That additional services be provided.
  - Resource Benefits Alliance
- **Minister of Public Safety and Solicitor General (Also Jennifer Rice if Possible)**
  - Provincial Download of Emergency Preparedness (Bill Miller)
    - That Emergency Preparedness responsibilities previously downloaded from the province to local government be taken back by the province and, as per Section 2 of the *Community Charter*, that the provincial government not assign responsibilities to local government unless there is provision for resources required to fulfill the responsibilities.
  - Tailings Ponds (Equity Mine Dam Safety)
    - That Equity Mine be requested to have an Emergency Response Plan and follow through process in place regarding tailings ponds.
  - Flood Mitigation/Dikes (Mark Fisher)
    - That there be increased funding and increased flexibility with flood mitigation funding for property owners in flood prone areas.
  - Resource Benefits Alliance.

**Break for Lunch at 12:32 p.m.**

**Reconvened at 1:00 p.m.**

**REGIONAL TRANSIT COMMITTEE**

**Regional Transit Committee Meeting**

Moved by Director Newell  
Seconded by Director Bachrach

C.W.2017-7-7

"That the Committee of the Whole recess at 1:00 p.m. to convene the Regional Transit Committee Meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**RECONVENED at 1:46 p.m.**

**UBCM Information**

Moved by Director Newell  
Seconded by Director MacDougall

C.W.2017-7-8

"That the Committee of the Whole receive the following UBCM information:  
-UBCM 2017 Minister Meeting Requests;  
-UBCM 2016 Convention Meetings and Attendees."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**UBCM ADMINISTRATION CORRESPONDENCE**

**UBCM Convention – MIABC 30th Annual General Meeting**

Moved by Director Benedict  
Seconded by Director Petersen

C.W.2017-7-9

"That the Committee of the Whole receive the UBCM correspondence: UBCM Convention –MIABC 30<sup>th</sup> Annual General Meeting – Tuesday, September 26, 2017 – Fairmount Waterfront Hotel."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Director Benedict will attend the MIABC 30<sup>th</sup> Annual General Meeting Tuesday, September 26, 2017.

**UBCM 2017 Convention -Meeting with Northern Health**

Moved by Director Petersen  
Seconded by Director Brien

C.W.2017-7-10

"That the Committee of the Whole receive the UBCM correspondence: UBCM 2017 Convention – Meeting with Northern Health."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**UBCM 2017 Convention -Roots to Results Convention Bulletins**

Moved by Director Newell  
Seconded by Director MacDougall

C.W.2017-7-11

"That the Committee of the Whole receive the UBCM correspondence: UBCM 2017 Convention –Roots to Results Convention Bulletin:  
-Bulletin #2  
-Bulletin #3."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**UBCM ADMINISTRATION CORRESPONDENCE (CONT'D)**

UBCM 2017 Staff Attendance Moved by Director Greenaway  
Seconded by Director Newell

C.W.2017-7-12 "That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize the attendance of Cheryl Anderson, Manager of Administrative Services at the 2017 UBCM Convention September 25-29, 2017 in Vancouver, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

**CORRESPONDENCE**

Terry Fox Committee  
-Request for Donation Moved by Director Thiessen  
Seconded by Director Bachrach

C.W.2017-7-13 "That the Committee of the Whole receive the correspondence from the Terry Fox Committee re: Request for Donation."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to the RDBN providing a composter in the past. The Committee of the Whole directed staff to include in the RDBN's written response to the Terry Fox Committee's request for donation the option to potentially speak with the Electoral Area Directors in the future and outline the requirements of the RDBN's Grant in Aid Policy.

John Rustad, MLA, Nechako  
Lakes – Attendance at UBCM  
Minister Meetings

Moved by Director Fisher  
Seconded by Director Newell

C.W.2017-7-14

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako write a letter to John Rustad, MLA, Nechako Lakes providing a list of Regional District of Bulkley-Nechako UBCM Minister Meetings and topics of discussion; and further that if he wishes to attend the meetings he is welcome to do so as an observer."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

North Central Local  
Government Association  
-NCLGA/Greyhound Bus  
Response

Moved by Director Fisher  
Seconded by Director Parker

C.W.2017-7-15

"That the Committee of the Whole receive the correspondence from the North Central Local Government Association – NCLGA/Greyhound Bus Response."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**CORRESPONDENCE (CONT'D)**

Canada Post – Closure of  
Germansen Landing Post  
Office

Moved by Director Newell  
Seconded by Director Schienbein

C.W.2017-7-16

"That the Committee of the Whole receive the correspondence from Canada Post – Closure of Germansen Landing Post Office."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Director Greenaway indicated he has been addressing the Canada Post Office closure in Germansen Landing. Mail will be continued to be delivered in General Mail Boxes once a week. Other postal services and parcel services will be available in Manson Creek. Director Greenaway will follow up to determine where out-going mail can be dropped off.

Ministry of Forests, Lands,  
Natural Resource Operations  
And Rural Development/BC  
Wildfire Service – Campfires to  
be allowed again in all of Northern B.C.

Moved by Director Thiessen  
Seconded by Director Brien

C.W.2017-7-17

"That the Committee of the Whole receive the correspondence from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development/BC Wildfire Service – Campfires to be allowed again in all of Northern B.C."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**INVITATIONS**

Invitations

Moved by Director Thiessen  
Seconded by Director Bachrach

C.W.2017-7-18

"That the Committee of the Whole receive the following invitations:  
-Topley Volunteer Fire Department – Grand Opening – September 9, 2017;  
-Terus Construction Ltd. – Invitation to Reception at UBCM Convention;  
-LNG Canada – Invitation to Reception at UBCM Convention;  
-TransCanada – Invitation to Reception at UBCM Convention;

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Moved by Director Benedict  
Seconded by Director Greenaway

C.W.2017-7-19

"That the meeting be adjourned at 2:09 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****REGIONAL TRANSIT COMMITTEE MEETING**  
**(Committee Of The Whole)****Thursday, October 12, 2017**

**PRESENT:**    Acting Chair    Bill Miller

                 Directors        Chris Beach  
   Eileen Benedict  
   Shane Brienen  
   Mark Fisher  
   Dwayne Lindstrom  
   Thomas Liversidge  
   Rob MacDougall  
   Rob Newell  
   Mark Parker  
   Jerry Petersen  
   Darcy Repen  
   Gerry Thiessen

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

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

                 Staff                Melany de Weerd, Chief Administrative Officer  
   Cheryl Anderson, Manager of Administrative Services  
   John Illes, Chief Financial Officer  
   Deneve Vanderwolf, Regional Transit Service Coordinator  
   Wendy Wainwright, Executive Assistant

                 Via Tele-            Tom Clement, Chief Administrative Officer, District of  
                 Conference    Vanderhoof  
   Zoe Dhillon, Special Projects Coordinator, District of Vanderhoof  
   Linda Harmon, Transit Crown Agency Programs, Ministry of  
   Transportation and Infrastructure  
   Debbie Joujan, Chief Administrative Officer, Village of Telkwa  
   Art Kaehn, Chair, Regional District of Fraser-Fort George  
   Jim Martin, CAO, Regional District of Fraser-Fort George  
   Jillian Merrick, Councillor, City of Prince George  
   Dyra Pridham, Executive Assistant, City of Prince George  
   Tiina Schaeffer, Manager of Sustainable Community  
   Development and Transit, City of Prince George  
   Barbara Tom, Lake Babine Nation

**CALL TO ORDER**

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

**AGENDA &**  
**SUPPLEMENTARY AGENDA**Moved by Director Petersen  
Seconded by Director Lindstrom**RTC. 2017-4-1**

"That the Regional Transit Committee Agenda for October 12, 2017 be adopted; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Regional Transit Committee Meeting Minutes  
-September 7, 2017

Moved by Director MacDougall  
Seconded by Director Petersen

RTC.2017-4-2

"That the Minutes of the Regional Transit Committee Meeting of September 7, 2017 be received."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**REPORTS**

Memorandum of Understanding to Amend the AOA Service Specifications

Moved by Director Thiessen  
Seconded by Director MacDougall

RTC.2017-4-3

"That the Regional Transit Committee receive the Regional Transit Coordinator's October 3, 2017 memo titled "Memorandum of Understanding to Amend the AOA Service Specifications," and further, that the Regional Transit Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve signing the document."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Winter Schedule Change

Moved by Director Repen  
Seconded by Director Beach

RTC.2017-4-4

"That the Regional Transit Committee receive the Regional Transit Coordinator's October 3, 2017 memo titled "Winter Schedule Change."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**CORRESPONDENCE**

Town of Smithers/BC Transit -Service Change

Moved by Director Repen  
Seconded by Director Fisher

RTC.2017-4-5

"That the Regional Transit Committee receive the correspondence from the Town of Smithers/BC Transit regarding Service Change."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Director Repen expressed his appreciation for the expansion of the commuter route between the Village of Telkwa and Town of Smithers. He noted that there is a lack of signage and communication from BC Transit in regard to the Village of Telkwa to Town of Smithers route to identify that there are two different services accessing the same pickup/drop off locations. There also needs to be clarity and promotion in regard to where residents can purchase passes and costs associated with the route.



## SUPPLEMENTARY AGENDA

### REPORT

#### Passenger Pass-ups

Moved by Director Lindstrom  
 Seconded by Director Parker

#### RTC.2017-4-6

"That the Regional Transit Committee receive the Regional Transit Coordinator's October 10, 2017 memo titled "Passenger Pass-ups."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Deneve Vanderwolf, Regional Transit Coordinator noted that BC Transit is actively researching a solution so that pass ups do not occur. BC Transit is also open to solutions that the Regional Transit Committee may have to assist in mitigating pass ups. Chris Fudge, Senior Regional Transit Manager, BC Transit has initiated the process to have a larger bus on the route as soon as possible ahead of the schedule to have a new bus for the route in summer of 2018.

Director Thiessen noted that it is unacceptable for riders to experience pass ups and that in order for the service to be sustainable it needs to be reliable. He voiced concerns in regard to impacts to rider's schedules if they are using the bus for appointments in other communities and riders coming from communities such as Fort St. James to Vanderhoof and their options if they are not able to take the bus.

Director MacDougall mentioned that the Transit Committee Advisory Committee discussed the potential for pass ups at meetings prior to the start of the service to mitigate the issue. He noted that BC Transit is aware of the issue and is working to find a solution in the interim but due to winter approaching there needs to be an immediate solution.

### CORRESPONDENCE

#### BC Transit – Bulkley-Nechako Regional Transit – Winter Rider's Guide – Effective November 6, 2017

Moved by Director Repen  
 Seconded by Director Petersen

#### RTC.2017-4-7

"That the Regional Transit Committee receive the correspondence from BC Transit regarding the Bulkley-Nechako Regional Transit – Winter Rider's Guide – Effective November 6, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

**Community Bus Funding**

Director Repen questioned if funding remained from the Community Bus Program would there be an opportunity to expand the Bulkley Nechako Regional Transit System to address Greyhound Canada Transportation Corp. request to the Passenger Transportation Board to reduce service to northern B.C. Linda Harmon, Transit Crown Agency Programs, Ministry of Transportation and Infrastructure mentioned that the Community Bus Program was fully subscribed. She mentioned that Greyhound's request is currently in front of the Passenger Transportation Board for review and a decision has yet to be made. Jillian Merrick, Councillor, City of Prince George commented that a resolution was supported at the 2017 UBCM Convention to request that the Passenger Transportation Board not allow Greyhound Canada Transportation Corp.'s request to withdraw service to central and northern B.C.

**Commuter Bus Service  
Between Houston and Smithers**

Director Newell spoke of the need to have a commuter bus service between Houston and Smithers. He noted that there are 60 service jobs in Smithers that need to be filled along with 28 mill workers and 17 students travelling between the communities. He reiterated the economic need for a commuter service between the two communities.

**Additional Stops and Signage  
in Houston**

BC Transit has received the requests and is reviewing them. Staff will follow up with BC Transit.

**ADJOURNMENT**

Moved by Director Thiessen  
Seconded by Director Lindstrom

**RTC.2017-4-8**

"That the meeting be adjourned at 1:23 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

\_\_\_\_\_  
Bill Miller, Acting Chair

\_\_\_\_\_  
Wendy Wainwright, Executive Assistant



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**REGIONAL TRANSIT COMMITTEE MEETING**  
**(Committee Of The Whole)**

**Thursday, September 7, 2017**

**PRESENT:** Chair Taylor Bachrach

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

Directors Absent John Illes, Village of Burns Lake  
Thomas Liversidge, Village of Granisle

Alternate Director Susan Schienbein, Village of Burns Lake

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Roxanne Shepherd, Chief Financial Officer  
Deneve Vanderwolf, Regional Transit Service Coordinator  
Wendy Wainwright, Executive Assistant

Other Gladys Atrill, Town of Smithers  
Theresa Fresco, Regional Manager Upper Fraser, Fraser Basin Council – arrived at 1:35 p.m.

Via Tele-Conference Deborah Bowman, Assistant Deputy Minister, Transportation Policy and Programs, Ministry of Transportation and Infrastructure  
Tom Clement, Chief Administrative Officer, District of Vanderhoof  
Zoe Dhillon, Special Projects Coordinator, District of Vanderhoof  
Lyn Hall, Mayor, City of Prince George  
Linda Harmon, Transit Crown Agency Programs, Ministry of Transportation and Infrastructure  
Chris Fudge, Senior Regional Transit Manager, BC Transit  
Art Kaehn, Chair, Regional District of Fraser-Fort George  
Jim Martin, CAO, Regional District of Fraser-Fort George  
Jillian Merrick, Councillor, City of Prince George  
Dyra Pridham, Executive Assistant, City of Prince George  
Tiina Schaeffer, Manager of Sustainable Community Development and Transit, City of Prince George

Media Flavio Nienow, Lakes District News – left at 1:42 p.m.

**CALL TO ORDER** Chair Bachrach called the meeting to order at 1:03 p.m.

## AGENDA

Moved by Director Repen  
 Seconded by Director Miller

### RTC. 2017-3-1

"That the Regional Transit Committee Agenda for September 7, 2017 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## MINUTES

### Regional Transit Committee Meeting Minutes -April 20, 2017

Moved by Director Petersen  
 Seconded by Alternate Director Schienbein

### RTC.2017-3-2

"That the Minutes of the Regional Transit Committee Meeting of April 20, 2017 be received as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## DELEGATION

### BC TRANSIT – Chris Fudge, Senior Regional Transit Manager, RE: Bulkley-Nechako Regional Transit RE: Update (Via-Teleconference)

Chair Bachrach welcomed Chris Fudge, Senior Regional Transit Manager, BC Transit.

Mr. Fudge provided an update of the Bulkley Nechako Regional Transit Service.

### Bulkley Nechako Regional Transit Service

- Very positive response;
- Good results in regard to ridership:
  - This indicates that public awareness for the service is fairly high and information is being provided to people;
- BC Transit reviewing - Is the service implementation meeting demand?
  - Who?
  - Where?
  - How often are people using Transit?
  - Why?
    - Reasons why people are taking transit.
- Information is being collected from a variety of resources:
  - Website;
  - Drivers;
  - Staff on buses;
  - All information collected is very valuable.
- In terms of ridership:
  - At the outset of the service there has been a request for ridership data;
  - Regular monthly reporting cycle;
  - Plan to have ridership for each calendar month:
    - Tabulate ridership;
    - By middle of month have ridership for the past month;
  - Master account sheet – single source of truth:
    - Very manual process;
    - Data includes:
      - Where are riders getting on the bus?
      - Number of riders for each day;
    - Not normal data collection for a transit service.

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**DELEGATION (CONT'D)**

**BC TRANSIT – Chris Fudge Senior Regional Transit Manager, RE: Bulkley-Nechako Regional Transit Update (Via Teleconference) (Cont'd)**

- July 2017
  - **Route 161 Burns Lake to Prince George**
    - 261 passengers;
  - **Route 162 Burns Lake to Smithers**
    - 153 passengers;
- Will continue to analyze ridership;
- **August 2017 – Preliminary data**
  - **Route 161 Burns Lake to Prince George**
    - 316 passengers;
  - **Route 162 Burns Lake to Smithers**
    - 123 passengers;
- **The Bulkley Nechako Regional Transit System is in its very early stages:**
  - Service has been in place for under three months;
  - Beginning to have an understanding of trends;
  - BC Transit perspective – the number of passengers is higher than expected;
- **Route 161 Burns Lake to Prince George**
  - Awareness that it is a busy route;
  - Two incidents where bus was at capacity and there were pass ups;
    - Tuesday, August 15 – due to bus capacity - three passengers in Vanderhoof were unable to ride the bus;
    - Saturday, August 19 – due to bus capacity - 2 riders at Stellako and 2 riders in Fraser Lake were unable to ride the bus;
      - May have been due to the PG Exhibition taking place;
      - Be aware of large regional events;
      - Could address in the future by having an additional bus.
    - An incident where a passenger was missed due to visibility and BC Transit was made aware of the incident immediately and addressed the situation.
- BC Transit will continue to gather information to assist in determining how the service will evolve.
- **Scheduling**
  - Construction has caused 15-30 minute delays:
    - BC Transit has done its best to mitigate the delays;
    - BC Transit has provided communication to customers to expect delays due to unforeseen construction delays;
  - Slight modification required to address the need for bathroom breaks:
    - Consideration has been given to where bathroom breaks can be built into the schedule and how much time is required;
    - Implement early November, 2017;
      - Making slight adjustment to the schedule due to changing winter weather conditions;
      - Good time to make changes for bathroom breaks;
    - Find an opportunity to make changes that allows for passengers to adjust to the new transit system;
  - Planning in place for possible snow routing;
    - Heavy snow may impact communities and routes;
    - Plans will be implemented if required;
  - Schedulers will be on the ground the week of September 11, 2017 to determine feasibility of the potential changes.

## DELEGATION (CONT'D)

### BC TRANSIT – Chris Fudge Senior Regional Transit Manager, RE: Bulkley-Nechako Regional Transit Update (Via Teleconference) (Cont'd)

- Work on bus stops continues:
  - BC Transit Planning staff will also be on the ground the week of September 11, 2017 in collaboration with Ministry of Transportation and Infrastructura staff to review the potential for additional stops that have been requested.
- **Media Awareness**
  - Article in the Canadian Urban Transit Association's latest Urban Mobility Forum Magazine Cover Story "Creating a Safer Transportation Option for BC Communities along Highway 16 – Implementing a New Transit System."
  - CBC National Reporter Briar Stewart, along with a news crew, travelled on the Bulkley Nechako Regional Transit Bus from Prince George to Burns Lake and Burns Lake to Smithers recently;
    - Interviewed passengers and elected officials;
    - The story will be featured mid-September, 2017.

#### **Hazeltons and Terrace Transit Service**

- Hoping to implement fall 2017;
- Awaiting final approval from Regional District of Kitimat-Stikine;
- BC Transit completing final works also.

Discussion took place in regard to the questions asked when CBC National interviewed riders on the Bulkley Nechako Regional Transit Bus during their recent ride along. The questions focused on the travel habits of transit riders prior to the implementation of the service and how the service benefited the riders.

Deborah Bowman, Assistant Deputy Minister, Ministry of Transportation and Infrastructure mentioned that it may be beneficial to have regular monthly reporting that included data with the ridership for each day of the week and times to provide information in regard to the most travelled days and times. This information would provide the Regional Transit Committee with a complete overview of the growth of the service. Mr. Fudge commented that this information could be tabulated and provided to the committee.

Director Newell mentioned that on Route 162 Burns Lake to Smithers there was no riders for Electoral Area "G" (Houston Rural) due to most riders travelling to the District of Houston to board the bus. He spoke of the number of students riding the bus daily and with the recent closure of the college in Houston that may increase ridership from Houston to Smithers. He also noted that some riders have been able to adjust their work hours to fit the bus schedule. Director Newell spoke of the need to provide a commuter service between Houston and Smithers to allow for more people to utilize the bus service for work. Director Newell mentioned that the ability to provide a daily link between Smithers and Prince George would be beneficial along with increasing the number of commuter trips between Houston and Smithers. Chair Bachrach mentioned that he has received comments from riders in Smithers in regard to the lack of emergency accommodation in Burns Lake that would allow for them to travel from Smithers to Prince George with an overnight in Burns Lake to make the connection.

Concerns were discussed regarding the pass up of passengers and if there has been consideration given for options and solutions if the transit service becomes even more successful and the number of riders continues to increase. Mr. Fudge indicated that due to the higher than expected ridership options are currently being considered and if necessary moving forward restructuring of the service may and will be considered. In 2018 the 30 seat buses will be implemented in comparison to the 20 seat buses currently being utilized.

**DELEGATION (CONT'D)**

**BC TRANSIT – Chris Fudge Senior Regional Transit Manager, RE: Bulkley-Nechako Regional Transit Update (Via Teleconference) (Cont'd)**

Jillian Merrick, Councillor, City of Prince George thanked and congratulated the Regional Transit Committee members and stakeholders for the update provided. She noted that ridership may continue to grow as the service continues with college and university students returning to school, work schedules being adjusted where possible and safety concerns during winter driving months.

Mayor Hall brought forward concerns in regard to the safety of riders that are passed up due to the bus being at capacity. Mr. Fudge spoke of the issue being a top priority for BC Transit and noted that BC Transit has recognized the potential safety concern of bus stops located in rural areas if pass ups occur and will review when and why pass ups are occurring to determine potential options to best eliminate pass ups and not have stranded riders at a bus location.

The recent media release by Greyhound to reduce service levels along the Highway 16 corridor was discussed. Director Repen noted that discussions took place in regard to the potential impact of a transit service along the Highway 16 corridor to Greyhound services. Greyhound indicated in its media release that the Bulkley Nechako Regional Transit Service did have an impact on Greyhound ridership. He voiced concerns in regard to Greyhound reducing service levels. Ms. Bowman noted that Ministry staff is reviewing Greyhound's announcement that it plans to reduce service levels. She commented that the Ministry of Transportation and Infrastructure has been in conversation with Greyhound in the past and spoke to Greyhound's reduction to service on Vancouver Island and a smaller company implementing a successful service. Ms. Bowman spoke of the Ministry reviewing Greyhounds ridership numbers and that Greyhound must bring forward its request to the Passenger Transportation Board for review prior to any reduction in service. Greyhound's announcement to reduce service levels in areas throughout the Province will impact people trying to long haul travel throughout B.C. and other locations. Greyhound's middle of the night times for drop off of passengers in a number of communities in the region was discussed.

Chair Bachrach thanked Mr. Fudge for attending the meeting.

**REPORT**

July 2017 Ridership Breakdown Moved by Director Miller  
Seconded by Director MacDougall

RTC.2017-3-3 "That the Regional Transit Committee receive the Regional Transit Coordinator's August 24, 2017 memo titled "July 2017 Ridership Breakdown."

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

**CORRESPONDENCE**

Greyhound Canada Applies to Stop Serving Northern B.C., Including "Highway of Tears." Moved by Director Miller  
Seconded by Director Petersen

RTC.2017-3-4 "That the Regional Transit Committee receive the correspondence from Greyhound Canada RE: Applies to Stop Serving Northern B.C., Including "Highway of Tears."

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

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**ADJOURNMENT**

Moved by Director Parker  
Seconded by Director Miller

RTC.2017-3-5

"That the meeting be adjourned at 1:45 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

\_\_\_\_\_  
Taylor Bachrach, Chair

\_\_\_\_\_  
Wendy Wainwright, Executive Assistant



**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL DIRECTORS COMMITTEE MEETING****Thursday, October 12, 2017**

**PRESENT:** Chair Eileen Benedict

Directors Mark Fisher  
Bill Miller  
Rob Newell  
Mark Parker  
Jerry Petersen

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

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

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

Others Chris Beach, Mayor, Village of Burns Lake – arrived at 10:49 a.m.  
Dwayne Lindstrom, Mayor, Village of Fraser Lake  
Alistair Schroff, Burns Lake

**CALL TO ORDER**

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

**AGENDA**Moved by Director Miller  
Seconded by Director Newell**RDC.2017-9-1**

"That the Rural Directors Committee Agenda for October 12, 2017 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Rural Directors Committee  
Meeting Minutes  
-September 7, 2017**Moved by Director Parker  
Seconded by Director Miller**RDC.2017-9-2**

"That the minutes of the Rural Directors Committee meeting of September 7, 2017 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

lbb

**REPORT**

Lakes District Arts Council  
- Request for Grant in Aid  
- Electoral Area "B"  
(Burns Lake Rural)

Moved by Director Miller  
Seconded by Director Petersen

RDC.2017-9-3

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that Lakes District Arts Council be given \$2,000 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for costs associated with events during the 2017/18 season."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

Moved by Alternate Director Hughes  
Seconded by Director Miller

RDC.2017-9-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the District of Fort St. James be given \$5,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with equipping its new fire truck."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Nechako Valley Community  
Services Society- Request for  
Grant in Aid – Electoral Area "F"  
(Vanderhoof Rural)

Moved by Director Petersen  
Seconded by Director Parker

RDC.2017-9-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that Nechako Valley Community Services Society be given \$500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for its 3<sup>rd</sup> Annual Christmas Dinner for seniors."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Electoral Area Allocations  
of Federal Gas Tax Funds  
-Third Quarter 2017

Moved by Director Miller  
Seconded by Director Newell

RDC.2017-9-6

"That the Rural Directors Committee receive the Finance/Administration Coordinator's September 30, 2017 memo titled "Electoral Area Allocations of Federal Gas Tax Funds – Third Quarter 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## INVITATION

BC Natural Resources Forum  
-January 16-18, 2018  
-Prince George, B.C.

Moved by Director Fisher  
Seconded by Director Miller

RDC.2017-9-7

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize attendance of Rural Directors wanting to attend the BC Natural Resources Forum – January 16-18, 2018, in Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Parker spoke of the importance of Rural Directors reviewing event attendance to ensure the most efficient use of time.

## NEW BUSINESS

Nechako Roundtable Request  
for Grant in Aid

Discussion took place regarding the need for budget information from the Nechako Roundtable to outline specifically what the grant in aid funding would be used for and if this is a one time request for funding. The use of grant in aid funding was discussed. Support was voiced for the Nechako Roundtable and the need for a better funding model. Chair Miller spoke to the potential use of Federal Gas Tax Funds for the initiative. Chair Benedict mentioned that in the past when the Nechako Watershed Council was in place funding was provided by the province and Rio Tinto Alcan.

Chair Benedict brought forward concerns in regard to not having more representation from the areas directly connected to the Nechako Watershed including both the river and the reservoir. She spoke to the Electoral Area "E" (Francois/Ootsa Lake Rural) residents having an opportunity to provide input early in the process of formulating a Nechako Watershed Plan.

Director Petersen commented that there had been discussions in regard to the grant in aid funding being a temporary source of funding until a service area could be established.

The Rural Directors granted Director Beach permission to speak. Director Beach mentioned that he is a member of the Nechako Roundtable and noted that the request for grant in aid funding was to be utilized as bridge funding and provide leverage to access larger funding sources. He mentioned that the Nechako Roundtable is incorporating the entire Nechako Watershed in its discussions and is hoping to provide a location for all source material that exists regarding the watershed. Director Beach voiced concerns that northern B.C. is one of the areas remaining with clean water and is a tourism attraction and spoke to the importance of a Nechako Watershed Plan.

Discussion took place in regard to the importance of the Nechako Watershed Roundtable and its initiatives along with providing support for the Roundtable.

Chair Benedict mentioned receiving an invitation for today's Nechako Watershed Roundtable event being held in Vanderhoof. Discussion took place in regard to bringing forward concerns to the Regional Board's appointed Nechako Roundtable representative.

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**ADJOURNMENT**

Moved by Director Miller  
Seconded by Director Parker

RDC.2017-9-8

"That the meeting be adjourned at 11:04 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

\_\_\_\_\_  
Eileen Benedict, Chair

\_\_\_\_\_  
Wendy Wainwright, Executive Assistant

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**RURAL DIRECTORS COMMITTEE MEETING**

**Thursday, September 7, 2017**

**PRESENT:**

Chair	Eileen Benedict – left at 3:13 p.m.
Directors	Mark Fisher Tom Greenaway Bill Miller Rob Newell – arrived at 2:45 p.m., left at 3:00 p.m. Mark Parker Jerry Petersen
Staff	Melany de Weerd, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Jason Llewellyn, Director of Planning – left at 3:15 p.m. Deneve Vanderwolf, Regional Transit Coordinator – left at 3:23 p.m. Roxanne Shepherd, Chief Financial Officer Wendy Wainwright, Executive Assistant
Other	Theresa Fresco, Assistant Regional Manager, Upper Fraser, Fraser Basin Council – left at 3:30 p.m.

**CALL TO ORDER**

Chair Benedict called the meeting to order at 2:41 p.m.

**AGENDA**

Moved by Director Petersen  
Seconded by Director Parker

RDC.2017-8-1

"That the Rural Directors Committee Agenda for September 7, 2017 be approved; and that the Supplementary Agenda be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**SUPPLEMENTARY AGENDA**

Moved by Director Petersen  
Seconded by Director Miller

RDC.2017-8-2

"That the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Rural Directors Committee Meeting Minutes -July 20, 2017

Moved by Director Parker  
Seconded by Director Miller

RDC.2017-8-3

"That the minutes of the Rural Directors Committee meeting of July 20, 2017 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**DELEGATION**

**FRASER BASIN COUNCIL – Theresa Fresco, Assistant Regional Manager, Upper Fraser RE:  
 Update Nechako Watershed**

Chair Benedict welcomed Theresa Fresco, Assistant Regional Manager, Upper Fraser, Fraser Basin Council.

Ms. Fresco provided a PowerPoint Presentation.

**Nechako Watershed Roundtable (NWR): Update on Activities and Progress**

**Nechako Watershed Roundtable – Timeline**

Date	Key Milestones
October 2015	• Launch of the Nechako Watershed Roundtable
October 2015	• Nechako Watershed Health Report • Nechako Watershed Health Online Atlas
October 2016	• Nechako Watershed Strategy
2016-2017	• Recruitment of New Core Committee Members • Implementation of the Nechako Watershed Strategy • Sustainable Funding for Watershed Governance Project

**Core Committee Membership**

**Local Government**

- Brian Frenkel, Councillor, District of Vanderhoof  
– Alternate – Micheal Riis-Christianson, Burns Lake
- Director Tom Greenaway, RDBN
- Director Lara Beckett, FFGRD

**First Nations**

- Mike Robertson, Cheslatta Carrier Nation
- Christina Ciesielski, Carrier Sekani Tribal Council
- TBD, Nak'azdli Whut'en

**NGO / Civil Society**

- Steve Litke, Fraser Basin Council (CHAIR)
- Dr. Margot Parkes, UNBC
- Wayne Salewski, Nechako Environment and Water Stewardship Society (NEWSS)
- Adam Thomas, Saik'uz First Nation (Youth Representative)

**Nechako Watershed Strategy – Action Categories**

- Water quality and quantity
- Lakes and Wetlands
- Invasive Species
- Education and outreach
- Addressing data gaps

**Actions Underway**

- Water Portal
- Data Assessment
- Citizen Science
- Relationship Building
- Watershed Planning
- Sustainable Funding

**NWR Organizational Development**

- ✓ Scoping and creation of the NWR
- ✓ Pursuit of shorter term development funds
- ✓ Completion of foundational research
- ✓ Strategic plan developed
- ✓ Convening of diverse interests in the watershed

**DELEGATION (CONT'D)**

**FRASER BASIN COUNCIL – Theresa Fresco, Assistant Regional Manager, Upper Fraser RE: Update Nechako Watershed (Cont'd)**

**NEXT STEP:**

- ❖ Pursuit of sustainable funding

**Sustainable Funding for Watershed Governance Initiative (SFWGI)**

**PROJECT OBJECTIVE**

- Research, test and implement sustainable local funding mechanism(s) to support the operational and project expenses for the Nechako Watershed Roundtable

**MAJOR OUTPUTS:**

- Business Case
- Successful BC Case Studies
- Comparative Analysis / Feasibility Study
- Communications Strategy to gauge public support

NWR Funding Needs	Expenses	Cost
<b>Operational Expenses</b>	<ul style="list-style-type: none"> <li>• Coordinator Labour</li> <li>• Core Committee and Roundtable meetings</li> <li>• Watershed queries</li> <li>• Relationship building</li> <li>• Administration expenses</li> </ul>	\$90,000
<b>Project Expenses</b>	<ul style="list-style-type: none"> <li>• Coordinator Labour</li> <li>• Strategy implementation</li> <li>• Consultation fees</li> <li>• Travel</li> <li>• Administration expenses</li> </ul>	\$110,000
<b>Total Annual Expenses</b>		<b>\$200,000</b>

**Examples of Local Government Mechanisms**

- Establishment of a Water/Watershed Service Bylaw (Regional District)
  - **Examples:** Shuswap Watershed Council, Regional District of Nanaimo, Shawnigan Basin Authority
- Establishment of a Conservation Fund
  - **Example:** East Kootenay Regional District – Columbia Valley Conservation Fund
- Funding the service
  - Parcel Tax (flat rate per parcel, \$ per assessed value)
  - Per Capita or Per Household levy (\$2/capita/year, \$5/household/year)

**Business Case Findings**

**(1) Alignment with Local Government Objectives and Policies**

- OCP's (5 municipalities, 7 electoral areas)
- Regional District strategic priorities
  1. Protection and enhancement of watersheds and water resources
  2. Collaboration with First Nations, residents and community groups
  3. Enhancing environmental awareness
  4. Connection between a healthy environment and economic development

**(2) Value of economic activities in the Nechako watershed**

- \$ value of key economic activities that depend on watershed health – forestry, mining, agriculture, tourism

**NWR Information hub:**

- State of watershed health
- Recommendations on actions to improve watershed health
- Valuation of the Nechako – economic activities, ecosystem services
- Public inquiries and concerns

## DELEGATION (CONT'D)

### FRASER BASIN COUNCIL – Theresa Fresco, Assistant Regional Manager, Upper Fraser RE: Update Nechako Watershed (Cont'd)

#### Accomplishments to Date

Milestones	Accomplishments
Launch of the Nechako Watershed Roundtable (2015)	Consensus on the vision, mission, goals, objectives, guiding principles and governance structure from diverse interests in the watershed
Nechako Watershed Health Report (2015)	First report on the state of health of the watershed Establishment of the Technical Advisory Committee
Nechako Watershed Strategy (2016)	Overview of issues, concerns and proposed actions. List of projects and initiatives in the watershed.

#### Fostering Strategic Partnerships

- **FFGRD Electoral Area C and FLNRO**
  - Monitoring station on the Chilako River
  - Restoration projects to mitigate erosion
- **NEWSS, School District 91, UNBC, CNC**
  - Environmental education program with elementary and high school students
  - Students and faculty partnering with NEWSS on restoration projects and research
- **Lakes Monitoring Proposal - NWIPC, BC Lakes Stewardship Society, Yekooche FN, Bednesti Lake Community Association**

#### What We've Heard....

*"The Roundtable has united everyone behind the same conversation. It is a place where people's voices and concerns can be heard."*

*"The Roundtable has demonstrated that there is a need and a momentum for watershed work. It connects and enables groups to forge strategic partnerships with stakeholders and funders."*

*"The greatest value of the Roundtable is communications and knowledge sharing amongst individuals, agencies and communities who live and work in the watershed."*

#### Next Steps

- Assess feasibility of proposed local government mechanisms with local government staff
- Delegations to Nechako municipalities, electoral areas and regional districts (Sept – Nov)
- Communications strategy to engage the public and elicit support
- Seek short-term funding for the 'transition period' - \$20,000

#### Questions for Nechako Electoral Area Directors

- Willingness to financially support the NWR in the transition period (Oct 2017- 2018) as a sustainable funding mechanism is established?
- Willingness to support the NWR's ask for a sustainable funding mechanisms at the Regional District Board table?

Ms. Fresco mentioned that a Nechako Watershed meeting is being scheduled for October 12, 2017 in Vanderhoof. A Watershed Plan is being proposed for the Nechako Reservoir.



**DELEGATION (CONT'D)**

**FRASER BASIN COUNCIL – Theresa Fresco, Assistant Regional Manager, Upper Fraser RE:  
Update Nechako Watershed (Cont'd)**

Discussion took place in regard to the potential workload for the Nechako Watershed Roundtable if a water use plan moves forward for the Nechako Reservoir. Ms. Fresco indicated that the Province moving forward with a plan and the scope of work the Nechako Watershed Roundtable (NWR) could potentially be used as a mechanism to engage representatives.

Director Miller questioned if there was industry funding to assist with sustainable funding for the NWR. Ms. Fresco mentioned that a 1:2 ratio for funding has been considered, local government provides funding that can be utilized to leverage additional funding from industry. Director Petersen asked if a service was developed for the Nechako Watershed Roundtable and what areas would be considered. Ms. Fresco identified the Districts of Vanderhoof and Fort St. James and the Villages of Fraser Lake and Burns Lake along with Electoral Areas "B" (Burns Lake Rural), "C" (Fort St. James Rural), "D" (Fraser Lake Rural), "E" (Francois/Ootsa Lake Rural), and "F" (Vanderhoof Rural). If a service moves forward there will need to be further consideration in regard to the area that will provide the service. Chair Benedict mentioned that involving more of the First Nations communities within the Nechako Watershed is very important moving forward. Ms. Fresco noted that she has received a verbal commitment of funding support from the Regional District of Fraser-Fort George and will provide that information to the RDBN in October, 2017.

Chair Benedict noted that in the past Rio Tinto and the Province contributed to the Watershed Council. She questioned if that funding model was considered. Ms. Fresco mentioned that it had been considered.

Discussion took place regarding the Northwest BC Resource Benefits Alliance (RBA) and the potential for funding in the future as discussions move forward with the Province.

Ms. Fresco spoke of the importance of involving residents and tax payers in the education and value of the watershed to the region. She also indicated the need to find ways to include residents in the process.

Director Greenaway mentioned that the Nechako Watershed Roundtable has moved forward due to the work from the Fraser Basin Council and the University of Northern B.C. (UNBC).

Acting Chair Miller thanked Theresa for attending the meeting.

**REPORT**

**The Grendel Group - Request  
for Grant in Aid – Electoral  
Area "A" (Smithers Rural)**

Moved by Director Fisher  
Seconded by Director Parker

**RDC.2017-8-3**

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that The Grendel Group be given \$4,000 grant in aid monies from Electoral Area "A" (Smithers Rural) to purchase specialized kitchen equipment for its "From the Garden to the Kitchen" project."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## DEVELOPMENT SERVICES ( All Directors)

### REFERRALS

Land Referral File No. 7409947 Moved by Director Petersen  
Prince & Harvey Seconded by Director Greenaway  
- Electoral Area "F"

RDC.2017-8-4 "That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 7409947 be provided to the Province as the Regional District's comments on Crown Land Referral 7409947."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### DISCUSSION ITEMS

#### July 2017 Transit Ridership Breakdown

Discussion took place in regard to further information being provided in the Ridership Breakdown once the Community buses become operational.

Melany de Weerd, CAO mentioned that reviewing the Ridership Breakdown is to assist the Rural Directors in determining rural contributions moving into the 2018 Budget preliminary discussions.

Staff will continue to provide the monthly Ridership Breakdown to the Rural Directors Committee.

Director Petersen noted the need to gather further information as to where riders reside that are taking the bus. Director Fisher suggested completing spot questions in the future and asking questions to have a better determination as to where people live that are riding the Regional Transit System.

July 2017 Transit Ridership Breakdown Moved by Director Greenaway  
 Seconded by Director Parker

RDC.2017-8-5 "That the Rural Directors Committee receive the Regional Transit Coordinator's August 24, 2017 memo titled "July 2017 Ridership Breakdown."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

#### RDBN – Electoral Area Grant in Aid

Acting Chair Miller mentioned that at times the needs in Electoral Area "B" (Burns Lake Rural) for electoral area grant in aid do not always fit the exact guidelines and numerous factors require consideration. Discussion took place in regard to having some flexibility in the guidelines to fit the needs of each area individually. Groups requesting grant in aid on a more consistent basis was discussed. Some groups have different projects yearly or twice yearly that benefit the communities so there are challenges to determine eligibility. If there is a need for an organization to seek annual funding the Electoral Area Director can determine if a service should be established.

Discussion took place regarding the RDBN Electoral Area Grant in Aid Guidelines working well and providing the flexibility required to be able to assist the various groups requesting grant in aid. The ability to have a simple form or report for organizations to provide if their grant in aid exceeds \$2,500 was discussed. Staff can request for organizations to provide follow up information in the letter documenting the grant approval at the discretion of the Electoral Area Director.

**DISCUSSION ITEMS (CONT'D)**

Discussion took place in regard to options utilized by other Regional Districts in the Province and the use of a pooled approach to grant in aid funds. The *Local Government Act* legislation that allows Electoral Area Directors to determine the funding for grant in aid was discussed.

**SUPPLEMENTARY**

**REPORT**

Fort St. James Primary Care Services- Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural)

Moved by Director Greenaway  
 Seconded by Director Petersen

RDC.2017-8-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Primary Care Services be given \$1,250 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for attendance at the St. Paul's Medical Conference in Whistler, B.C."

(All Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Petersen  
 Seconded by Director Greenaway

RDC.2017-8-7

"That the meeting be adjourned at 3:39 p.m."

(All Directors/Majority)

CARRIED UNANIMOUSLY

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Eileen Benedict, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****WASTE MANAGEMENT COMMITTEE MEETING**  
**(Committee Of The Whole)****Thursday, October 12, 2017**

**PRESENT:** Chair Mark Fisher

Directors Chris Beach  
Eileen Benedict  
Shane Brien  
Dwayne Lindstrom  
Thomas Liversidge  
Rob MacDougall  
Bill Miller  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Gerry Thiessen

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

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

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Janette Derksen, Deputy Director of Environmental Services  
John Illes, Chief Financial Officer  
Rory McKenzie, Director of Environmental Services  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair Fisher called the meeting to order at 11:30 a.m.

**SUPPLEMENTARY AGENDA**Moved by Director Parker  
Seconded by Director Benedict**WMC.2017-3-1**

"That the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****AGENDA**Moved by Director MacDougall  
Seconded by Director Repen**WMC.2017-3-2**

"That the Waste Management Committee receive the October 12, 2017 Agenda."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Waste Management  
Committee Meeting Minutes  
-July 20, 2017

Moved by Director Beach  
Seconded by Director Benedict

WMC.2017-3-3

"That the Minutes of the Waste Management Committee for July 20, 2017 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**POWERPOINT PRESENTATION – Rory McKenzie, Director of Environmental Services  
RE: Knockholt Landfill Phase 3 Expansion Project**

Rory McKenzie, Director of Environmental Services provided a PowerPoint Presentation. Started in 2016 and finished in 2017.

**Knockholt Landfill Phase 3 Expansion Project**

**Purpose of Project**

- ▶ Develop a new Phase of the landfill footprint (3a) with an estimated lifespan of 7 years;
- ▶ Phases 3b and 3c to be developed in the future giving Phase 3 an overall lifespan of 33 years;
- ▶ Annual landfilled tonnage approximately 15,000 metric tonnes;
- ▶ Natural clay liner;
- ▶ Expansion area 7,500 m<sup>2</sup>.

**Phase 3 - 2016 construction works includes the following:**

- ▶ Go beyond the original plan to only pre-develop the bottom half of Phase 3 and pre-develop all of Phase 3. Excavate, haul and stockpile 9,000 m<sup>3</sup> (1200 tandem loads) of topsoil from Phase 3 (value \$480, 000);
- ▶ This will be enough topsoil for final cover of Phases 1, 2, and 3;
- ▶ Excavate, haul and stockpile 12,000 m<sup>3</sup> of un-useable clay (due to high moisture content) from Phase 3 and place in Phase 4 borrow pit area;
- ▶ Slope and ditch Phase 3 so it will drain and dry up for the construction year of 2017.

**2016 Budget and Expenditures:**

- Budget – \$400,000,
- Expenditures:
  - o Engineering/Geotechnical - \$14,435,
  - o Equipment - \$ 77,110,
  - o Total spent on project in 2016 - \$91,545.

**Phase 3(a) construction works 2017 include the following:**

- ▶ Excavate, haul and place 20,000 m<sup>3</sup> of good quality clay for final cover on Phase 1 and Phase 2;
- ▶ Excavate, haul and place remaining 10,000 m<sup>3</sup> of clay in Phase 4 borrow pit;
- ▶ Make two 75 m long perforated HDPE (dr11) pipes using thermal fusion technology and tie into the existing manholes for leachate collection;
- ▶ Place non-woven geotextile and 1000 m<sup>3</sup> drain rock on HDPE pipe and build herringbone drainage lines to the pipe;
- ▶ Work done over and above original plan;
  - ▶ Build 250 metres of all-weather road 8 metres wide from scales to the new turning pad;
- ▶ Build a 1200 m<sup>2</sup> all-weather turning pad for trucks to turn around on and dump garbage into Phase 3(a) the pad will be recycled for the next pad in Phase 3(b)
- ▶ Haul 3000 m<sup>3</sup> of topsoil and place it on Phase 1 & 2 in a 30 cm spread
- ▶ The road, turning pad and placement of topsoil were all done within the budget.

**POWERPOINT PRESENTATION – Rory McKenzie, Director of Environmental Services**  
**RE: Knockholt Landfill Phase 3 Expansion Project (CONT'D)**

**2017 Project Budget and Expenditures:**

- ▶ Budget - \$350,000;
- ▶ Expenditures: HDPE pipe and thermal fusion – \$19,208;
- ▶ Geotextile and delivery - \$6,458;
- ▶ Total for out of RDBN expenditures - \$25,666;
- ▶ Expenditures within the RDBN:
  - Equipment - \$207,610;
  - Drain rock, blast rock and gravel - \$77,305;
  - Project management (RDBN) - \$4,620.83 (OT) for 6 weeks vs contract manager at \$8,000 per week;
  - misc. expenses - \$4,000;
- ▶ Total expenditures in the RDBN - \$293,535.83;
- ▶ Year to date costs for 2017 - \$319,201.83;
- ▶ Projected final costs - \$330,000.

Director Repen commented that the Knockholt Landfill Phase 3 Expansion Project information should be provided to the public for information.

Discussion took place regarding the amount of top soil that is on location at the Knockholt Landfill and that there is sufficient top soil to cover Phase 1, 2 and 3 during closure works along with future Phase development. Mr. McKenzie spoke of the need to keep the soil onsite for future use.

Director Repen spoke of the thermal fusion technology utilized to fuse the HDPE pipes together and questioned if there would be an option for the Regional District to partner with municipalities to purchase the technology for use on projects throughout the region. Mr. McKenzie noted that the Regional District does not have a high demand for the technology but could potentially research options to contribute at the Regional Board's direction.

Director Thiessen thanked Mr. McKenzie and expressed his appreciation for the report and presentation in regard the Knockholt Phase 3a project. Director Beach also noted that the management of the project and attention to budget details was greatly appreciated. Chair Fisher spoke to the importance of the Waste Management Committee receiving technical information in regard to the project. Mr. McKenzie noted that the presentation was to assist in identifying the economical manner in which the RDBN landfills and addresses the lifespan of a landfill. He spoke of the benefits of the location and space available for the RDBN landfills and also the natural materials at the sites that provides a significant cost savings to the Regional District. This information will also be beneficial in the RDBN Solid Waste Management Plan review process.

Chair Fisher thanked Mr. McKenzie for his presentation.

**DISCUSSION ITEM**

**Solid Waste Management Plan**

Mr. McKenzie provided an overview of his October 11, 2017 memo titled "Solid Waste Management Plan Project Schedule." In the teleconference meeting with Tetra Tech Canada, October 10, 2017, discussions took place regarding the formation of the Advisory Committee and the three options of structuring the committee: Technical Members Committee, Public Members Committee or a combination of both a Technical and Public Members Committee and the consensus was that one committee be comprised of both technical experts and public members would be the most beneficial. Mr. McKenzie mentioned that he has reviewed the Ministry of Environment's Guide to Solid Waste Management Planning that committee members will also need to review. He mentioned that all information in regard to the SWMP review process and Advisory Committee will be brought forward to the Regional Board for consideration.

**DISCUSSION ITEM (CONT'D)**

**Solid Waste Management Plan (Cont'd)**

The formation of the Advisory Committee may consist of:

- Three Directors of the Waste Management Committee;
- Representation from:
  - First Nations;
  - Northern Health;
  - Ministry of Environment:
    - Eric Pierce, Environmental Protection Officer, Authorizations, Smithers;
  - School District 91 Nechako Lakes;
  - School District 54 Bulkley Valley;
  - Recycling Centres – East/West;
  - Municipalities – CAO/CFO/Engineers/Operations Managers;
  - Members of the Public – Expression of Interest Media Release
    - Regional Board to review Expressions of Interest received and determine Advisory Committee public members;
    - A component of the Expression of Interest will include the ability to provide comments.
- Meeting details will be determined moving forward.

Director Repen brought forward challenges regarding staff capacity for municipal representatives on the Advisory Committee.

Janette Derksen, Deputy Director of Environmental Services noted that in discussions with Tetra Tech Canada to prepare for Stage One of the project and to prepare the site visits occurring October 24-26, 2017 it was decided that the meetings would take place at the Transfer Stations and possibly at Municipal Offices. She will provide an invitation and itinerary to the Regional Board of Directors. Mr. McKenzie commented that the consultants would be coming to the region to review RDBN infrastructure and recycling options for the SWMP.

**SUPPLEMENTARY AGENDA**

**REPORT**

Solid Waste Management Plan Project Schedule

Moved by Director Miller  
Seconded by Director Repen

WMC.2017-3-4

“That the Waste Management Committee receive the Director of Environmental Services’ October 11, 2017 memo titled “Solid Waste Management Plan Project Schedule.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Benedict  
Seconded by Director Repen

WMC.2017-3-5

“That the meeting be adjourned a 12:24 p.m.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****WASTE MANAGEMENT COMMITTEE MEETING**  
**(Committee Of The Whole)****Thursday, July 20, 2017**

**PRESENT:** Chair Mark Fisher

Directors Taylor Bachrach  
Eileen Benedict  
Shane Brienen – left at 3:10 p.m.  
Tom Greenaway – arrived at 2:47 p.m.  
John Illes – arrived at 2:47 p.m.  
Dwayne Lindstrom  
Thomas Liversidge  
Rob MacDougall  
Bill Miller  
Rob Newell  
Mark Parker  
Jerry Petersen  
Darcy Repen  
Gerry Thiessen

Staff Melany de Weerd, Chief Administrative Officer  
Rory McKenzie, Director of Environmental Services  
Janette Derksen, Deputy Director of Environmental Services  
Roxanne Shepherd, Chief Financial Officer  
Wendy Wainwright, Executive Assistant  
Elaine Wiebe, Environmental Services Assistant

**CALL TO ORDER**

Chair Fisher called the meeting to order at 2:45 p.m.

**AGENDA**Moved by Director Benedict  
Seconded by Director Newell**WMC.2017-2-1**

"That the Waste Management Committee receive the July 20, 2017 Agenda."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Waste Management**  
**Committee Meeting Minutes**  
**-April 6, 2017**Moved by Director Petersen  
Seconded by Director Benedict**WMC.2017-2-2**

"That the Minutes of the Waste Management Committee for April 6, 2017 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**



**REPORTS**

**Salvaging of Wood Waste & Metal at RDBN Sites**

Director Repen mentioned the significant health and safety issues identified in the past in regard to wood waste and metal salvaging at RDBN Transfer Stations and Landfills. He identified the differences between wood waste and metal salvaging and spoke of developing a policy.

Director Bachrach mentioned that he has witnessed individuals removing sheets of metal and large amounts of metal from the metal recycling piles to take home for their own salvaging. Discussion took place in regard to discouraging individuals from removing large quantities of metal (to sell as a commodity) from RDBN Solid Waste Management Sites and supporting those individuals wishing to utilize small amounts of metal for upcycling, repairs and/or art.

Discussion took place in regard to the clean wood waste which is pallets and brush. Staff identified that if the Regional Board moves forward with wood waste salvaging there will be a designated area for salvaging with proper signage prior to the wood being moved to the main larger pile of wood waste.

**Salvaging of Wood Waste at RDBN Sites**

Moved by Director Repen  
Seconded by Director Parker

**WMC.2017-2-3**

"That the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize staff to create a designated salvaging area at RDBN Transfer Stations and the Knockholt Landfill; and further, that staff complete appropriate safety measures and signage at sites to allow wood waste salvaging."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**Salvaging of Metal at RDBN Sites**

Moved by Director Thiessen  
Seconded by Director MacDougall

**WMC.2017-2-4**

"That the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors ban salvaging of metal at all RDBN Transfer Stations and Landfills."

Opposed: Director Bachrach CARRIED  
Director Liversidge  
Director Newell  
Director Repen

(All/Directors/Majority)

**REPORTS (CONT'D)**

Director Repen referenced identifying a solution to ban large scale salvagers but allow for artisans and individuals needing small parts to remove small amounts of metal. Discussion took place in regard to the additional staff and costs required to oversee metal salvaging. The use of scales, barriers, and additional staff along with the challenges in regard to metal salvaging was discussed. Concerns regarding safety were brought forward for discussion. The revenue generated for the Regional District of Bulkley-Nechako tax payers can be substantial.

Director MacDougall noted that there are metal producers and users in communities that artisans and those needing small amounts of metal may be able to access within their communities.

**Recycling Services Funding Guidelines**

Moved by Director Bachrach  
Seconded by Director Miller

**WMC.2017-2-5**

"That the Waste Management Committee receive the Deputy Director of Environmental Services' June 27, 2017 memo titled "Recycling Services Funding Guidelines."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Janette Derksen, Deputy Director of Environmental Services clarified that the Regional Board supports recycling ICI mixed paper and not ICI cardboard. The eligible projects and services include, but may not be limited to: snow plowing/sanding costs or land rental for an ICI mixed paper bin area. These costs are apportioned to the service provided. Director Illes brought forward concerns in regard to some of the eligible administrative cost recovery but supports collection, processing and composting of organic material. Some of the programs in existence cover administration costs and the intent is to provide support and encourage the development of innovative ideas with respect to the 3R's (reduce, reuse, recycle).

Director Bachrach noted that the stewardship programs do not cover the full costs of recycling a product. He mentioned that the Town of Smithers has developed a plan to try to offset some of the costs by collecting garbage every second week. SARS (Smithers and Area Recycling Society) receives financial incentives from stewardship programs but they do not fully fund costs of overhead to recycle products. Director Fisher spoke of the criteria for Recycling Services Funding Guidelines. The tonnage and diversion rates will be reviewed during the Solid Waste Management Plan review process.

Director Repen expressed concerns in regard to the contracts and agreements provided by RecycleBC (formally Multi-Materials BC, MMBC) and explained what has recently occurred in the Village of Telkwa.

**REPORTS (CONT'D)**

Recycling Council of BC  
-Summit of Solutions  
-June 21-23, 2017

Moved by Director MacDougall  
Seconded by Director Illes

WMC.2017-2-6

"That the Waste Management Committee receive Chair Fisher's report titled "Recycling Council of BC – Summit of Solutions, June 21-23, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Fisher spoke to developing a strategy in regard to illegal dumping, whose jurisdiction and enforcement along with education to prevent illegal dumping. Rory McKenzie, Director of Environmental Services explained that the RDBN has jurisdiction on RDBN leased properties where garbage is illegally disposed, for example outside RDBN Transfer Stations/Landfills. Outside RDBN leased property the Conservation Officer Services (COS) is the contact. Chair Fisher commented that partnering and working with the COS to address illegal dumping in the region may be beneficial.

Director Benedict noted that she along with Melany de Weerd, CAO met with the COS and discussed responsibility and the process of reporting illegal dumping. She spoke of the lack of clarity in the process.

Mr. McKenzie stated that the Ministry of Forests, Lands and Natural Resource Operations in Vanderhoof conducted a cleanup of illegal dumping sites in the Vanderhoof area and has RDBN Board approval with advance note of date and scope of work to waive fees for Ozone Depleting Substance (ODS) disposal. Working in collaboration with other agencies/groups in the region may be reviewed for other areas to address illegal dump sites.

Discussion took place regarding Chair Fisher's three year diversion plan suggestion. Chair Fisher also noted that the main focus of the Recycling Council of BC – Summit of Solutions June 21-23, 2017 was the circular economy and removing the "E" from "Extended Producer Responsibility" and having a focus on "Producer Responsibility."

**DISCUSSION ITEM**

**Information**

Chair Fisher spoke of communication between the Environmental Services Department and the RDBN Board. Chair Fisher requested information in regard to per tonnage on various types of materials and fixed costs vs. variable costs to landfill. He spoke of including all costs in per tonnage/per material of landfilling.

Director MacDougall requested information in regard to the possible reduction to waste at RDBN Transfer Stations with the July 1, 2016 RDBN cardboard ban. Staff will bring forward a report at the August, 2017 Regional Board Meeting.

**SPECIAL IN-CAMERA  
MEETING MOTION**

Moved by Director Illes  
Seconded by Director Newell

WMC.2017-2-7

"In accordance with Section 90 of the *Community Charter*, it is the opinion of the Regional District of Bulkley-Nechako Board of Directors that matters pertaining to Section 90(1)(c) labour relations or other employee relations and 90(1)(g) litigation or potential litigation (Bylaw Enforcement File 2012-G-01) must be held in confidence, and therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Illes  
Seconded by Director Newell

WMC.2017-2-8

"That the meeting be adjourned a 3:31 p.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

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Mark Fisher, Chair

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Wendy Wainwright, Executive Assistant



**Regional District of Bulkley-Nechako  
Board of Directors  
October 26, 2017**

**To:** Chair Miller and the Board of Directors  
**From:** Corrine Swenson, Manager of Regional Economic Development  
**Date:** October 18, 2017  
**Regarding:** 2017 Regional Business Forum Report

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Please find attached the Final Report for the 2017 Regional Business Forum.

Staff are looking for direction for the location and date of the next Forum.

**Considerations:**

**Previous Forums:**

2010 - held in Burns Lake hosted by the RDBN

2011 - held in Vanderhoof cohosted by District of Vanderhoof and RDBN

2012 - held in Smithers cohosted by Town of Smtihers, BVEDA and RDBN

2014 - held in Fort St James hosted by District of Fort St James

2016 - invited municipalities of Houston, Granisle, Burns Lake to host but due to capacity issues were unable to host

2017 - held in Burns Lake cohosted by the RDBN and Burns Lake Band

In February, 2014 the RDBN Board passed the following resolution:

"That the Regional District of Bulkley-Nechako Board of Directors approve the RDBN Business Forum guidelines 1 through 5 as written:

1. The municipality hosting the event will be given a \$10,000 sponsorship from the RDBN to host the event. Any other funds to cover the costs of the Forum will be raised through other sponsors and will go directly to the municipality.
2. RDBN Economic Development Staff will take part on the Advisory Committee to assist with planning the event. Staff will create a Business Forum planning handbook to be given to the host community. RDBN Staff will attend the Forum to assist the day(s) of the event.
3. The host municipality will have access to the RDBN website for posting information and to the online registration system for registering attendees.
4. The host municipality will approve invited sponsors and presenters.

- 5. The Business Forum will be held every second year. As it is scheduled for Fort St. James in 2014, in 2016 Houston would be asked if they would be interested in partnering with the RDBN to host the Forum, as per the previously approved schedule.”

Holding the Forum in Burns Lake allows for RDBN Staff to organize the event using established contacts and for greater attendance because of the central location and proximity to 6 of the 13 First Nation bands.

Holding the Forum in a partner municipality allows for a strengthened relationship between the RDBN and the municipality. It may provide opportunities to strengthen relationships with First Nations Bands in the geographic proximity of the partner community, and it provides an opportunity for the municipality to showcase their community and to benefit economically. Municipalities may not have the capacity to host and organize the Forum.

If the RDBN wishes to invite a municipality to host the next Forum, the previously approved order of invitation includes:

- Fraser Lake
- Vanderhoof
- Smithers

<b>RECOMMENDATION:</b>	<b>(All/Directors/Majority)</b>
Direction.	



## 2017 Regional Business Forum

### *The Next 150: Celebrating our Past and Imagining our Future*

#### Planning

With the assistance of an Advisory Committee and Event Coordinator the Business Forum was organized by the Regional Economic Development Department. This year's advisory committee was made up of:

Val	Anderson	Village of Burns Lake
Eileen	Benedict	Electoral Area E (Francois/Ootsa Lake Rural
Tom	Bulmer	Community Futures Stuart Nechako
Randi	Amendt	Burns Lake and District Chamber of Commerce
Heather	Gallagher	Smithers Chamber of Commerce
Pauline	Goertzen	Lake Babine Nation
Shannon	Haizimsque	Yinka Dene Economic Development Limited Partnership
Lesley	Haines	University of Northern BC
Kim	Sam	Burns Lake Band
Kim	Martinsen	Community Futures Nadina
Vince	Prince	Nak'azdli Band
Sagar	Saxena	School District 91

The Advisory Committee met monthly and provided suggestions for presenters, format, location, potential sponsors, suppliers and marketing. Some advisory committee members approached potential sponsors requesting sponsorship.

The Forum was cohosted with Burns Lake Band who provided the facility and staff support for planning and hosting the Forum.

Securing supplies was a challenge for the Forum. From tables, chairs, tablecloths, catering and AV equipment, it was necessary to have items shipped from Smithers, Vanderhoof and Prince George and for staff to ensure the refreshments were provided.

#### Registration

This Forum was the highest registered and attended Forum to date.

Activity	Registered	Attended
Tuesday, Sept 19	165	159
Wednesday, Sept 20	128	119
Individual Attendees	191	186
Gala Dinner	110	106

It is believed high profile Keynote speakers, increased sponsorship, host partner: Burns Lake Band, Facebook advertising and engaged Advisory Committee led to the success of the Forum.

## Registered attendee demographics:

• Attendees:	109
• Sponsors:	27
• Presenters:	36
• Tradeshow:	11
• Individual Businesses:	40
• High School Students:	6
• Post-Secondary Students:	25
• Reside in Burns Lake:	67
• Burns Lake Band Member:	4
• Reside in Cluculz Lake:	2
• Reside in Fort St James:	8
• Reside in Fraser Lake:	5
• Reside in Granisle:	1
• Reside in Houston:	11
• Reside in Kelowna:	1
• Lake Babine Nation Member:	30
• Nak'azdli Member:	1
• Reside in Prince George:	9
• Skin Tye Member:	5
• Reside in Smithers:	23
• Reside in Telkwa:	4
• Reside in Topley:	1
• Reside in Vancouver:	3
• Reside in Vanderhoof:	15
• Reside in Victoria:	1
• Wet'suwet'en First Nations Member:	1
• Agriculture Sector:	6
• Economic Development Officer:	12
• Employed in Education:	12
• Forestry Sector:	28
• Mining Sector:	16
• Small Business:	33
• Tourism Sector:	14
• Not for Profit Organization:	10

Not for Profit (NFP) Organizations were invited to attend on the first day of the Forum and be reimbursed for attendance, as well as receive a gas card if traveling from outside of Burns Lake. There were 10 participants who registered to receive reimbursements for their attendance. There was a total of \$336.00 reimbursed for attendance, and \$730 in Gas Cards for NFP attendees. Attendance at the NFP workshops was approximately 35-40 people.



**Sponsors**

This Forum saw the largest sponsorship dollars raised which allowed for the hiring of high profile speakers and the ability to keep the registration fee very minimal (Early Bird prices: 1 day \$40 2 days \$75; Regular Fees: 1 day \$50 2 days \$90; Gala Dinner \$40). Advisory Committee members assisted with the raising funds for the Forum as did the RDBN Proposal Writer. A total of \$26,750 was raised through sponsorship.

**Presenters**

Presenters were recommended through the Advisory Committee and approached by the Event Planner. Each presenter is provided with a speaker's package identifying their topic, length of time for their presentation and a request for their presentation a minimum of one week before the Forum. It proved to be a challenge to receive the presenter information in a timely fashion even though the Event Planner continued to contact the presenters requesting the information. This is an area of the planning where opportunity for improvement exists.

**Agenda:** 2017 Regional Business Forum, The Next 150: Celebrating our Past and Imagining our Future



## 2017 Regional Business Forum

*The Next 150: Celebrating our Past and Imagining our Future*

September 19 & 20, 2017

Burns Lake Band Gathering Place, Burns Lake

### SEPTEMBER 19<sup>th</sup>

**8:30am Registration and Tradeshow**

**9:00am Welcome**

Bill Miller, Chair, Regional District of Bulkley-Nechako

Dan George, Chief, Burns Lake Band

Kim Martinsen, General Manager, Community Futures Nadina

**9:15am Keynote Address, Art Napoleon**

**Ruben Gaytan**

**Babine Forest Products**

*Art will provide an entertaining introduction to an Indigenous Approach to Economics, and discussion on creating a Value Based Business. Art will motivate you and make you laugh as he shares his journey and brings his own, fresh perspective.*



**10:15am Refreshment Break & Tradeshow**

**Dwayne Lindstrom, Mayor of Fraser Lake**

**10:35am Opportunities in the RDBN Panel**

**Darcy Repen, Mayor of Telkwa**

*A look at how Youth, Entrepreneurs, Technology and Exportation Opportunities can help shape our future.*

- Katy Carr, Futurepreneur- ThriveNorth Initiative
- John Kason, Innovation Central
- Susan Stearns, Community Futures - Export Navigator Program

**11:15am RDBN Startup Business Contest**

**Taylor Bachrach, Mayor, Town of Smithers**

*Hear a business pitch from each of the five finalists in the 2017 RDBN Startup Business Contest. Do your best theoretical investing to select the Business Contest Winner! The five finalists chosen by the selection panel are:*

- Happy Jacks Restaurant and Pub, Jordan Porth
- Honeysuckle Farm, Leanne Miranda
- Just Boer'd N Dreamin, Donna Davidson
- Pitter Potter Boutique, Amelia Mottsan and Ryan Colturo
- Vet to Pet Mobile, Kim Hunter

*Mel McCutcheon of Bare Hands Landscaping & Design and previous Start Up-Business Contest Winner, will share how participation in the 2012 business contest has positively shaped her businesses growth.*

**12:00pm Lunch & Tradeshow**

**12:45pm Tourism Panel Gladys Atrill, Smithers Tourism**  
*Learn how Tourism diversification in the region is positioned to expand recreation and business opportunities in the future.*

- Paula Amos, Aboriginal Tourism BC
- Clint Fraser, Northern BC Tourism
- Patrick Lucas Consulting/Aboriginal Youth Mountain Bike Program

**1:30pm Breakout sessions**

**Session 1 Holistic Approaches to Business with Art Napoleon**  
**Tom Greenaway, Director, Electoral Area 'C' (Fort St James Rural)**  
*Art will discuss entrepreneurship, strategic thinking and approaching your business holistically.*

**Session 2 Project Planning for Not for Profit Organizations, Nellie Davis, RDBN**  
**Jerry Petersen, Director, Electoral Area 'F' (Vanderhoof Rural)**  
*Nellie, Proposal Writer, will assist Not for Profit Organizations with project planning. From identifying projects, securing quotes and funds, to successful project completion!*

**2:45pm Refreshment Break & Tradeshow**

**3:15pm Breakout sessions**

**Session 3 Introduction to Entrepreneurship, Katy Carr, Futpreneur-ThriveNorth Initiative**  
**Shane Brienen, Mayor, District of Houston**  
*What does it mean to be an Entrepreneur? Katy will help you put your business ideas into practice. Topics covered include market research, business loans and community resources and support.*

**Session 4 Coffee and Cash**  
**Eileen Benedict, Director, Electoral Area 'E' (Francois/Ootsa Lake Rural)**  
*Bring your coffee for a chat with our friendly local grant providers to learn how to access cash for your projects!*

Information will be presented on: Northern Development Initiative Trust, Nechako Kitamaat Development Fund Society, Bulkley Valley Credit Union, Northern Health, Invest Local BC, Wetzin'kwa Community Forest, Babine Lake Community Forest, Burns Lake Community Forest, Chinook Community Forest, Burns Lake and District Community Foundation, Bulkley Valley Community Foundation, Vanderhoof and District Community Foundation, Fort St James Community Foundation, RDBN Grant in Aid, RDBN Federal Gas Tax Funds, and Community Gaming Grants.

**4:30pm Wrap Up/Door Prize**

Bill Miller, Chair, Regional District of Bulkley-Nechako  
Dan George, Chief, Burns Lake Band  
Kim Martinsen, General Manager, Community Futures Nadina

6:00pm **Gala Dinner at the Tweedsmuir Rod and Gun Club**  
No Host Bar **Bill Miller, Chair, RDBN**

6:30pm **Dinner**

7:30pm **RDBN Startup Business Contest Announcement of Winner**  
**Allan Stroet, EDO, BVEDA**

**Music by The Johnnie Rockers** **Designated Drivers will be available**

Value Added Components

- Book one-on-one meetings with presenters and exhibitors!
- Great door prizes!
- Trade-show booths and information sharing!
- Historic Display!

**SEPTEMBER 20<sup>th</sup>**

8:30am **Registration and Tradeshow**

9:00am **Welcome**  
Bill Miller, Chair Regional District of Bulkley-Nechako  
Dan George, Chief, Burns Lake Band  
Kim Martinsen, General Manager, Community Futures Nadina

9:15am **Keynote Address, Renee Wasyluk** **Greg Cano, TransCanada**  
*Renee will speak to global changes and challenges, what can be done, and why the role of the entrepreneur is so important. Renee will take us on a ride inside the mind of an entrepreneurial visionary, help us understand how we can foster innovation and change, and empower us to take the business community to the next level.*



10:00am **Energy Panel** **Mark Fisher, Electoral Area 'A' (Smithers/Telkwa Rural)**  
*A look at innovative energy projects and how we can help move our region forward sustainably.*

- Thomas Wunderlin, Wunderlin Consulting
- John Turner, Fort St. James Green Energy Project

10:30am **Refreshment Break & Tradeshow**

11:00am **Community Forest Panel** **Rob McDougall, Mayor, District of Fort St James**  
*An overview of how community forests contribute to growth and development in our local communities.*

- Frank Varga, Burns Lake Community Forest
- Ken Nielsen, Chinook Community Forest
- Albert Gerow, BC Community Forest Association

**11:30am Forestry Panel Gerry Thiessen, Mayor, District of Vanderhoof**  
*Learn how this cornerstone of the regional economy is overcoming challenges and finding solutions.*

- Stephen Burkholder, The Tahtsa Group
- Paul Stewart and Jim Bowman, FreFlyt Industries Inc.
- Larry McCulloch, L.M. Forest Resource Solutions

**12:15pm Lunch & Tradeshow**

**1:15pm Mining Panel Rob Newell, Director, Electoral Area 'G' (Houston Rural)**  
*Discover how the mining industry is evolving in our regional district. Hear about mining opportunities and get an introduction into the life cycle of a mine.*

- Lorie Farrell, Smithers Exploration Group
- Charles Clark, Centerra Gold (Mt Milligan)
- James Snyder, Imperial Metals (Huckleberry Mine)
- Justin Schroff, Ministry of Energy, Mines and Petroleum Resources

**2:15pm Agriculture Panel Mark Parker, Director, Electoral Area 'D' (Fraser Lake Rural)**  
*Hear from local producers who will share information on the bright future of agriculture in the region. Presenters will inform you about emerging initiatives and how you can support this growing economy.*

- Denise Dowswell, Little Valley Farms
- Janice Tapp, Copper T Ranch
- Shirley Hamblin, Hamblin Acres

**3:00pm Wrap-up and Closing Remarks Door Prize**  
 Bill Miller, Chair Regional District of Bulkley-Nechako  
 Dan George, Chief, Burns Lake Band  
 Kim Martinsen, General Manager, Community Futures Nadina



## Survey results

### Survey Methodology

To collect the data needed from the Business Forum attendees, paper questionnaires were used. The survey sample size was the total number of attendees. September 19<sup>th</sup> totaled 159 and September 20<sup>th</sup> totaled 119.

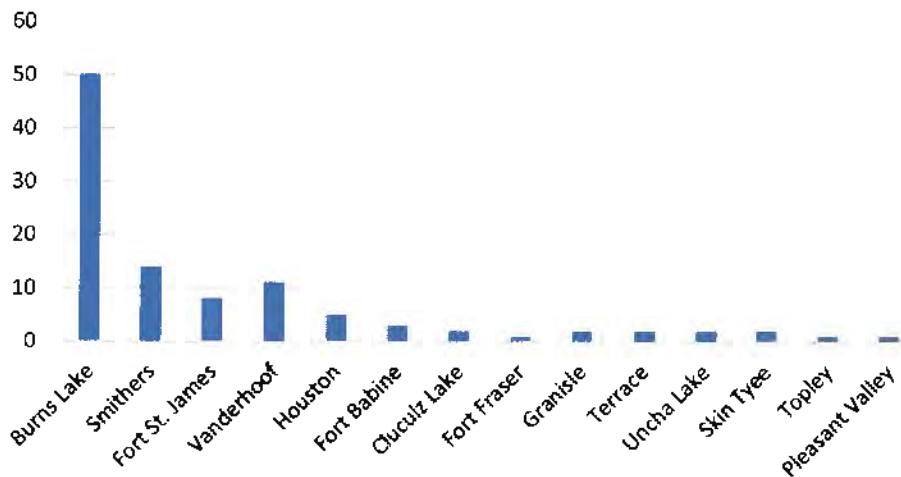
57 evaluation forms were returned for Sept 19<sup>th</sup> = 36% of the sample size\*

58 evaluation forms were returned for September 20<sup>th</sup> = 49% of the sample size\*

\*Not all questions on the evaluation form were answered.

### Place of Residence

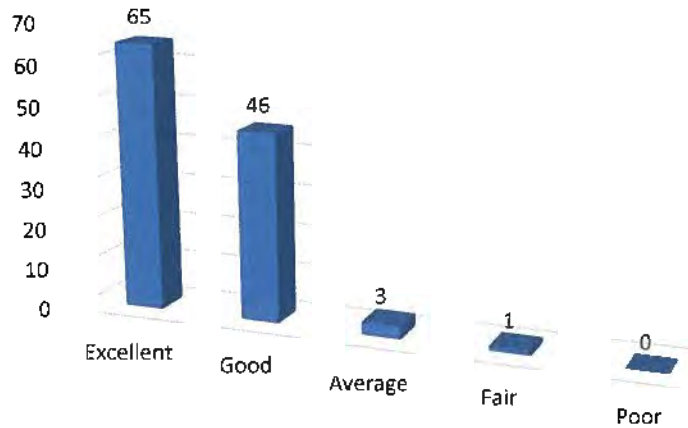
Q 1: Where are you from?



From 115 responses over Sept 19<sup>th</sup> and 20<sup>th</sup>, we found that 43% of attendees were from the Village of Burns Lake, 12% from Smithers, 10% from Vanderhoof, 6% from Fort St. James, 4% from Houston and 3% or lower for all other individual communities within and outside of the Regional District.

## Overall Experience

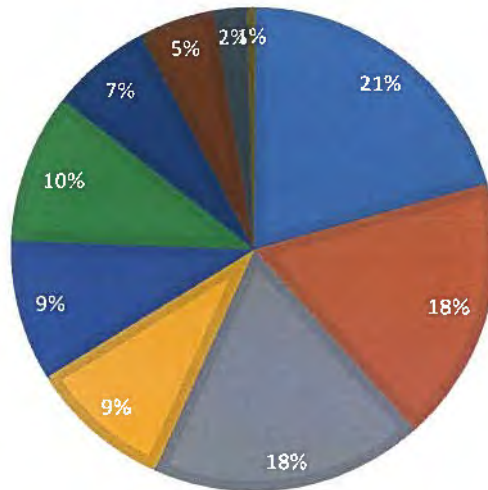
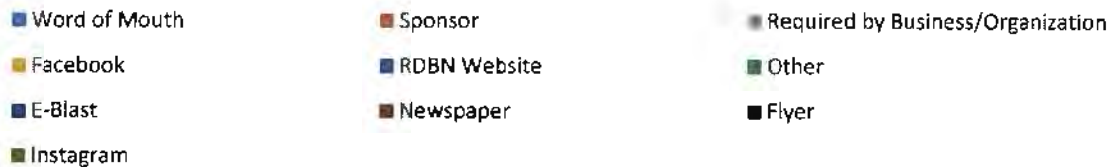
Q 2:How would you rate your overall experience?



56% of the respondents indicated that their overall experience was excellent, while 40% indicated their experience was good. Less than 4% indicated average or fair and no responses of individuals having a poor experience were reported. While 96% of respondents indicated a positive response, venue issues such as lighting, heat, construction noise and audio-visual issues (which are presented in question 10) would impact the overall experience of the attendees. With these concerns addressed, we would expect the overall experience to be even higher.

## How Respondents Heard of the Event

### Q3: HOW DID YOU HEAR ABOUT THIS EVENT?



The majority of the survey answers indicated that word of mouth, sponsorship, and the requirement by their business or organization were the most common ways of hearing of this event. Flyers, newspaper and Instagram were the least noted.

### Quality of the Presentations

Those who responded to question 5 indicated a high level of quality in the presentations and workshops with no respondents indicating they had a poor experience. From the responses it can be concluded that the overall experiences with the presentations and workshops were positive.

Suggestions for future presentations included more time for questions, keeping presenters to their time allotment, presentations from youth and entrepreneurs were encouraged, as well as 'hands on workshops' and better audio visuals.

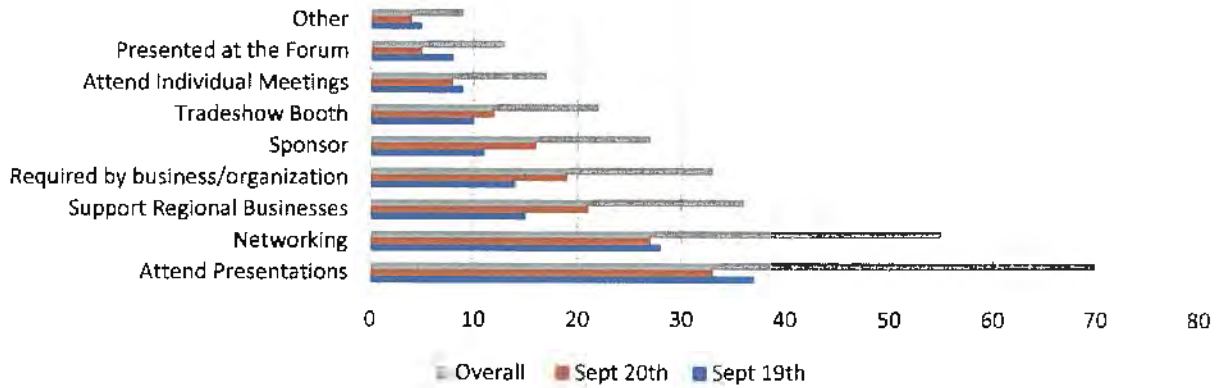
The highest rated panels and workshops were Renee Wasylyk, Project Management for Not-For-Profits, and Introduction to Entrepreneurship. The three lowest rated panels and workshops were the Community Forest Panel, Energy Panel and Forestry Panel.

For a more in-depth analysis of each panel and workshop please review the 2017 Business Forum Evaluation Form Summary.



Why Survey Respondents Attended the Forum

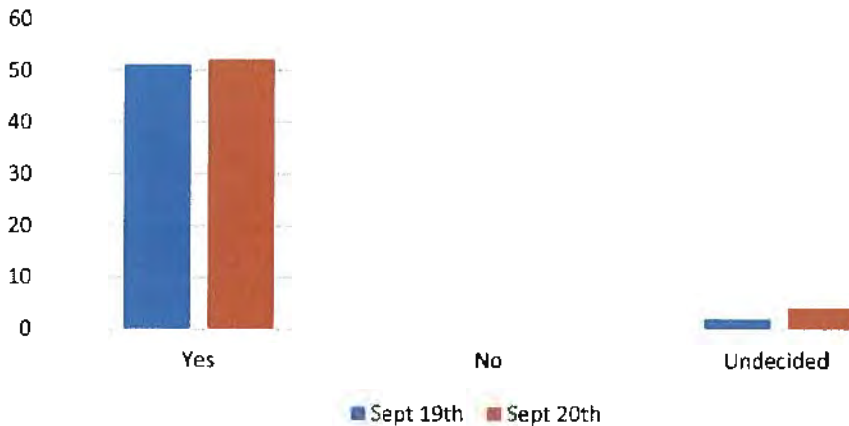
Question 4: Why did you attend the forum?



Attending Presentations and Networking were the most commonly referenced reasons for attending the Forum, with Other and Presented at the Forum the least referenced. With presentations being the most common factor for attending the forum, combined with the positive response to the panels and workshops, it shows an overall positive depiction of the event.

Future Business Forum Attendance

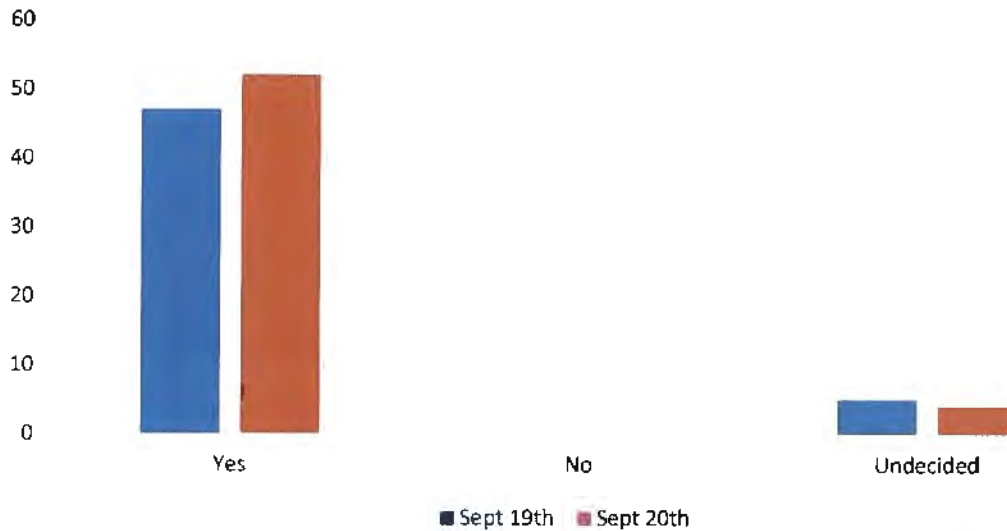
Question 7: Would you consider attending a Business Forum in the future?



Out of the 109 survey responses to question 7, 94% indicated they would consider attending a future Business Forum with 6% undecided. There were zero responses in the no category.

Suggestion of Business Forum

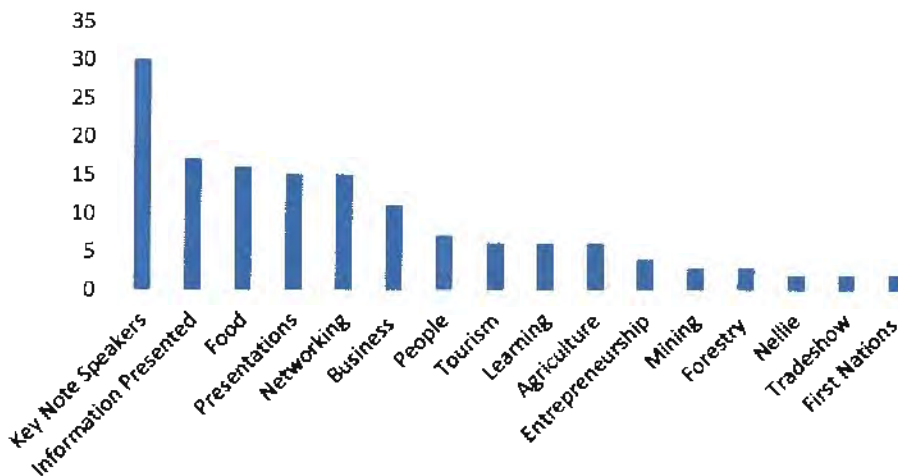
Question 8: Would you suggest the RDBN Business Forum to your professional network?



From the 108 responses to question 8, 92% indicated that they would suggest the RDBN Business Forum to their professional networks. While there were no responses indicating surveyors would not suggest the Forum to their professional network, written responses such as “Not enough exploration specific people attending for it to be relevant to my professional network.” were included in the undecided category.

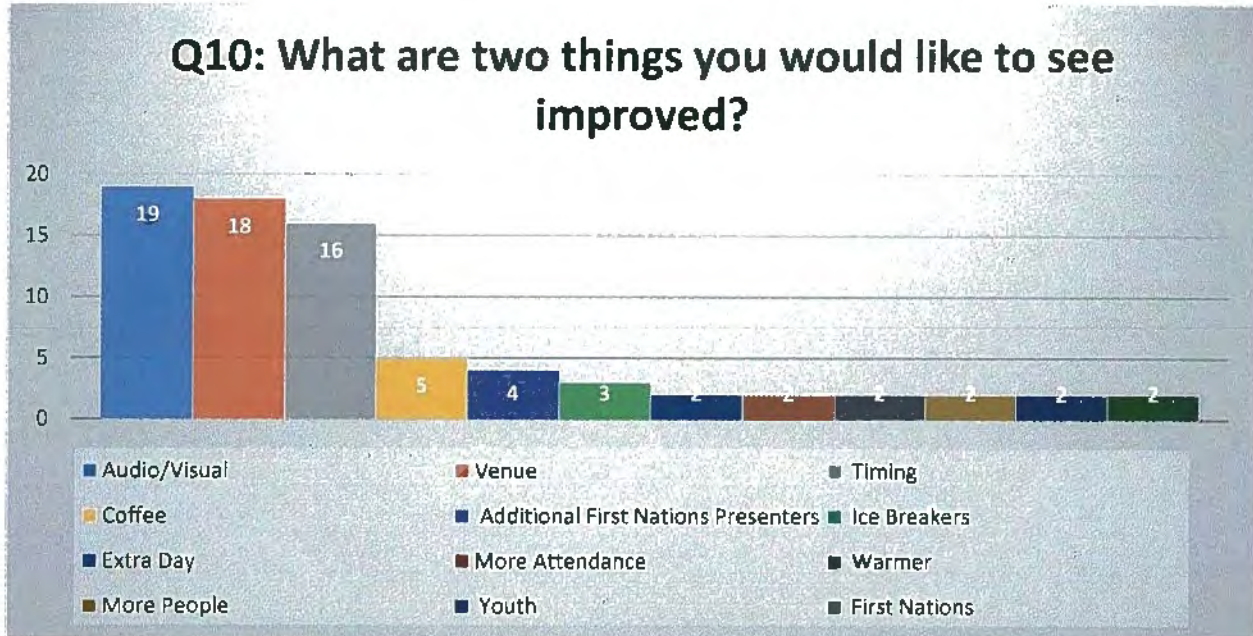
Things Liked Most at the Forum

Question 9: What are two things you liked most?



Keynote speakers Art Napoleon and Renee' Wasylyk were unarguably a huge draw and success at the Forum. The depth of information presented, along with food, presentations and networking were other themes most commonly referenced.

### Areas of Improvement



Surveyors indicated that improvements needed to be made in concern to audio-visuals, the venue (including lighting, temperature and construction noise), timing, and issues with coffee. There was an expressed need for more First Nations presenters, more time with panelists and key note speakers, as well as keeping presenters to their allocated times.

### In Conclusion

Overall, surveyors responded positively to the forum by indicating they had either an excellent or good experience, would attend a future forum, and would suggest the Forum to their professional networks.

Greater online presence and advertisement in communities where the forum is not being held may help with diversification of attendees.

Specific attention to lighting, audio-visual equipment, coffee and breaks as well as venue should be taken into consideration during the organization of the next forum.

Continuation of providing keynote speakers is suggested as well as the panel format. While specific attention to timing, including more time with the panelists, and the need for additional First Nations presenters, will need to be addressed at any future forums, the depth of information presented was a highlight for a high percentage of respondents.

**Future Forums**

The Board of Directors previously requested that the Regional Business Forum be held every two years. It was also previously requested that the Forum be hosted by a different municipality in the region on a rotation basis. Granisle, Houston and Burns Lake were approached for hosting the Forum in 2016 but each felt their community did not have the capacity to do so. Holding the Forum in Burns Lake, hosted by the RDBN and a First Nation band, allowed for greater attendance as there are six First Nation Bands in the surrounding area of Burns Lake and 25 students from a First Nations training program who had the ability to attend. It is also less complicated for staff to organize if held in Burns Lake. Based on previous direction, if a municipality will be invited to host and organize the next Forum, the order of invitation would be Fraser Lake, Vanderhoof and Smithers.

**Budget****Revenue**

Sponsorship	\$ 26,750
Registration/Tradeshow Fees	\$ 6,770
RDBN Regional Economic Development Budget	\$ 6,953
<b>Total</b>	<b>\$ 40,473</b>

**Expenses**

Advertising	\$ 2,501
Supplies	\$ 5,240
Draw Prizes	\$ 500
Keynote and Presenters	\$ 9,207
Event Coordinator Wages/ Staff OT	\$ 10,695
Food, Refreshments	\$ 10,805
Advisory Committee Conference Calls	\$ 69
PayPal fees	\$ 80
Donation in lieu of presenter gifts	\$ 1,375
<b>Total</b>	<b>\$ 40,473</b>

REGIONAL DISTRICT OF BULKLEY-NECHAKOMEMORANDUM

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

**FROM:** Wendy Wainwright, Executive Assistant

**DATE:** October 18, 2017

**SUBJECT:** Committee Meeting Recommendations  
– October 12, 2017

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Following are recommendations from the October 12, 2017 Committee meetings for the Regional Board's consideration and approval.

**Committee of the Whole Meeting – October 12, 2017**

**Recommendation 1:**

**Re: North Central Local Government Association Letter re: Greyhound Service Reduction**

"That the Regional District of Bulkley-Nechako Board of Directors write a letter to the Passenger Safety Transportation Board outlining its concerns about Greyhound Canada Transportation Corp.'s application to reduce service in central and northern B.C."

**Regional Transit Committee Meeting – October 12, 2017**

**Recommendation 2:**

**Re: Memorandum of Understanding to Amend the AOA Service Specifications**

"That the Regional District of Bulkley-Nechako Board of Directors approve signing the Memorandum of Understanding to Amend the AOA Service Specifications."

**Rural Directors Committee Meeting – October 12, 2017**

**Recommendation 3:**

**Re: Lakes District Arts Council – Request for Grant in Aid – Electoral Area "B" (Burns Lake Rural)**

"That Lakes District Arts Council be given \$2,000 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for costs associated with events during the 2017/18 season."

**Recommendation 4:**

**Re: District of Fort St. James – Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural)**

"That the District of Fort St. James be given \$5,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with equipping its new fire truck."

**Rural Directors Committee Meeting – October 12, 2017 (CONT'D)**

**Recommendation 5:**

**Re: Nechako Valley Community Services Society – Request for Grant in Aid – Electoral Area “F” (Vanderhoof Rural)**

“That the Nechako Valley Community Services Society be given \$500 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for its 3<sup>rd</sup> Annual Christmas Dinner for seniors.”

**Recommendation 6:**

**Re: BC Natural Resources Forum – January 16-18, 2018 – Prince George, B.C.**

“That the Regional District of Bulkley-Nechako Board of Directors authorize the attendance of Rural Directors wanting to attend the BC Natural Resources Forum – January 16-18, 2018 in Prince George, B.C.”

**RECOMMENDATION:**

**(ALL/DIRECTORS/MAJORITY)**

Recommendations 1 through 6 as written.



**Regional District of Bulkley-Nechako  
Board of Directors  
October 26, 2017**

To: Chair Miller and the Board of Directors  
 From: Nellie Davis, Proposal Writer  
 Date: October 16, 2017  
 Regarding: Grant Opportunity: Northern Development Initiative Trust- Building Façade Improvement Program

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RDBN staff are working on a grant application to Northern Development Initiative Trust – Building Façade Improvement Program for funding to provide grants to commercially zoned businesses in the communities of Fort Fraser, Endako and Grassy Plains for projects that improve the appeal of the Building Façade. A resolution from the RDBN Board of Directors is necessary to make the application.

The Business Façade Improvement program provides annual grant funding for local governments up to \$20,000 (50% to a maximum of \$5,000 per façade improvement project each calendar year) to enhance economic development by encouraging private sector investment in businesses façade improvements.

Staff have developed business façade improvement plans/guidelines, which will give direction to local business owners on the eligibility criteria to obtain the business façade improvement grant

Some features and benefits of the program include:

- Enhanced economic viability and vibrancy of northern and central B.C. communities by supporting visual improvements such as facades, signage, murals, architectural features, siding, lighting and awnings
- Private sector investment in local business improvement
- Increased assessed values and tax base as a result of improved properties

Does the Board support an application to Northern Development Initiative Trust's Business Façade Improvement Program to support the cost of providing rebates for Building Façade improvements to Commercially-zoned Businesses in Fort Fraser, Endako and Grassy Plains?

Please note this project will be included in the draft 2018 Regional Economic Development work plan for the Boards approval. Due to the grant application deadline it was necessary to seek Board approval for submitting the application before the November meeting.



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

- 1) That the RDBN Board of Directors supports submitting an application Northern Development Initiative Trust – Building Façade Improvement Program for grant funding to encourage economic development by providing grants to commercially zoned businesses in Fort Fraser, Endako and Grassy Plains for building façade improvement projects.
- 2) That the RDBN Board of Directors agree to enter into a contract with NDIT, should the funding be approved, and provide overall grant management for the project.



## Regional District of Bulkley-Nechako Board of Directors October 26, 2017

To: Chair Miller and the Board of Directors  
 From: Nellie Davis, Proposal Writer  
 Date: October 16, 2017  
 Regarding: Tweedsmuir Recreation Commission- Northern Development Application-  
 North West RAC

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

Tweedsmuir Recreation Commission is requesting \$15,000 for a Foundation project at the Wisteria Community Hall located in Electoral Area 'E'.

The \$165,098 Renovation Project includes:

- Removal of skirting, dirt and front porch to allow lifting of the building
- Lifting and levelling the original Hall and two additions (not recent kitchen/washroom addition)
- Installation of a new foundation, including sauna tubes, rebar and cement pads
- Lowering the lifted portions of the Hall so that the floor elevation is level with the kitchen/washroom addition
- Replacement of any damaged siding, wheelchair ramp with roof, and skirting

Funding Organization	Amount	Status
Tweedsmuir Recreation Commission	\$20,000	Confirmed
Nechako-Kitimaat Development Fund	\$40,000	Pending
Federal Gas Tax Funds Electoral Area "E"	\$75,000	Pending
Burns Lake Community Forest	\$15,098	Pending
Northern Development	\$15,000	Pending
<b>Total</b>	<b>\$165,098</b>	

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

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

That the Regional District of Bulkley-Nechako Board of Directors supports the Tweedsmuir Recreation Commission's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities in the amount of \$15,000.



**Regional District of Bulkley-Nechako  
Board of Directors  
October 26, 2017**

To: Chair Miller and the Board of Directors  
 From: Nellie Davis, Proposal Writer  
 Date: October 16, 2017  
 Regarding: Colleymount Recreation Commission- Northern Development Application- North West RAC

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

Colleymount Recreation Commission is requesting \$10,590 for a storage addition project to the Trout Creek Community Hall located in Electoral Area 'E'.

The \$22,242 Renovation Project includes:

- Installing a sonotube foundation on the north side of the Hall
- Construction of a 17'x12' addition with electrical outlets and light fixtures
- Interior Finishing with plywood
- Exterior siding, and roofing to match the existing galvanized tin roof

<b>Funding Organization</b>	<b>Amount</b>	<b>Status</b>
Nechako Kitimaat Development Fund Society	\$10,590	Confirmed with conditions
Colleymount Recreation Commission	\$1,062	Confirmed
Northern Development	\$10,590	Pending
<b>Total</b>	<b>\$22,242</b>	

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

<b>Recommendation:</b>	<b>(All/Directors/Majority)</b>
<p>That the Regional District of Bulkley-Nechako Board of Directors supports the Colleymount Recreation Commission's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities in the amount of \$10,590.</p>	



## Regional District of Bulkley-Nechako Board of Directors October 26, 2017

**To:** Chair Miller and the Board of Directors  
**From:** Nellie Davis, Proposal Writer  
**Date:** October 16, 2017  
**Regarding:** Cluculz Lake Community Association- Northern Development Application- Prince George RAC

The Cluculz Lake Community Association is submitting an application to Northern Development Initiative Trust's (Northern Development) Community Halls and Recreation Facilities, Prince George Regional Advisory Committee Account. An RDBN Board resolution is required in order for the Northern Development Board to approve the application.

Cluculz Lake Community Association is requesting \$30,000 for a Bathroom Renovation project at the Cluculz Lake Community Hall located in Electoral Area 'F'.

The \$48,979 Renovation Project includes:

- Removal and replacement of old fixtures and plumbing components that are not to current building code
- Construction of additional wheelchair accessible washroom
- Addition of additional wheelchair accessible stall in Women's Washroom
- Re-painting and finishing of both Men's and Women's washrooms

Funding Organization	Amount	Status
Four River Co-op Community Support Fund	\$15,000	Pending
Federal Gas Tax Funds Electoral Area "F"	\$3,979	Pending
Northern Development	\$30,000	Pending
<b>Total</b>	<b>\$22,242</b>	

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

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

That the Regional District of Bulkley-Nechako Board of Directors supports the Cluculz Lake Community Association's application to the Northern Development Initiative Trust – Community Halls and Recreation Facilities in the amount of \$30,000.



**Regional District of Bulkley-Nechako  
Board of Directors Memorandum  
October 26, 2017**

**To:** Chair Miller and the Board of Directors  
**From:** Kristi Rensby, Finance/Administration Coordinator  
**Date:** October 11, 2017  
**Regarding:** Federal Gas Tax Funds – Electoral Area 'A' (Smithers Rural)  
 Smithers & Area Recycling Society – Styrofoam Densifier

The Smithers & Area Recycling Society has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to purchase and install a Styrofoam densifier to be located in Smithers. This project is eligible for Gas Tax funding under the Solid Waste category.

The Society has solicited quotes for the Styrofoam densifier and has decided to purchase at a cost of \$45,212.34.

It must be noted that this project provides an "indirect benefit" to the public. The infrastructure itself does not have a public use, but the benefit of recycling has a high impact on all residents of Smithers, Telkwa, and Area "A", as well as to the surrounding communities. The Society would ultimately like to work regionally to recycle Styrofoam with the use of this densifier.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'A' allocation is \$888,060.77. Director Fisher is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$45,212.34 from the Area 'A' allocation for this Solid Waste project.

**RECOMMENDATION:**

1. That the RDBN Board of Directors authorize contributing up to \$45,212.34 of Electoral Area 'A' Federal Gas Tax allocation monies to Smithers & Area Recycling for the purchase and installation of a Styrofoam densifier; and further,  

**(All/Directors/Majority)**
2. That the RDBN Board of Directors authorize the withdrawal of up to \$45,212.34 from the Federal Gas Tax Reserve Fund.  

**(Participants/Weighted/Majority)**



**Regional District of Bulkley-Nechako  
Board of Directors Memorandum  
October 26, 2017**

**To:** Chair Miller and the Board of Directors  
**From:** Kristi Rensby, Finance/Administration Coordinator  
**Date:** October 16, 2017  
**Regarding:** Federal Gas Tax Funds – Electoral Area 'A' (Smithers Rural)  
 Bulkley Valley Child Development Centre Society – Doors & Windows

The Bulkley Valley Child Development Centre Society has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to replace inefficient doors and windows with higher efficiency doors and windows. This project is eligible for Gas Tax funding under the Community Energy Systems category.

The Society has been completing a number of upgrades at the Child Development Centre building located in Smithers. This phase of the project is estimated to cost \$79,447. The Society has requested \$32,447 in Gas Tax Funding.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'A' allocation is \$888,060.77. Director Fisher is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$32,447 from the Area 'A' allocation for this project.

**RECOMMENDATION:**

1. That the RDBN Board of Directors authorize contributing up to \$32,447 of Electoral Area 'A' Federal Gas Tax allocation monies to Bulkley Valley Child Development Centre Society for the purchase and installation of energy efficient doors and windows; and further,  

**(All/Directors/Majority)**
2. That the RDBN Board of Directors authorize the withdrawal of up to \$32,447 from the Federal Gas Tax Reserve Fund.  

**(Participants/Weighted/Majority)**



**Regional District of Bulkley-Nechako  
Board of Directors Memorandum  
October 26, 2017**

**To:** Chair Miller and the Board of Directors  
**From:** Kristi Rensby, Finance/Administration Coordinator  
**Date:** October 11, 2017  
**Regarding:** Federal Gas Tax Funds – Electoral Area 'E' (Francois/Ootsa Lake Rural)  
 Tweedsmuir Recreation Commission – Wistaria Hall

The Tweedsmuir Recreation Commission (TRC), a registered Not-for-Profit Society, has requested the Regional District's assistance in the form of Federal Gas Tax Funds to complete a Recreational Infrastructure Improvement project at the Wistaria Hall, located in Electoral Area 'E', Francois/Ootsa Lake Rural.

The TRC plans to disconnect the older portions of the facility (main hall and two additions) from the newer addition (kitchen/washroom), lift and level the older portions, place a new foundation under the older sections and lower them onto the foundation, then restore the connections between the newer addition and the older sections, and finish the project with exterior grading and water control.

The total cost for the project has been quoted at \$165,097.17.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'E' allocation is \$166,601.27. Director Benedict is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$75,000 from the Area 'E' allocation for this recreation project.

**RECOMMENDATION:**

1. That the RDBN Board of Directors authorize contributing up to \$75,000 of Electoral Area 'E' Federal Gas Tax allocation monies to the Tweedsmuir Recreation Commission for the foundation repair project at the Wistaria Hall; and further,
 

**(All/Directors/Majority)**
2. That the RDBN Board of Directors authorize the withdrawal of up to \$75,000 from the Federal Gas Tax Reserve Fund.
 

**(Participants/Weighted/Majority)**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**Memorandum**

**TO: Chair Miller and Regional Board Members**

**FROM: Melany de Weerd, CAO**

**DATE: October 4, 2017**

**SUBJECT: RDBN APPOINTMENTS - 2018**

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As in previous years, the following recommendations are made with respect to appointments for the Regional District bankers, lawyers, election officers, signatories and auditors and must be ratified by the Regional Board:

- Bankers:** - Bulkley Valley Credit Union
- Lawyers:** - Stewart McDannold Stuart, Victoria, BC  
Young Anderson, Vancouver, BC  
Carvello Law Corp., Victoria, BC
- Election Officers:** - Cheryl Anderson, Chief Election Officer  
(with authority to appoint election officials as necessary)  
Geraldine Craven and Wendy Wainwright,  
Deputy Chief Election Officers
- Signing Authority:** - The Chairperson, Director from the Village of Burns Lake, the Director from Electoral Area "B", the Director from Electoral Area "E", and the Chief Administrative Officer, Financial Administrator, Manager of Administrative Services or Deputy Chief Administrative Officer.
- Auditors** - RHN Schmitz & de Grace

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

**"That the Regional Board of the Regional District of Bulkley-Nechako ratify the appointments as outlined above for the year 2018."**



**UBCM Meeting With Ministry of Citizens' Services/Network BC  
Tuesday, September 26, 2017  
Submitted by Rob Newell, Director, Electoral Area "G" (Houston Rural)**

**Attendees:** Howard Randell, Executive Director, Network BC  
 Maria Fuccenecco, Senior Manager, Network BC  
 Stephen Phillips, Policy Analyst, GIS Analyst, Network BC  
 Bill Miller, Chair, RDBN  
 Eileen Benedict, Director, RDBN  
 Rob Newell, Director, RDBN  
 Cheryl Anderson, Manager of Administrative Services, RDBN

**RDBN Request:**

- What is the status of CityWest?
- RDBN requests that continuity of funding for internet and cell phone connectivity remains in place.
- RDBN is concerned with the increased number of lost calls on the Highway 16 Corridor. Cell phone connectivity is both an economic driver and important for safety when travelling. The RDBN requests that the issue of dropped calls be addressed.
- The RDBN requests support for access to funding for increased cell coverage.

Director Benedict identified that there is a large rural population in the region. In order to service the rural population, a municipal hub would be required.

Director Newell indicated that there are many dead zones on the Highway 16 corridor and there has been an increase in dropped calls. This is a significant safety concern. There are many areas in the regional without service. If industry, such as TransCanada implements a temporary system while projects are taking place, he would like to see the infrastructure be permanent. Funding is required for better service.

Director Miller advised that the RDBN is developing a strategy to identify gaps in service. He added that we are actually seeing a decrease in service.

Howard Randell responded that the concerns expressed are common throughout the Province. He explained that the primary mandate is expansion which will cost billions of dollars. He noted that the cost is approximately \$1 million for 10-15 km of coverage. He noted that decreased service is as a result of Telus building out fibre but using it for internet and cell coverage. He added that to combine broadband with cellular, there needs to be sufficient strength and capacity.

Mr. Randell expressed the importance of completing an inventory and identifying what the RDBN wishes to achieve. CRTC has a \$750 million fund for the enhancement of rural Broadband across Canada with the primary focus being on backbone. He mentioned that if there are any funds left over, they could be used for last mile.

Director Benedict questioned when a decision will be made in regard to CityWest's application.

Mr. Randall indicated that the Federal Government is starting to make announcements.

Director Newell questioned opportunities for partnering, with the potential of utilizing Gas Tax Funds.

Mr. Randall advised that the first step would be to look at our strategic plan. He mentioned contacting CityWest, Telus and other ISPs to determine what their plans are.

Discussion took place in regard to the RDBN's Connect to Innovate grant application that was denied. Maria Fucceneco indicated that the application was denied because it wasn't of a regional nature.



Regional District of Bulkley Nechako  
 Planning Department Report  
**Application No. 1197 – Exclusion from the ALR**  
 October 16, 2017

<b>Name of Owner:</b>	Robert & Theresa Kirsch
<b>Name of Agent:</b>	HBH Land Surveying
<b>Electoral Area:</b>	A
<b>Subject Property:</b>	The portion of Lot 1, Section 19, Township 9 and of District Lots 178 and 179A, Range 5, Coast District, Plan EPP58563
<b>O.C.P. Designation:</b>	Agricultural (AG)
<b>Zoning:</b>	Agricultural (Ag1) pursuant to Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
<b>Existing Land Use:</b>	Agriculture and Residential
<b>Location:</b>	The subject property is located on 19959 Farewell Creek Road, and Highway 16, approximately 17 kilometres southeast of the Village of Telkwa.
<b>Area for exclusion:</b>	The portion of Lot 1, laying west of the Bulkley River (approx. 16.6 ha in size)

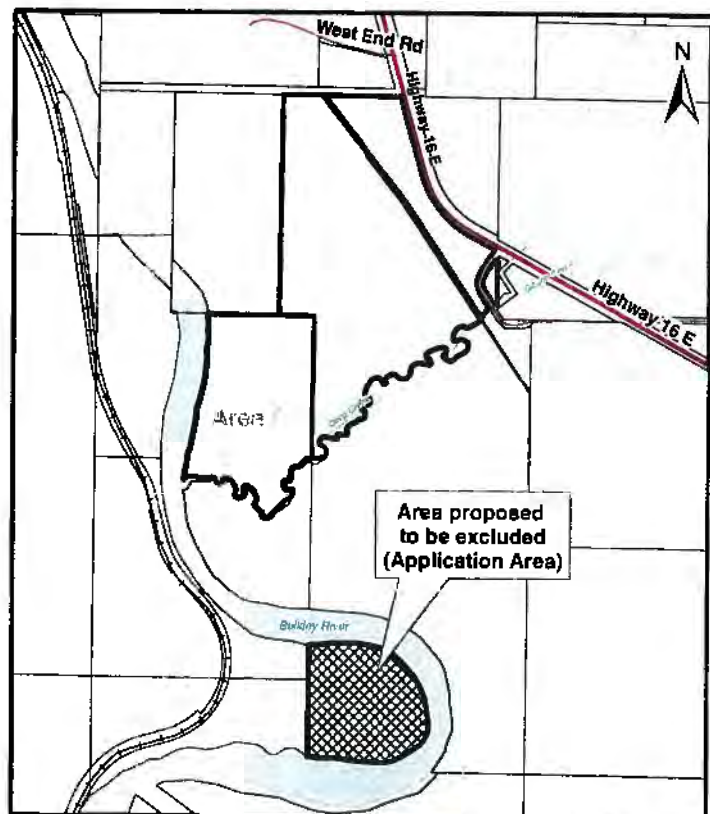
**Proposal:**

The purpose of this application is to exclude the portion of the subject property laying west of the Bulkley River from the Agricultural Land Reserve (referred to in this report as, application area). The application area is approximately 16.6 ha. in size.

The applicant wishes to subdivide the application area from the remainder of the parcel to the north

The Ministry of Transportation recently denied their request to subdivide the application area from the parent parcel because the parcel is deemed agricultural and cannot be safely developed as such due to the water access. Therefore, the applicant

wishes to exclude this piece of the property from the ALR to allow its subdivision.



**Agricultural Capability based on Canada Land Inventory mapping:**

100% of the Subject Property is:

Class 4 Land limited by Soil moisture deficiency, undesirable soil structure, and cumulative and minor adverse conditions.

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

**Surrounding Applications:**

**No. 149** Part of District lot 180 lying to the east of Highway 16 right of way, Plan 4757, Range 5 Coast District.

Application to subdivide the 9.5 acres of the above described property into two parcels of 4.75 acres (1976).

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

**No. 174** District Lot 2129, Range 5, Coast District lying west of Yellowhead 16 Highway (1977).

Application to subdivide the subject property.

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

**No. 252** District Lot 206A, Range 5, Coast District (1978).

Application to subdivide proposed 5 acre parcel.

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

**No. 500** District Lot 2129 except Plan 7860, Range 5, Coast District (1982).

Application to subdivide 39.6 ha into six lots ranging in size from 4.7 ha to 8.3 ha.

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

**No. 597** District Lot 2131, Range 5, Coast District lying west of Plan 4557 (1984).

Application to construct one 16 x30 ft ski hut on the subject property.

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

**No. 607** District Lot 2130, Range 5, Coast District (1984).

Application to have three permanent residences on 56.65 ha.

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

**No. 622** Portion of District Lot 2131, Range 5, Coast District, lying west of Highway 16 and south of Highways Road No. 341 (1985).

Application to subdivide a 3.69 ha portion from District Lot 2131 and exclude it from the ALR, for conveyance to the board of school trustees No. 54 to be used specifically for the establishment and operation of an elementary school.

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

**No. 696** District Lot 749, Range 5, Coast District, except Plan 7936 (1988).

Application to subdivide subject property.

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

**No. 1127** That part of the NW1/4 of Section 25 Township 8 Range 5 Coast District Lying South of Plan 1165 (2012).

Application to subdivide subject property.

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

## REFERRAL COMMENTS

### Ministry of Agriculture

Will appear on supplemental agenda if received.

### Advisory Planning Commission

Will appear on supplemental agenda if received.

## DISCUSSION

### Access Limitations

As the subject area is only accessible by water it cannot be easily farmed at this time. The surrounding area along the west side of the river is undeveloped and the applicant has stated that CN would not allow access across the railway due to poor sightlines along the curve. Therefore, the parcel is cut off from Walcott Quick Road to the west, and the river appears to be the only available means to access the property.

### Public Input

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

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

The Regional District of Bulkley-Nechako received no response to the applicant's public notice.

### OCP and Agricultural Plan

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

Section 3.1.2(6) of the OCP states that:

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

- a) There is limited agricultural potential within the proposed area.*
- b) Soil conditions are not suitable for agriculture.*
- c) Neighbouring uses will not be compromised.*
- d) Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.*

- e) *The application is in the best interest of the local community.*
- f) *The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.*
- g) *And, traffic management issues will be considered and addressed appropriately.*

A guiding policy under RDBN's Agricultural Plan is to maintain appropriately large parcel sizes and to keep smaller parcel residential development away from farming areas. This policy helps preserve the integrity of agricultural lands and minimizes conflict between agriculture and non-agriculture uses. The Agriculture Plan recommends that:

*The RDBN should continue with its efforts to protect and preserve farm land and soil having capability for agricultural purposes through the restriction of subdivision, and limited encroachment of non-farm uses.*

## **Zoning**

The application area is zoned Agricultural (Ag1). The minimum parcel size requirement for the Ag1 zone is 16 ha. Therefore, the application area meets the minimum parcel size requirement.

The following uses are permitted in the Ag1 Zone.

- (a) *agriculture;*
- (b) *intensive agriculture;*
- (c) *horticulture, nursery, greenhouse;*
- (d) *single family dwelling;*
- (e) *two family dwelling on parcels not within the Agricultural Land Reserve;*
- (f) *logging and silviculture;*
- (g) *portable sawmill and lumber kiln (provided that the floor of the lumber kiln does not exceed 45 m<sup>2</sup>);*
- (h) *mineral, placer, coal and aggregate exploration, extraction and processing;*
- (i) *waste disposal site;*
- (j) *kennel and veterinary clinic;*
- (k) *outdoor recreation facilities;*
- (l) *primitive campsite;*
- (m) *guest ranch;*
- (n) *rural retreat;*
- (o) *peat extraction;*
- (p) *unpaved airstrips and helipads for use of aircraft flying non-scheduled flights;*
- (q) *home occupation;*
- (r) *buildings and structures accessory to the permitted principal uses.*

**Staff Comment**

Based on the available CLI mapping the agricultural capability of the property appears to be fairly good for the area with mostly Class 4 lands; therefore the entire basis for exclusion appears to rest on the fact that the land has only water access at this time. In staff's opinion this does not justify exclusion from the ALR.

In addition, there are other land use concerns associated with the removal of the lands from the ALR. If the land were subdivided and sold it could be potentially used for a number of uses which would contribute greatly to the boating activity in the area (rural retreat, outdoor recreation facility, primitive campsite, or a guest ranch). The board has expressed concerns regarding the cumulative impact of boating activity on the river.

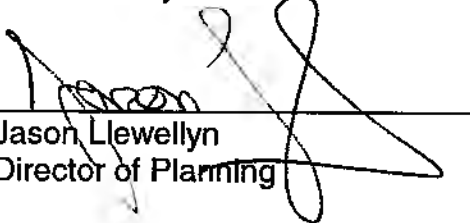
It is noted that staff are not opposed to the subdivision of the application area from the remainder of the property. In staff's opinion the best long term use of the land is for agricultural purposes.

**Recommendation:**

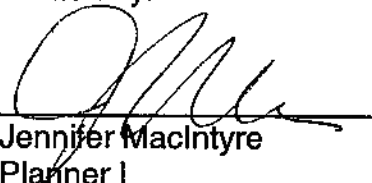
That Agricultural Land Reserve Exclusion Application No. 1197 (Kirsch) be recommended to the Agricultural Land Commission for denial.

*Development Services – All/Directors/Majority*

Reviewed by:

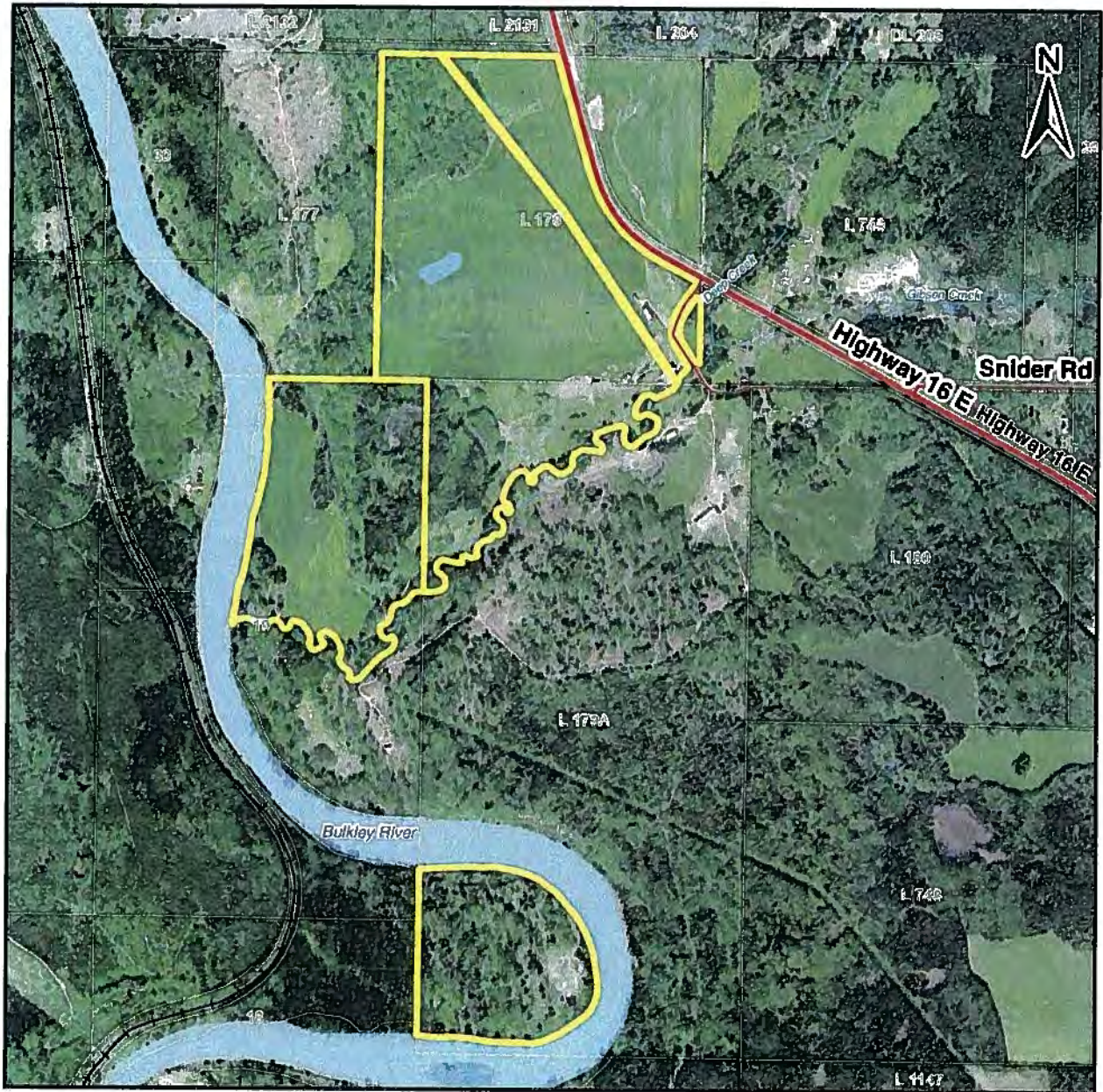
  
\_\_\_\_\_  
Jason Lewellyn  
Director of Planning

Written by:

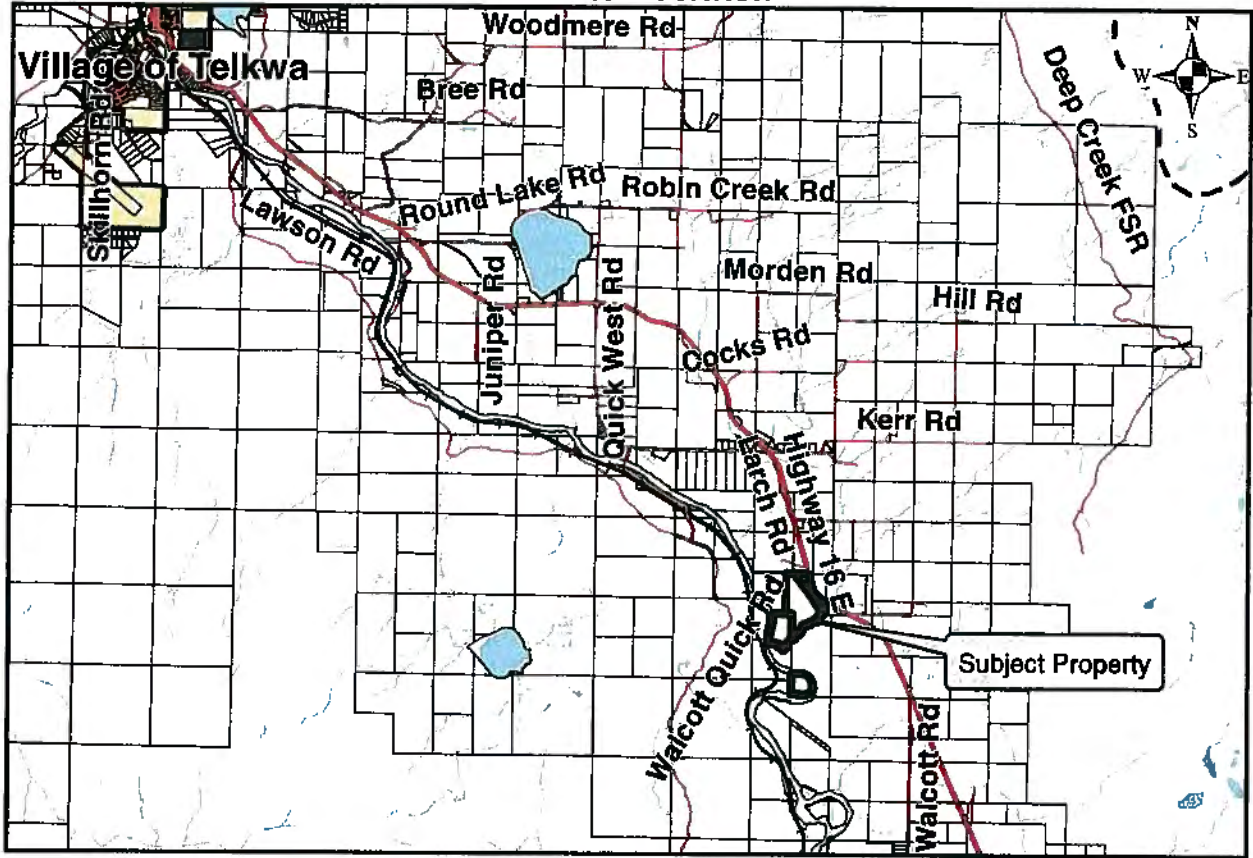
  
\_\_\_\_\_  
Jennifer MacIntyre  
Planner I



Specific Location



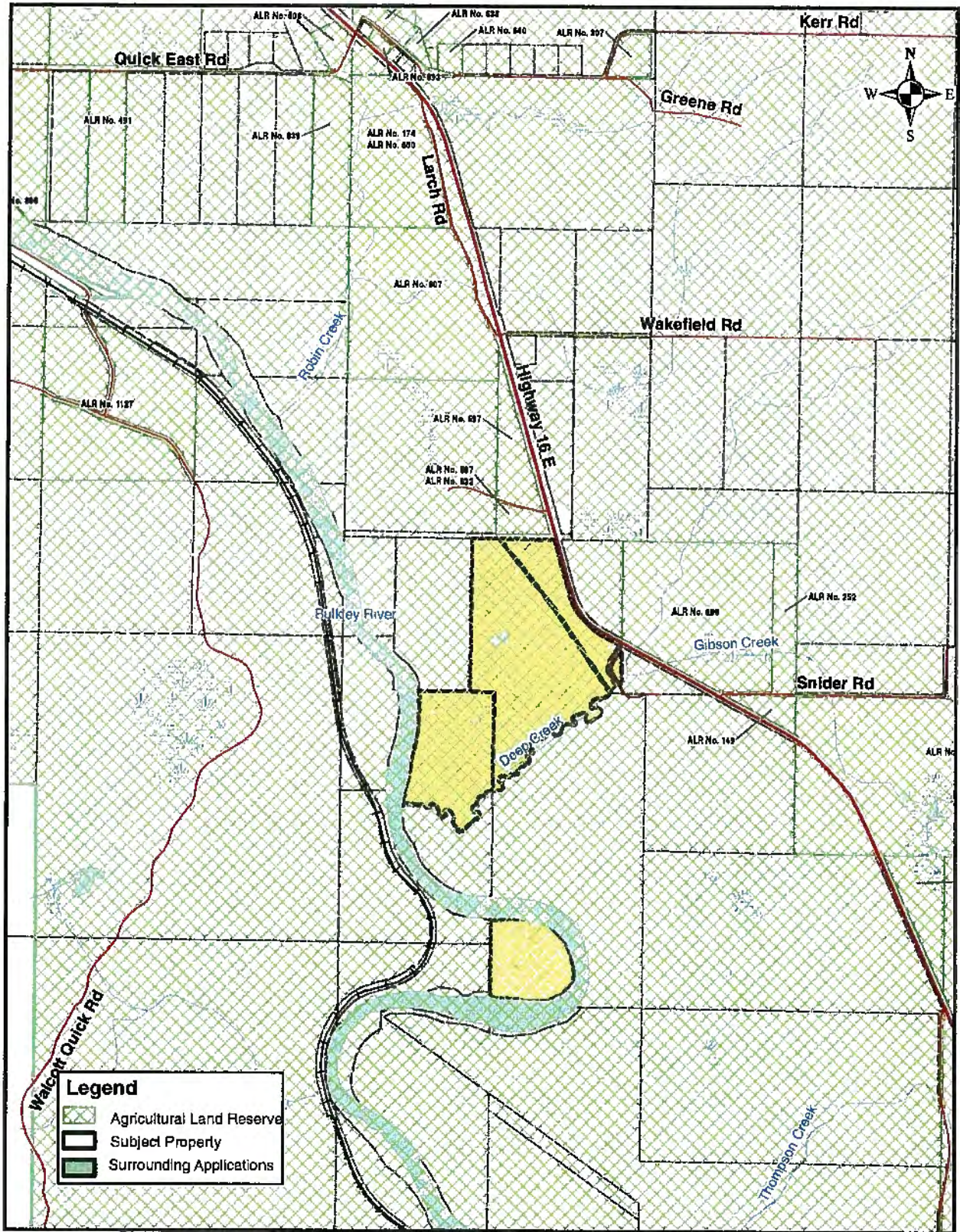
GENERAL LOCATION



C.L.I. AGRICULTURAL CAPABILITY



Surrounding Applications, ALR Status & Surrounding Development





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# Provincial Agricultural Land Commission - Applicant Submission

**Application ID:** 56680

**Application Status:** Under LG Review

**Applicant:** Robert Kirsch

**Agent:** HBH Land Surveying Inc.

**Local Government:** Bulkley-Nechako Regional District

**Local Government Date of Receipt:** 08/25/2017

**ALC Date of Receipt:** This application has not been submitted to ALC yet.

**Proposal Type:** Exclusion

**Proposal:** It is the desire of the applicant to subdivide that portion of Lot 1 Plan EPP58563 west of the Bulkley River from the land on the east side of the river. This land is not accessible as a farm but is favourably situated as recreational property. For reasons of access and economies of scale, the parcel is not appropriate for any type of farming and it is our opinion that it is in the ALR based on its crown granted attachment to the arable land on the east side of the Bulkley River. There are many such parcels in BC. A boundary adjustment was recently completed on the property to realign the boundaries to better suit the natural divide of DL178, DL179A and the Fractional West 1/2 of Section 19 Tp 9 by Farewell Creek. At the time of that subdivision, it was the desire of the applicant to create 2 parcels east of the river and have the parcel west of the river exist as a separate title. This was unacceptable to the Ministry of Transportation as the piece west of the river is deemed an agricultural parcel and cannot be safely developed as such. Without legal road access, it "may" be subdividable as an Access by Water only parcel, however, this would not be reasonable for an agricultural parcel. Farm equipment, livestock and support vehicles etc could not be transported by water. We would like to remove this portion of the Lot 1 from the ALR to release the unattainable restrictions that this places on the land. This will not adversely affect the agricultural value of the remainder lands and any land surrounding it.

## Agent Information

**Agent:** HBH Land Surveying Inc.

**Mailing Address:**

3750 First Avenue

Smithers, BC

V0J 2N0

Canada

**Primary Phone:** (250) 847-3808

**Email:** gina@hbhlandsurveying.ca

## Parcel Information

### Parcel(s) Under Application

1. **Ownership Type:** Fee Simple

**Parcel Identifier:** 030-023-274

**Legal Description:** LOT 1 SECTION 19 TOWNSHIP 9 AND OF DISTRICT LOTS 178 AND 179A RANGE 5 COAST DISTRICT PLAN EPP58563

**Parcel Area:** 107 ha

**Civic Address:** 19959 FAREWELL CREEK ROAD

**Applicant:** Robert Kirsch

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Date of Purchase: 04/26/1991

Farm Classification: Yes

**Owners**

- 1. **Name:** Robert Kirsch
  - Address:**  
19959 Farewell Creek Road  
Telkwa, BC  
V0J 2X2  
Canada
  - Phone:** (250) 846-5849
  - Email:** gina@hbhlandsurveying.ca
- 

**Ownership or Interest in Other Lands Within This Community**

- 1. **Ownership Type:** Fee Simple
  - Parcel Identifier:** 030-023-297
  - Owner with Parcel Interest:** Robert Kirsch
  - Parcel Area:** 11 ha
  - Land Use Type:** Agricultural/Farm
  - Interest Type:** Full Ownership
- 

**Current Use of Parcels Under Application**

- 1. **Quantify and describe in detail all agriculture that currently takes place on the parcel(s).**  
*Lot 1 Plan EPP58563 lying east of the Bulkley River is presently used primarily to grow high quality horse hay. The portion of Lot 1 that lies west of the Bulkley River is not part of the farm operation. That part of Lot 1 has no legal access and cannot be used as farm land due to the access restrictions. It has been effectively cut off from all access by the CN right of Way. The applicant had applied to CN for a crossing permit in 2016 and was refused based on site lines along the tracks at the curve as well as a reluctance on the part of CN to provide crossings for small vehicles, let alone farm equipment.*
- 2. **Quantify and describe in detail all agricultural improvements made to the parcel(s).**  
*Agricultural improvements to that part of Lot 1 Plan EPP58563 lying west of the Bulkley River are none. The land is quite sloped and has no access for farm machinery. There is also no way to get any products that may be produced on this land to market.*
- 3. **Quantify and describe all non-agricultural uses that currently take place on the parcel(s).**  
*Presently there is no activity on the property west of the Bulkley River.*

**Adjacent Land Uses**

**North**

**Land Use Type:** Recreational  
**Specify Activity:** Fishing Lodge

**East**

**Land Use Type:** Agricultural/Farm  
**Specify Activity:** The Applicants farm

**Applicant:** Robert Kirsch

**South****Land Use Type:** Agricultural/Farm**Specify Activity:** The Bulkley River is directly south with an agricultural operation on the other side of the river.**West****Land Use Type:** Unused**Specify Activity:** CN property and then the CN Right of Way**Proposal****1. How many hectares are you proposing to exclude?**

16.6 ha

**2. What is the purpose of the proposal?**

*It is the desire of the applicant to subdivide that portion of Lot 1 Plan EPP58563 west of the Bulkley River from the land on the east side of the river. This land is not accessible as a farm but is favourably situated as recreational property. For reasons of access and economies of scale, the parcel is not appropriate for any type of farming and it is our opinion that it is in the ALR based on its crown granted attachment to the arable land on the east side of the Bulkley River. There are many such parcels in BC. A boundary adjustment was recently completed on the property to realign the boundaries to better suit the natural divide of DL178, DL179A and the Fractional West 1/2 of Section 19 Tp 9 by Farewell Creek. At the time of that subdivision, it was the desire of the applicant to create 2 parcels east of the river and have the parcel west of the river exist as a separate title. This was unacceptable to the Ministry of Transportation as the piece west of the river is deemed an agricultural parcel and cannot be safely developed as such. Without legal road access, it "may" be subdividable as an Access by Water only parcel, however, this would not be reasonable for an agricultural parcel. Farm equipment, livestock and support vehicles etc could not be transported by water. We would like to remove this portion of the Lot 1 from the ALR to release the unattainable restrictions that this places on the land. This will not adversely affect the agricultural value of the remainder lands and any land surrounding it.*

**3. Explain why you believe that the parcel(s) should be excluded from the ALR.**

*This land should be removed from the ALR as it is not accessible to farming equipment. The bulk of the land that originally comprised DL 179A is on the east side of the Bulkley River and is for the most part, good agricultural land. Mr. Kirsch and his family have been raising horses and growing forage crops there since he purchased the property in 1991.*

**4. Describe any economic values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.**

*The removal of that part of Lot 1 that is west of the Bulkley River will allow for the potential of an additional title for the owner. This parcel would then be rezoned to provide for the ability for it to be sold as a recreational property. This type of property is sought after in the Bulkley Valley and would provide for an economic benefit for the land owner with no detriment to the Agricultural Land Reserve.*

**5. Describe any cultural values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.**

n/a

**6. Describe any social values you believe are applicable to the application as it applies to s.4.3 of the ALC Act.**

*People are interested in owning recreational property along the Bulkley River. Many of these parcels are too large and are actually great farm land with the ability to use the river as a water source for crops and livestock. This property is for all intents and purposes a separate title, has limited to no farm value and*

**Applicant:** Robert Kirsch

*makes a very desirable private recreational parcel, of great demand in the Bulkley Valley.*

**7. Describe any regional and community planning objectives you believe are applicable to the application as it applies to s.4.3 of the ALC Act.**

*Lot 1 Plan EPP58563 is designated Agricultural in the Smithers Telkwa Rural Official Community Plan. This particular piece of land is not viable as agricultural property and would have a more appropriate land use as a recreational property, developable as a cabin lot or fishing lodge business.*

**Applicant Attachments**

- Agent Agreement - HBH Land Surveying Inc.
- Proposal Sketch - 56680
- Other correspondence or file information - Proposal Sketch with Aerial Background
- Proof of Serving Notice - 56680
- Proof of Advertising - 56680
- Proof of Signage - 56680
- Other correspondence or file information - Second Page of Proof of Notice
- Certificate of Title - 030-023-274

**ALC Attachments**

None.

**Decisions**

None.

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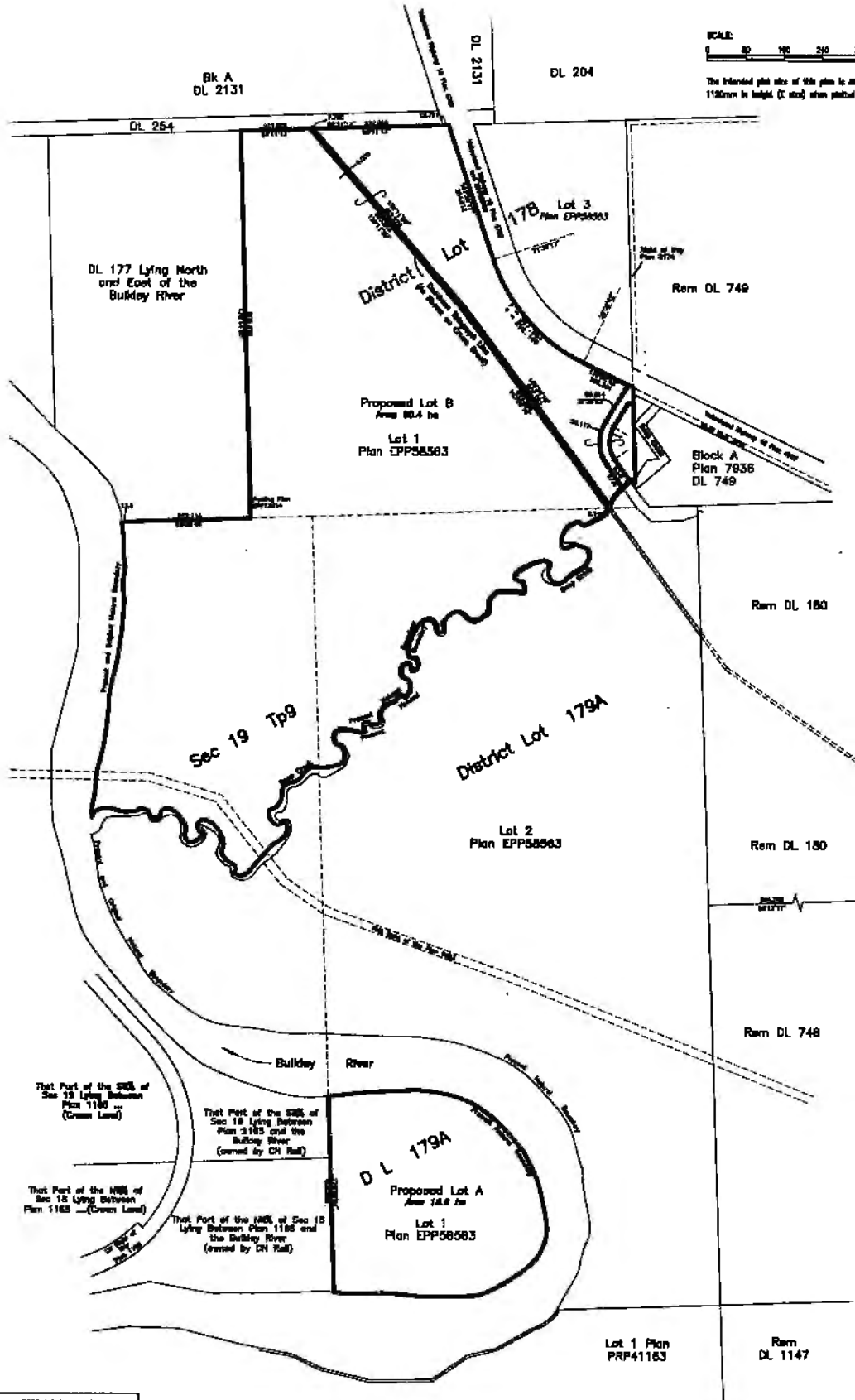
PROPOSED SUBDMISION PLAN

Of Part of Lot 1 Section 19 Township 9 and of District Lots 178 and 179A. Plan EPP58563 Range 5 Coast District.

8029 93L.058



The intended plot size of this plan is shown in cells by 1120mm in height (E size) when plotted at a scale of 1:4000



3750 1st Avenue, PO Box 936  
Buller's, BC V3J 2R0  
Phone & Fax: 250.847.3825  
BCLSR@BCLSR.com

1981 No. No. 101701





**EXCLUSION PROOF OF SERVING NOTICE**

**AS REQUIRED BY SECTION 16 OF THE AGRICULTURAL LAND RESERVE USE, SUBDIVISION AND PROCEDURE REGULATION**

**Gina Hidber**

I ..... (full name of declarant)  
of..... **PO Box 536 3750 First Avenue, Smithers, BC V0J 2N0** ..... (mailing address)

do solemnly declare that a copy of the notice of application and a copy of the signed application as required by Section 16 of the *Agricultural Land Reserve Procedure Regulation* for land legally described as

**LOT 1 SECTION 19 TOWNSHIP 9 AND OF DISTRICT LOTS 178 AND 179A RANGE 5 COAST DISTRICT PLAN EPP58563**

was served to the following owners of land:

NAME AND ADDRESS	LEGAL DESCRIPTION OF LAND	DATE OF SERVICE	HOW SERVED (Registered mail or delivered)
HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA ATTENTION: Darren Hill Acting Section Head, Crown Land Administration Ministry of Forests, Lands and Natural Resource Operations 5726 Alder Ave	015-851-021 THE FRACTIONAL WEST 1/2 OF SECTION 18 TOWNSHIP 9 RANGE 5 COAST DISTRICT EXCEPT PARTS IN DISTRICT LOTS 177 AND 178 AND EXCEPT PART OF THE SOUTHWEST 1/4 LYING BETWEEN THE EASTERLY BOUNDARY OF PLAN 1185 AND THE BULKLEY RIVER EXCEPT PART LYING EAST OF THE RIVER AND EXCEPT THAT PART OF THE NORTHWEST 1/4 LYING BETWEEN PLAN 1185 AND BULKLEY RIVER AND EXCEPT PLAN 1185	2017-Aug-22	hand delivered
THE GRAND TRUNK PACIFIC RAILWAY COMPANY (CN) Attention: Gary Hanson, ASCT CN Design and Construction   Public Works Office 1st Floor, Thomson Operations Building 11717 136th Street, Surrey, BC, V3R 6T5	015-859-681 THAT PART OF THE SOUTHWEST 1/4 OF SECTION 18 TOWNSHIP 9 RANGE 5 COAST DISTRICT LYING BETWEEN PLAN 1165 AND THE BULKLEY RIVER	2017-Aug-22	registered mail
THE GRAND TRUNK PACIFIC RAILWAY COMPANY Attention: Gary Hanson, ASCT CN Design and Construction   Public Works Office 1st Floor, Thomson Operations Building 11717 136th Street, Surrey, BC, V3R 6T5	015-859-673 THAT PART OF THE NORTHWEST 1/4 OF SECTION 18 TOWNSHIP 9 RANGE 5 COAST DISTRICT LYING BETWEEN PLAN 1185 AND THE BULKLEY RIVER	2017-Aug-22	registered mail

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And I make this solemn declaration believing it to be true and correct to the best of my knowledge.

**Gina Hidber CSIUC9**

Digitally signed by Gina Hidber CSIUC9  
DN: cn=CA, ou=Gina Hidber CSIUC9, o=BC Land Surveyor,  
seriality ID at www.fhcar.com/LKUP cfm?id=CSIUC9  
Date: 2017.08.22 14:46:24 -0700

**August 22 2017**

(Signature of declarant)

(Date)

**IMPORTANT - AN APPLICATION FILED UNDER SECTION 30 OF THE AGRICULTURAL LAND COMMISSION ACT MUST INCLUDE A COPY OF THIS STATEMENT COMPLETED IN FULL, AND SIGNED AND DATED BY THE PERSON WHO SERVED THE NOTICE. Please complete as many copies of this page as necessary.**

Legal Notices

Legal Notices

Legal Notices

**NOTICE OF EXCLUSION APPLICATION  
Regarding Land in the Agricultural Land Reserve**

I, Robert and Teresa Kinch of 19959 Farewell Creek Road, Teikwa, BC V0J 2X0, intend on making an application pursuant to Section 30(1) of the Agricultural Land Commission Act to exclude from the Agricultural Land Reserve the following property which is legally described as, Lot 1 Section 19 Township 9 and of District Lots 178 and 179A Range 5 Coast District Plan EPP58563, lying West of the Bulkley River.

Any person wishing to express an interest in the application may do so by forwarding their comments in writing to, Regional District of Bulkley Nechako PO Box 820, Burns Lake, BC V0J 1E0, by September 6, 2017.

PAPER AUG. 23, 2017

Legal Notices

Legal Notices

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Regarding Land in the Agricultural Land Reserve**

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PAPER AUG. 16, 2017



# 131 MEMORANDUM

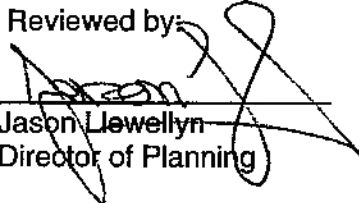
To: Chair Miller and Board of Directors  
From: Jennifer MacIntyre, Planner I  
Date: October 16, 2017  
Re: Recent Agricultural Land Commission Decisions

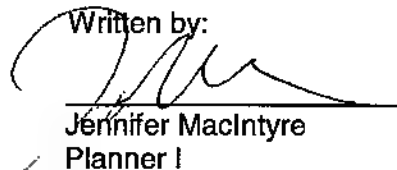
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For the Board's information, the following is a summary of recent decisions handed down by the Agricultural Land Commission. Please contact the Planning Department if you would like a copy of the ALC Minutes of Resolution for these applications.

File #	Elec. Area	Applicant	Description	Board Recommendation	Commission Decision
1191	F	Nelson Enns	To legalize the existing trailer sales business on the NW corner of the Property.	Conditional Approval	Conditional Approval
1193	A	Martin & Andrea Hennig	To subdivide the Property into two parcels of 2.0 ha and 43 ha.	Approval	Approval

*Development Services - All/Directors/Majority*

Reviewed by:  
  
Jason Llewellyn  
Director of Planning

Written by:  
  
Jennifer MacIntyre  
Planner I



## MEMORANDUM

To: Board of Directors  
From: Jason Llewellyn, Director of Planning  
Date: October 16, 2017  
Re: Oil and Gas Commission and TransCanada Delegations

---

### **INTRODUCTION:**

At the September 17<sup>th</sup>, 2017 Board meeting there were delegations from the Oil and Gas Commission (OGC) and TransCanada Pipelines Ltd. This report proposes specific actions as follow up to these delegations.

### **FOLLOW UP WITH THE OIL AND GAS COMMISSION**

The OGC discussed their permit approval process and indicated a willingness to increase dialogue and collaboration with the Regional District moving forward. In this effort they offered to raise, with the Environmental Assessment Office (EAO), the LNG pipeline development issues which the RDBN believes have not yet been adequately addressed.

To assist in the OGC's discussions with the EAO staff have prepared the attached draft letter which summarizes staff's understanding of the concerns that continue to exist. Also, attached to this letter is a chronology of the comments provided by letter by the RDBN to the EAO (during the certificate approval process) and the OGC (during the permitting process).

Staff recommend that the Board review the attached letter to ensure it adequately reflects the Board's opinions, and direct that the letter sent to the OGC.

### **FOLLOW UP WITH TRANSCANADA PIPELINE LTD.**

TransCanada representatives provided an overview of the status of the Coastal Gaslink Pipeline project, and discussed with the Board some of the challenges associated with providing additional information relating to the establishment of work camps in the region. CGL representatives indicated that their plan is to submit the required temporary use permit applications approximately 6 months prior to construction. The Board reinforced their desire to address the outstanding land use and other issues associated with work camps and other pipeline facilities as soon as possible.

As the Board is aware staff are concerned that TransCanada's proposed timelines do not ensure adequate opportunity for meaningful public consultation, and evaluation and resolution of any outstanding public or Board concerns that may arise. Also, the

application timeline would not likely provide CGL adequate opportunity to identify alternative facility locations, and obtain OGC approvals, should the Board not approve the proposed land uses. This is why the RDBN has consistently advised that TransCanada immediately initiate the application process to allow the RDBN Board to determine if the work camps and other pipeline facilities can be located as proposed.

At present the only work camp proposed in an area where RDBN Board approval is required is the Tchesinkut Lake Work Camp proposed as shown on the attached maps. In order to facilitate the most efficient and effective processing of the temporary use permit application anticipated to be submitted by TransCanada prior to construction it is recommended that the Planning Department undertake pre-application research to address and identify the land use issues and impacts associated with the proposed use. This will involve staff asking TransCanada to provide certain information which they have previously identified as not available. However, it is hoped that the process of focusing on the site specific issues associated with the Tchesinkut Lake work camp will encourage TransCanada to consider the importance of these issues and take a more proactive approach towards their resolution.

In the absence of the RDBN being provided sufficient information regarding TransCanada's approach to the identified land use issues the Board could consider the necessity of amending "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" to require Board approval for all notable work camps in the region, in order to protect the public interest.

### **Recommendation**

That the Regional District Board direct that staff:

1. send to the OGC the letter attached to the staff report from the Director of Planning dated October 16<sup>th</sup>, 2017;
2. undertake pre-application research to identify the land use issues and impacts associated with the proposed Tchesinkut Lake Work Camp, and work with TransCanada in an attempt to address the issues identified in a proactive manner.

Written by:

  
Jason Llewellyn  
Director of Planning

*Development Services – Directors/Majority*

October 27, 2017

James O'Hanley, Vice President, Applications,  
BC Oil and Gas Commission  
6534 Airport Road  
Fort St. John, BC, V1J 4M6

Sent by e-mail to Paul.Jeakins@bcogc.ca

**Re: LNG Pipeline Development Concerns**

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The Board of the Regional District of Bulkley-Nechako (RDBN) would like to thank you and Corey Jonsson for meeting with the Board on September 21<sup>st</sup>, 2017. We appreciate your commitment to increased dialogue and collaboration between our organizations. We also appreciate your offer to discuss with the Environmental Assessment Office (EAO) the LNG pipeline development issues which the RDBN believes have not yet been adequately addressed.

To assist in your discussions with the EAO we have prepared this letter which summarizes the concerns that continue to exist. Also, attached to this letter is a chronology of the comments provided by letter by the RDBN to the EAO (during the certificate approval process) and the OGC (during the permitting process).

The Board emphasizes that the RDBN is not objecting to LNG Pipeline development in our region. The potential opportunity associated with LNG development is recognized; however, it is our responsibility to work with the Province and industry in an attempt to maximize the potential benefits to our residents, and minimize the negative impacts and potential risks, associated with the construction and operation of the pipeline. We are hopeful that this letter and your discussions with the EAO will ultimately benefit the pipeline development process and our residents.

Please note that the issues discussed below focus on the Coastal Gaslink Pipeline (CGL). The RDBN has been notably involved in the associated approval processes for the CGL Pipeline as it is proposed to be developed through the heart of our region. We wish to note that the issues discussed below are applicable to some degree to all potential pipelines developed in our region.

### **Worker Camps and Pipeline Facilities Locations Contrary to RDBN Bylaws.**

At present at least one work camp and a number of other facilities associated with the CGL pipeline cannot legally occur as proposed. There is a formal process for TransCanada to ask the RDBN Board to permit these use to occur; however, this approval is discretionary and is not guaranteed. Therefore, it is important that TransCanada initiate the process to determine if these facilities can be located as proposed as soon as possible.

The RDBN has consistently requested that the outstanding land use issues be addressed; however, the only formal requirement is that contained in the Socio-Economic Effects Management Plan (SEEMP) prepared by TransCanada. This plan states that TransCanada will make the necessary Temporary Use Permit applications 3 months prior to the start of construction. CGL representatives have verbally indicated to the RDBN that their plan is to submit applications 6 months prior to construction.

Unfortunately, these timelines do not ensure adequate opportunity for meaningful public consultation, and evaluation and resolution of any outstanding public or Board concerns that may arise. Also, the application timeline would not likely provide CGL adequate opportunity to identify alternative facility locations, and obtain OGC approvals, should the Board not approve the proposed land uses.

The RDBN advises that TransCanada immediately initiate the application process to allow the RDBN Board to determine if the work camps and other pipeline facilities can be located as proposed.

### **Liquid Waste Disposal**

The RDBN continues to believe that TransCanada should explore options for cooperation with the RDBN or member municipalities in the disposal of liquid waste from work camps. The Socio-Economic Effects Management Plan (SEEMP) prepared by TransCanada states that TransCanada must provide "Waste and Water Management Information" a minimum of 3 months before construction. However, exploring options for cooperation with the RDBN or member municipalities cannot occur within this limited timeline and will only be possible if TransCanada takes advantage of an available option well in advance of construction.

It would be a shame if money is spent unnecessarily on hauling waste long distances, or building on-site disposal facilities which will be abandoned, rather than investing in improving local community infrastructure.

### **Invasive Plant Control**

The RDBN again recommends that TransCanada provide annual funding to the Northwest Invasive Plant Council (NWIPC) as do numerous agencies with right of ways that facilitate the spread of invasive plants. The CGL pipeline will facilitate the long term

spread of invasive plants, and these invasive plants will spread from the pipeline onto adjacent lands. The cost of combating these inevitable invasive plants outbreaks from the pipeline will be at the expense of the residents of the RDBN if TransCanada does not contribute to the NWIPC.

### **Fire Protection and Emergency Response**

The RDBN has asked that TransCanada address fire protection and emergency response issues in a proactive manner. Unfortunately, the Socio-Economic Effects Management Plan (SEEMP) prepared by TransCanada states that TransCanada must provide "Emergency Response Planning Information" a minimum of 3 months before construction, and there is no requirement that the RDBN approve, or otherwise be involved in, the plan development process.

The RDBN continues to advise that TransCanada immediately develop emergency response plans in consultation with the RDBN that address fire protection and emergency response based on an understanding of the services available in the region, and in consultation with the RDBN. Specific areas of interest to the RDBN include consistent communications protocols for work camps, evacuation plans for workers that do not use resources needed by local residents, and confirmation that TransCanada is not relying on the use of local fire departments where that service is not available.

### **Log and Wood Fiber Utilization**

The long term loss of forested lands associated with pipeline construction represents a negative impact to the long term sustainability of the region's forest products industries. The impact of this loss should be mitigated through the full use of wood fibre harvested along the pipeline route. The RDBN has expressed concern that where the cost of harvesting and transportation are too high the wood fibre will not be utilized in support of the forest products industries. The RDBN requests that TransCanada be required to ensure that all wood fibre harvested for pipeline construction is utilized.

An additional issue related to the use of wood fibre, relates to the potential facilitation of the spread of the Spruce Beetle. Our understanding is that the Spruce Beetle takes advantage of fallen logs and wood debris in their reproduction process; therefore, an increase in the availability of such materials facilitates Spruce Beetle population growth. For this reason the RDBN requests that TransCanada be required to ensure that all wood fibre harvested for pipeline construction is utilized, and that wood debris is not left in place.

### **Employee Training and Apprenticeships and the Use of Local Business**

The Socio-Economic Effects Management Plan (SEEMP) prepared by TransCanada states that TransCanada must prepare a "procurement strategy" that provides opportunities for qualified Aboriginal and local contractors, and a "Coastal GasLink training program," some time prior to construction. There is no requirement that the RDBN be involved in the plan development process.



The RDBN remains concerned that there are no specific commitments regarding the use of local employment in the pipeline construction process, and there are no specific commitments regarding the provision of apprenticeship positions for local employees.

The RDBN also remains concerned that there are no specific commitments regarding the use of local business, and there are limited specific commitments regarding the actions that will be taken to allow local business to take advantage of the opportunity offered by pipeline construction.

### **Public Communications During Construction**

The RDBN is concerned that industry and the OGC will not have an adequate plan in place to accept, evaluate, and respond to public complaints associated with pipeline construction. It is expected that the Province and industry may look to the RDBN to play a role in accepting public complaints and representing those concerns to the OGC and industry. This will allow the Province and industry to avoid being directly accountable for adequately responding to the public regarding negative impacts associated with the pipeline construction process.

The Socio-Economic Effects Management Plans (SEEMPs) approved by the Province outlines the process that industry must use to engage with stakeholders during construction. However, the SEEMPS are largely silent regarding the specific manner in which industry will accept, evaluate and respond to the general public. There is also no indication of the role the OGC or the EAO will play in ensuring that public concerns are adequately addressed.

The RDBN recommends that TransCanada be required to develop specific procedures and processes by which they and the Province will accept, evaluate, and respond to public complaints associated with pipeline construction.

The Board of the Regional District of Bulkley-Nechako looks forward to addressing these issues with the OGC and the EAO.

Sincerely,

Bill Miller, Chair  
Regional District of Bulkley-Nechako

cc: David Kmet, Sr. Lands Representative, TransCanada Corporation, 450 – 1<sup>st</sup> Street SW, Calgary, AB, Canada, T2P 5H1 ([Dave\\_Kmet@transcanada.com](mailto:Dave_Kmet@transcanada.com))

## Chronology of RDBN Letters to the Environmental Assessment Office (EAO) and the Oil and Gas Commission (OGC)

### **Work Camps and Pipeline Facility Locations Contrary to RDBN Bylaws.**

In a letter to the EAO dated February 18, 2014 the RDBN requested that land use and zoning regulation issues be evaluated as part of the EAO approval process for the Coastal Gaslink (CGL) Pipeline because work camps, temporary storage areas, contractor storage yards, disposal sites, compressor stations, borrow sites (if crushing occurs), and other used may not be permitted in certain areas. This was requested in order to avoid potential for project delay or unnecessary inconvenience.

In a letter to the EAO dated April 17, 2014 the RDBN expressed concern to the EAO that the OGC permitting process will not address the socioeconomic and infrastructure impacts associated with workcamps, and other pipeline facilities.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern that the OGC permitting process is not expected to address the outstanding socioeconomic and infrastructure impacts associated with the specific location of worker camps and other facilities, and there are no proposed EA Certificate conditions relating to the location of pipeline construction facilities. The RDBN recommended to the EAO that the RDBN Board be required to approve the proposed facility locations.

In a letter to TransCanada, copied to the OGC, dated July 21, 2014 the RDBN responded to an OGC permit referral. The RDBN noted that certain facility locations may not occur where proposed and asked that the issues surrounding work camp and pipeline facility locations be addressed immediately as part of the OGC permitting process.

In a letter to TransCanada, copied to the OGC, dated June 2, 2015 the RDBN requested that TransCanada be required to make application for Temporary Use Permits at least 6 months prior to construction. The EAO approved the TransCanada proposal that applications can be made 3 months in advance of construction.

In a letter to TransCanada, copied to the OGC, dated October 26, 2015 the RDBN responded to an OGC permit referral. The RDBN noted that facility locations were not legal and asked that issues surrounding work camp and pipeline facility locations be addressed immediately as part of the OGC permitting process.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

## **Liquid Waste Disposal**

In a letter to the EAO dated July 21, 2014 the RDBN responded to an OGC permit referral by requesting that TransCanada begin working with municipalities to identify their capacity to accept liquid waste, identify any facility upgrades that may be necessary, and discuss the fees that may be associated with utilizing municipal facilities. It was also suggested that the option to develop a regional facility be considered. This was described as an opportunity for the region to obtain upgrades to infrastructure for the benefit of the region's residents. This same opportunity may be available for municipal water systems. The RDBN's Environmental Services Department offered to facilitate the necessary discussions between the municipalities and the pipelines.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN requested that the EAO require that TransCanada consult with the RDBN and member municipalities to determine opportunities for, and actions necessary to accommodate, their taking of liquid waste.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN responded to a referral regarding a draft Chemical and Waste Management Plan. The RDBN noted that the plan did not deal with the location and method of waste disposal. It was recommended that the plan deal with disposal issues following consultation with the RDBN,

In letters to TransCanada, copied to the OGC, dated October 26, and December 10, 2015 the RDBN responded to OGC permit referrals again requesting that TransCanada begin working with municipalities to identify their capacity to accept liquid waste, identify any facility upgrades that may be necessary, and discuss the fees that may be associated with utilizing municipal facilities. It was also suggested that the option to develop a regional facility be considered.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

## **Invasive Plant Control**

In a letter to the EAO dated February 18, 2014 the RDBN recommended to the EAO that TransCanada make a commitment to provide funding to the Northwest Invasive Plant Council as the pipeline can be expected to facilitate the spread of invasive plants.

In a letter to the EAO dated April 17, 2014 the RDBN expressed concern to the EAO regarding the spread of invasive plants along the pipeline and again recommended that TransCanada be required to make a commitment for funding to the Northwest Invasive Plant Council, as do other right of way holders.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern regarding the spread of invasive plants along the pipeline and recommended that TransCanada be required to make a commitment for funding to the Northwest Invasive Plant Council, as do other right of way holders.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN requested that the EAO require TransCanada to provide funding to the Northwest Invasive Plant Council.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN responded to a referral regarding a draft Invasive Plant Management Plan for the CGL pipeline. The RDBN requested that the plan include a commitment for funding to the Northwest Invasive Plant Council.

In letters to TransCanada, copied to the OGC, dated October 26 and December 10, 2015 the RDBN responded to an OGC permit referrals. The RDBN requested that TransCanada commit to provide annual funding the Northwest Invasive Plant Council to help support their weed control efforts in the RDBN.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

### **Fire Protection and Emergency Response**

In a letter to the EAO dated February 18, 2014 the RDBN requested to the EAO that TransCanada develop an emergency response plan based on an understanding of the role of the RDBN in an emergency, and fire protection capacity, in the rural area.

In a letter to the EAO dated April 17, 2014 the RDBN recommended to the EAO that fire protection and emergency response should be discussed with the RDBN and an emergency response plan should be developed in conjunction with the RDBN.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern that the CGL fire protection plans incorrectly rely on local fire departments responding to work camps which are located outside of rural fire protection areas. The RDBN requested that the EAO require TransCanada to develop a fire response plan that is based on an understanding of the fire services that will be available from the RDBN. The RDBN also requested that an emergency response plan be developed which includes an evacuation plan for the work camps showing how workers will be transported and the nature of the accommodations they will be provided.

In a letter to TransCanada, copied to the OGC, July 21, 2014 the RDBN responded to an OGC permit referral and expressed concern with the TransCanada plan to rely on the construction contractors to develop the emergency management plans at the time of construction. The RDBN requested that TransCanada develop emergency

management plans that address fire protection and emergency response in consultation with the RDBN.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN requested that the EAO require TransCanada to develop an emergency management plan, fire suppression plan, and work camp evacuation plan following meaningful consultation with the RDBN. The EAO approved the TransCanada proposal that these plans be developed 3 months in advance of construction. There is no requirement for TransCanada to consult with the RDBN on the development of these plans.

In a letter to TransCanada, copied to the OGC, dated June 2, 2015 the RDBN responded to a referral regarding a draft Fire Suppression Contingency Plan for the CGL pipeline. The RDBN pointed out that the CGL plan continued to incorrectly rely on local fire departments responding to work camps which are outside of the Fire Protection boundary where there is no fire department response. The RDBN recommended a Fire Suppression Contingency Plan be developed following meaningful discussion with the RDBN and an understanding of the fire protection services that are available to CGL.

In a letter to TransCanada, copied to the OGC, dated October 26, 2015 the RDBN responded to an OGC permit referral. The RDBN expressed concern that TransCanada had not yet consulted with the RDBN regarding fire protection, emergency response and the development of emergency response plans that include communications protocols and emergency evacuations.

In a letter to TransCanada, copied to the OGC, dated December 2015 the RDBN responded to an OGC permit referral. The RDBN requested that TransCanada consult with the RDBN regarding fire protection, emergency response, and their emergency management plan.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

### **Wood Fiber Utilization**

In a letter to the EAO dated February 18, 2014 the RDBN expressed concern to the EAO that the cutting of trees and the long term loss of forested lands associated with the CGL pipeline represents a negative impact to the long term sustainability of the region's forest industries. The RDBN expressed concern that where the cost of harvesting and transportation are too high the logs will not be utilized in support of the forest products industries. The RDBN said it would like TransCanada to ensure that wood fibre is utilized in support of the forest products industries even if it cannot be sold or otherwise economically processed.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern that the proposed certificate conditions did not adequately address the RDBN's desire to ensure that wood fiber is adequately utilized.

In a letter to TransCanada, copied to the OGC, dated July 21, 2014 the RDBN responded to an OGC permit referral and requested that TransCanada ensure that wood fiber is utilized in support of the forest products industries even if it cannot be sold or otherwise economically processed.

In a letter to TransCanada, copied to the OGC, dated October 26, 2015 the RDBN responded to an OGC permit referral. The RDBN expressed concern that TransCanada would not agree to ensure that wood fibre is utilized in support of the forest products industries even if it cannot be sold or otherwise economically processed.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

### **Employee Training and Apprenticeships**

In a letter to the EAO dated April 17, 2014 the RDBN expressed concern that there are limited specific commitments regarding the steps that will be taken by TransCanada to ensure that local employment is maximized and that apprenticeship positions for local employees are provided. The RDBN said that the specific actions that TransCanada is committing to undertake to maximize local training and employment needs to be further discussed and confirmed.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern to the EAO that the draft certificate conditions regarding training commitments are vague, do not ensure appropriate training of local residents, and do not include the requirement for consultation with the RDBN.

In a letter to TransCanada, copied to the OGC, dated July 21, 2014 the RDBN responded to an OGC permit referral with concerns that there are limited specific commitments regarding the steps that will be taken to ensure local employment and apprenticeship positions for local employees. The RDBN also expressed concern that there were no plans to include the RDBN in their process to plan for local worker training and employment.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN requested that the EAO require TransCanada to allow the RDBN an opportunity to review and comment on TransCanada's education and training plan.

In a letter to TransCanada, copied to the OGC, dated October 26, 2015 the RDBN responded to an OGC permit referral. The RDBN expressed concern that there are limited specific commitments regarding the steps that will be taken to ensure local employment and apprenticeship positions for local employees. The RDBN said that the

specific actions that TransCanada will undertake to maximize local training and employment needs to be further discussed.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

### **Use of Local Business**

In a letter to the EAO dated April 17, 2014 the RDBN said that TransCanada should do all that is possible to scale the size of contracts and operations in a manner that allows local business to take advantage of the opportunity offered by pipeline construction. This includes early communication with local business. The RDBN stated that the specific actions to be taken by TransCanada need to be discussed and confirmed.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern to the EAO that the draft certificate conditions regarding the use of local business are vague, do not ensure that meaningful efforts will be made to maximize the use of local business during the construction process.

In a letter to TransCanada, copied to the OGC, dated July 21, 2014 the RDBN responded to an OGC permit referral by reminding TransCanada to do all that is possible to scale the size of contracts and operations in a manner that allows local business to take advantage of the opportunity offered by pipeline construction. The RDBN noted that the specific actions TransCanada commits to undertake need to be further discussed. The RDBN also noted their concern that TransCanada has not agreed to include the RDBN in their process to plan for the use of local business.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN requested to the EAO that TransCanada's previous commitment to communicate with First Nations regarding subcontracting opportunities be expanded to include the commitment to also communicate with the general population on subcontracting opportunities. The RDBN also asked that TransCanada be required to provide the RDBN with an opportunity to review and comment on the Local and Aboriginal Participation Plan.

In a letter to TransCanada, copied to the OGC, dated October 26, 2015 the RDBN responded to an OGC permit referral. The RDBN said that TransCanada should do all that is possible to scale the size of contracts and operations in a manner that allows local business to take advantage of the opportunity offered by pipeline construction. This includes early communication with local business. The RDBN requested that the specific actions to be taken by TransCanada be discussed and confirmed.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

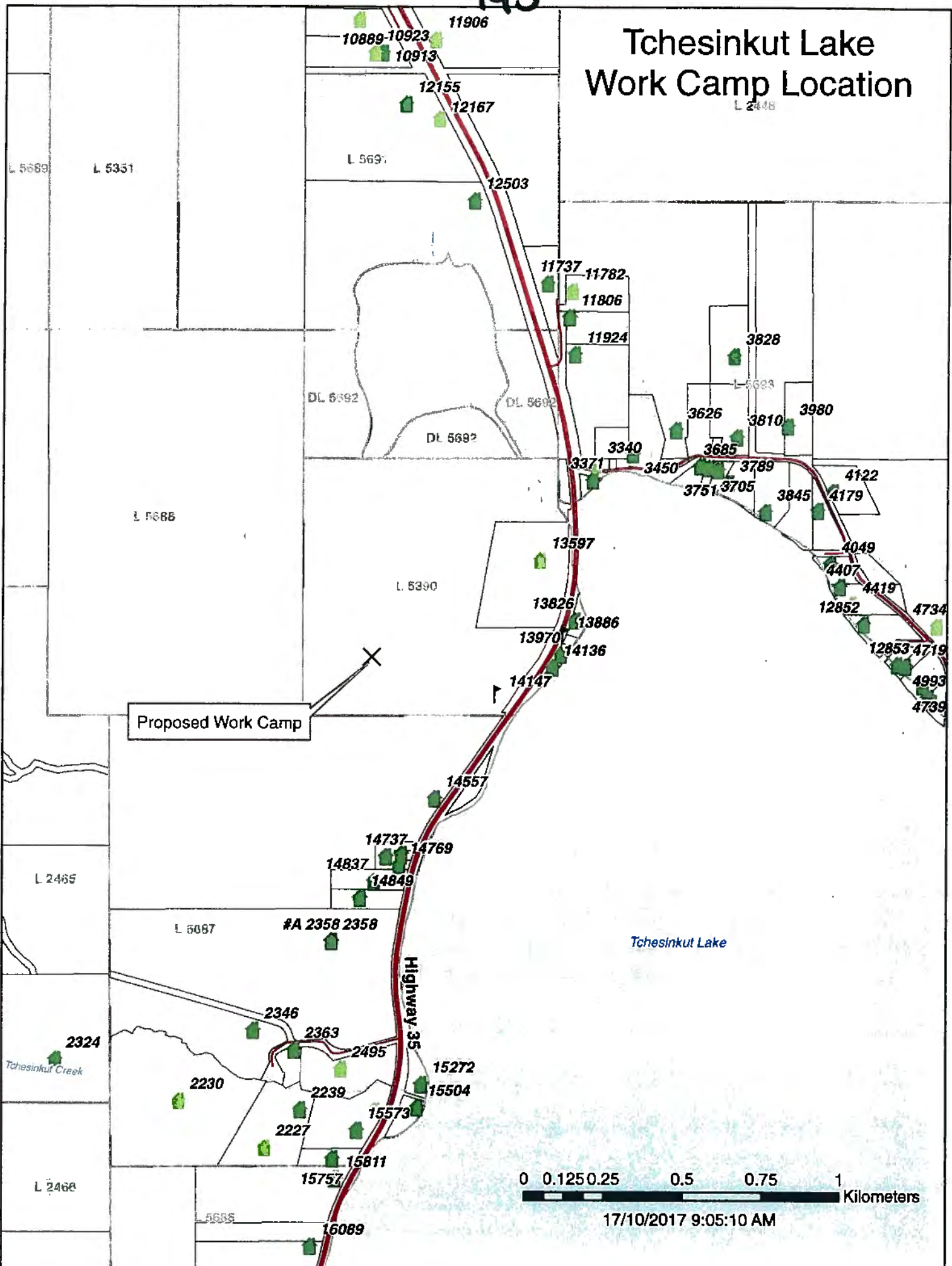




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# Tchesinkut Lake Work Camp Location

L 2448



Proposed Work Camp

Tchesinkut Lake

Highway 35

Tchesinkut Creek

0 0.1250.25 0.5 0.75 1 Kilometers

17/10/2017 9:05:10 AM

L 5689

L 5351

L 5691

L 5685

L 5390

L 2465

L 5087

L 2468

5685

10889-10923  
10913  
11906  
12155  
12167

12503

11737 11782  
11806  
11924

DL 5692  
DL 5692  
DL 5692

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3751 3705

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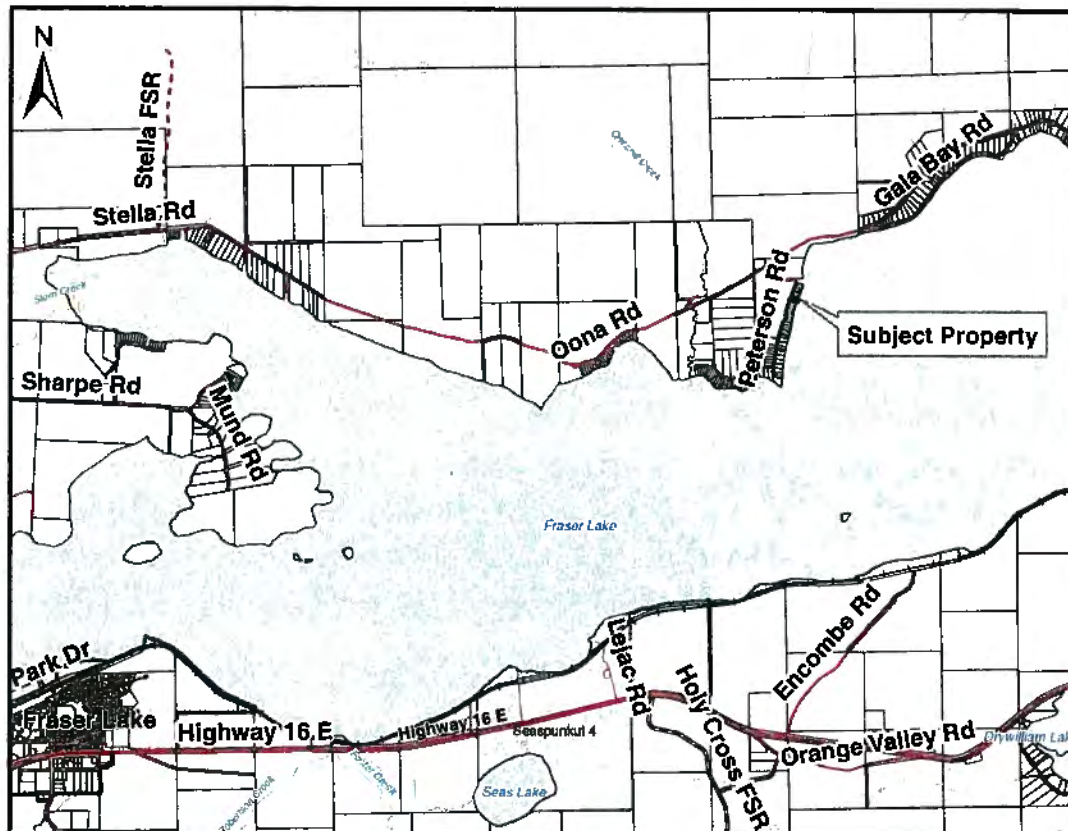


**Planning Department Report**  
**Development Variance Permit Application D-01-17**

September 27, 2017

## APPLICATION SUMMARY

- Name of Applicants:** Robert Wiens, Colleen Wiens, John Bailey & Myra Bailey.
- Electoral Area:** D
- Subject Property:** Lot 24, District Lot 3840, Range 5, Coast District, Plan 5116. The subject property is 0.4 acres in size.
- OCP Designation:** Lakeshore (L) in the Endako, Fraser Lake, Fort Fraser Rural OCP Bylaw No. 1487, 2008
- Zoning:** Waterfront Residential II (R4)
- Existing Land Use:** Residential
- Location:** The subject property is located at 8403 Peterson Road, approximately 7.4 km northeast of the Village of Fraser Lake.

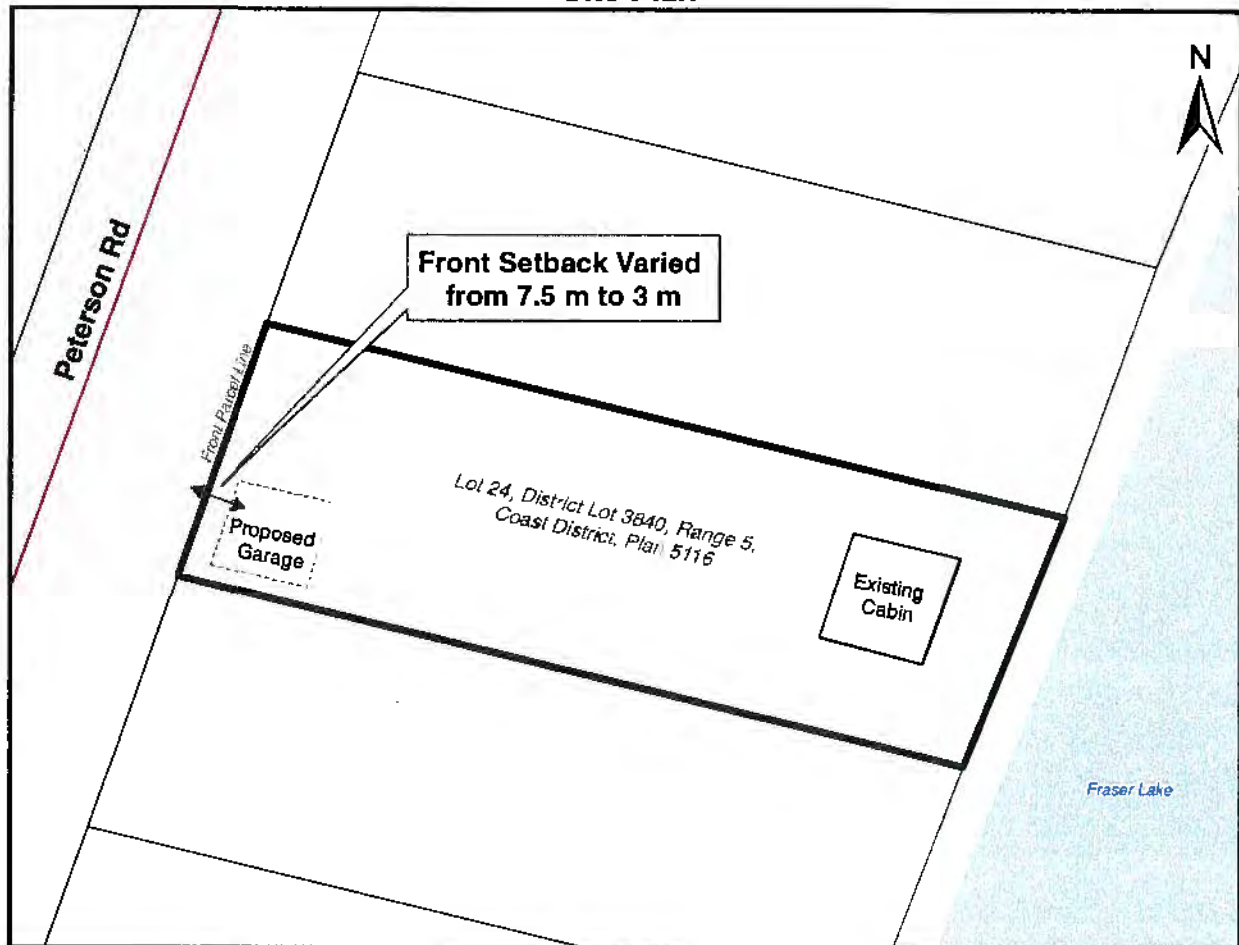


**Proposal:**

The applicants own a lot with a 640 ft<sup>2</sup> cabin, and wish to build a 24 ft. x 24 ft. garage. The application is for a development variance permit to vary Section 9.06 (1) (a) Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 to reduce the front parcel setback from 7.5 metres to 3.0 metres to allow for the construction of the proposed garage within the setback area.

The applicants wish to build the garage closer to the front property line to provide room for parking and the construction of a holding tank. Therefore, a development variance permit is required in order to build the proposed garage within the setback area.

The proposed construction also falls within the setback area of a road right-of-way (Peterson Road). The Ministry of Transportation and Infrastructure (MoTI) has issued the attached permit to reduce the 4.5 metre building setback from the property line fronting a Provincial Public Highway.

**Site Plan**

## PLANNING DEPARTMENT COMMENTS

The adjacent 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 October 26, 2017. No comments have been received to date.

The Building Inspectors have no Building Code related objections to the reduced setback. In addition, the applicant has submitted a building permit for the proposed garage. According to the applicants the cabin was built 1972. The subject property was not within building inspection area at that time.

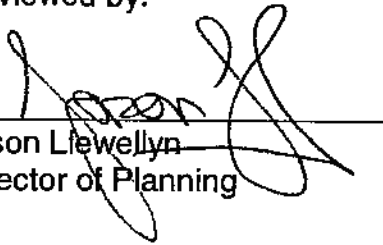
The Planning Department believes that the proposed building site is reasonable. The proposed building may have some visual impact from the street. It is noted that Development Variance Permit D-01-17 requires that the construction be substantially completed within 2 years of the issuance of the permit.

### **Recommendation**

That the Board approve Development Variance Permit D-01-17 for the property located at 8403 Peterson Road to vary Section 9.06 (1) (a) of Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 to reduce the front parcel setback from 7.5 metres (24.61 ft.) to 3.0 metres (9.84 ft.) for a 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

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DEVELOPMENT VARIANCE PERMIT NO. D-01-17**

ISSUED TO: Robert & Colleen Wiens  
Box 2107  
Vanderhoof, BC V0J 3A0

**WITH RESPECT TO THE FOLLOWING LANDS:**

Lot 24, District Lot 3840, Range 5, Coast District, Plan 5116.

This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 700 as follows:

- Section 9.06 (1) (a) is varied by reducing the front parcel line setback from 7.5 metres (24.61 ft.) to 3.0 metres (9.84 ft.) developed in general compliance with Schedule A.
1. This variance applies only to the garage shown on the plan attached as Schedule A, which forms part of this permit.
  2. 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.
  3. 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.
  4. If a Building Permit for the development that is the subject of this permit has not been issued (if required), and the construction substantially commenced within 2 years after the date of this permit's issuance, this permit shall lapse.

AUTHORIZING RESOLUTION passed by the Regional District Board this      day of  
, 2017.

PERMIT ISSUED on the \_\_\_\_ day of \_\_\_\_\_, \_\_\_\_\_.

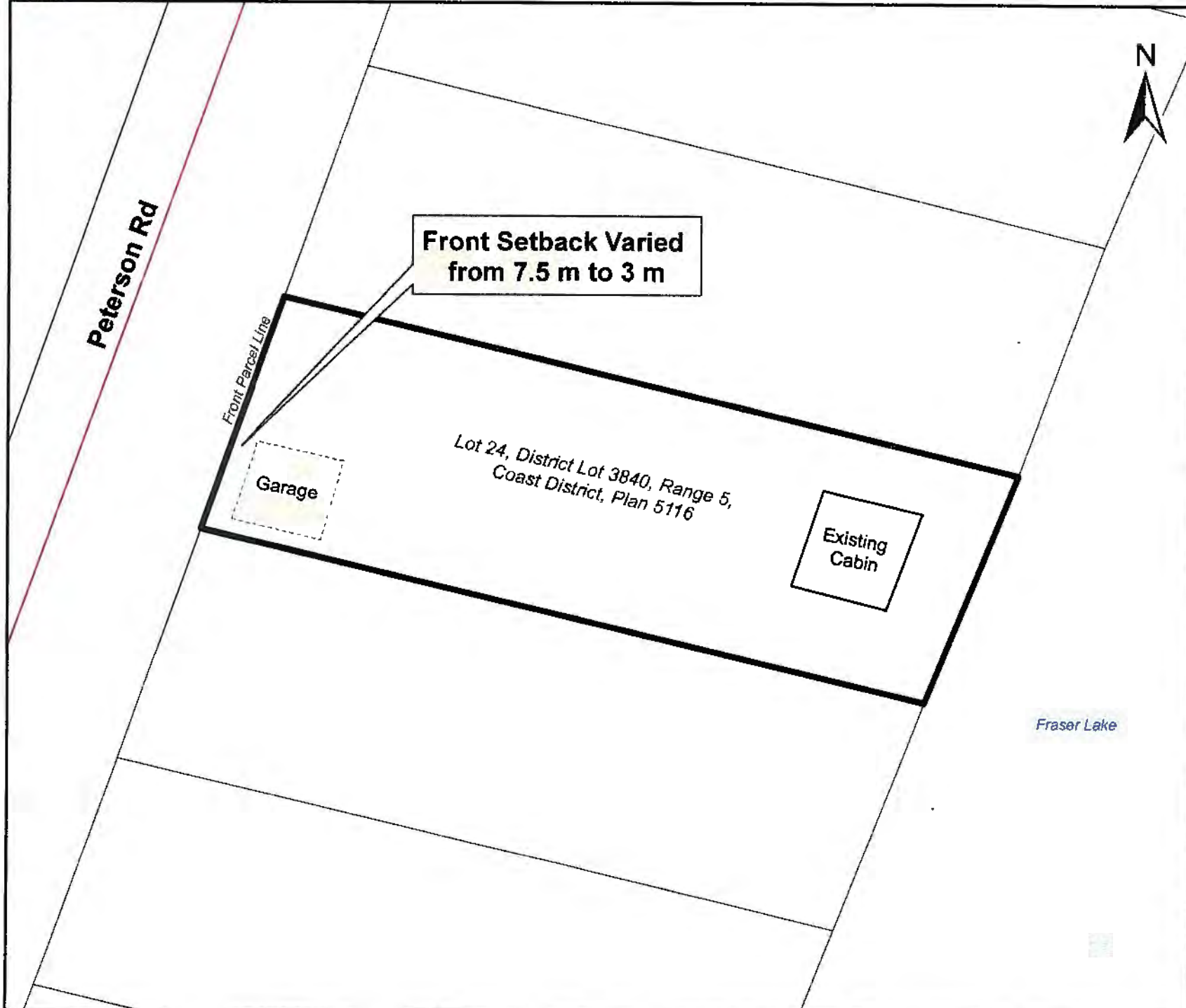
\_\_\_\_\_  
Corporate Administrator



# Schedule A: DVP D-01-17

## Legend

-  Secondary Road
-  Proposed Garage
-  subject\_property
-  INTEGRATED\_CADASTRAL\_F
-  Lake



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DISCLAIMER: The Regional District of Bulkley-Nechako makes no Warranty, Representation or Guarantee of any kind regarding other 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: 2017-10-16  
 Time: 1:41:03 PM



PERMIT TO REDUCE BUILDING SETBACK LESS THAN 4.5 METRES FROM THE PROPERTY LINE FRONTING A PROVINCIAL PUBLIC HIGHWAY

PURSUANT TO TRANSPORTATION ACT AND/OR THE INDUSTRIAL ROADS ACT AND/OR THE MOTOR VEHICLE ACT AND/OR AS DEFINED IN THE NISGA'A FINAL AGREEMENT AND THE NISGA'A FINAL AGREEMENT ACT.

BETWEEN:

The Minister of Transportation and Infrastructure
Fort George District
Ministry of Transportation & Infrastructure
360-1011- 4th Avenue
Prince George, British Columbia, V2L 3H9
Canada

("The Minister")

AND:

Robert & Colleen Wiens
Box 2107
Vanderhoof, BC
V0J 3A0

("The Permittee")

WHEREAS:

- A. The Minister has the authority to grant permits for the auxiliary use of highway right of way, which authority is pursuant to both the Transportation Act and the Industrial Roads Act, the Motor Vehicle Act, as defined in the Nisga'a Final Agreement and the Nisga'a Final Agreement Act;
B. The Permittee has requested the Minister to issue a permit pursuant to this authority for the following purpose:
The permitting of an accessory building (24'x24') which does not conform with British Columbia Regulation 513/04 made pursuant to Section 90 of the Transportation Act, S.B.C. 2004, located 10 feet from the property line on Lot 24 District Lot 3840 Range 5, Coast District, Plan 5116 (8403 Peterson Road, Fraser Lake), as shown on a drawing submitted with the application.
C. The Minister is prepared to issue a permit on certain terms and conditions;

ACCORDINGLY, the Minister hereby grants to the Permittee a permit for the Use (as hereinafter defined) of highway right of way on the following terms and conditions:

- 1. This permit may be terminated at any time at the discretion of the Minister of Transportation and Infrastructure, and that the termination of this permit shall not give rise to any cause of action or claim of any nature whatsoever.
2. This permit in no way relieves the owner or occupier of the responsibility of adhering to all other legislation, including zoning, and other land use bylaws of a municipality or regional district.
3. Any damage to the Ministry of Transportation and Infrastructure's right-of-way as a direct result of the permitted works, shall be repaired and maintained by the Permittee in perpetuity.
4. Please be advised that in the event of future road widening, the Ministry of Transportation may ask the applicant to re-locate or remove the permitted structure at the applicant's expense.
5. Should the said structure be destroyed, removed or dismantled, this permit is automatically cancelled and another permit will not necessarily be granted for a new similar structure.
6. The Ministry of Transportation and Infrastructure will not be held responsible for any damage to the structure.

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BRITISH COLUMBIA

Ministry of Transportation and Infrastructure

Permit/File Number: 2017-05339

Office: Fort George District

- 7. The Permittee cannot restrict public access along any portion of the Right-of-Way.
- 8. The Permittee shall determine the location of highway right-of-way to ensure their permitted work is within Ministry jurisdiction. The Permittee is responsible for all trespass issues.
- 9. The Permittee shall make diligent attempts to determine if there are other users of the right of way in the vicinity of the Permittee's location whose use may be affected. It shall be the responsibility of the Permittee to contact any such users before exercising any of the rights granted hereunder and to attempt to reach an accommodation.
- 10. The Permittee will at all times indemnify and save harmless Her Majesty the Queen in Right of the Province of British Columbia, as represented by the Minister of Transportation and Infrastructure, and the employees, servants, and agents of the Minister from and against all claims, demands, losses, damages, costs, liabilities, expenses, fines, fees, penalties, assessments and levies, made against or incurred, suffered or sustained by any of them, at any time or times (whether before or after the expiration or termination of this permit) where the same or any of them are sustained in any way as a result of the Use, which indemnity will survive the expiration or sooner termination of this permit.
- 11. This permit in no way relieves the owner or occupier of the responsibility of adhering to all other legislation, including zoning, and other land use bylaws of a municipality or regional district.
- 12. This permit is only valid if approval of the setback variance is granted by the Regional District of Bulkley Nechako.
- 13. This permit is valid only for the specific works stated herein. Any alterations or additions must be covered by a separate permit.

The rights granted to the Permittee in this permit are to be exercised only for the purpose as defined in Recital B on page 1.

Dated at Prince George, British Columbia, this 11 day of October, 2017

On Behalf of the Minister



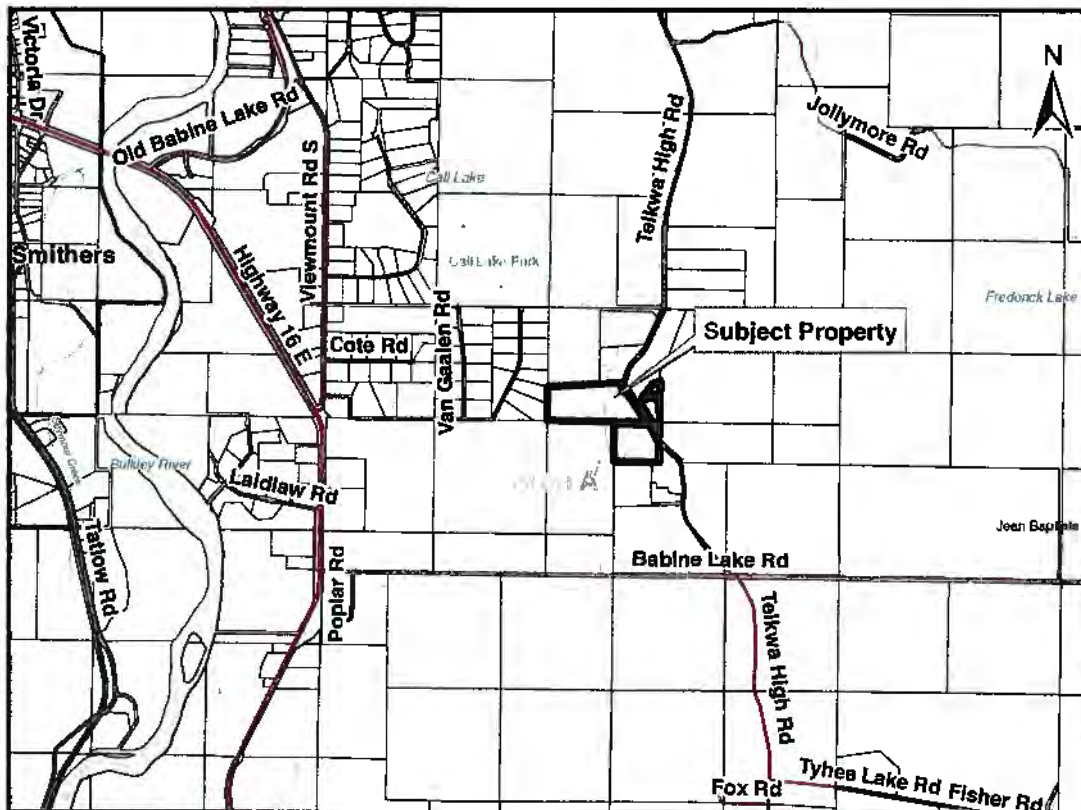


**Planning Department Referral Report**  
**Development Variance Permit Application A-02-17**

September, 26 2017

## APPLICATION SUMMARY

- Name of Applicants:** Mark & Jaclyn Penninga
- Electoral Area:** A
- Subject Property:** Lot 1, Sections 15 and 22, Township 4, Range 5, Coast District, Plan PRP47996
- OCP Designation:** Resource (RE) and Agricultural (AG) in the Smithers Telkwa Rural OCP Bylaw No. 1704, 2014
- Zoning:** Large Holdings (H2) and Agricultural (Ag1)
- Existing Land Use:** Residential
- ALR Status:** The portion of the subject property that is within the ALR is proposed to be subdivided along the ALR boundary to create a standalone ALR parcel.
- Location:** The subject property is approximately 24.77 ha (163.5 acres) in size and is located at 6120 Telkwa High Road, 6 kilometers east of the Town of Smithers.

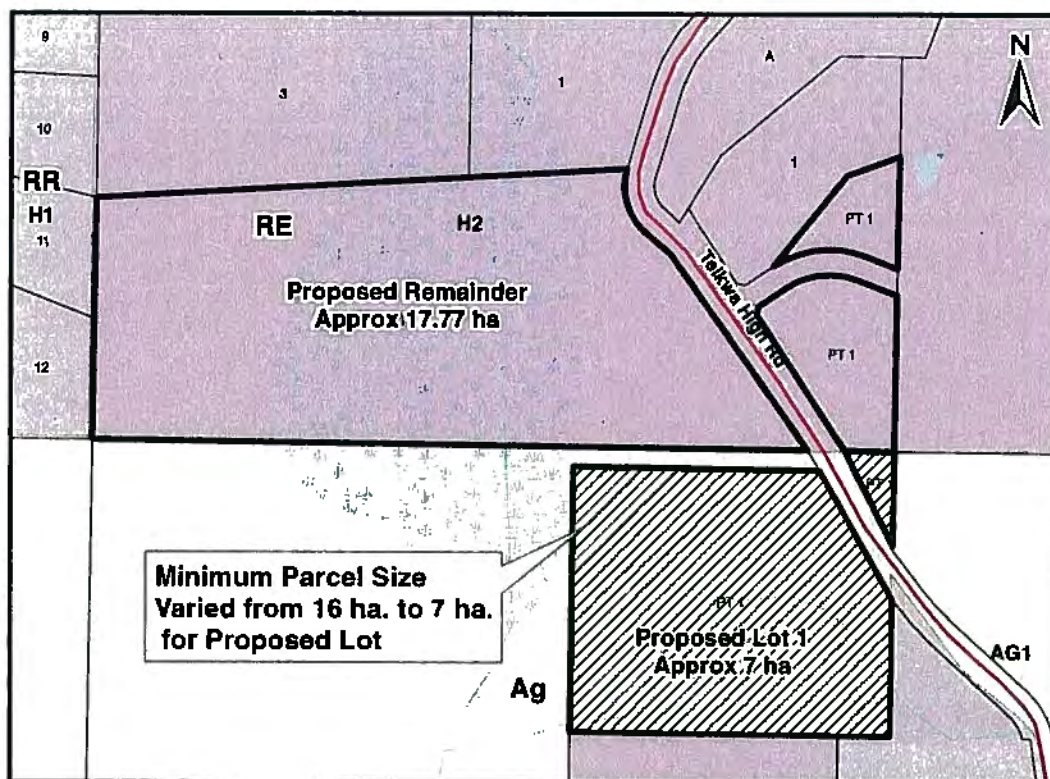


**Proposal:**

The applicant wishes to subdivide their 24.77 ha. parcel to create a 17.77 ha. remainder (Proposed Remainder) and one vacant ~7 ha. parcel (Proposed Lot 1).

The Proposed Remainder is zoned Large Holdings (H2), which has a minimum parcel size of 8 ha. (19.77 acres) and meets the minimum parcel size requirements for that zone.

Proposed Lot 1 is zoned Agricultural (Ag1), which has a minimum parcel size of 16 ha. (39.5 acres); therefore, the creation of a 7 ha. parcel is not permitted. This application is asking the Regional District Board to vary the minimum parcel size from 16 ha. to 7 ha. to allow the creation of Proposed Lot 1.

**Proposed Subdivision Plan****Agricultural Land Reserve**

It is noted that Proposed Lot 1 follows the boundary of the Agricultural Land Reserve. Section 10 (1) of the Agricultural Land Reserve Use, Subdivision and Procedure Regulation states that

*"an approving officer may approve a plan of subdivision without the approval of the ALC of the proposed plan..."*

*(d) establishes a legal boundary along the boundary of an Agricultural Land Reserve."*

It has been confirmed with the ALC that this application meets this criteria; therefore, this subdivision application does not need to be sent to the ALC for approval. Since the application is creating a smaller parcel than is required in the Agricultural Zone, the application was referred to the Ministry of Agriculture for comment.

## **REFERRAL COMMENTS**

### **Ministry of Transportation**

The Ministry of Transportation and Infrastructure has no objections to the proposed development variance subject to:

- 1) Access to the new proposed lot (if approved) will need to be from the most northerly boundary of the new lot.
- 2) Approval of the Development Variance does not in any way signify approval of the proposed subdivision.

### **Northern Health Authority**

Will appear on Supplemental Agenda

### **Ministry of Agriculture**

Will appear on Supplemental Agenda

### **Advisory Planning Commission**

Will appear on Supplemental Agenda

## **PLANNING DEPARTMENT COMMENTS**

The owners of property 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 October 26, 2017. No comments have been received to date.

### **Land Use & Soil Classification**

The properties in the immediate surrounding area are primarily used for residential purposes. The average size of the surrounding properties is 22 ha. There is one adjacent property that has farm class status.

The subject property (within the ALR) has a Canada Land Inventory Soil Capability rating for agriculture of Class 5 or 6 with excess water and topography limitations. Class 5 land is capable of production of cultivated perennial forage crops and specially adapted crops. Soil and/or climate conditions severely limit capability. Class 6 land is important in its natural state as grazing land. These lands cannot be cultivated due to soil and/or climate limitations.

It is noted that there is a creek that flows west/southwest through the application area. According to Ministry of Agriculture this creek is used by several downstream licensed water users, including a dairy operation.

## Official Community Plan

The subject property has two designations. The Remainder Lot is designated as Resource (RE) and the application area is designated Agriculture (AG) in the Smithers, Telkwa Rural Official Community Plan (OCP).

Section 3.1.2 (3) of the OCP states:

*"A minimum parcel size of 16 hectares (39.5 acres) is supported. Applications to permit smaller parcels may be considered where the requirements of Section 3.4.2(9) are met, and the proposed subdivision will not have a net negative impact on the agricultural use of the lands being subdivided, or surrounding agricultural lands." It is noted that this section should reference section 3.4.2(8)*

Section 3.4.2(8) says:

*Rezoning applications to permit parcels to a minimum parcel size of 1.6 hectares (4 acres) may only be considered under the following circumstances.*

- (a) There is no known barrier to the development of an on-site water supply and sewage disposal system.*
- (b) The development is compatible with adjacent land uses and maintains the rural character of the area.*
- (c) Parcels are not located within a floodplain or on other hazard lands.*
- (d) The development adequately addresses wildlife and ecological values.*
- (e) And, the development will not create an unacceptable conflict between farm and non-farm use.*

The applicants wish to keep Proposed Lot 1 within the ALR and the zoning and designation as agricultural, therefore the applicants wish to vary the minimum parcel size rather than to rezone the property to Large Holdings (H2). The applicants do not use this piece of property and therefore wish to sell it if the property is subdivided.

In the Agricultural Zone the following uses of land, buildings or structures, and no other uses, are permitted:

- (a) agriculture;*
- (b) intensive agriculture;*
- (c) horticulture, nursery, greenhouse;*
- (d) single family dwelling;*
- (e) two family dwelling on parcels not within the Agricultural Land Reserve;*
- (f) logging and silviculture;*
- (g) portable sawmill and lumber kiln (provided that the floor of the lumber kiln does not exceed 45 m<sup>2</sup>);*
- (h) mineral, placer, coal and aggregate exploration, extraction and processing;*
- (i) waste disposal site;*
- (j) kennel and veterinary clinic;*
- (k) outdoor recreation facilities;*
- (l) primitive campsite;*
- (m) guest ranch;*

- (n) rural retreat;
- (o) peat extraction;
- (p) unpaved airstrips and helipads for use of aircraft flying non-scheduled flights;
- (q) home occupation;
- (r) buildings and structures accessory to the permitted principal uses.

### **Covenants**

There are two restrictive covenants registered on title for flooding and erosion dangers from the creek and marshes located on the property. The covenant has stronger protection against erosion and flooding of creeks and marshes than the provisions under the RDBN Floodplain Management Bylaw.

It is noted that the Ministry of Transportation and Infrastructure will evaluate the availability of a safe building site as part of the subdivision approval process. The subject property is within building inspection area.

### **Discussion**

Given the limited suitability of the land for agriculture, it is not expected that this subdivision application will have a negative impact on agriculture.

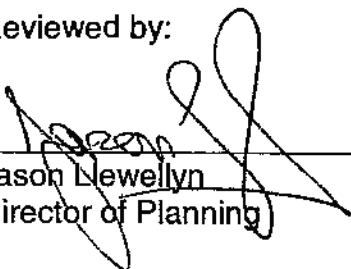
It is noted of the importance of the surface water and drainage features through the subject property. It is recommended at the time of subdivision that the Ministry of Transportation and Infrastructure consider the need for protection of these environmental features.

### **Recommendation**

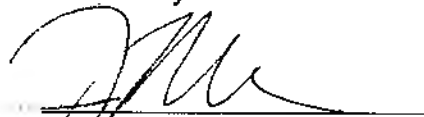
That the Board approve Development Variance Permit A-02-17 for the property located at 6120 Telkwa High Road to vary Section 14.02 of the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from 16 ha. to 7 ha. developed in general compliance with Schedule A of the permit.

### ***Electoral Area Planning -- Participants/Directors/Majority***

Reviewed by:

  
\_\_\_\_\_  
Jason Dewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Jennifer MacIntyre  
Planner I

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DEVELOPMENT VARIANCE PERMIT NO. A-02-17**

ISSUED TO: Mark & Jaclyn Penninga  
6120 Telkwa High Road  
Smithers, BC V0J 2N7

WITH RESPECT TO THE FOLLOWING LANDS:

**Lot 1 Sections 15 and 22, Township 4, Range 5, Coast District, Plan  
PRP47996, Except Plan EPP24178 and EPP37021**

1. This Development Variance Permit varies Regional District of Bulkley-Nechako Zoning Bylaw No. 700 as follows:

Section 14.02 of Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 is varied by reducing the minimum parcel area from 16 ha. to 7 ha. to allow the creation of proposed Lot 1 as shown as shown on Schedule A

2. This variance only applied to the subdivision of the subject property in general accordance with the plans shown on Schedule A, which forms part of this permit.

AUTHORIZING RESOLUTION passed by the Regional Board this      day of  
, 2017.

PERMIT ISSUED on the \_\_\_ day of \_\_\_\_\_, 2017.

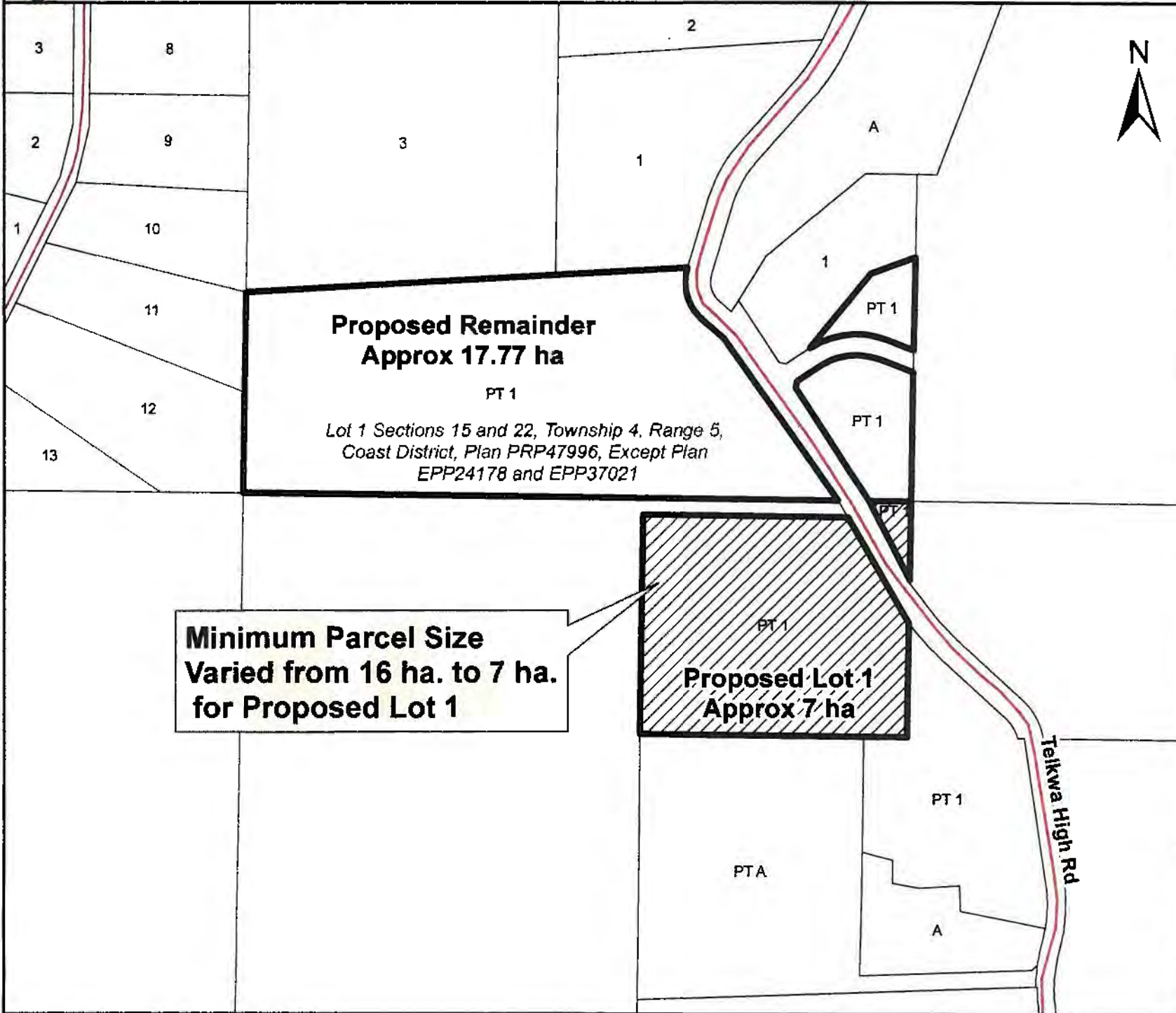
\_\_\_\_\_  
Corporate Administrator



# Schedule A: DVP A-02-17

## Legend

-  Subject Property
-  DVP Application Area (Proposed Lot 1)
-  INTEGRATED\_CADASTRAL
-  Major Secondary Road
-  Secondary Road



**Minimum Parcel Size  
Varied from 16 ha. to 7 ha.  
for Proposed Lot 1**

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\*DISCLAIMER: The Regional District of Bulkley-Nechako makes no warranty, representation or guarantee of any kind regarding errors, omissions, or inaccuracies in the information provided herein or the accuracy of each map 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 error or any decision made, action taken, or action not taken by the user in reliance upon any map 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 = 64 m  
User: jennifer.mackenzie  
Date: 2017-09-29  
Time: 2:58:53 PM

August 30, 2017

To: Regional District, Bulkley Nechako

From: Mark and Jaclyn Penninga

RDBN File No. A-04-17 (Telkwa High Rd) MOTI File No. 2017-04224

Re: Proposed Development Variance

To Whom It May Concern,

Further to the subdivision referral sheet sent by Jason Llewellyn and subsequent email and phone communications with Jennifer MacIntyre regarding our efforts to subdivide approximately 7-8 hectares from our land at 6120 Telkwa High Rd, Smithers, we desire to receive a development variance for the part of our land that is zoned AG1. The purpose is to vary the minimum parcel size requirement from 16 hectares to approximately 7-8 hectares. Jennifer informed me that this was a suitable way to move forward.

Although it has AG1 zoning, it is only about 7-8 hectares rather than the 16 minimum.

We do not desire to change the zoning or the OCP designation.

Our purpose with this variance is to allow for this piece to be subdivided from our land. Section 10 (1) of the ALR Use regulations states that an approving office may approve a plan of subdivision without the approval of the ALC in circumstances like this.

The remainder is all zoned H2. Potential future uses of the proposed lot would be to either sit on it or sell it. The most likely use for it would be to build a home.

I included the small triangle on the opposite side of Telkwa High Rd because that small piece is also zoned AG1. The Ministry of Transportation recommended that I include that in light of the same zoning.

Please don't hesitate to call or email if you have any outstanding questions.

With appreciation for your time and assistance.

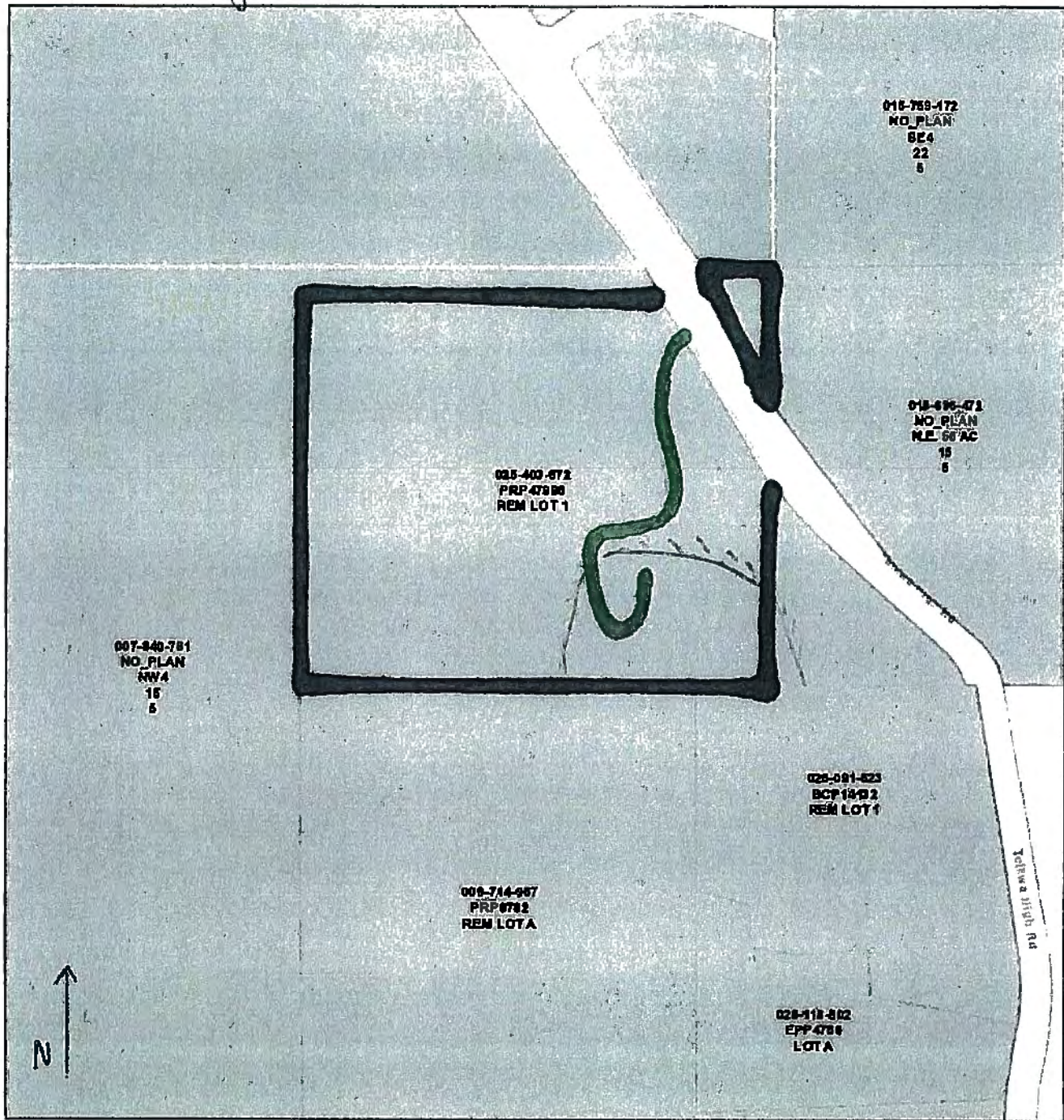


Mark Penninga

778-210-0376

markandjaclyn@gmail.com





August 30, 2017

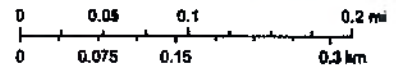
1:4,514

Interest Parcels

- Interest

Part of Primary

TileCache



Parcels By Class

- Subdivision
- Absolute Fee Book
- Building Strata
- Bare Land Strata
- Common Ownership
- Park
- Air Space
- Road
- Crown Subdivision
- Primary

- Proposed Driveway
- Proposed boundary
- Steep Hill (Boundary is approximate)

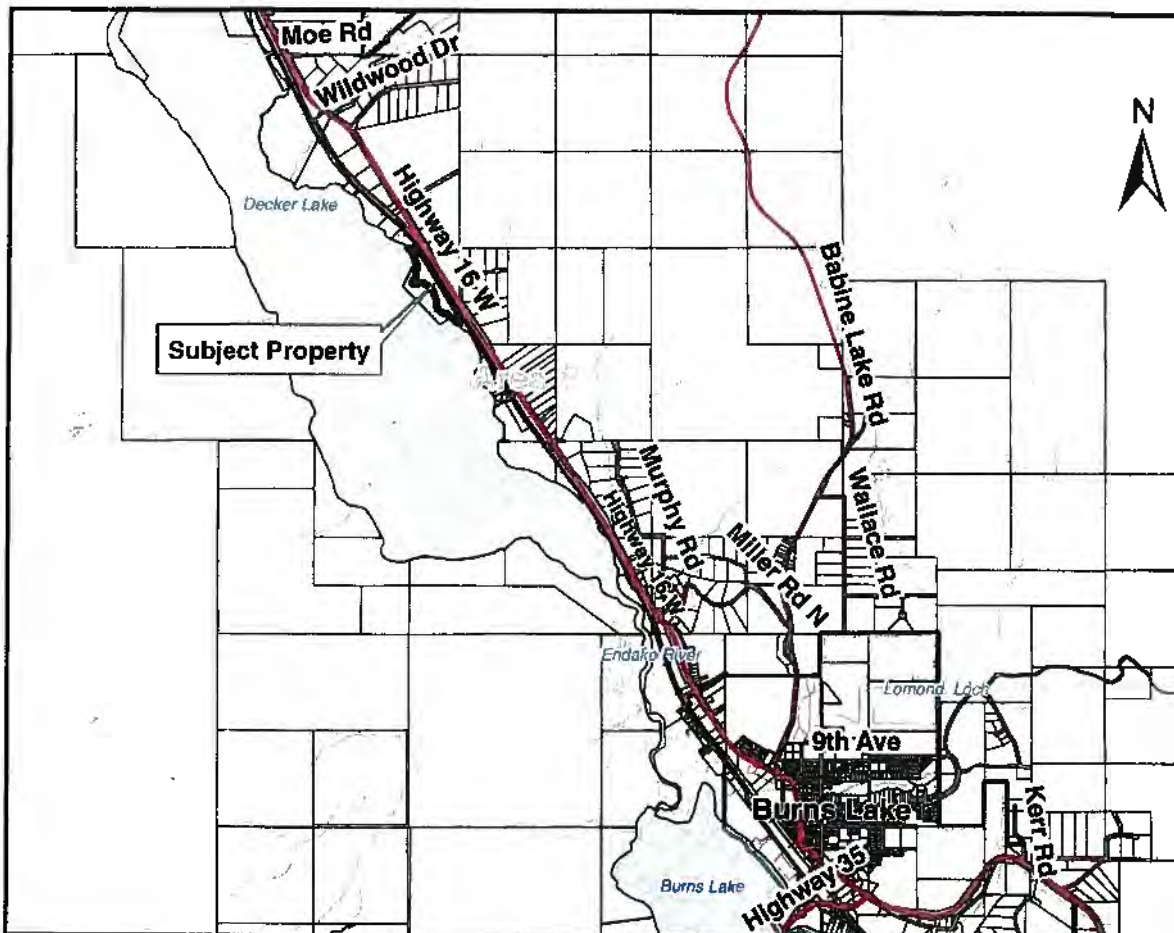


Planning Department Report  
 Rezoning Bylaw 1812  
 1<sup>st</sup> & 2<sup>nd</sup> Reading Report,  
 File No. B-01-17  
 October 12, 2017

## APPLICATION SUMMARY

- Name of Property Owner:** Judith & Wanda Wiebe
- Name of Agent:** Ed Giesbrecht
- Electoral Area:** B
- Subject Property:** District Lot 2508, Range 5, Coast District, Except the Right-of-Way of the Dominion Telegraph Line having a width of 100 feet which may lie within the boundaries of these lands and except Plans 4055, 3920 and PRP42494.
- Location:** The subject property is approximately 7.2 ha (17.88 acres) in size and is located on Decker Lake at 5225 Highway 16, approximately 3.7 km northwest of Village of Burns Lake.

### Location Map



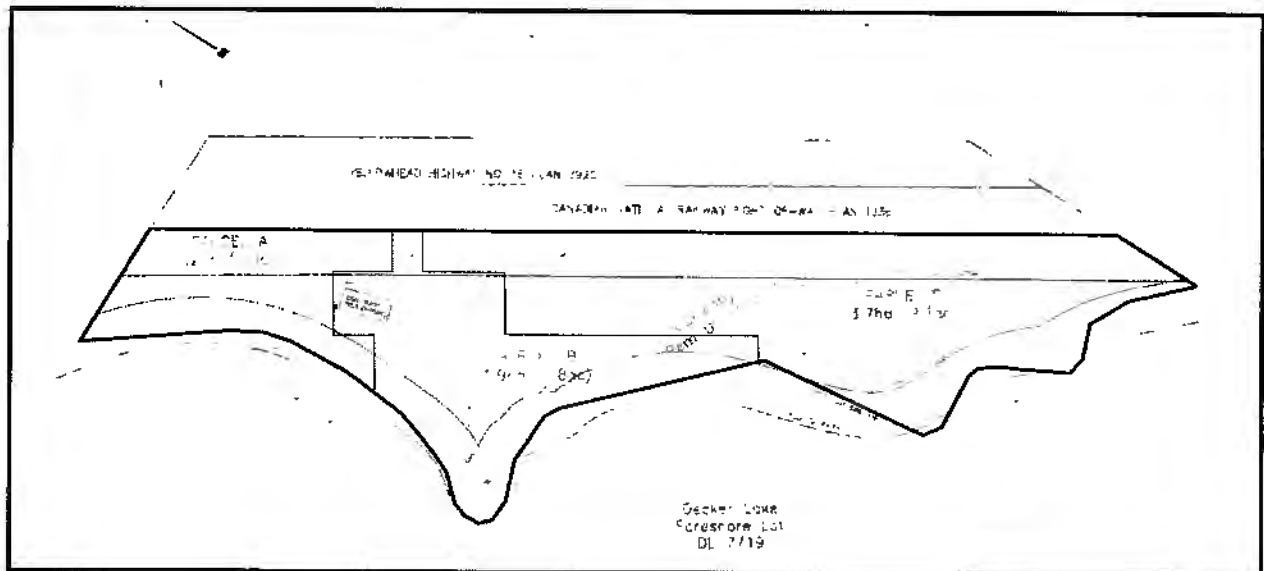
<b>O.C.P. Designation:</b>	Lakeshore (L) in Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017.
<b>Zoning:</b>	Heavy Industrial (M2) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
<b>Existing Land Use:</b>	Residential
<b>ALR Status:</b>	Not in the ALR
<b>Proposal:</b>	

To amend the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from **Heavy Industrial (M2)** to **Small Holdings (H1)** to allow the subdivision of the property into three parcels.

The preliminary lot layout plan shows the proposed lots as follows,

- Preliminary Parcel A is 1.2 ha (3.0 acres) in size and will be vacant.
- Preliminary Parcel B is 1.9 ha (4.8 acres) in size and contains the existing residence and septic field.
- Preliminary Parcel C is 3.7 ha (9.1 acres) in size and contains the existing shop.

### Preliminary Lot Layout Plan



It is noted that the parcel layout shown above is preliminary and will likely change during the formal subdivision approval process through the Provincial Approving Officer with the Ministry of Transportation and Infrastructure.

The original application submitted to the Planning Department requested the property to be rezoned to Waterfront Residential (R4) zone. The R4 zone would allow an 8 lot subdivision and this density and scale of development would be contrary to the OCP. Also, this number of lots crossing the CN tracks would be expected to result in notable

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objections from CN given the nature of the crossing. Therefore, the applicant proposed to rezone the parcel to the Small Holdings (H1) Zone to allow three parcels.

## REFERRAL COMMENTS

### Ministry of Transportation

Approval Subject to Conditions Below:

- Subject to approval process.
- Access must be secured over CNR for the proposed 3 lots. In previous correspondence with CNR it is unclear if CN will allow access over their line for 3 lots. MoTI is not willing to ask for public road access as we do not wish to have the level crossing on our inventory.

### Canadian National Railway

Will appear on the Supplemental Agenda

### Northern Health Authority

Will appear on the Supplemental Agenda

### Advisory Planning Committee

Will appear on the Supplemental Agenda

## PLANNING DEPARTMENT COMMENTS

### Land Use and Property History

The property is adjacent to the CN Railway, Highway 16 and Decker Lake. The surrounding land use is primarily residential along the lake and north of the highway.

According to the property owners, the property was used as a saw mill and beehive burner from 1959 to 1966. In 1966 the sawmill had burned down and the mill site was cleaned up. In 1995 the property owners built a residence on the property and it has been primarily used as a residential property despite the Heavy Industrial zoning.

The property owner has signed documentation saying that the property was not used for the storage of treated wood products or buried wood waste products. Therefore, the application is not required to be sent to the Ministry of Environment to evaluate the potential for contaminated sites pursuant to the Contaminated sites Regulations.

### Official Community Plan

The property is currently designated as Lakeshore (L) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw 1785, 2017 (the OCP). The OCP direction is that the property be developed for residential use rather than industrial use; therefore, the application is consistent with the Official Community Plan.

The intention of the Lakeshore Designation is to develop residential lots that fit the existing character of the Plan area, and ensures future development does not have a notably negative impact on the natural environment.

Section 3.5.2 (8) of the OCP states that rezoning applications to permit parcels as small as 2 hectares (4.94 acres) may be considered where:

- (a) *It has been demonstrated that the proposed lots can accommodate an on-site water supply and sewage disposal system;*
- (b) *The development is compatible with adjacent land uses and maintains the rural character of the area;*
- (c) *Parcels are not located on a floodplain or on other hazard lands; and,*
- (d) *The development addresses wildlife and ecological values.*

### **Development Variance Permit**

The property owner has also applied for a Development Variance Permit (DVP) to vary the minimum parcel size of two of the three proposed parcels. This application will also be presented to the Board in a separate report if the application is approved for first and second reading.

### **Zoning**

The uses permitted in the Small Holdings (H1) zone include:

- (a) *single family dwelling;*
- (b) *two family dwelling;*
- (c) *agriculture;*
- (d) *horticulture, nursery, greenhouse;*
- (e) *silviculture;*
- (f) *kennel and veterinary clinic;*
- (g) *home occupation;*
- (h) *buildings and structures accessory to the permitted principal uses.*

The permitted uses fit the character of the area. The H1 Zone and the terms of the DVP would ensure that no more than 3 parcels are created. The subdivision would create a property with a garage structure with no permitted principal use. The use of this building is limited and it could not be used as an accessory building until a dwelling or other principal use was established on the property.

### **Secondary Residence**

The applicants also wish for one of the parcels to have two single family dwellings. Section 12.03 (2) of the Zoning Bylaw states that "*Not more than two Single Family Dwellings or one two family dwelling shall be located on a parcel which is 4 ha (9.88 acres) in area or greater in the Small Holdings Zone*". The applicant may amend the lot layout at the time of subdivision to accommodate 2 dwellings on one of the parcels. The Development Variance Permit would facilitate the creation of a parcel large enough to accommodate a second dwelling.

### **Covenants**

There is an easement for the Telegraph Trail and a restrictive covenant registered on the title of the property.

The restrictive covenant was registered on the property at the time of subdivision in 1998 by the Ministry of Transportation and Infrastructure, and establishes setback and

elevation requirements that are in excess of the RDBN's regulations. Staff do not believe that these requirements will be an issue with regard to the subdivision of the property.

### **Sewage**

The applicants have hired an engineer to ensure that the parcels can accommodate an on-site water supply and sewage disposal system. The application has also been referred to Northern Health Authority for their comment. These issues will be evaluated by the Provincial Approving Officer as part of the subdivision process.

### **Access**

The proposed subdivision will increase traffic over the CN rail and onto Highway 16. It is still unclear if CN will allow access for the 3 lots over the railway. Despite the access issues, changing the zone from Heavy Industrial to Small Holdings is a more suitable land use within the Lakeshore designation. Therefore, the application is recommended to be approved for first and second reading and subsequently be taken to Public Hearing.

### **Recommendations:**

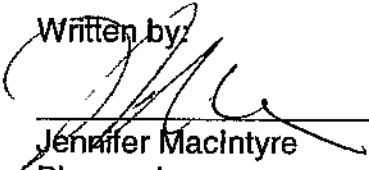
1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1812, 2017" be given first and second reading and subsequently be taken to Public Hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1812, 2017" be delegated to the Director or Alternate Director for Electoral Area B.

*Electoral Area Planning – All Directors/ Majority*

Reviewed by:

  
Jason Jewell  
Director of Planning

Written by:

  
Jennifer Macintyre  
Planner I



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1812**

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 "Heavy Industrial (M2)" Zone to the "Small Holdings (H1)" Zone.

District Lot 2508, Range 5, Coast District, Except the Right-of-Way of the Dominion Telegraph Line having a width of 100 feet which may lie within the boundaries of these lands and except Plans 4055, 3920 and PRP42494, 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. 1812, 2017".

READ A FIRST TIME this      day of      , 2017

READ A SECOND TIME this      day of      , 2017

PUBLIC HEARING HELD this      day of      , 2017

READ A THIRD TIME this      day of      , 2017

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1812, 2017"

DATED AT BURNS LAKE this      day of      , 2017

\_\_\_\_\_  
Corporate Administrator

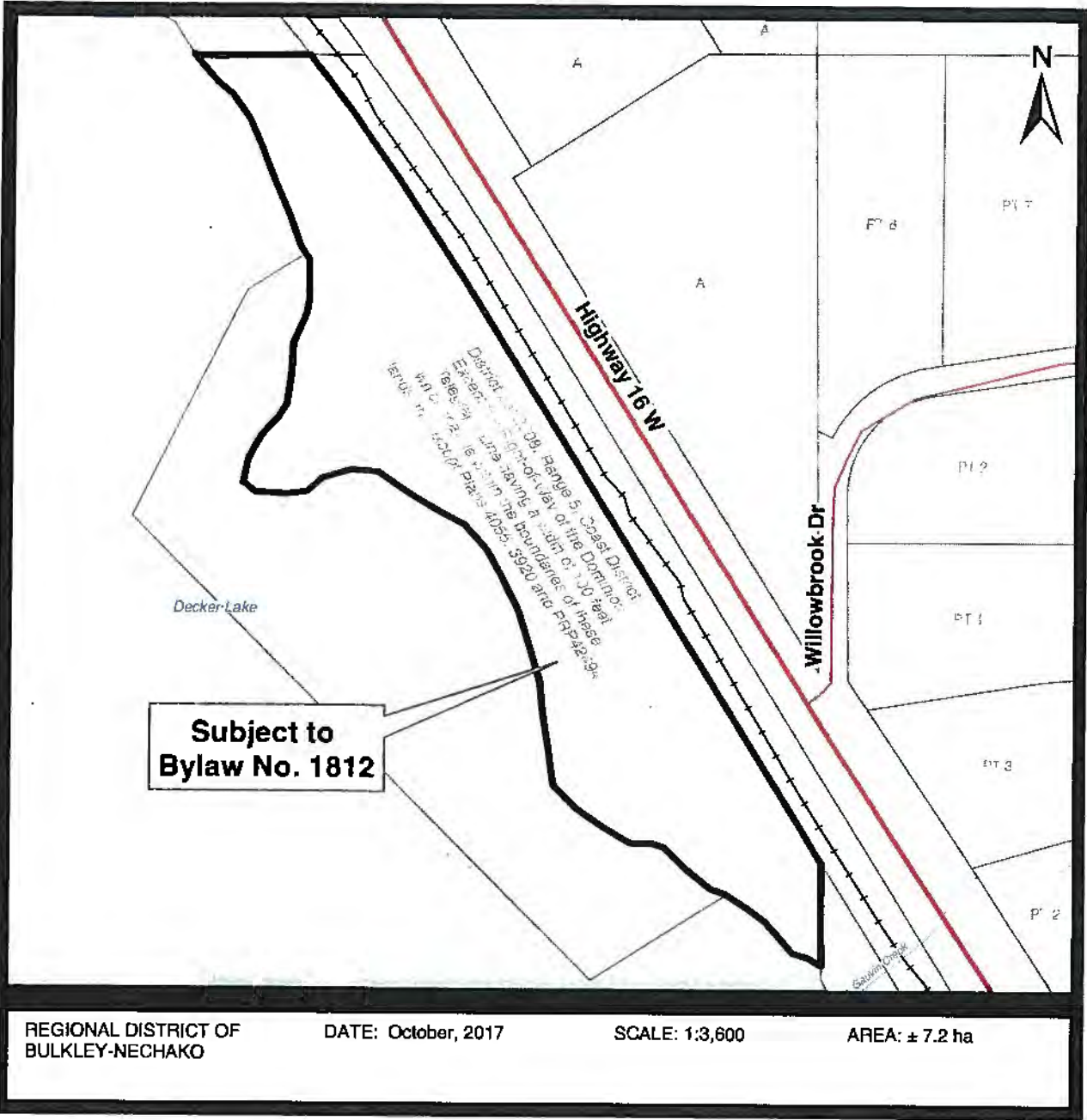
APPROVED BY THE MINISTRY OF TRANSPORTATION  
this      day of

ADOPTED this      day of      , 2017

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

1608



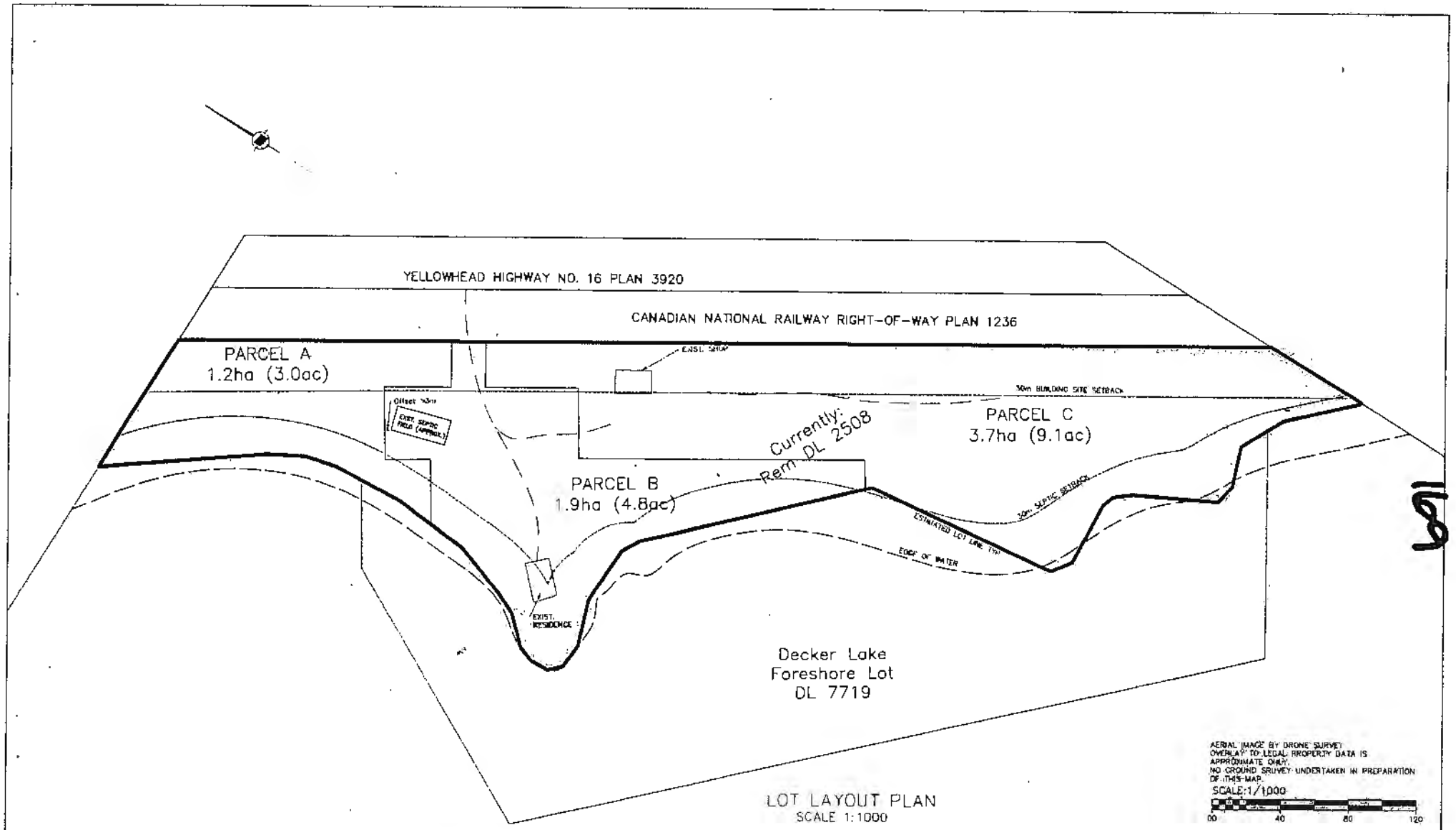
**SCHEDULE "A" BYLAW NO. 1812**

District Lot 2508, Range 5, Coast District, Except the Right-of-Way of the Dominion Telegraph Line having a width of 100 feet which may lie within the boundaries of these lands and except Plans 4055, 3920 and PRP42494, comprising of ±7.2 ha. Being rezoned from the "Heavy Industrial (M2)" Zone to the "Small Holdings (H1)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1812, 2017.

\_\_\_\_\_  
Corporate Administrator





LOT LAYOUT PLAN  
SCALE 1:1000

AERIAL IMAGE BY DRONE SURVEY  
OVERLAY TO LEGAL PROPERTY DATA IS  
APPROXIMATE ONLY.  
NO GROUND SURVEY UNDERTAKEN IN PREPARATION  
OF THIS MAP.  
SCALE: 1/1000

2	August 2017	FOR REVIEW	ME
3	September 2017	FOR REVIEW	ME
4			
5			
6			
7			
8			
9			
10			



Bulkley Valley Engineering Services  
Ed. 250-847-8705; 250-847-8796  
Box 4014, Suite 213, 3813 Highway Ave., Bulkley Valley, BC V0J 2P0

Designed:	EM	Checked:	EM	Date:	June 2017
Drawn:	JM	Surveyed:	JM & EG		

ED GIESBRECHT  
PROPOSED LOT LAYOUT  
BURNS LAKE, BC  
SUBMISSION

Client Project No.	XX
Client Drawing No.	
BCS Project No.	17-182
Forming No.	
Sheet 7 of 8	7 of 8

170

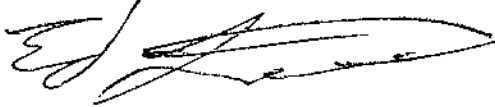
Sept 15, 2017

To: Regional District Of Bulkley-Nechako Planning Dept:

Please attached this request to our existing proposal for subdivision and rezoning of Lot 2508 on Decker Lake.

Following our telephone conversation, please change my application to indicate the property will be rezoned into H1. I understand we will need to submit an application for variance for Lot A as it 3 acres in size.

Thanks, Ed Giesbrecht (Authorized Agent)

A handwritten signature in black ink, appearing to read 'Ed Giesbrecht', written over a horizontal line.

171

August 20, 2017

To: Regional District of Bulkley-Nechako Planning Dept.:

Please find attached an application for rezoning and subdivision on Lot 2508 on Decker Lake. The proposed plan is to change zoning from Heavy Industrial to Residential R4.

Attached is map of proposed subdivision lines and approximate lot sizes.

The average lot sizes are more than 4.94 acres. The smallest lot would be approximately 3.2 acres, the second lot - 5 acres and the third lot - 8.6 acres.

This application is completed by Ed Giesbrecht on behalf and with permission of owner, Judith Wiebe.

Thank you,

Ed Giesbrecht

250-692-6330

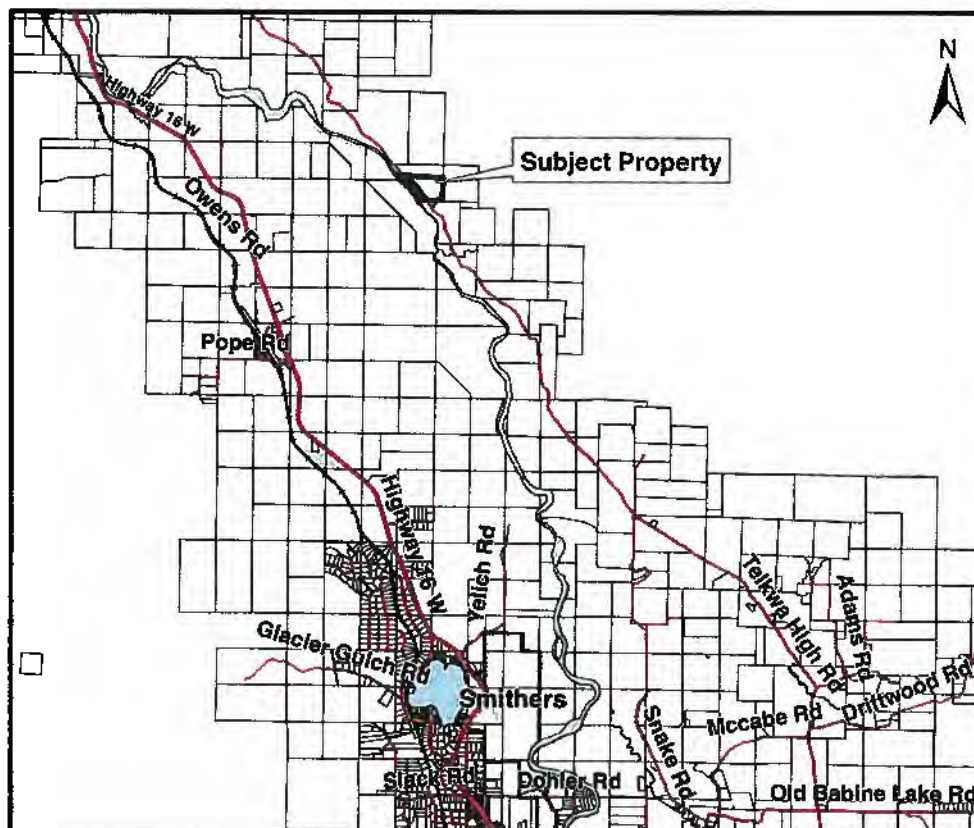
\* Lot 3 : proposed zoning to allow for 2nd dwelling.



**Planning Department Report  
1<sup>st</sup> & 2<sup>nd</sup> Reading Report  
File No. A-07-17  
October 16, 2017**

## APPLICATION SUMMARY

- Name of Applicants:** Maria Anna Kolnberger
- Name of Agent:** Markus Kolnberger
- Electoral Area:** A
- Subject Property:** Lot B, District Lot 350, Range 5, Coast District, Plan EPP147. The subject property is approximately 35.6 ha. in size.
- Location:** The subject property is located at 29090, 29218, 29589 Telkwa High Road, 25 kilometres from the Town of Smithers. The area consists of large residential properties along the Bulkley River. There are agricultural and residential uses to the south and undeveloped forest to the east and north.



- O.C.P. Designation:** Resource (RE) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014

**Zoning:** Rural Resource (RR1) and Large Holdings (H2) zones in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

**Existing Land Use:** The subject property is a mix of residential and farm uses. The property consists of one primary residence built in 1998 and a rental cabin built in 1975. Accessory buildings include a workshop, storage building, shed and pole barn.

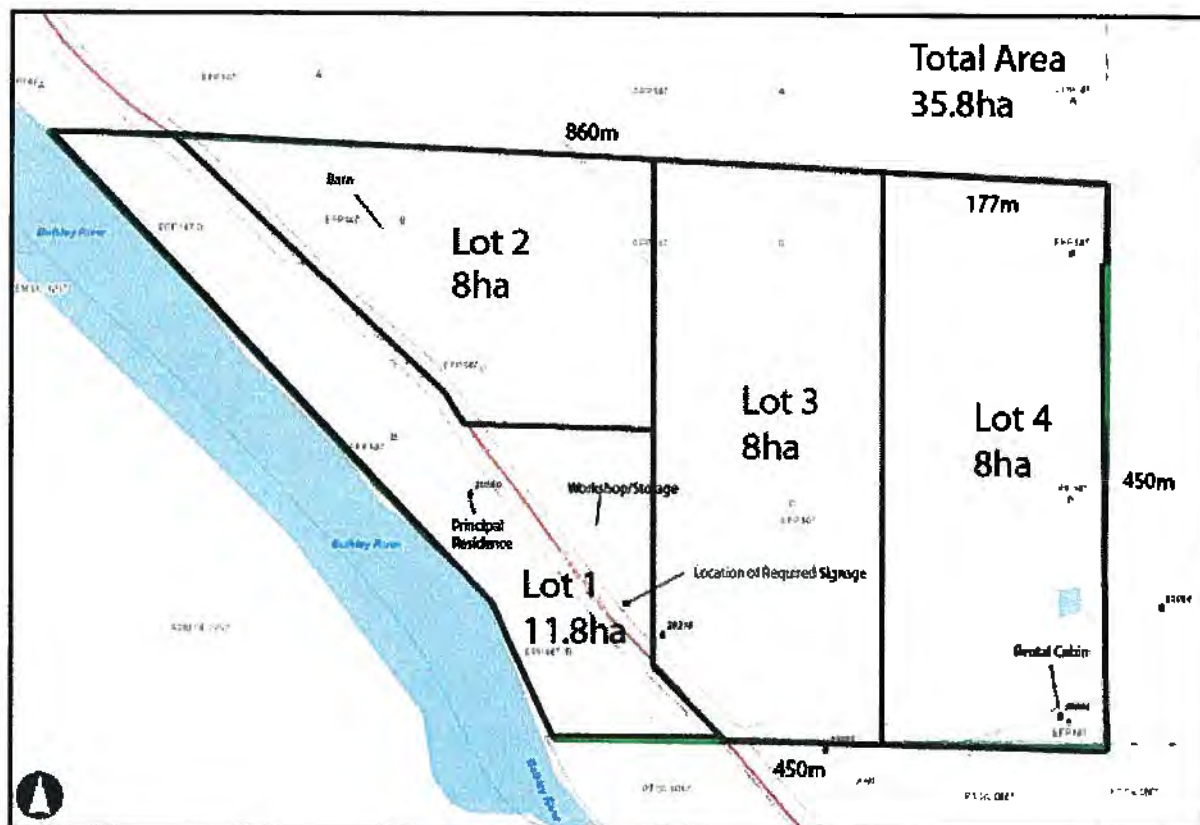
**ALR Status:** Not in the ALR

**Proposed Rezoning:**

To amend Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from **Rural Resource (RR1)** to **Large Holdings (H2)** for the subject property.

It is noted that this is the second rezoning application for this property this year. The previous application involved the rezoning of the area of Lot 4 (shown below) to Large Holdings (H2) to allow the subdivision of the property into 2 parcels. This application was supported given the limited scale of the proposed subdivision. The applicant has made another application to rezone the remainder of the property to H2 to allow a subdivision of the property into 4 parcels, as shown below.

**Proposed Subdivision Plan**



## REFERRAL COMMENTS

### Ministry of Transportation

Approval recommended subject to conditions below:

Proposal has yet to be submitted for subdivision and will be subject to approval process. This approval by no means indicates approval of the subdivision.

### Northern Health Authority

Will appear on supplemental agenda.

### Advisory Planning Commission

Will appear on supplemental agenda.

## PLANNING DEPARTMENT COMMENTS

### OCP

The OCP designation for the property is Resource (RE). This designation is intended to protect the resource values of the designated area and to minimize resource conflicts among recreation, grazing, mining and wildlife by discouraging settlement on Resource designated lands.

With regards to subdivision in the RE designation, Section 3.9.2 (5) of the OCP states that rezoning applications to allow subdivision, subject to the 8 ha. (19.77 acres) minimum parcel size, may only be considered under the following circumstances.

- (a) *The proposed subdivision will not lead to a conflict with, or otherwise negatively impact forestry, agriculture and grazing, mineral or aggregate extraction, fish and wildlife management, trapping or wilderness oriented recreation.*
- (b) *The proposed subdivision will not unnecessarily increase community greenhouse gas emissions*
- (c) *The proposed subdivision will not increase demand for provision of Regional District services into a new or remote area*
- (d) *The proposed subdivision will not result in an unacceptable loss of public access to an area of Crown Land.*
- (e) *The proposed subdivision will not have an unacceptable negative impact on the environment*
- (f) *The proposed subdivision will not have an unacceptable negative impact on neighbouring land uses.*

### Zoning

The Large Holdings Zone has a minimum parcel size of 8 ha. (19.77 acres). The Rural Resource (RR1) Zone has a minimum parcel size of 28 ha. (69 acres), therefore the applicant must rezone the parcel to Large Holdings (H2) to allow the proposed subdivision of the parcel into 4 lots.

## Discussion

The size of the proposed parcels are smaller than those in the surrounding area; however, the Planning Department does not expect that the proposed rezoning would have a negative impact on the character of this area. The primary concern with this application is the facilitation of increased rural residential development in such a remote location.

In 2009 the Regional District of Bulkley Nechako signed the Climate Action Charter (CAC), which is an agreement between local governments and the Province which outlines the commitments and responsibilities of the Province and local governments as they work together towards reduced greenhouse gas emissions. In the rural areas of the Regional District the primary manner in which the Regional District can influence community wide GHG emissions is through the establishment of objectives and policy for development and land use patterns that are more energy efficient and limit unnecessary rural residential sprawl. The proposed subdivision of the subject property is contrary to this intent and will create a cluster of rural residential parcels far from any amenities or services.

The proposed development will unnecessarily contribute to the long term land use conflicts between residents and resource based activities such as forestry, aggregate extraction, and agriculture. Also, remote rural residential development increases the interface fire risk and associated impacts.

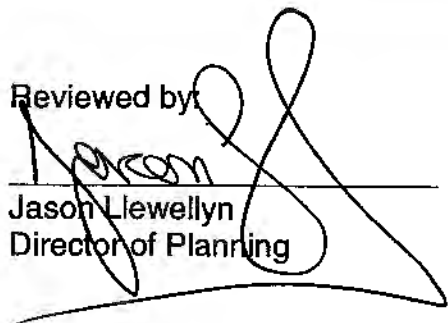
In the long term, allowing isolated pockets of development to occur in remote areas increases the costs to the Regional District to provide services such as bylaw enforcement, building inspection, emergency response, etc. In general, the development of rural residential lots is encouraged closer to the Village of Telkwa and the Town of Smithers, rather than in remote outlying areas.

As a result of the above noted issues staff cannot support the proposed 4 parcel subdivision in this area.

## Recommendation

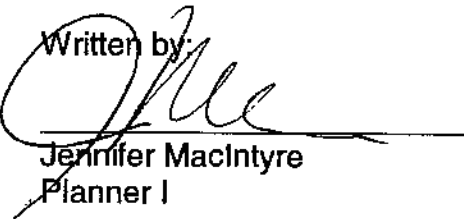
That rezoning application A-07-17 be denied.

Reviewed by

  
Jason Llewellyn  
Director of Planning

*Electoral Area Planning – All Directors/Majority*

Written by

  
Jennifer MacIntyre  
Planner I

176

## Proposed Use and Development

Marianne and Markus Kolnberger

PO Box 2978

Smithers B.C.

VOJ 2N0

250-847-9242

250-877-8733

[markol1960@gmail.com](mailto:markol1960@gmail.com)

[markuskolnberger@gmail.com](mailto:markuskolnberger@gmail.com)

To the Regional District of Bulkley Nechako:

The property at Lot B District Lot 350 Range 5 Coast District Plan EPP147 is 35.8 hectares. Its principal residence is at the address of 29589 Telkwa High Road. There are two other addresses located on the property. One is 29218 Telkwa High Road and is the location of a storage/workshop outbuilding. The other is 29090 Telkwa High Road and is the location of a rental dwelling.

The 35.8 hectare property has recently been partially rezoned to the Large Holdings Zone. In the last application it was perceived by the client that the whole parcel would be rezoned to the new zoning. However, only the proposed subdivision parcel was rezoned and the remainder parcel, then, is still zoned as Rural Resource (RR1) and is actually too small for this zone by about 0.4 hectares.

This is a request to have the complete property be rezoned to the Large Holdings Zone allowing for the remainder parcel to exist without variance.

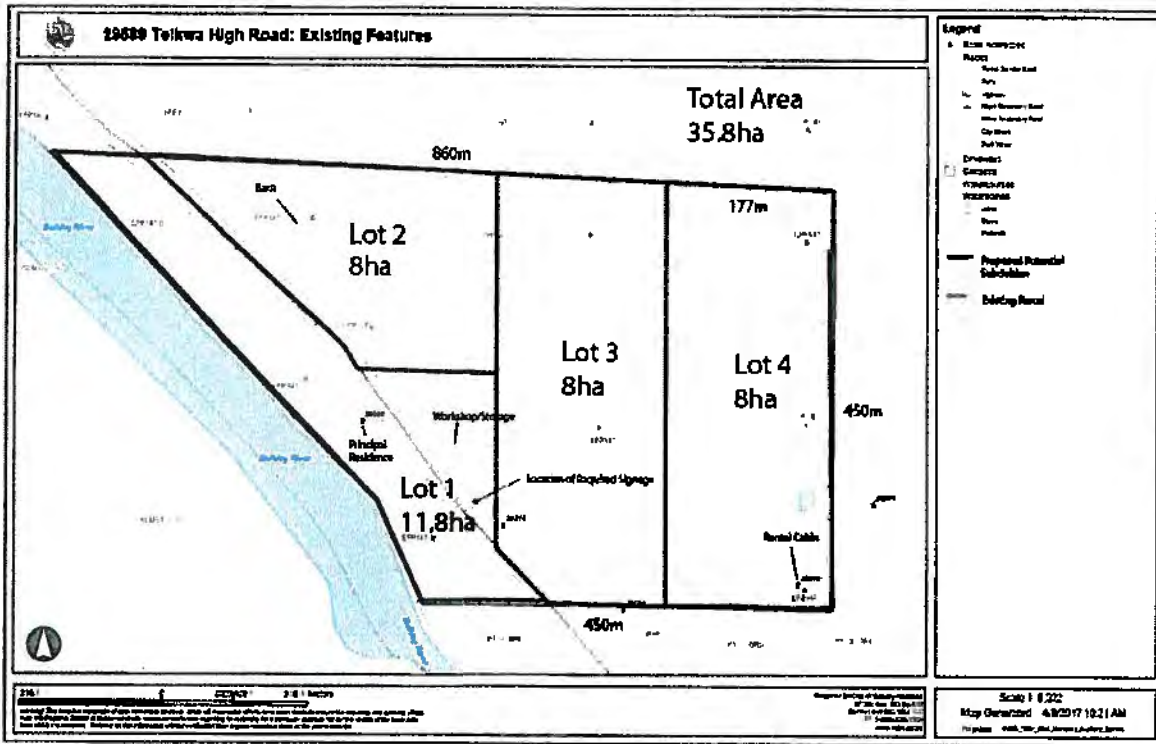
Thank you for considering this proposal,

Sincerely,

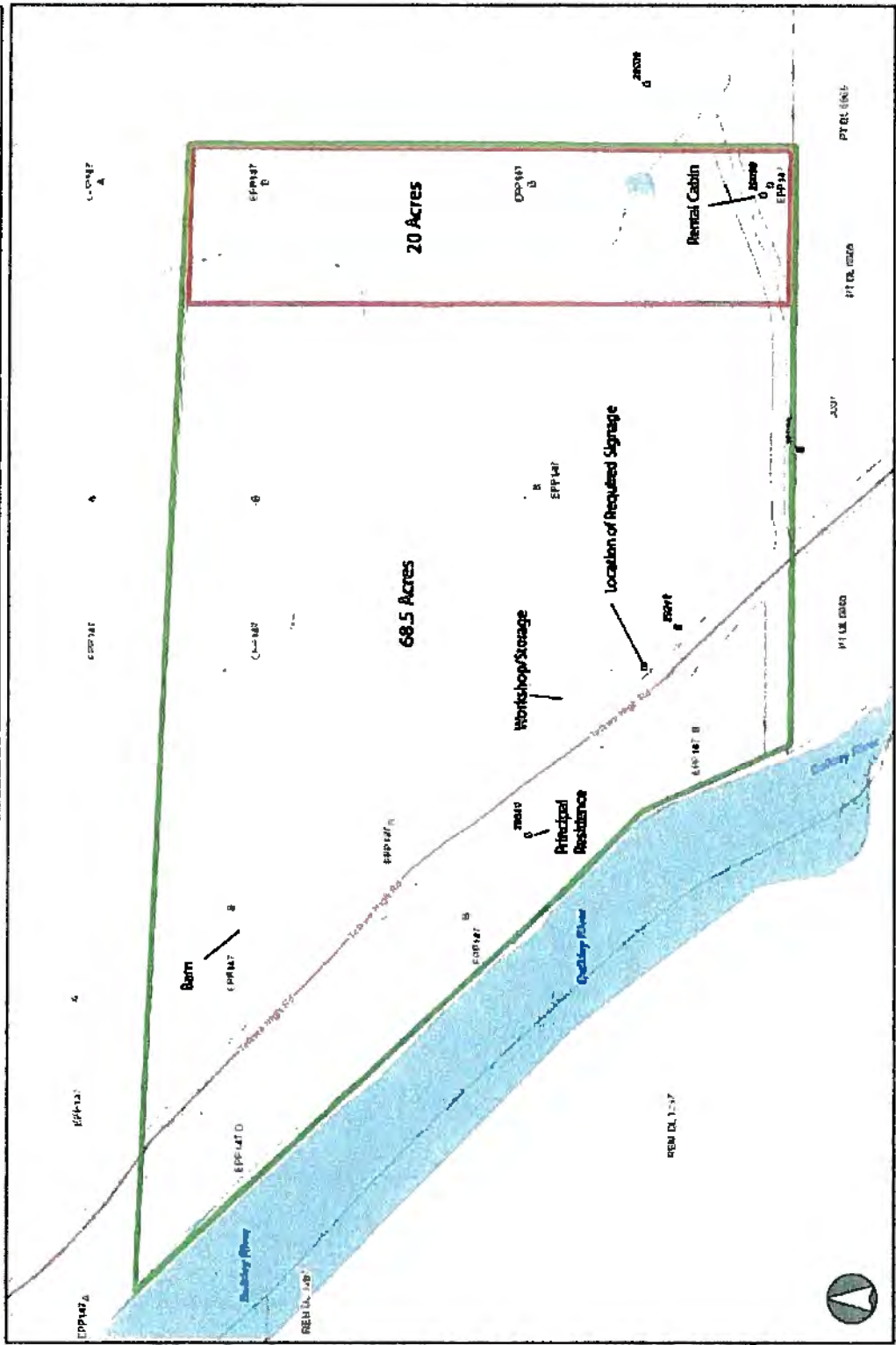


Marianne Kolnberger





# 29589 Telkwa High Road: Existing Features



## Legend

- Rural Addresses
- Parcels
- Power Service Road
- Alley
- Easement
- Major Highway Right-of-Way
- Minor Highway Right-of-Way
- City Street
- Trail
- Drainage
- Canals
- Watercourses
- Wetlands
- Lakes
- Marsh
- Wetlands
- Proposed Potential Subdivision
- Existing Parcel

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315.1  
 Original Design of Dutch-American  
 27 2nd Ave. P.O. Box 120  
 Chula Vista, CA 92011  
 www.dutchamerican.com

Scale: 1:6,222  
 Map Generated: 4/8/2017 10:21 AM  
 Project: 2017\_001\_001\_001\_001\_001



Marianne Kolnberger <markol1960@gmail.com>

**Fwd: Rezoning**

1 message

Markus Kolnberger <markuskolnberger@gmail.com>  
To: Marianne Kolnberger <markol1960@gmail.com>

Thu, Aug 10, 2017 at 8:38 PM

Begin forwarded message:

**From:** Jennifer.MacIntyre <Jennifer.MacIntyre@rdn.bc.ca>  
**Date:** July 28, 2017 at 11:31:41 AM PDT  
**To:** Markus Kolnberger <markuskolnberger@gmail.com>  
**Subject:** RE: Rezoning

Hi Markus,

I spoke with Maria, the property owner regarding the application and from my understanding she wished to rezone only the 8 ha proposed lot. I think we rounded the numbers up and thus overlooked the remainder parcel size. When you make your application for subdivision with the Ministry of Transportation we will request that you make an application to vary the Minimum Parcel Size Requirement for the Proposed Remainder Parcel or apply for another rezoning. When you do make an application, the Planning Department will ask the Board to waive the fee as this application was a result of an oversight of the Planning Department. Waiving of application fees is decided by the Board and it is not certain what they will decide. Please see the attached Development Variance Permit brochure and application for your review. DVP applications take up to 2 months to complete and cost \$300.00.

Given that the Proposed Remainder Parcel is .5 acres shy of meeting the RR1 min. parcel requirement, do you think that perhaps a new survey may make things different enough that you would meet the RR1 requirement for the Remainder Parcel? That may be another option as well.

Sincerely,

Jennifer MacIntyre | Planner I  
Regional District of Bulkley-Nechako  
37 3rd Ave, Burns Lake, BC V0J 1E0  
T: (250) 692-3195 | Fax: (250) 692-1220  
TF: 1 (800) 320-3339 | www.rdn.bc.ca

—Original Message—

**From:** Markus Kolnberger [mailto:markuskolnberger@gmail.com]  
**Sent:** July 27, 2017 2:48 PM  
**To:** Jennifer.MacIntyre <Jennifer.MacIntyre@rdn.bc.ca>  
**Subject:** Rezoning

Hi Jennifer,

I just received the letter that states that the application can be considered complete. I noticed something that I hadn't noticed before because I misunderstood what was happening.

In the process I expected that the whole parcel would end up being rezoned to the Large Holdings Zone so I did not catch this issue.

It seems that the remainder parcel would be under the minimum requirement of 28 ha in the Rural Resource Zone. If the proposed new parcel were exactly 8 ha then the remainder would only be 27.6 ha which does not fulfill the minimum requirement.

If the whole parcel were rezoned this would not be an issue, however, I expect we need a variance now for the larger parcel to be slightly smaller than the minimum allowance?

I'm sorry I didn't notice this much sooner as I was expecting something different.

Sincerely,

Markus Kolnberger

---

 **Development Variance Permit Application Package 2017.pdf**  
993K

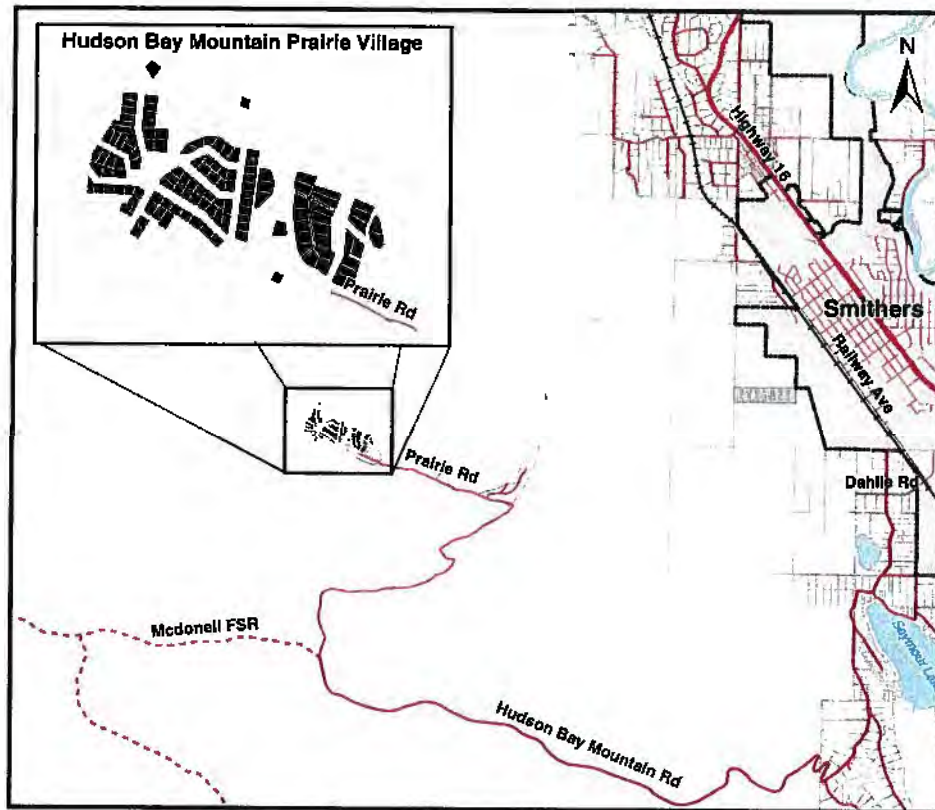


Planning Department Report  
Rezoning Bylaw No. 1797  
3<sup>rd</sup> Reading & Adoption Report  
File No. A-02-17  
October 13, 2017

**APPLICATION SUMMARY**

**Electoral Area:** A

**Location:** The Prairie Village (Cabin Colony), is located 30 minutes from the Town of Smithers on Prairie Road at Hudson Bay Mountain Resort (HBMR). The development is functionally integrated into the recreational area of HBMR and many parcels have no developed road access. The majority of dwellings are ski in / ski out.



**O.C.P. Designation:** Ski Smithers Development Area (SSDA) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014

**Zoning:** Hudson Bay Mountain Recreational Residential (R8) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

**Existing Land Use:** Recreational Residential

**ALR Status:** Not within the ALR

**MAY 15<sup>TH</sup> 2017 PUBLIC HEARING** (See attached report and submissions)

Following receipt to the May 15<sup>th</sup> Public Hearing Report, on July 22, 2017, the Board defeated "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1798, 2017" and, amended "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797 to achieve the following:

- replace the GFA restriction of 110 m<sup>2</sup> (1184 ft<sup>2</sup>) with a TFA restriction of 167.23 m<sup>2</sup> (1,800 ft<sup>2</sup>);
- allow only one seasonal dwelling per parcel;
- restrict the size of accessory buildings to a maximum TFA of 14 m<sup>2</sup> (150 ft<sup>2</sup>), and;
- remove the requirement for the provision of two off street parking spaces per seasonal dwelling in the R8 Zone.

The staff report considered by the Board at this meeting is attached.

**SEPTEMBER 13<sup>TH</sup> 2017 PUBLIC HEARING** (See attached report and submissions)

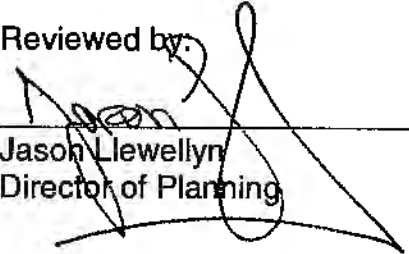
On September 13<sup>th</sup> a second public hearing was held for Bylaw No. 1797, as amended. The report of the public hearing is attached. Staff recommend that Bylaw No. 1797 be given 3<sup>rd</sup> Reading and Adoption.

**Recommendations:**


1. That the Regional District Board receive the Report of the Public Hearing held on September 13, 2017 for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017"
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017" be given Third Reading and Adoption.

*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. 1797**

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following definition of "Total Floor Area" be added to "Section 2.02 Definitions".

**TOTAL FLOOR AREA** means the total area of all the floors in a Structure measured to the exterior faces of the exterior walls of the Structure, excluding crawl spaces with a vertical clearance of less than 1.8 metres.

2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that Section 11.1 – Hudson Bay Mountain Recreational Zone (R8) is deleted and replaced with the new R8 Zone attached as Schedule A to this Bylaw.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017".

READ A FIRST TIME this 20<sup>th</sup> day of April, 2017

READ A SECOND TIME this 20<sup>th</sup> day of April, 2017

PUBLIC HEARING HELD this 15<sup>th</sup> day of May, 2017

SECOND READING RESCINDED this 20<sup>th</sup> day of July, 2017

READ A SECOND TIME AS AMENDED this 20<sup>th</sup> day of July, 2017

PUBLIC HEARING HELD this 13<sup>th</sup> day of September, 2017

READ A THIRD TIME this      day of      , 2017

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017".

DATED AT BURNS LAKE this      day of

\_\_\_\_\_  
Corporate Administrator

ADOPTED this      day of      , 2017

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

**SCHEDULE "A" BYLAW NO. 1797****SECTION 11.1 - HUDSON BAY MOUNTAIN RECREATIONAL RESIDENTIAL ZONE (R8)****11.1.01 Permitted Uses**

- (1) In the Hudson Bay Mountain Recreational Residential Zone the following uses of land, buildings or structures, and no other uses, are permitted:
  - (a) seasonal dwelling;
  - (b) buildings and structures accessory to the permitted principal uses.
  
- (2) In the Hudson Bay Mountain Recreational Residential Zone, for the land described as: Block H, District Lot 2531, Range 5, Coast District, the following uses of land, buildings or structures, and no other uses, are permitted:
  - (a) seasonal dwellings;
  - (b) bed and breakfast accommodation, as a home occupation, to a maximum of six beds, to be in operation no more than 200 days per year;
  - (c) buildings and structures accessory to the permitted principal uses.

**11.1.02 Total Floor Area**

- (a) The maximum Total Floor Area permitted for a seasonal dwelling in the Hudson Bay Mountain Recreational Residential Zone is 167.23 square metres (1,800 ft<sup>2</sup>).
- (b) The maximum Total Floor Area permitted for an accessory building in the Hudson Bay Mountain Recreational Residential Zone is 14 m<sup>2</sup> (150 ft<sup>2</sup>).

**11.1.03 Parcel Area**

The minimum parcel area required in the Hudson Bay Mountain Recreational Residential Zone is as follows:

- (a) 1,700 square metres (18,299 ft<sup>2</sup>);
- (b) notwithstanding subclause 11.1.03 (a) the minimum parcel area required for Block L, District Lot 1586, Range 5, Coast District is 1214 square metres (13,068 ft<sup>2</sup>).

**11.1.04 Density**

Not more than one seasonal dwelling shall be located on a parcel in the Hudson Bay Mountain Recreational Residential Zone.



11.1.05 Setback

- (1) In the Hudson Bay Mountain Recreational Residential Zone no building or structure or part thereof shall be located within the setback prescribed below:
- (a) 7.5 metres (24.61 ft.) of any parcel line which abuts a highway;
  - (b) 1.5 metres (5 ft.) from any parcel line which does not abut a highway.

11.1.06 Height

The maximum Building height within the Hudson Bay Mountain Recreational Residential Zone is 8.0 metres (26.25 ft.).

11.1.07 Fences

No fences shall be constructed upon parcels in the Hudson Bay Mountain Recreational Residential Zone.

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
REPORT OF THE PUBLIC HEARING FOR BYLAW NO. 1797**

**September 13, 2017**

The following is a summary of the proceedings of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017" held at 7:00 p.m. on September 13, 2017 at the Town of Smithers Municipal Office at 1027 Aldous Street in Smithers.

Present: Director Mark Fisher, Chairperson and Public Hearing Delegate  
Jason Llewellyn, Director of Planning  
Jennifer MacIntyre, Planner 1, Recording Secretary  
Frank McBride, Hudson Bay Mountain Resort (HBMR)  
Ben Forsyth  
Dean Allen  
Blair Wind  
George Stokes  
Rebecca Misener  
Bob Gemmell  
Greg Graham

CORRESPONDENCE

The written submissions to this Public Hearing are attached to this Public Hearing Report as Appendix "A."

CALL TO ORDER

The meeting was called to order at 7:02 P.M.

Chairperson Fisher

Stated that the Public Hearing is being convened pursuant to the *Local Government Act* in order to receive input on proposed Bylaws No. 1797. He read a statement describing the purpose of the Public Hearing, describing the bylaws, noting the location of information packages available containing information on the application and written submissions received prior to the meeting, and explaining the Public Hearing process.

Blair Wind

Stated that at the previous Public Hearing he felt that he did not receive answers to his questions. He asked why his submission was not included in the information package for the first Public Hearing when records indicate it was picked up by the RDBN prior to the submission deadline. He felt that that process was flawed and that it was unfair to others that he had to waste people's time at the Public Hearing explaining his submission. He asked that staff explain why his letter was not included in the submissions?

Jason Llewellyn

Stated that the RDBN Planning Department did not receive Mr. Wind's submission prior to the Public Hearing and that he had no information why it had not been received. The submission was received at the Public Hearing.

Blair Wind

Wanted explanations regarding why there has been a 30% tax increase to his property. He stated that he feels that the Hudson's Bay Mountain estates and the cabin colony are different and that the larger houses are driving up the taxes.

- Jason Llewellyn Explained that he could not answer this question and that it should be directed towards BC Assessment. Jason said he does not know if the assessed value of all Prairie Village properties are impacted by the larger dwellings being built, however, it is noted that one of the purposes of this bylaw is to better control dwelling size.
- Blair Wind What is your plan to deal with the illegal dwellings?
- Jason Llewellyn The enforcement to be undertaken is not know at this time. The Planning Department will see what regulations are put in place, evaluate what buildings are not legal, and then evaluate enforcement options.
- Frank McBride Said that HBMR feels that the bylaw needs to address the parking issue. HBM doesn't have enough spaces for people using cabins. HBMR would like the RDBN to implement a parking permit registration system for the cabin colony owners. We would like restrict cabin owners to 2 parking spots per cabin.
- He also raised concerns with unfinished cabins and the use of cabin numbers. Would like to see the Regional District address this issue and issue timelines for completed renovations. In addition, each cabins should be properly addressed.
- Dean Allan Asked if HBMR wanted to issue parking passes?
- Frank McBride Said that parking by cabin users needs to be regulated.
- Bob Gemmell Stated that this bylaw has nothing to do with parking and registration of parking.
- Frank McBride Mentioned that parking is at capacity and it is affecting the operation of the ski hill.
- Blair Wind Stated that the parking issue should be resolved with better communication, education, signage and the mountain culture of being considerate.
- Frank McBride Continued discussing the multitude of parking issues and complaints the Resort has to deal with every year, such as no room for the plow to get in, competition with the day time users on busy days. He is concerned that some cabins have users that have 5 or more vehicles.
- Ben Forsyth Mentioned that it is not a huge concern to walk from the lower parking lot if there is no room.
- Frank McBride Recommended that the Bylaw should limit the parking to 2 vehicles per parcel for the cabin colony.
- George Stokes Pointed out the summary of recommendations in the Land Use

Study Report. He stated that the cabin owners association are hard to track down and usually polarized on ideas and opinions. People up there usually don't engage with process or have a lot at stake.

He noted that the response rate for the survey was surprisingly good at 48% and that the majority of the respondents support a square footage of 1,400 sq. ft. to 1,500 sq. ft.. He asked what role the survey played in preparing the bylaw.

- Jason Llewellyn Said that the survey results showed a wide range of opinions regarding dwelling size. Based on the survey results, and an evaluation of the land use issues such as sewage disposal, area character, and parking the Planning Department recommended replacing the Gross Floor Area regulation with a Total Floor Area regulation that was comparable. The Total Floor Area regulation could be more objectively applied and would better limit the overall size of dwellings.
- George Stokes Noted that the character of the area was changing with larger buildings, which causes him concern, but he did not want the Regional District to limit the accessory buildings to 150 sq. ft. when you can build a 250 sq. ft. accessory building without a building permit.
- Blair Wind Stated that the Total Floor Area of 1,800 sq. ft. recommendation is misleading, because a 1200 sq. ft. Gross Floor Area building would not be the same size box.
- George Stokes Clarified that he supports a 1,400 or 1,500 sq. ft. TFA and one seasonal dwelling per property and would support a restriction on accessory buildings at 250 sq. ft.
- Dean Allan Said that he agrees with the TFA regulation as it is a better tool to manage total building size. He doesn't have a strong opinion on the size limit, but he doesn't think the second dwellings are a great idea, and he thinks a bigger shed would be good. In addition, the parking should be dealt with between ski hill and skiers as this is not the RDBN's role.
- Frank McBride Said that there is a need to control parking as it is a circus at times. Something needs to be done so that the cabin colony parking does not complete with day time users for the resort.
- Ben Forsyth Said that all parking areas should be available for cabin users as they are all skiers as well.
- Bob Gemmell Said the parking issue has nothing to do with the bylaw.
- Blair Wind Mentioned problems of overcrowding, dogs, snowmobiles and parking.
- Chairperson Fisher Called for comments.

- Blair Wind Declared that he'd like to ask questions regarding bylaw 1797. He stated that he has issues with the recommended size of the accessory building. The proposed size would not accommodate the amount of wood needed to heat a cabin with no power.
- He mentioned that the topography of the area and the setbacks makes it challenging to store fire wood according to FireSmart BC guidelines.
- He asked the Regional District if they could answer his question mentioned at the previous Public Hearing regarding what are the rules for dogs?
- Jason Llewellyn Said that the RDBN has no rules or regulations regarding the control of dogs.
- Blair Wind Said that Bylaw No. 700 needs to clearly define the definition of Highway and that the definition of GFA and TFA are not clear and feels that the 1200 GFA is not the same as 1800 TFA box.
- Jason Llewellyn Read the definition of Highway and further explained the GFA and TFA definitions.
- Greg Graham Stated that the TFA makes sense and that it makes it easier to apply for a building permit.
- Chairperson Fisher Called for comments.
- Blair Wind Asked for clarification regarding the survey and stated that if 72% of respondents wanted to change to GFA, why not go with the consensus of the survey?
- Mark Fisher Asked to speak to the question. He stated that as the decision maker, the survey is a tool to start a discussion, and more of a starting point. The result of the survey showed that there was some uncertainty and he wanted staff to evaluate options to improve the regulations.
- Jason Llewellyn Added that the Planning Department recommended a TFA of 1,800 ft<sup>2</sup> as it was estimated to be relatively equivalent to a typical building with a GFA of 1,184 ft<sup>2</sup>. The idea was to replace the GFA with a regulation that was similar and more clearly applied.
- Blair Wind Continued to raise concerns regarding the proposed restriction to the accessory building and objects to the change.
- Jason Llewellyn Spoke to the rationale for recommending a restriction to the size of an accessory building. To comply with the bylaw an illegal 2<sup>nd</sup> dwelling can be converted into an accessory building by simply removing the bed other furniture. Then the beds and furniture can be moved back into the building and it is a dwelling again. As long as large accessory buildings are being built there will likely be

additional illegal 2<sup>nd</sup> dwellings as there are limited practical enforcement options to stop accessory building from being converted into dwellings.

CLOSING

Chairperson Fisher called for comments 3 times and closed the hearing at 8:22 P.M.

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Mark Fisher, Chairperson

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Jennifer MacIntyre, Recording Secretary

**APPENDIX "A"****WRITTEN SUBMISSIONS  
TO THE SECOND PUBLIC HEARING FOR BYLAW NO. 1797**

- Letter from Richard Eastmure dated September 8, 2017
- Letter from Blair Wind dated September 10, 2017.
- Letter from Gary Mathiesen, HBMR, dated September 12, 2017

192

To: Regional District of Bulkey-Nechako

Re: Hudson Bay Mountain Prairie Village Lands Bylaw Amendment No. 1797

September 8/2017

Dear Madams/Sirs,

I am owner of Lot # 231 in the Hudson Bay Mountain Prairie Village lands. This is my written submission to address my concerns with Bylaw Amendment No. 1797.

Although I generally agree with the proposed amendment, I have an issue with the 'second dwelling' and 'accessory building' restrictions.

- I agree with eliminating the second dwelling but would like to see allowance for a sleeping cabin. This is not a second dwelling but rather a secondary building for over flow beds only. This could be restricted to say 22 sq M range.
- The restriction of 14 sq M size for an accessory building is way too small. My property is on the Prairie Rd and therefore I have road access to my property in winter. I want to eventually build a vehicle garage. Realistically the size for that building would be in the 27 sq M range.

Thank you for talking my concerns into consideration.

Sincerely,  
Richard Eastmure



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Blair Wind  
210 Prairie Road  
Box 4215  
Smithers B.C.  
V0J 2N0

September 10, 2017

Regional District of Bulkley Nechako  
37, 3rd Ave.  
Box 820  
Burns Lake B.C.  
V0J 1E0

RECEIVED  
SEP 13 2017  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

hand delivered  
12:45 pm  
[Signature]

Re: Rezoning Bylaw No. 1797 & 1798 {defeated} (Prairie Village / Cabin Colony)

This is my second written submission re: Bylaw No 1797 & 1798 {defeated}. I have yet to receive any explanation as to why my written submission dated May 10, 2017 was not included in the information package available to the public at the May 15th Public Hearing despite being received by registered letter by Regional District of Bulkley - Nechako (RDBN) staff Before the May 15th 1:00 P.M. deadline, nor any assurance it will not happen again.

I am disappointed I had to spend an inordinate amount of time explaining what I had written rather than discussing what people had read. This was not fair to me or those in attendance.

As a result of this I am misquoted in the summary of the proceedings in RDBN's REPORT OF THE PUBLIC HEARING FOR BYLAWS NO. 1797 & 1798 MAY 15, 2017. As stated verbally and in writing, my concern was not about "property values increasing which he does not want to see." but about a 30% tax increase experienced by myself, my neighbour, and fellow pensioners without any improvements to the properties, partly caused by larger, many illegal, winter homes which may be skewing the statistics for smaller more conservative ski cabins used on weekends and holidays five months a year. This could be addressed under the heading of affordability, which is contingent part of the 2008 Master Plan, which in my opinion Bylaw No. 1797 does not address.

I was further disappointed to learn at the May 15th Public Hearing that there had not been proper Public Notification and the hearing was invalid requiring this subsequent September 15th Public Hearing. It is further evidence of what I have felt to be a flawed process from the get go. It had more the appearance of a fishing mission by RDBN rather than a Public Hearing.

I was glad to see in the August 21, 2017 information package sent by RDBN with the Notice of Public Hearing that Bylaw No. 1798 had been defeated. As stated verbally and in writing at the May 15, 2017 Public Hearing, this appeared as a last minute throw in by RDBN which did not allow enough time or information for anyone to formulate an opinion other than the owner and his family of one of the four properties affected by Bylaw No. 1798, who expressed their opinions eloquently in writing and in person.

I was equally pleased to hear that the other last minute throw in by RDBN, second dwellings, was removed.

For lack of a better word, I am pissed off that RDBN now insists that accessory buildings now be restricted to a 14 M2 (150 ft 2) in what can be described as the latest last minute throw in. I recall no discussion of this at the Public Hearing. It appears you guys are just making this up as you go along. I am not certain if this a tactic by RDBN to shoot high and aim low, throw every thing at the wall and hope something sticks, or create a diversion to ram through the change from 1200 square feet GFA vs 1800 square feet TFA. Had the Public Hearing been given proper public notification we would not be here now and this would be a non issue.

I feel this further evidence of a flawed process which has not been adequately thought out. I am

concerned that the site plan included in my September 8, 2015 letter to RDBN (exhibit F) shows a 16 x 16 shed well before this fiasco started. RDBN appears to continue to support violators of their existing regulations while penalizing those who desire smaller, possibly non hydro equipped, less obtrusive structures with accessory buildings. My neighbour has a sauna with changeroom and gravity fed shower, which is best situated away from the residence. I had planned on a similar structure and am now being told I cannot. I have talked to fellow cabin owners who claim to have burned 7 to 8 cords of wood last winter due to cold. That does not leave any room for a season's firewood, propane tanks, generator, fuel and a snowmobile in a 12 ft. x 12 ft shed. Firesmart B.C. recommends that such materials be stored in separate structures as far away from the residence as possible. For these, and reasons listed below I feel Bylaw No. 1797 meet the fate of Bylaw No. 1798 and be defeated.

RDBN failed to address many of my concerns. I will be brief and only focus on a few.

Increased density equals more people, more cars, more snowmobile traffic, and more dog poop.

I believe the long term viability of Hudson Bay Mountain Resorts lies largely with the success of Hudson Bay Mountain Estates, which allows for larger structures, second dwellings and year round habitation, not the increased saturation of larger, many illegal oversized dwellings in contrast with current regulations for the Prairie Village. The current problems identified by RDBN in its Inventory Results were largely allowed or condoned by RDBN due to failure to enforce its own regulations under its watch. Currently the Prairie Village is in competition with Hudson Bay Mountain Estates due to a perception you can do and get away with whatever you want due to lax enforcement and poorly defined regulations which are "subject to Interpretation". I am not convinced changing from GFA to TFA will do anything to solve the problem. The primary focus appears to be an attempt to legitimize the violators rather than reward those who desire smaller, lower, non electrified dwellings with reasonably sized accessory buildings in accordance with existing regulations and setbacks. Hudson Bay Mountain Estates appears to be floundering as a result. I have noticed no new construction starts this year or last. Should this contribute to the insolvency of HBMR, those who hedged their bet on the Prairie Village would be shocked to see the value of their investment nosedive should the lifts stop running.

Increased parking demand seems to be a hot potatoe no one wants to touch. RDBN claims "Any capacity issues that exist are the result of HBMR not having enough parking for patrons.". HBMR could just as easily contend that any overnight parking concerns particularly in the P2 lot are a result of RDBN not doing its due diligence in enforcing current regulations by allowing oversized multi-family monster cabins and illegal second dwellings which have clearly increased density. Obviously the parking and snowplowing situation needs to be addressed by all parties, including MOT and MRB, before any changes be implemented. I noticed the parking requirement for cabin owners to provide two spaces had been removed. Does this mean that garages are no longer required on cabins without winter road access? If so, does this lessen the purported need for a change from GFA to TFA?

The entire area is a non motorized area. The exception provided to cabin owners to operate snowmobiles is a priveledge not a right, which comes with restrictions including a 15 KPH speed restriction, restricted hours of operation, to be used solely for transporting people and supplies in a safe and responsible manner while respecting all applicable motor vehicle regulations. There appears to be some confusion as to who will regulate this and under what authority, particularly during evening hours when HBMR staff have gone home.

Will RDBN post in writing what regulations, if any, apply to domestic pets in the Prairie Village and who will enforce them?

Can RDBN explain in writing how the definition of "highway" in bylaw No. 700, 1993 included in my Exhibit (E) relates to setbacks to avoid confusion, particularly in relation to ski runs, cat tracks and public hiking trails such as Crater Lake?

Maybe I am unclear on the differences between GFA and TFA in relation to what is and isn't

allowed under each system. I am concerned that RDBN may be misleading the public in relation to interior space versus actual footprint of the structure when it says "it is estimated to be relatively equivalent". Is a 1200 sq. ft. GFA structure identical in actual size to a 1800 sq. ft. TFA structure with a garage and indoor water system? Yes or no.

Now that the second dwelling section of Bylaw No. 1797 has been withdrawn, What does RDBN propose to do with the 10 that are now still illegal, and the one that would be illegal even if it had not been withdrawn and had passed into law?

RDBN conducted a survey and 72% of respondents desired no change concerning GFA vs. TFA. Why conduct a survey if you do not pay attention to the results?

The initiator and proponent of the process, and his committee, such as it was, are on record in their committee meeting minutes as recommending "limit the foundation foot print to allow for up to 1500 square feet of area inside the foundation". (Exhibit D)

The owner of Hudson Bay Mountain Resort and opponent of the process, Gary Mathieson, is on record in the summary of the proceedings of the Public Hearing provided in RDBN's APPLICATION SUMMARY of July 6, 2017 as stating " the maximum TFA should be 1500 sq. ft".

The penultimate question is thus. Why is RDBN insistent on demanding a TFA of 1800 sq. ft. in contradiction of the results of its own survey, and the recommendations of the two primary disparate parties? Unlike RDBN staff I do not feel this a "reasonable compromise". I am perplexed, please explain.

Conclusion: In my opinion, this has been a flawed process from beginning to present. The false sense of urgency for this matter now seems shared, if not driven by RDBN staff. Until the more serious issues are dealt with, to move forward would be irresponsible. I fully understand that the Prairie Village is at a "development standard that would not typically be allowed.". Perhaps the 2008 Ski and Ride Smithers Master Plan should be revisited as it does not appear to be fully working for any of the participants, before any changes in the Prairie Village are implemented.

RDBN states it "maintains a high level of consistency regarding the manner in which it applies its regulations.". If so, does the proposed size limitation of accessory buildings apply to H2 zoned properties and those in Hudson Bay Mountain Estates? Is this proposed regulation to be implemented throughout the entire Region of Bulkley - Nechako? It's a good thing I'm not the sensitive type or I'd think you were picking on me. I would strongly recommend Bylaw No. 1797 be defeated in its entirety.

Sincerely,

B.A. Wint



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RESORT

Hudson Bay Mountain Resort Inc  
3866 Railway Avenue  
P.O. Box 492  
Smithers, BC  
V0J 2N0

T 250 847 2058

September 12, 2017

Regional District of Bulkley Nechako  
37 - 3rd Avenue, PO Box 820  
Burns Lake, British Columbia  
V0J 1E0

**Attention: Jason Llewellyn**

Dear Mr. Llewellyn;

**RE: Regional District of Bulkley Nechako  
Hudson Bay Mountain Prairie Village Land Use Development Inventory  
and R8 Zone Review  
Rezoning Bylaw No. 1797  
(Prairie Village/Cabin Colony)**

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Hudson Bay Mountain Resort Inc (HBMR) acknowledges the proposed Hudson Bay Mountain Prairie Village Land Use Development Inventory and R8 Zone Review, and realizes that the development of additional homes and dwellings could be beneficial to the community and the ski resort. However, in regards to Rezoning Bylaws 1797, it is the opinion of HBMR that certain issues need to be investigated further and satisfied, prior to adopting the proposed bylaw in its present form.

**Density:**

- HBMR supports the proposed change from GFA to TFA as a better method of measurement but challenges the statement that a GFA 110 m<sup>2</sup> (1,184 sq.ft.) is approximately the same as TFA 167.23m<sup>2</sup> (1,800 sq.ft.).
- In adopting rezoning bylaw 1797, which would allow an increase in the overall dwelling size from GFA 110 m<sup>2</sup>. to TFA 167.23m<sup>2</sup>. it should be considered that lot sizes may not be suitable to accommodate dwellings of this magnitude while still adhering to building height and setback guidelines, taking into consideration terrain and grades of individual lots;
- The RDBN study notes that the community is quite evenly split on whether the building size regulations should be reduced, or kept the same, or increased. Does this study not have an impact on the Rezoning Application?

Aesthetic:

- Will require from RDBN assurances that existing building guidelines will be strictly adhered to, as this has not been the case;
- It is not desirable for current property owners to contend with neighbourhood developments impacting site lines blocking out views of the natural surroundings, thus information needs to be provided to ensure that the proposed bylaws will not adversely affect the aesthetic appeal of the community;
- There are currently many unfinished or partially renovated homes that need to be addressed, and HBMR requests that RDBN take a more proactive role to ensure current zoning is being met.

Parking:

- MoTI stated in the Referral Comments to the last public hearing that *"MoTI will not create road right of way for parking areas if this zoning amendment creates more vehicles that require overnight parking"* This will create a demand for more overnight parking. How will this be addressed?
- Mountain Resorts Branch (MRB) states in their Referral Comments to the last public hearing that *"MRB agrees that the increased permitted size and number of dwellings may increase the parking requirements. Given that additional parking would be on Crown land and within the Hudson Bay Controlled Recreation Area (CRA), we would encourage RDBN to work with the resort to ensure that there is available land for parking within the CRAS that could be dedicated as such should the need arise."* There has been no discussion on this matter to date.
- There currently is not the capacity to accommodate the current demand two (2) parking spaces per land parcel plus the anticipated increased demand for parking;
- Currently Cabin Colony parking is impeding business and HBMR to provide parking to its day customers.

Recommendations:Aesthetics:

- Prior to adopting the rezoning bylaws, all stakeholders should arrive at a common understanding of how best to maintain the desirable "alpine" aesthetic of the community;
- Unfinished or partially renovated homes need to be addressed, and a reasonable time frame for the completion of these homes should be put in place prior to any new building permits being issued;
- It would be to the benefit of the community to pass a bylaw that would see all cabins clearly numbered.

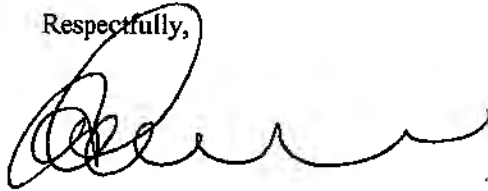
h

Parking:

- New parking needs to be developed and should allow for the accommodation of at least two (2) parking spaces per land parcel.
- HBMR needs to be assured that MRB & RDBN will be responsible for this development, and this needs to be undertaken prior to any future cabin development.
- In the interim, parking logistics need to be agreed on that are acceptable to both HBMR, RDBN and MRB. A registration process should be implemented that would reserve parking spots for residents of the Prairie Village. Permits would need to be clearly displayed with contact information and cabin number.

Despite the concerns raised in the letter, HBMR is supportive of a controlled, fully conforming development on the Mountain, and is interested in working with the Prairie Village and the Regional District to arrive at a workable solution. Having been through the development application process, HBMR is aware of the high standards development applications are held to and necessity to address all concerns prior to moving forward with rezoning and development.

Respectfully,



Gary Mathiesen  
President, and Director

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
REPORT OF THE PUBLIC HEARING FOR BYLAWS NO. 1797 AND 1798**

May 15, 2017

The following is a summary of the proceedings of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1798, 2017" held at 7:30 p.m. on May 15, 2017 at the Town of Smithers Municipal Office at 1027 Aldous Street in Smithers.

Present: Director Mark Fisher, Chairperson and Public Hearing Delegate  
Jason Llewellyn, Director of Planning, Recording Secretary  
Gary Mathiesen, Hudson Bay Mountain Resort (HBMR)  
Frank McBride  
Jason Northcott  
Jayson Chaplin  
Greg Stokes  
Blair Wind  
Jim Hinchliffe  
Steve Howard  
Stefan Bucher  
Grant Marleau  
Susan Greenlees  
Brady Stokes  
Norma Stokes

CORRESPONDENCE

The written submissions to this Public Hearing are attached to this Public Hearing Report as Appendix "A."

CALL TO ORDER

The meeting was called to order at 7:35 P.M.

Chairperson Fisher

Stated that the Public Hearing is being convened pursuant to the *Local Government Act* in order to receive input on proposed Bylaws No. 1797 and 1798. He read a statement describing the purpose of the Public Hearing, describing the bylaws, noting the location of information packages available containing information on the application, written submissions received prior to the meeting, and explaining the Public Hearing process.

Blair Wind

Noted that he had provided written comment to the Regional District of Bulkley Nechako (RDBN) by mail and records indicated that it was picked up by the RDBN prior to the submission deadline. He questioned why it was not included in the submissions package. He submitted the written comments at the public hearing and expressed concern that people did not have an opportunity to read his submission prior to the public hearing.

Jason Llewellyn

Said that the submission had not been received by the Planning Department. It was noted that given an error by the local newspaper a 2<sup>nd</sup> public hearing would be required; and the submission will be available for review as part of the second public hearing process.

Blair Wind

Expressed concern regarding the little time that is allowed for people to prepare comments on the bylaws. He said he has invested his retirement savings on his property in the cabin colony and is concerned about the impact of the bylaws on the area. His concerns relate to the increased allowable building size, and the impact of the proposed 2<sup>nd</sup> dwellings. He has concerns that there will be increased density which will impact parking, and create issues with animal control. His verbal statements are reflected in his written submission.

Gary Mathiesen

Read from his written submission. He said that the proposed Total Floor Area (TFA) of 1,800 sq. ft. is too large. He also objected to the proposal to allow a 2<sup>nd</sup> dwelling. His concerns relate to the impacts associated with sewage disposal and parking. He said that the allowance for a 2<sup>nd</sup> dwelling would allow up to 80 new cabins to be developed, and that the 2<sup>nd</sup> dwellings would tend to become rentals.

He noted that HBMR provides parking for the cabin colony and as development increases so does the demand on their parking lots. He wants the RDBN to play a role in resolving the parking situation, and suggested that the RDBN should be responsible to resolve the parking problem. There are also concerns with cabin colony residents using snowmobiles and that the RDBN should control snowmobile use.

He also requested that the RDBN apply design standards to the cabin colony to protect the alpine character, and that the owners of buildings without proper siding be made to finish their buildings.

Steve Howard

Steve Howard said that the proposed dwelling size is too small. There is a desire for larger cabins.

There was general discussion regarding the parking issues, and whether it was the RDBN's responsibility to provide parking.

Jason Llewellyn

Explained that the RDBN has no automatic responsibility to ensure that parking is provided to the cabin colony residents. The province made the decision to create the cabin colony lots without meeting the access and servicing standards typically applied as part of the subdivision process. The province approved the Ski Smithers Master Plan for HBMR which addresses HBMR's responsibilities relating to parking and other issues. The cabin colony property owners made the decision to purchase land which do not have on-site parking, and it is assumed that this fact is reflected in the purchase price of the lots. If the RDBN were to provide parking to the cabin colony as a service all of the associated costs would have to be paid for by the benefitting property owners following an approval process for the service.

Jason asked Gary Mathiesen if he had a recommended TFA recommendation which he would find acceptable.



- Gary Mathiesen Said that the maximum TFA should be 1500 sq. ft.
- Jim Hinchcliffe Said that the 2<sup>nd</sup> dwellings will have a negative impact but the limit on dwelling size should be increased to a TFA of 2000 or 2500 sq. ft.
- Greg Stokes Said that he owns one of the lots proposed to be rezoned from H2 to R8. He said he purchased those lands 23 years ago and does not want the zoning changed. He believes that his parcel is separate enough from the cabin colony that it should remain excluded from the R8 zone.
- Gary Mathiesen Said that HBMR has spent much effort and money to ensure that their residential development had proper access and services, and he was disappointed that the province had allowed the cabin colony to be created without meeting the same standard. The cabin colony should have the same level of services.
- Susan Greenlees Said that the timeline to prepare for the public hearing is too short. There is a lot of information to process.
- Norma Stokes Said that the 2<sup>nd</sup> dwellings would encourage increased density and should not be allowed. She also confirmed that her submissions had been received.
- Blair Wind Said that the allowance for a 2<sup>nd</sup> dwelling and increase in building size will result in property values increasing which he does not want to see.
- Chairperson Fisher Called for comments three times. No further comments were forthcoming.
- CLOSING Chairperson Fisher closed the hearing at 9:05 P.M.

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Mark Fisher, Chairperson

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Jason Llewellyn, Recording Secretary

**APPENDIX "A"**

**WRITTEN SUBMISSIONS  
TO THE PUBLIC HEARING FOR BYLAWS NO. 1797 AND 1798**

- E-mail from George Stokes to Jennifer MacIntyre dated May 4<sup>th</sup>, 2017
- Letter from Gil and Mary-Ellen Kallio dated May 6, 2017
- Letter from George and Norma Stokes dated May 10<sup>th</sup>, 2017
- Letter from Gary Mathiesen, HBMR, dated May 11<sup>th</sup>, 2017
- E-mail from Phil Malkow to the RDBN dated May 13, 2017
- Letter and attachments from Blair Wind dated May 10<sup>th</sup>, 2017

**Jennifer.MacIntyre**

---

**From:** George and Norma Stokes <gnstokes@uniserve.com>  
**Sent:** May 4, 2017 9:32 PM  
**To:** Jennifer.MacIntyre  
**Subject:** Hudson Bay Mtn

Hi Jennifer,

I just got my mail and was surprised to find that, along with the bylaw to redefine R8 restrictions on Hudson Bay Mountain, there is an additional bylaw lumped in that targets my property directly. My property has always been defined as H2 and I am happy with that designation. I feel that if the zoning were to change that I would lose value on my property as well as lose options for future use.

I am not going to be able to be at the meeting and wish to vigorously express my objections to the rezoning proposal. It is unasked for and unwelcome. As far as the bylaw responding to the Huxtable situation and redefining the restrictions in R8, I am okay with that but I can't get along with my property being rezoned to R8 for the reasons stated above.

Thank you,  
George Stokes

Box 3567  
Smithers, B.C.  
V0J 2N0  
250-847-9077 (H)  
250-877-2482 (Cell)  
gnstokes@uniserve.com

May 6, 2017

Comments on Proposed Bylaws No. 1797 & No. 1798 relevant to the  
Prairie Village/Mountain Colony Rezoning Application (A-02-17)

We will be out of Province and unable to attend the Public Hearing in Smithers scheduled for  
Monday, May 15, 2017, thus appreciate the opportunity to submit our comments.

We agree with replacing the Gross Floor Area (GFA) restriction of 110 m<sup>2</sup> with a Total Floor Area (TFA)  
restriction of 167.23 m<sup>2</sup> and allowing a second seasonal dwelling provided that the combined TFA of  
both dwellings does not exceed 167.23 m<sup>2</sup>.

We also agree that in order to preserve the natural beauty of the area, the Maximum Building Height  
Should Not exceed 8 m.

Listed Below are our concerns and we believe they need further attention:

1) I am not sure how the minimum parcel area of 18,299 ft<sup>2</sup> was chosen, because the fact is that many of  
the surveyed and deeded lots of Block H, D.L. 2532, including ours; are slightly less than that. We  
believe that the minimum parcel area should be reduced to reflect that.

2) Even though the second seasonal dwelling allowed per lot must be included in max. TFA, we  
believe that additional parking space will certainly become a bigger issue and needs to be dealt with  
now.

Thank you.

Sincerely,

Gil & Mary-Ellen Kallio dated May 6, 2017

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MAY 11 2017

May 10<sup>th</sup>, 2017REGIONAL DISTRICT  
OF BULKLEY NECHAKO

To whom it may concern,

Re: Proposed bylaw 1798 – 2017

We was surprised the other day to find three pieces of mail to us all from the Regional District of Bulkley Nechako (RDBN) in our mailbox. One was public notice of a hearing to amend the Hudson Bay Mountain Recreational Residential zoning (R8). The same letter references a second proposed bylaw (1798 - 2017) to rezone four properties from their H2 zoning to the R8 zoning. The other two pieces of mail were regarding the proposed rezoning proposal. We was shocked to discover that one of the properties subject to the potential rezoning was ours. Having reviewed the letters we have some concerns and objections around the rezoning proposal ( bylaw 1798 – 2017).

First, my concerns.

We noticed that included with the Bylaw to amend the R8 zoning was paperwork stating the present bylaws as well as a printout of the proposed changes. This is very good information to pass along and informs people of all they will likely need to make up their minds about the proposal. There was no explanation of the H2 zoning to the property owners affected or how it differs from the proposed R8 zoning.

We also would like to note that there was no consultation with the property owners affected by the application to rezone before this point in time, while there were exhaustive efforts, that were much appreciated, made to canvas all the Cabin Colony prior to the proposal to amend the R8 zone.

So, our concerns are the lack of information given to, and lack of consultation with affected property owners. These are also two of our objections to the proposal.

My objections to the proposed Bylaw 1798 -2017 are as follows.

Our property has, as far as I am aware, for as long as we have been there been zoned H2. It has not been included in the R8 zone due to reasons unknown to me. Five years ago I contacted RDBN to ask what the R8 zone restrictions were as we were doing planning for our future use and was informed then that our zoning was H2. Since then we have been planning how best to use our land to help 3 generations enjoy the Mountain based on H2 zoning. R8 is more restrictive and so we would like to maintain the H2 zoning that we currently have, especially after we have been planning our future development of our property around the H2 zoning for so long.

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MAY 9 1 2017

REGIONAL DISTRICT  
OF BURLINGTON

Restrictions to the R8 zone are there to keep the size and height of cabins in keeping with the size of the lots and proximity to neighbours. Our lot is a "stand alone lot" with no neighbours sharing property lines. Given that there will not be any more lots developed in the area I cannot see why the restrictions of the R8 zone should apply to our land.

H2 is far less restrictive than R8. Allowed uses and less restrictions make a property with H2 zoning potentially more valuable than one zoned R8. As a result our land value would be diminished if made to change our zoning to R8.

We see no valid reason why our zoning should be changed. We would like to see the application to rezone our property be denied.

Sincerely,  
George and Norma Stokes



RESORT

Hudson Bay Mountain Resort Inc  
 3866 Railway Avenue  
 P.O. Box 492  
 Smithers, BC  
 V0J 2N0

T 250 847 2058

May 11, 2017

Regional District of Bulkley Nechako  
 37 - 3rd Avenue, PO Box 820  
 Burns Lake, British Columbia  
 V0J 1E0

Attention: Jason Llewellyn

Dear Mr. Llewellyn;

**RE: Regional District of Bulkley Nechako  
 Hudson Bay Mountain Prairie Village Land Use Development Inventory  
 and R8 Zone Review  
 Rezoning Bylaw No. 1797 & 1798  
 (Prairie Village/Cabin Colony)**

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Hudson Bay Mountain Resort Inc (HBMR) acknowledges the proposed Hudson Bay Mountain Prairie Village Land Use Development Inventory and R8 Zone Review, and realizes that the development of additional homes and dwellings could be beneficial to the community and the ski resort. However, in regards to Rezoning Bylaws 1797 & 1798, it is the opinion of HBMR that certain issues need to be investigated further and satisfied, prior to adopting the proposed bylaws in their present form.

Density:

- HBMR supports the proposed change from GFA to TFA as a better method of measurement but challenges the statement that a GFA 1,184 sq.ft. is approximately the same as TFA 1,800 sq. ft.
- In adopting rezoning bylaw 1797, which would allow an increase in the overall dwelling size from GFA 1,184 sq.ft. to TFA 1,800 sq.ft. it should be considered that lot sizes may not be suitable to accommodate dwellings of this magnitude while still adhering to building height and setback guidelines, taking into consideration terrain and grades of individual lots;
- The initial dwelling size limit was determined with these setbacks in mind to prevent cabins from encroaching on ski trails and roadways, and interfering with mountain operations.
- The RDBN study notes that the community is quite evenly split on whether the building size regulations should be reduced, or kept the same, or increased. Does this study not have an impact

on the Rezoning Application?

- The RDBN acknowledges that there are currently 10 illegal second dwellings. If the proposed rezoning application is adopted, how will the RDBN deal with the current illegal dwellings?
- The RDBN has stated that allowing the second dwelling "*will allow for increased development in the Prairie Village in a manner which will not jeopardize the character of the area, the sewage disposal situation, or the parking situation.*" HBMR strongly objects to this statement and has grave concerns over parking and sewage treatment or lack thereof and will have an impact of the character of the area;
- The RDBN study states the average cabin size is 754 sq.ft. This rezoning will allow on average a second dwelling of up to 1,050 sq.ft. to be built on each lot. This will have a significant impact on sewage, parking and access which has not been addressed.

Aesthetic:

- Increasing the permitted overall dwelling size, will require from RDBN assurances that existing building guidelines will be strictly adhered to, as this has not been the case;
- It is not desirable for current property owners to contend with neighbourhood developments impacting site lines blocking out views of the natural surroundings, thus information needs to be provided to ensure that the proposed bylaws will not adversely affecting the aesthetic appeal of the community;
- If multiple dwellings are to be allowed on a single lot, height and set back limits must still be met, and this must be accounted for prior to moving forward with the proposed bylaw changes;
- There are currently many unfinished or partially renovated homes that need to be addressed, and HBMR requests that RDBN take a more proactive role to ensure current zoning is being met.

Sewage:

- We note that Northern Health Authority has not responded and question whether this is due to having no concerns. Has RDBN had any correspondence with Northern Health as it relates to this application?
- The RDBN inventory noted currently there are 13 parcels that did not have visible outhouses and of the 92, half are serviced primarily by an outhouse with an holding tank and half are serviced primarily with a traditional dug out house. With the proposed increased density, there will be additional challenges with the increase number of outhouses and per the RDBN study the soils are not conducive to proper sewage systems.
- RDBN state that they "*do not foresee any notable sewage disposal issues provided that building sizes do not increase notably*". What they are neglecting to realize is that the rezoning will allow



additional dwellings which will increase the amount of beds and thus sewage disposal demands.

Parking:

- MoTI stated in the Referral Comments that *“MoTI will not create road right of way for parking areas if this zoning amendment creates more vehicles that require overnight parking”* This will create a demand for more overnight parking. How will this be addressed?
- Mountain Resorts Branch (MRB) states in their Referral Comments that *“MRB agrees that the increased permitted size and number of dwellings may increase the parking requirements. Given that additional parking would be on Crown land and within the Hudson Bay Controlled Recreation Area (CRA), we would encourage RDBN to work with the resort to ensure that there is available land for parking within the CRAS that could be dedicated as such should the need arise.”* There has been no discussion on this matter to date.
- With an increased population density permitted under Bylaw 1797, the number of vehicles in the community will increase;
- There currently is not the capacity to accommodate the current demand two (2) parking spaces per land parcel plus the anticipated increased demand for parking;
- Currently Cabin Colony parking is impeding business and HBMR to provide parking to its day customers.

Snowmobiles and recreational vehicles:

- The increased population density permitted by Rezoning Bylaw 1797 will increase the number of individuals in the area engaging in recreational activities including increased snow mobile access and activity of which this bylaw does not address.
- HBMR has significant ongoing challenges and costs that arise from the inappropriate use of off road vehicles and snowmobiles and the conflict created between recreational access and use and privacy and property rights of owners and occupants.
- With the proposed increase in cabin density and road access, this problem will escalate;
- Recreational skiers, boarders and evening cat operators on HBMR are put in danger.

Development:

- Having been through the development application process, HBMR is aware of the high standards development applications are held to and necessity to address all concerns prior to moving forward with rezoning and development;
- Before HBME obtained regulatory approval to proceed with development in the Estates, HBME

was required to provide potable water, sewer and infrastructure to support our development density;

- HBME has complied with the approval requirements for its development and accepted those requirements as being in the public interest.
- The Regional District has not required the same (or any) requirements for the properties which are the subject of Rezoning Bylaws 1797 and 1798. We urge the Regional District, in the strongest possible terms, to maintain consistency with approval requirements as a condition of the proposed rezoning.

#### Recommendations:

##### Density

- Switch the method of measurement of floor space from GFA to TFA without increasing the current density allowance;
- The initial dwelling size limit was determined with setbacks in mind to prevent cabins from encroaching on ski trails and roadways, and interfering with mountain operations. The new proposed bylaw must also account for this, and prior to approval, information should be made available to ensure that each lot is sufficiently able to support an increase in dwelling size while adhering to building setback guidelines;
- Do not allow second dwellings in this rezoning application;
- If second dwellings are to be allowed, a stringent review process to be put in place that prior to allowing any second dwelling, consideration is given for aesthetics, placement, sewage disposal, access and parking.

##### Aesthetics:

- Prior to adopting the rezoning bylaws, all stakeholders should arrive at a common understanding of how best to maintain the desirable "alpine" aesthetic of the community;
- Unfinished or partially renovated homes need to be addressed, and a reasonable time frame for the completion of these homes should be put in place prior to any new building permits being issued;
- It would be to the benefit of the community to pass a bylaw that would see all cabins clearly numbered, and a plan needs to be put in place to determine how this would be extended to accommodate multiple dwellings on a single lot.

##### Parking:

- New parking needs to be developed and should allow for the accommodation of at least two (2) parking spaces per land parcel.
- HBMR needs to be assured that MRB & RDBN will be responsible for this development, and this

needs to be undertaken prior to any future cabin development.

- In the interim, parking logistics need to be agreed on that are acceptable to both HBMR, RDBN and MRB. A registration process should be implemented that would reserve parking spots for residents of the Prairie Village. Permits would need to be clearly displayed with contact information and cabin number.

Snowmobiles and recreation vehicles:

- This rezoning should not proceed unless the increased recreational vehicle and snowmobile use and access demands are fully addressed;
- HBMR would recommend a requirement that would limit the number of snowmobiles and recreational vehicles per cabin, and require the operator of such is qualified through the Canadian Safety Council Snowmobile Operator course.
- All HBMR protocol for allowing access through the CRA must be followed failing which HBMR requires the ability to restrict access through the CRA to offenders.

Development:

- We urge the Regional District, in the strongest possible terms, to maintain consistency with approval requirements with similar or like developments as a condition of the proposed rezoning.

Despite the concerns raised in the letter, HBMR is supportive of a controlled, fully conforming development on the Mountain, and is interested in working with the Prairie Village and the Regional District to arrive at a workable solution. Having been through the development application process, HBMR is aware of the high standards development applications are held to and necessity to address all concerns prior to moving forward with rezoning and development.

Respectfully,



Gary Mathiesen  
President, and Director

ala

**Jason.Ilewellyn**

---

**From:** Maria.Sandberg  
**Sent:** Monday, May 15, 2017 8:50 AM  
**To:** Jason.Ilewellyn  
**Cc:** Jennifer.MacIntyre  
**Subject:** FW: Public Hearing RDBN Bylaws 1797 & 1798

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**From:** geraldine.craven  
**Sent:** May 15, 2017 8:49 AM  
**To:** Maria.Sandberg  
**Subject:** FW: Public Hearing RDBN Bylaws 1797 & 1798

**From:** Jeannette Malkow [mailto:[jeannette.malkow@rdn.bc.ca](mailto:jeannette.malkow@rdn.bc.ca)]  
**Sent:** May 13, 2017 12:04 PM  
**To:** inquiries <[inquiries@rdn.bc.ca](mailto:inquiries@rdn.bc.ca)>  
**Subject:** Public Hearing RDBN Bylaws 1797 & 1798

Hello

When discussing Bylaw No. 1797,2017 please also take in to consideration that when an offset variance is required that the fee be waived.

The reason is the lots in the Prairie Colony were surveyed after several cabins had been built. The survey was done best to accommodate each cabin on a lot.

This was discussed with Mark Fisher at the Smithers Trade Show.

With thanks,

Phil Malkow

213

Blair Wind  
210 Prairie Road  
Box 4215  
Smithers B.C.  
V0J 2N0

*Provided at P.H.*

May 10, '2017

Regional District of Bulkley Nechako  
37, 3rd Ave.  
Box 820  
Burns Lake B.C.  
V0J 1E0

Re: Rezoning Bylaw No. 1797 & 1798 (Prairie Village / Cabin Colony)

Firstly, I agree with statement c. in the May 3, 2017 Interior News Opinion Piece, Bulkley-Nechako land with a plan (Exhibit A), by Mark Fisher, Regional District of Bulkley Nechako (RDBN) director for Area A (Smithers rural) "Many people have expressed concern to me that the amount of time the public is given to comment is not sufficient, and that not enough people are contacted directly to give feedback.". Ironically, the NOTICE OF PUBLIC HEARING (Exhibit B) appeared in the same issue, on the same day I received my my notification from RDBN. This gives very little time to review a 32 page legal document and compose a written submission to be received no later than May 15, 2017 at 1 :00 P.M. to be ensured of consideration at the Public Hearing. Previous personal experience with other bureaucracies leads me to believe this is intentional to purposefully limit public discussions in order to jam something through and sweat the details later.

Secondly, as stated in my March 16, 2016 letter (Exhibit C) attached with my filled out questionnaire returned to RDBN, "Many are concerned a false sense of urgency for change is being created by the personal situation of the proponent who precipitated the review. Others were unaware of the situation which necessitated the perceived need for review of the existing regulations."

Thirdly, I have reviewed the February 11, 2016 minutes of the HBM Cabin Owners Committee (Exhibit D). The only "Regrets" I have is that I was not invited by telephone as requested rather than by e-mail. I noticed numerous inaccuracies, erroneous statements and assumptions, and a general misunderstanding of the term highway in the regulations and "road right of ways" as appear in their minutes in regard to setbacks. My understanding of the term is included in RDBN Bylaw NO 700 (Exhibit E) to include " a street, road, lane, bridge, viaduct, and any other open way to public use, but does not include a private way on private property;". During subsequent telephone conversations with RDBN staff after my September 8, 2015 letter to them (exhibit F), I was further informed this included ski runs, cat tracks maintained by HBMR, and easements, and adjusted my site plan accordingly to be in compliance with existing regulations. Clearly, these are not "simply lines on maps" as suggested by the committee and should be taken into consideration, along with other applicable bylaws, prior to commencing any construction.

It should be noted that the three committee members present were three of the worst offenders identified in Bylaw 1797, including the guy who built first and asked questions later, the one who may be "exaggerating the space needed for parking, and that this area will later be converted into living space." on a ski run with no winter road access, and the only person on the mountain who has TWO illegal dwellings. The two committee members absent were the guy whose cabin appears to be in accordance with the regulations, and myself, who was told in telephone conversation with RDBN staff I was "following all procedures". I would suggest that any recommendations made by the committee, such as it was, be taken with three grains of salt.

Fourthly, I have read bylaw No. 1797 & 1798 front to back and have noticed many discrepancies,

omissions and assumptions.

Bylaw No. 14798 was a last minute throw in which caught me off guard. I do not have enough information in regards to the exact location of the four lots in question, whether they are currently developed or vacant, to form an opinion as to what impact they will have on the character of the area, or how they may impact the operations of HBMR.

Due to time and space limitations, I will review the more important statements made in Bylaw No. 1797 & 1798 in chronological order.

#### PROPOSED REZONING:

"Replacing the GFA restriction of 110 meters squared (1184 ft squared) with a TFA restriction of 167 meters squared (1800 ft squared)" is a 50% increase. Do either of these includes buildings and structures accessory to the permitted principal use?

"Allowing a second dwelling provided that the combined TFA of both dwellings does not exceed 167 square meters (1800 square feet)". Does this allow for duplexes? Can one of the 22.2% of cabins less than 399 square feet build one of 1400 square feet or larger to block out the sun of a neighbours existing cabin?

The combination of the above is guaranteed to increase the density of the development. Has anyone estimated the increase in bodies, vehicle traffic, snowmobile traffic and dog poop?

#### REFERRAL COMMENTS:

##### Ministry of Transportation (MOTI)

"MOTI will not create road right of way for overnight parking areas if this amendment creates more vehicles that require overnight parking.". Who will build it, who will pay for it, in what location, and who will maintain it?

##### Ministry of Forests Lands and Natural Resources-Mountain Resort Branch (MRB)

"MRB agrees that the increased permitted size and number of dwellings may increase the parking requirements. Given that additional parking would be on Crown land and within the Hudson Bay Mountain Controlled Recreation Area (CRA), we would encourage RDBN to work with the resort to ensure that there is available land for parking within the CRA that could be dedicated as such should the need arise.". Has this been done?

The December 11, 2015 e-mail from RDBN's Jason Llewelyn to Gary Huxtable (Exhibit G) states "This review would need to include an opportunity for Northern Health, HBM (sic.), all property owners, MOE and others to provide their input into the process.". HBMR is noticeably absent in the REFERRAL COMMENTS. Have they been consulted? If not included in the process, I would suggest that RDBN is not following the advice of MRB and not fulfilling their own agenda. MRB further states "Given that the two parcels in question are within the CRA it is important that the proposed zoning will not conflict with existing and future resort development interests.". Has HBMR been consulted on this matter as well?

#### PLANNING DEPARTMENT COMMENTS

##### OCP

"The purpose of the designation of the Ski Smithers Area (SSDA) is to provide for the expansion, and possible redevelopment of the ski hill including new recreation and accomodation facilities."

##### 3.6.1 Objectives:

1. "To support economically and environmentally responsible development of the SSDA" in my

opinion should address affordability and the potential impacts of increased density on the environment.

2. "To encourage development of safe, functional and attractive alpine community." should address the safety concern of increased illegal operation of snowmobiles. This was also presented at the 2016 Cabin Owner's Meeting "Snowmobile operating rules within HBMR controlled Recreation Area" (Exhibit H) and in the 2014 AGM minutes (Exhibit I) safety concerns over snowmobiles and dogs are presented. Functionality will be affected by increased density in regards to parking and public access. Attractiveness is in the eye of the beholder. Whether an increase in dog traffic will create an increase in brown kiester might be addressed in item 1. and item 2..

3. "To maintain current opportunities for public access for public access to outdoor recreation on Hudson Bay Mountain and facilitate increased access in the future." On weekends the upper Prairie Parking Lot is already a gong show. Local Legend Rick "Mole" Edwards describes the scene outside his front door as "Friday Night Follies". I characterize it as if the Telkwa Demo Derby, the Kennel Club and Smithers Snowmobile Association staged simultaneous events. The parking area is used as a staging area for the Crater Lake Trail / Highway by uphill skiers in the winter and hikers in the summer.

4. "To ensure that commercial development within the SSDA supports, and does not compete with the commercial activity with, the commercial activity within the Town of Smithers and the Village of Telkwa." Some would argue that this proposal would compete with HBMR Estates, who already offer larger buildings and smaller secondary dwellings with full services and year round habitation.

## H2 ZONED PROPERTIES

The minimum parcel size of 8 hectares seems unusually large. Is this a typo?

## THE R8 ZONE

Due to "concerns that builders are taking advantage of the <sup>AM</sup> definition to increase building size" RDBN suggests changing from GFA to TFA. Some would ~~this~~ rewards the offenders not the abiders. I say a cheater is still a cheater no matter what system they are operating under they will continue to cheat resulting in ever larger dwellings.

A TFA of 1800 square feet versus a GFA of 1200 square feet is a 50% increase. If RDBN considers this "slightly larger" I suggest they do the math.

Similarly, if this is a "reasonable compromise given the varied opinions of residents" I would suggest RDBN look at page 11 where 72% of respondents desired no change. If this were the Quebec Referendum, it would be case closed at 50.1%.

Regarding the "10 illegal second dwellings" it was noticed all were "1 story and averaged 20.3 square meters (219 square feet) in size. I understand the concept of grandfathering, and would describe these as guest cabins. A 16 x 16 foot structure is 256 square feet, within the parameters of an auxiliary building or structure. A Guest Cabin is 538 square feet under current regulations (refer to Exhibit E). I would consider this more of a "reasonable compromise" which would achieve the desired objective of a second dwelling with less chance of creating conflict among neighbours than the proposals contained in bylaw No 1797.

## SCHEDULE "A" BYLAW NO. 1797

### SECTION 11.1 - HUDSON BAY MOUNTAIN RECREATIONAL RESIDENTIAL ZONE (R8)

#### 11.1.01 Permitted Uses

1 (b) Are buildings and structures accessory to the permitted use included or excluded in TFA?

### 11.103 Parcel Area

The minimum parcel area required is 18'299 square feet. 211 Praire Road directly above me is 18,295 square feet on the Remax Listing (Exhibit J) I do not believe we are in Block L, my legal description shows me in Block C (Exhibit K). Please explain the notwithstanding subclause (b) which requires a minimum of 13068 square feet.

### 11.1.04 Density

Under TFA 2 dwellings would be allowed. What does RDBN propose with the one property with ~~two~~ which would still be illegal if Bylaw No. 1797 was implemented?

T HLEG

I enclose a copy of the SCHEDULE OF RESTRICTIONS from 1985 (Exhibit L). Item (d) states "The owners of the Lots shall not erect or place mobile homes or campers on the said lands;" A "yurt" is the original mobile home of the nomadic Mongolian yaksman. Are mobile homes or campers allowed in the Prairie Village under existing regulations or Bylaw No. 1797? If so, are large homed, hoofed, domesticated mammals allowed in lieu of canines? They threw Ricky and Bubbles out of the P2 Parking Lot (refer to Exhibit I) due to complaints from cabin owners. Does RDBN or HBMR have any plans or suggestions for accomodating them as requested by Rob Blackburn in item (6)?

### 11.1.04 Setback

There appears to be some misunderstanding by some of the term highway as it appears in the regulations and what some refer to as roads (refer to Exhibit E). As previously mentioned, I contacted RDBN prior to commencing my project (refer to Exhibit F), then altered my site plan accordingly to be in compliance. Had others done the same we would not be here today. Could RDBN clarify this to avoid further confusion?

### 11.01.8

Could RDBN define "off street parking" and explain whether a dwelling on a ski run with no winter road access qualifies for a garage?

### Bylaw No. 1798

As previously mentioned, this was news to everyone and more time may be required to comment after further information is provided.

### 1.2

Which two were previously ammended H2 to R8? It is my understanding that the Sidewinder Inn (formerly the Windsong) was another case of build first and ask questions later.

### 1.3 Official Community Plan

Hudson Bay Mountain Estates is a different ball of wax than the Prairie Village, as it allows year round habitation and is fully serviced. Does including it in the SSSA explain the recent 30% tax increase to many Prairie Village residents with no improvements, or was this due to the construction of larger, many illegal, dwellings? Please explain.

### 3.6.1 Objectives

I believe i addressed this earlier under PLANNING DEPARTMENT COMMENTS.

(f) My immediate neighbour at 218 Prairie Road, Peter Gaube of Kitimat, has been skiing here since the 1960's and a cabin owner for nearly 40 years, has given me permission to speak on his behalf on all matters. He experienced this situation 20 years ago when the people who built above



him diverted the creek which now runs under his dwelling. The potential for similar stories may be increased under the current proposals.

(j) Similarly, the allowing of larger residences and second dwellings increases the potential for "unacceptable negative on significant views".

### 1.5 Building Sizes are Increasing

Regarding the servicing of electricity in 2005. While clearing my site in 2015 neighbours Barry Smith and Dean Allen were connecting to hydro. I consulted with my immediate neighbours to see if any of them were interested. Three were not, and one was 50-50. I determined it would be extremely difficult to access my property with the equipment being used, and possibly cost prohibitive. Does RDBN have access to the information collected by the Cabin Owners regarding what percentage of cabins are connected versus off grid?

I understand there some electricians in the crowd, as well as some who may be scared of the dark, but my neighbour and I consider leaving Christmas lights on from October to March and leaving floodlights on all night which could land a 747 to be excessive lighting. I am not suggesting creating a dark sky zone such as been implemented in other jurisdictions, but artificial illumination drastically affects the skyline, which some consider to be a "significant view". Some consideration should be given to those who wish to look at the stars rather than stare at a flat screen TV.

RDBN statistics show the TFA of the 12 building permits issued from 2005 to 2016 is on average 430 square feet more than currently allowed. How many of these were legal and did some of the "monster homes" skew the statistic?

Regarding the "concern that people are exaggerating the space needed for parking, and this will later be converted into living space.", once again I must ask why a dwelling on a ski run with no winter road access requires a garage?

## Section 2: Inventory

### 2.1 Inventory Results

#### Parcels and Number of Dwellings:

RDBN statistics show 19 vacant lots, which will create further density and associated problems without the passing of these bylaws. Beyond the 15% vacancy rate, 76% were legal dwellings, 8% were illegal, and one was 2x illegal.

As previously mentioned, the 10 illegal second dwellings were all one story and averaged 219 square feet which would be within the parameters for auxiliary buildings, and under the 538 square foot restriction for guest cabins, which are not currently allowed in the Prairie Village but are allowed in HBM Estates. These 10 could probably be grandfathered without too much public outcry. I will let RDBN decide what to do the one which would still be illegal should Bylaw 1797 be passed.

#### Total Floor Area (TFA)

RDBN statistics show the mean average of current dwellings is 753 square feet, including the 17.95% which are illegal under current regulations. No mention is made of the size of the 9.4% "very Large Dwellings" or who is the biggest loser.

Could any of the 22.22% of "Very Small Dwellings" build a second dwelling of 1400 square or larger if setbacks permit? I will remind you that 72% of respondents felt that 1184 square feet was adequate.

#### Height

Were any of the dwellings inventoried over 26.5 Feet?

Sewage Disposal:

No one including myself has any serious objections to the current situation. Many dwellings would be inaccessible for the honey wagon no matter what time of year. However, I have noticed on several occasions the Sidewinder Inn had the sewer or water truck string a 6 inch hose across the cat track without notifying HBMR or providing adequate protection during operating hours, creating an unsafe condition. This should be discouraged or regulated.

### 3.1 Survey Results

212 Cabin Owners for 124 parcels suggests either husband wife teams or multiple owners. Whatever the case may be, 45% is an average election result.

Questionnaire Design:

Question 1: Building Height

75% of respondents want it left the same, only one wanted a reduction. Case closed.

Question 2; Gross Floor Area(GFA) or Total Floor Area.

72% of respondents desired no change. Net result, same as above.

Gross Floor Area.

Of those who chose the GFA option "56% preferred to not change the 110m2 (1184 ft2) GFA Regulation.". The crowd has spoken.

Preferred Total Floor Area (TFA)

Of the minority of respondents who preferred TFA over GFA, 4 (18%) of them desired a 4001-4500 square foot dwelling. I would suggest they sell their current dwelling in the Alpine Village and relocate to HBM Estates. See Ya!

The assertion by RDBN that the community is quite evenly split on whether building size should be reduced or kept the same, or increased." contradicts their own statistics.

Question 3:

Comment Section

Lot Coverage

10 (15%) mentioned a preference for lot coverage or floor space ratio. I mentioned this not as a preference but a possible option to demonstrate there numerous lots on lots of .25 acres rather than my .43 acres and .43 of lot 211 above me, as well as some on Turkey Shoot or Cinderella which are near .5 acres. The larger the lot, the more room to build, the smaller not so much.

Views:

18 (38%) are concerned with buildings impacting views. The majority desired no increase.

Character:

10 (15%) raised concerns for loss of the "Cabin Colony" feel using descriptive terms such as

"monster homes" "sprawl" and "skyscrapers". Their words not mine.

#### Affordability:

6 (9%) of respondents are concerned with the increasing size of cabins in relation to affordability. My concern was the previously mentioned 30% tax increase many of us saw with no improvements. Increased property value and assessments is great if you plan to sell, not necessarily if you plan to stay. I have witnessed this phenomena before where my parents and brother had recreational property at Victoria Beach in Manitoba, where people began building permanent homes versus uninsulated summer cabins. The result was a 200% tax increase over two years which forced one of our neighbours of 82 years of age to sell. There are many retirees on fixed incomes and families who could be affected if this trend continues on Hudson Bay Mountain.

#### Parking

3 (5%) respondents are concerned with the area being at capacity and there is not enough parking. Refer to my earlier comments.

6 (9%) felt everything was hunky dory just as it is.

### Section 4: Evaluation of Land Use Issues

#### 4.1 Character

RDBN states "The smaller dwellings ensure that views of the mountains are maintained and are not blocked by a neighbours dwelling. The dominant features of the landscape are trees and the natural environment, and not large dwellings.". Once again, your words not mine.

#### 4.2 On Site Sewage Disposal

RDBN states "Staff do not foresee any notable sewage disposal issues provided that building sizes do not increase noticeably.". I will point out again that given a 50% increase in size coupled with secondary dwellings gives the appearance of contradicting yourself in relation to "slightly larger" and "reasonable compromise".

#### 2.4 Parking and Prairie Village Access

Ski Smithers and Ski and Ride Smithers which you refer to no longer exist. The current owner calls it HBMR.

RDBN acknowledges " there has been busy occasions where there is not enough parking available."

RDBN further states "Snowmobile access across ski runs during lift operations will be controlled to meet safety requirements.". By Whom and under what authority. Refer to my exhibit F.

RDBN might get a response if they contact HBMR not the now defunct Ski Smithers.

RDBN also claims "if parking demand becomes too great Ski Smithers (sic. HBMR), or area residents, can be expected to ask the RDBN to facilitate a solution utilizing Crown land.". Once again, who will pay for it, where will you put it, and who will pay to maintain it? I would suggest that when dealing with the inevitable, a plan should be in place before implementing change rather than after.

RDBN states "The existing R8 zone requires two off-street parking spaces per principle dwelling unit" in order to "ensure that cabin owners are aware that it is their responsibility to provide off-street parking in the event that their current parking area is no longer available." What does this

220

mean and will a second dwelling double this requirement?

CONCLUSION

Lastly, I will refer to my paragraph one and Exhibit (A). Insufficient time allotted for response has not allowed me sufficient time to research the matter further or provide further evidence. Computer issues and lack thereof a secretary has not provided me with time to sufficiently check for spelling, typos and gramatical correctness. Please excuse the hurried state of this document. But here goes anyways.

In my opinion, given the evidence presented, proceeding with Bylaws No. 1797 & 1798 before addressing outstanding concerns would be putting the cart before the horse. More work needs to be done to address concerns of MOTI, MRB, Cabin Owners, and HBMR. To do otherwise will inevitably create more problems than it solves.

Sincerely,

B.A. Wind

A handwritten signature in black ink, appearing to be 'B.A. Wind', written over the typed name.

**SCHEDULE OF ATTACHMENTS TO MAY 10 LETTER FROM B.A. WIND TO RDBN**

Exhibit (A) May 3, 2017 Interior News Opinion Piece : Bulkley-Nechako land with a plan

Exhibit (B) May 3, 2017 NOTICE OF PUBLIC HEARING

Exhibit (C) March 16, 2016 letter from B.A. Wind to RDBN

Exhibit (D) February 11, 2016 Minutes from HBM Cabin Owners Committee

Exhibit (E) RDBN Bylaw No. 700

Exhibit (F) September 8, 2015 Letter B.A. Wind to RDBN

Exhibit (G) December 11, 2015 e-mail RDBN Jason Llewelyn to Gary Huxtable

Exhibit (H) Minutes from 2015 Cabin Owners AGM

Exhibit (I) Minutes from 2014 Cabin Owners AGM

Exhibit (J) Remax Listing Lot 211 Prairie Road

Exhibit (K) Legal Description 210 Prairie Road

Exhibit (L) 1985 SCHEDULE OF RESTRICTIONS (R 1916)

EXHIBIT (A)

# Bulkley-Nechako land with a plan

(TUP) may be issued to allow a property to be used for something that is not normally permitted in its zoning. TUPs are often controversial and the decision to grant a TUP is difficult and complex. Many of you are interested and concerned about how, when, and why TUPs are issued and therefore I will specifically talk more about this in a future article.

2. Referrals are when the provincial government requests comments on a proposed activity within or close to Electoral Areas. Many referrals are simply administrative, such as confirming a property is outside a fire protection district, or in the ALR. For complex issues the RD clearly states its concerns. For example,

a. The past few years the RD has been frustrated with the pipeline referral process, as the Province does not require proponents to adequately work with the RD on things such as invasive weeds (on corridors), protective services, and solid waste management (from work camps). This lack of engagement and fragmented process across the province has unnecessarily cost you, the property taxpayer, thousands of dollars in time and other expenses. The RD does not take a 'support or against' position on these projects, but is becoming increasingly leery of proponents and higher governments that are not proactively working with the RD to address real and practical local concerns.

b. There have been an increasing amount of referrals related to the Bulkley River. The RDBN has requested that the Province look at the concept of 'cumulative impacts' of all activity on the river. Any particular operation, be it tourism, agriculture, or grave pits is not the issue. The impact of all activities together is the concern (noise, traffic, impact on agriculture). Leadership from the Province is lacking in this area. The RDBN will continue to call for an understanding of the cumulative impacts of activities on the economic value of the river, existing business, the environment, and on the health of residents in the area.

3. Public feedback is a large part of land use plan-

ning and includes the following:

a. APC. The Advisory Planning Commission is made up of eight Area A residents of diverse backgrounds who review land use applications (rezoning, subdivisions, HUPS) and makes a recommendation to the RDBN Board. The APC meeting provides applicants a chance to explain their application and answer questions.

b. Public hearing. Once a change in bylaw has passed first and second reading, then a public hearing is held. This is the final chance for anyone to give information about a proposal or express concern or support.

c. Many people have expressed concern to me that the amount of time

the public is given to comment is not sufficient, and that not enough people are contacted directly to give feedback. The Province legislates the distance from subject property for which people are to be notified and when and how meetings are advertised. This was a discussion at a recent APC meeting with the suggestion the RDBN board look at options for going beyond what is required.

Land use planning entails much more than this. For more info visit [www.rdbn.bc.ca/planning-department](http://www.rdbn.bc.ca/planning-department), call me at 250-877-8434 or email [mark.fisher@rdbn.bc.ca](mailto:mark.fisher@rdbn.bc.ca).

Mark Fisher is the Regional Director of Bulkley-Nechako, director for Area A (Smithers rural).



## DISTRICT VIEW

Mark Fisher

and use planning is a part of what the Regional District (RD) does in Electoral Areas, particularly in Area A which has large, active, and engaged population. Here are just a few of the things involved: Temporary Use Permit



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Wednesday, May 3, 2017 / A27

**Legal**

**Legal Notices**

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**NOTICE OF PUBLIC HEARING**

Notice is hereby given that a Public Hearing affecting "Regional District of Bulkley-Nechako Zoning, Bylaw No. 700, 1993" will be held Monday, May 15, 2017 at 7:30 P.M. in the West Fraser Room at the Smithers Municipal Office, 1027 Aldous Street, Smithers, B.C. regarding Bylaws No. 797 and 1798.

**Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017**

"Regional District of Bulkley-Nechako Zoning, Bylaw No. 700, 1993" is proposed to be amended by Bylaw No. 797 by adding a Total Floor Area (TFA) definition to "Section 2.02 Definitions" and by replacing the "Hudson Bay Mountain Recreational Residential (R8)" Zone with the proposed new R8 Zone.

The proposed new R8 Zone differs from the existing R8 Zone in the following ways:

- It replaces the 1,010 m<sup>2</sup> Gross Floor Area (GFA) restriction with a (TFA) restriction of 1,8723 m<sup>2</sup>;
- It allows a second seasonal dwelling provided that the combined TFA of both dwellings does not exceed 167,23 m<sup>2</sup> and;
- It removes regulations that apply where a community sewer system is in place.

The R8 Zone applies to the Hudson Bay Mountain Prairie Village lands shown on the map below.

**Regional District of Bulkley-Nechako Rezoning Bylaw No. 1798, 2017**

"Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" is proposed to be amended by Bylaw No. 1798 that will rezone the following lands from "Large Holdings (H2)" to "Hudson Bay Mountain Recreational Residential (R8)" Zone:

- District Lot 8100, Range 5, Coas District
- District Lot 8191, Range 5, Coas District
- All that un surveyed land in the vicinity of District Lot 590, Range 5, Coas District, and containing 0.099 ha, more or less (6,010 sq. m.)
- All that un surveyed land in the vicinity of District Lot 580, Range 5, Coas District, and containing 0.099 ha, more or less (8,100 sq. m.)

The subject properties are located north of the Prairie Village (Cabin Colony) on Prairie Road at Hudson Bay Mountain Resort and are shown cross-hatched and labelled "Properties Subject to Bylaw 1798" on the map below.

**LOCATION MAP**

**At the Public Hearing all persons who believe that their interest in property is affected by the proposed bylaws shall be afforded a reasonable opportunity to be heard or to present a written submission respecting matters contained in the bylaws that are the subject of the Public Hearing.**

Written submissions sent by mail to P.O. Box 828, Burns Lake, BC, V0J 1E0; by fax to (250) 892-1220; or by e-mail to [inquiries@rainco.ca](mailto:inquiries@rainco.ca) must be received by the Regional District of Bulkley-Nechako no later than May 15, 2017 at 1:00 P.M. to be assured of consideration at the Public Hearing.

The Public Hearing on Bylaws No. 1797 and 1798 will be chaired by the Director or Alternate Director for Electoral Area A as a delegate of the Board. A copy of the Board resolution making the delegation, copies of the proposed bylaws and other relevant information may be inspected at the office of the Regional District of Bulkley-Nechako between the hours of 8:30 A.M. - 12:00 noon and 1:00 P.M. - 4:30 P.M. Monday through Friday, excluding holidays, May 9, 2017 through May 15, 2017 inclusive. A copy of the proposed bylaws and other relevant information will also be made available at the Smithers Public Library.

For further information please call the Regional District of Bulkley-Nechako Planning Department at (250) 892-3195 ext. 800 (320-3339).

*This is the official website of Bulkley-Nechako*

**TRAX BULLEY-NECHAKO**

EXHIBIT (C)

224

Blair Wind  
210 Prairie Road  
Hudson Bay Mountain  
Box 4215  
Smithers B.C.  
V0J 2N0

March 16, 2016

Jason Llewellyn  
Director of Planning  
Regional District of Bulkley Nechako  
37, 3rd Ave,  
Box 820  
Burns Lake, B.C.  
V0J 1E0

Re: Building Regulations Review for Prairie Village (Cabin Colony)  
Hudson Bay Mountain Recreational Residential (R8) Zone

Dear sir,

I attended the December 26, 2015 Annual General Meeting (AGM) of the Cabin Owner's Association. The meeting was essentially hijacked by the topic "if size matters, how big is too big?" to the point where no one was able to complain about dogs, snowmobiles, toboggans, and parking, as usually occurs.

I was appointed to the committee to review existing regulations regarding building regulations for the older, upper, existing development referred to as the Prairie Village or Cabin Colony. I requested the proponent of the review, Gary Huxtable, that due to a changeover of my computer system I be contacted by telephone message to inform me of the meeting date. This did not occur. As a result I did not attend. Consider this my personal report.

Since the AGM, I have requested the opinion of cabin owners I have come in contact with. I have come to believe that everyone has their own version of paradise up here. Many are concerned a false sense of urgency for change is being created by the personal situation of the proponent who precipitated the review. Others were unaware of the situation which necessitated the perceived need for review of the existing regulations.

No one can argue the contribution both Gary and his family have made to the ski hill over the years and continues to this day. However, similar to Section 19 of the Criminal Code which states that ignorance of the law is no excuse, neither is taking extremely poor advice, it only offers an explanation. I understand from talking to Gary he has been pursuing a variance with your office. One way or the other there will be a resolution to his matter and I will stay out that process and let you guys sort it out.

I will agree there needs to be some clarification of numerous building regulations, including Section 11.1.06 (Height) and 11.1.02 (Gross Floor Area), as well as a better understanding of these and other regulations by cabin owners.

We do not wish this process to turn into a finger pointing contest. One only need to walk around the area to realize there are plenty of seasonal dwellings which do not adhere to a variety of current regulations.

Section 11.1.06 regulating height appears to be subject to interpretation as to whether you can sneak an extra floor in underneath and call it crawl space.

Section 11.1.02 regulating Gross Floor Area demonstrates it is either subject to interpretation,



blatantly disregarded, or some are blissfully unaware of its existence. Many felt Mr. Huxtable's claim that existing regulations "penalizes someone who wants to build an energy efficient" cabin." is clutching at straws. I would counter that the recent higher standards for snowloading due to climate change would be a more plausible argument for overbuilding for structural rigidity.

Similarly, many felt the claims regarding pit privys and availability of power were overstated. Access to power varies due to location. Ease of building varies from site to site as well. I am concerned that the cabin colony will become, like Scotland, divided between the highlanders and the lowlanders. For those who live along the primary road you can have the concrete pump truck pour your foundation, have the building supply truck hiab your supplies to the site, the truss truck deliver your roofing system and zoom boom it into place, rather than packing everything in by hand, overwinter, or by helicopter as many of us are required to do.

Myself and others received a 30% tax increase this year with no changes to our properties. Many felt this was largely due to the trend for larger dwellings exceeding the current Gross Floor Area regulations, one cabin owner described as "blatantly double or more that size." Others are concerned the new subdivision below us which allows for larger year round dwellings is skewing the figures unfairly for those who have smaller off the grid older style cabins. Many of us are pensioners on fixed incomes concerned steadily increasing assessments are unfair and may make cabin ownership unaffordable. The two different subdivisions are apples and oranges. I brought this up at the AGM. The previously quoted cabin owner also said in their e-mail "We agree with others that persons wishing to build very large "cabins" should be directed towards the new development."

How big is too big? Perhaps the Regional District should measure the few "blatant" examples many consider excessive to give a starting point we can work down from towards an acceptable size.

Myself, I feel that if there is an increase in allowable size it should be modest. Some have suggested that limits should be in relationship to lot size, which varies from one site to another.

I agree fully with your statement "This review would also need to include an opportunity for Northern Health, HBM, all property owners, MOE and others to provide their input into the process." I talked with Mike Huffman, HBM manager, who informed me no one, other than myself, had contacted them.

Many feel the Prairie Village/Cabin Colony is nearing saturation level and increased density will only exacerbate problems with dogs, snowmobiles, toboggans and parking which currently exist. We have already opened the can of worms by requesting this review. If an integral part of a review of the Cabin Colony zoning is to define "The desired character of the area", why not tear the lid right off and go beyond merely "Smaller cabins vs larger dwellings" and include the items listed above beyond the "Ten Rules of Engagement" circulated by the Cabin Owners Association. To that I can only add, be careful what you wish for.

Sincerely,

  
B.A. Wind

EXHIBIT (D)

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**Blair Wind**

---

**From:** "Gary Huxtable"  
**To:** "Prairie Cabin Owners Assn."

**Cc:**

**Sent:** Tuesday, February 16, 2016 11:34 AM  
**Attach:** HBM Cabin Owners committee meeting.pdf  
**Subject:** RE: AGM  
Hello Everyone!!

It took a little work to try to get the committee together after the holidays, but last week we were finally able to meet up and discuss the zoning bylaw that was brought up at the AGM.

5/8/2017

EXHIBIT (D)

227

I have attached a copy of our minutes along with our recommendations to the Prairie Cabin Owners Association.

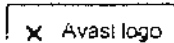
In general it was felt that the current 23 year old bylaw should be reviewed and changed to meet today's needs. One instance of the issue with the current bylaw is that it penalizes someone who wants to build an "energy efficient" cabin. By building thicker insulated walls under the current bylaw the cabin owner loses livable floor space on the interior. We should not penalize "energy efficiency" in this day & age.

I would suggest the next step is to hear from all cabin owners on the proposed recommendations. Would everyone prefer to set up another meeting, or we could pose a small questionnaire by email for cabin owners to submit their opinions.

Please respond to all with your concerns or comments.

Regards

**Gary Huxtable**



This email has been checked for viruses by Avast antivirus software.

[www.avast.com](http://www.avast.com)

5/8/2017

## HBM Cabin Owners Zoning Committee Meeting Minutes

Attending; Gary Huxtable, Jennifer Mulder, Rob Blackburn

Regrets; Blair Wind, Mack Murphy

Smithers Alpenhorn 7:00pm Thursday February 11, 2016

- The existing R8 Zoning was reviewed.
- The Town of Smithers R1 Zoning was reviewed
- The two bylaws were compared
  
- The attending committee members felt that it would be easier for the Regional District, and for cabin owners/builders to understand and to work within a bylaw which regulated a dwellings foot print or lot coverage rather than worry about what the interior space was used for.
  
- The committee felt that a less prescriptive bylaw was better for all.
  
- The committee agreed that the RDBN and Cabin Colony should continue to work within the guidelines of Northern Health. A discussion about how many bathrooms or bedrooms was discussed and the committee felt that the RDBN should not regulate or care about what was inside the building. The committee felt that Northern health could and should regulate the size and approval of septic systems based on the use, size, number of bathrooms, and number of bedrooms.
  
- The committee felt that the current height restriction was acceptable. There may be room for the RDBN to allow variance to the height provided that a new dwelling was not blocking the view and or exposure to a neighboring lot. A discussion was held around the need for flexibility of the height rules on certain lots as the lots on the hill are all irregularly shaped and some are on very steep slopes.
  
- The committee discussed the current setbacks and felt that they generally work. Aesthetics and footprint of each individual construction should be considered. A small cabin built in the middle of a large blasted clearing could be more upsetting to the neighbors than a large cabin nestled into a corner of a lot where the ground might be flatter and not require blasting. Feasible access should also be considered in this review process. Some lots do not have any summer access, and poor winter access. Being allowed to build closer to a lot line may make a

difficult access lot accessible. A lengthy discussion was held around the existing designated "road right of ways". The committee feels that the province, cabin owners, or ski hill operator will likely never build on any of the existing road right of ways. The rights of ways are simply lines on a map and would destroy many existing ski runs, require millions of dollars to construct and likely require the demolition of existing, conforming cabins due to the slope and contours. Any roads that will likely be built will likely follow the terrain and follow existing accesses. There are several road right of ways that should likely be either removed or re-designated as they simply will never be used as roads.

- The character of the cabin community is important. Protecting the look and feel of the general community is important.
- A general discussion around the existing zone and that it is not working both for the RDBN and the cabin colony was held. The committee felt it is not working for the cabin colony as there are many examples of dwellings that do not meet the current zoning requirements. The committee felt it is not working for the RDBN as the current bylaw requires complex calculations and verifications.
- Several emails from cabin owners have been reviewed by the committee. The general tone of the emails was that change is needed and supported in the current bylaw.

Generally the committee felt change is needed and unanimously agreed to the following.

#### Recommendations to the HBM Cabin Owners:

Forward a motion to the RDBN asking for

- 1) a change in the zoning to reflect more accurately what is already happening on the ski hill.
- 2) change the zoning bylaw to allow for up to 10-12% of lot coverage or limit the foundation footprint to allow for up to 1500 square feet of area inside the foundation and do not worry about what configuration is inside the dwellings
- 3) Continue to utilize setbacks but exercise more flexibility for lots next to "road right of ways" that will never be built and or for lots on steeper slopes which may not have feasible options other than crowding a lot line to protect the aesthetics and or to allow access.

- 4) Continue to use the current height restriction of 8 meters with some flexibility on steep or difficult to build on lots
- 5) Continue to work with Northern Health on regulating septic
- 6) Review and remove the "Road right of Ways" that are not practical, restrict development, serve no purpose, or are on steep side slopes. Could possibly designate these as "trails" rather than roads.

**GROUP RESIDENCE** means a building used or intended to be used for the communal residential use of 6 or more persons that is provided with sleeping, bathroom and shared living and recreation facilities, and which building may include a dwelling unit for the manager but the building is not a series of dwelling units or a hotel, motel, resort lodge, community care facility, or a facility designated pursuant to the Correction Act;

**GUEST CABIN** means any detached building which consists of one dwelling unit having a maximum floor space of 50 square metres (538 sq. ft.) and is used or intended to be used as temporary accommodation for one or more tourists, where the maximum length of stay is 200 days in any given year;

**GUEST RANCH** means the use of land, buildings, and structures, consisting of not more than three attached sleeping units or detached guest cabins and which caters to the needs of tourists in conjunction with agricultural use by furnishing temporary sleeping accommodation and recreation and may provide meals as an accessory use;

**HIGHWAY** includes a street, road, lane, bridge, viaduct and any other way open to public use, but does not include a private right of way on private property;

**HORTICULTURE** means the commercial practice of growing fruits, vegetables, flowers, or ornamental plants. This use does not include a Medical Marihuana Production Facility, or the growing, cultivating, harvesting, selling or storage of marihuana.

**HOTEL** means a building or part thereof consisting of individual sleeping units wherein temporary accommodation is provided for guests. Building entrance and exit ways are shared and the building may include public areas such as a lobby, restaurant, assembly, entertainment and recreation facilities;

**LANDSCAPE SCREEN** means a continuous fence, wall, compact evergreen hedge, berm or combination thereof that would effectively screen the property which it encloses and is broken only by access drives, walks and lanes;

**LANE** means a highway not less than 3 metres (9.8 ft.) nor more than 10 metres (32.8 feet) in width which provides secondary access to any abutting parcel;

**MARINA** means a building, structure or place, containing docking facilities and located on a navigable waterway, where boats and boat accessories are stored, serviced and repaired or kept for sale and where facilities for the sale of marine fuels and lubricants may be provided;

SHAN (f) 23a

Blair Wind  
Box 4215  
Smithers B.C.  
VOJ 2N0

September 8, 2015

Richard Wainright  
Regional District of Bulkley Nechako  
Burns Lake B.C.

Dear Richard,

Further to our telephone conversation September 2, 2015, I am writing to provide information concerning a site plan for 210 Prairie Road, Hudson Bay Mountain Ski Area, Blk C, DL 2530, CD, for you to consider and advise me if I require a building permit to begin work on the outbuildings, such as shed, outhouse, sauna, or generator shed this year.

Since purchasing the property one year ago, I have surveyed the lot lines, cleared the potential building areas, secured a contractor for the outbuildings for this Fall, and am on year one of a two year waiting list with two other contractors who have built numerous structures on the mountain.

As mentioned to you previously, my son Lyle suffered a spinal injury last spring, which has slowed our building plans considerably. Due to access and logistical concerns, we have decided that the large amount of materials for the actual cabin are best hauled in winter.

As soon as we have approval from your office, we would like to construct an approximately 16 x 16 foot slope roofed structure to store tools and building materials, located in the upper corner furthest from the cabins of my 3 immediate neighbours. We would like to be 5 feet from the upper lot line adjacent to block B and approximately 20 feet from my lot line across from blocks E, F, and G (see diagram attached).

Approximate locations of outhouse, sauna, generator/woodshed auxiliary structures are included on this diagram.

The actual cabin will be approximately 24x 24 feet. It will be built later and I will provide either architect's drawings or building design prior to construction.

I have contacted Shane Wadden from Northern Health regarding sewage and septic concerns and he assures me there should be no problems.

Due to the short building period between bug season and the first snowfall, I wish to commence construction as soon as possible.

Please contact me at 250 847-5770 if you have any further questions or to inform me if I can proceed.

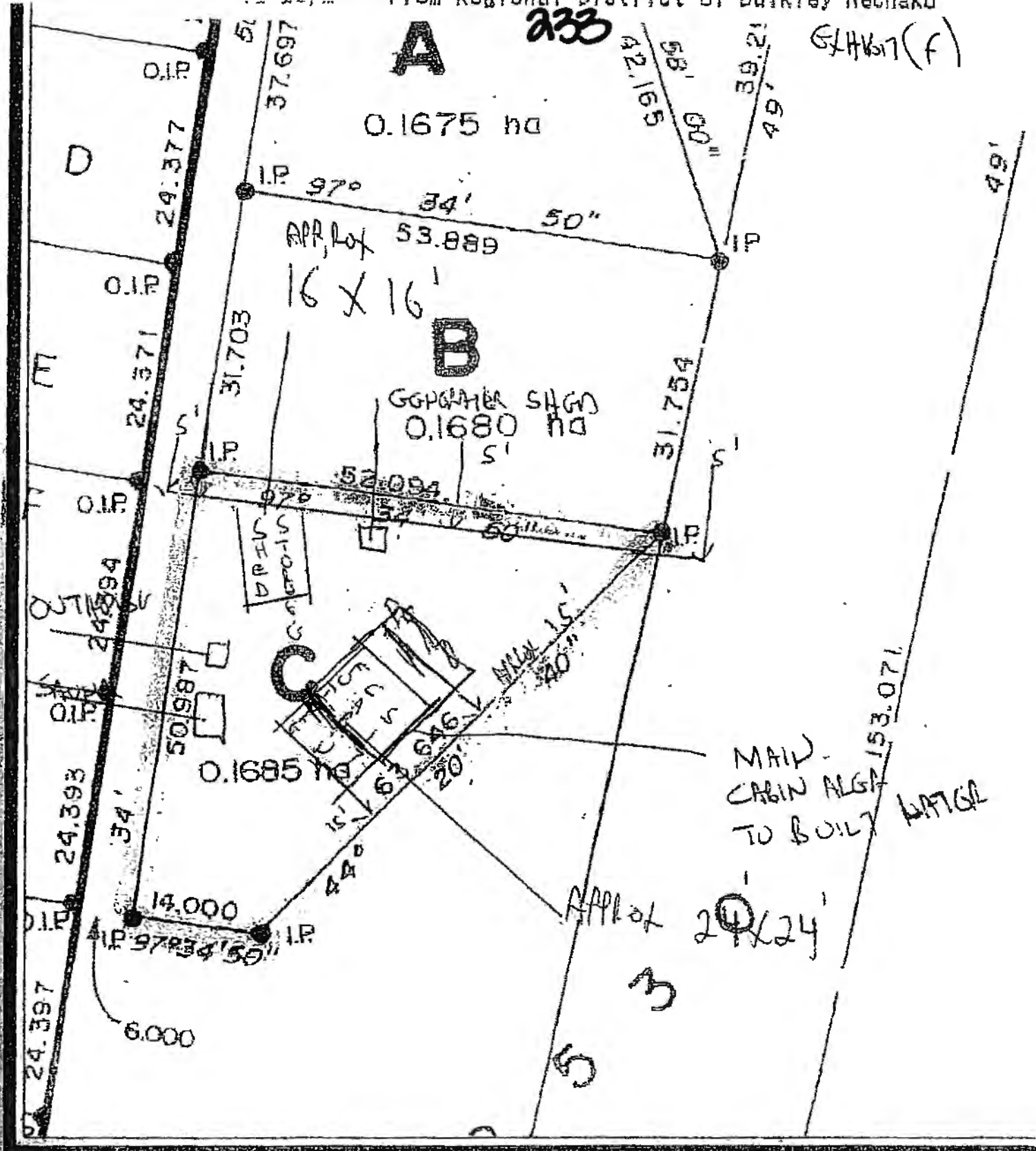
Sincerely,

  
Blair Wind



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GLH617(f)



**SS:** 210 Prairie Road

**DESCRIPTION:** BIK C, DL 2530, Rng 5, CD

**RTY SIZE:** .1685 ha; .416 acres; 18,137 s.f.

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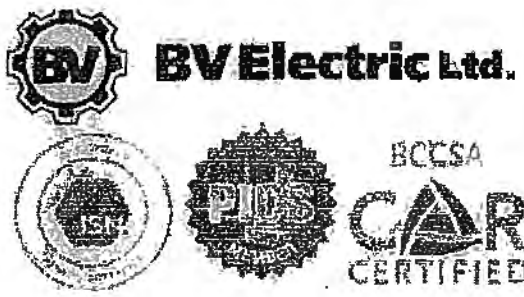
Blair Wind

EXHIBIT (6)

From: "Gary Huxtable" <gary@bvelectric.ca>  
 To: "Blair Wind" ; "Gary Huxtable" ; "Mack Murphy" ; "Jennifer Mulder" ; "Rob Blackburn"  
 Sent: Thursday, February 11, 2016 3:09 PM  
 Subject: FW: Cabin addition On Hudson Bay Mountain  
 FYI

**Gary Huxtable**  
 President  
 BV Electric Ltd.

Web -- [www.bvelectric.ca](http://www.bvelectric.ca)  
 Ph



From: Jason Ilewellyn [mailto:jason.ilewellyn@rdn.bc.ca]  
 Sent: Friday, December 11, 2015 1:26 PM  
 To: Gary Huxtable  
 Cc: Jennifer MacIntyre; Maria Sandberg; Jason Berlin  
 Subject: RE: Cabin addition On Hudson Bay Mountain

The zoning bylaw review we are working on is intended to amend the bylaw for clarity and enforceability, and clean up obvious errors and inconsistencies. We have avoided making any substantive changes to the nature of the actual uses or development that is allowed. Review of the Cabin Colony zoning, if undertaken, deserves its own process.

My preliminary thoughts are that the issues that need to be evaluated as part of any review of the Cabin Colony zoning are:

- The desired character of the area. Smaller rustic cabins vs larger dwellings.
- The impact of potential full-time residential use of larger dwellings.
- The impact of increased holding tank waste on RD facilities
- The potential impacts of increased "pit toilet" use.

This review would also need to include an opportunity for Northern Health, HBM, all property owners, and others to provide their input into the process. At this point the Planning Department is not prepared to propose what is to occur. We are however, interested in hearing what the cabin owners association have to say regarding the issue.

At this time our focus is on processing your DVP application. Jennifer will continue to work with you to process that application. Once we have completed our preliminary review we will provide an indication of our thoughts regarding your proposal.

Cheers

2/16/2016

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EXHIBIT (4)

*Prairie Cabin Owners Association*  
*AGM*  
*December 26, 2015*  
*17:30 – 19:00*

**AGENDA:**

1. Review and accept minutes from 2014 AGM
2. Additions to agenda
3. President's Report to report
4. Treasurer's Report
  - a. Numbers – see attached
  - b. Cell phone coverage at cabins --
5. Ski Area Report
6. District of Bulkley Nechako – R8 Bylaw. (Copy attached)
7. Hydro rebate – current cost to join Hydro line is \$2670
8. Prairie Village not Prairie Cabin Colony
9. Election of Officers – Sheila resignation

Date for next year's meeting:

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GX #1617 (H)

*Prairie Cabin Owners Association*  
*AGM*  
*December 27, 2014*  
*17:00 – 19:00*

**AGENDA:**

1. Introductions – present were the Gygers, Jennifer Mulder, Norma Stokes, the Dykstras, the Grahams, Remingtons, Challens, Eastmures, the Dahls/ Dolls; Barrie and Debbie Smith, McCreary's, Knights, Sheila Smith
2. Review and accept minutes from 2013 AGM  
Motion to accept the minutes – from Debbie Smith, Lee McNeil seconded.  
Passed.
3. Additions to agenda – Carl Dykstra added the topics of dogs. Sheila added topic of cell phone coverage at cabin.
4. President's Report to report – some concerns about the parking of the upper parking lot, and received a couple of letters regarding this. States that the hill has dealt with this well, and that there has been little else to report at this time.
5. Treasurer's Report
  - a. Numbers – see attached. Sheila went through the numbers of the bank accounts. Advised that there were no large expenditures to report.  
Jennifer Mulder motion to accept. Seconded by Jay Holman. Passed.
6. Ski Area Report – Chrissy introduced Dikran Z as the new general manager. He has been a general manager for the last 26 years, with a background of hotels and resorts. He spoke of the ownership of the Mountain – Gary Matheson and A. Hermano are 2 of the owners and they are committed to making this mountain a successful venture. He addressed the issue of parking, and that the resort has hired a parking attendant to aid with parking at busy times. Also, that the parking lot camping will not be available next year, and we will be able to use those spots for parking. Mr. Doll thanked that hill for the excellent grooming that it happening. Rob Blackburn suggested that it is a good idea to have some spot available for people that want to have camping/ camper vans. That most ski hills in North America allow for this. Dikran suggested that there could have been a better way to organize the campers and that they could have taken up less space. Apparently, there are 8 vehicles parked presently.  
Al brought up the point that every cabin that is owned or leased has a parking spot attached to it.  
Chrissy stated that there is a beautiful new snowcat, upgrades to the lifts and a new snowmobile so this is showing that the owners continue to want to upgrade the hill. "Name that run" – Brian Hall and his group of volunteers did a great job

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EXHIBIT (H)

of brushing that run this past summer, and are committed to coming back Summer 2015 to do again. That is will be really great to ski after this next go around. There is still a contest to "name that run" and that they have 10 nominations for names. The hill is hoping to have a vote this year to choose one and that the Cabin Owners will be contacted to vote. The BBQ's on the hill during the summer were a huge success so they will be back again in Summer 2015. The Mountain Market is open again, so if you need groceries up the hill, the cafeteria may be able to help you with staples so that you don't need to go down the hill and into town. Please speak with Chrissy directly about what you need. Chrissy also introduced Mike, who is the accountant, and Frank McBride who is the operations manager as the Management Team on the hill.

7. Dogs – Carl Dykstra wanted to bring up the concerns about unleashed dogs, and that his family has had 3 injuries from dogs on the ski hill. Wanting to know what the official rules are regarding dogs – advised that dogs are supposed to be on leashes at all times, and that owners are supposed to clean up dog waste. We, and the hill, are aware that not everyone follows these rules. Sheila suggested that he identify the owners of the dogs and speak directly to them. He has done this with one dog, but is not sure about the others. This brought up the topic of the Code of Conduct, see below.
8. Code of conduct – there is a copy of the 10 rules of cabin owners that was circulated 2-3 years ago. As a cabin owner, you are responsible to follow these rules, and make anyone that is using your cabin aware of them and realize that they need to follow them. This includes parking, use of snowmobiles, and dogs. Action: Chrissy will forward a copy of the code of conduct to Lee McNeil to upload on the website. Sheila will forward a copy to the email distribution list this week.
9. Cell phone coverage at cabin – Sheila wants to know how to boost her cell phone coverage at her cabin. Mr. Dahl and Mr. Carl Dykstra have offered to help her with that. Thanks!
10. Election of Officers - Al and Sheila have agreed to stay on as President and Secretary of the Cabin Colony. There were no other nominations for the position. Al Norma Stokes nominated both to continue and Jay Holman seconded. Passed.

Date for next year's meeting: Dec 26, 2015 @ 5:00 PM

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EXHIBIT (H)

Prairie Cabin Owner's Association  
Treasurer's Report  
2015

1. Hydro Account

Balance as of Dec 1/14	\$200.75
June 16/15 Dividend	\$ 44.25
Balance as of Nov 30/15	\$245.00

2. Shares

Shares from Dec 1 /13	\$ 79.78
Dividend Shares - April 1/15	\$ 1.73
Total - Nov 30/15	\$ 81.51

3. Savings Account

Balance as of Dec 1/14	\$1560.18
Interest to Nov 30/15	\$ 0.48
	\$1560.66
Shares added to Savings:	
Balance as of Nov 30/14	\$1642.17

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6/11/17 (H)

**SECTION 11.1 - HUDSON BAY MOUNTAIN RECREATIONAL RESIDENTIAL ZONE (R8)**

**11.1.01 Permitted Uses**

- (1) In the Hudson Bay Mountain Recreational Residential Zone, if the parcel is not served by a community sewer system, the following uses of land, buildings or structures, and no other uses, are permitted:
  - (a) seasonal dwelling;
  - (b) buildings and structures accessory to the permitted principal uses.
- (2) In the Hudson Bay Mountain Recreational Residential Zone, if the parcel is served by a community sewer system, the following uses of land, buildings or structures, and no other uses, are permitted:
  - (a) single family dwelling;
  - (b) home occupation;
  - (c) buildings and structures accessory to the permitted principal uses.
- (3) In the Hudson Bay Mountain Recreational Residential Zone, for the land described as: Block H, District Lot 2531, Range 5, Coast District, the following uses of land, buildings or structures, and no other uses, are permitted:
  - (a) seasonal dwelling;
  - (b) bed and breakfast accommodation, as a home occupation, to a maximum of six beds, to be in operation no more than 200 days per year;
  - (c) buildings and structures accessory to the permitted principal uses.

**11.1.02 Gross Floor Area**

The maximum gross floor area permitted for a seasonal dwelling in the Hudson Bay Mountain Recreational Residential Zone is 110 square metres (1184 ft<sup>2</sup>).

**11.1.03 Parcel Area**

The minimum parcel area required in the Hudson Bay Mountain Recreational Residential Zone is as follows:

- (a) 1,700 square metres (18,299 ft<sup>2</sup>) if the parcel is not served by a community sewer system; or
- (b) 850 square metres (9,148 ft<sup>2</sup>) if the parcel is served by a community sewer system.
- (c) notwithstanding subclause 11.1.03 (a) the minimum parcel area required for Block L, District Lot 1586, Range 5, Coast District is 1214 square metres (13,066 ft<sup>2</sup>).

240  
G/H/17 (11)

11.1.04 Density

Not more than one seasonal dwelling or one single family dwelling shall be located on a parcel in the Hudson Bay Mountain Recreational Residential Zone.

11.1.05 Setback

(1) In the Hudson Bay Mountain Recreational Residential Zone no building or structure or part thereof shall be located within the setback prescribed below:

- (a) 7.5 metres (24.61 ft.) of any parcel line which abuts a highway;
- (b) 1.5 metres (5 ft.) from any parcel line which does not abut a highway.

11.1.06 Height

The maximum Building height within the Hudson Bay Mountain Recreational Residential Zone is 8.0 metres (26.25 ft.).

11.1.07 Fences

No fences shall be constructed upon parcels in the Hudson Bay Mountain Recreational Residential Zone.

11.1.08 Parking

Off-street parking shall be provided in accordance with the provisions of Section 27 of this bylaw.



## Snowmobile operating rules within HBMR Controlled Recreation Area

Snowmobiles may only operate 30 minutes after ALL lifts are closed for the day, no snowmobiling after 11pm. Typically this means between 4:45pm and 11pm. During twilight ski days this will be between 8pm and 11pm.

Snowmobiles are permitted for getting passengers and supplies/gear to and from their cabin, not tobogganing, night skiing or any other recreational activity.

If you need supplies brought to your cabin during operations, as a necessity/emergency, please contact operations or maintenance staff for assistance.

Only travel on designated routes – Upper Sidewinder is NOT a designated route. NO SKI RUN IS PART OF THE DESIGNATED ROUTES, WHERE A DESIGNATED ROUTE IS SHOWN ON A RUN< SNOWMOBILES SHALL REMAIN ON THE SIDE OF THE RUN AS DRAWN IN THE MAP BELOW.

Snowmobiles should travel the route around the low side of Prairie Drop Zone and P2, then parallel to the road, on the low side (we try to maintain a sled path, unfortunately road plowing will occasionally cause this route to be blocked. In this case it may be necessary to use the road edge) to get to the parking lots.

Snowmobiles shall be licensed and insured, and proof of such must be available upon request.

Snowmobiles shall have cabin # prominently displayed and a buggy whip with flag that also has the cabin # prominently displayed. Evergreen sells 8' flag whips for approx \$80. We can help to install them for a nominal fee if requested. Target for compliance on this is March 1, 2017.

One person shall be designated as "responsible" for each sled. They will be held responsible for the actions of their sled regardless of the operator. In other words, don't let others use your sled irresponsibly.

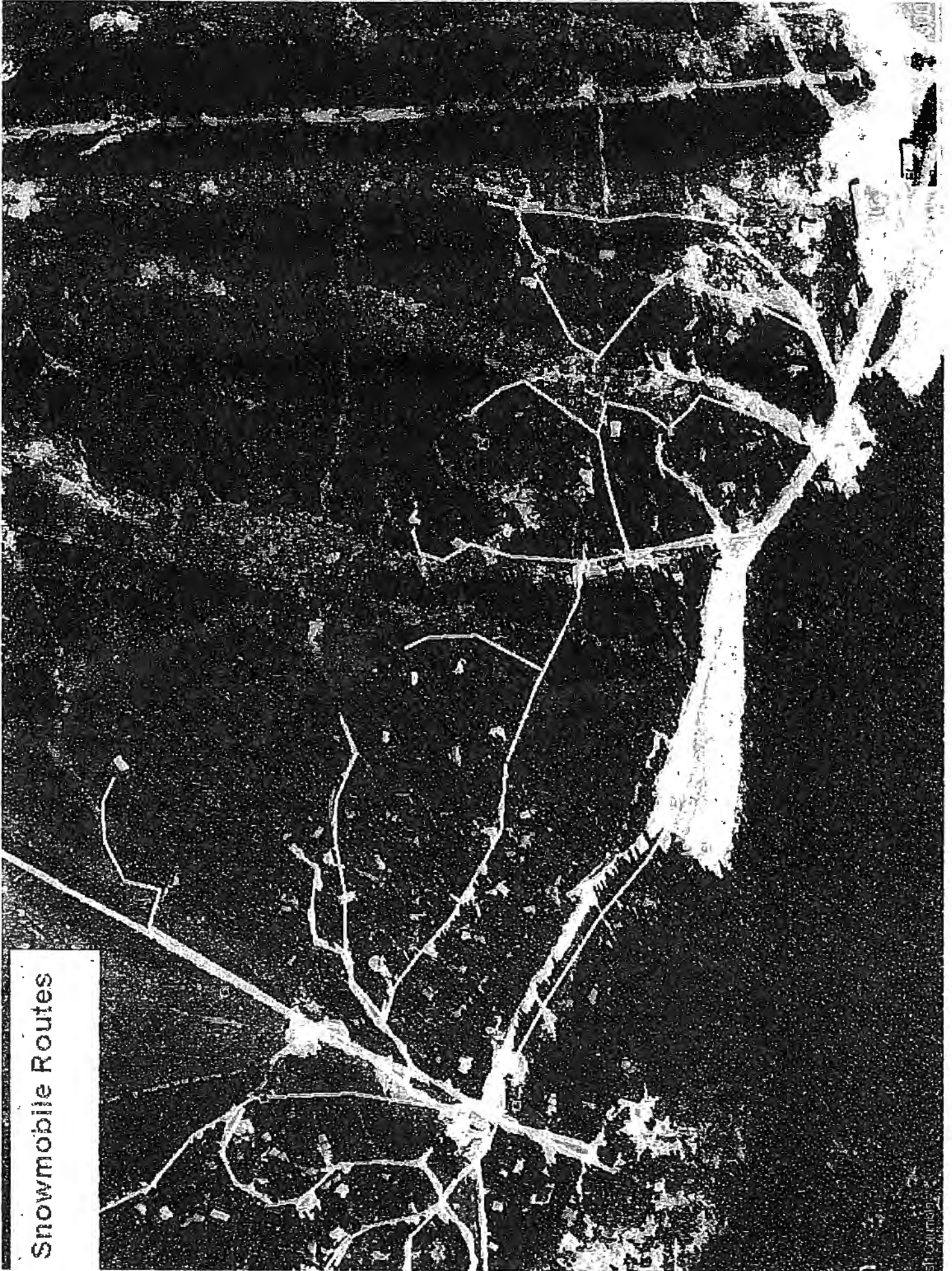
Effective 2017-18 each registered sled operator shall possess a valid "snowmobile operator certificate". HBMR can provide courses to issues these certificates, for groups of up to 6 at a time. Price is TBA.

A tidbit of operational information:

"I keep seeing public skidoos on the freshly groomed runs in the morning, there's an orange one on skiers left on Cinderella that I keep seeing and an red one coming down Nancy Greene from above mack's place on lower prairie road. Bottom of cannonball was wall to wall tracks in the fresh snow this morning. They use a trail below the yurts to cut across Cinderella to cannonball".

HBM Groomer Operator, December 2016

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Snowmobile Routes

*Prairie Cabin Owners Association*

*AGM*

*December 27, 2014*

*17:00 - 19:00*

**AGENDA:**

1. Introductions – present were the Gygers, Jennifer Mulder, Norma Stokes, the Dykstras, the Grahams, Remingtons, Challens, Eastmures, the Dahls/ Dolls; Barrie and Debbie Smith, McCreary's, Knights, Sheila Smith
2. Review and accept minutes from 2013 AGM  
Motion to accept the minutes – from Debbie Smith, Lee McNeil seconded.  
Passed.
3. Additions to agenda – Carl Dykstra added the topics of dogs. Sheila added topic of cell phone coverage at cabin.
4. President's Report to report – some concerns about the parking of the upper parking lot, and received a couple of letters regarding this. States that the hill has dealt with this well, and that there has been little else to report at this time.
5. Treasurer's Report
  - a. Numbers -- see attached. Sheila went through the numbers of the bank accounts. Advised that there were no large expenditures to report.  
Jennifer Mulder motion to accept. Seconded by Jay Holman. Passed.
6. Ski Area Report – Chrissy introduced Dikran Z as the new general manager. He has been a general manager for the last 26 years, with a background of hotels and resorts. He spoke of the ownership of the Mountain – Gary Matheson and A. Hermano are 2 of the owners and they are committed to making this mountain a successful venture. He addressed the issue of parking, and that the resort has hired a parking attendant to aid with parking at busy times. Also, that the parking lot camping will not be available next year, and we will be able to use those spots for parking. Mr. Doll thanked that hill for the excellent grooming that it happening. Rob Blackburn suggested that it is a good idea to have some spot available for people that want to have camping/ camper vans. That most ski hills in North America allow for this. Dikran suggested that there could have been a better way to organize the campers and that they could have taken up less space. Apparently, there are 8 vehicles parked presently.  
Al brought up the point that every cabin that is owned or leased has a parking spot attached to it.  
Chrissy stated that there is a beautiful new snowcat, upgrades to the lifts and a new snowmobile so this is showing that the owners continue to want to upgrade the hill. "Name that run" – Brian Hall and his group of volunteers did a great job

STHBT-111  
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of brushing that run this past summer, and are committed to coming back Summer 2015 to do again. That is will be really great to ski after this next go around. There is still a contest to "name that run" and that they have 10 nominations for names. The hill is hoping to have a vote this year to choose one and that the Cabin Owners will be contacted to vote. The BBQ's on the hill during the summer were a huge success so they will be back again in Summer 2015. The Mountain Market is open again, so if you need groceries up the hill, the cafeteria may be able to help you with staples so that you don't need to go down the hill and into town. Please speak with Chrissy directly about what you need. Chrissy also introduced Mike, who is the accountant, and Frank McBride who is the operations manager as the Management Team on the hill.

7. Dogs – Carl Dykstra wanted to bring up the concerns about unleashed dogs, and that his family has had 3 injuries from dogs on the ski hill. Wanting to know what the official rules are regarding dogs – advised that dogs are supposed to be on leashes at all times, and that owners are supposed to clean up dog waste. We, and the hill, are aware that not everyone follows these rules. Sheila suggested that he identify the owners of the dogs and speak directly to them. He has done this with one dog, but is not sure about the others. This brought up the topic of the Code of Conduct, see below.
8. Code of conduct – there is a copy of the 10 rules of cabin owners that was circulated 2-3 years ago. As a cabin owner, you are responsible to follow these rules, and make anyone that is using your cabin aware of them and realize that they need to follow them. This includes parking, use of snowmobiles, and dogs. Action: Chrissy will forward a copy of the code of conduct to Lee McNeil to upload on the website. Sheila will forward a copy to the email distribution list this week.
9. Cell phone coverage at cabin – Sheila wants to know how to boost her cell phone coverage at her cabin. Mr. Dahl and Mr. Carl Dykstra have offered to help her with that. Thanks!
10. Election of Officers - Al and Sheila have agreed to stay on as President and Secretary of the Cabin Colony. There were no other nominations for the position. Al Norma Stokes nominated both to continue and Jay Holman seconded. Passed.

Date for next year's meeting: Dec 26, 2015 @ 5:00 PM

Prairie Cabin Owner's Association  
Treasurer's Report  
2015

245  
EXHIBIT (1)

1. Hydro Account

Balance as of Dec 1/14	\$200.75
June 16/15 Dividend	\$ 44.25
Balance as of Nov 30/15	\$245.00

2. Shares

Shares from Dec 1 /13	\$ 79.78
Dividend Shares - April 1/15	\$ 1.73
Total - Nov 30/15	\$ 81.51

3. Savings Account

Balance as of Dec 1/14	\$1560.18
Interest to Nov 30/15	\$ 0.48
	\$1560.66
Shares added to Savings:	
Balance as of Nov 30/14	\$1642.17

**SECTION 11.1 - HUDSON BAY MOUNTAIN RECREATIONAL RESIDENTIAL ZONE (R8)****11.1.01 Permitted Uses**

- (1) In the Hudson Bay Mountain Recreational Residential Zone, if the parcel is not served by a community sewer system, the following uses of land, buildings or structures, and no other uses, are permitted:
- (a) seasonal dwelling;
  - (b) buildings and structures accessory to the permitted principal uses.
- (2) In the Hudson Bay Mountain Recreational Residential Zone, if the parcel is served by a community sewer system, the following uses of land, buildings or structures, and no other uses, are permitted:
- (a) single family dwelling;
  - (b) home occupation;
  - (c) buildings and structures accessory to the permitted principal uses.
- (3) In the Hudson Bay Mountain Recreational Residential Zone, for the land described as: Block H, District Lot 2531, Range 5, Coast District, the following uses of land, buildings or structures, and no other uses, are permitted:
- (a) seasonal dwelling;
  - (b) bed and breakfast accommodation, as a home occupation, to a maximum of six beds, to be in operation no more than 200 days per year;
  - (c) buildings and structures accessory to the permitted principal uses.

**11.1.02 Gross Floor Area**

The maximum gross floor area permitted for a seasonal dwelling in the Hudson Bay Mountain Recreational Residential Zone is 110 square metres (1184 ft<sup>2</sup>).

**11.1.03 Parcel Area**

The minimum parcel area required in the Hudson Bay Mountain Recreational Residential Zone is as follows:

- (a) 1,700 square metres (18,299 ft<sup>2</sup>) if the parcel is not served by a community sewer system; or
- (b) 850 square metres (9,148 ft<sup>2</sup>) if the parcel is served by a community sewer system.
- (c) notwithstanding subclause 11.1.03 (a) the minimum parcel area required for Block L, District Lot 1586, Range 5, Coast District is 1214 square metres (13,068 ft<sup>2</sup>).

GRHAM (1)  
247

11.1.04

Density

Not more than one seasonal dwelling or one single family dwelling shall be located on a parcel in the Hudson Bay Mountain Recreational Residential Zone.

11.1.05

Setback

(1) In the Hudson Bay Mountain Recreational Residential Zone no building or structure or part thereof shall be located within the setback prescribed below:

- (a) 7.5 metres (24.61 ft.) of any parcel line which abuts a highway;
- (b) 1.5 metres (5 ft.) from any parcel line which does not abut a highway.

11.1.06

Height

The maximum Building height within the Hudson Bay Mountain Recreational Residential Zone is 8.0 metres (26.25 ft.).

11.1.07

Fences

No fences shall be constructed upon parcels in the Hudson Bay Mountain Recreational Residential Zone.

11.1.08

Parking

Off-street parking shall be provided in accordance with the provisions of Section 27 of this bylaw.

CLH167 (R) (T)

248



# RE/MAX FEATURES

PHONE (250) 847-5999 FAX (250) 847-9039



List Price: \$229,500

You are welcome to view this listing at: 211 Prairie Road, Hudson Bay Mountain

Legal Description: Block B, District Lot 2530, Range 5, Coast District

Lot Size	<u>18,295 sq. ft.</u>	Gr. Taxes	<u>\$1221.45 (2016)</u>	Main Floor		Second	
Main	<u>672</u>	Zoning	<u>R8</u>	Living Room	<u>15 x 16' 4"</u>	Bedroom	<u>10 x 7' 10"</u>
Second	<u>243</u>	Sewer	<u>Pit-Privy</u>	Kitchen	<u>10 x 9' 4"</u>	Bedroom	<u>10 x 7' 10"</u>
Age	<u>23</u>	Water	<u>None</u>	Dining Room	<u>10 x 7'</u>	Landing	<u>6' 3" x 7' 9"</u>
Bedrooms	<u>3</u>	Heat	<u>Propane</u>	Master Bdrm	<u>10' 8" x 8' 5"</u>		
Bathrooms	<u>3 piece</u>						

## More Good News

Cute and cozy, solid and well built cabin located on a large 0.42 acre lot on the Parliament Ski run. The spacious living room features a high open beam vaulted ceiling and a propane fireplace. Main floor master bedroom, basic 3 piece bath with tub/shower and sink, outdoor pit privy. There are two bedrooms upstairs plus a landing/sitting area. All wired for generator power and possible future hydro service, propane heat and lights, plus some low voltage lights. Outside there are covered front and rear decks. Turn-key, all set up and ready to go. Includes furnishings, appliances, cooking implements, snowmobile and trailer, gas barbeque, etc. Enjoy years of family fun. Schedule your viewing today!

Above information is from sources believed to be reliable but should not be relied upon without verification. RE/MAX Burden Valley assumes no responsibility for its accuracy.

*It's the Experience!*



Exhibit K  
249

**Tax Report - 210 PRAIRIE Road  
Record Updated - 07/24/2013**

**Jurisdiction** 754-SMITHERS RURAL (AA25) **Roll Number** 01886200 **Property ID** 004-656-253  
**Property Addr** 210 PRAIRIE RD  
**Municipality** 54-SMITHERS RURAL **Board Code** N  
**Neighborhood** 602-HUDSON BAY MOUNTAIN  
**Area** N54-Smithers And Area (Zone 54)  
**Sub Area** N54RU-Smithers - Rural **More PID's**  
**Gross Taxes** \$492.07 (2013) **Water Conn**  
**Tax Amount Updated - 07/24/13**

**Owner Name & Mailing Address Information**

**Owner(s) 1 Name & Address** **Owner(s) 2 Name & Address**  
 \*\* NOT AVAILABLE \*\*

21641 WALCOTT RD  
 RR 2  
 TELKWA BC  
 V0J 2X2

**Legal Information**

Plan #	Lot	Block	Dist Lot	Land Dist	Section	Township	Range	Meridian
		C	2530	14			5	
<b>Legal Description</b>	BLK C DL 2530 LD 14 RNG 5							

**Land & Building Information**

**Width** **Depth** **Lot Size** 18295 SQUARE FEET  
**Land Use** **Actual Use** RES LESS THAN 2 ACRES  
**BCA Description** **Zoning**  
**BCAA Data Updated - 05/19/13**

**Total Value Information**

<u>Actual Totals</u>		<u>Municipal Taxable Totals</u>		<u>School Taxable Totals</u>	
<b>Land</b>	\$81,100	<b>Gross Land</b>	\$81,100	<b>Gross Land</b>	\$81,100
<b>Improvement</b>		<b>Gross Improve</b>		<b>Gross Improve</b>	
		<b>Exempt Land</b>		<b>Exempt Land</b>	
		<b>Exempt Improve</b>		<b>Exempt Improve</b>	
<b>Actual Total</b>	\$81,100	<b>Municipal Total</b>	\$81,100	<b>School Total</b>	\$81,100

**Sale History Information**

Date	Price	Document #	Type of Sales Transaction
09/25/2009		CA1283929	REJECT NOT SUITED SALE ANALYSIS
04/30/2002	\$39,000	PT15313	VACANT SINGLE PROP CASH TRANSA
11/18/1994	\$23,000	TH17238	VACANT SINGLE PROP CASH TRANSA

Tax Detail View The enclosed information while deemed to be correct is not guaranteed. 09/03/13 2:47 PM

Sub (L)  
250

R 1916

SCHEDULE OF RESTRICTIONS

- (a) The owners of the lots shall not erect dwellings or homes exceeding One Thousand Two Hundred (1200) square feet per floor;
- (b) The owners of the lots shall not erect a dwelling or home exceeding a height of twenty (20) feet from foundation to roof peak;
- (c) The owners of the lots shall not erect more than one (1) residential structure on each lot;
- (d) The owners of the lots shall not erect or place mobile homes or campers on the said lands;
- (e) The owners of the lots shall not install any other sewage system other than a pit privy.
- (f) The owners of the lots shall not occupy the homes or dwellings until the exterior of the same are stained, painted or covered with siding.
- 2 (g) No subdivision of lots permitted.

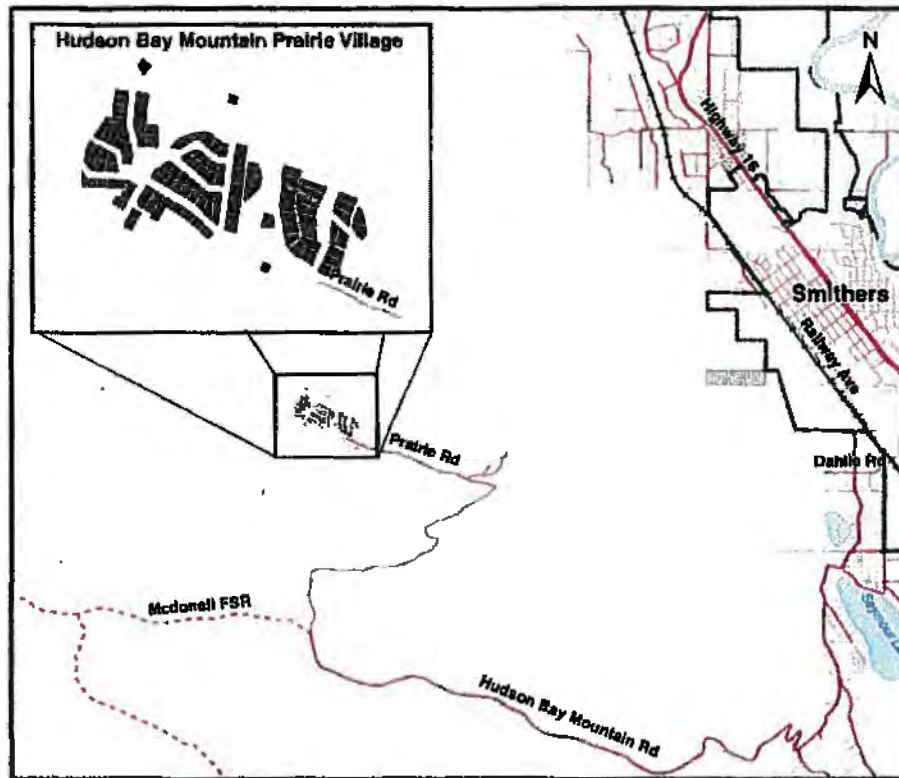


**Planning Department Report  
Rezoning Bylaw No. 1797  
2<sup>nd</sup> Reading Report  
File No. A-02-17  
July 6, 2017**

## APPLICATION SUMMARY

**Electoral Area:** A

**Location:** The Prairie Village (Cabin Colony), is located 30 minutes from the Town of Smithers on Prairie Road at Hudson Bay Mountain Resort (HBMR). The development is functionally integrated into the recreational area of HBMR and has no developed road access. The majority of dwellings are ski in / ski out.



**O.C.P. Designation:** Ski Smithers Development Area (SSDA) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014

**Zoning:** Hudson Bay Mountain Recreational Residential (R8) in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

**Existing Land Use:** Recreational Residential

**ALR Status:** Not within the ALR

**The R8 Zone Review and Bylaws 1797 and 1798:**

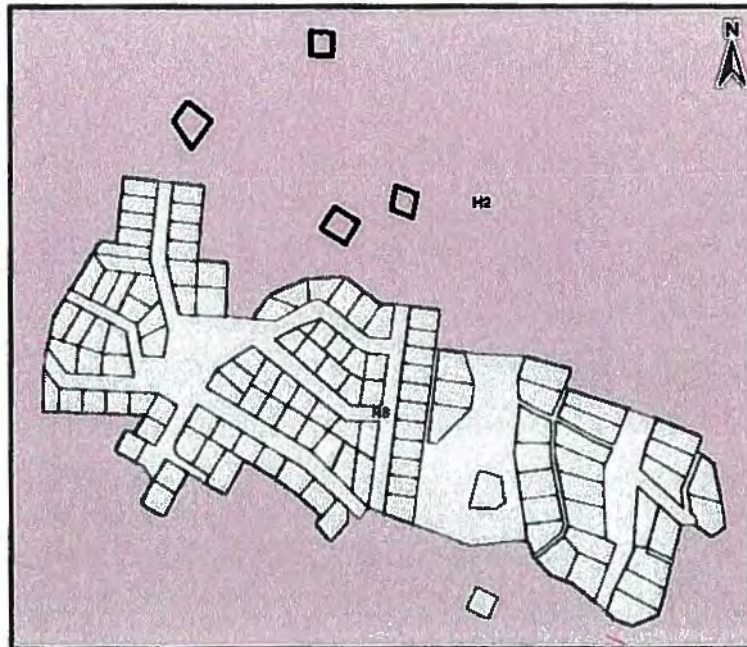
At its January 23, 2016 meeting the Board asked staff to initiate a review of the Hudson Bay Mountain Recreation Residential (R8) Zone in "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" (Zoning Bylaw).

This review was completed in December, and presented to the Board on January 26, 2017. The review recommended the following amendments to the R8 Zone (Bylaw No. 1797):

- Replacing the GFA restriction of 110 m<sup>2</sup> (1184 ft<sup>2</sup>) with a TFA restriction of 167.23 m<sup>2</sup> (1,800 ft<sup>2</sup>).
- Allowing a second dwelling provided that the combined TFA of both dwellings does not exceed 167 m<sup>2</sup> (1,800 ft<sup>2</sup>).

In addition to the amendments above, the Planning Department recommended rezoning four properties that are zoned Large Holdings (H2) to Hudson Bay Recreation Residential (R8) Zone as shown on the map below (Bylaw 1798).

**Large Holdings Lots**



On April 20<sup>th</sup> the Board gave Bylaws No. 1797 and 1798 1<sup>st</sup> and 2<sup>nd</sup> readings. The associated staff report dated April 5<sup>th</sup>, 2017 is attached.

## MAY 15<sup>TH</sup> PUBLIC HEARING

On May 15<sup>th</sup> a public hearing was held for Bylaws No. 1797 and 1798. The report of the public hearing is attached. At this public hearing there were mixed opinions regarding the proposal to replace the GFA restriction of 110 m<sup>2</sup> (1184 ft<sup>2</sup>) with a TFA restriction of 167.23 m<sup>2</sup> (1,800 ft<sup>2</sup>).

Of note is the concern expressed by the Hudson Bay Mountain Resort (HBMR) regarding the impact of the proposed changes to the R8 Zone on the long term parking impacts associated with the Prairie Village. HBMR believe that the allowance for 2<sup>nd</sup> dwellings will increase the level of development and use of the Prairie Village, and will therefore increase parking related impacts.

The HBMR recommendations are discussed below, and are outlined in their May 11<sup>th</sup>, 2017 letter which is part of the attached public hearing report. Staff's comments relating to each recommendation is provided in italics following each recommendation.

1. "Switch the method of measurement of floor space from GFA to TFA without increasing the current density allowance."

*Staff recommend a TFA of 167.23 m<sup>2</sup> (1,800 ft<sup>2</sup>). In staff's opinion the proposed TFA will not result in any notable increase in dwelling size. HBMA has verbally suggested a TFA of 140 m<sup>2</sup> (1,500 ft<sup>2</sup>).*

2. "...prior to approval, information should be made available to ensure that each lot is sufficiently able to support an increase in dwelling size while adhering to building setback guidelines."

*In staff's opinion it is not necessary to confirm, at this time, that a building with a TFA of 140 m<sup>2</sup> can be built on each parcel. There is no reason to believe that there would be issues, regardless, the building permit approval process will ensure that setbacks are met.*

3. "Do not allow 2<sup>nd</sup> dwellings in this rezoning application."

*HBMR has said that 2<sup>nd</sup> dwellings will tend to be used as rental accommodation or be made available for use by friends. Therefore, the frequency of use will increase above that if there were only a single recreational dwelling on a parcel. It is suggested that this will increase the parking demand. Staff agree with this assessment.*

4. "Prior to adopting the rezoning bylaw all stakeholders should arrive at a common understanding of how best to maintain the desirable alpine aesthetic of the community."

*The RDBN does not currently regulate the aesthetic form of development in this area. If the Board wishes to do this staff should be directed to evaluate, and report back to the Board, regarding the establishment of development permit area regulations.*

5. "Unfinished or partially renovated homes need to be addressed, and a reasonable time frame for the completion of these homes should be put in place prior to any new building permits being issued."

*The RDBN cannot refuse to issue building permits for a dwelling because other dwellings are not to a certain aesthetic standard, or remain unfinished.*

6. "It would be to the benefit to the community to pass a bylaw that would see all cabins clearly numbered and a plan needs to be put in place to determine how this would be extended to accommodate multiple dwellings on a single lot."

*This regulation exists. Staff will send reminders to all property owners that they must post their building number.*

7. "New parking needs to be developed and should allow for the accommodation of at least 2 parking spaces per land parcel. HBMR needs to be assured that RMB and RDBN will be responsible for this development, and this needs to be undertaken prior to any future cabin development. In the interim, parking logistics need to be agreed on that are acceptable to both HBMR, RDBN, and MRB. A registration process should be implemented that would reserve parking spots for residents of the Prairie Village. Permits would need to be clearly displayed with contact information and cabin number."

*The parking issue is discussed below.*

8. This rezoning should not proceed until the increased recreational vehicle and snowmobile use and access demands are fully addressed. HBMR would recommend a requirement that would limit the number of snowmobiles and recreational vehicles per cabin, and require the operator of such is qualified through the Canadian Safety Council Snowmobile Operators Course. All HBMR protocol for allowing access through the CRA must be followed failing which HBMR requires the ability to restrict access through the CRA to offenders.

*The RDBN has no regulations or authority relating to the parking of recreational vehicles or use of snowmobiles in the Controlled Recreation Area (CRA) or within the Prairie Village. It is staff's understanding that HBMR has this authority and can control this activity within the CRA. If additional controls are necessary this is an issue to be addressed between the Mountain Resorts Branch (MRB) and HBMR.*

9. "We urge the Regional District, in the strongest possible terms, to maintain consistency with approval requirements with similar or like developments as a condition of the proposed rezoning."

*The RDBN maintains a high level of consistency regarding the manner in which it applies its regulations. Our experience is that the Ministry of Transportation and Infrastructure also manages their subdivision approval process with a high degree of consistency. Unfortunately, the Province used their ability to bypass the typical subdivision approval process to create the Prairie Village lots to a development standard that would not typically be allowed. It is not possible to retroactively make the Prairie Village subdivision consistent with other developments.*

## **PARKING FOR PRAIRIE VILLAGE SKIERS**

### **Ski and Ride Smithers Master Plan**

In 2008, as part of the approval process for the Ski and Ride Smithers Master Plan The Regional District asked the Mountain Resorts Branch (MRB) of the Ministry of Forests, Lands, and Natural Resource Operations to include details regarding the Prairie Village parking and its maintenance to be included in the Master Plan. The Master Plan was subsequently drafted with the following wording.

*The "Cabin Colony" or "Prairie Village" subdivision was originally created by the Province in the 1970s as a leasehold arrangement, similar to other recreational developments established at ski areas throughout the Province during that period of time. Over the last several years, the Province has allowed for lessees to purchase their properties, and while attractive to purchasers at the time, these properties have limited services and the quality of improvements are reflective of the age of this development. The Prairie Village is currently outside of the CRA, and any required upgrades to the infrastructure requirements of this development will be the responsibility of the property owners themselves, not HBMA. Currently, HBMA provides snowclearing for road access to the Prairie Village, as well as parking areas for Prairie Village property owners. Snowmobile use in this area is also controlled by the ski area. It is the expectation of the HBMA that future discussions will likely take place with the Regional District of Bulkley – Nechako to jointly examine the servicing options for the Prairie Village as the resort develops over time. It is the understanding of HBMA that the Province of BC will not be creating any further lots within the Prairie Village site.*

The Regional District Board recommended to the Province that the Master Plan "identify the details regarding the provision and maintenance of access to the Cabin Colony, the number of parking spaces to be made available to the Cabin Colony, and the maintenance and location of those parking spaces". Unfortunately, the Province approved the Ski and Ride Smithers Master Plan without these issues being addressed.

The Province subsequently entered into a Master Development Agreement with HBMR which requires HBMR to do the following:

- allow access, by snowmobile and otherwise, to all existing ski cabin owners and their guests, having regard for the safety and comfort of existing cabin owners, their guests and other users of the Controlled Recreation Area; and

- provide adequate parking for existing ski cabin owners and their guests

The Province's position is that HBMR has an obligation to provide parking for the current cabin owners (as of 2008) and that they are not obligated to provide additional parking if the number of cabin owners were to increase.

### **Staff's Evaluation of the Parking Situation**

As noted above HBMR has taken the following position:

"New parking needs to be developed and should allow for the accommodation of at least 2 parking spaces per land parcel (in the Prairie Village). HBMR needs to be assured that RMB and RDBN will be responsible for this development, and this needs to be undertaken prior to any future cabin development. In the interim, parking logistics need to be agreed on that are acceptable to both HBMR, RDBN, and MRB. A registration process should be implemented that would reserve parking spots for residents of the Prairie Village. Permits would need to be clearly displayed with contact information and cabin number."

Staff's assessment of the situation is that users of the dwellings in the Prairie Village are, almost exclusively, paying HBMR skiers. It is reasonable to expect that HBMR will provide adequate parking for their patrons, regardless of whether the patrons are also using Prairie Village dwellings, which are integrated into the ski hill. Therefore, in staff's opinion, it is hard to justify that the Prairie Village development has a negative impact on HBMR parking capacity. Any capacity issues that exist are the result of HBMR not having enough parking for patrons.

It appears that the Prairie Village users impact HBMR parking areas because they park overnight, and this poses maintenance and snow removal challenges for HBMR. In staff's opinion these snow clearing challenges associated with the Prairie Village is not an RDBN responsibility to resolve. This is an issue that HBMR needs to address in consultation with their patrons and the MRB. Staff have informed the HBMR and the MRB that the RDBN is not planning to become involved in the provision of parking for Prairie Village residents, or the regulation of overnight parking by HBMR patrons. Should the Board wish staff to explore the RDBN taking on these responsibilities the Board should provide that direction to staff.

### **Zoning Bylaw Parking Regulations**

The R8 Zone requires the provision of two off street parking spaces per seasonal dwelling. The staff report discussing the implementation of the R8 Zone in 1995 states:

"It is recommended that parcels continue to be required to have two off-street parking spaces. This will ensure that cabin owners are aware that it is their responsibility to provide off-street parking in the event that their current parking area is no longer available at some time in the future. If



ski area parking lots were no longer available for their use, cabin owners may then be required to make arrangements with BC Lands to access an alternative area for parking purposes."

Staff understand the intent behind the retention of the parking requirement in the R8 Zone. However, given the limited ability to provide developed and useable parking for motor vehicles staff are recommending that this parking requirement be removed from the R8 Zone.

## **H2 ZONED PROPERTIES**

There are two subdivided lots and two License of Occupation permit areas that are zoned Large Holdings (H2) rather than the R8 Zone. It was proposed that these lands be considered for rezoning to R8 Zone as the H2 Zone does not appropriately limit the use and size of the buildings. The H2 Zone also allows 2 Single Family Dwellings, has a minimum parcel size of 8 ha. and allows a relatively wide range of uses.

Owners of parcels have expressed objections to the proposed change. Staff believe that the R8 Zone is more appropriate for these parcels; however, the negative impact of retaining the H2 Zone is somewhat limited given the small number of parcels and the practical limitations on their potential use. Therefore, staff are recommending that the H2 zone remain and that Bylaw No. 1798 not be approved.

## **BUILDING SIZE REGULATIONS**

Given the challenges associated with the application of the GFA regulation in the Prairie Village, and the concern that builders are taking advantage of the definition to increase building size, staff continue to recommend that the Zoning Bylaw be amended to replace the GFA regulation with a regulation that uses a TFA measurement.

A TFA of 167.23 m<sup>2</sup> (1,800 ft<sup>2</sup>) is recommended as it is estimated to be relatively equivalent to a typical building with a GFA of 110 m<sup>2</sup> (1184 ft<sup>2</sup>). Therefore, the building size regulations are proposed to remain, in effect, similar to those that exist. Staff believe this is a reasonable compromise given the varied opinions of residents.

## **ILLEGAL SECOND DWELLINGS**

There are 10 structures identified that are likely illegal second dwellings in the Prairie Village. All of these buildings are 1 story and averaged 20.3 m<sup>2</sup> (219 ft<sup>2</sup>) in size. Bylaw 1797 was proposed to allow a second dwelling provided that the combined TFA of both dwellings does not exceed 167 m<sup>2</sup> (1,800 ft<sup>2</sup>). Staff believe that this would allow for development in a manner which will not jeopardize the character of the area, the sewage disposal situation, or the parking situation.

HBMR strongly objected to the proposal to allow 2<sup>nd</sup> dwellings in the Prairie Village as they believe that the 2<sup>nd</sup> dwellings will tend to be used as rental accommodation or be

made available for use by friends of the owners. Therefore, the frequency of use of the dwellings by skiers will be greater than that if there were only a single recreational dwelling on a parcel. HBMR believes that this increased use will have a negative impact. As noted staff's opinion is that the proposed amendments to the R8 Zone will result in little change to the existing overnight parking situation faced by HBMR.

Given the position of HBMR, and their close relationship with the Prairie Village, staff recommend that the bylaw be amended to remove the allowance for 2<sup>nd</sup> dwellings. If 2<sup>nd</sup> dwellings are not allowed staff also recommend that the size of accessory buildings be restricted. It is anticipated that people will build buildings that are proposed as accessory buildings, but these buildings will actually be used as dwellings. There will also be no practical enforcement options should large accessory buildings be allowed as there is no practical way to differentiate the building uses. Staff propose a maximum TFA of 14 m<sup>2</sup> (150 ft<sup>2</sup>) for accessory buildings.

### **SUMMARY OF RECOMMENDATIONS**

That the H2 Zoned parcels not be rezoned to R8. Therefore "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1798, 2017" should be defeated.

That Bylaw No. 1797 be amended to achieve the following:

- replace the GFA restriction of 110 m<sup>2</sup> (1184 ft<sup>2</sup>) with a TFA restriction of 167.23 m<sup>2</sup> (1,800 ft<sup>2</sup>),
- allow only one seasonal dwelling per parcel;
- restrict the size of accessory buildings to a maximum TFA of 14 m<sup>2</sup> (150 ft<sup>2</sup>).
- Remove the requirement for the provision of two off street parking spaces per seasonal dwelling in the R8 Zone.

These changes are incorporated into the attached amended Schedule A to Bylaw No. 1797. The below recommendations outline the process necessary to amend the bylaw and hold another public hearing on the amended bylaw.

**Recommendations:**

1. That Second Reading of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017" be rescinded.
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017" be amended as outlined in the July 6, 2017 report from the Director of Planning.
3. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017" be given Second Reading as amended and subsequently be taken to Public Hearing.
4. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1797, 2017" be delegated to the Director or Alternate Director for Electoral Area A.
5. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1798, 2017" be defeated.

*Electoral Area Planning – All Directors/ Majority*

Written by:



Jason Llewellyn  
Director of Planning



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## MEMORANDUM

To: Chair Miller and Board of Directors  
From: Jason Llewellyn, Director of Planning  
Date: October 16, 2017  
Regarding: Community Emergency Preparedness Fund – Flood Risk Management, Flood Mapping & Flood Mitigation Planning

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Staff recommend that the RDBN submit an application to the Community Emergency Preparedness Fund for a Flood Risk Assessment, Flood Mapping and Flood Mitigation Planning Study for the Ebenezer Flats/Kidd Road area in Electoral Area "A". A resolution from the Board of Directors is required to submit an application to the Community Emergency Preparedness Fund administered by UBCM.

The purpose of this project is to hire qualified professionals to thoroughly assess the flooding risks to the Ebenezer Flats/Kidd Road area and determine the most appropriate flood mitigation plan. The proposed scope of the project is to include spring and summer flooding risk, as well as ice jam related flooding. These documents will be used in subsequent potential applications to the Province of BC's National Disaster Mitigation Program.

To prepare for the application, staff have contacted McElhanney Consulting Services, who prepared a 2008 Erosion Protection Study on the same area. They have volunteered to put together a proposed work plan and associated budget in support of the RDBN's application.

The Community Emergency Preparedness Fund will contribute a maximum of 100% of the cost of eligible activities to a maximum of \$150,000. It is expected that the project will not exceed that amount. This project has been included in the 2017 work plan for the Protective Services Department.

### Recommendations

1. That the RDBN Board of Directors supports the an application to UBCM's Community Emergency Preparedness Fund – Flood Risk Management, Flood Mapping & Flood Mitigation Planning for grant funding to create a Flood Mitigation Plan for the area at Ebenezer Flats and Kidd Road.
2. That the RDBN Board of Directors agree to enter into a contract with UBCM, should the funding be approved, and provide overall grant management for the project.

***Development Services – Directors/Majority***

Written by:

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning



# Memorandum

To: Chair Miller and the Board of Directors  
 From: Jason Llewellyn, Director of Planning and Protective Services  
 Date: October 5, 2017  
 Regarding: Proposed UBCM Emergency Support Services Funding Application

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## PURPOSE:

The purpose of this report is to update the Board on the discussions with municipalities regarding the RDBN's proposed emergency support services (ESS) strategy for the region, and to obtain Board approval of the RDBN's application to UBCM's Community Emergency Preparedness Fund under the emergency social services funding stream.

## THE RDBN'S ESS STRATEGY UPDATE:

### The Proposed Strategy

The Protective Services Department proposed to the RDBN Board in early 2017 that the most effective, equitable, and efficient approach to ESS involves all local government in the RDBN contributing equally to a regional ESS strategy in a coordinated manner. The Protective Services Department proposed to work with municipalities to develop a regional ESS strategy including the following characteristics.

- Joint RDBN / municipal ESS team for each Electoral Area.
- Written agreements between each municipality and the RDBN including detailed commitments for support of ESS teams.
- Commitments that include the RDBN playing the key role in organizing and funding training for all teams, and the municipalities assuming responsibility for recruitment, holding regular meetings, and ESS team engagement.
- Similar training and operational procedures for all ESS teams.
- Mutual Aid agreements between the joint ESS teams.
- Protocols for ESS deployment and joint ESS response.



The intent is to develop a strategy and template agreement acceptable to all jurisdictions that would provide for equitable and appropriate ESS service levels across the region. The goal is that the cost of establishing a regional ESS system would be fairly shared across all jurisdictions. As a result, similarly trained ESS teams would be interchangeable throughout the region allowing for an efficient and effective response to larger events, and the rotation of ESS volunteers.

### **Update on the Ongoing Discussions with Municipalities**

At the April 20<sup>th</sup>, 2017 Board meeting the following motion was passed.

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to work with RDBN member municipalities to develop an ESS strategy, and report back to the RDBN Board of Directors with recommendations regarding implementation of the strategy."

Protective Services staff prepared a draft agreement for the establishment of joint municipal and RDBN ESS teams based on the above noted strategy where the RDBN plays the role of organizing and funding training for all teams, and the municipalities assume responsibility for volunteer recruitment, ESS team engagement, and the provision of a local ESS Director.

The draft agreement was sent to municipalities in June for consideration. To date, all municipalities, with the exception of the Town of Smithers, have expressed an interest in moving forward with discussions regarding the strategy as proposed, and work towards finalizing the wording of the draft agreement.

The Town of Smithers has proposed that the RDBN consider an alternate strategy where the RDBN assumes a greater role in managing ESS teams for municipalities within the RDBN. It was suggested that if each municipality contributed funding, the RDBN could assume responsibility for volunteer recruitment, team engagement, ESS paperwork and the role of the Local ESS Director.

On September 13<sup>th</sup>, 2017 RDBN staff had a preliminary discussions with the Town of Smithers regarding the challenges, feasibility and efficiencies associated with centralizing ESS responsibility with the RDBN. These discussions will continue in an attempt to find agreement with the Town of Smithers regarding the ESS related tasks that are best provided by the RDBN.

Unless RDBN staff receive alternative direction from the Board, the planned course of action regarding the ESS strategy is as follows:

- a. RDBN staff will complete discussions with the Town of Smithers to identify the details of their proposed amendments to the regional ESS strategy.

- b. RDBN staff will propose the amended strategy to the other member municipalities for preliminary feedback.
- c. RDBN staff will report to the Board with recommendations regarding what changes, if any, to make to the ESS Strategy proposed to RDBN member municipalities.

## **COMMUNITY EMERGENCY PREPAREDNESS FUND APPLICATION**

The application deadline for UBCM's Community Emergency Preparedness Fund's Emergency Social Services program is November 17, 2017. Up to \$25,000 is available per local government to build local capacity to provide ESS through training, volunteer recruitment and retention, and the purchase of equipment. The grant application requires a Board resolution indicating support for the activities proposed and a willingness to provide overall grant management.

The Protective Services Department recommends that the RDBN apply for the grant for projects that relate to our current role in the provision of ESS training, the general overall coordination of ESS services in the region, and the purchase of required ESS supplies. The recommended projects include the following:

- An evaluation and purchase of volunteer and supplier management software, and associated web site development.
- The provision of an ESS functional exercise and other training activities.
- The purchase of reception centre kits, group lodging kits, and computers and printers for use in reception centres.

Based on the existing ESS situation, the current proposed ESS strategy, and staff's understanding of the need of many municipalities, it may be worthwhile for municipalities to consider making grant applications that focus on projects relating to ESS member recruitment and retention. However, it is up to each municipality to decide how they want to proceed with applications to UBCM's Community Emergency Preparedness Fund based on their specific ESS situation and needs.

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**Recommendation**

That the RDBN Board pass a resolution:

"That the RDBN Board supports application to UBCM's Community Emergency Preparedness Fund's Emergency Social Services program for the following activities.

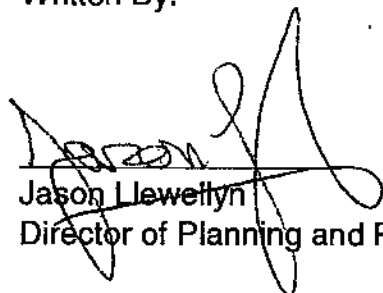
- An evaluation and purchase of volunteer and supplier management software, and associated web site development.
- The provision of an ESS functional exercise and training activities.
- The purchase of reception centre kits, group lodging kits, and computers and printers for use in reception centres.

That the RDBN Board will provide overall grant management.

And, that the RDBN Board authorizes RDBN staff to enter into an agreement with UBCM for any grants received for the above purposes."

All/Directors/Majority

Written By:



Jason Llewellyn  
Director of Planning and Protective Services

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**Emergency Support Services Agreement**  
**Draft for discussion purposes only**

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# Emergency Support Services Agreement

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THIS AGREEMENT made this        day of        2017

BETWEEN:

**RDBN OF BULKLEY-NECHAKO**

Box 820

37 3<sup>rd</sup> Avenue

Burns Lake, BC, V0J 1E0

(hereinafter called the "RDBN")

OF THE FIRST PART

AND:

**Municipality**

Address

(hereinafter called the "Village")

OF THE SECOND PART

**WHEREAS** pursuant to *Section 176(1)(b) of the Local Government Act*, and *837 of the Local Government Act*, a local authority may enter into agreements with the RDBN, First Nations or other municipalities for the purpose of emergency assistance or the formation of coordinated emergency preparedness, response or recovery;

**AND WHEREAS** the RDBN and Village are willing to enter into an agreement regarding the establishment of a joint Emergency Support Services system in support of residents evacuated from their homes due to an emergency or disaster;

**NOW THEREFORE** the parties hereto in consideration of the performance of the covenants hereinafter contained and for other valuable consideration, the sufficiency and receipt of which is hereby acknowledged, covenant and agree as follows.

## PURPOSE

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1. This agreement outlines the manner in which the RDBN and the Village will create, maintain and operation a joint Emergency Social Services (ESS) team that works on behalf of the RDBN and the Village.

#### **EMERGENCY SUPPORT SERVICES DIRECTOR APPOINTMENT**

2. The Village shall be responsible for recruiting and appointing an Emergency Support Services Director (ESSD) that has completed the Emergency Support Services Director course though the Justice Institute of BC for the joint ESS Team.
3. The Village shall be responsible for providing the necessary office and clerical support for the ESSD.
4. The RDBN must ratify the appointment of the ESSD, and may reject any appointment, unless the ESSD is full time staff member of the Village.

#### **EMERGENCY SUPPORT SERVICES DIRECTOR REPORTING**

5. During ESS response to an emergency within the boundary of the Village, the ESSD and ESS Volunteers shall report to the Village's Operations Section Chief or Emergency Program Coordinator.
6. During ESS response to an emergency within the rural area outside of the boundary of the Village, the ESSD and ESS Volunteers shall report to the RDBN's Operations Section Chief or Emergency Program Coordinator.
7. During ESS response to an emergency within both the rural area and the Village, the ESSD and ESS Volunteers shall report to the Operations Section Chief for the Emergency Operations Centre (EOC) responsible for the emergency.
8. During ESS response to an emergency within both the rural area and the Village, where the RDBN and the Village have each established an EOC, the EOC directors from the RDBN and the Village shall determine who directs the activities of the ESSD and ESS Volunteers.

#### **RDBN RESPONSIBILITY**

9. The RDBN shall be responsible for the following:
    - a. Supporting the training of ESS volunteers and local government staff.
    - b. Covering up to \$2,000 in costs for ESS volunteers to attend approved training courses, exercises, and events.
    - c. Hosting an annual training event.
    - d. Hosting semi-annual regional ESSD Conference Calls.
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- e. Providing the ESS teams with a reception centre kit and forms.

### **VILLAGE RESPONSIBILITY**

10. The Village is responsible for the following:
  - a. Recruitment of Emergency Support Services volunteers.
  - b. Maintaining and providing to the RDBN, an up to date ESS volunteer list including emergency contact numbers for each volunteer.
  - c. Providing an annual 'Volunteer Appreciation' event to recognize the value of ESS volunteers.
  - d. Housing the reception centre kits and forms, and making them available to the ESS volunteers as necessary.

### **SHARED RESPONSIBILITY**

11. The RDBN and the Village shall work together to achieve the following:
  - a. Development of a regional ESS Plan.
  - b. Development of a training schedule for ESS volunteers.
  - c. Development of a Memorandum of Understanding for the Operation of a joint EOC involving joint ESS response.

### **TERMINATION**

12. Either the Village or the RDBN may terminate this Agreement at any time with 90 days prior notice by delivering notice in writing to the other Parties.
13. In the event that this agreement is terminated the individual volunteers shall be free to join either the RDBN or the Village ESS team.

### **NOTICE**

14. Any notice given under this Agreement shall be delivered to the Chief administrative Officer at the above noted address, or by in-personal delivery.

### **BINDING EFFECT**

15. This Agreement shall endure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.
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**DISPUTE RESOLUTION**

16. In the event of any dispute or disagreement arising from the interpretation or application of this Agreement, or in the event of any breach or alleged breach by either party first written notice may be provided by either party to the other party describing the nature of the breach or alleged breach, or the disagreement or dispute. In the event that such notice is given, the parties shall:
- a. immediately proceed to negotiate in good faith to resolve the matter to the mutual satisfaction of both parties; and
  - b. if a resolution satisfactory to both parties is not achieved within 60 (sixty) days of the first written notice being delivered to either party, then either party may serve a second written notice upon the other party that the matter is to be referred to binding arbitration; and
  - c. a single arbitrator shall be appointed by Agreement of the parties within 90 (ninety) days of the second written notice being delivered, and failing such Agreement, the arbitrator shall be appointed pursuant to the *Commercial Arbitration Act* to hear both parties to the dispute and the decision of that arbitrator shall be final, conclusive and binding on both parties, with costs payable in respect of the arbitration to be determined by the arbitrator.

**LAW APPLICABLE**

17. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia. Nothing in this Agreement shall negate or fetter the legal authority of either party.
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IN WITNESS WHEREOF the parties hereto have hereunto affixed their seals on the day and year first above written.

The Corporate Seal of the  
RDBN was affixed hereto in the  
presence of:

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Chairperson

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Chief Administrative Officer

The Corporate Seal of the  
Municipality  
was affixed hereto in the  
presence of:

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Mayor

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Chief Administrative Officer

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## Community Emergency Preparedness Fund Emergency Social Services

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### 2017 Program & Application Guide

#### 1. Introduction

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The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by Union of BC Municipalities (UBCM).

The funding streams include:

- Emergency operations centres and training
- Emergency social services
- Evacuation route planning
- Flood risk assessment, flood mapping and flood mitigation plans
- Structural flood mitigation

#### Background

British Columbians forced from their homes by fire, floods, earthquakes or other emergencies may receive emergency social services for up to 72 hours. Services may include food, lodging, clothing, emotional support, information about the crisis, and family reunification. There may also be special services like first aid, child minding, pet care and transportation.

Under the *Emergency Program Act*, municipalities, First Nations communities and regional districts are responsible for responding to emergencies in their areas, including providing emergency social services.

#### Emergency Social Services Program

The intent of this funding stream is to support eligible applicants to build local capacity to provide emergency social services through training, volunteer recruitment and retention, and the purchase of equipment. Ongoing operational costs are not eligible.

#### 2. Eligible Applicants

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All local authorities (as defined by the *Emergency Program Act*) and Treaty First Nations (as defined by the *Interpretation Act*) in BC are eligible to apply.

Eligible applicants can submit one application per funding stream per intake.

### **3. Eligible Projects**

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In order to qualify for funding, applications must demonstrate the extent to which proposed projects will build local capacity to provide emergency social services.

In addition, to qualify for funding, projects must be:

- A new project (retroactive funding is not available)
- Capable of completion by the applicant within one year from the date of grant approval

### **4. Eligible & Ineligible Costs & Activities**

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The intent of the program is to increase the capacity of eligible applicants to deliver emergency social services in their community. It is not intended to increase the capacity of third party organizations to deliver emergency social services on behalf of the local authority.

#### **Eligible Activities & Expenditures**

Eligible costs are direct costs that are approved by the CEPF Evaluation Committee, properly and reasonably incurred, and paid by the applicant to carry out eligible activities. Eligible costs can only be incurred from the date of application submission until the final report is submitted.

Eligible activities must be cost-effective and may include:

- Training and exercises to increase capacity for the provision of emergency social services
- Volunteer recruitment and retention activities directly related to the provision of emergency social services
- Purchase of supplies and equipment (i.e. reception centre kits, group lodging kits and storage containers for supplies and equipment)

The following expenditures are also eligible provided they relate directly to the eligible activities identified above:

- Consultant costs
- Applicant staff and administration costs
- Public information costs

#### **Ineligible Activities & Expenditures**

Any activity that is not outlined above or is not directly connected to activities approved in the application by the CEPF Evaluation Committee is not eligible for grant funding. This includes:

- Routine or ongoing operating costs
- Delivery of emergency social services
- Activities intended to increase the capacity of third party organizations to deliver emergency social services on behalf of the local authority

### **5. Grant Maximum**

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The Emergency Social Services program can contribute a maximum of 100% of the cost of eligible activities to a maximum of \$25,000.00.

In order to ensure transparency and accountability in the expenditure of public funds, all other grant contributions for eligible portions of the project must be declared and, depending on the total value, may decrease the value of the grant.



## 6. Application Requirements & Process

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### Application Deadlines

Funding permitting, two application intakes are planned for the Emergency Social Services program.

The first application deadline will be November 17, 2017. The second application deadline will be confirmed at a later date.

Applicants will be advised of the status of their application within 60 days of the application deadline.

### Required Application Contents

- Completed Application Form
- Local government Council or Board resolution, or First Nation Band Council resolution, indicating support for the current proposed activities and willingness to provide overall grant management

### Submission of Applications

Applications should be submitted as Word or PDF files. If you choose to submit your application by e-mail, hard copies do not need to follow.

All applications (from local authorities and Treaty First Nations) should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Mail: 525 Government Street, Victoria, BC, V8V 0A8

### Review of Applications

UBCM will perform a preliminary review of applications to ensure the required application elements (identified above) have been submitted and to ensure that basic eligibility criteria have been met. Only complete application packages will be reviewed.

Following this, the Evaluation Committee will assess and score all eligible applications based on the funding priorities. Higher application review scores will be given to applications that:

- Clearly demonstrate how the capacity of the eligible applicant to deliver emergency social services in their community will be increased
- Consider mass care scenarios
- Support recommendations or requirements identified in the local Emergency Plan
- Demonstrate transferability to other local governments and Treaty First Nations in BC
- Include In-kind or cash contributions to the project from the eligible applicant, community partners or other grant funding
- Are cost-effective

The Evaluation Committee will also consider the location of each application in order to ensure a balanced representation of projects across the province.

All application materials will be shared with the Province of BC.

## **7. Grant Management & Applicant Responsibilities**

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Please note that grants are awarded to eligible applicants only and, as such, the applicant is responsible for completion of the project as approved and for meeting reporting requirements.

Applicants are also responsible for proper fiscal management, including maintaining acceptable accounting records for the project. UBCM reserves the right to audit these records.

### **Notice of Funding Decision & Payment**

All applicants will receive written notice of funding decisions, which will include the terms and conditions of any grant that is awarded.

Grants under the Emergency Social Services program are paid at the completion of the project and only when the final report requirements have been met.

### **Changes to Approved Projects**

Approved grants are specific to the project as identified in the application, and grant funds are not transferable to other projects. Approval from the CEPF Evaluation Committee will be required for any significant variation from the approved project.

To propose changes to an approved project, approved applicants are required to submit:

- Revised application package, including an updated Council, Board or Band Council resolution
- Written rationale for proposed changes to activities and/or expenditures

The revised application package will be reviewed by the CEPF Evaluation Committee at the next scheduled meeting.

### **Extensions to Project End Date**

All approved activities are required to be completed within one year of approval and all extensions beyond this date must be requested in writing and be approved by UBCM.

## **8. Final Report Requirements & Process**

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All funded activities are required to take place within one year of notification of funding approval and the final report will be due within 30 days of project completion.

Applicants are required to submit an electronic copy of the complete final report, including the following:

- Completed Final Report Form
- Copies of any training or capacity building materials that were produced with grant funding
- *Optional:* photos and/or media directly related to the funded project

### **Submission of Final Reports**

All final reports (from local authorities and Treaty First Nations) should be submitted to:

Local Government Program Services, Union of BC Municipalities

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Mail: 525 Government Street, Victoria, BC, V8V 0A8

All final report materials will be shared with the Province of BC.

**9. Additional Information**

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For enquiries about the application process or general enquiries about the program, please contact:

Union of BC Municipalities  
525 Government Street  
Victoria, BC, V8V 0A8

E-mail: [cepf@ubcm.ca](mailto:cepf@ubcm.ca)

Phone: (250) 387-4470



# Planning Department Enquiries Report, Month of September 2017

## 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 August 2017. During this month the Planning Department responded to 210 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other.

<b>Subject Area</b>	<b>May 2017</b>	<b>June 2017</b>	<b>July 2017</b>	<b>August 2017</b>	<b>Sept 2017</b>
Development Services	46	31	33	51	28
Electoral Area Planning	73	75	59	73	48
House Numbering	7	23	30	12	20
Maps	25	46	46	58	46
Bylaw Enforcement	61	8	4	12	16
Other	66	66	77	46	52
<b>Total</b>	<b>168</b>	<b>278</b>	<b>249</b>	<b>249</b>	<b>210</b>

### Recommendation

"That the Board receive the September 2017 Planning Department Enquiries Report."

*(All Directors)*

Respectfully submitted,



Jason Llewellyn  
Director of Planning



## ***Building Inspector's Report For September, 2017***

1. Building Permit Summary for the Regional District of Bulkley-Nechako

There were 20 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$13,564.00, with a total construction value of \$2,234,166.00. There have been 90 permits issued to date in 2017.

2. Building Permit Summary for the Village of Bums Lake

There was 1 building permit application submitted this reporting period with a total construction value of \$10,000.00. There have been 11 permits issued to date in 2017.

3. Building Permit Summary for the Village of Fraser Lake

There was 1 building permit application submitted this reporting with a total construction value of \$5,000.00. There have been 4 permits issued to date in 2017.

4. Building Permit Summary for the Village of Granisle

There were no building permit applications submitted this reporting period. There have been 4 permits issued to date in 2017.

5. Building Permit Summary for the District of Fort St. James

There were 2 building permit applications submitted this reporting period with a total construction value of \$355,000.00. There have been 12 permits issued to date in 2017.

6. Building Permit Summary for the Village of Telkwa

There were 2 building permit application submitted this reporting period with a total construction value of \$120,000.00. There have been 13 permits issued to date in 2017.

Reviewed by:

  
Jason Llewellyn

Written by:

  
Jason Berlin

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
Planning Department**

**September 2017 - Action List - Page 1 of 1**

<b>PAGE #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
Page 42-55 Board Agenda Sept 21 2017	Out of Delegations Outstanding Issues	Draft Letter To OCG RE: RDBN Outstanding Issues	Jason	Ongoing	
Pages 62-79 Board Agenda Sept 21 2017	FLNRO Equity Mine Dam Plan	Ministry of Mines Arrange Delegation	Jason	Ongoing	
Page 124 - 135 Board Agenda Sept 21 2017	Correspondence RE: Cannabis Legalization Primer (How Municipalities Get Ready)	Update draft of Zoning Bylaw Omit "Medical" from Medical Marijuana	Maria/Jason	Ongoing	
Pages 62-79 Supp Board Agenda 20-Apr-17	BC Building & Safety Standards	Arrange Delegation	Jason	Ongoing	
Page 803 Board Agenda May 25 2017	Cluculz Lake Volunteer Fire Dept	Follow up with recommendations Investigate RD's responsibility for Fire Dept. Operations	Jason Blackwell	Ongoing	
Page 165-201 Board Agenda 20-Jul-17	9-1-1 System Maintenance Contract Renewal	Facilitate	Haley	Ongoing	
Page 133-139 Board Agenda Aug 17 2017	DVP File No. B-01-16 John and Melainie Chretien Electoral Area "B"	Notify Applicant Follow Up on DVP Process Issue DVP	Jennifer Maria/Jason LI Maria/Jason LI	Completed Ongoing Ongoing	August 21 2017
Page 140-159 Board Agenda Aug 17 2017	Rezoning Reapplication No. A-06-17 Kilback Electoral Area "A"	Re-application refused Letter & Refund Register on File Unlawful 2nd Dwellings Article	Jennifer Jason LI/Maria Jason LI	Completed Ongoing Ongoing	Aug 21, 2017

819

**Cheryl Anderson**

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**Subject:** FW: UBCM 2017 Ministry of Environment Follow up

---

**From:** Minister, ENV ENV:EX <ENV.Minister@gov.bc.ca>

**Sent:** Monday, October 16, 2017 11:20 AM

**To:** 'bmiller.pbm@gmail.com'

**Cc:** Dawes, Jacquie MAH:EX; Sheldon, Tim FLNR:EX; McGuire, Jennifer ENV:EX; Morel, David P ENV:EX; Kriwoken, Lynn ENV:EX; McDonald, Bob ENV:EX

**Subject:** UBCM 2017 Ministry of Environment Follow up

Reference: 312202

*October 16, 2017*

Bill Miller, Chair  
and Council representatives  
Regional District of Bulkley-Nechako  
Email: [bmiller.pbm@gmail.com](mailto:bmiller.pbm@gmail.com)

Dear Chair Miller and Council representatives:

I am writing to follow up on my recent meeting with Regional District of Bulkley-Nechako representatives at the 2017 Union of British Columbia Municipalities (UBCM) Convention.

The annual UBCM convention offers an important opportunity for local governments to have conversations and outline priorities with the provincial government. These meetings help to inform ministries on issues that matter most to communities in British Columbia. I value these opportunities and I hope that you continue to engage with my ministry and our new government on issues that matter to you and your residents so that we can continue to move forward with our goal of building a strong, sustainable, innovative economy that works for everyone.

Thank you for articulating your concerns regarding zero waste, Recycle BC, water licencing specific to livestock, and the Northwest BC Resource Benefits Alliance. I understand that northern communities are facing multiple challenges when it comes to waste. As discussed, I encourage you to raise your concerns at the upcoming Recycle BC stewardship plan consultations on November 15 and 16, 2017. Ministry staff will be present and monitoring these discussions carefully. In the mean time, the Director of Extended Producer Responsibility Bob McDonald will reach out to Mr. Mark Fisher and Ms. Melany deWeerdts regarding the status of your Recycle BC offer. Lastly, I will have my Executive Director of Water Protection and Sustainability, Lynn Kriwoken, connect with her colleagues at the Ministry of Forests, Lands, Natural Resource Operations and Rural Development regarding the status of your water licence. As a component of the *Water Sustainability Act*, Minister Donaldson and myself will be developing a new regulation to protect stream values while supplying water to livestock so please stay engaged in the consultation process as regulation development continues.

280

As you may know, I am also committed to implementing a comprehensive climate-action strategy that provides a pathway for BC to prosper economically, while meeting carbon pollution reduction targets and I hope that you will keep this goal in mind in your local decision-making for the benefit of all British Columbians.

Thank you again for taking the time to meet. I look forward to continuing to work closely with you in the future on issues of mutual importance.

Sincerely,

George Heyman  
Minister

cc: Jacque Dawes, Deputy Minister, Ministry of Health  
Tim Sheldan, Deputy Minister, Ministry of Forests, Lands, Natural Resource Operations and Rural Development  
Jennifer McGuire, A/Assistant Deputy Minister, Environmental Sustainability and Strategy Policy Division, Ministry of Environment and Climate Change Strategy  
David Morel, Assistant Deputy Minister, Environmental Protection Division, Ministry of Environment and Climate Change Strategy  
Lynn Kriwoken, Executive Director, Environmental Sustainability and Strategic Policy Division, Ministry of Environment and Climate Change Strategy  
Bob McDonald, Director, Extended Producer Responsibility, Environmental Protection Division, Ministry of Environment and Climate Change Strategy



September 13, 2017

Regional District of Bulkley-Nechako  
PO Box 820, 37 3rd Avenue  
Burns Lake, BC V0J 1E0

Attention: Chair Bill Miller

Dear Chair Miller:

Subject: Vanderhoof Community Foundation (RDBN Area F)  
Community Foundation Matching Grants Program  
Northern Development Project Number 5139 70

RECEIVED

SEP 19 2017

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

The Northern Development Initiative Trust Corporation was created by the Province to be a catalyst for central and northern BC, to grow a strong diversified economy by stimulating sustainable economic growth through strategic and leveraged investments.

The Board has developed a 'Matching Grant Program for Community Foundations' whereby a community may establish or continue to build a permanent endowed fund, the earnings of which are to be used for the long term benefit of a geographically defined community or region.

I am pleased to advise you that the Community Foundation Matching Grants application from the Regional District of Bulkley-Nechako for the 'Vanderhoof Community Foundation (RDBN Area F)' has been approved for a grant up to \$25,000 from the Prince George Regional Development Account on September 8, 2017.

The Board wishes you every success in the growth of Regional District of Bulkley-Nechako and looks forward to seeing the positive results at work in the community.

Sincerely,

  
Joel McKay  
Chief Executive Officer

- c: Melany de Weerd, Chief Administrative Officer, Regional District of Bulkley-Nechako  
Corrine Swenson, Manager of Regional Economic Development, Regional District of Bulkley-Nechako

282

Board-Receive



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

RECEIVED  
OCT 16 2017  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

October 10, 2017

Re: Resolutions deadline

Good Morning NCLGA Local Governments,

In an attempt to strengthen the resolution process and allow enough time for thorough review, research and dialogue with members, the NCLGA board is asking that resolutions be submitted by February 9<sup>th</sup>, 2018.

Technically, NCLGA bylaws call for resolution submission no later than sixty days before the AGM. However, this deadline constricts our ability to help coordinate amongst our membership, have UBCM do the necessary policy research and then disseminate all resolutions and background material as thoroughly as possible.

Resolutions will not be considered late before March 9<sup>th</sup>, but we are asking for a friendly deadline of February 9<sup>th</sup> next year.

Thank you for accommodating this request as we build a more robust and fruitful resolutions process moving forward.

Sincerely,

Shaely Wilbur,

A handwritten signature in black ink, appearing to read "Shaely Wilbur", written in a cursive style.

President, NCLGA  
City Councillor, Dawson Creek



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

RECEIVED  
 OCT 16 2017  
 REGIONAL DISTRICT OF  
 BULKLEY NECHAKO

October 16<sup>th</sup>, 2017

Re: NCLGA Board Report

Dear Mayors, Chairs, Councillors and Directors,

This is a brief NCLGA Board Report to keep you updated on your area association's most recent news:

**Resolutions:** We are asking all of you to consider resolutions for the upcoming NCLGA, UBCM cycle sooner rather than later this year. In fact, we've set a **friendly deadline of February 9<sup>th</sup>, 2018** for resolution submissions which will help us create a more robust advocacy process. As you know, resolutions are the bedrock of our advocacy efforts. As such, your NCLGA Board wants to create the best resolutions process of all the area associations in BC.

**Mayors, Chairs and CAOs Roundtable:** The NCLGA will be helping to put together a second Northern Mayors, Chairs and CAOs roundtable on January 19<sup>th</sup>, 2018. Mayor Hall and the City of Prince George will play host to the daylong event, as we build on the last roundtable. More to come on this in the coming weeks. The event is supported, financially, by the Northern Voices Endowment Fund.

**Community Leadership Awards:** The NCLGA's Community Leadership Awards are proving to be a very popular initiative. 2018 will mark the third cycle of nominations for the awards, which are presented at the annual convention banquet. March 16<sup>th</sup> is the deadline to get nominations in to our office. The rules are very simple and straight forward and can be found on your NCLGA website. Essentially, any individual can nominate a local government for an event or initiative in three categories: economic development, environmental stewardship and/or social responsibility.

**Rural Roundtable:** The last Roundtable event (which took place in Terrace) for Electoral Area Directors was a resounding success. The EAD's on our board are in the throes of planning another "Rural Roundtable" for the second week of May, 2018 in Fort Nelson. You can expect a slightly different format as our organizing team applies lessons learned and participant input from last time around. Like the Mayors and Chairs roundtable, the Rural Roundtable is supported by the NCLGA's Northern Voices Endowment Fund.

**Strategic Planning Session:** On the evening of May 7<sup>th</sup>, 2018 at the next NCLGA convention, we will be conducting a strategy session to help guide the NCLGA through the next few years. We strongly urge your participation as your fellow decision makers tackle topics like strengthening the resolutions process, advocacy for the region and community engagement. When you register for your upcoming NCLGA convention, be sure to click the strategy session as an option. After all, the NCLGA belongs to you.

**2018 Convention:** The draft agenda for your 2018 NCLGA convention is now posted on the NCLGA website. I think you'll agree that this is one of the most relevant and encompassing convention itineraries in recent memory. On top of some very informative sessions, which range from cannabis to effective public relations, there are four amazing official tours to choose from. Registration is now also live on the NCLGA website, and we encourage you to register as soon as possible for this event. Once we have a better idea of numbers, we can have a better idea of transportation needs. If feasible, we will be organizing a plane charter to help delegates commute to this amazing, beautiful destination.

**Website:** Almost anything you need to know about your area association is available at [www.nclga.ca](http://www.nclga.ca). From policy manuals, how to bid on conventions and the community leadership awards to lists of members, strategic planning and resolutions, it is a one stop shop for local government leaders and stakeholders alike. We have also created a searchable component to the website to assist in your advocacy efforts and resolution writing. You can simply type in a key word like "wildfires" and you will get a list of all resolutions and relevant information dating back over the past decade.

If you have any questions about these topics or any other NCLGA related issues, please don't hesitate to connect with any of your NCLGA Board members:

Shaely Wilbur, Councillor	City of Dawson Creek	President
Gord Klassen, Councillor	City of Fort St. John	1 <sup>st</sup> Vice President
Laurie Walters, Councillor	City of Williams Lake	2 <sup>nd</sup> Vice President
Laurey-Anne Roodenburg, Councillor	City of Quesnel	Past President
Cheryl Shuman, Councillor	City of Dawson Creek	Director At Large
Sarrah Storey, Councillor	Village of Fraser Lake	Director At Large
Lara Beckett, Director	Regional District of Fraser-Fort George	Director at Large
Brad Sperling, Director	Peace River Regional District	Appointed Regional Representative

Dave MacDonald, Mayor	District of Port Edward, North Coast Regional District	Appointed Regional Representative
Lynne Christiansen, Councillor	City of Terrace, Kitimat-Stikine Regional District	Appointed Regional Representative
Joan Sorley, Director	Cariboo Regional District	Appointed Regional Representative
Shane Brienen, Mayor	District of Houston, Bulkley-Nechako Regional District	Appointed Regional Representative
Pat Crook, Mayor	District of Mackenzie, Regional District of Fraser-Fort George	Appointed Regional Representative
Lorraine Gerwing, Councillor	Fort Nelson, Northern Rockies Regional Municipality	Appointed Regional Representative

We greatly appreciate your hard work and dedication to making central and northern BC the best place in the world to live, work and play.

Sincerely,



Shaely Wilbur  
NCLGA President

*Thank you for everything you do to build & strengthen NCLGA.*

**Cheryl Anderson**

---

**From:** Edmondson, Marijke MAH:EX <Marijke.Edmondson@gov.bc.ca>  
**Sent:** October-16-17 4:12 PM  
**To:** 'Bill Miller'  
**Cc:** MAH LG Governance MAH:EX; Melany Deweerdt; Cheryl Anderson  
**Subject:** 2016 Census impact on Regional District of Bulkley-Nechako Board composition and voting strength  
**Attachments:** Bulkley-Nechako RD 2017 Voting Table.pdf

Chair Bill Miller and Board Directors  
Regional District of Bulkley-Nechako

Dear Chair Miller,

Attached please find the 2016 Census population figures that serve as the basis for voting strength and number of municipal directors.

These population figures reflect the number of people living within regional district boundaries, which may be different from the federal Census boundaries of the same name. In determining these total population figures, Ministry staff have made adjustments to ensure that Indian Reserve populations are included for the appropriate local government areas and to account for 2016 municipal boundary changes. Population is a defined term in the *Community Charter* and is the basis for voting rights and municipal representation on the Regional District Board and for allocation of certain local government grant amounts.

As a result of the 2016 Census and adjustments, the Regional District of Bulkley-Nechako Board composition will not change, but the District of Houston will lose one (1) vote as a reflection of reduced population.

Regional Districts are encouraged to inform their member municipalities of any changes as soon as possible. Municipal councils are required to appoint any new directors (who must take their municipal director oath of office) and adjust the number of votes assigned as necessary, before the Board's first meeting held after November 1st.

Should you have any questions regarding the census population certification process, please contact Elizabeth Lane, Program Analyst, Governance and Structure Branch. Elizabeth can be reached by phone at 778-698-3225 or by email at [lggovernance@gov.bc.ca](mailto:lggovernance@gov.bc.ca).

Sincerely,

**Marijke Edmondson** | Director, Governance Structures  
Governance and Structure Branch | Ministry of Municipal Affairs and Housing  
Direct: 778.698.3227 | Mobile: 250.689.8198 | Fax: 250.387.7972 | Email: [marijke.edmondson@gov.bc.ca](mailto:marijke.edmondson@gov.bc.ca)



### Regional District of Bulkley-Nechako

(incorporated February 1, 1966)

Voting Unit: 3,000 population

	2016 Census including subsequent population changes certified by the Minister <sup>1</sup>	Number of Directors  (voting strength/5)	Voting Strength  (population/ voting unit)
<b>Districts:</b>			
Fort St. James	1,598	1	1
Houston	2,993	1	1
Vanderhoof	4,439	1	2
<b>Town:</b>			
Smithers	5,401	1	2
<b>Villages:</b>			
Burns Lake	2,070	1	1
Fraser Lake	988	1	1
Granisle	303	1	1
Tekwa	1,327	1	1
<b>Electoral Areas:</b>			
A	5,256	1	2
B	1,958	1	1
C	2,850	1	1
D	2,212	1	1
E	1,735	1	1
F	3,665	1	2
G	1,101	1	1
<b>Totals:</b>	<b>37,896</b>	<b>15</b>	<b>19</b>

Populations certified as necessary by the Minister of Municipal Affairs and Housing under sections 196 and 197 of the *Local Government Act* as per the definition in the Schedule to the Community Charter.

Effective November 1, 2017.

These population figures are to be used only in the determination of voting strength and Director representation.

1. Population includes people residing on Indian Reserves and boundary extensions to December 31, 2016.



Board-Receive





Dear Staff of The Regional District of  
Bulkley - Nechako,

On behalf of Groundbreakers and the  
Young Agrarian program I would like to  
extend my sincere gratitude for the  
support you have provided us for the 2017  
Season. We successfully worked with  
5 youth and over 15 local producers  
and agricultural businesses. Thank  
you for supporting us in our efforts  
to protect food security in the Bulkley  
valley. We look forward to developing  
this program long into the future.

Sincerely, Alexanne Dick (Project coordinator)

289

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Canada Post  
647128  
OCT 06 2017  
2017 08-04  
Regional District of  
Bulkley - Nechako

37 3<sup>rd</sup> Ave.  
PO Box 820  
Burns Lake, BC  
VOJ 1E0

Regional District of  
Bulkley Nechako  
'Grant in aid' funding.

Questions contact:

Karen

Schiff

250 567 2737



The Nechako Community Arts Council wishes to publicly thank you for your generous support of the Art Wing with a reception and the reveal of the contributor plaques.

Please join us to celebrate the completion of the

# Arts Take Wing Project

Monday, October 2nd  
2:00 - 3:00 pm  
Integris Community Center  
Arts Wing



The reception will include a "tour" of the pottery equipment and refreshments.

Local press will be on hand to cover the event.

**BULKLEY NECHAKO**

890

Board - Receive

Board.  
-Receive

Thank you for your support!

# The Big Pig

291



**Mountain Biking Festival**

RECEIVED

SEP 14 2017

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Melany

Thank you so much for the Regional District's support of the Big Pig and the BLMBA. The trails in Burns Lake and, indeed, all along Hwy 16 from Valemount to Terrace, are attracting more bikers from all over the world, and having a significant impact on our local economies. Thanks for helping to make it happen.

Gen

**Thank you for your support of BLMBA's 10<sup>th</sup> Annual Big Pig Mountain Biking Festival. We could not run the event without the generous support of our community sponsors! We greatly appreciate your involvement and helping us make the event a success.**

**From all of us at the  
Burns Lake Mountain Biking Association**

292

Board  
- Receive

Dear regional DISTRICT OF COURTESY NECHAKO,  
293

We would like to extend our sincere thanks for the financial support through the Connecting Consumers and Producers Grants. We were able to host our 4th Annual Harvest Celebration and our first ever Preserving Workshop in large part because of funding from the ROBN. Thank you for creating a program that helps support the development of stronger, healthier communities in our region. This is important work and it does make a difference.

Best Regards,

Maya Sullivan for Nechako Valley  
Food Network and the Vanderhoof  
Community Garden.

Board-Receive

October 5, 2017

Chair Bill Miller and Board of Directors  
Bulkley - Nechako Regional District  
37-3rd Ave. P.O.Box 820  
Burns Lake, BC  
V0J1E0

**RECEIVED**  
OCT 11 2017  
REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

Dear Chair Miller and Directors,

On June 1, 2017, the Canadian Radio-television and Telecommunications Commission (CRTC) directed all telephone and mobile wireless companies to update their networks in order to be ready to provide next-generation 9-1-1 (NG9-1-1) services by December 31, 2020. The decision also specified that Legacy 9-1-1 networks are to be decommissioned by June 30, 2023. A copy of the CRTC's news release is attached for your information.

As your 9-1-1 Public Safety Answer Point we write to you to today to advise that E-Comm has been a full participant in the CRTC consultations that have transpired since 2013 and culminated with the June 1, 2017 decision. We are pleased a timeline has been established for telephone and wireless companies to update their networks as E-Comm has long supported the modernization of the 9-1-1 lifeline to "next generation" technology because it will, among other things, provide new means of connecting British Columbians with emergency services in those cases where a phone call is just not possible. That will be to the benefit of public and first-responder safety. We look forward to working with B.C.'s 9-1-1 network provider, TELUS, as it develops this essential new infrastructure to enable text to 9-1-1 for the general public among other future enhancements.

Although we cannot set a target date at this time, once the new Internet-based networks are ready, E-Comm will move to implement the many aspects of Next Generation 9-1-1 within our service area as quickly as possible. We were the first centre in Canada to implement text with 9-1-1 for the deaf and speech impaired and we see moving to an IP-based infrastructure as a natural evolution. We have outstanding technical and operational staff to make this happen.

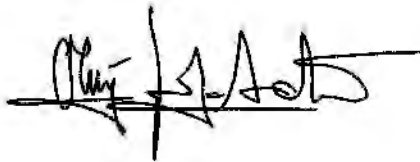
Because 9-1-1 service requires coordination between various agencies including TELUS, mobile wireless companies, provincial and municipal governments, emergency call centres and first responders, the CRTC has recommended that Public Safety Canada take a leadership role in establishing a national coordination body to assist with the transition to NG9-1-1. We were particularly pleased with this recommendation, as we believe this will

help with this major undertaking. Replacing the existing voice network, which is a proven life-saving service with many built-in redundancies, with new IP-based technology will take coordination and considerable effort.

The introduction of IP technology and specifically text capability, will not replace voice calls. In fact, it is our view that a voice call will always be the best way of communicating with 9-1-1 for its speed, accuracy and ability to provide personal connections between callers and call-takers. Voice calls also provide other elements such background noises, voice tone and other audible elements/clues that can be critical to the call-taker's assessment of an emergency. Text will be great in those cases where a call is just not possible, but we support the message "call if you can, text if you can't."

We will continue to keep you informed at the appropriate intervals on the progression of this important evolution, but in the meantime, would be pleased to answer any immediate questions you might have. Please contact Mike Webb, Vice-President of Technology Services at 604-215-5003.

Sincerely,



Oliver Grüter-Andrew  
President & CEO

Attachment

# **The CRTC is creating a safer environment for Canadians by enabling access to enhanced and innovative 9-1-1 services**

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## **News Release**

**From Canadian Radio-television and Telecommunications Commission**

June 1, 2017 – Ottawa-Gatineau – Canadian Radio-television and Telecommunications Commission (CRTC)

Today, the Canadian Radio-television and Telecommunications Commission (CRTC) directed all telephone and mobile wireless companies to update their networks in order to be ready to provide next-generation 9-1-1 (NG9-1-1) services.

NG9-1-1 services will provide Canadians with access to new and innovative emergency services and capabilities. These services are enabled by the prevalence of mobile devices and the evolution of telecommunications networks. The CRTC wants to ensure that Canada's 9-1-1 system takes advantage of these technological advancements to improve public safety.

The provision of 9-1-1 services throughout Canada is complex and requires coordination between various parties, including telephone and mobile wireless companies, provincial, territorial, and municipal governments, emergency call centres and emergency responders such as fire, police and paramedics. The CRTC is also recommending that Public Safety Canada take a leadership role in establishing a national coordination body, including emergency call centres and emergency responders, to assist with the transition to NG9-1-1. All of these organizations have a role to play to ensure the safety of Canadians.

The incumbent telephone companies will be responsible for the construction, operation, and maintenance of the NG9-1-1 networks, with CRTC oversight. The networks must be ready to provide NG9-1-1 voice services by June 30, 2020 and NG9-1-1 text messaging services by December 31, 2020. These services will be made available to Canadians as their local 9-1-1 call centres are in a position to offer them.



## Quotes

“The safety of Canadians is largely dependent on timely and efficient access to emergency services. As new capabilities become available, we must ensure that Canada’s emergency system adapts. Many stakeholders need to combine their efforts to provide Canadians with an innovative and effective NG9-1-1 system.

We are asking Public Safety Canada to take on a leadership role in order to ensure that the multiple players that have a role to play work together efficiently. We have done our part to get the ball rolling. Provincial, territorial and municipal governments need to work with their regional emergency call centres and plan ahead for this important transition.”

- Jean-Pierre Blais, CRTC Chairman and CEO.

## Quick Facts

- The CRTC regulates the telephone and mobile wireless companies that carry 9-1-1 calls to emergency call centres. Call centres and the emergency responders that they dispatch, such as fire, police, and ambulance, are under the jurisdiction of municipalities, provinces and territories.
- With NG9-1-1 services, Canadians could eventually stream video from an emergency incident, send photos of accident damage or a fleeing suspect, and send personal medical information, including accessibility needs, which could greatly aid emergency responders.
- The evolution to NG9-1-1 is expected to occur gradually over a number of years.
  - It will start with the CRTC and telephone companies collaborating to prepare the networks so that they are capable of carrying NG9-1-1 traffic to the emergency call centres.
  - The next step will be for provincial, territorial and municipal governments to work with their emergency call centres to get their operations ready for NG9-1-1 services.
- Text with 9-1-1 is already widely available to Canadians who are Deaf, hard of hearing or speech impaired throughout Canada.
- Text with 9-1-1 is not yet available to the general public. Text messages sent by the general public to “911” do not reach emergency services.

2998 Board-Receive  
**Fraser Lake Fire Rescue Training Society**

**RECEIVED**

OCT 02 2017  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO



September 11, 2017

Director Newell

**Subject: Fraser Lake Fire Rescue Training Society Program Description**

The Fraser Lake Fire Rescue Training Society was developed in May of 2017. The purposes of the society are:

- a. to provide a safe, adaptive and challenging training environment for firefighters and other emergency services organizations;
- b. to assist and support Fraser Lake area industrial organizations with their first responder training requirements;
- c. to create a Regional Fire Rescue Training Facility, which will provide a safe training environment and create realistic training scenarios. The facility will host fire and rescue departments and emergency services organizations.

Currently there is only one certified training facility located in Fort. St. James. Fire Fighters from the entire region must travel great distances to attend this facility. Furthermore, there are often 8-12 month waiting periods to attend this facility. The Fort St. James facility is only open for Fire / Rescue Departments to use. Fraser Lake Fire Rescue is central in the region, and has the space for such a facility.

Working with main industry in the Regional District Bulkley-Nechako (Mining & Forestry), it was identified there is a gap when it comes to employee training. Currently industry brings trainers to their location, and they do paper training with minimal of pretend scenarios. While this training is considered the bare minimum, when faced with a real emergency such as fire (wildland or structural), or rescue, these trained employees are not fully prepared for the real situation.

The Fraser Lake Fire Rescue Training Society's Regional Training Centre will host several Justice Institute of British Columbia, Ministry of Forests, Rail and Utilities certified training courses in the following areas;

Wildland Fire (S100), Wildland Fire Protection (Sprinkler Systems Training), Exterior Firefighting (NFPA 101-102), Interior Fire Fighting (NFPA 101-102), Auto Extraction, Utilities Safety Training for damaged utilities (BC Hydro, Pacific Natural Gas, Propane), Fire Extinguisher, Emergency Operations Centre (EOC level 1-2), Multiple Agency Response, High Angle Rescue, Confined Space Rescue, Search & Rescue (SAR), Hazmat, CN Derailment Awareness, and Highway Rescue.

The goal of the Fraser Lake Fire Rescue Training Society is to have a Regional Training Centre with live fire burn buildings, high angle, confined space rescue, vehicle props, garbage bins, aircraft shells, utility props, wildland sprinkler protection trailer, and classrooms / EOC. This Regional Training Centre and props will simulate in a safe training environment, real life dangerous situations that emergency responders, industry, and rural residents face.

The location of the Regional Training Centre will be at the Fraser Lake Municipal Airport. The Village of Fraser Lake has donated 2 acres of land for the training site. The Fraser Lake Fire Rescue Training Society has been able to raise enough funds to have the land cleared and ready for further development.

**Proud to Support Fraser Lake and the Regional District of Bulkley-Nechako**

55 ENDAKO AVENUE, BOX 572 FRASER LAKE BC V0J 1S0\*PHONE 250-699-6257\*FAX 250-699-6469\*dchristie@fraserlake.ca

# 299 Fraser Lake Fire Rescue Training Society

The Regional Training Centre will host certified training and be open to all Regional Emergency Response Departments, government agencies (ex. Ministry of Forests), industry and residents from Granisle, Topley, Houston, Burns Lake, Southside, Fraser Lake, Fort Fraser, Vanderhoof, and area First Nations, Stellat'en, Nadleh Whut'en, Lake Babine, and Stony Plain First Nations.

The Fraser Lake Fire Rescue Training Society has mandated to use local businesses for the development of the Regional Training Centre. So far this has invested \$11,500 into the local economy. Furthermore, the objective is to have the training centre completed and open for training spring of 2018. The society has been working with local accommodations to offer special training rates for those who may need to spend the night for the 2 & 3-day training sessions. With the training centre at full capacity it is estimated this will positively impact the local economy by \$48,000 per year.

The Fraser Lake Fire Rescue Training Society Regional Training Centre model is user pay / funded. There are fees associated to hosting certified training. A percentage of these fees will be kept for the society and used for expenses such as equipment, facility maintenance, and general maintenance and repairs. Due to the land being donated our annual operational costs will be less than \$10,000 per year. The Fraser Lake Fire Rescue Department will continue holding annual fundraising events to help with the operational funding.

Working with local, regional, and provincial governments, industry, and residents it was evident that a facility and training site such as this is needed for the Northwest region of BC. Working with these stakeholders, and experts in the training industry, this training site will be state of the art, and tailored to what the Northwest needs are. After the summer we have had, and all of the wild fires in the area, wildland fire training for emergency departments, industry, and rural residents and sprinkler protection equipment is needed in the area. There is nothing in place yet for the Northwest area of the province, this will be the first.

Dave Christie  
President  
Fraser Lake Fire Rescue Training Society  
778-259-1244  
[dchristie@fraserlake.ca](mailto:dchristie@fraserlake.ca)

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OCT 02 2017  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

**Proud to Support Fraser Lake and the Regional District of Bulkley-Nechako**  
55 ENDAKO AVENUE, BOX 672 FRASER LAKE BC V0J 1S0\*PHONE 250-699-6257\*FAX 250-699-6469\*dchristie@fraserlake.ca

300

Board-Receive  
RECEIVED

geraldine.craven

OCT 02 2017

REGIONAL DISTRICT OF

**From:** Salish Sea Trust <SalishSeaTrust@shaw.ca>  
**Sent:** September 29, 2017 4:55 PM  
**To:** Salish Sea Trust; District of 100 Mile House; info@abbotsford.ca; RD of Alberni-Clayoquot; officeclerk@albertbay.ca; Village of Anmore; City of Armstrong; admin@ashcroftbc.ca; inquiry@barriere.ca; Village of Belcarra; Bowen Island Municipality; inquiries; postmaster@burnaby.ca; admin@cachecreek.info; info@campbellriver.ca; village@canalflats.ca; ssantarossa@crd.bc.ca; RD of Cariboo; City of Castlegar; CFO Central Coast RD; RD of Central Kootenay; RD of Central Okanagan; District of Central Saanich; chase@chasebc.ca; District of Chetwynd; City of Chilliwack; admin@docbc.ca; Village of Clinton; inquiries@csrd.bc.ca; generalinquiry@colwood.ca; town@comox.ca; RD of Comox Valley; City of Coquitlam; City of Courtenay; RD of Cowichan Valley; haless@cranbrook.ca; info@creston.ca; City of Dawson Creek; clerks@delta.ca; duncan@duncan.ca; RD of East Kootenay; info@elkford.ca; info@cityofenderby.com; Township of Esquimalt; cityhall@fernie.ca; District of Fort St. James; City of Fort St. John  
**Subject:** Dear Mayor & Council - Please consider BC, our Salish Sea Heritage, & House of Commons E-Petition 1269

Dear Mayor & Council,

You'll no doubt have gathered a lot of ideas from the UBCM meetings of this past week. We would like to add one more however - offering the balanced economic and environmental opportunity of our World Heritage Site application for the Salish Sea, and all the benefits which would follow.

Yesterday we invited BC MLAs, and Canada's MPs, to sign onto the federal E-Petition that would have the Salish Sea added onto Canada's Tentative List for UNESCO World Heritage Sites. The on-line House of Commons Petition is sponsored by BC MP Rachel Blaney, and follows from an application the Salish Sea Trust submitted to Parks Canada in May.

*With this letter we would like to invite your consideration in personally signing e-Petition 1269 for the Salish Sea.* And, if you deem it appropriate and within your capacity as an elected representative, we would welcome you making this Petition known to those in your communities. We have just two months remaining to convince the federal government of the importance in protecting the Salish Sea's heritage and outstanding universal values. In December the PM or Environment Minister will announce those WHS applications which will be approved to the Tentative List.

By way of providing a quick update and background please note that some 15,000 individuals expressed support for the Salish Sea World Heritage Site application previously - including MPs, MLAs, local governments and First Nations. Our website provides an overview as well as a copy of the application. And you may find our short intro to the World Heritage Site initiative of interest as well ... "Salish Sea - A Legacy Moment": <https://vimeo.com/212160230>

The Salish Sea WHS E-Petition serves to remind our federal representatives of the importance of the Salish Sea, and the considerable economic and environmental benefits that come from being recognized as a World Heritage Site - with cultural and natural protections the foundation of the proposal. The Lakes District in Britain, for example, sees overall tourism returns amounting to £2.2B, sustaining some 18,000 jobs. Their

recent WHS cultural landscape designation is expected to add a minimum of £20M annually.

Cooperation and partnership, reconciliation and healing, sustainability and stewardship are similar priorities of the UNESCO World Heritage Site program – a program which requires all partners to agree, and a 6-10 year assessment and outreach process before approval may be given. The Salish Sea WHS application fits very specific targets of UNESCO's WHS program – including climate change, enabling indigenous communities, and ocean/marine health and revitalization. It is also of particular interest that the west coast of North America is under-represented in terms of WHS sites; and the potential for inter-jurisdictional and co-governance arrangements with WA/OR/CA coincides with present goals of consolidating coastal ecosystem-based management. Such management practices were embraced last year in the Great Bear Rainforest mid-coast agreement, and in the north coast Marine Plan Partnership. To our detriment the Salish Sea does not have a management plan in place at this time.

We can provide additional information with respect to the rationale, benefits and process particular to World Heritage Sites, and the Salish Sea in particular, on request. With this note however we simply wanted to invite you to show your support for the Salish Sea and its world -class heritage, by way of signing E-Petition 1269: <https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-1269> FYI, we have provided a copy of this Petition below, along with our press release announcement.

Please feel free to contact us directly if you have questions.

best wishes,

Laurie Gourlay  
Interim Director  
Salish Sea Trust

*"The sea lives in every one of us." - Wyland*

Salish Sea Trust, Box 333, Cedar, B.C., V9X 1W1  
250.722.3444, [salishseatrust@shaw.ca](mailto:salishseatrust@shaw.ca) ([www.salishseatrust.ca](http://www.salishseatrust.ca))

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**E - 1269 (PROTECTION OF THE ENVIRONMENT)**  
**... SALISH SEA, WORLD HERITAGE**

**Petition to the House of Commons in Parliament assembled**

**Whereas:**

- *The Salish Sea is an ecologically, economically, and culturally rich area which provides critical marine habitat, biodiversity and essential ecosystems that are of as much importance to nature as to the peoples, regions and nations which reside alongside this unique ocean environment;*
- *Canada has promised to meet its international commitment, to honour the United Nation's Sustainable Development Goals by protecting 10% of our coastline by the year 2020;*
- *There is a growing momentum and an increasing call to action by many nations of the world to find ways to meet the challenges of climate change, to restore our oceans and to work in partnership with First Peoples everywhere; and*
- *The Prime Minister and Government of Canada have invited applications to be submitted for places exemplifying the outstanding universal values embraced by World Heritage Sites, including the historical, cultural and natural landscapes and seascapes of significance that are the foundation of our country.*



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*We, the undersigned, residents of Canada, call upon the House of Commons in Parliament assembled to show leadership for coastal and marine protection initiatives by supporting the application for the Salish Sea's Canadian waters to be added to our country's Tentative List, for consideration as a UNESCO World Heritage Site.*

**The Salish Sea Coasts Into The House of Commons**  
**E-Petition Calls For World Heritage Site Recognition**

[CEDAR, BC] – "The Salish Sea is ten weeks away from being recognized as a World Heritage Site," according to the ever-optimistic predictions of Laurie Gourlay, Interim Director of the Salish Sea Trust - the organization that submitted the UNESCO WHS application.

And just to be sure Canada's federal politicians appreciate the global significance of the Salish Sea's world-class heritage, MP Rachel Blaney is sponsoring their House of Commons on-line Petition E-1269. Blaney is MP for North Island - Powell River, and has a long history of working with coastal and indigenous communities.

"We want Parliamentarians to seize this legacy moment for Canada," says Gourlay. "To realize how important the Salish Sea is to the west coast's future, and to release the many economic and environmental benefits that will accrue by recognizing it as a World Heritage Site."

Working with SeaLegacy the non-profit Salish Sea Trust submitted a World Heritage Site application to Parks Canada in May. Accompanied by 15,000 signatures of support this spring the Trust's Petition maintains that the Pacific Ocean gateway is vitally important to Canadians, and directly calls upon MP's to 'show leadership for coastal and marine protection initiatives'.

"We're doubling down, reaching out to Parliament and to all Canadians," Gourlay adds. "We want support from all who love the Salish Sea, who appreciate its diversity and beauty, and the incredible historical, cultural and natural values these west coast waters embody."

The Petition calls for UNESCO World Heritage Site designation to help protect some 3000 species in this unique inner ocean, along with recognition of a 10,000 year old First Nation culture that deserves honour and respect. All Canadians are invited to show their support.

A copy of House of Commons Salish Sea Petition E-1269 can be found at: <https://petitions.ourcommons.ca/en/Petition/Details?Petition=e-1269>

- 30 -

**Further information:**

Laurie Gourlay  
Interim Director  
Salish Sea Trust  
(250 722-3444)

Kait Burgan  
SeaLegacy  
[250-816-0046](tel:250-816-0046)  
[www.sealegacy.org](http://www.sealegacy.org)

MP Rachel Blaney  
North Island—Powell River  
House of Commons  
613-943-2185

*Salish Sea Trust, Box 333, Cedar, B.C., V9X 1W1*  
250.722.3444, [salishseatrust@shaw.ca](mailto:salishseatrust@shaw.ca) ([www.salishseatrust.ca](http://www.salishseatrust.ca))

**Nechako-Kitamaat Development Fund Society Approves \$10 Millionth Grant Dollar**

October 18, 2017. The Nechako-Kitamaat Development Fund Society has reached a milestone with the \$10 millionth grant dollar having been approved, benefitting local residents in its investment area. This investment represents a total of 325 projects over the 17 years since its inception.

Five new projects were approved by Directors at the recent Board meeting held in Kitamaat Village. The grant recipients are as follows:

**Stellat'en First Nation – Marianne Louis Memorial Hall Restoration \$50,000.00**

Restoring this smaller Hall will increase First Nation's capacity to host fundraising events and rent out the Hall without displacing other activities and events.

**Burns Lake Fire Training Society – Burns Lake Fire Training Facility \$33,560.00**

This funding will assist the Burns Lake Fire Training Society to construct Phase 1 of a three-unit burn building, which will offer training in forcible entry, confined space, blackout search, self-rescue, live fire training, and basic training skills. In rural communities, these volunteers provide a variety of services that would otherwise not be available.

**Village of Fraser Lake – Mining Equipment Restoration \$6,955.00**

This funding will assist the Village with creating a highly visible tourist mining exhibit at the Museum and Visitor Centre in Fraser Lake. This project will increase tourism in Fraser Lake, and increase awareness of local history.

**Southside Seniors Housing Society – Housing Architectural Fees \$40,000.00**

Southside Seniors Housing Society plans to build a 6-unit independent housing complex at Hospital Point in Southside to facilitate resident retention. This funding is for pre-development and design fees.

**Colleymount Recreation Commission – Trout Creek Hall Update \$10,590.00**

This project will allow for updates to the hall that will increase the number and variety of events that can be hosted.

Bruce Ralston, Minister of Jobs, Trade and Technology says, "Over the years, the Nechako-Kitamaat Development Fund Society has supported community-led projects that create jobs, stimulate and diversify local economies. These five worthy projects mark the \$10 million milestone since the society's inception and will add to the quality of life for nearby communities and First Nations people."

Gareth Manderson, general manager Rio Tinto BC Works says, "Rio Tinto is pleased with how NKDF funds have contributed to community growth and sustainability over the past 17 years. The \$10 millionth grant dollar is truly an exciting milestone. BC Works recognizes each project contributing to this milestone, as positive and successful initiatives supporting our community partners."

"The Nechako Kitamaat Development Fund Board of Directors looks forward to celebrating the \$10 million dollar milestone with our applicants. The broad range of applications underscores the important role NKDF plays throughout the region and we look to providing continued support into the future," says Wayne Salewski, Nechako-Kitamaat Development Fund Society Chair.



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The first NKDF project ever funded was on November 25, 1999. The Vanderhoof Chamber of Commerce was awarded \$1,019.00 for a Proposal Writing Workshop that in return assisted many community groups in their applications to NKDF and other funding opportunities. This initiative is where the NKDF's funding mission started, contributing to this significant funding milestone.

NKDF will host a celebration event early in 2018 to recognize the \$10 million grant dollar milestone.

The upcoming proposal deadlines are October 24<sup>th</sup>, 2017, and February 1<sup>st</sup>, 2018.

**geraldine.craven**

---

**From:** Holmes, Emma AGRI:EX <Emma.Holmes@gov.bc.ca>  
**Sent:** October 18, 2017 9:16 AM  
**To:** geraldine.craven  
**Subject:** RE: Interest free loans for farmers  
**Attachments:** APP Information Sheet 2017.pdf

RECEIVED  
OCT 18 2017  
REGIONAL DISTRICT OF  
RULKLEY NECHAKO

Thanks for bringing that to my attention! Poster should be attached now.

---

**From:** geraldine.craven [mailto:geraldine.craven@rdbn.bc.ca]  
**Sent:** Wednesday, October 18, 2017 8:55 AM  
**To:** Holmes, Emma AGRI:EX  
**Subject:** RE: Interest free loans for farmers

No attachments.

**From:** Holmes, Emma AGRI:EX [mailto:Emma.Holmes@gov.bc.ca]  
**Sent:** October 18, 2017 8:57 AM  
**To:** Bisschop, Lindsay AGRI:EX <Lindsay.Bisschop@gov.bc.ca>  
**Subject:** Interest free loans for farmers

Hello!

Could you please let the farmers in your network know about the Advanced Payment Program? It is a Federal program that provides farmers with a year and a half operating loan of up to \$400,000. The first \$100,000 is interest free. Jaye Atkins ([jatkins@agcreditcorp.ca](mailto:jatkins@agcreditcorp.ca)) manages the program and is looking forward to connecting to any interested farmers and supporting them through the process. Attached is a poster with more information.

Thank-you,

Emma Holmes, MSc, PAg  
New Entrant Agrologist, Ministry of Agriculture  
P: (604) 556-3057  
[www.AgriServiceBC.gov.bc.ca](http://www.AgriServiceBC.gov.bc.ca)

This email is sent from the traditional, unceded territories of the Sto:lo First Nation including the Matsqui First Nation and Sumas First Nation

# ADVANCE PAYMENTS PROGRAM

Administered by Agricultural Credit Corporation

The Advance Payments Program (APP) is a financial loan guarantee program that gives producers easier access to credit through cash advances.

This means improved cash flow throughout the year and better opportunities for marketing their agricultural products.

The APP provides producers with a cash advance on the value of their agricultural products during a specified period. By improving their cash flow throughout the year, the APP helps crop and livestock producers meet their financial obligations and benefit from the best market conditions.

## Agricultural Credit Corporation

201-660 Speedvale Avenue West  
Guelph, Ontario N1H 1R5

1-888-278-8807  
info@agcreditcorp.ca  
www.agcreditcorp.ca

## Cash Advances for Canadian Farmers



- Up to \$400,000 available per year
- First \$100,000 interest free
- Balance at Bank Prime Rate
- Up to 18 months for repayment
- Advances based on up to 50% of the value of the agricultural product

### Program Details:

#### HOW MUCH CAN I QUALIFY FOR?

As a Canadian Farmer, you can access cash advances of up to 50% of the market price of your crops, livestock, vegetables, greenhouse and nursery products, and over 4,500 other agricultural products. Advance amounts are based on your *anticipated production* within the current production period and/or *agricultural product in inventory*.

#### WHEN CAN I ACCESS THE FUNDS?

Starting as early as November 1st of each year, advances are available for all Greenhouse and fall seeded crops. Advances on all other products are available starting April 1st. An application for an advance can be made and received at anytime throughout the year. Currently, advances may be secured using the following:

- 1) *Production Insurance*
- 2) *Agriability*
- 3) *Insurance policy*
- 4) *Assignable monetary instruments*
- 5) *Third party guarantees*
- 6) *Inventory*

#### WHEN DO I REPAY THE FUNDS?

Repayments are made as the current crop is sold, no later than 18 months from the start date of the Program.

#### WHAT CAN I USE THE FUNDS FOR?

There are no restrictions on how you use the funds under the Advance Payments Program. You use the funds as you feel appropriate for your operation.

#### WHAT DO I NEED TO QUALIFY?

- Canadian citizens who must be age of majority in their province of operation
- Majority owned Canadian Corporations
- Be producing and marketing the agricultural products for which you are applying.

#### HOW CAN I APPLY?

Applying for an advance is simple — just call us and let us know what you are producing. We will do the rest! For more information please call 1-888-278-8807 or visit [www.agcreditcorp.ca](http://www.agcreditcorp.ca) —we would be pleased to help!



Agriculture and Agri-Food Canada  
Agriculture et Agroalimentaire Canada

**ACC**  
Agricultural Credit Corporation

# ENVIRONMENTAL PROTECTION NOTICE

## Kemess Underground Project Public Comment Period

AuRico Metals Inc., 1076 Main Street, Suite 2, Smithers, BC, V0J 2N0 is proposing to develop the Kemess Underground Project (the Project) located approximately 300 km northwest of Mackenzie, British Columbia. The Project is an underground gold-copper mine which is designed to process an average of approximately 25,000 tonnes per day of ore over a 13-year Operations phase. An Environmental Assessment Certificate (EAC #M17-01) was issued for the Project on March 15, 2017.

The land upon which the Kemess Underground Project is situated and the discharge occurs is provincial Crown land (legal description: Mining Lease 354991; District Lots 7198, 7199, 7201, 7204, 7207), located in the Cassiar District, Omineca Mining Division.

The Major Mines Permitting Office (MMPO) is leading a joint application review for the proposed Kemess Underground Project on behalf of the BC Ministry of Energy, Mines and Petroleum Resources, BC Ministry of Environment and Climate Change Strategy, and BC Ministry of Forests, Lands, Natural Resource Operations & Rural Development. The MMPO is currently inviting public comments about the proposed Kemess Underground Project related to the following authorizations:

### Mines Act Permit Amendment

AuRico Metals Inc. has submitted, as part of a joint application, a proposed mine plan to amend Permit M-206 for the Kemess Underground Project. The Permit was issued on July 12, 1996, and last amended July 3, 2015 (approving of a name change).

### Environmental Management Act Permit Amendments

AuRico Metals Inc. has submitted an amendment application to the Director to amend Permit 15335, issued December 8, 1998 and last amended April 5, 2017 which authorizes the discharge of effluent from the Kemess South Mine and Permit 14928, issued July 29, 1997 and last amended December 20, 2011 which authorizes the discharge of air contaminants and refuse to ground/active waste rock dump from a 225 person gold-copper mine complex camp.

The proposed amendment requests the addition of the following treated effluent discharges:

- Surface runoff collected by the Kemess Lake Valley (KLV) sediment pond with final discharge to El Condor Creek
- Roadside surface runoff collection ditch along the Kemess Underground (KUG) access road south of the access tunnel with discharge to ground (at station 2+229)
- KUG Tailings Storage Facility (TSF) Dewatering and Discharge into Attichika Creek (Construction to Year 1 Operations)
- KUG TSF Dewatering and Discharge into Attichika Creek (Operations Phase, Years 2-13)
- Sewage treatment plant discharge to the Mill Sedimentation Pond in the KUG Mine Site area

The discharge rate and characteristics of effluent emissions from listed sources are described below:

1) The maximum discharge rate to El Condor Creek will be 37,100 m<sup>3</sup>/day with the effluent characteristics as follows:

Contaminant	Limit (mg/L)
Total Suspended Solids (TSS)	30
pH	6.5 - 9.5
LC50 bioassay for Rainbow Trout	pass

2) The maximum discharge rate from surface runoff collection ditch along the KUG access road will be 83,808 m<sup>3</sup>/day with the effluent characteristics as follows:

Contaminant	Limit (mg/L)
TSS	30
pH	6.5 - 9.5

3) The maximum discharge rate KUG TSF to Attichika Creek (Construction to Year 1 Operations) will be 1,260 L/s with the effluent characteristics as follows:

Contaminant	Limit (mg/L)
TSS	30
pH	6.5 - 9.0
Nitrite	0.12
Sulphate	732-2,760
Aluminium	0.3
Cadmium	0.0005
Chromium	0.006
Copper	0.008
Selenium	0.011

4) The maximum discharge rate KUG TSF to Attichika Creek (Operations Phase, Years 2-13) will be 170 L/s with the effluent characteristics as follows:

Contaminant	Limit (mg/L)
TSS	30
pH	6.5 - 9.0
Fluoride	19
Sulphate	2,784
Aluminium	0.4
Cadmium	0.003
Chromium	0.028
Copper	0.017
Selenium	0.043-0.094

5) The maximum discharge rate from the sewage treatment plant to the Mill Sedimentation Pond will be 39 m<sup>3</sup>/day with the effluent characteristics as follows:

Contaminant	Limit (mg/L)
TSS	60
Biological Oxygen Demand (BOD)	45

The amendment application requests authorization for the air discharges for the following sources:

- a refuse incinerator;
- the Kemess Underground Tailings Storage Facility (KUG TSF) beach; and
- a ventilation exhaust stack.

The discharge rate and characteristics of air emissions from listed sources are described below:

1) The existing refuse incinerator will be replaced with a new Eco Waste Solutions (EWS) ECO 1TNIP incinerator, which will have a maximum discharge rate of 2.52 m<sup>3</sup>/s and emission characteristics as follows:

Contaminant	Emission Rate (g/s)
Nitric (NO <sub>x</sub> )	1.59
Sulphur Dioxide (SO <sub>2</sub> )	0.44
Carbon Monoxide (CO)	0.13
Total Suspended Particles	0.34
Particulate Matter (PM <sub>10</sub> )	0.14
Particulate Matter (PM <sub>2.5</sub> )	0.28

2) The KUG TSF beach that will be created during the Operations phase will have a maximum discharge rate of 0.59 g/s and emission characteristics as follows:

Contaminant	Emission Rate (g/s)
Total Particulate Matter (TPM)	0.37
PM <sub>10</sub>	0.19
PM <sub>2.5</sub>	0.03

3) The KUG ventilation exhaust above the underground workings will have a maximum discharge rate of 400 m<sup>3</sup>/s and emission characteristics as follows:

Contaminant	Annual Emissions (t/year)
NO <sub>x</sub>	78
SO <sub>2</sub>	66
CO	366
TSP	126
PM <sub>10</sub>	63
PM <sub>2.5</sub>	19

A copy of the joint permit application, including supporting documentation, is available for public viewing at the Smithers Public Library (3817 Alfred Ave., Smithers, BC), Mackenzie Public Library (400 Skeena Dr., Mackenzie, BC), and Prince George Public Library (Bob Harkins Branch, 888 Canada Games Way, Prince George, BC).

Any person interested in, or who may be adversely affected by, the proposed Project and wishes to provide relevant information may, within 30 days, send written comments to Harold Bent, Director, Environment, AuRico Metals Inc. 1076 Main Street, Suite 2, Smithers, BC V0J 2N0, with a copy to Todd Goodall, Senior Project Lead, Major Mine Permitting Office, B.C. Ministry of Energy, Mines and Petroleum Resources - Mines and Mineral Resources Division, 2nd Floor, 441 Columbia Street, Kamloops, BC V2C 2T3. The identity of any respondents and the contents of anything submitted in relation to this application will become part of the public record.

Comments will be received until October 14, 2017.

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**Cheryl Anderson**

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**Subject:** FW: BikeBC Survey Invitation – Due Nov 6

**From:** MoT CYCLING TRAN:EX [<mailto:MoTCYCLING@gov.bc.ca>]

**Sent:** October 17, 2017 3:05 PM

**Subject:** BikeBC Survey Invitation – Due Nov 6

Good afternoon,

As an eligible applicant to the Ministry of Transportation and Infrastructure's BikeBC program, your input is critical to understanding how the program can be improved. We would like to hear from you even if you haven't applied in the past.

The BikeBC program cost shares cycling infrastructure projects with local government and First Nations. Funded projects promote cycling to work, school or errands. Cycling infrastructure improves safety and reduces traffic congestion and greenhouse gas (GHG) emissions. Cycling infrastructure projects can also generate tourism-related traffic based on their proximity to amenities and points of interest for tourists, and through linkages to other communities. To learn more, or access the survey as a PDF, please visit our website: [www.gov.bc.ca/cyclingfunding](http://www.gov.bc.ca/cyclingfunding).

**Please access and complete the online survey through the following link before November 6, 2017.**

### **BikeBC Survey**

**Thank you in advance** for your participation and if you have any questions about the survey, please do not hesitate to contact Hana Blazkova at 250-356-9861 or at [Hana.Blazkova@gov.bc.ca](mailto:Hana.Blazkova@gov.bc.ca)

Please note, the Ministry is also conducting a survey on the BC Air Access Program.

**geraldine.craven**

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**From:** ISACA BC-AWARE Campaign <charlesw@netsafe.ca@mail186.atl61.mcsv.net> on behalf of ISACA BC-AWARE Campaign <charlesw@netsafe.ca>  
**Sent:** October 8, 2017 11:07 AM  
**To:** inquiries  
**Subject:** Attention Mayor & Council - Proclamation request - ISACA BC-AWARE Days 2018

**RECEIVED**

OCT 10 2017

REGIONAL DISTRICT OF  
SULKLEY NECHAKO

Good Day

ISACA Vancouver and its affiliates are once again taking a leadership role in promoting privacy and security awareness in the Province of BC. BC AWARE DAYS CAMPAIGN 2018 ("BC AWARE DAYS") is a professional development campaign designed to engage information technology and cyber-security professionals as well as students who are interested in entering into these fields.

Once again, we are uniting Industry, Government and Higher Education to raise public awareness and foster the growth and development of the security and privacy professions.

ISACA is therefore requesting the assistance of municipal governments in officially proclaiming January 29 to February 9, 2018 as BC AWARE DAYS.

Last year a number of Municipalities made Proclamations including:

City of Burnaby  
City of Kamloops  
City of Nanaimo  
City of North Vancouver  
City of Parksville  
City of Port Alberni  
City of Richmond  
City of Surrey

City of Vancouver  
City of Victoria  
District of Central Saanich  
District of Highlands  
District of Saanich  
Resort Municipality of Whistler  
Town of Ladysmith

ISACA Vancouver's intent is to take a leadership role in promoting privacy and security awareness in the Province of BC. BC AWARE DAYS is a "call to arms" to draw focus to, and inform citizens throughout the Province of the inherent risks associated with cyberspace, and to provide simple, practical advice on how to minimize their exposure to these risks.

A Calendar of Events will be hosted by various IT security, privacy and risk assurance organizations from January 29 to February 9, 2018  
at <http://www.bcaware.ca/>

Privacy and security professionals will be invited to leverage the BC AWARE Campaign to inform executives while strengthening their own employee awareness programs.

This link provides suitable wording for the proclamation. Please feel free to make any changes you feel are necessary. Please contact me if you have any questions and/or to arrange collection of the proclamation.

Many thanks for your consideration.

Sincerely

Charles W. Wordsworth

312

Volunteer, ISACA BC-AWARE Committee  
(604) 535 7213

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This email was sent to [inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca)

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Wordsworth & Associates · 2500 152 street · Surrey, British Columbia V4P 1M8 · Canada





geraldine.craven

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**From:** AME Roundup <vjones@amebc.ca>  
**Sent:** September 29, 2017 7:02 AM  
**To:** geraldine.craven  
**Subject:** AME Roundup: New Location for 2018

Having trouble viewing this Email? [View in a browser](#)

# AME ROUNDUP.

September 29, 2017



## Roundup 2018 Is Moving!

We will be located in the state-of-the-art **West building of the Vancouver Convention Centre**. The move comes following notice of an extensive renovation occurring on the East side.

### What you can look forward to:

- The modern building is a perfect venue to host the 2018 Theme "**New Generation of Discovery**".
- Conference elements will be more closely spaced, bringing more people together in one area.
- Enhanced programming options for the Exhibit Hall, Gathering Place, and Poster Session, among other possibilities.
- Closer proximity to the Vancouver Resource Investment Conference

Mark your calendars to register on October 11.

**Hotel Rooms**

Hotel rooms are booking up quickly! **Book yours today** to take advantage of our special rates.

**Exhibiting at Roundup?**

Watch your inbox for specific exhibitor information with all of the information you'll need.

Association for Mineral Exploration

Suite 800 - 889 West Pender Street

Vancouver, BC V6C 3B2

P: 604.689.5271 F: 604.681.2363

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315

Board-Receive

**geraldine.craven**

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**From:** Dayle Hopp <dayle.hopp@bchydro.com>  
**Sent:** September 15, 2017 1:46 PM  
**To:** inquiries  
**Subject:** BC Hydro 2017 Northern Region Annual Report  
**Attachments:** 2017 Northern Region Annual Report.pdf

**RECEIVED**  
SEP 18 2017  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Good afternoon,

BC Hydro is pleased to provide the attached 2017 Community Relations Annual Report for Northern Region.

If you have any questions or would like more information, please do not hesitate to contact us directly.

Sincerely,

Bob Gammer  
Manager, Community Relations  
250.561.4858  
bob.gammer@bchydro.com

Dave Mosure  
Community Relations Coordinator  
250.561.4906  
dave.mosure@bchydro.com



Excavators moving rocks into place as part of rip-rap upgrade at the 183 metre high W.A.C. Bennett Dam – one of the world's largest earthfill dams and a vital resource in our delivery of clean, affordable hydroelectric power to British Columbians.

## New Aboriginal Gallery at W.A.C. Bennett Dam Visitor Centre



Kwadacha canoe outdoor exhibit at W.A.C. Bennett Dam Visitor Centre.



New indoor exhibits at visitor centre.

It's impossible for the outsider to fully comprehend what the flooding of a valley, now covered by BC Hydro's Williston Reservoir, meant to First Nations in the area. But a new gallery at the W.A.C. Bennett Dam Visitor Centre takes us a few steps closer.

The Our Story, Our Voice gallery takes visitors on an emotional journey back in time, to before, during and after the valley was flooded in 1968. The creation of the dam and reservoir, located near Hudson's Hope in B.C.'s northeast, displaced aboriginal communities, erased hunting and trapline territory, disrupted migration routes and transformed aquatic life in the valley's waters.

Significant contributions to the gallery and exhibits were made by an aboriginal advisory committee consisting of members from B.C. Métis Federation, Doig River First Nations, Kwadacha First Nation, McLeod Lake Indian Band, Métis Nation B.C., Saulteau First Nations and West Moberly First Nations.

The official gallery opening ceremony for the invited guests, public and media on June 9, 2016 was well received. At least 275 people – the majority from aboriginal communities in the Peace region – came together to see the new gallery, watch the powerful, mini-documentary *Kwadacha By The River*, hear stories, cultural songs and drumming. Many took the powerhouse tour and saw the dam for the first time.

There are exhibits outside the visitor centre that represent the traditional way of life of First Nations and Métis people in the region, including a replica Finlay River boat built by Emil McCook from Kwadacha Nation.

More than 7,000 visitors came through the updated centre in the 2016 season.

## Message from Chris O'Riley, President



BC Hydro is pleased to share the Community Relations annual reports with local elected representatives throughout the province. It's our responsibility to provide you with information about our operations and maintain open lines of communication.

We value working closely with you on the needs of the electrical system, sharing information about planned outages, reservoir levels, emergency management and various program offerings, as well as keeping you informed about our large and small capital projects.

As many of our power lines, substations, dams and generating stations were built between the 1960s and 1980s, they are in need of upgrades. Further, we have to ensure our system can respond to those times of the year when we experience peak demand, such as the record levels we faced this past winter.

That's why we're investing over \$2 billion annually to upgrade our aging facilities and build new infrastructure, so that communities continue to receive reliable and clean power.

Over the past five years, we have completed 540 capital projects in all parts of the province at a total cost of \$6.4 billion, and collectively under budget.

In the Northern region, for example, we're upgrading the more than 50-year-old W.A.C. Bennett Dam as well as planning new transmission power lines to meet increasing electricity demand in the South Peace region.

Over my 25 years at BC Hydro, I've been fortunate to meet with many of you on a variety of topics and look forward to continuing our work with you.

If you have any questions, please contact our Community Relations representatives in your region.

Yours sincerely,

Chris O'Riley

President

BC Hydro

### Quick Facts

#### PROVINCE-WIDE:

4 million customers

Electricity is delivered through a network of:

- 79,000 kilometres of transmission and distribution lines
- 300 substations
- 1 million utility poles
- 334,000 transformers

Capital investments of more than \$2 billion a year

#### NORTHERN REGION SUPPLY

##### Generating Stations:

GM Shrum	2,730 MW
Peace Canyon	694 MW
Falls River	7 MW
Clayton Falls	2 MW

##### Thermal:

Fort Nelson	73 MW
Prince Rupert	46 MW

##### Diesel:

16 Diesels	60 MW
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MW = megawatt



## BC Hydro responds to wildfire emergency

As wildfires raged across the province this summer, BC Hydro employees took action to restore power to affected communities.

For the first time since 2003, a province-wide state of emergency was declared in July due to significant wildfire activity in several regions across the province. It became B.C.'s worst wildfire season on record.

At the peak, more than 200 fires were burning in the Central and Southern Interior, causing significant damage to our infrastructure. Almost 56,000 customers lost power, primarily in the 100 Mile House, Williams Lake and Cache Creek areas.

Over 300 people – crews, contractors and support staff – worked around the clock to make repairs and restore power to affected communities. Crews from all over the province packed their gear to join the work, and support staff from every corner of B.C. provided their expertise.

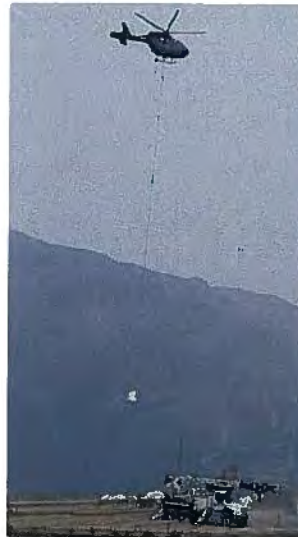
As of early September, we had replaced 480 distribution poles, 159 cross arms, 262 spans of wire, 52 transformers and 59 transmission structures.



Our crews worked closely with fire officials, accompanying them into affected areas to de-energize power lines so firefighters could work safely. Then, once it was safe to do so, we took escorted trips into the fire zones, patrolling the lines on the ground and by helicopter to assess damage.

Once we had a clear idea of the extent of the damage and what work needed to be done, we created restoration plans. We assembled power poles and wire, specialized trucks, crews, designers and other experts that were needed to help restoration efforts. Finally, with approval from fire officials, crews could go into the affected areas, make repairs and restore power. In most cases, we repaired damaged infrastructure and restored power before evacuation orders had been lifted and customers returned home.

In the early days of the wildfires, due to the extensive damage to our electrical infrastructure, it was difficult to determine with a high degree of certainty the exact duration that specific areas had been without power. However, once repairs were made and smart meters could be returned to service, we had access to detailed consumption data.



Meanwhile, hundreds of additional employees were working to support the communities affected, putting into action an emergency response plan we have practiced for many different scenarios.

We established a Regional Emergency Operations Centre (REOC) to coordinate our wildfire response. The centre brought together experts in operations, damage assessment, contracts, materials, aircraft operations,

logistics, safety, environment, vegetation, vehicle fleet and communications. The Community Relations team had an information and liaison role in the REOC, and we provided daily updates on the progress of restoration efforts to local communities and the media.

This wasn't the first time wildfires have impacted our province, and it certainly won't be the last. Each time we kick into emergency mode, we learn new ways to make the response smoother and gain experience that we can apply in the future.



BC Hydro responding to wildfires in the Williams Lake area.

## Regional information

### Capital projects

#### W.A.C. BENNETT DAM RIP-RAP UPGRADE

Since completion of W.A.C. Bennett Dam 50 years ago, there's been steady deterioration of the rip-rap, which is made up of large, boulder-sized rocks that protect the upstream slope of the dam. Upgrading deteriorated portions of the rip-rap and existing rock bedding will ensure long-term dam safety, erosion protection from ice and impacts from wind and waves in Williston Reservoir.

#### Did you know?

W.A.C. Bennett Dam and Peace Canyon Dam are vital to B.C.'s energy supply, supporting the generation of about one-third of the annual electricity in our system.

Quarry development at the Sand Flat site – selected as the preferred source for rock – started in late 2016. The new rip-rap (dolostone – a sedimentary rock resistant to erosion) is sorted at the quarry and then trucked to a temporary stockpile area near the dam. Then it is transported to the dam face where excavators pick up the rocks and move them into place on the dam. The new rip-rap covers the dam from elevation 2170 feet (661.4 metres) up to the crest at elevation 2230 feet (679.7 metres).

This past spring, while reservoir levels were lower, the first season of placement of rip-rap on the dam face was successfully completed. The project is expected to be finished between late 2018 and 2020, depending on water levels.



Approximately 135,000 cubic metres of rip-rap and bedding materials will be placed on the upstream face of the dam.

#### LAWYER & SMITH ISLANDS SUBMARINE CABLE REPLACEMENT

The remote communities of Oona River and Kitkatla, located on Porcher and Dolphin islands off the north coast from Port Edward, receive electricity supply by way of a submarine cable. In November 2016, this cable was replaced due to age.

BC Hydro's distribution power line and cable splicing crews, environmental services, Aboriginal Relations and Community Relations plus commercial divers were involved in the maintenance project.



New steel wire armour submarine cable being spliced together.

Inclement fall weather caused the ship and barge bringing supplies north to be delayed. This in turn resulted in the outage to transfer electricity from the old cable to the new one being rescheduled as well.

#### QUESNEL VOLTAGE CONVERSION UPDATE

Over the summer and into fall 2016, BC Hydro and contractor crews completed phase one of the multi-phase voltage conversion. The project targeted the downtown business core of the Cariboo community, transitioning the power line voltage up to 25 kilovolts (kV).

As part of this project, the aging Quesnel Substation will be decommissioned with its electrical load being transferred to Red Bluff Substation.

The project will bring distribution power lines in Quesnel up to current voltage standards of 25 kV from 12 kV and will provide electrical capacity for the community as it grows. We're making similar conversions in communities elsewhere as opportunities present themselves and subject to funding among competing priorities. Where it exists, the old 12 kV standard distribution voltage for power lines will continue to serve customers well for many years to come.

Phase two began in June 2017 and includes a 1.6 km duct-bank installation (an underground power line) along Northstar Road at the Highway 97 interchange. Consultation with the Ministry of Transportation and Infrastructure, City of Quesnel and local First Nations is ongoing. BC Hydro Construction Services and several departments including distribution, environment, Aboriginal Relations and Community Relations are coordinating to deliver this project.

### MEIKLE WIND POWER PROJECT INTERCONNECTION COMPLETED

B.C.'s largest wind farm, located about 33 km northwest of Tumbler Ridge, was connected to our grid in fall 2016 and required three community-wide outages to 1,700 plus customers there.

Planning took months and BC Hydro and its contractor SNC Lavalin worked hard to meet project timelines for the wind farm's owner, Pattern Energy Development. The wind project boasts a maximum output of 185 megawatts (MW).



The Meikle Wind Power Project, located near Tumbler Ridge, is B.C.'s largest wind farm with 61 turbines.



Meikle Terminal is a new substation that connects the wind farm with our electrical transmission system.

We built a new substation — Meikle Terminal — as the 230 kilovolt interconnection point where the power from the 61 wind turbines feeds into the transmission grid about 23 km west of Tumbler Ridge. This will also be the location of the interconnection of the upcoming 15 MW Moose Lake Wind Project. The Sukunka Substation, halfway between Tumbler Ridge and Chetwynd, was also the site of equipment upgrades to prepare for the output of the new wind farm. The project was completed on time and the first megawatts began flowing in early 2017.

### PEACE REGION ELECTRICITY SUPPLY PROJECT

Electricity demand in the South Peace region is increasing, mainly as a result of natural gas exploration and development in the area. The project will help to ensure that we can reliably provide electricity to our industrial customers who want to power their facilities with clean energy. This will help reduce greenhouse gas emissions by encouraging industries and businesses to use clean electricity rather than fossil fuels to power their equipment and operations.

We'll be building two parallel 230 kilovolt transmission power lines, approximately 58 km long, between the future Site C Substation (near Fort St. John) and Shell Groundbirch Substation (located about 30 km east of Chetwynd).



Shell Groundbirch Substation near Chetwynd.

The majority of our work this year is investigative in nature, helping us finalize the route and design for the proposed transmission lines. We are currently working on:

- refining the preliminary transmission line route
- developing access and vegetation clearing plans for the proposed transmission lines
- Investigating geotechnical conditions along the proposed route

Earlier in 2017, we completed archaeological and environmental surveys.

We expect to start construction in 2018 and be finished in the 2020–2022 timeframe. To stay updated, please select [bchydro.com/pres](http://bchydro.com/pres).



## Regional engagement



### Rate Design Application – Haida Gwaii engagement tour

In mid-December 2016, BC Hydro's Community Relations and Aboriginal Relations joined our Finance team members to meet with and engage local government, First Nations and citizens of Haida Gwaii communities on the subject of rate design for customers in non-integrated areas.

We have about 6,800 customers in our non-integrated areas which include Anahim Lake, Atlin, Bella Bella, Bella Coola, Dease Lake, Good Hope Lake/Jade City, Hartley Bay, Kwadacha, Masset, Sandspit, Telegraph Creek, Toad River and Tsay Keh Dene. The travel and meetings provided our rate design team and senior Aboriginal Relations leadership with a glimpse into the life and challenges of those who call Haida Gwaii home.

The four-day tour provided feedback and input from customers on Graham and Moresby islands off B.C.'s north coast which will help shape our upcoming Rate Design Application to the B.C. Utilities Commission.

### Energy savings of \$19,000 a year at new Haida Gwaii hospital

Long-term care patients at the Haida Gwaii Hospital and Health Centre – Xaayda Gwaay Ngaaysdli Naay – look out massive windows to a view of the harbour in one of the most picturesque coasts of B.C. A floor below, the emergency room, laboratory and imaging facility are part of an ambitious plan to house – all in one building – what used to be spread out in five aging structures.

The Northern Health Authority worked closely with BC Hydro in the design of the new building, which was actually built around the back of the old hospital buildings because the location of the site is ideal. Northern Health used BC Hydro's New Construction Program to help analyze a series of energy management options which ultimately led to a design with a highly efficient heating, ventilation and air condition system, plus a higher-performance building envelope that includes improved wall and roof insulation.

These enhancements, along with low-flow water fixtures and an efficient lighting system, not only save money, but improve the comfort of patients and staff alike. Lighting was improved through design, LED luminaires and controls, including motion-activated lighting in many areas.

Beyond structural efficiencies, an estimated energy savings of \$19,000 a year will be gained through a LEED Gold design.

### Wood chips help power Kwadacha First Nation, cutting carbon emissions

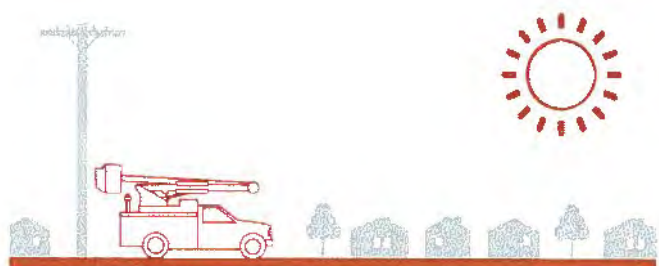


Producing gas from wood chips that power an internal combustion engine generator for the Kwadacha First Nation (Tsek'ene) community in Fort Ware.

Kwadacha First Nation (Tsek'ene) is located in Fort Ware, a community 570 km north of Prince George. Chips produced from an abundant supply of pine beetle kill timber are helping power the community in an off-grid utility standard biomass gasification-to-electricity project. In operation since April 2017, the Kwadacha Biomass project is designed to generate enough electricity to significantly reduce the community's reliance on diesel-generated electricity.

That adds up to greenhouse gas reductions of about 400 tonnes a year, and is in-line with BC Hydro's ongoing efforts to help remote B.C. communities – too far away from the electricity system to be serviced by the clean energy generated by BC Hydro – reduce their fossil fuel emissions. But there's more to the story.

What would otherwise be waste heat from the gasification and internal-combustion generation processes will be used to heat the community's school and greenhouses in the cooler months, and to dry the wood chips at other times.





## Reliability performance

We recognize how important the reliable supply of electricity is to our customers. We'll continue to improve, reinforce and maintain the electrical system.

The information below provides a comparison between Fiscal 2016 and Fiscal 2017 for communities in the North region. These statistics include interruptions due to planned outages.

Community	Fiscal 2016 Average customer interruption duration (hours)	Fiscal 2017 Average customer interruption duration (hours)	Fiscal 2016 Average number of interruptions per customer	Fiscal 2017 Average number of interruptions per customer
100 Mile House	3.01	2.83	3.96	3.15
Atlin	3.09	0.48	9.34	20.30
Burns Lake	4.33	2.26	3.82	5.05
Chetwynd	1.30	2.68	4.04	3.62
Dawson Creek	1.05	1.99	3.42	5.77
Fort Nelson	1.42	1.29	4.75	2.40
Fort St. James	4.71	2.68	5.79	10.65
Fort St. John	1.88	2.63	2.81	6.42
Fraser Lake	1.50	1.52	2.88	3.00
Granisle	1.48	2.49	1.19	6.32
Hazelton	2.28	1.79	2.18	6.75
Houston	3.25	2.26	1.38	4.39
Hudson's Hope	2.62	3.75	1.37	3.98
Kitimat	0.82	0.54	8.94	3.34
Meckenzie	2.61	2.25	0.36	2.57
Masset	1.92	1.90	3.36	13.67
McBride	0.85	2.24	11.42	7.71
New Hazelton	1.52	1.54	2.98	5.44
Port Clements	3.27	1.89	10.06	15.00
Pouce Coupe	0.69	2.04	3.56	7.01
Prince George	2.03	2.89	2.26	1.97
Prince Rupert	1.08	3.37	5.65	4.29
Queen Charlotte	1.97	1.95	6.53	11.77
Quesnel	2.10	1.26	1.49	1.89
Smithers	1.63	1.80	2.87	2.87
Stewart	5.78	3.74	3.55	4.13
Taylor	2.72	2.02	0.32	16.08
Telkwa	2.15	1.39	8.03	3.38
Terrace	2.32	1.87	1.93	4.56
Tumbler Ridge	3.58	2.93	5.14	9.46
Vanderhoof	2.68	1.94	3.04	6.00
Wells	3.85	1.65	3.16	6.07
Williams Lake	2.35	1.83	3.51	3.74

## Supporting communities

### Tree and vegetation management

Our distribution system is complex and highly efficient, with more than 48,000 kilometres of overhead distribution power lines throughout the province. Our vegetation management program controls a \$50 million annual maintenance budget for distribution and transmission lines, which helps to provide safe, reliable power to our customers.

Every year, vegetation maintenance coordinators inspect our overhead system to identify vegetation issues, such as trees situated close to power lines, and dead, dying or diseased trees that could fall on the lines. Vegetation management contractors then prune or remove trees and vegetation in areas where the lines may be impacted. What's more, when an area experiences reliability issues, we assess the local distribution lines for potential tree-related causes. Even with a proactive management program, more than half of all outages in B.C. are related to trees. For more information, please select [bchydro.com/trees](http://bchydro.com/trees).

### Community ReGreening Program

Trees don't just make a community more sustainable, they make them healthier and more beautiful. Our Community ReGreening Program helps fund urban tree planting that's related to visual aesthetics and environmental enhancements. We pay for seedlings, medium and large trees in cities and towns across the province. Over the past two decades, we've funded the planting of more than 300,000 trees.

We partner with local communities and Tree Canada to help make sure appropriate trees are planted around power lines, while enhancing open spaces. The program is intended for small-scale community projects and is open to municipalities served by BC Hydro. All applications need to be received by January 31, to be eligible for funding within the same year. For more information, please select [bchydro.com/regreening](http://bchydro.com/regreening).



In 2016–2017, successful applications included:

Community	Project	Funding
Fraser Lake	Park planting	\$1,800
Granisle	Urban planting	\$3,000
Hudson's Hope	Cemetery planting	\$4,000
McBride	Interpretive woodlands	\$3,500
Northern Rockies Regional Municipality (Fort Nelson)	Adopt-a-tree	\$5,000
Pouce Coupe	Urban planting	\$3,500
Taylor	Golf course	\$4,000
Vanderhoof	Urban planting	\$2,500

### Beautification fund

We provide financial assistance to municipal governments for conversion of overhead electrical distribution lines to underground facilities, and for help with decorative wraps on our existing service kiosks. The purpose of our contributions towards beautification projects is to assist municipalities in achieving their objectives related to environmental concerns and visual aesthetics. Applications need to be submitted by October 1, for consideration in the following year. For more information, please select [bchydro.com/beautification](http://bchydro.com/beautification).

## Decorative wrap policy

We allow decorative wraps to be installed on our pad-mounted equipment. Municipal governments, strata councils, property managers and well-established community groups (i.e. Business Improvement Associations, Kinsmen, Lions or Rotary Clubs, Neighbourhood Associations) or businesses (established for five years or more) are eligible to apply. Requests from individual homeowners or renters aren't being accepted at this time. For more information about the policy and installation guidelines, please select [bchydro.com/wrap](http://bchydro.com/wrap).

## Fish & Wildlife Compensation Program

The Fish & Wildlife Compensation Program (FWCP) is a partnership of BC Hydro, the B.C. Government, Fisheries and Oceans Canada, First Nations, and public stakeholders, to conserve and enhance fish and wildlife impacted by BC Hydro dams.

In 2016–2017, the FWCP funded 14 wildlife and 10 fish projects across the Finlay, Peace, Parsnip and Dinosaur areas for an investment of more than \$1 million. The projects included using maternity pens to increase caribou calf survival; monitoring Bull Trout spawner abundance in Williston Reservoir; supporting a school ecology program; improving wildlife connectivity; and investigating mercury levels in fish.

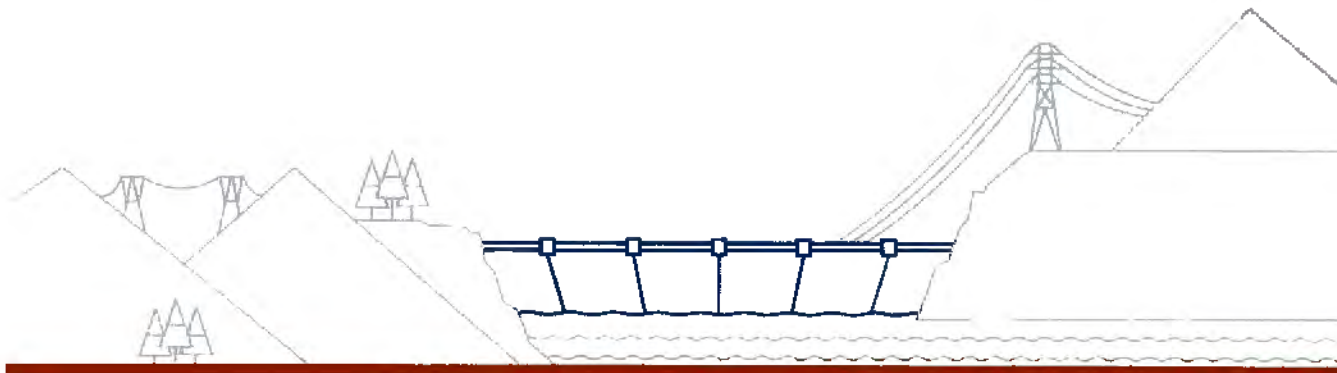
Since 1988, the FWCP has invested more than \$28 million in fish and wildlife projects in the Peace region. For more details, please select [fwcp.ca](http://fwcp.ca).



The Arctic Grayling, with its sail-like dorsal fin, is one of the fish species supported by the FWCP. Photo courtesy of John Hagen.



The FWCP has been funding a caribou maternity penning project near Chetwynd that has been successful in increasing calf survival rates. Photo courtesy of Lynne Betts.



## Grants-in-lieu

We pay net property tax and grant payments to local governments. The grant program is a provincial government initiative and the amounts paid are determined under the current legislation. Listed below are the grants paid to each community in the North region as of June 30, 2017.

Municipality/District	School Taxes*	Grants	Other Taxes	Total Payments
District of 100 Mile House	\$73,622.96	\$89,341.08	0	\$162,964.04
Village of Burns Lake	\$39,051.69	\$82,601.16	\$135.35	\$121,788.20
Central Coast Regional District	0	\$3,805.00	0	\$3,805.00
District of Chetwynd	\$52,192.78	\$202,354.05	\$59.61	\$254,606.44
City of Dawson Creek	\$214,488.84	\$504,136.64	0	\$718,625.48
District of Fort St. James	\$30,854.84	\$52,030.70	0	\$82,885.54
City of Fort St. John	\$117,178.52	\$364,999.71	\$8,518.19	\$490,696.42
Fraser-Fort George Regional District	0	\$890,133.00	0	\$890,133.00
Village of Fraser Lake	\$11,679.44	\$48,740.10	0	\$60,419.54
Village of Granisle	\$9,948.16	\$8,728.02	0	\$18,676.18
Village of Hazelton	\$3,274.56	\$7,865.24	0	\$11,139.80
District of Houston	\$103,528.40	\$201,312.30	\$600.00	\$305,440.70
District of Hudson's Hope	\$1,585,277.02	\$1,560,815.31	\$18,297.47	\$3,164,389.80
District of Kitimat	\$112,576.08	\$100,248.64	0	\$212,824.72
District of Meckenzie	\$68,156.84	\$2,145,737.68	\$22.48	\$2,213,917.00
Village of Masset	\$34,381.75	\$24,996.25	0	\$59,378.00
Village of McBride	\$26,404.70	\$10,291.75	0	\$36,696.45
District of New Hazelton	\$29,068.00	\$16,921.77	\$614.80	\$46,604.57
Northern Rockies Regional Municipality	\$377,574.47	\$309,764.65	\$1,821.85	\$689,160.97
Peace River Regional District	0	\$1,294,897.00	0	\$1,294,897.00
Village of Port Clements	\$4,484.00	\$5,510.53	0	\$9,994.53
District of Port Edward	\$132,540.74	\$130,129.11	0	\$262,669.85
Village of Pouce Coupe	\$4,314.80	\$12,368.45	0	\$16,683.25
City of Prince George	\$688,646.34	\$1,796,044.25	\$(0.55)	\$2,484,690.04
City of Prince Rupert	\$92,259.94	\$222,133.52	0	\$314,393.46
Village of Queen Charlotte	\$49,641.70	\$17,207.31	\$708.30	\$67,557.31
City of Quesnel	\$177,745.96	\$695,144.42	0	\$872,890.38
Town of Smithers	\$90,977.12	\$154,538.21	\$100.00	\$245,615.33
District of Stewart	\$41,405.13	\$21,685.95	\$9,229.60	\$72,320.68
District of Taylor	\$27,295.80	\$438,138.93	0	\$465,434.73
Village of Telkwa	\$8,822.56	\$9,254.46	0	\$18,077.02
City of Terrace	\$398,626.54	\$321,176.30	\$222.30	\$720,025.14
District of Tumbler Ridge	\$215,201.32	\$58,414.48	0	\$273,615.80
District of Vanderhoof	\$85,997.60	\$128,500.07	\$1,583.00	\$216,080.67
District of Wells	\$7,021.60	\$3,842.89	0	\$10,864.49
City of Williams Lake	\$104,392.26	\$236,394.05	\$248.50	\$341,034.81

\*Local governments collect school taxes which are then forwarded to the provincial government to help fund school districts.

## Community grants

By supplying electricity to the people and businesses of this province, we provide an essential and important service. We also believe in doing more than that: we offer two types of grants to support non-profit organizations and registered charities that are making a difference in their communities. Last year, we supported over 60 community-based projects across every region of the province.

Our grants are given out in three focus areas: building the workforce of tomorrow, safety education and developing smart energy ideas. When planning for your project, please keep in mind that our grants have set criteria and application deadlines. To learn more, please select [bchydro.com/grants](http://bchydro.com/grants).

Some of the organizations that we supported in the North region this past year included:



Hudson's Hope Museum Curator Elinor Morrissey receives a cheque for \$2,000 from BC Hydro's Community Relations Manager Bob Gemmer in October 2016.

Organization	Project	Community	Grant
<b>Fraser-Fort George Museum Society (The Exploration Place)</b>	Science Alliance summer day camps	Prince George	\$2,000
<b>Northern British Columbia Regional Science Fair Foundation</b>	Northern British Columbia regional science fair	Fort St. John	\$2,000
<b>Gavin Lake Forest Education Society</b>	2017 Grade 5 outdoor education program	Williams Lake	\$6,000
<b>Association of Professional Engineers and Geoscientists of B.C.</b>	2017 Popsicle stick bridge building competition	Kitimat	\$500
<b>Village of Queen Charlotte</b>	Tsunami Warning Pole Marking Project	Queen Charlotte	\$5,000
<b>Nature Nuts</b>	The Nature Nuts	Hudson's Hope	\$500
<b>District of Mackenzie</b>	Family Ice Fishing Day	Mackenzie	\$2,000

## Our electricity system



**Generation:** Electricity is generated by BC Hydro and independent power producers.



**Transmission:** Electricity is moved from where it is produced to where it is used.



**Substations:** Voltage is reduced at substations to provide power suitable for use in homes and businesses.



**Distribution:** Low voltage electricity is provided to neighbourhoods and businesses.

# BC Hydro Community Relations

At BC Hydro we build strong relationships to support the unique needs and strengths of the communities we serve. Our Community Relations team does this by listening, providing information and working together with communities. Community Relations is the point of contact for local government, media, local business and community groups. Whether it's for capital projects, corporate initiatives and programs, local BC Hydro activities, significant planned outages, emergency response or unplanned power outages, we work hard to meet the needs of our stakeholders and ensure communities are kept informed.

## Northern region

If you have questions or comments for us, please contact:

**Bob Gammer**  
Manager, Northern Community Relations  
250 561 4858  
[bob.gammer@bchydro.com](mailto:bob.gammer@bchydro.com)

**Dave Mosure**  
Community Relations Coordinator  
250 561 4906  
[dave.mosure@bchydro.com](mailto:dave.mosure@bchydro.com)

**Dayle Hopp**  
Public Affairs Administrator  
250 549 8581  
[dayle.hopp@bchydro.com](mailto:dayle.hopp@bchydro.com)

## BC Hydro guide for local governments

Quick access to key information on [bchydro.com](http://bchydro.com)

### My Hydro and Energy Savings initiatives

[bchydro.com/myhydro/](http://bchydro.com/myhydro/)

Log in to manage your account.

#### Energy savings programs

[bchydro.com/energysavings](http://bchydro.com/energysavings)

Learn how you can be smart with your power. Take advantage of rebates and programs.

#### Smart Meters

[bchydro.com/smartmeters](http://bchydro.com/smartmeters)

Find out how smart meters help us better manage our electricity grid, and improve service and reliability.

### Projects

#### Capital Projects

[bchydro.com/projects](http://bchydro.com/projects)

We're investing more than \$10 billion in our province over the next five years. Learn more about projects taking place in your region.

### Programs

#### Beautification program

[bchydro.com/beautification](http://bchydro.com/beautification)

Our beautification fund assists municipal governments in achieving their objectives related to environmental concerns and visual aesthetics. Learn more about the program and the principal considerations that should be included in a proposal.

#### Community ReGreening Program

[bchydro.com/regreening](http://bchydro.com/regreening)

The greening program assists municipalities with urban tree planting while helping to make sure appropriate trees are planted around power lines.

### Community Giving

#### Grants for community groups

[bchydro.com/grants](http://bchydro.com/grants)

Learn about our funding opportunities and how to apply for them.

#### Scholarships & Endowments

[bchydro.com/scholarships](http://bchydro.com/scholarships)

We look to build the next generation of engineers, electricians, and many other key roles who will help us deliver clean energy for generations. Learn about our scholarship and endowment opportunities.

### Report an outage

#### How to report a power outage

[bchydro.com/outages](http://bchydro.com/outages)

Check the outage map or list to see if we know your power is out. If not, call us at 1 800 BCHYDRO (1 800 224 9376) or \*HYDRO (\*49376) on your mobile phone to report it.

Get info on energy savings initiatives, our projects, important announcements, outages and more.

 [facebook.com/bchydro](https://facebook.com/bchydro)

 [@bchydro](https://twitter.com/bchydro)





## **BC local governments recognized for leadership in wood design and building at 2017 Union of BC Municipalities Convention**

NEWS PROVIDED BY

**Canadian Wood Council for Wood WORKS! BC**

Sep 27, 2017, 16:00 ET

VANCOUVER, Sept. 27, 2017 /CNW/ - Six local governments were recognized at the Union of BC Municipalities (UBCM) Convention today in Vancouver for their leadership in the use of wood both architecturally and structurally in their community projects. Wood *WORKS!* BC Community Recognition Awards are presented annually to communities that have been exemplary advocates for wood. This may be demonstrated through the specification of wood in a community project and/or through visionary initiatives that work toward building a community culture of wood.

**The 2017 recipients are:**



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**LMLGA -- Lower Mainland Local Government Association: Metro Vancouver for the Kanaka Creek Watershed Stewardship Centre (CNW Group/Canadian Wood...**



**LMLGA -- Lower Mainland Local Government Association (4 awards):** Metro Vancouver for the Kanaka Creek Watershed Stewardship Centre; District of North Vancouver for the Delbrook Community Recreation Centre; City of Richmond for the Alexandra District Energy Building; City of Surrey for the Grandview Heights Aquatic Centre

**AKBLG -- Association of Kootenay Boundary Local Governments:** Village of Salmo for the 6<sup>th</sup> Street Pedestrian Covered Bridge

**NCLGA -- North Central Local Government Association:** City of Quesnel/Cariboo Regional District for the West Fraser Centre

Recipients of awards for **Southern Interior Local Government Association** and **Vancouver Island Local Government Association** will be announced when presented at their respective area association conventions in the spring.

"We salute these winning communities for building their civic projects with wood, and for helping to build a wood culture in BC," stated Lynn Embury-Williams, Executive Director, Wood *WORKS!* BC. "We are seeing an unparalleled level of interest in wood by communities as they recognize the role wood can play in reducing their carbon footprint and achieving their climate action goals. The result is the use of wood products and building systems in an array of community project types, sizes and applications as both a structural and architectural building material."

Ms. Embury-Williams noted the growing use of new and technologically advanced wood products and building systems which local governments see as integral to realizing inspired, innovative and distinctive projects that tell the story of their communities. Advances in engineered timber building materials and systems have also led to more affordable buildings, which is appealing to local governments who want to make the most of scarce building budgets.

"Wood will continue to play a more significant role in local government projects as communities are demanding high performance buildings to reach their required sustainability goals, making wood from our sustainably managed forests, and its benefits of being a low-carbon and renewable building material an ideal choice."

She continued, "Communities in BC are proud to use wood, as there is a strong historical context for its use. By choosing wood as the primary building material, they are also expressing their support for their local labour pool and materials for construction, building prosperity in their communities," concluded Ms. Embury-Williams.

Communities are asked to contact Wood *WORKS!* BC for technical expertise, training and education when considering their next local government project. Wood *WORKS!* BC is a recognized resource to help BC communities follow the Wood First Act, which requires provincially funded buildings to feature wood as the primary construction material within the BC Building Code. For almost 20 years, Wood *WORKS!* BC has worked extensively with municipalities on all aspects of project planning from RFP wording to specification of structural and architectural wood products. Wood *WORKS!* BC's services are available free-of-charge.

**BACKGROUND:**

Wood *WORKS!* is a national industry-led program of the Canadian Wood Council, with a goal to support innovation and provide leadership on the use of wood products and building systems. Through workshops, conferences, seminars and case studies, Wood *WORKS!* BC provides education, training and technical expertise to building and design professionals and local governments involved with commercial, institutional and industrial construction projects throughout the province. Since 1998, Wood *WORKS!* BC has facilitated practical, efficient, versatile and cost-effective building and design solutions through the use of wood -- the only sustainable, natural and renewable major building material on Earth.

SOURCE Canadian Wood Council for Wood *WORKS!* BC

For further information: Lynn Embury-Williams, Executive Director, Wood  
WORKS! BC, 1-877-929-9663 ext. 1 OR 778-887-8302

**Related Links**

[www.wood-works.ca](http://www.wood-works.ca)

**Organization Profile**



**Canadian Wood Council for Wood WORKS! BC**



## 2017 UBCM Annual Convention – Resolutions Decisions

The following is a summary of the resolutions debate at the 2017 UBCM Annual Convention. The full and exact wording of any amendments will appear in the Convention Minutes.

### Special Resolution

SR1 Local Government Role in BC Framework for Cannabis  
*Endorsed*

### Section A

A1 Local Government Election Campaign Financing  
*Endorsed as Amended*

*Therefore be it resolved that as the provincial government makes changes to provincial campaign finance regulations to limit and restrict campaign donations, the Province also implement reforms to campaign finance regulations for local government, in consultation with UBCM.*

A2 Encouraging the Use of Residential Property for Housing  
*Endorsed as Amended*

*Therefore be it resolved that the Province of British Columbia and Government of Canada take action to introduce effective fiscal and taxation tools to encourage the use of residential property to provide housing, and discourage speculation, "flipping," commodity investment and other market distortions that contribute toward a sharp escalation in the price of housing.*

### Section B – Part 1

The Section B – Part 1 resolutions were introduced as a block. The block included resolutions B1 to B38, and B40 to B54.

The Resolutions Committee recommendations on the Section B – Part 1 resolutions were endorsed as a block. This means that resolutions B1-B38 and B40-B54 were endorsed.

Following consideration of the Section B – Part 1 block, resolution B39 was considered individually.

B39 Regional Hospital District Capital Funding  
*Endorsed*

### Section B – Part 2-a

The Section B – Part 2-a resolutions were introduced as a block. The block included resolutions B55 to B71.

The Resolutions Committee recommendations on the Section B – Part 2-a resolutions were endorsed as a block. This means that resolutions B55 to B68, and B70, were endorsed. Resolutions B69 and B71 were endorsed with amendment as recommended.

**Section B – Part 2-b**

The resolutions in Section B – Part 2-b were considered individually.

**B72 Unconditional Local Government Grants**  
*Endorsed*

**B73 Provincial Share of Infrastructure Spending**  
*Endorsed*

**B74 Water Improvement Districts**  
*Endorsed*

**B75 Community Works Funding – Small Communities**  
*Referred to Association of Vancouver Island & Coastal Communities*

**B76 Local Government Infrastructure Project Funding**  
*Endorsed*

**B77 Eligibility to Access Federal Gas Tax Funding**  
*Not Endorsed*

**B78 Local Elections Campaign Financing Act**  
*Endorsed*

**B79 First Nations & Closed Meetings**  
*Endorsed*

**B80 Elimination of Boards of Variance**  
*Referred to UBCM Executive*

**B81 Definition of a Parcel of Land**  
*Not Endorsed*

**B82 Whistle Cessation**  
*Not Endorsed*

**B83 Expedite Accident Clearing**  
*Referred to UBCM Executive*

**B84 Interface Wildfire Risk**  
*Endorsed*

**B85 Modification of Seismic Design Guidelines for Dikes**  
*Endorsed*

**B86 Emergency Recovery Costs**  
*Endorsed*

**B87 Sprinklers for 4-storey Wood Frame Residential Buildings**  
*Not Endorsed*

**B88 Funding for Drug Recognition Experts**  
*Endorsed*

**B89 Restorative Justice Training**  
*Endorsed*

**B90 Local Government Photo Radar**  
*Endorsed*

**B91 Tax on Vacant & Derelict Residential Properties**  
*Endorsed*

**B92 Federal GST Charges on Provincial Carbon Tax**  
*Endorsed*

**B93 Tax-free Employer-provided Health Benefit Plans**  
*Endorsed*

**B94 2017 Federal Budget – Proposed Removal of One-third Non-taxable Expense Allowance**  
*Endorsed*

**B95 Hazardous Properties Remediation Costs**  
*Endorsed*

**B96 Review of & Amendments to the *Hospital District Act***  
*Endorsed*

**B97 WorkSafeBC Regulations on Asbestos**  
*Endorsed*

**B98 Federal Homelessness Partnering Strategy**  
*Endorsed*

**B99 Municipal Lobbyist Registry**  
*Endorsed*

**B100 Microcell Transmitter Placement Consultation**  
*Endorsed*

**B101 Policy on Breweries, Distilleries & Meaderies**  
*Endorsed*

**B102 Provincial Water Lot Leases**  
*Endorsed*

**B103 Forest health**  
*Endorsed*

**B104 Business Registry**  
*Endorsed*

**B105 Comprehensive Reporting of Community Energy & Emissions Inventory**  
*Endorsed*

**B106 On-road Transportation Sector Required in the Community Energy & Emissions Inventory**  
*Not Endorsed*

**B107 Ending the Inhumane Use of Animal Traps**  
*Not Endorsed*

**B108 Province-wide Rat Reduction Strategy**  
*Endorsed*

**B109 Recycle BC**  
*Endorsed*

**B110 Preventing Polystyrene Foam Pollution in the Marine Environment**  
*Endorsed*

**B111 Non-compostable Produce Sticker Labels**  
*Endorsed as Amended*

*Therefore be it resolved that the provincial and federal governments (where applicable) change both domestic and import regulations related to food labelling to require vegetable-based ink/food safe stamps on all fruits and vegetables sold in Canada.*

**B112 Spill Detection Technology**  
*Endorsed*

**B113 Environmental Assessment Funding System**  
*Endorsed*

**B114 Woodland Caribou Implementation Plan Consultation**  
*Endorsed*

**B115 Task Force for Watershed Management**  
*Endorsed*

**B116 Resale of Electricity for Electric Vehicle Charging**  
*Endorsed*

### **Section B – Part 3-a**

The Section B – Part 3-a resolutions were introduced as a block. The block included resolutions B117 to B120.

A motion, duly moved and seconded, to remove resolution B117 from the block for individual consideration, was endorsed. The block then included resolutions B118 to B120.

The Resolutions Committee recommendations on the Section B – Part 3-a resolutions were endorsed as a block. This means that resolutions B118, B119, and B120, were each endorsed with amendment as recommended.

Following consideration of the Section B – Part 3-a block, resolution B117 was considered individually.



**B117 Sexual Assault Evidence Collection Kits Funding**  
*Endorsed as Amended*

*Therefore be it resolved that the provincial government fund comprehensive, 24/7 access to services and staffing needed (sexual assault nurse examiners) and provide SAEC kits in communities lacking in forensic services.*

**Section B – Part 3-b**

The resolutions in Section B – Part 3-b were considered individually.

**B121 Family Day**  
*Endorsed*

**B122 Rights of Service Dog Teams**  
*Endorsed*

**B123 Ending Discriminatory Insurance Coverage**  
*Endorsed*

**B124 Handling of Motions to Vary the Agenda**  
*Not Endorsed*

**B125 Location of UBCM Annual Convention**  
*Not Endorsed*

**B126 Renovictions & the Residential Tenancy Act**  
*Endorsed*

**B127 National School Food Program**  
*Endorsed*

**B128 Exam Requirements for Owner Builder Certification**  
*Endorsed*

**B129 Abolition of Daylight Savings Time**  
*Endorsed*

**B130 Bill C-15 Federal Banking “Bail-in” Legislation**  
*Referred to UBCM Executive*

**B131 Moratorium on Hydraulic Fracking**  
*Not Endorsed*

**B132 Electric Vehicle Charging in Strata Buildings**  
*Endorsed*

**B133 BC Ambulance Services**  
*Endorsed*

**B134 Comparable Standby Wages for BC Ambulance Service**  
*Endorsed*

B135 BC Ambulance Service  
*Endorsed*

B136 Helicopter Emergency Medical Services  
*Endorsed*

B137 Protocols to Respond to Student Drug Overdose on Secondary School Grounds  
*Endorsed as Amended*

*Therefore be it resolved that the Minister of Health, Minister of Education and Minister of Children and Family Development jointly create provincial standards for elementary, middle and secondary schools province wide to address drug use and potential incidents of overdose in BC schools including protocols for training and administration of Naloxone (Narcan).*

B138 Agricultural Dams  
*Endorsed*

B139 Single Wide Mobile Homes as Second Dwellings on Agricultural Properties  
*Endorsed*

**Section C**

The Resolutions Committee recommended that resolutions in Section C not be admitted for debate. No resolutions from Section C were admitted for debate.

**Resolutions Received After the Deadline**

Resolutions from the Report that were not admitted for debate relate to issues that could have been submitted for consideration prior to the regular June 30 resolutions deadline. In keeping with procedures, these resolutions will be forwarded to the appropriate Area Associations for consideration in the 2018 resolutions cycle.

LR1 Ranchers' Role During Wildfires  
*Endorsed*

LR2 Fire Mitigation Strategy  
*Endorsed*

LR3 Commercial Inter-city Bus Transportation  
*Endorsed*

LR4 Rural Fire Recovery Fund  
*Endorsed*

LR5 Review of Site C: Consideration of Power Sources  
*Endorsed*

LR6 Protecting Local Waterways & Wild Fish Species  
*Not Admitted for Debate*

LR7 Local Government Term of Office  
*Not Admitted for Debate*

LR8 Rail Proximity Issues  
*Not Admitted for Debate*

LR9 Cannabis Advertising  
*Not Admitted for Debate*

LR10 Strategic Lawsuits Against Public Participation  
*Endorsed*

Resolution From Off the Floor

OF1 Martin Mars Long Term Contract  
*Not Endorsed*



## Canada-EU CETA Entering Provisional Application

Sept. 20, 2017

The Canada-EU Comprehensive Economic and Trade Agreement (CETA) will come into effect on September 21, 2017, under "provisional application". Provisional application means that the majority of the agreement will be in effect as of that date, including obligations that apply to municipalities, such as government procurement. CETA will be fully ratified once all member states complete their internal approval processes. To date, four member states have ratified (Denmark, Latvia, Croatia, and Spain).

Canada's trade agreements, like CETA, include provisions that apply to local governments including regulation (e.g. zoning and environmental regulation), government procurement, financial assistance, and public-private partnerships. The federal government has prepared a guide for Canadian local governments, in cooperation with the Federation of Canadian Municipalities, which has been recently updated to include CETA.

Further details can be found in Canada's Guide and the CETA.

Issues and questions can be sent to James Hammond, Assistant Deputy Minister, International Strategy, or to [Trade.Policy@gov.bc.ca](mailto:Trade.Policy@gov.bc.ca).

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## **Age-friendly Communities Funding**

Sept. 20, 2017

With new funding from the Ministry of Health, local governments will again have the opportunity to apply for planning or project grants to support the creation of age-friendly communities in BC.

The Ministry of Health has committed an additional \$0.5 million in funding to the Age-friendly Communities grant program. Applications are now being accepted for planning grants of up to \$25,000 and project grants of up to \$15,000. The application deadline for both funding streams is November 10, 2017.

For more information, contact Local Government Program Services at (250) 356-2947.

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## Canadian Free Trade Agreement

Sept. 20, 2017

The *Canadian Free Trade Agreement* (CFTA) came into effect on July 1, 2017. The CFTA has not changed the obligations that apply to municipalities that existed under its predecessor agreement, the *Agreement on Internal Trade*, and the current *New West Partnership Trade Agreement* between BC, Alberta, Saskatchewan, and Manitoba.

The federal government has prepared a guide for Canadian local governments, in cooperation with the Federation of Canadian Municipalities. More information on CFTA can be found [here](#).

Issues and questions can be sent to James Hammond, Assistant Deputy Minister, International Strategy, or to [Trade.Policy@gov.bc.ca](mailto:Trade.Policy@gov.bc.ca).

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## **Asset Management Planning**

**Applications are currently being accepted for this program.**

The Asset Management Planning Program was created in 2014 through a \$1.5 million contribution from the Ministry of Municipal Affairs & Housing. Since that time, an additional \$1.1 million has been contributed to the program in order to support planning grants, training subsidies and the development of asset management resources.

The intent of the program is to assist local governments in delivering sustainable services by extending and deepening asset management practices within their organizations. Since 2015, 142 grants have been awarded to 100 local governments.

### **2018 Asset Management Planning Program**

Matching grants of up to \$15,000.00 are available under the 2018 Asset Management Planning Program to support activities that advance a local government's asset management planning or practices, and that facilitate better integration of asset management planning with long term financial planning.

Applications can be submitted at any time; however, funding permitting, applications will only be reviewed two times in 2017/18. Applicants will be advised of the status of their application within 60 days of the following application deadlines: November 10, 2017 and March 31, 2018

- 2018 Asset Management Planning Program & Application Guide [PDF - 463 KB]
- 2018 Asset Management Planning Application Form [DOCX - 469 KB]
- 2018 Asset Management Planning Final Report Form [DOCX - 459 KB] - Due within 30 days of project completion.

### **2017 Asset Management Training Subsidies**

The 2017 Asset Management Planning program Training Subsidy will cover up to 50% of the registration fee for up to three staff per local government for eligible Asset Management BC NAMS training events.

Funding permitting, one training subsidy is available per local government and prior training without the subsidy does not impact eligibility. This includes subsidies awarded in 2016.

- 2017 Training Subsidy Application Form [DOCX - 485 KB]

### **2017 Asset Management Planning Program**

- 2017 Asset Management Planning Program & Application Guide [PDF - 460 KB]
- 2017 Asset Management Planning Final Report Form [DOCX - 446 KB] - Due within 30 days of project completion and no later than January 31, 2018.

### **2016 Asset Management Planning Program**

- 2016 Asset Management Planning Program & Application Guide [PDF - 72 KB]

- 2016 Asset Management Planning Final Report Form [DOCX - 464 KB] - Due with 30 days of completion of project and no later than January 31, 2017

**Additional Information**

- Funded Applications, 2015-2017 [PDF - 118 KB]

**Contact Information**

For more information, contact Local Government Program Services at (250) 356-2947 or [lgps@ubcm.ca](mailto:lgps@ubcm.ca).

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## **Water Sustainability and the City Forum**

Sept. 20, 2017

Registration is now open for the Water Sustainability and the City Forum to be held in North Vancouver on October 18. The Forum will bring together urban water professionals from across British Columbia to explore tools and strategies to address environmental and management challenges in urban watersheds.

The forum is open to councillors, planners, engineers, utility managers, biologists, hydrologists, environmental technicians, and anyone else with an interest in embracing strategies to further sustainable watershed management in B.C. cities. Registration is free, but space is limited.

Presentations and panel discussion will feature speakers from the B.C. Ministry of the Environment, local governments around B.C., and non-profit organizations and institutes.

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## Local Governments, Stakeholders Discuss Cannabis Legalization

Sept. 25, 2017

Delegates examined the potential impacts of legalization on local governments, as well as next steps in the development of a 'made in BC' approach during a policy session on Monday.

Session Chair and Vancouver Councillor Kerry Jang provided contextual information regarding Canada's path to cannabis legalization thus far, including what he called "the big disappointment" – that federal legislation has not specified the role of local governments in this new system.

Without a defined role, many local representatives, including those participating in the session's local government panel, are concerned that responsibilities may be transferred to local governments without additional resources to support them. As outlined by Councillor Jang, UBCM's April 2017 survey showed 79% of respondents consider downloading one of their top three concerns associated with cannabis legalization. Minister Mike Farnworth, as part of his remarks, referenced these concerns by noting that legalization "cannot be an exercise in downloading."

Dr. Perry Kendall, BC's Provincial Health Officer and member of the federal *Task Force on Cannabis Legalization and Regulation* delivered a presentation that focussed on the consultation, research and other considerations that informed the Task Force's Final Report. Recently introduced federal legislation (Bills C-45 & C-46) has been largely consistent with the findings of the Task Force, which spent five months consulting Canadians about a multitude of issues related to cannabis legalization.

Also presenting was Sukhbir Manhas, a partner at Young Anderson Barristers and Solicitors, who discussed the current non-medical cannabis regulation options available to local governments as they await further information regarding federal and provincial recreational cannabis frameworks.

A diverse representation of urban and rural local government elected officials concluded the session by providing unique perspectives towards cannabis legalization, highlighting the need for a flexible approach to legalization throughout the province. While panel discussion underscored the different opinions that exist across British Columbia, it also showed some similarities among communities both large and small, namely concerns about a lack of time and resources (physical and financial) and the need for appropriate compensation from other orders of government. UBCM members will vote on Special Resolution 1 later this week, seeking meaningful consultation, adequate provincial funding, sharing of tax revenues and respect for local choice, jurisdiction and authority, as it pertains to the development of a provincial cannabis framework.

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## Working Group on Cannabis Legalization

Sept. 25, 2017

Minister of Public Safety and Solicitor General Mike Farnworth announced that the Union of B.C. Municipalities has been invited to establish a standing committee with the Province to support the development of the regulatory framework for cannabis legalization in British Columbia.

In his comments to delegates, Minister Farnworth emphasized the need for engagement with the public and stakeholders in advance of legislation being introduced. "We are under no illusions that we can impose a solution unilaterally; everyone has a stake in this issue," said Farnworth. In his comments during a media availability session following the announcement, the Minister emphasized the need for legislation that leaves flexibility for local governments, saying that a "one size fits all" approach will not work.

When asked about revenue sharing, Farnworth said that there is no agreement between the federal and provincial government yet. The Minister also indicated there would be significant up front costs to implement the prospective framework and that the province "is not looking at this as a downloading exercise."

The announcement comes as the Province has launched a public consultation process on cannabis legalization. In addition to the open public engagement process, government will also proactively seek opinions from a representative cross-section of British Columbians on their views concerning non-medical cannabis regulations. Local governments, Indigenous governments and organizations, and stakeholders from law enforcement, health, agriculture and other sectors will also have specific engagement opportunities with the Province on cannabis regulation later this fall.

"Local governments welcome the start of the consultation process as we move towards creating a made-in-BC approach to legalization," said UBCM president Murry Krause. "Our members want to discuss issues like taxation, retail sales and personal cultivation in advance the regulatory framework being set in place. The proposed standing committee sounds like a good vehicle to support discussions."

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## Evidence-based Policy for BC's Affordability Crisis

Sept. 26, 2017

UBCM delegates heard wide ranging expert perspectives on how to tackle the province-wide housing affordability crisis during a Monday policy session.

In a preliminary panel, presenters provided evidence demonstrating that the crisis is not a result of limited housing supply. Dr. Josh Gordon, an Assistant Professor at SFU, emphasized that there is no evidence that efforts to boost supply would improve affordability, and such arguments only serve to deflect from the real need to address housing demand.

Both Dr. Gordon and Dr. David Ley of UBC, who has been researching the impacts of Asian capital on local housing markets for more than a decade, pointed towards evidence that taxation policy such as steep and progressive property transfer taxes are the most effective tools to blunting demand and improving affordability.

The need to address the housing crisis was made plainly clear by Andy Yan, Director of the City Program at SFU, in stating "Where does Vancouver sit? Its (housing) values are between Honolulu and San Francisco, at Halifax incomes". And while Metro Vancouver featured prominently in the discussion of the preliminary panel, presenters noted clear demonstrated spillover effects into other jurisdictions, a sentiment that was repeated by presenters in a second panel focusing on rural and northern BC.

Leading off the second panel, Marleen Morris of the Community Development Institute of UNBC, demonstrated that communities across the province face a lack of affordable housing, with the joint challenges of an aging housing stock, shrinking households that align poorly with the predominantly large housing available.

Armin Amrolia, Executive Director of Development Strategies at BC Housing, brought forward several examples of successful projects, emphasizing the collaborative roles of non-profit agencies and local governments. Finally, Jada Basi, CitySpace's Manager of Housing and Community Planning, presented a toolbox of policies that small communities could adapt to increase supply of affordable housing.

In concluding the session, Port Moody Mayor Mike Clay presented an overview of the work of the UBCM Special Committee on Housing, which will hold its next meeting in mid-October.

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## Community Emergency Preparedness & Response

Sept. 26, 2017

In the immediate wake of this year's unprecedented wildfires and flooding, Electoral Area directors were provided with a "nuts-and-bolts" review of the collaborative roles played by the Province, local government and the Red Cross in responding to and recovering from disaster.

Emergency Management BC (EMBC) Senior Regional Manager Ian Cunnings kicked off the session with a fast-paced review of the agency's leading role and responsibility coordinating provincial disaster response.

EMBC is involved at every stage of the Emergency Management Cycle, from mitigation to preparedness, response and recovery. They also manage Disaster Financial Assistance, which is limited to uninsurable losses.

Cunnings reminded delegates that emergency response is a shared responsibility of senior levels of government, First Nations and local governments, NGOs, businesses and residents.

"There is no way one level of government could ever manage the scope of issues arising from floods, landslides, wildfires," said Cunnings, thanking delegates for making a difference through the trials of this year.

Brian Reardon, Chief Administrative Officer of the Central Okanagan Regional District, recounted local government's obligations under the Emergency Program Act to prepare for and respond to local disasters. Elected officials have an important role to play, including declaring or confirming a state of local emergency, maintaining emergency plans and coordinating emergency operating centres staffing and activities.

The Red Cross' Kimberley Nemrava described the integrated role her organization plays as the BC government's neutral humanitarian organization in disaster response and recovery. "What will your community do to prepare? What does your community need to feel strong and vital against the next disaster they will face?" she asked.

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## Moving Towards Zero Waste in BC

Sept. 26, 2017

A clinic Tuesday explored resources for local governments to pursue zero waste. From the implementation of plastic bag bans to encouraging the construction industry to think upstream during procurement and purchasing, waste management was explored with an emphasis on reconsidering all steps in a product's life with the goal of reducing or eliminating waste.

Councillor Sue Maxwell of Whistler spoke on how the BC Intermunicipal Working Group on Zero Waste has submitted a Convention resolution calling for the Province of BC - one of only 2 provinces that have not done so yet - to implement a Zero Waste Strategy. Their recommendations include demonstrating the business case for industry and communities to pursue zero waste, and enhancing Extended Producer Responsibility programs that drive industry to move from a linear economy to a circular one, where reusable waste and recycling become primary resources for new production.

National Zero Waste Council Chair, Mayor Malcolm Brodie of Richmond, outlined how the Council collaborates with business, government and communities to act on national and international levels to drive waste prevention initiatives upstream. The Council works to enable cities and businesses to be competitive globally by illustrating the business case for preventing waste. Their two key strategies are to change how goods are designed and produced, and to drive behaviour change across all sectors. The Zero Waste Council's annual Convention will be held in Vancouver on November 1st.

Harvinder Aujala with the Recycling Council of BC described how RCBC evolved from a hotline, to a website and smartphone app to help people identify how to recycle almost everything. RCBC operates through partnerships and the sponsorship of a handful of municipalities who have embedded the RCBC widget online on how to recycle, which has reduced local governments' burden of responding to questions in-house.

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## Uncivil Civic Engagement

Sept. 26, 2017

In a clinic Tuesday, presenter Kathleen Higgins highlighted recent legal issues aimed at addressing uncivil behaviour by members of the public. Ms. Higgins, partner with Norton Rose Fulbright LLP, noted that civic engagement has been on the rise at the local government level as citizens have a broader range of platforms with which to express their views on projects, policies, bylaws and other local matters.

The vexing question for local government elected officials and staff alike is *'where does civil discourse end and political incivility begin?'*

Ms. Higgins observed that uncivil behaviour has risen since the 1970s with an increased polarization among political views coupled with major changes in the media environment. Social media provides individuals with uncivil behaviours with unprecedented capacity and opportunity for disseminating their views.

With the clinic focusing on the increase of disruptive behaviour by citizens towards local government council members and staff, Ms. Higgins provided some steps and options that could be taken to limit such conduct – including development of procedure bylaw or even legal actions dealing with defamation, restraining orders or other approaches.

Higgins provided examples of recent court cases where local governments commenced civil action against individuals due to behaviour that was disruptive to local government business.

Higgins spoke to the importance for civic leaders to model and foster civil behaviour, quoting Goethe, who said, "kindness is the golden chain by which society is bound".

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## Transit, Childcare Feature in Urban Forum

Sept. 26, 2017

Delegates attending the Large Urban Communities Forum heard presentations on two key issues facing British Columbians: public transit and childcare.

The first panel saw the CEO of TransLink, Kevin Desmond, and the CEO of BC Transit, Manuel Achadinha, joined on stage by Dr. Anthony Perl, Professor of Urban Studies and Political Science at Simon Fraser University, to discuss the future of public transit in B.C.

Themes of changing rider demographics, increased ridership and environmental sustainability united the speakers, as did the topic of emerging technologies and their potential to revolutionize public transit and rider mobility. "Cities are the places where shifting travel away from carbon fuelled car travel is possible and will pay big dividends," said Dr. Perl. Desmond and Achadinha outlined their organizations' commitment to environmentally friendly fleets of electric buses and transit networks supported by LEED infrastructure. All three speakers stressed the importance of improving mobility and service delivery today, while also planning for the future needs of communities.

During the second panel, delegates heard from Dr. Bonnie Henry, Deputy Provincial Health Officer, Honourable Katrina Chen, Minister of State for Child Care, Sharon Gregson from the Coalition of Child Care Advocates of BC and Chris Bone, Manager of Social Planning at the City of Prince George.

Dr. Henry's presentation focused on a recent report titled, *Is 'Good,' Good Enough: The Health and Well-Being of Children and Youth in BC*. Dr. Henry informed the crowd that "overall, BC's children and youth are doing well, but there are some things that we must pay attention to, specifically how gender and geography result in substantial disparities in a child's health."

Ms. Gregson's presentation focused on advocacy for \$10 a day childcare in B.C. She painted a picture of the struggles faced by B.C. families due to the high costs of professional care and the lack of available spaces in regulated care facilities throughout the province. Gregson said that B.C. is in fact a "laggard" when it comes to innovative solutions for childcare, falling behind many European countries and Quebec. The solutions proposed by involve the establishment of new legislation, the Early Care and Learning Act, transferring childcare into the Ministry of Education, raising the wages of all Early Childhood Educators to \$25 per hour and establishing a Bachelor of Early Childhood Education as the new educational standard for the sector. A \$10/day childcare system would not only create benefits for children, parents and educators, but also for the macro-economy, as it has the potential to create \$1.3 billion in revenues for the province.

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## Decisions from September 27 Resolutions Debate

The following is a summary of the resolutions endorsed on Wednesday, September 27 at the 2017 Convention.

### Section SR (Special Resolution)

SR1 Local Government Role in BC Framework for Cannabis  
*Endorsed*

### Section A

A1 Local Government Election Campaign Financing  
*Referred to UBCM Executive as Amended*

*Therefore be it resolved that should the provincial government make changes to provincial campaign finance regulations to limit and restrict campaign donations, those changes be extended to include campaign finance regulations for local government, with the exception of taxpayer subsidized party financing.*

A2 Encouraging the Use of Residential Property for Housing  
*Endorsed as Amended*

*Therefore be it resolved that the Province of British Columbia and Government of Canada take action to introduce effective fiscal and taxation tools to encourage the use of residential property to provide housing, and discourage speculation, "flipping," commodity investment and other market distortions that contribute toward a sharp escalation in the price of housing.*

### Section B – Part 1

The Section B – Part 1 resolutions were introduced as a block. The block included resolutions B1 to B38, and B40 to B54.

The Resolutions Committee recommendations on the Section B – Part 1 resolutions were endorsed as a block. This means that resolutions B1-B38 and B40-B54 were endorsed.

Resolutions debate will continue during the policy session on Thursday, September 28 beginning at 8:55 am. The order of debate will be Policy Paper 1, followed by resolution ER1, resolution B39, and the resolutions in Section B – Part 2.



## **UBCM Focused on Cannabis Legalization, Housing**

Sept. 27, 2017

President Murry Krause launched the business of the 2017 UBCM Convention with an address to delegates on Wednesday.

Krause praised the commitment shown by the provincial government to participate fully in the 2017 Convention. With the entire Cabinet available for meetings throughout week, Krause welcomed the depth of engagement by the government and committed UBCM to working with the province on a range of issues, including a Provincial – UBCM Standing Committee on cannabis legalization announced by Minister Farnworth earlier this week.

Krause reminded delegates that UBCM is advocating that the Province match federal contribution limits in the next phase of infrastructure funding and include local government in program design. Krause also referenced the work underway by a new UBCM committee on housing affordability. "After many years of hearing so much about the need to increase supply, we think it is time for a careful look at the question of demand. Given the present income level and population growth in the Metro region, we need to better understand the drivers for the current level of demand."

The Prince George Councillor also referenced the Policy Paper on responsible conduct of local government elected officials that will be brought before delegates on Thursday. Krause also praised local government leaders across the province who provided leadership through the 2017 wildfires.

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## **Robinson Champions Affordability**

Sept. 27, 2017

Minister Robinson officially welcomed delegates to the annual Union of B.C. Municipalities Convention on Wednesday. Her remarks focused on the importance of partnerships and she emphasized the provincial government's desire to listen to local governments' unique perspectives and concerns.

With affordability as a major theme, Minister Robinson acknowledged the pressures of the housing crisis that fall on local governments and that the Province is committed to being a key partner on this issue. The Government of B.C. is working on a Comprehensive Housing Plan and has taken action with funding for affordable housing units and increased resources for the Residential Tenancy Branch.

In her remarks, Minister Robinson also shared that the provincial government is exploring options for local election campaign financing reform and is pursuing this issue as quickly as possible, understanding the tight timelines for the 2018 general local elections.

The minister also reaffirmed the Government of B.C.'s commitment to implementing the UN Declaration of the Rights of Indigenous Peoples, crediting UBCM's long-running Community-to-Community Forum Program as a vital tool for promoting understanding between local governments and Indigenous communities.

Other topics included infrastructure, transit, gaming grants and climate action.

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## Softwood Lumber

Sept. 27, 2017

The status of the Softwood Lumber Agreement was the topic of discussion in a presentation by Susan Yurkovich, President and CEO of the Council of Forest Industries and Jason Fisher, ADM, Forest Sector at Ministry of Forests, Lands and Natural Resource Operations and Rural Development. Fisher and Yurkovich provided guidance to communities about what they can do with the information to ensure B.C. gets a fair deal in future negotiations.

Mr. Fisher recognized that communication between the province and local officials regarding updates on negotiations is lacking. In the past, mayors of timber-based communities received monthly updates on negotiations via conference call, but this practice has waned in recent years. Fisher assured delegates that this level of communication should return in the coming months.

National lumber quotas were recognized as a key issue in the negotiations with the US. Whatever percentage is agreed upon, it is important that B.C. get a fair share of the quota. As the largest softwood lumber producer in Canada, B.C.'s quota should be the highest. It will be crucial for elected officials to lobby the federal government to ensure that B.C. gets a fair piece of the national quota and safeguard an industry that has been hampered by pine beetle epidemics, countervailing and anti-dumping duties and this summer's wildfires.

Lumber remains a key driver of B.C.'s economy, accounting for \$12.9 billion of provincial GDP. One in four manufacturing jobs is related to the industry, while roughly 40,000 jobs and 140 communities depend on lumber as the main economic driver.

Regular updates on the softwood lumber dispute are available on the Province of B.C. website.

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## Weaver Sets Out Goals

Sept. 27, 2017

Andrew Weaver's 'small but mighty' Green Party is advocating for a change in how leadership functions in B.C. and for stronger provincial partnerships with local governments.

In his address at Convention Wednesday, Weaver outlined three objectives he would strive to achieve: economic security; sustainable use of natural resources; and ensuring that equality becomes a fundamental value of government.

Dr. Weaver reminded delegates that he first committed the Green Party to no longer accept corporate and union donations in his speech at UBCM's 2016 Convention. "Leadership means leading by example and the B.C. Greens commit to doing just that," he said.

The B.C. Green Party Leader acknowledged that the minority government would have to work with all parties and affirmed its potential to become far more than the sum of its parts if parties choose to work together. He also committed the Greens to working with the government to develop a childcare system that is fair and affordable.

Weaver touched on a broad range of subjects, including the need for leadership as we enter into a new era of climate change, technological disruption and lack of housing affordability.

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## Resist the Fake News Tide

Sept. 27, 2017

Terry Milewski encouraged local governments to push back against the rising tide of fake news and re-emergent authoritarian movements in his UBCM Convention keynote address.

The former CBC broadcast journalist, and their first Middle-East correspondent, reminisced about his early days in radio in the 1970s, working for Williams Lake and Nanaimo radio stations before going on to television news reporting from 52 countries.

Addressing the "Union of BC Megalomaniacs" as "our local government overlords who decide on everything," (citing the workshops and resolutions addressing energy, housing, cannabis and infrastructure), Milewski's address centered on the worrisome trend of rising autocratic rule being enabled by the proliferation of fake news.

Milewski bemoaned the polluting of the information stream by misinformation from both the left and the right. "Only 13% of humanity lives in a country with a free press," he pointed out. "For 11 years in a row, freedom has decreased in the world."

We live in a post truth age, he stated, which has disrupted "the remorseless advance march of post-war liberal democracy" that was so recently seen as the inevitable goal of our modern era.

Milewski also touched on the new and enormous power of social media, referencing the recent admission by Facebook concerning its role in perpetuating false news stories.

Milewski said that democratic governments, including local government, have the ability and responsibility to promote truthfulness. "There is no equivalency between an opinion and a fact," he said. "Speak up - be eloquent about the primacy of facts."

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## Responsible Conduct Policy Paper Endorsed

Sept. 28, 2017

Delegates endorsed a policy paper Thursday that outlines an approach to strengthening the framework for responsible conduct by local government elected officials in B.C. UBCM's Executive will follow up with Minister Selina Robinson to ascertain the provincial response to the approach contained in the policy paper.

The policy paper recommendations are as follows:

- a) As a first priority, articulate foundational principles of responsible conduct (e.g. honesty; integrity), and embed these in relevant education materials available province-wide for general local elections starting in 2018;
- b) Enhance existing guidance materials to illustrate how foundational principles of responsible conduct can be embedded in local government bylaws and policies (e.g. procedure bylaws, oaths of office);
- c) Develop new responsible conduct guidance materials including a model code of conduct and other materials that articulate principles, expectations, and good practices of responsible conduct;
- d) Continue the policy and detailed design work needed to develop information and advice on an integrated and effective responsible conduct framework appropriate to B.C., including:
  - Assess the feasibility of including foundational principles in the "default" oath of office established by regulation (considerations include scope of authority and timing);
  - Develop and make available a list of resources for elected officials who are facing challenging situations due to less-than-responsible conduct;
  - Consider the design components of a model for providing resources that would support fact-finding and assessing challenging relationships/circumstances faced by a council/board due to less-than-responsible conduct and could provide guidance on approaches to help the council/board move forward (considerations include expertise needed, cost, and triggers for involvement);
- e) Develop policy options related to codes of conduct with respect to:
  - The content of the code of conduct and processes for developing and reviewing the code. Developing the design components will help determine whether a mandatory code of conduct should be considered over a voluntary approach;
  - The design components of a model for evaluating and making determinations about alleged breaches of a code of conduct. The goal is an integrated model with appropriate linkages between establishing and applying conduct standards, and evaluating, investigating and deciding on breaches of the code;
  - A range of sanctions that could make up a spectrum of penalties for breaching a code of conduct. Considerations would include linkages of penalties with establishing/applying standards of conduct and investigating/deciding on breaches; and

f) Develop practical actions for implementing these recommendations, including considerations of timing, sequencing, and resources.

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## Decisions from September 28 Resolutions Debate

The following is a summary of the resolutions endorsed on Thursday, September 28 at the 2017 Convention.

### Policy Paper 1

Strengthening BC's Responsible Conduct Framework  
*Endorsed*

### Extraordinary Resolution

ER1 Extraordinary Resolution to Amend the UBCM Bylaws Regarding Removal of a Resolution From a Block  
*Endorsed*

### Section A

Motion to Reconsider Decision to Refer Resolution A1 to UBCM Executive  
*Endorsed*

Motion to Refer Resolution A1 to UBCM Executive  
*Not Endorsed*

A1 Local Government Election Campaign Financing  
*Endorsed as Amended*

*Therefore be it resolved that **as** the provincial government **makes** changes to provincial campaign finance regulations to limit and restrict campaign donations, the Province also implement reforms to campaign finance regulations for local government, in consultation with UBCM.*

### Section B – Part 1

B39 Regional Hospital District Capital Funding  
*Endorsed*

### Section B – Part 2-a

The Section B – Part 2-a resolutions were introduced as a block. The block included resolutions B55 to B71.

The Resolutions Committee recommendations on the Section B – Part 2-a resolutions were endorsed as a block. This means that resolutions B55 to B68,

and B70, were endorsed. Resolutions B69 and B71 were endorsed with amendment as recommended.

**Section B – Part 2-b**

The resolutions in Section B – Part 2-b were considered individually.

**B72 Unconditional Local Government Grants**  
*Endorsed*

**B73 Provincial Share of Infrastructure Spending**  
*Endorsed*

**B74 Water Improvement Districts**  
*Endorsed*

**B75 Community Works Funding – Small Communities**  
*Referred to Association of Vancouver Island & Coastal Communities*

**B76 Local Government Infrastructure Project Funding**  
*Endorsed*

**B77 Eligibility to Access Federal Gas Tax Funding**  
*Not Endorsed*

**B78 Local Elections Campaign Financing Act**  
*Endorsed*

**B79 First Nations & Closed Meetings**  
*Endorsed*

**B80 Elimination of Boards of Variance**  
*Referred to UBCM Executive*

**B81 Definition of a Parcel of Land**  
*Not Endorsed*

**B82 Whistle Cessation**  
*Not Endorsed*

**B83 Expedite Accident Clearing**  
*Referred to UBCM Executive*

**B84 Interface Wildfire Risk**

*Endorsed*

**B85 Modification of Seismic Design Guidelines for Dikes**  
*Endorsed*

**B86 Emergency Recovery Costs**  
*Endorsed*

**B87 Sprinklers for 4-storey Wood Frame Residential Buildings**  
*Not Endorsed*

**B88 Funding for Drug Recognition Experts**  
*Endorsed*

**B89 Restorative Justice Training**  
*Endorsed*

**B90 Local Government Photo Radar**  
*Endorsed*

**B91 Tax on Vacant & Derelict Residential Properties**  
*Endorsed*

**B92 Federal GST Charges on Provincial Carbon Tax**  
*Endorsed*

**B93 Tax-free Employer-provided Health Benefit Plans**  
*Endorsed*

**B94 2017 Federal Budget – Proposed Removal of One-third Non-taxable  
Expense Allowance**  
*Endorsed*

**B95 Hazardous Properties Remediation Costs**  
*Endorsed*

**B96 Review of & Amendments to the *Hospital District Act***  
*Endorsed*

**B97 WorkSafeBC Regulations on Asbestos**  
*Endorsed*

**B98 Federal Homelessness Partnering Strategy**  
*Endorsed*

B99 Municipal Lobbyist Registry

*Endorsed*

B100 Microcell Transmitter Placement Consultation

*Endorsed*

B101 Policy on Breweries, Distilleries & Meaderies

*Endorsed*

B102 Provincial Water Lot Leases

*Endorsed*

B103 Forest health

*Endorsed*

B104 Business Registry

*Endorsed*

B105 Comprehensive Reporting of Community Energy & Emissions Inventory

*Endorsed*

B106 On-road Transportation Sector Required in the Community Energy & Emissions Inventory

*Not Endorsed*

B107 Ending the Inhumane Use of Animal Traps

*Not Endorsed*

B108 Province-wide Rat Reduction Strategy

*Endorsed*

B109 Recycle BC

*Endorsed*

B110 Preventing Polystyrene Foam Pollution in the Marine Environment

*Endorsed*

B111 Non-compostable Produce Sticker Labels

*Endorsed as Amended*

*Therefore be it resolved that the provincial and federal governments (where applicable) change both domestic and import regulations related to food labelling*

*to require vegetable-based ink/food safe stamps on all fruits and vegetables sold in Canada.*

**B112 Spill Detection Technology**  
*Endorsed*

**B113 Environmental Assessment Funding System**  
*Endorsed*

**B114 Woodland Caribou Implementation Plan Consultation**  
*Endorsed*

**B115 Task Force for Watershed Management**  
*Endorsed*

**B116 Resale of Electricity for Electric Vehicle Charging**  
*Endorsed*

Resolutions debate will continue during the policy session on Friday, September 29 beginning at 8:00 am. The order of debate will be the Report on Resolutions Received After the Deadline, followed by the resolutions in Section B – Part 3 as time allows.



## **A Call to Protect the Most Vulnerable**

Sept. 28, 2017

The Leader of the Official Opposition, Rich Coleman, addressed the UBCM membership with a message urging leadership from all levels of government to protect those who are most vulnerable.

Mr. Coleman acknowledged the importance of UBCM leaders crediting a shared passion for leadership and public life, despite its challenges.

Coleman encouraged local government leaders that stand up to "nimbyism" to ensure that supportive housing and addictions treatment facilities are built. He also said that the province currently spends \$2.8 billion annually to support those with mental health and addictions issues.

The Opposition Leader referenced the need for the Province to support interior communities with significant dollars to rebuild so that "they know we care about them." He also stated that the people that fought the fires should be honoured, thanked and remembered.

Coleman said that the Liberal party will not ask taxpayers to provide campaign funding for its candidates and that he did not support proportional representation.

Speaking to the challenges inherent in public life, Coleman told delegates "When you get into politics, you have to know that eventually it ends badly for you."

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## Community Excellence Award Winners

Sept. 28, 2017

Local governments were recognized for innovative approaches to service delivery in an awards ceremony at the 2017 UBCM Convention Thursday. The awards showcase municipalities and regional districts that take risks to innovate, establish new partnerships, and pioneer new customer service practices.

### **PARTNERSHIPS**

Winner:

Village of Salmo (*New Heritage Hub Arts and Cultural Corner*)

Honourable Mention:

City of Coquitlam (*Community Inspired Climate Action Program*)

### **BEST PRACTICES, Excellence in Action**

Winner:

City of Coquitlam (*Productivity Enhancement Using Web Mapping*)

Honourable Mention:

Regional District of Central Okanagan (*My Dog Matters Rewards Program and Licensing App*)

### **BEST PRACTICES, Organizational Development & Improvements**

Winner:

Cowichan Valley Regional District (*PlaceSpeak, A Collaborative Approach*)

Winner:

City of Port Coquitlam (*Pre-Disaster Recovery Planning*)

### **BEST PRACTICES, Excellence in Financial Stewardship**

Winner:

City of Nanaimo (*Integrating Financial Planning, Reporting and Fiscal Responsibility – Building the Road Ahead Together*)

Honourable Mention:

Sunshine Coast Regional District (*Budget Engagement through Community Dialogue*)

**LEADERSHIP & INNOVATION, Green Initiatives**

Winner:

Regional District of Kitimat-Stikine (*Terrace Area Integrated Solid Waste Management Program*)

Honourable Mention:

City of Richmond (*Climate Action Program: The Results are In!*)

**LEADERSHIP & INNOVATION, Agriculture**

Winner:

Central Okanagan Regional District (*RDCO-ECD Agriculture Support Program*)

Honourable Mention:

City of Abbotsford (*Think Local. Think Abbotsford. Taste of Abby Week.*)

**BEST PRACTICES, Community Connections**

Winner:

District of West Vancouver (*Student Video Contest*)

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## Wildfire Prevention and Mitigation

Sept. 28, 2017

Wildfire was the topic of discussion as delegates were provided a glimpse into the future of fire prevention and mitigation in B.C. With more than 1200 fires, 1.2 million hectares of land burned, 4000 evacuees and costs nearing \$500 million, this summer was the worst wildfire season in B.C.'s history.

Madeline Maley, Executive Director of the B.C. Wildfire Service (BCWS) assured delegates that a comprehensive review of BCWS and the FireSmart program is currently underway, along with the development of a research and innovation program for preventing wildfires. Part of the program development will involve BCWS determining the best way to engage with the public and work with other jurisdictions across Canada to develop innovative solutions to wildfire mitigation.

In his presentation, Ian Meier, BCWS Director of Wildfire Management, outlined a set of tools that can help reduce catastrophic loss due to wildfire. He also said that BCWS is developing a website dedicated to wildfire prevention education and that two community engagement specialists have been hired to develop the site.

Maley and Meier also indicated that controlled burns could soon be returning to B.C.'s landscape. Maley said there was support for using controlled burns selectively as an effective method of dealing with grasslands and some forest stands that pose annual threats to communities.

Fire Commissioner Gordon Anderson and Phil Lemire, President of the Fire Chiefs Association of B.C., rounded out the presentation to the delegates.

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## Funding & Resources Update

Oct. 4, 2017

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

**2017 Strategic Wildfire Prevention Initiative:** Friday, October 6, 2017, is the final intake deadline for funding under the 2017 Wildfire Prevention Initiative. Applications are invited for Community Wildfire Prevention Plans and updates, Prescriptions, Demonstration and Operational Treatment projects. Up to 100% project funding is available under certain circumstances for operational fuel treatments—per Forest Enhancement Society of BC joint funding agreement, as detailed here. Details of the 2018 SWPI should be available in late November. Watch the Compass for more information.

**2017 (Fall) Regional Community to Community Forums:** The Fall application intake is now open for this program. Matching grants of up to \$5,000 are available to assist First Nations and local governments increase understanding and improve overall relations. Forum events provide a time and place for dialogue to build on opportunities, support reconciliation efforts, resolve issues of common responsibility, interest or concern, and advance tangible outcomes. Apply by October 20, 2017.

**Community Emergency Preparedness Fund:** This new program has five funding streams: Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning stream applications are due October 27, 2017. Emergency Social Services stream applications to due November 17, 2017. Emergency Operations Centres & Training stream applications are due February 2, 2018. Structural Flood Mitigation stream applications are due April 13, 2018. Program materials for the Evacuation Route Planning stream will be available next spring.

**2018 Age-friendly Communities:** This program provides grants to assist local governments in B.C. to best support aging populations, develop or implement policies and plans, or undertake projects that enable seniors to age in place and facilitate age-friendly communities. Applications are being accepted under planning and program streams until November 10, 2017.

**2018 Asset Management Planning Program:** Matching grants of up to \$15,000 are available to support activities that advance a local government's asset management planning or practices, and that facilitate better integration of asset management planning with long term financial planning. Applications may be submitted at any time, and will be reviewed following these two intake deadlines: November 10, 2017, and March 31, 2018.

### Other Funding

**Red Cross Community Partnerships Program:** Provincial emergency financial assistance is available to eligible municipalities, First Nations, small businesses and not-for-profit organizations located in areas that have been under an evacuation order or alert, in these categories: Emergency relief to support immediate needs; Community strengthening to support community connectedness; Safety & wellbeing to support individual and community psychosocial services; Indigenous programming, and; Disaster Risk Reduction.

Vancouver Foundation: Arts & Culture and Education & Training fields of interest for Develop, Test and Grow grants will open this fall, as will donor-directed funding opportunities.

Abandoned Boats Program: Funding is available from Transport Canada to assist in the removal of abandoned and/or wrecked small boats posing a hazard in Canadian waters. The program also helps to educate small boat owners about how to responsibly manage their boats and support research on boat recycling and environmentally responsible boat design. Assessments and removal applications are due by October 30, 2017.

Habitat Conservation Trust Foundation: Habitat Enhancement & Restoration Grants for freshwater fish projects are being offered with a deadline of November 2, 2017.

Northern Development Initiative Trust: NDIT offers a range of funding programs suited to a diverse set of economic development priorities in central and northern British Columbia.

Energy Efficiency and Recovery Funding: Municipal governments may apply for feasibility studies, pilot projects and capital projects related to initiatives that reduce energy consumption and greenhouse gas emissions through the Federation of Canadian Municipalities Green Municipal Fund.

Municipal Asset Management Program: Federal funding is available through FCM to help local governments adopt asset management practices. Eligible applicants may apply to both the FCM MAMP and the UBCM Asset Management Planning program for activities that are eligible under both programs. Applicants can leverage both programs to meet the community contribution requirements.

Environmental Assessment Participant Funding Program: The Canadian Environmental Assessment Agency provides funds to ensure that concerns from the public and Aboriginal groups are taken into consideration during an environmental assessment process.

First Nations Adapt Program: This federal program supports First Nation communities to assess and respond to climate change impacts on community infrastructure and emergency management. It prioritizes communities most impacted by sea level rise, flooding, forest fires, and winter road failures. Applications are reviewed on an ongoing basis.

Climate change and infrastructure planning programs: The federal government and the Federation of Canadian Municipalities have launched two programs to address climate change in communities and to strengthen infrastructure planning and decision-making. The Climate Innovation Program and The Municipal Asset Management Program will deliver funding, training, and learning opportunities to build local government capacity.

## **Resources**

Asset Management BC Conference: "Scalable - Doable - Achievable" is the theme of this upcoming conference on November 9 & 10, 2017, in Vancouver.

WaterBreaks Webinar -Design for Greenhouse Gas Emissions Reduction: Greenhouse gas (GHG) emissions are top of mind for many environmental professionals. This BCWWA webinar on Nov. 16 will review GHG emission-related regulations, tools for decision making (such as GHG emission inventories), and typical sources of GHG emissions related to construction and operation of water and wastewater treatment plants.

Blue Ecology Workshop First Nations Cultural Knowledge and Western Science

Join Blue Ecology's Michael Blackstock, CBC's Quirks & Quarks host Bob McDonald and Member of Parliament Fin Donnelly on November 28, 2017, for this town hall format meeting to discuss the Partnership for Water Sustainability in British Columbia.

Institute for Catastrophic Loss Reduction: ICLR's Quick Response Research Program is inviting proposals related to the wildfires in British Columbia. The program is designed to allow social, behavioural and economic scientists to quickly deploy to a disaster-affected area in the aftermath of a flood, extreme weather event or earthquake to collect perishable data.

Drought Resources: The provincial Water Management Branch recently hosted the webinar *Dealing With Drought - What Communities Need to Know*. A recording and PDF of the webinar are both available, along with other resources, on the BC Drought Information Page.

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## **Community Emergency Preparedness Fund**

**Applications are now being accepted for Flood Risk Assessments, Flood Mapping and Flood Mitigation Plans.**

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by UBCM.

CEPF was announced as part of an \$80 million announcement from the Ministry of Transportation & Infrastructure.

***NEW:** Please note, we are currently only accepting applications for the first funding stream under CEPF. All applications to CEPF must be submitted by email or mail using the application forms that will be provided below. CEPF will not be using the online PIMS application process at this time, or for this intake - we apologize for any confusion this may have caused.*

### **Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning**

The intent of this funding stream is to support eligible applicants to ensure they have accurate knowledge of the flood hazards they face and to develop effective strategies to mitigate and prepare for those risks.

The application deadline is October 27, 2017.

- 2017 Flood Planning Program & Application Guide [PDF - 73 KB]
- Application Form [DOCX - 50 KB] This document may be filled out electronically, but the last page must have a valid electronic signature OR be printed and signed.

### **Emergency Social Services**

The intent of this funding stream is to support eligible applicants to build local capacity to provide emergency social services through training, volunteer recruitment and retention, and the purchase of equipment.

The application deadline is November 17, 2017. The application form will be available soon.

- 2017 ESS Program & Application Guide [PDF - 228 KB]
- Application Form [DOCX - 49 KB] This document may be filled out electronically, but the last page must have a valid electronic signature OR be printed and signed.

### **Emergency Operations Centres & Training**

The intent of this funding stream is to support the purchase of equipment and supplies required to maintain or improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training and exercises.

The application deadline is February 2, 2018. The application form will be available soon.

- 2017 EOC Program & Application Guide [PDF - 228 KB]

**Structural Flood Mitigation**

The intent of this funding stream is to support eligible applicants to prevent, eliminate or reduce the impacts of hazards through construction of structural flood mitigation projects. Ongoing operational costs are not eligible.

The application deadline is April 13, 2018.

- 2017 Structural Flood Program & Application Guide [PDF - 73 KB]
- Application questions. [PDF - 67 KB] These questions will assist with preparing information in advance of applying for the grant. This is not an application form - only proper applications will be accepted.

**Evacuation Route Planning**

As of September 2017, this funding stream remains under development.

For more information, contact Rebecca Bishop at 250 387-4470.

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## LGLA CEO Forum December 7-8

Oct. 11, 2017

Registration is now open for the Local Government Leadership Academy's 8<sup>th</sup> Chief Elected Officials Forum in Richmond on December 7-8. The Forum is for Mayors, Chairs and Chiefs only, and this year's theme is *Finish Strong: Making the Most of Year 4*.

This timely leadership development opportunity responds to Mayor, Chair and Chief leadership needs for focused strategic efforts, Council/Board alignment, and positive CAO relations. Participants will enjoy an interactive learning opportunity with peers, and leave with ideas, tools and strategies for 'real time' challenges and opportunities they are facing.

### PROGRAM OVERVIEW:

- Using a Strategic Alignment Checklist as a governance check-in tool;
- Aligning and assessing CAO performance expectations;
- Determining strategic priorities for the 2018 budget;
- Exploring leadership strategies and enhancing Council/Board dynamics; and
- Identifying key political orientation needs after the 2018 elections.

### RESOURCE PEOPLE:

- **Tracey Lorenson** – 25 years of experience advising local governments as a lawyer, executive and consultant;
- **Don Lidstone**, QC – has focused on governance, finance, liability, constitution, aboriginal and environmental law since 1980;
- **Gordon McIntosh**, PhD – has delivered 1,300 sessions involving 120,000 civic executives throughout Canada and overseas.

Contact: Erin Morrison, LGLA Program Manager

Registration is \$400 + GST and includes meals.

Venue is the Radisson Hotel Vancouver Airport at 8181 Cambie Road, Richmond. Rooms have been set-aside at the special rate of **\$135/night**. Delegates must identify themselves as participants attending the CEO Forum to qualify for this rate. To make a room reservation, please call Radisson central reservations at 1-800-333-3333. Reservations must be made no later than Monday, November 6, 2017, to qualify for the special rate.

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LOCAL GOVERNMENT LEADERSHIP ACADEMY

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## 2017 Chief Elected Officials Forum

**Registration is now open** for the LGLA's 8<sup>th</sup> Annual CEO Forum, to be held **December 7-8, 2017** at the Radisson Hotel Vancouver Airport in Richmond (10:00 AM Thursday, December 7 to 3:30 PM Friday, December 8).

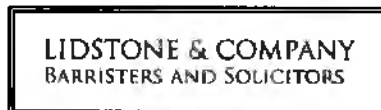
Attention **Mayors, Chairs and Chiefs**: Do you want to make the most of the final year in your term of office? Do you want to set your Council or Board up for governance success in the next term?

**Finish Strong: Making the Most of Year 4** will be hosted by the Local Government Leadership Academy with facilitators Tracey Lorenson and Gordon McIntosh customizing a program to respond to Mayor, Chief and Chairperson leadership needs for focused strategic efforts, Council/Board alignment, and positive CAO relations to ensure you make a leadership difference in your community. You will enjoy an interactive learning opportunity with peers and leave with ideas, tools and strategies for the real time challenges and opportunities you are facing. A legal Q&A session will be led by Don Lidstone, QC of Lidstone Law Corporation.

**Register through the following link:** [www.civicinfo.bc.ca/event/2017/LGLA-CEOForum](http://www.civicinfo.bc.ca/event/2017/LGLA-CEOForum)

**Program details available here:** [Finish Strong: Making the Most of Year 4!](#)

Many thanks to **Lidstone Law Corporation** and the **Municipal Finance Authority of BC** for sponsoring the 2017 CEO Forum.





377

Board - Receive

geraldine.craven

**From:** BC Broadband Association <rey.sonico=abccomm.com@mail28.atl71.mcdlv.net> on behalf of BC Broadband Association <rey.sonico@abccomm.com>  
**Sent:** October 12, 2017 11:41 AM  
**To:** inquiries  
**Subject:** BCBC 2018 Save the Date

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# BCBC 2018

British Columbia Broadband Conference



**Join us at the BC Broadband Conference  
 on May 1 & 2, 2018  
 at the Radisson Hotel in Richmond, BC.**

Watch out for our next update.

Interested in Sponsoring or Exhibiting? click on this link [BCBC 2018](#) or email us at [info@bcba.ca](mailto:info@bcba.ca).



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You are receiving this email because you are a member of the BC Broadband Association, has attended our previous BC Broadband Conference or is attending the conference this year. If you no longer wish to receive emails from us or if you would prefer this information be directed to someone else in your organization, please click 'unsubscribe' or 'Update subscription preferences' button below. Thank you.

**Our mailing address is:**

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Canada

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**geraldine.craven**

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**From:** Cam McAlpine, Bioeconomy 2018  
<info=bioeconomyconference.com@mail110.atl161.mcsv.net> on behalf of Cam  
McAlpine, Bioeconomy 2018 <info@bioeconomyconference.com>  
**Sent:** September 14, 2017 9:35 AM  
**To:** geraldine.craven  
**Subject:** Bioeconomy 2018: New Name, New Focus

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Canadian Bioeconomy Conference & Exhibition 2018

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**THE NEW BIOECONOMY  
ADDING VALUE TO BIOMASS**

June 6-8, 2018. Prince George, BC

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**NEW NAME, NEW FOCUS FOR  
CANADA'S LONGEST RUNNING  
BIOENERGY EVENT!**



The International Bioenergy Conference and Exhibition is being reborn as the **Canadian Bioeconomy Conference and Exhibition**.

The new name reflects a growth in the use of woody biomass from legacy industries such as wood pellet production and cogeneration to a full value-chain of products such as biofuels, biogas, biochemicals, biopharmaceuticals and other bioproducts.

The new conference will continue its predecessor's legacy of excellence in showcasing the innovation of the companies, organizations and researchers who make Canada a global leader of the forest bioeconomy

The theme of this year's conference is The New Bioeconomy: Adding Value to Biomass. The conference will look at some of the key challenges and opportunities facing the industry today, and includes:

- A **program** full of industry experts, analysts and thought leaders.
- The biggest bioeconomy-focused **trade show** in Canada.
- Facilitated **Business-to-Business** sessions, FREE with your conference registration.
- A pre-conference Wood **Products Safety Workshop**.

Registration is now open and a Call for Presenters will be released soon. Reserve your trade show booth or sponsorship now to take advantage of this opportunity to situate yourself at the centre of the largest bioeconomy conference and exhibition in Canada.

**Join us** in Prince George, June 6-8, 2018.



**geraldine.craven**

**From:** Cam McAlpine, Bioeconomy 2018  
 <info=bioeconomyconference.com@mail101.suw111.mcdlv.net> on behalf of Cam  
 McAlpine, Bioeconomy 2018 <info@bioeconomyconference.com>  
**Sent:** October 12, 2017 7:49 AM  
**To:** geraldine.craven  
**Subject:** Call for Presentations - Bioeconomy 2018

Canadian Bioeconomy Conference &amp; Exhibition 2018

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THE NEW BIOECONOMY  
 ADDING VALUE TO BIOMASS

June 6-8, 2018. Prince George, BC

## CALL FOR PRESENTATIONS



Do you have ideas the bioeconomy world *needs* to hear? Do have what it takes to communicate those ideas to senior executives, elected officials, academics and other industry leaders? Can you captivate an audience? If so, then we want to hear from you. The Canadian Bioeconomy Conference and Exhibition is looking for speakers who can bring ideas to life.

The theme for the **9TH Canadian Bioeconomy Conference and Exhibition** is:

**THE NEW BIOECONOMY: ADDING VALUE TO BIOMASS**

**Conference Topics:**

- Growth in the use of woody biomass in new applications
- Opportunities and challenges in the low carbon economy
- Governments' role in promotion and regulation of the bioeconomy
- New products, new places: new technology and local deployment

Presentation ideas should include the name and biography of the presenter and a one-paragraph summary of what you propose to present.

**Submit your presentation idea** to: [info@bioeconomyconference.com](mailto:info@bioeconomyconference.com)

**DEADLINE: December 8, 2017**

**REGISTER NOW FOR CANADA'S LARGEST AND LONGEST-RUNNING BIOMASS EVENT**

**June 6-8, 2018 Prince George, British Columbia, Canada**

The International Bioenergy Conference and Exhibition has been reborn as the **Canadian Bioeconomy Conference and Exhibition**. The industry in Canada has grown and matured since the conference was founded in 2004. As the leading event of its kind in Canada, we believe it should reflect the growth and diversification in the use of woody biomass across the full value chain of bioproducts. With a new name and revitalized program offerings, we remain committed to presenting the best conference experience in the nation, and to demonstrating Canada's leadership role in the global bioeconomy.

**What you'll find at the Canadian Bioeconomy Conference:**

- An international lineup of presenters and bioeconomy experts
- The largest **bioeconomy trade show** in Canada
- Dedicated business-to-business meeting opportunities
- A pre-conference wood products safety workshop
- The best social and business networking opportunities in the industry



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**From:** Cam McAlpine, Bioeconomy 2018  
<cam=bioeconomyconference.com@mail14.suw91.mcdlv.net> on behalf of Cam  
McAlpine, Bioeconomy 2018 <cam@bioeconomyconference.com>  
**Sent:** October 18, 2017 1:40 PM  
**To:** geraldine.craven  
**Subject:** Don't miss Scaling Up Bioeconomy Conference

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[Canadian Bioeconomy Conference & Exhibition 2018](#)

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**Dear Colleagues,**

I'm writing on behalf of our friends at **Scaling Up 2017** to let you know about this Fall's pre-eminent conference on the bioeconomy. The **program** is now live and in my opinion should be extremely relevant and engaging. **Early bird registration** deadline is Oct. 28.

The Scaling Up conference takes place at the prestigious Fairmont Chateau Laurier in our nation's capital, Ottawa, Ontario on November 27-29 this year.

Check it out. I wouldn't think about missing it, and you shouldn't either. I hope to connect with you there.

Best regards,

Cam McAlpine

Manager, **Canadian Bioeconomy Conference**



## Scaling Up Conference

Making the bioeconomy mainstream

November 27 – 29, 2017,

Fairmont Château Laurier, Ottawa, Canada

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**From:** Resource Breakfast Series <info=c3alliancecorp.ca@mail140.suw14.mcdlv.net> on behalf of Resource Breakfast Series <info@c3alliancecorp.ca>  
**Sent:** October 3, 2017 12:58 PM  
**To:** geraldine.craven  
**Subject:** 4th Annual Resource Breakfast Series - Thank you for attending!

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SQUAMISH



On behalf of the Organizing Committee, we would like to thank you for your participation and contribution towards making the 4th annual *Resource Breakfast Series* a resounding success! The events featured important updates from key Ministers, local government and industry leaders, and provided an excellent opportunity to explore innovative and inclusive solutions for BC's resource sector. We look forward to continuing the conversation throughout the year.

Next year's 5th annual *Resource Breakfast Series*, will be hosted at the Garibaldi Lift Company in Whistler from September 11-13, 2017. Click the links below to add this event to your calendar and save the date:

[iCalendar](#) • [Google Calendar](#) • [Outlook](#)



We are always looking for opportunities to improve our many events and welcome your feedback to help make next year's 5th annual *Resource Breakfast Series* even better! Please visit our brief [ONLINE SURVEY](#) and let us know what you liked and share your thoughts on how we might improve. We sincerely appreciate all feedback.

If you have any questions about the event or would like more information, please connect with us at [info@c3alliancecorp.ca](mailto:info@c3alliancecorp.ca). Again, thank you for your support of the 4th annual *Resource Breakfast Series*. We look forward to seeing you next year in Whistler!

Thank you to our sponsors:

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SEABRIDGE GOLD Teck



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SKEENA RESOURCES LTD.

Energy Sector Breakfast

INNERGEX

Renewable Energy. Sustainable Development.



Forest Sector Breakfast

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Forestry Innovation Investment



INTERFOR Building Value.



CAPACITY



Western Forest Products Inc.



Weyerhaeuser



CONIFEX

Supporting Organizations



**Cheryl Anderson**

---

**Subject:** FW: COFI 2018 Convention - Prince George, BC - Save the Date

**From:** BC Council of Forest Industries [<mailto:gillrie@cofi.org>]

**Sent:** October 18, 2017 11:13 AM

**To:** Melany Deweerdt <[Melany.Deweerdt@rdbn.bc.ca](mailto:Melany.Deweerdt@rdbn.bc.ca)>

**Subject:** COFI 2018 Convention - Prince George, BC - Save the Date

**Save the Date:**

**2018 COFI Convention**  
April 4 - 6, 2018  
Prince George Civic Centre

The BC Council of Forest Industries' Annual Convention is the largest gathering of the forest sector in Western Canada. From April 4-6, 2018, industry CEOs, executives, managers, suppliers, local and international businesses, financial institutions, law firms, and government leaders will gather in Prince George to discuss key issues and opportunities in the B.C. forest industry today and in the future.

**Convention Registration to open in November.  
Accommodation information now available.  
Please visit our [website](#) for updates**

For more information, contact Diana Gillrie  
[gillrie@cofi.org](mailto:gillrie@cofi.org)  
778.760.1166



The BC Council of Forest Industries' Annual Convention is the largest gathering of the forest sector in Western Canada. From April 4-6, 2018, industry CEOs, executives, managers, suppliers, local and international businesses, financial institutions, law firms, and government leaders will gather in Prince George to discuss key issues and opportunities in the B.C. forest industry today and in the future.

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778.760.1166

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Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
<b>ACE002 ACE HARDWARE</b>									
PA	30768	09/20/17			30768	-55.01	0.00		
Vendor (ACE002) totals:						-55.01	0.00		
<b>ALL006 ALLAN HENDERSON CONTRACTING</b>									
PA	30769	09/20/17			30769	-6,295.59	0.00		
Vendor (ALL006) totals:						-6,295.59	0.00		
<b>ALT003 ALTERNATIVE GROUNDS</b>									
PA	TP-324-001	09/12/17			TP-324-001	-90.30	0.00		
Vendor (ALT003) totals:						-90.30	0.00		
<b>ARO001 ARO AUTOMOTIVE &amp; INDUSTRIAL</b>									
PA	TP-327-001	09/20/17			TP-327-001	-175.67	0.00		
Vendor (ARO001) totals:						-175.67	0.00		
<b>BCH002 BC HYDRO</b>									
PA	TP-324-002	09/12/17			TP-324-002	-5,754.87	0.00		
Vendor (BCH002) totals:						-5,754.87	0.00		
<b>BKV001 BKV ENTERPRISES</b>									
PA	30770	09/20/17			30770	-882.50	0.00		
Vendor (BKV001) totals:						-882.50	0.00		
<b>BLA001 BLACK PRESS GROUP LTD</b>									
PA	TP-327-002	09/20/17			TP-327-002	-1,434.89	0.00		
Vendor (BLA001) totals:						-1,434.89	0.00		
<b>BLA008 BLASTPRO CONSTRUCTION LTD</b>									
PA	30741	09/06/17			30741	-25,910.08	0.00		
Vendor (BLA008) totals:						-25,910.08	0.00		
<b>BLR001 BL RETURN-IT RECYCLING DEPOT</b>									
PA	TP-323-001	09/08/17			TP-323-001	-2,798.25	0.00		
Vendor (BLR001) totals:						-2,798.25	0.00		
<b>BLU004 BLUE MOUNTAIN HONEY</b>									
PA	30726	09/01/17			30726	-600.00	0.00		
Vendor (BLU004) totals:						-600.00	0.00		
<b>BNK001 B N K AUTOMOTIVE LTD.</b>									
PA	TP-324-003	09/12/17			TP-324-003	-124.66	0.00		
Vendor (BNK001) totals:						-124.66	0.00		
<b>BUL008 BULKLEY VALLEY HOME CENTRE LTD</b>									
PA	TP-324-004	09/12/17			TP-324-004	-10.67	0.00		
Vendor (BUL008) totals:						-10.67	0.00		
<b>BUL012 BULKLEY VALLEY ECONOMIC</b>									
PA	TP-326-001	09/20/17			TP-326-001	-3,333.33	0.00		
Vendor (BUL012) totals:						-3,333.33	0.00		
<b>BUR001 BURNS LAKE AUTOMOTIVE SUPPLY</b>									
PA	TP-324-005	09/12/17			TP-324-005	-2,136.35	0.00		
Vendor (BUR001) totals:						-2,136.35	0.00		
<b>BUR012 BURNS LAKE PUBLIC LIBRARY</b>									
PA	TP-326-002	09/20/17			TP-326-002	-15,326.67	0.00		
Vendor (BUR012) totals:						-15,326.67	0.00		
<b>BUR014 BURNS LAKE REBROADCAST SOCIETY</b>									
PA	TP-326-003	09/20/17			TP-326-003	-2,500.00	0.00		
Vendor (BUR014) totals:						-2,500.00	0.00		

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BUR028	BURNS LAKE HOME HARDWARE								
PA	TP-322-001	09/01/17			TP-322-001	-330.00	0.00		
PA	TP-324-008	09/12/17			TP-324-006	-170.77	0.00		
	<b>Vendor (BUR028) totals:</b>					<b>-500.77</b>	<b>0.00</b>		
BUR044	BURNS LAKE 3080 ARMY CADETS								
PA	30763	09/18/17			30783	-150.00	0.00		
	<b>Vendor (BUR044) totals:</b>					<b>-150.00</b>	<b>0.00</b>		
BVA001	B V AQUATIC CENTRE MANG. SOCIE								
PA	TP-326-004	09/20/17			TP-326-004	-40,707.25	0.00		
	<b>Vendor (BVA001) totals:</b>					<b>-40,707.25</b>	<b>0.00</b>		
CAP002	CAPRI INSURANCE								
PA	30742	09/08/17			30742	-261.00	0.00		
	<b>Vendor (CAP002) totals:</b>					<b>-261.00</b>	<b>0.00</b>		
CAR010	Robert Cardwell								
PA	30752	09/12/17			30752	-1,039.00	0.00		
	<b>Vendor (CAR010) totals:</b>					<b>-1,039.00</b>	<b>0.00</b>		
CAS002	CASCADES RECOVERY INC.								
PA	TP-327-003	09/20/17			TP-327-003	-4,863.87	0.00		
	<b>Vendor (CAS002) totals:</b>					<b>-4,863.87</b>	<b>0.00</b>		
CHE002	CHEVRON CANADA R & M ULC								
PA	30751	09/08/17			30751	-4,058.83	0.00		
	<b>Vendor (CHE002) totals:</b>					<b>-4,058.83</b>	<b>0.00</b>		
CLU003	CLUCULZ LAKE VOL. FIRE DEPT								
PA	TP-326-005	09/20/17			TP-326-005	-1,497.58	0.00		
	<b>Vendor (CLU003) totals:</b>					<b>-1,497.58</b>	<b>0.00</b>		
COM009	COMMUNITY ARTS COUNCIL OF FSJ								
PA	30771	09/20/17			30771	-10,357.78	0.00		
	<b>Vendor (COM009) totals:</b>					<b>-10,357.78</b>	<b>0.00</b>		
D&M001	D&M INDUSTRIAL SUPPLIES								
PA	30753	09/12/17			30753	-24.11	0.00		
	<b>Vendor (D&amp;M001) totals:</b>					<b>-24.11</b>	<b>0.00</b>		
DIS001	DISTRICT OF FORT ST JAMES								
PA	30772	09/20/17			30772	-1,980.05	0.00		
	<b>Vendor (DIS001) totals:</b>					<b>-1,980.05</b>	<b>0.00</b>		
DWA001	DWA ENTERPRISES								
PA	30727	09/01/17			30727	-15,585.15	0.00		
RC	30727	09/07/17				15,585.15	0.00		
	<b>Vendor (DWA001) totals:</b>					<b>0.00</b>	<b>0.00</b>		
EAG001	EAGLE AUTOMOTIVE CENTER								
PA	TP-327-004	09/20/17			TP-327-004	-309.35	0.00		
	<b>Vendor (EAG001) totals:</b>					<b>-309.35</b>	<b>0.00</b>		
ECO006	ECOELECTRIC SOLUTIONS								
PA	30754	09/12/17			30754	-1,035.90	0.00		
	<b>Vendor (ECO006) totals:</b>					<b>-1,035.90</b>	<b>0.00</b>		
ERI001	ERIN MARTENS								
PA	30728	09/01/17			30728	-2,585.00	0.00		
	<b>Vendor (ERI001) totals:</b>					<b>-2,585.00</b>	<b>0.00</b>		
EVE002	EVERGREEN INDUSTRIAL SUPPLIES								

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<b>EVE002 EVERGREEN INDUSTRIAL SUPPLIES (Continued)</b>									
PA	TP-324-007	09/12/17			TP-324-007	-170.53	0.00		
Vendor (EVE002) totals:						-170.53	0.00		
<b>FOR008 FORT FRASER VOL. FIRE DEP.</b>									
PA	TP-326-006	09/20/17			TP-326-006	-1,516.67	0.00		
Vendor (FOR008) totals:						-1,516.67	0.00		
<b>FOR015 FORT ST. JAMES LIBRARY</b>									
PA	TP-326-007	09/20/17			TP-326-007	-1,145.83	0.00		
Vendor (FOR015) totals:						-1,145.83	0.00		
<b>FOR023 FSJ MUSIC MAKERS</b>									
PA	30773	09/20/17			30773	-4,256.00	0.00		
Vendor (FOR023) totals:						-4,256.00	0.00		
<b>FOR033 FORT SAINT JAMES TV SOCIETY</b>									
PA	TP-326-008	09/20/17			TP-326-008	-13,667.67	0.00		
Vendor (FOR033) totals:						-13,667.67	0.00		
<b>FOU002 FOUR STAR COMMUNICATIONS INC</b>									
PA	TP-326-009	09/20/17			TP-326-009	-118.13	0.00		
Vendor (FOU002) totals:						-118.13	0.00		
<b>FRA009 FRASER LAKE BUILDING SUPPLIES</b>									
PA	30743	09/08/17			30743	-101.47	0.00		
Vendor (FRA009) totals:						-101.47	0.00		
<b>FRA014 FRASER LAKE LIBRARY BOARD</b>									
PA	TP-326-010	09/20/17			TP-326-010	-2,013.00	0.00		
Vendor (FRA014) totals:						-2,013.00	0.00		
<b>FRA016 FRASER LAKE REBROADCASTING SOC</b>									
PA	TP-326-011	09/20/17			TP-326-011	-5,583.33	0.00		
Vendor (FRA016) totals:						-5,583.33	0.00		
<b>FRA025 FRASER LAKE BOTTLE DEPOT</b>									
PA	TP-323-002	09/08/17			TP-323-002	-3,825.23	0.00		
Vendor (FRA025) totals:						-3,825.23	0.00		
<b>GRO005 GROOT BROS CONTRACTING LTD.</b>									
PA	30744	09/08/17			30744	-24.26	0.00		
Vendor (GRO005) totals:						-24.26	0.00		
<b>HER003 HERMANN'S FIRE EXTINGUISHER</b>									
PA	30755	09/12/17			30755	-37.80	0.00		
Vendor (HER003) totals:						-37.80	0.00		
<b>HIL003 HILL STOP TRUCK WASH</b>									
PA	30756	09/12/17			30756	-23.18	0.00		
Vendor (HIL003) totals:						-23.18	0.00		
<b>HOT001 HOTSINC COMPUTER SOLUTIONS</b>									
PA	TP-322-002	09/01/17			TP-322-002	-13,310.97	0.00		
PA	TP-323-003	09/08/17			TP-323-003	-3,307.50	0.00		
PA	TP-324-008	09/12/17			TP-324-008	-7,478.63	0.00		
PA	TP-327-005	09/20/17			TP-327-005	-3,417.27	0.00		
Vendor (HOT001) totals:						-27,514.37	0.00		
<b>HOU018 HOUSTON BOTTLE DEPOT</b>									
PA	TP-327-006	09/20/17			TP-327-006	-3,346.04	0.00		
Vendor (HOU018) totals:						-3,346.04	0.00		



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<b>IND006 INDUSTRIAL TRANSFORMERS</b>									
PA	TP-324-009	09/12/17			TP-324-009	-11,428.80	0.00		
Vendor (IND006) totals:						-11,428.80	0.00		
<b>INF001 INFOSAT COMMUNICATIONS</b>									
PA	TP-327-007	09/20/17			TP-327-007	-54.84	0.00		
Vendor (INF001) totals:						-54.84	0.00		
<b>INL001 INLAND KENWORTH</b>									
PA	TP-323-004	09/08/17			TP-323-004	-2,489.15	0.00		
Vendor (INL001) totals:						-2,489.15	0.00		
<b>JOH001 BRANDT TRACTOR LTD</b>									
PA	30729	09/01/17			30729	-373.87	0.00		
Vendor (JOH001) totals:						-373.87	0.00		
<b>KAL003 KAL TIRE - BURNS LAKE</b>									
PA	TP-324-010	09/12/17			TP-324-010	-9,324.89	0.00		
PA	TP-327-008	09/20/17			TP-327-008	-3,180.49	0.00		
Vendor (KAL003) totals:						-12,505.38	0.00		
<b>KIL001 DIANE KILLMAN</b>									
PA	30757	09/12/17			30757	-437.50	0.00		
Vendor (KIL001) totals:						-437.50	0.00		
<b>KIL003 JOANNE KILBACK</b>									
PA	30730	09/01/17			30730	-1,050.00	0.00		
Vendor (KIL003) totals:						-1,050.00	0.00		
<b>LAK004 LAKES DISTRICT AIRPORT SOCIETY</b>									
PA	30750	09/08/17			30750	-15,585.15	0.00		
PA	30764	09/18/17			30764	-150.00	0.00		
PA	TP-326-012	09/20/17			TP-326-012	-6,250.00	0.00		
Vendor (LAK004) totals:						-21,985.15	0.00		
<b>LAK012 LAKES DISTRICT MUSEUM SOCIETY</b>									
PA	TP-326-013	09/20/17			TP-326-013	-3,083.33	0.00		
Vendor (LAK012) totals:						-3,083.33	0.00		
<b>LAK014 LAKES DISTRICT PRINTING</b>									
PA	TP-327-009	09/20/17			TP-327-009	-349.44	0.00		
Vendor (LAK014) totals:						-349.44	0.00		
<b>LAK032 LAKES DISTRICT FILM</b>									
PA	TP-326-014	09/20/17			TP-326-014	-150.00	0.00		
Vendor (LAK032) totals:						-150.00	0.00		
<b>LAK038 LAKES DISTRICT FOOD BANK</b>									
PA	30765	09/18/17			30765	-975.00	0.00		
Vendor (LAK038) totals:						-975.00	0.00		
<b>LDF001 LD FREE CLASSIFIEDS</b>									
PA	TP-327-010	09/20/17			TP-327-010	-741.75	0.00		
Vendor (LDF001) totals:						-741.75	0.00		
<b>M4E001 M 4 ENTERPRISES</b>									
PA	TP-322-003	09/01/17			TP-322-003	-10,354.40	0.00		
Vendor (M4E001) totals:						-10,354.40	0.00		
<b>MAX001 MAXXAM ANALYTICS INC</b>									
PA	TP-322-004	09/01/17			TP-322-004	-1,381.80	0.00		
PA	TP-323-005	09/08/17			TP-323-005	-422.10	0.00		

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MAX001	MAXXAM ANALYTICS INC (Continued)								
PA	TP-327-011	09/20/17			TP-327-011	-292.95	0.00		
	Vendor (MAX001) totals:					-2,098.85	0.00		
MED001	MEDICAL SER. PLAN								
PA	30737	09/01/17			30737	-4,950.00	0.00		
	Vendor (MED001) totals:					-4,950.00	0.00		
MEE001	Susan Meeds								
PA	30740	09/06/17			30740	-1,116.77	0.00		
	Vendor (MEE001) totals:					-1,116.77	0.00		
MID001	MID-VALLEY VENTURES LTD.								
PA	30766	09/18/17			30766	-20,536.00	0.00		
	Vendor (MID001) totals:					-20,536.00	0.00		
MIN001	MINISTER OF FINANCE								
PA	30745	09/08/17			30745	-200.00	0.00		
	Vendor (MIN001) totals:					-200.00	0.00		
MUR002	ROSANNE MURRAY								
PA	30731	09/01/17			30731	-450.00	0.00		
	Vendor (MUR002) totals:					-450.00	0.00		
NAP001	NAPA AUTO PARTS - BL								
PA	TP-327-012	09/20/17			TP-327-012	-6.30	0.00		
	Vendor (NAP001) totals:					-6.30	0.00		
NEC012	NECHAKO HEALTHY COM. ALLIANCE								
PA	TP-322-005	09/01/17			TP-322-005	-13,819.47	0.00		
	Vendor (NEC012) totals:					-13,819.47	0.00		
NOR019	NORTHLAND AUTOMOTIVE								
PA	TP-324-011	09/12/17			TP-324-011	-108.63	0.00		
	Vendor (NOR019) totals:					-108.63	0.00		
NOR027	N.W. INVASIVE PLANT COUNCIL								
PA	30774	09/20/17			30774	-2,770.66	0.00		
	Vendor (NOR027) totals:					-2,770.66	0.00		
NOR029	NORTH CENTRAL PLUMBING & HEAT								
PA	TP-327-013	09/20/17			TP-327-013	-247.15	0.00		
	Vendor (NOR029) totals:					-247.15	0.00		
NOR037	NORTHERN SOCIETY FOR DOMESTIC P								
PA	30746	09/08/17			30746	-17,986.50	0.00		
	Vendor (NOR037) totals:					-17,986.50	0.00		
OKT001	OK TIRE								
PA	30758	09/12/17			30758	-405.34	0.00		
	Vendor (OKT001) totals:					-405.34	0.00		
OVE002	OVERWAITEA FOODS								
PA	30732	09/01/17			30732	-176.16	0.00		
	Vendor (OVE002) totals:					-176.16	0.00		
PAC004	PACIFIC NORTHERN GAS LTD.								
PA	TP-323-006	09/08/17			TP-323-006	-2,123.63	0.00		
	Vendor (PAC004) totals:					-2,123.63	0.00		
PAC007	PACIFIC TRUCK & EQUIPMENT INC								
PA	TP-327-014	09/20/17			TP-327-014	-850.54	0.00		
	Vendor (PAC007) totals:					-850.54	0.00		

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PAH001	JOHNNIE PAHL								
PA	30767	09/18/17			30767	-800.00	0.00		
	Vendor (PAH001) totals:					-800.00	0.00		
PAY002	PAYNE'S SEPTIC SERVICE (2010)								
PA	30775	09/20/17			30775	-487.25	0.00		
	Vendor (PAY002) totals:					-487.25	0.00		
PIT001	PITNEY BOWES								
PA	30749	09/08/17			30749	-534.74	0.00		
	Vendor (PIT001) totals:					-534.74	0.00		
PIT002	PITNEY WORKS								
PA	30776	09/20/17			30776	-2,100.00	0.00		
	Vendor (PIT002) totals:					-2,100.00	0.00		
PLE001	PLEASANT VALLEY EXPRESS								
PA	30762	09/15/17			30762	-116.00	0.00		
	Vendor (PLE001) totals:					-116.00	0.00		
PUB001	PUBLIC SECTOR PUBLICATIONS								
PA	30733	09/01/17			30733	-367.35	0.00		
	Vendor (PUB001) totals:					-367.35	0.00		
PUR001	PURELY H2O								
PA	TP-323-007	09/08/17			TP-323-007	-162.00	0.00		
	Vendor (PUR001) totals:					-162.00	0.00		
PUR002	PUROLATOR COURIER LTD.								
PA	TP-322-006	09/01/17			TP-322-006	-32.98	0.00		
	Vendor (PUR002) totals:					-32.98	0.00		
QLA001	QLAB SYSTEMS LTD								
PA	TP-323-008	09/08/17			TP-323-008	-666.40	0.00		
	Vendor (QLA001) totals:					-666.40	0.00		
RED004	RED ROCKET SERVICES								
PA	TP-324-012	09/12/17			TP-324-012	-105.00	0.00		
	Vendor (RED004) totals:					-105.00	0.00		
REI001	REITSMA'S HOME HARDWARE								
PA	TP-324-013	09/12/17			TP-324-013	-154.32	0.00		
	Vendor (REI001) totals:					-154.32	0.00		
ROS003	ROSENAU TRANSPORT LTD.								
PA	TP-324-014	09/12/17			TP-324-014	-13.52	0.00		
PA	TP-327-015	09/20/17			TP-327-015	-32.71	0.00		
	Vendor (ROS003) totals:					-46.23	0.00		
SHA007	SHADOW LEATHERS								
PA	TP-323-009	09/08/17			TP-323-009	-182.05	0.00		
	Vendor (SHA007) totals:					-182.05	0.00		
SMI007	SMITHERS PUBLIC LIBRARY								
PA	TP-326-015	09/20/17			TP-326-015	-7,067.00	0.00		
	Vendor (SMI007) totals:					-7,067.00	0.00		
SMI027	SMITHERS HOME HARDWARE								
PA	30734	09/01/17			30734	-1,384.66	0.00		
	Vendor (SMI027) totals:					-1,384.66	0.00		
SMS001	SMS EQUIPMENT INC.								
PA	TP-327-016	09/20/17			TP-327-016	-301.71	0.00		

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SMS001	SMS EQUIPMENT INC. (Continued)								
	Vendor (SMS001) totals:					-301.71	0.00		
SOU003	SOUTHSIDE VOLUNTEER FIRE DEPT.								
PA	TP-326-016	09/20/17			TP-326-016	-1,992.00	0.00		
	Vendor (SOU003) totals:					-1,992.00	0.00		
SPO001	SPOTLESS UNIFORM LTD.								
PA	TP-327-017	09/20/17			TP-327-017	-31.24	0.00		
	Vendor (SPO001) totals:					-31.24	0.00		
SSQ001	SSQ FINANCIAL								
PA	30738	09/01/17			30738	-1,280.32	0.00		
	Vendor (SSQ001) totals:					-1,280.32	0.00		
STA008	STARLAND SUPPLY LTD								
PA	TP-323-010	09/08/17			TP-323-010	-110.35	0.00		
	Vendor (STA008) totals:					-110.35	0.00		
STE012	STEWART MCDANNOLD STUART								
PA	TP-327-018	09/20/17			TP-327-018	-3,025.66	0.00		
	Vendor (STE012) totals:					-3,025.66	0.00		
SUD001	SUDS N' DUDS								
PA	TP-324-015	09/12/17			TP-324-015	-110.41	0.00		
	Vendor (SUD001) totals:					-110.41	0.00		
SUN002	SUN LIFE FINANCIAL								
PA	30739	09/01/17			30739	-20,285.74	0.00		
	Vendor (SUN002) totals:					-20,285.74	0.00		
SWE001	SWEeping BEAUTIES JANITORIAL								
PA	TP-326-017	09/20/17			TP-326-017	-2,073.27	0.00		
	Vendor (SWE001) totals:					-2,073.27	0.00		
TAY002	TAYLOR BROS HARDWARE								
PA	TP-322-007	09/01/17			TP-322-007	-120.00	0.00		
PA	TP-327-019	09/20/17			TP-327-019	-132.81	0.00		
	Vendor (TAY002) totals:					-252.81	0.00		
TEC002	TECHNOPURE WATER								
PA	30777	09/20/17			30777	-60.00	0.00		
	Vendor (TEC002) totals:					-60.00	0.00		
TEL002	TELUS COMMUNICATIONS COMPANY								
PA	30735	09/01/17			30735	-3,222.74	0.00		
	Vendor (TEL002) totals:					-3,222.74	0.00		
TEL007	TELUS MOBILITY								
PA	TP-327-020	09/20/17			TP-327-020	-926.26	0.00		
	Vendor (TEL007) totals:					-926.26	0.00		
TOP005	TOPLEY FIRE PROTECTION SOC.								
PA	TP-326-018	09/20/17			TP-326-018	-2,620.84	0.00		
	Vendor (TOP005) totals:					-2,620.84	0.00		
TOW003	TOWER COMMUNICATIONS								
PA	TP-323-011	09/08/17			TP-323-011	-2,450.01	0.00		
	Vendor (TOW003) totals:					-2,450.01	0.00		
TRU002	TRUE CONSULTING								
PA	30747	09/08/17			30747	-16,475.30	0.00		
	Vendor (TRU002) totals:					-16,475.30	0.00		

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<b>TWE002 TWEEDSMUIR PARK ROD &amp; GUN CLUB</b>									
PA	30759	09/12/17			30759	-475.00	0.00		
Vendor (TWE002) totals:						-475.00	0.00		
<b>UNI006 UNION OF BC MUNICIPALITIES</b>									
PA	30748	09/08/17			30748	-94.50	0.00		
Vendor (UNI006) totals:						-94.50	0.00		
<b>USB001 US BANK CANADA</b>									
PA	TP-325-001	09/20/17			TP-325-001	-9,134.55	0.00		
Vendor (USB001) totals:						-9,134.55	0.00		
<b>VAL005 VALLEY DIESEL</b>									
PA	30778	09/20/17			30778	-752.46	0.00		
Vendor (VAL005) totals:						-752.46	0.00		
<b>VAN005 VANDERHOOF &amp; DISTRICTS CO-OP</b>									
PA	TP-327-021	09/20/17			TP-327-021	-10,959.31	0.00		
Vendor (VAN005) totals:						-10,959.31	0.00		
<b>VIS001 THE MOOSE - VISTA RADIO LTD.</b>									
PA	30760	09/12/17			30760	-236.25	0.00		
Vendor (VIS001) totals:						-236.25	0.00		
<b>WIE004 Ken Wiebe</b>									
PA	TP-327-022	09/20/17			TP-327-022	-197.80	0.00		
Vendor (WIE004) totals:						-197.80	0.00		
<b>WIL004 WILLIAMS MACHINERY</b>									
PA	TP-327-023	09/20/17			TP-327-023	-134.07	0.00		
Vendor (WIL004) totals:						-134.07	0.00		
<b>WOO005 WOODS N' WATER SPORTS &amp; RECREA</b>									
PA	30736	09/01/17			30736	-250.00	0.00		
Vendor (WOO005) totals:						-250.00	0.00		
<b>XER001 XEROX CANADA LTD.</b>									
PA	TP-322-008	09/01/17			TP-322-008	-1,253.57	0.00		
PA	TP-323-012	09/08/17			TP-323-012	-1,151.00	0.00		
Vendor (XER001) totals:						-2,404.57	0.00		
Control account (1) totals:						-427,808.80	0.00		
<b>REC002 RECEIVER GENERAL</b>									
PA	30761	09/13/17			30761	-37,209.28	0.00		
PA	30779	09/26/17			30779	-35,793.84	0.00		
Vendor (REC002) totals:						-73,003.12	0.00		
Control account (2) totals:						-73,003.12	0.00		
Report Total						-500,811.72	0.00		

118 vendor(s) printed.

**Regional District of Bulkley-Nechako**

**Action List - May, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Comm. Of the Whole May 11, 2017	Delegation Thank You Letter	Write a thank you letter to Ron Marshall, District Manager, Fort George, Ministry of Transportation and Infrastructure (MoTI) and Sgt. Al Steinhauser, Acting Regional Commander, North District Regional Traffic Services, RCMP North District. Mr. Marshall introduced Karen Andrews, District Operations Manager Fort George, Cailey Brown, A/Program Manager, Development Approvals, Bulkley-Stikine and Val Hunsaker, District CVSE Manager, Fort George CVSE (Commercial Vehicle Safety Enforcement), MoTI. Sgt. Steinhauser introduced Cpl. John Graham, Acting Unit Commander, North District, Prince George Regional Traffic Services, RCMP North District.	Cheryl	Completed	June 23, 2017
C.W.2017-5-4 Comm. Of the Whole May 11, 2017	Community to Community Forum Facilitators	Staff to retain the services of Dan George, Four Directions Management Services Ltd. to facilitate the Community to Community Forum for June 28, 2017 to be hosted at the Nadleh Whut'en Administrative Building; and further, if Mr. George is unable to facilitate, staff is directed to choose a second facilitator.	Deneve/Cheryl	Completed	
C.W.2017-5-4 Comm. Of the Whole May 11, 2017	Paint, Pesticides and Flammable Liquids Collection- Smithers/Telkwa Transfer Station	Defer Motion C.W.2017-5-8 to the May 25, 2017 Regional District of Bulkley-Nechako Board Meeting; and further, that staff be directed to provide a report in regard to the partnership with the Extended Producer Responsibility (EPR) Stewardship organization ReGeneration for Paint, Pesticides and Flammable Liquids Collection at the Smithers/Telkwa Transfer Station including implications of proposed changes; and further, that the report include the revenues that the RDBN no longer receives wherein the EPR Stewardship organization ReGeneration transferred its drop off locations to area Bottle Depots.	Janette/Rory	On Going	No decision was made in regard to removing collection of paint from STTS
RDC.2017-5-4 Rural Dir. Comm. May 11, 2017	Connectivity Project	Approve the Connectivity in the Regional District of Bulkley-Nechako Project. Further, that the RDBN Board of Directors submit an application for \$10,000 to the Rural Dividend Fund; And further, that it approve contributing up to \$15,000 towards the project and agrees to enter into a contract with the Province if the application is approved.	Corrine	In Progress	

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**Regional District of Bulkley-Nechako**

**Action List - May, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2017-5-5 Rural Dir. Comm. May 11, 2017	Smithers Public Library- Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$1,500 grant in aid monies from Electoral Area "A" (Smithers Rural) to Smithers Public Library for costs associated with its Summer Reading Club.	Cheryl/Kristi	Completed	May 26, 2017
RDC.2017-5-6 Rural Dir. Comm. May 11, 2017	RDBN Business Forum- Request for Grant in Aid - Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural)	Contribute \$1,000 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for the 2017 RDBN Business Forum to sponsor the Business Forum Gala Dinner."	Laura	Completed	May 31, 2017
RDC.2017-5-7 Rural Dir. Comm. May 11, 2017	Lakes District Secondary School-Request for Grant in Aid -Electoral Area "B" (Burns Lake Rural)	Write a letter and contribute \$500 grant in aid monies from Electoral Area "B" (Burns Lake Rural) to Lakes District Secondary School for costs associated with the Mountain Bike Team attending Provincial Championships in Cumberland, B.C.	Cheryl/Kristi	Completed	May 26, 2017
RDC.2017-5-8 Rural Dir. Comm. May 11, 2017	Music on the Mountain Society-Request for Grant in Aid -Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the Music on the Mountain Society for costs associated with the 2017 Music on the Mountain Festival.	Cheryl/Kristi	Completed	May 30, 2017
RDC.2017-5-9 Rural Dir. Comm. May 11, 2017	Stuart Lake Seniors' Association - Request for Grant in Aid -Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$500 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the Stuart Lake Seniors' Association for costs associated with its Strawberry Tea.	Cheryl/Kristi	Completed	May 30, 2017
RDC.2017-5-10 Rural Dir. Comm. May 11, 2017	Fraser Lake Festival of the Arts - Request for Grant in Aid -Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$2,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) to the Fraser Lake Festival of the Arts for costs associated with the Fraser Lake Festival of the Arts.	Cheryl/Kristi	Completed	May 30, 2017

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Regional District of Bulkley-Nechako

**Action List - May, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2017-5-11 Rural Dir. Comm. May 11, 2017	Nechako Valley Community Alliance- Request for Grant in Aid - Electoral Area "F" (Vanderhoof Rural)	Write a letter and contribute \$500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) to the Nechako Valley Community Alliance to install the pottery kiln and exhibition wall hanging equipment in the Integris Community Centre Art Wing.	Cheryl/Kristi	Completed	May 30, 2017
RDC.2017-5-12 Rural Dir. Comm. May 11, 2017	Vanderhoof Children's Theatre -Request for Grant in Aid -Electoral Area "F" (Vanderhoof Rural)	Write a letter and contribute \$4,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) to the Vanderhoof Children's Theatre for costs associated with its Seussical Production.	Cheryl/Kristi	Completed	May 30, 2017
RDC.2017-5-13 Rural Dir. Comm. May 11, 2017	College of New Caledonia Request for Grant in Aid - Electoral Area "G" (Houston Rural)	Write a letter and contribute \$2,321.17 grant in aid monies from Electoral Area "G" (Houston Rural) to the College of New Caledonia for costs associated with its Seniors Painting Retreat in Granisle.	Cheryl/Kristi	Completed	May 30, 2017
RDC.2017-5-14 Rural Dir. Comm. May 11, 2017	Bulkley valley Co-Existence Discussions - Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$400 grant in aid monies from Electoral Area "A" (Smithers Rural) for the Bulkley Valley Co-Existence Discussions to be utilized to cover the cost of the Bulkley Valley Co-Existence Meeting. <b>Amended contribution amount at May 25 Board meeting from \$400 to \$500.</b>	Cheryl/Kristi	Completed	
2017-6-4 Special Board Meeting May 11, 2017	Fort Fraser Infrastructure Improvement Project - Request for Proposals Award	Award the Fort Fraser Infrastructure Improvement Project contract to TRUE Consulting based on the recommendations provided from the Environmental Services staff.	Janette/Rory	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - May, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-6-6 Special Board Meeting May 11, 2017	Vanderhoof Area Illegal Dump	<p>1. That the fees for disposal be waived for the Spring Clean-up of illegal dump sites in the Vanderhoof area for 2017 starting May 17, expiring May 31, 2017 under the following conditions:</p> <ul style="list-style-type: none"> <li>- That the Ministry of Forests, Lands and Natural Resource Operations ensure that materials disposed at RDBN Solid Waste Management facilities originate from sites within the RDBN;</li> <li>- Campers and damaged trailers (if greater than 2m3 in volume) are required to be disposed at the Clearview Landfill;</li> <li>- That during cleanup activities any metal materials that can be recycled be separated and taken to RDBN Transfer Stations for placement in the metal collection areas;</li> <li>- Time period for authorization to waive tipping fees expires May 31, 2017.</li> </ul> <p>2. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize the waiving of tipping fees annually to assist in the clean-up of illegal dump sites in the Vanderhoof area, restricted to a two-week time frame, decided upon between the Ministry of Forests, Lands &amp; Natural Resource Operations and the Regional District of Bulkley-Nechako.</p>	Janette/Rory	Completed	
2017-6-7 Special Board Meeting May 11, 2017	Letter to NCLGA Executive	Write a letter to the North Central Local Government Association (NCLGA) Executive thanking them for their work organizing the 2017 convention; and further, that the Regional District of Bulkley-Nechako Board of Directors express concern over the nature of the sponsor speeches and keynote presentation at the convention; and further, encourage the NCLGA Executive to create policies that limit the role of lobbyists and the perception of cash for access at future conventions.	Cheryl	Completed	June 21, 2017
2017-7-7 Board Meeting May 25, 2017	FCM's Legal Defense Fund	The RDBN contribute \$500 to the Federation of Canadian Municipalities (FCM) Legal Defense Fund.	Roxanne	Completed	June 8, 2017

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**Regional District of Bulkley-Nechako**

**Action List - May, 2017 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
2017-7-8 Board Meeting May 25, 2017	Municipal Finance Authority's Socially Responsible Investing (SRI) Fund	Directors Thiessen and Bachrach and staff to complete the Municipal Finance Authority's Socially Responsible Investing Survey including the comment that the RDBN Board of Directors supports the creation of a Socially Responsible Investing (SRI) Fund but is unable to currently contribute to the fund; and further, that the survey be brought forward to the RDBN Board of Directors for ratification at the June 8, 2017 RDBN Special Board meeting.	Roxanne	Completed	June 8, 2017

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Regional District of Bulkley-Nechako

**Action List - May, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-7-9 Board Meeting May 25, 2017	Chinook Comfor Limited March 30, 2017 Shareholders' Resolution	Defer the Chief Financial Officer's May 17, 2017 memo titled "Chinook Comfor Limited March 30, 2017 Shareholders' Resolution to a future meeting.	Roxanne	Completed	July 20, 2017 Board Meeting
2017-7-12 Board Meeting May 25, 2017	Transit Service Agreement Annual Operating Agreement	Defer the Regional Transit Coordinator's May 15, 2017 memo titled "Transit Service Agreement, Annual Operating Agreement" to a future meeting.	Deneve/Cheryl	Completed	June 8, 2017
2017-7-13 Board Meeting May 25, 2017	Federal Gas Tax Funds Electoral Area "A" (Smithers Rural) – Town of Smithers	1. Write a letter and contribute \$10,000 of Electoral Area "A" Federal Gas Tax allocation monies to the Town of Smithers towards the capital leasing costs of the Smithers and area transit buses; 2. That the RDBN Board of Directors authorize the withdrawal of up to \$10,000 from the Federal Gas Tax Reserve Fund.	Kristi	In Progress	
2017-7-14 Board Meeting May 25, 2017	Federal Gas Tax Funds Electoral Area "A" (Smithers Rural) – Bulkley Valley Aquatic Centre Management Society	1. Write a letter and contribute \$22,495 of Electoral Area "A" Federal Gas Tax allocation monies to the Bulkley Valley Aquatic Centre Management Society for a Community Energy Systems/Recreation Infrastructure project located at the Bulkley Valley Regional Pool in Smithers; 2. That the RDBN Board of Directors authorize the withdrawal of up to \$22,495 from the Federal Gas Tax Reserve Fund.	Kristi	In Progress	
2017-7-15 Board Meeting May 25, 2017	RDBN-Northern Development Application – Marketing Initiative Program	Notify NDI of the Regional District of Bulkley-Nechako Board of Directors: 1. Support the Connecting Consumers and Producers Regional Agriculture Brochure application to the Northern Development Initiative Trust – Marketing Initiatives Program in the amount of \$3,643. 2. Authorize entering into an agreement for funding of the Connecting Consumers and Producers Regional Agriculture Brochure project with Northern Development Initiative Trust, should the funding request be successful.	Corrine	Completed	October
2017-7-16 Board Meeting May 25, 2017	Bulkley Valley Agriculture and Industrial Association -Northern Development Application –North West RAC	Notify NDI of the Regional District of Bulkley-Nechako Board of Directors support the Bulkley Valley Agricultural and Industrial Association application to the Northern Development Initiative Trust – Fabulous Festivals and Events in the amount of \$2,500.	Corrine		

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**Regional District of Bulkley-Nechako**

**Action List - May, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-7-17 Board Meeting May 25, 2017	Vanderhoof Community Foundation – Northern Development Application –Prince George RAC –RDBN, Electoral Area “F”	Notify NDI of the Regional District of Bulkley-Nechako Board of Directors support the RDBN, Electoral Area F’s application to the Northern Development Initiative Trust – Community Foundation Matching Grants in the amount of \$25,000 for support of the Vanderhoof Community Foundation.	Corrine	Completed	May
2017-7-18 Board Meeting May 25, 2017	Withdrawal from Development Services Capital Reserve –Plotter Purchase	Withdrawal of \$18,387.95 from the capital reserve from Development Services Capital Reserve for the Plotter purchase.	Roxanne	Completed	May 31, 2017
2017-7-22 Board Meeting May 25, 2017	Paint, Pesticides and Flammable Liquids Collection Revenue Report	Staff to: a. Request from the Smithers and Area Recycling Society (S.A.R.S) an updated Business Plan with financial information that supports a sustainable business; and b. Work with S.A.R.S. to negotiate an agreement that will be finalized to provide a cost contribution for recycling initiatives and services in comparison to other recycling organizations in the Regional District of Bulkley-Nechako that complies with legislation and does not contravene the requirements of the Stewardship programs.	Janette/Rory	Completed	August
2017-7-24 Board Meeting May 25, 2017	Carpooling Incentives	Staff to bring forward a report including recommendations in regard to a carpooling incentive for RDBN Directors.	Roxanne	In Progress	
2017-7-26 Board Meeting May 25, 2017	Coastal Gaslink Pipeline Referral	Staff to send a letter to the Oil and Gas Commission (OGC) and TransCanada stating the Board’s letter dated March 13, 2017 is the Board’s response to all renewal referrals for the Coastal Gaslink Pipeline Project and the Prince Rupert Gas Transmission Project; and further that an invitation be provided to TransCanada and the OGC to attend a future Regional Board meeting.	Jason L	Completed	BC OGC attended Board Meeting September 21

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**Regional District of Bulkley-Nechako**

**Action List - May, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-7-26 Board Meeting May 25, 2017	Cluculz Lake Volunteer Fire Department	<ol style="list-style-type: none"> <li>1. Renew the Contribution Agreement between the Regional District of Bulkley-Nechako and the Cluculz Lake Fire Department for a term not exceeding 1 year.</li> <li>2. Include a clause in the agreement that states a re-assessment will be conducted in one years' time to determine if a training program has been established, as well as essential equipment acquired and maintained.</li> <li>3. Include a clause that states the Department will not perform fire suppression activities that are outside of their current skill level, or outside the limits of their current equipment when responding to calls.</li> <li>4. Staff investigate the authority responsible for Cluculz Lake Fire Department and the associated liability.</li> </ol>	Jason Blackwell/Jason L	<ol style="list-style-type: none"> <li>1-3 Completed</li> <li>4 Ongoing</li> </ol> Part of Overall Department Review	1-3 Completed June 2017
2017-7-34 Board Meeting May 25, 2017	Building Inspection Service to the Village of Telkwa	The RDBN to enter into an agreement with the Village of Telkwa for the provision of building inspection services, as outlined in the May 15, 2017 staff report from the Director of Planning.	Jason L	Completed	June 20, 2017
2017-7-37 Board Meeting May 25, 2017	Rick Braam, Adams Creek Consulting Ltd. Request for Letter of Support – Kyahwood Rural BC Dividend Program Application	Write a letter of support to Kyahwood for its Rural BC Dividend Program application.	Cheryl	Completed	May 26, 2017
2017-7-42 Board Meeting May 25, 2017	Regional Agriculture Brochure- Request from Regional District of Kitimat-Stikine	Direct staff to enter into a cost recovery agreement with the Regional District of Kitimat-Stikine to include Hazelton in the Regional Agriculture Brochure.	Corrine	Completed	August
2017-7-43 Board Meeting May 25, 2017	Federal Gas Tax Funds Electoral Area "D" (Fraser Lake Rural) – Village of Fraser Lake	<ol style="list-style-type: none"> <li>1. Write a letter and contribute \$25,896.20 of Electoral Area "A" Federal Gas Tax allocation monies to the Village of Fraser Lake towards the purchase of the Fraser Lake transit bus;</li> <li>2. That the RDBN Board of Directors authorize the withdrawal of up to \$25,896.20 from the Federal Gas Tax Reserve Fund.</li> </ol>	Kristi	In Progress	

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**Regional District of Bulkley-Nechako**

**Action List - May, 2017 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
2017-7-44 Board Meeting May 25, 2017	Lakes District Secondary School – Request for Grant in Aid – Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural)	Write a letter and contribute \$250 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) to the Lakes District Secondary School for costs associated with the Girls' Soccer Team attending Provincial Championships in Kelowna, B.C.	Cheryl/Kristi	Completed	May 26, 2017
2017-7-45 Board Meeting May 25, 2017	Fort St. James Secondary School Mountain Bike Team – Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$1,000 grant in aid monies Electoral Areas "C" (Fort St. James Rural) to the Fort St. James Secondary School Mountain Bike Team for costs associated with the Mountain Bike Provincials in Cumberland, B.C.	Cheryl/Kristi	Completed	May 26, 2017
2017-7-46 Board Meeting May 20, 2017	Fraser Lake Elementary Secondary School – Request for Grant in Aid – Electoral Area "D" (Fraser Lake Rural)	Write a letter and contribute \$1,000 grant in aid monies Electoral Areas "D" (Fraser Lake Rural) to the Fraser Lake Elementary Secondary School for costs associated with its Golf Team attending the provincial tournament in Christina Lake, B.C.	Cheryl/Kristi	Completed	May 26, 2017
2017-7-47 Board Meeting May 25, 2017	CityWest-Request for Letter of Support - Connecting British Columbia Program	Write a letter of support to CityWest for its application to the Connecting British Columbia Program.	Cheryl	Completed	May 26, 2017
2017-7-49 Board Meeting May 25, 2017	Letter of Support for a Digital Mammography Unit at the Bulkley Valley Hospital	Write a letter of support urging Northern Health to replace the mammography unit with an in-house digital mammography unit that performs both screening and diagnostic functions.	Cheryl	Completed	May 25, 2017

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**Regional District of Bulkley-Nechako**

**Action List - June, 2017 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
C.W.2017-6-3 Comm. of the Whole June 8, 2017	Investment Policy Statement Revision	Adopt Policy F-5-Investment Policy Statement revision.	Roxanne	Completed	June 22, 2017
2017-8-3 Special Board June 8, 2017	Transit Service Agreement Annual Operating Agreement	Enter into the Transit Service Agreement and Annual Operating Agreement.	Deneve/Cheryl	Completed	
2017-8-4 Special Board June 8, 2017	Southside Seniors Housing Society - Request for Letter of Support	Write a letter of support for the Southside Seniors Housing Society's application for funding for a 6 unit senior housing project.	Cheryl	Completed	June 20, 2017
2017-8-7 Special Board June 8, 2017	Fraser Basin Council - Request for Letter of Support	Write a letter of support for the project proposed by the Fraser Basin Council to the Real Estate Foundation of BC to implement the Nechako Watershed Strategy.	Cheryl	Completed	June 6, 2017
AG.2017-4-3 Agriculture Comm. June 8, 2017	Agriculture Coordinator	Staff investigate potential funding sources and research an Agriculture Coordinator Position; and further, that an application to NDIT be drafted including comments from the RDBN Board of Directors in regard to the Agriculture Coordinator position; and further, that the draft NDIT application be brought forward to a future RDBN Board meeting for consideration	Corrine/Jason/Melany	Completed	
AG.2017-4-4 Agriculture Comm. June 8, 2017	UBCM Agriculture Session Proposal - 2018	Submit an agriculture session proposal for the 2018 Union of B.C. Municipalities Convention.	Melany		Bring forward in 2018

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**Regional District of Bulkley-Nechako**

**Action List - June, 2017 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
RDC.2017-6-4 Rural Dir. Comm. June 8, 2017	Northern Society for Domestic Peace -Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$2,000 grant in aid monies from Electoral Area "A" (Smithers Rural) to the Northern Society for Domestic Peace for costs associated with providing training for Bulkley Valley Critical Incident Response Team Volunteers.	Cheryl/Kristi	Completed	July 5, 2017
RDC.2017-6-5 Rural Dir. Comm. June 8, 2017	Bulkley Valley Christian School -Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$200 grant in aid monies from Electoral Area "A" (Smithers Rural) to the Bulkley Valley Christian School for its Litter-a-Thon."	Cheryl/Kristi	Completed	July 6, 2017
RDC.2017-6-5 Rural Dir. Comm. June 8, 2017	Fort St. James Humane Society - Request for Grant in Aid -Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the Fort St. James Humane Society for costs associated with the travelling spay and neuter clinic.	Cheryl/Kristi	Completed	July 7, 2017
2017-9-6 Board Meeting June 22, 2017	Northern Development Proposal for Agriculture Coordinator	Submit an application to Northern Development Initiative Trust (NDIT) for consideration by their Board, outside of NDIT policy, for 2/3 of the budget; Approve 1/3 of the funds to come from the RDBN budget; Authorize entering into an agreement with NDIT if funding is approved by NDIT.	Melany	Completed	
2017-9-9 Board Meeting June 22, 2017	Truth and Reconciliation Calls to Action Workshop	Staff to accept the generous offer of Corrine George, Regional principal, College of New Caledonia-Lakes District Campus to provide a Truth and Reconciliation Calls to Action Workshop to the Board for 1/2 day session and approve reimbursement of the necessary travel costs for the facilitators.	Melany	Completed	August 18, 2017

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**Regional District of Bulkley-Nechako**

**Action List - June, 2017 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
2017-9-10 Board Meeting June 22, 2017	Chinook Comfor Limited March 30, 2017 Shareholders' Resolution	Chair Miller and Director Benedict to sign the Chinook Comfor Limited Shareholders' Resolution effective March 30, 2017.	Roxanne		Waiting for Inspector Approval
2017-9-11 Board Meeting June 22, 2017	Chinook Comfor Limited Partnership Special Resolution	Chair Miller and Director Benedict to sign the Chinook Comfor Limited Partnership Special Resolution, to change the partnership's year end, effective March 31, 2017.	Roxanne		Waiting for Inspector Approval
2017-9-13 Board Meeting June 22, 2017	Fraser Lake Fire Rescue Training Society - Request for Grant in Aid -Electoral Area "D" (Fraser Lake Rural)	Write a letter and contribute \$1,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the Fraser Lake Fire Rescue Training Society for costs associated with a Regional Training Centre.	Cheryl/Kristi	Completed	July 7, 2017
2017-9-29 Board Meeting June 22, 2017	Groundbreakers Agricultural Association - Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for the Groundbreakers Agriculture Association for costs associated with its Young Agrarian youth Employment Program.	Cheryl/Kristi	Completed	July 7, 2017
2017-9-31 Board Meeting June 22, 2017	Grassy Plains Music Festival NDIT Application	Write a letter of support to the Grassy Plains Music Festival for its funding application of \$2,500 to Northern Development Initiative Trust.	Corrine		

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**Regional District of Bulkley-Nechako**

**Action List - July, 2017 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
WMC.2017-2-3 Waste Management Committee July 20, 2017	Salvaging Wood Waste at RDBN Sites	Staff to create a designated salvaging area at RDBN Transfer Stations and the Knockhott Landfill; and further, that staff complete appropriate safety measures and signage at sites to allow wood waste salvaging.	Janette/Rory	Completed	September 6, 2017
WMC.2017-2-4 Waste Management Committee July 20, 2017	Salvaging of Metal at RDBN Sites	Ban salvaging of metal at all RDBN Transfer Stations and Landfills.	Janette/Rory	Completed	September 6, 2017
RDC.2017-7-3 Rural Directors Committee July 20, 2017	Mail Ballot Voting	Rescind "Regional District of Bulkley-Nechako Mail Ballot Authorization and Procedure Bylaw No. 1617, 2011.	RDBN Board	Completed	August 18, 2017
2017-10-2 Board Meeting July 20, 2017	RDBN Protocol Outline Draft	Direct staff to make changes to the wording of the document in consultation with the June 28, 2017 Community to Community Forum facilitator and bring forward the RDBN Protocol Outline Draft as amended to a future Regional District of Bulkley-Nechako Board meeting for review; and further, that the RDBN Protocol Outline Draft be forwarded to all stakeholders and those in attendance at the June 28, 2017 Community to Community Forum.	Deneve/Melany	Completed	
2017-10-4 Board Meeting July 20, 2017	Bulkley Valley Economic Development Association	Direct staff to provide notification to Bulkley Valley Economic Development Association, the Town of Smithers, and the Office of the Wet'suwet'en that the Regional District of Bulkley-Nechako will not be renewing the Economic Development Funding Agreement for Smithers and Area when it expires on December 31, 2017.	Cheryl	Completed	October 17, 2017

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**Regional District of Bulkley-Nechako**

**Action List - July, 2017 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
2017-10-5 Board Meeting July 20, 2017	Federal Gas Tax Funds - Electoral Area "A" (Smithers Rural) Village of Telkwa	Federal Gas Tax allocation monies to the Village of Telkwa towards the Recreation Infrastructure renovation project at the Telkwa Community Hall upon submission of a complete application with the appropriate quotes from qualified contractors for eligible expenditures;  2. That the Regional District of Bulkley-Nechako authorize the withdrawal of up to \$60,736 from the Federal Gas Tax Reserve Fund."	Kristi	In Progress	
2017-10-6 Board Meeting July 20, 2017	Bulkley Valley Pool Financial Plan Amendment Resolution	Amend the 2017 Financial Plan to increase the annual grant to the Bulkley Valley Pool Society and decrease the transfer to capital reserve by \$31,000."	Roxanne	In Progress	
2017-10-7 Board Meeting July 20, 2017	Withdrawal from Environmental Services Vehicle Reserve	Withdraw from the Environmental Services Vehicle Reserve of an amount equal to the total cost of a new pickup truck not exceeding the amount in the 2017 budget.	Roxanne	Completed	July 31, 2017
2017-10-12 Board Meeting July 20, 2017	Community Transit Partnership Agreement - Prince George	Approve entering into the Community Transit Partnership Agreement with the City of Prince George.	Deneve/Melany	In Progress	
2017-10-13 Board Meeting July 20, 2017	Community Transit Partnership Agreement - First Nations	Approve entering into the Community Transit Partnership Agreement with the 13 First Nation Bands within RDBN Boundaries.	Deneve/Melany	In Progress	
2017-10-14 Board Meeting July 20, 2017	Annual UBCM Convention - September 25-29, 2017, Vancouver	Register and travel arrangements for Rural Directors and the Chief Administrative Officer at the UBCM Convention From September 25-29, 2017 in Vancouver, B.C.	Ger	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - July, 2017 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
2017-10-15 Board Meeting July 20, 2017	Stuart Lake Sailing Club - Request for Grant in Aid - Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$500 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for the Stuart Lake Sailing Club for costs associated with the BC Sailing Camp.	Cheryl/Kristi	Completed	July 25, 2017
2017-10-16 Board Meeting July 20, 2017	Southside Seniors Housing Society - Request for Grant in Aid - Electoral Area "E" (Francois/Ootsa Lake Rural)	Write a letter and contribute \$500 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for the Southside Seniors Housing Society for costs associated with the Southside Garden Tour 2017.	Cheryl/Kristi	Completed	July 26, 2017
2017-10-17 Board Meeting July 20, 2017	Houston Public Library Association - Request for Grant in Aid - Electoral Area "G" (Houston Rural)	Write a letter and contribute \$2,040 grant in aid monies from Electoral Area "G" (Houston Rural) for the Houston Public Library Association for costs associated with the purchase of two computers.	Cheryl/Kristi	Completed	July 27, 2017
2017-10-18 Board Meeting July 20, 2017	Granisle Public Library Association - 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) for the Granisle Public Library Association for costs associated with technology and database upgrades.	Cheryl/Kristi	Completed	July 28, 2017
2017-10-30 Board Meeting July 20, 2017	Parks and Recreation Services	Request that the Cycle 16 Society develop a Trail Implementation Strategy in regard to the Cycle 16 Trail Project for the RDBN Board of Directors consideration a future date; and further that staff continue to be a resource for information in regard to the Cycle 16 Trail Project.	Jason L	Completed and available as necessary	Jul-17

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**Action List - July, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-10-36 Board Meeting July 20, 2017	Enforcement File 2014-A-01 - 6865 Yelich Rd., Electoral Area "A"	<p>3. The Bylaw Enforcement Officer shall notify the property owner and any occupants that they are required to undertake the following work necessary to comply with the Bylaw by September 30, 2017, with total compliance by June 30, 2018:</p> <p>a) Clear from the subject property any Automobile Wreck or any Derelict Motor Vehicles in excess of two (2).</p> <p>b) Remove from the subject property all accumulations of Filth, Discarded Materials, and Rubbish.</p> <p>c) Remove from the subject property all unsightly materials and conditions.</p> <p>4. The Bylaw Enforcement Officer shall notify the property owner and occupants that if they fail to do the work identified in Section 3 of this resolution, the Regional District may, by its own forces or those of a contractor, carry out the work identified in Section 3 of this resolution at the expense of the owner or occupier, and the Regional District may recover the costs of undertaking the work either as a debt against the person in default or in the same manner and with the same remedies as property taxes (once the property owner and occupant have been given an opportunity to be heard by the Board regarding their failure to do the work).</p>	Jason L	Completed	Jul-17
2017-10-40 Board Meeting July 20, 2017	Village of Telkwa - Request for Letter of Support - Village of Telkwa - northern health's Active Communities Grant - Smithers to Telkwa Bike Trail	Write a letter of support to the Village of Telkwa for its application to Northern Health's Active Communities Grant for its Smithers to Telkwa Bike Trail.	Cheryl	Completed	July 31, 2017
2017-10-42 Board Meeting July 20, 2017	Northern B.C. Helicopter Emergency Rescue Operations Society - Request for Letter of Support	Write a letter of support to Northern B.C. Helicopter Emergency Rescue Operations Society for its proposal that the provincial government establish an independent Royal Commission to examine all aspects of prehospital care in B.C., supported by a universal cost/benefit analysis study.	Cheryl	Completed	18-Aug-17

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**Regional District of Bulkley-Nechako**

**Action List - July, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-10-51 Board Meeting July 20, 2017	Burns Lake Mountain Biking Association - Request for Grant in Aid - Electoral Area "B" (Burns Lake Rural)	Write a letter and contribute \$500 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for the Burns Lake Mountain Biking Association for costs associated with the Big Pig Mountain Biking Festival.	Cheryl/Kristi	Completed	July 25, 2017
2017-10-52 Board Meeting July 20, 2017	Fraser Lake and Area Men Shed - Request for Grant in Aid -Electoral Area "D" (Fraser Lake Rural)	Write a letter and contribute \$5,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the Fraser Lake and Area Men Shed for costs associated with clubhouse renovations.	Cheryl/Kristi	Completed	July 25, 2017

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**Regional District of Bulkley-Nechako**

**Action List - August, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Board Meeting August 17, 2017	Delegation Thank You Letter	Write a thank you letter to Marlene Erickson, Director of Aboriginal Education, College of New Caledonia; Corrine George, Regional Principal, College of New Caledonia-Lakes District Campus; Nicholette Prince, Regional Principal –College of New Caledonia – Nechako Campus; Birdy Markert, District Principal – Aboriginal education, SD 54 (Bulkley Valley).	Cheryl	Completed	13-Oct-17
2017-11-2 Board Meeting August 17, 2017	Lakes Economic Development Service - Burns Lake and District Chamber of Commerce Request	Contribute \$7,432 of Lakes Economic Development Services funds to the Burns Lake Chamber of Commerce for publishing 8,000 copies of the Burns Lake and Lakes District Visitors Guide.	Laura	Completed	Sep-17
2017-11-3 Board Meeting August 17, 2017	Smithers District Chamber of Commerce- Request for Grant in Aid -Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$157.50 grant in aid monies from Electoral Area "A" (Smithers Rural) for the Smithers District Chamber of Commerce for the "Environmental Business of the Year Award" at the 2017 Community and Business Awards.	Cheryl/Kristi	Completed	August 18, 2017
2017-11-4 Board Meeting August 17, 2017	Fort St. James Rest Area License of Occupation Site Clean Up - Request for Grant in Aid -Electoral Area "C" (Fort St. James Rural)	Contribute up to \$10,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for the Fort St. James Rest Area License of Occupation Site Clean Up to be utilized for the reclamation of the Fort St. James rest area.	Laura	Completed	Sep-17
2017-11-9 Board Meeting August 17, 2017	Braeside Community Hall Service Establishment Alternative Approval Process	Conduct Alternative Approval Process for the Braeside Community Hall Service Establishment.	Cheryl	In Progress	

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Regional District of Bulkley-Nechako

**Action List - August, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-11-10 Board Meeting August 17, 2017	Chinook Comfor Ltd. Partnership Revenue Pooling Agreement and Chinook Community Foundation Constitution and Bylaws	Amend the Revenue Pooling Agreement by hand in Section 4.1 (b) to cross out June 15, 2017 and add in March 15, 2018 with initials next to the change.	Roxanne	Completed	October 11, 2017
2017-11-13 Board Meeting August 17, 2017	2017 Recycling Program Contract with Smithers and Area Recycling Society	Enter into a contract with Smithers and Area Recycling Society for the proposed recycling project starting September 1 and ending December 31, 2017.	Janette/Rory	Completed	October 12, 2017
2017-11-14 Board Meeting August 17, 2017	Metal Recycling - Recommendation for Contract Award	Award a contract for metal recycling services for 2017, expiring January 31, 2018, to Schnitzer Steel Canada Ltd. with revenue paid to the RDBN of \$69.71/metric tonne of scrap metal recycled from RDBN sites other than the Manson Creek Landfill. Scrap metal will be removed and recycled from the Manson Creek Landfill with revenue paid at \$17.47/metric tonne.	Janette/Rory	Completed	August 17, 2017
2017-11-19 Board Meeting August 17, 2017	Article - Non-Compliance of BC Building Code and RDBN Building Bylaws	Staff to consult with RDBN Solicitors to draft an article for RDBN communications regarding the impacts to a property, such as property values, resale (mortgaging) and insurance, if there is a notice on title."	Jason L	On going	
2017-11-24 Board Meeting August 17, 2017	Men of the North Society - Request for Letter of Support Re: Training Centre	Write a letter of support to the Men of the North Society for its Training Centre.	Corrine		Organization contacted - they are not submitting an application at this time

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**Regional District of Bulkley-Nechako**

**Action List - August, 2017 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-11-27 Board Meeting August 17, 2017	BC Natural Resources Forum - Jan 16-18, 2018 Prince George, B.C.	Register RDBN Chair and CAO at the BC Natural Resource Forum, January 16-18-, 2018 in Prince George, B.C.	Ger	Completed	
2017-11-33 Board Meeting August 17, 2017	Laidlaw Street Lights Service Establishment Alternative Approval Process	Conduct Alternative Approval Process for the Laidlaw Street Lights Service Establishment.	Cheryl	In Progress	

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