



1  
**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**RURAL DIRECTORS COMMITTEE  
AGENDA  
Thursday, March 8, 2018**

**PAGE NO.**

**ACTION**

**AGENDA- March 8, 2018**

**Approve**

**Supplementary Agenda**

**Receive**

**MINUTES**

**3-6 Rural Directors Committee Meeting Minutes  
- January 11, 2018**

**Receive**

**REPORTS**

**7-17 Cheryl Anderson, Manager of Administrative  
Services – Permaculture Farm Festival Club  
- Request for Grant in Aid – Electoral Area “A”  
(Smithers Rural)**

**Recommendation  
(Page 7)**

**18-22 Cheryl Anderson, Manager of Administrative  
Services – Town of Smithers – Request for  
Grant in Aid – Electoral Area “A” (Smithers Rural)**

**Recommendation  
(Page 18)**

**23-27 Cheryl Anderson, Manager of Administrative  
Services – Lakes District Fair Association  
- Request for Grant in Aid – Electoral Area “B”  
(Burns Lake Rural)**

**Recommendation  
(Page 23)**

**28-33 Cheryl Anderson, Manager of Administrative  
Services – Fort St. James Public Library  
- Request for Grant in Aid – Electoral Area “C”  
(Fort St. James Rural)**

**Recommendation  
(Page 28)**

**34-37 Cheryl Anderson, Manager of Administrative  
Services – Fort St. James Secondary School Ski  
and Snowboard Team - Request for Grant in Aid  
– Electoral Area “C” (Fort St. James Rural)**

**Recommendation  
(Page 34)**

**38-42 Cheryl Anderson, Manager of Administrative  
Services – Fraser Lake Elementary Secondary  
School Senior Boys’ Basketball Team - Request  
for Grant in Aid – Electoral Area “D” (Fraser Lake  
Rural)**

**Recommendation  
(Page 38)**

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<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES</u>	<u>ACTION</u>
	<u>Referrals</u>	
43-51	Land Referral File No. 0276534 Ken Redcoop Electoral Area "D"	Recommendation (Page 44)
52-53	Land Referral File No. 7409975 Vivian Buchanan Electoral Area "F"	Recommendation (Page 52)

SUPPLEMENTARY AGENDA

NEW BUSINESS

ADJOURNMENT

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**RURAL DIRECTORS COMMITTEE MEETING**

**Thursday, January 11, 2018**

**PRESENT:** Chair Eileen Benedict

Directors Mark Fisher  
Tom Greenaway  
Bill Miller  
Rob Newell  
Mark Parker  
Jerry Petersen

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning – left at 1:19 p.m.  
Wendy Wainwright, Executive Assistant

Other Taylor Bachrach, Mayor, Town of Smithers

**CALL TO ORDER** Chair Benedict called the meeting to order at 1:14 p.m.

**AGENDA** Moved by Director Parker  
Seconded by Director Greenaway

**RDC.2018-1-1** "That the Rural Directors Committee Agenda for January 11, 2018 be approved."  
(All/Directors/Majority) **CARRIED UNANIMOUSLY**

**SUPPLEMENTARY AGENDA** Moved by Director Petersen  
Seconded by Director Newell

**RDC.2018-1-2** "That the Supplementary Agenda be dealt with at this meeting."  
(All/Directors/Majority) **CARRIED UNANIMOUSLY**

**MINUTES**  
**Rural Directors Committee Meeting Minutes**  
**-December 14, 2017** Moved by Director Petersen  
Seconded by Director Fisher

**RDC.2018-1-3** "That the minutes of the Rural Directors Committee meeting of December 14, 2017 be received."  
(All/Directors/Majority) **CARRIED UNANIMOUSLY**

## **REPORTS**

Bulkley Valley Christian School Moved by Director Fisher  
- Request for Grant in Aid Seconded by Director Parker  
- Electoral Area "A"  
(Smithers Rural)

RDC.2018-1-4 "That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that Bulkley Valley Christian School Society be given \$2,600 grant in aid monies from Electoral Area "A" (Smithers Rural) for the purchase of an Automated External Defibrillator (AED)."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Services Budget Update Moved by Director Newell  
Seconded by Director Miller

RDC.2018-1-5 "That the Rural Directors Committee receive the Chief Financial Officer's January 11, 2018 memo titled "Services Budget Update."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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

### **Referrals**

Land Referral File No. 7409972 Moved by Director Petersen  
BC Hydro and Power Authority Seconded by Director Miller  
Electoral Area "F"

RDC.2018-1-6 "That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 7409972" be provided to the Province as the Regional District's comments on Crown Land Referral 7409972."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Land Referral File No. 6409020 Moved by Director Newell  
Skeena Cat Skiing Inc. Seconded by Director Fisher  
Electoral Area "G"

RDC.2018-1-7 "That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 6409020" be provided to the Province as the Regional District's comments on Crown Land Referral 6409020."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place regarding the claims that are registered in the area identified in Land Referral File No. 6409020 and that any additional use will require further provincial approval.

## SUPPLEMENTARY AGENDA

### REPORTS

Fort St. James Secondary Sr. Girls Soccer Team- Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural) Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2018-1-8

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary Sr. Girls Soccer Team be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the Hawaii Soccer Tour 2018.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Houston Christian School Society - Request for Grant in Aid – Electoral Area “G” (Houston Rural) Moved by Director Newell  
Seconded by Director Fisher

RDC.2018-1-9

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Houston Christian School Society be given \$2,500 grant in aid monies from Electoral Area “G” (Houston Rural) for the purchase of playground equipment.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Vanderhoof Clippers/Fort St. James Falcons Speed Skating - Request for Grant in Aid – Electoral Areas “C” (Fort St. James Rural) and “F” (Vanderhoof Rural) Moved by Director Greenaway  
Seconded by Director Petersen

RDC.2018-1-10

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Vanderhoof Clippers/Fort St. James Falcons Speed Skating Club be given \$750 grant in aid monies from each of Electoral Areas “C” (Fort St. James Rural) and “F” (Vanderhoof Rural) for costs associated with purchasing safety equipment for the Zone 7 Speed Skating Team travelling to the 2018 BC Winter Games in Kamloops, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### NEW BUSINESS

Connectivity Research

Director Newell mentioned the need to develop a plan moving forward in regard to connectivity research in the RDBN. He also spoke of bringing the information forward at the BC Broadband Association Conference May 1-2, 2018 in Richmond, B.C. Discussion took place in regard to connectivity issues impacting the entire region including a number of the RDBN's partner municipalities. Director Newell spoke of the need to address the issue in an expedient manner. Staff will bring forward an update for further discussion at a future RDBN Committee of the Whole meeting including allocated and grant funding currently available.

6

**ADJOURNMENT**

Moved by Director Miller  
Seconded by Director Greenaway

**RDC.2018-1-11**

"That the meeting be adjourned at 1:30 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**

**MEMORANDUM**

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

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

**DATE: February 28, 2018**

**SUBJECT: Permaculture Farm Festival Club – Request for Grant in Aid –  
Electoral Area “A” (Smithers Rural)**

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Attached is a request for Grant in Aid monies from the Permaculture Farm Festival Club.

The Club is seeking \$2,000 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with the Northwest Food Security Partnership

Director Fisher has indicated that he is supportive of providing \$1,000 toward this application.

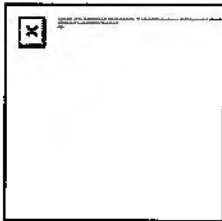
**RECOMMENDATION: (All/Directors/Majority)**

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Permaculture Farm Festival Club be given \$1,000 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with the Northwest Food Security Partnership.”**

**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** February 20, 2018 2:03 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 5a8c9b22dba48-NWFSP info package.pdf



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

APPLICATION SUBMITTED BY:

**Permaculture Farm Festival Club**

Mailing Address:  
PO Box 126 New Hazelton BC V0J 2J0

Email:  
Contact Person:

*gallantlaurie@gmail.com*  
Laurie Gallant 250-847-1399

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Northwest Food Security Partnership*

Amount Requested:

2000

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

**Yes**

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

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

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

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

Yes



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

*Our organization promotes sustainable agriculture and food security by offering educational programming and cultural events on local farms. These services are not available from any other agency.*

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

*The Northwest Food Security Partnership operates in the areas covered by and RDBN, RDKS, SQCRD.*

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

*Reimbursement for expenses and labour related to Project management, communications, grant writing and research services are provided by members with professional qualifications (e.g. freelance municipal and environmental planners). Roughly \$13,000 for one year's worth of work is being budgeted from the \$50K budget.*

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

*The Partnership has a mailing list of 60 people generated from the 2017 Forum, plus a social media following of 70 additional people. We have been operating for 1 year.*

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*special event*

Other Assistance Requested:

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

*A 2 day event that continues the food security conversation from last year and features a key note speaker that has put together regional food security strategies in other BC jurisdictions. See attached description of our project.*

Describe how this proposal will benefit the community:

*We are building a cross-jurisdictional initiative that acknowledges indigenous and non-indigenous communities and food security related projects. All RDBN communities will benefit from this coordinated effort by greater sharing of resources and research. We exist to support the work of the new RDBN Ag. Coordinator and the Ag Plan completed in 2012 by identifying priorities and mobilizing*

*the right people to take action. A pilot project chosen by the community will be implemented using half of the money raised.*

## **FUNDING AND FINANCIAL INFORMATION**

files Submitted:

[5a8c9b22dba48-NWFSP info package.pdf](#)

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

Yes

If not, please comment.:

*Please see the attached document.*

Name of Grant or Funding Agency1:

*RDKS*

Amount Applied for 1:

*1200*

Status of Grant Application1:

*Pending*

Name of Grant or Funding Agency2:

*Village of Hazelton*

Amount Applied for2:

*200*

Status of Grant Application2:

*Pending*

Name of Grant or Funding Agency3:

*Imagine*

Amount Applied for3:

*\$5000*

Status of Grant Application3:

*Pending*

Name of Grant or Funding Agency4:

*Nathan Cullen*

Amount Applied for4:

*1200*

Status of Grant Application4:

*Pending*

Have you received assistance before from us.

Yes

Year, Amount and Purpose for assistance

*2017 \$2500 for 2017 Food Security Forum in Smithers on May 19.*

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

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



## BACKGROUND INFORMATION FOR FOOD SECURITY GRANT APPLICATIONS

### INTRODUCTION

The United Nations defines food security as:

*Food security exists when all people, at all times, have physical and economic access to sufficient, safe and nutritious food to meet their dietary needs and food preferences for an active and healthy lifestyle.*

In Northwest BC, local governments & indigenous communities throughout the region have identified food security as a key policy issue in their respective Official Community Plans, Comprehensive Community Plans, Agricultural Plans & Sustainability Plans. Food security is identified as a fundamental component in supporting the development of healthy individuals, families & sustainable communities and central in poverty reduction, emergency preparedness and community economic development.

As individual communities, moving forward with community food security is challenging. It is an issue that crosses jurisdictions and is interconnected with all levels of government, community organizations, grassroots initiatives, food producers & consumers.

The ability of everyone to “come to the table” and work across jurisdictions to collaborate, find common ground, learn from one another & support our individual communities is key to furthering the development of a food secure northwest region.

### NORTHWEST FOOD SECURITY PARTNERSHIP

Formed in 2017, the focus of the Northwest Food Security Partnership (NFSP) is to continue the conversation of community food security in northwest BC, foster collaboration

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## NORTHWEST FOOD SECURITY PARTNERSHIP

across jurisdictions and advocate for the strategic implementation of food security policy and plans.

With an initial focus on the Bulkley Valley, a Bulkley Valley Food Security Forum was delivered in May 2017 in Smithers, BC. Participants included leaders representing all elements of the food system cycle – producers, distributors, processors, consumers and policy makers. Forum outcomes included a shared understanding of community food security, SWOT analysis, and an action plan. The action plan centered around the four areas of policy, education, infrastructure & energy. A copy of the final report & action plan can be viewed [here](#).

Over the past twelve months NFSP have been reaching out across northwest BC to other communities, organizations and individuals involved in food security. Through this it became clear that the geographic scope needed to expand beyond the Bulkley Valley to include communities along Highway 16 & 37.

In 2018 the overarching goal of NFSP is to build on the outcomes from the 2017 forum and bring a northwest food security vision to life. It is vital that the partnership be inclusive, collaborate and address the difficult issues of cross-jurisdictional boundaries, decolonization and reconciliation, climate change, emergency preparedness & sustainability. Our approach is to build partnerships between economic sectors and communities, and to achieve needed economies of scale by grouping small-scale projects together to share resources.

## FORUM VISION

To continue the food security conversation, a two-day “Cooking Up a Community Food Security Strategy” Forum will be held on May 17-18, 2018 in Smithers, BC.

Forum outcomes include:

- Review of 2017 Action Plan (i.e. implementation status).
  - Set a baseline understanding of what a community food security strategy looks like & implementation frameworks from other areas.
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## NORTHWEST FOOD SECURITY PARTNERSHIP

- Create a framework for a regional Food Strategy action plan including defining our vision and prioritizing actions for our area.
- Identify Food Security strategies/projects - options presented to group in terms of case studies
- Create a Food Charter that can be adopted by local governments;
- Build consensus on how to set priorities - need, opportunity, low hanging fruit (Oliver case study - readiness, urgent need, cost, impact, measurability)
- Establish a regional task force and create terms of reference
- Identify how we work together as a partnership
- Discussion on how can we support the work of others with overlapping mandates.

## PLANNING TEAM

- Laurie Gallant, project lead and experimental farmer specializing in brewing hops, based in Hazelton; retired environmental planner (20 years local government experience)
- Bryan Swansburg, Smithers Farmers Institute and hobby farmer, based in Smithers
- Denise Gagnon, Greater Terrace Food Association, based in Terrace
- Josette Wier, retired MD and investor, based in Hazelton
- Laurel Burton, Population Health Dietitian and Lead, Food Security for Northern Health based in Prince George
- Linda Pierre, Director for RDKS, Electoral Area B and Director for Upper Skeena Development Corp (Advisor)
- Alison Watson, former municipal Planner (Town of Smithers) & planning consultant
- Mark Fisher, RDBN Area A director and local farmer

### **Keynote Speaker - Janine de la Salle**

Janine de la Salle brings over 12 years of experience in building healthy communities and resilient food systems with government, university, private and non-profit sectors and is one of Canada's leading professionals in the emerging field of food and agriculture system planning. As Principal of Urban Food Strategies, Janine leads and collaborates with

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interdisciplinary teams to develop plans, strategies, policies, and designs to improve the resilience of social, economic, and environmental elements of food and agriculture systems. In 2010 after co-authoring and publishing a book entitled Agricultural Urbanism, Janine received the President's award for Young Planner of the Year from the Canadian Institute of Planners. Recently, Janine has been heavily involved in systems change and social innovation in shifting the charitable food sector from short to long-term community health solutions.

## NON-PROFIT PARTNERSHIP

We have made a choice to let the Task Force that will be established at the Forum decide on organizational structure. In the meantime, NFSP is partnering with the same local non-profit as last year to apply for grants that require non-profit status.

The Permaculture Farm Festival Club is based in the Hazeltons and has successfully delivered many agritourism events that promote arts and culture, as well as food security. Branded under the name of Music and Agritourism Society of the Hazeltons (MASH), the group incorporated February 23, 2017 and has delivered the following events:

- Bulkley Valley Food Security Forum - a one day event held May 19, 2017 in Smithers, BC that brought together leaders in food production, distribution, policy and education with funding with RDBN and MP Nathan Cullen.
  - Hazelton Farm School - a 3 day event August 8-10, 2017 targeting farmers new to the area or new to farming in partnership with the BC Min. of Agriculture and the Growing Forward 2 initiative.
  - Hazelton Hops Hootenanny - a 3 day event featuring farm tours, multiple workshops and live music, with funding from Creative BC/Province of BC.
  - Off-grid concert series - 9 concerts featuring local and touring musicians at a new venue in Hazelton - Bulkley Canyon Ranch.
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**NORTHWEST FOOD SECURITY PARTNERSHIP**
**BUDGET**
**Phase 1**
**Community Outreach and Forum 2018**

Description	Quantity	Unit Price	Cost
Develop Communications Strategy to include social media, participation at the Emergency Support Services Training Conference in Terrace April 13-15, develop and staff information display for community fairs, develop and deliver three 15 minute min—workshops on Food Security.	2	\$60	\$120.00
Staffing for Communications Strategy	100	60	\$6000.00
Expenses related to Communications Strategy (booth and workshop materials, mileage, advertising) (estimate)	1	700	\$700.00
Planning for Forum and research on case studies (\$500 Janine, policy scan by Alison, program development Laurie)	40	60	\$2400.00
Speakers for Forum including travel expenses	1	\$3,500	\$3500.00
Expenses related to Forum (venue rental \$500, blessing \$150, materials \$450, lunch \$2000 ; coffee break \$400, day 2 lunch \$1000)	1	4500	\$4500.00
Follow up meeting to scope Regional Strategy and prepare proposal for Phase 2	6	\$60	\$360.00
Project management/ sourcing funding	60	\$60	\$3600.00
QuickStart Funding for a pilot project to be chosen at Forum	1	25000	\$25000.00
Coordination of 3 Task Force meetings	15	\$60	\$900.00
Admin fees for non-profit status (borrowed \$500 and new - \$200)	1	700	\$700.00
taxes 5%	1	2000	\$2000.00
<b>Total</b>			<b>\$49780.00</b>

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**Acknowledgement of Jurisdictions and Traditional Territories for this project**

Traditional territories include Haida, Tsimshian, Nisga'a, Haisla, Gitksan, Wet'suwet'en, and Tahltan.

Federal (Skeena - Bulkley Valley Riding) - almost the entire northwestern quarter of British Columbia, including the islands of Haida Gwaii; includes the cities of Terrace and Prince Rupert, the town of Smithers, as well as the districts of Kitimat, Hazelton, New Hazelton, Stewart, Port Edward, Houston and the villages of Masset, Burns Lake, Granisle, Telkwa and Port Clements.

Provincial (Stikine Riding) - the northern portion of the Regional District of Kitimat-Stikine and a small area of the Regional District of Bulkley-Nechako containing the communities of Smithers and Telkwa. Located in northwestern British Columbia the electoral district is bordered by the Yukon to the north and Alaska, United States to the west. Other communities in the electoral district consist of New Hazelton, Stewart and Atlin.

Regional District of Bulkley-Nechako - stretches from Witset (Moricetown) to Vanderhoof including Smithers, Houston, Burns Lake, Granisle, Fort St. James and Francois.

Regional District of Kitimat-Stikine - Moricetown to Terrace including Hazelton, Kitimat and Dease Lake.

Northern Health Authority - the northern 2/3 of the province including Haida Gwaii to Valemont, Fort Nelson, Atlin, and Quesnel.

**Contact information:**

**Laurie Gallant** [gallantlaurie@gmail.com](mailto:gallantlaurie@gmail.com) 250-847-1399

**Alison Watson** [alison@watsonoutdoors.ca](mailto:alison@watsonoutdoors.ca)

**Josette Wier** [josettewier@starlynx.ca](mailto:josettewier@starlynx.ca)

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**Funding Strategy - Goal \$50,000**

Given that there are no guarantees of success for any of these applications, I am recommending we apply for \$50K in grants and use registration fees to make up for shortfalls. If we are successful on all accounts, having extra money in our QuickStart fund will be our reward. If not, we will trim our budget.

Name of Grant	Grant Writer	Due Date	Amount	Turnaround
RDKS	Laurie	Feb 13	\$1200.00	March 1
RDBN	Laurie	Feb 21	\$2000.00	March 15
SQCRD	Laurie	Feb 22	\$600.00	March 15
Village of Hazelton	Laurie	Feb 1	\$200.00	March 1
Imagine	Josette	March 1	\$5000.00	June 1
Growing Forward	Laurie	April 1	\$3500.00	June 1
MP Nathan Cullen	Laurie	Feb 19	\$1200.00	June 1
MLA Doug Donaldson	Laurie	Feb 19	\$8000.00	June 1
BVCU	Alison	Feb 28	\$2700.00	March 21
Kassandra Fdn	Alison	Feb 28	\$25000.00	March 31
Other??			\$600.00	
<b>TOTAL</b>			<b>\$50000.00</b>	

**Registration fees**

\$75	50	\$3750	
\$50	15	\$750	
0	10	\$0	
<b>Total</b>		<b>\$4500.00</b>	

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

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

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

**DATE: February 28, 2018**

**SUBJECT: Town of Smithers – Request for Grant in Aid – Electoral Area  
“A” (Smithers Rural)**

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Attached is a request for Grant in Aid monies from the Town of Smithers.

The Town of Smithers is seeking \$2,000 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with a Smithers and District Transit Marketing Initiative.

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

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

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Town of Smithers be given \$2,000 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with a Smithers and District Transit Marketing Initiative.”**

**Cheryl Anderson**

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** February 28, 2018 3:11 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"!



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

APPLICATION SUBMITTED BY:

***Town of Smithers***

Mailing Address:  
*Box 879, Smithers, BC V0J 2N0*

Email: *lford@smithers.ca*  
Contact Person: *Leslie Ford, 250-847-1631 (ph), 250-847-1601 (f)*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Contribute to a Smithers and District Transit Marketing Initiative*

Amount Requested: *\$2,000*

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

**Yes**

\_\_\_\_\_  
(signature of authorized signatory) (title)  
\_\_\_\_\_  
Signature of Electoral Area Director  
Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

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

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

*The Smithers and District Transit Service provides para-transit (call in, door-to-door) bus service within Smithers and part of Electoral Area A. It also provides daily bus route and commuter services between Smithers and Witset (Moricetown), and between Smithers and Telkwa. In both cases of the commuter services, residents from parts of the Electoral Area A can access the Transit service.*

*There is no other entity that provides this kind of specific transit service within the Bulkley Valley. There are small overlaps with the new Highway 16 Transit service and with the Kispiox to Smithers route (operated by the Regional District of Kitimat Stikine).*

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

*The Smithers and District Transit services provides bus transit services within the Bulkley Valley - from Witset (Moricetown) through to Smithers to Telkwa.*

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

*The Town of Smithers has approximately 65 paid employees. Smithers is the main signatory on the annual operating agreement with BC Transit in regards to the Smithers and District Transit Service. The operator of the service, Smithers Community Services Association, is contracted to BC Transit.*

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

*The Smithers and District Transit Service has been serving the residents of the Bulkley Valley for close to 27 years.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*other purpose*

Other Assistance Requested:

*Committee members of the Smithers and District Transit Committee have recommended that an application be made to NDI through the NDI Marketing Initiatives program.*

*This project will consist of creating a marketing program to encourage more residents to use the Smithers and District transit service.*

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

*The Transit marketing program will consist of enhanced advertising throughout the Bulkley Valley. It will also create information that can be placed on local community websites concerning the transit service.*

*There may be some opportunity for collaboration with other surrounding Transit services (ie the Highway 16 Transit service) to partner and create a much bigger marketing campaign for the whole region and not just the Bulkley Valley.*

Describe how this proposal will benefit the community:

*It is hoped that this type of enhanced marketing program will encourage more use of the door-to-door service and the commuter services.*

*It is also hoped that integration of schedules of the various separate Transit services that come into Smithers and go out of Smithers will be included in this campaign.*

*Currently each separate Transit service (Kispiox to Smithers, Smithers and District Service, Highway 16) has its own rider's guide and information. But it would be good to have some information which will give people a snapshot of connecting and concurrent transit services.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

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

*All funding partners of the Smithers and District Transit Service have been approached to contribute \$2,000 towards the Transit marketing campaign. Smithers has agreed to contribute \$2,000 and Telkwa is in the process of approving their \$2,000 contribution.*

If not, please comment.:

*These funds will become 50% of the matching funds required for the NDI marketing grant. If there is \$8,000 raised from the 4 funding partners then an equivalent \$8,000 can be asked for from NDI to make a \$16,000 total project. The NDI marketing grant has not been applied for yet as the Town of Smithers is waiting to hear from all Transit funding partners.*

Name of Grant or Funding Agency1:

*Town of Smithers*

Amount Applied for 1:

*\$2,000*

Status of Grant Application1:

*Approved*

Name of Grant or Funding Agency2:

*Village of Telkwa*

Amount Applied for2:

*\$2,000*

Status of Grant Application2:

*Pending*

Name of Grant or Funding Agency3:

*Moricetown Band*

Amount Applied for3:

*\$2,000*

Status of Grant Application3:

*Pending*

Name of Grant or Funding Agency4:

*NDI*

Amount Applied for4:

*will be applying for up to \$8,000 NDI grant funds  
(grant application not submitted yet)*

Status of Grant Application4:

*Pending*

Have you received assistance before from us.

*Yes*

Year, Amount and Purpose for assistance

*Gas Tax grant funds for various projects*

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

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



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

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

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

**DATE:** March 1, 2018

**SUBJECT:** Lakes District Fair Association – Request for Grant in Aid –  
Electoral Area “B” (Burns Lake Rural)

---

Attached is a request for Grant in Aid monies from the Lakes District Fair Association.

The Society is seeking \$5,000 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for upgrading its BC Hydro service to the concession and replacing old and inefficient appliances.

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

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

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that Lakes District Fair Association be given \$5,000 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for upgrading its BC Hydro service to the concession and replacing old and inefficient appliances.”**

24

**Cheryl Anderson**

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** February 28, 2018 3:59 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"!



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

APPLICATION SUBMITTED BY:

**Lakes District Fair Association**

Mailing Address:  
Box 1172, Burns Lake, VOJ 1E0

Email: *jmcfee1@explornet.ca*  
Contact Person: *Name, Joan McFee, (2500 695-6381 Fax: (250) 695-6381*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*It is imperative that we upgrade our Hydro and electrical service to our Concession and replace old and inefficient appliances*

Amount Requested: \$5000.00

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

**Yes**

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

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

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

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?: Yes

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

*The Lakes Dist. Fall Fair committee plans and hosts the annual Fair held each Sept. in Burns Lake. It is the largest family, 3 day event in the Lakes Dist, that not only showcases our agricultural sector, but also has many other events and activities for all ages . This event is not available or planned from another organization.*

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

*The entire Lakes District including Burns Lake, and points east and west of Burns Lake. We also draw folks to our Fair along the Highway 16 corridor, from Haida Gwaii through to Quesnel and points north to Ft. St. John.*

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

*no remuneration paid to anyone*

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

*Our Board consists of 18 members, who plan and host the annual Fair, plus we have over 300 volunteers we call on to help up out, not only on Fair weekend but leading up to the Fair. We are celebrating our 75th year.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*capital project and/or equipment*

Other Assistance Requested:

*no*

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

*Our hydro and electrical service to our Concession is at capacity. We are blowing breakers while trying to serve the public. B.C. Hydro has quoted us a basic upgrade to our service - their quote is \$838.00 plus tax. We need to replace some of our old and inefficient refrigerators with a cooler. Our Deep Fat Fryer is no longer reliable and needs to be replaced. The pilot light keeps going out and the temperature does not stay constant. All these appliances were handed down from either a business or an individual over 10 years ago. Some of these fridges are 50 years old!*

Describe how this proposal will benefit the community:

We will be better equipped to serve the public from our Concession during Fair weekend. With over 2300 coming through our gates in the past several years, we need to be efficient and be ready to serve our participants and visitors. The lineups to the concession are too long and slow due to blowing breakers and the deep fat fryer unreliable. This request is especially important as the Lakes District Fall Fair has been selected to host the world famous RCMP Musical Ride here in July. We will need to be ready to be good hosts for this prestigious event for Burns Lake. We are also planning other capital projects at the Fair grounds in order to keep up with the growing need of servicing the public. Our Fair attendance has grown over 200% in the past 10 years, so likewise we need to keep up. Our parking/camping area needs to be expanded, and our First Aid/Office building needs another room added for privacy of patients needing medical attention and for our Treasurer to have security. Bill Miller and his son originally donated a no longer needed platform that we have used for the past 10 years for a dance floor for our Music Festival. The wood base and surface is rotting and is no longer safe. This unit needs to be replaced.

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

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

Yes

If not, please comment.:

*I am submitting our budget for these projects with full information, but briefly we are applying to Northern Dev. Initiative Trust, Burns Lake Community Forest, Chinook Community Forest, Bulkley Valley Credit Union, Grant in Aid, "Area E", and Lakes District Fall Fair up putting in funds as well*

Name of Grant or Funding Agency1:

*Chinook Community Forest*

Amount Applied for 1:

*\$10,000.00*

Status of Grant Application1:

*Approved*

Name of Grant or Funding Agency2:

*Burns Lake Community Forst*

Amount Applied for2:

*\$20,000.00*

Status of Grant Application2:

*Approved*

Name of Grant or Funding Agency3:

*RDBN Grant in Aid, "Area E"*

Amount Applied for3:

*\$5000.00*

Status of Grant Application3:

*Approved*

Name of Grant or Funding Agency4:

*Northern Development Initiative Trust*

Amount Applied for4:

*\$15,000.00*

Status of Grant Application4:

*Pending*

Have you received assistance before from us.

Yes

Year, Amount and Purpose for assistance

2017 - \$7500 from Area "B" & "E" - construction of new washroom, new lawn mower and painting of our grandstands -total project costs were \$112,120.00

Year, Amount and Purpose for assistance

2013- \$2000.00 from Area "B" & "E" - construction of small animal barn, 3 sets of Hi Hog bleachers, cattle pens, Hydro upgrade, campground expansion- total project costs were \$107,588.00

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

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

Yes

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

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

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

**DATE: February 28, 2018**

**SUBJECT: Fort St. James Public Library – Request for Grant in Aid –  
Electoral Area “C” (Fort St. James Rural)**

---

Attached is a request for Grant in Aid monies from the Fort St. James Public Library.

The Library is seeking \$2,700 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for staff training in Interlibrary Loan Code and Outlook Online.

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

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

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Public Library be given \$2,700 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for staff training in Interlibrary Loan Code and Outlook Online.”**

**Cheryl Anderson**

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** February 20, 2018 1:08 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 5a8c8e373c2b3-FSJaPL Financial Statement 2016.pdf



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

APPLICATION SUBMITTED BY:

**Fort St. James Public Library**

Mailing Address:

425 Manson St., PO Box 729, Fort St. James,  
BC V0J 1P0

Email:

valacrow@gmail.com

Contact Person:

Valerie Crowley, Trustee, 778.978.0560

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Staff training in Interlibrary Loan Code for B.C. Public Libraries and Outlook Online.*

Amount Requested:

2700.00

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

**Yes**

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

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

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

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

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

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

Yes



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

*Our library is a safe, inclusive, stigma-free space for local and visiting community members. While a library's focus is literacy, the umbrella of literacy today is quite large – including emotional, social, cultural, economic, and digital literacies. Competency in these complementary literacy areas enhance quality of life, increase employability, and support community stability.*

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

*Founded by Simon Fraser in 1806 on the shores of Stuart Lake, Fort St. James is the gateway to a chain of rivers and lakes that traverse 400 kilometres of central British Columbia. The Fort St. James Public Library services approximately 5,000 community members from the municipality of Fort St. James, Nak'azdli Whut'en, Tl'azt'en Nation, and the First Nations of Binche Keyoh, Takla Lake and Yekooche.*

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

*Please see our attached financial statement for employee compensation details. Our volunteer board receives no remuneration for their work.*

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

*FSJPL was founded in 1964. We have two full-time and four part-time employees, supported by a six-member volunteer board.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*other purpose*

Other Assistance Requested:

*Staff training in Interlibrary Loan Code and Outlook Online.*

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

*We are requesting \$2700 for wages to train on additional staff member in Interlibrary Loan Code and Outlook Online. Training will take place during 2018, for three hours a week at \$16.64/hr + 4%.*

Describe how this proposal will benefit the community:

*While we can proudly say that our Library is both critical and vibrant, it is small. Demand for all library services and programs has risen steadily over the last five years, while our funding has stagnated. We depend on Interlibrary Loan Services for patron access to a province-wide shared collection of materials. In turn, we offer our collection, including special collections specific to the Okanagan Region, to library card holders throughout BC. This sharing of materials allows our library to prioritize collections development spending on resources that have local relevance, while maintaining access to resources that are used less frequently.*

*Currently, only one staff member is fluent in Interlibrary Loan Code and OutLook Online. During planned and unplanned absences, we have an interruption in all Interlibrary Loan services. Cross-training a second staff member, combined with careful scheduling, will decrease these interruptions in service.*

## FUNDING AND FINANCIAL INFORMATION

files Submitted:

[5a8c8e373c2b3-FSJaPL Financial Statement 2016.pdf](#)

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

No

*We will not be applying to other funding sources for this project. This is a one-time investment in staff training for Interlibrary Loan Code for BC Public Libraries and OutLook Online.*

If not, please comment.:

*The total cost for this project is \$2700 (156 hours @ 16.64 + 4%). Our 2016 Financial Statement is attached. 2017 financials will be completed by May, 2018. If you would like a copy of these once they are available, we can provide them.*

Name of Grant or Funding Agency1:

Amount Applied for 1:

Status of Grant Application1:

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

No

Have you received assistance before from us.

Year, Amount and Purpose for assistance

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

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

Yes

**FORT ST. JAMES PUBLIC LIBRARY**  
**STATEMENT OF OPERATIONS AND CHANGES IN NET ASSETS**

For the year ended December 31, 2016

(unaudited - See Notice to Reader)

	<u>2016</u>	<u>2015</u>
<b>REVENUE</b>		
Grants		
District of Fort St. James	\$ 177,430	\$ 130,819
Province of British Columbia	31,854	31,711
Regional District of Bulkley Nechako	13,750	13,750
UBC Co-op student grant	10,000	10,000
United Way	-	3,000
Legal Society	-	150
Interest and miscellaneous	1,790	1,970
Other revenue	1,314	514
Fines	1,053	793
Computer, fees and photocopier	599	717
Book sales, replacements and other	104	106
	<u>237,894</u>	<u>193,330</u>
<b>EXPENDITURES</b>		
Wages and benefits	153,138	114,675
Circulation materials	30,121	35,748
Equipment purchases	28,738	3,654
Repairs and maintenance	15,162	3,131
Office and sundry	11,506	15,102
Hydro	9,802	6,051
Janitorial and housekeeping	9,031	7,456
Insurance	4,796	4,501
Reading programs	3,789	2,190
Telephone and internet	3,481	3,806
Computers, supplies and software	2,560	13,175
Education and travel	2,500	9,726
Co-op student accomodation	2,400	2,925
Registration fee	1,819	1,158
Advertising and promotion	1,230	1,441
Accounting and legal services	1,220	1,100
Bank charges and interest	252	31
Meals and entertainment	205	924
Freight	25	13
	<u>281,355</u>	<u>226,807</u>
<b>EXCESS EXPENDITURES FOR THE YEAR</b>	(43,461)	(33,477)
<b>NET ASSETS AT BEGINNING OF THE YEAR</b>	<u>127,093</u>	<u>160,570</u>
<b>NET ASSETS AT END OF THE YEAR</b>	<u>\$ 83,632</u>	<u>\$ 127,093</u>

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

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

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

**DATE: February 28, 2018**

**SUBJECT: Fort St. James Secondary School Ski and Snowboard Team –  
Request for Grant in Aid – Electoral Area “C” (Fort St. James  
Rural)**

---

Attached is a request for Grant in Aid monies from the Fort St. James Secondary School Ski and Snowboard Team.

The Team is seeking \$1,500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the High School Provincial Championships in Sun Peaks, B.C.

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

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

**“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary School Ski and Snowboard Team be given \$1,500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with Provincial Championships in Sun Peaks, B.C.”**

**Cheryl Anderson**

---

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** February 15, 2018 3:24 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 5a86168f3e0c9-Grant Budget 2018.docx



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

APPLICATION SUBMITTED BY:

***FSJSS Ski and Snowboard Team***

Mailing Address:  
Box 1524

Email:  
Contact Person:

*khaki4@hotmail.com*  
*Sarah Grill, 250-996-1428*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*High School Provincial Championships in Sun Peaks*

Amount Requested:

**\$1500**

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

**Yes**

\_\_\_\_\_  
(signature of authorized signatory) (title)  
\_\_\_\_\_  
Signature of Electoral Area Director  
Amount Approved: \_\_\_\_\_  
Date: \_\_\_\_\_

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

**Yes**

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

*Provides a safe competitive environment for high school students to participate. We provide dryland training two days a week and on hill training 1-2 days a week. There are other high school sports that provide the same environment however none take athletes to venues outside of the school or college buildings.*

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

*All students who attend the FSJSS High school are eligible to try out as well ebus and home school students are able to apply to be on the team. The area includes, Tl'azt'en, Yekooche, Nakodli, and Fart St. James*

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

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

*There are 3 coaches and 12 athletes going to Provincials. The team has been around off and on for approx 15 yrs, the last 6 years consecutive.*

**PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*special event*

Other Assistance Requested:

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

*To compete at Provincial High School Ski and Snowboard Championships in Sun Peaks*

Describe how this proposal will benefit the community:

*Participating in this event will expose the athletes to a new environment with people of different socioeconomic back grounds. It will allow the athletes to strive for excellence in a safe supportive arena and will give them the opportunity to be roll models for their fellow students.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

[5a86168f3e0c9-Grant Budget 2018.docx](#)



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

If not, please comment.:

Name of Grant or Funding Agency1: *Fort St. James District Grant in Aid*  
 Amount Applied for 1: *\$1000*  
 Status of Grant Application1: *Pending*

Name of Grant or Funding Agency2: *Fort St. James Community Foundation*  
 Amount Applied for2: *\$500*  
 Status of Grant Application2: *Pending*

Name of Grant or Funding Agency3: *Nokazdli Band and Council*  
 Amount Applied for3: *\$500*  
 Status of Grant Application3: *Pending*

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

Have you received assistance before from us. **Yes**

Year, Amount and Purpose for assistance *2017-\$1500 Provincials in Whistler*

Year, Amount and Purpose for assistance *2016- \$2000 Provincials in Fernie*

**Does your organization:**

Offer direct financial assistance to individuals or families?: **Yes**

Duplicate services that fall within the mandate of either:  
 a senior government or a local service agency?: **Yes**

Provide an opportunity for individuals to make direct contributions?: **Yes**  
 OR, is your organization: Part of a provincial or national fund raising campaign?: **Yes**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

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

**DATE:** February 28, 2018

**SUBJECT:** Fraser Lake Elementary Secondary School Senior Boys' Basketball Team - Request for Grant in Aid – Electoral Area "D" (Fraser Lake Rural)

---

Attached is a request for Grant in Aid monies from the Fraser Lake Elementary Secondary School Senior Boys' Basketball Team.

The Team is seeking \$1,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for costs associated with the Senior Boys' Provincial Basketball Tournament in Langley, B.C.

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

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

**"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fraser Lake Elementary Secondary School Senior Boys' Basketball Team be given \$1,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for costs associated with the Senior Boys' Provincial Basketball Tournament in Langley, B.C."**

**Cheryl Anderson**

**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** February 28, 2018 10:47 AM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"  
**Attachments:** 5a96f93e32871-Provincial Boys.docx



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

APPLICATION SUBMITTED BY:

**Fraser Lake Elementary Secondary School**  
**Senior Boys' basketball team**

Mailing Address:  
Bag 1002

Email:  
Contact Person:

kchmelyk@sd91.bc.ca  
Kathy Chmelyk 250-699-6233

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Senior Boys' Provincial Basketball Tournament*

Amount Requested:

\$1500.00

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

**Yes**

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

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

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

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

Yes

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

*FLESS is the only elementary/secondary school in Fraser Lake and surrounding area. IN addition to providing quality education, the school provides students with opportunities to participate in academic, athletic, and leadership activities. The team is made up of boys from grades 9-12. The students have participated in a sub-zone and zone qualifying tournaments to qualify for the provincial tournament.*

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

*Students in grades 4-12 from Fraser Lake, Fort Fraser, Endako, Nadleh, Stellaten and the surrounding rural areas attend FLESS. Males in grades 9-12 are eligible to participate on the basketball team.*

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

*The team will receive \$350 from both the school and the school district to put towards the trip. The boys have help a raffle and a food order fundraisers already this year and are explorer other ideas.*

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

*There are 8 players on the team( 1- grade 9, 1- grade 10, 3- grade 11 and 3- grade 12) a community coach and a teacher sponsor. Only the 3 grade 12 students have previous played at the senior bays' level. There has been a Senior boys' basketball team at FLESS far over 25 years.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*other purpose*

Other Assistance Requested:

*Provincial Tournament*

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

*The boys have qualified for the basketball provincials in Langley. B.C. from March 7-10th, 2018. There is a mandatory coaches meeting on Tuesday, March 6th, so the boys will need to leave Monday after school in order to make the meeting. The tournament will end around 8:00 p.m. on the Saturday, so they will begin to travel home on the 10th, but will not be able to make it all the way.*

Describe how this proposal will benefit the community:

*The boys will be representing not only the school, but the community as well. This group of boys enjoys many sports and meeting new people. They will be able to share the many positive features of our area.*

## **FUNDING AND FINANCIAL INFORMATION**

files Submitted:

[5a96f93e32871-Provincial Boys.docx](#)

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

Yes

If not, please comment.:

Name of Grant or Funding Agency1:

*FLESS School*

Amount Applied for 1:

*\$350.00*

Status of Grant Application1:

*Approved*

Name of Grant or Funding Agency2:

*School District 91*

Amount Applied for2:

*\$350.00*

Status of Grant Application2:

*Approved*

Name of Grant or Funding Agency3:

*FLESS PAC*

Amount Applied for3:

*\$200.00*

Status of Grant Application3:

*Pending*

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

Yes

Year, Amount and Purpose for assistance

*Boys Provincial Basketball  
Tournomet 2017 \$1,500.00*

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

**Yes**

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

**Yes**

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

**Provincial Boys' Basketball Budget**

Langley, B. C. March 2018

**EXPENSES:**

Bus transportation	\$1,00.00
Hotel	\$1500.00
Entry Fees	\$750.00
Meals	\$750.00 ( this does not include all meals for players and coach)
<b>TOTAL EXPENSES:</b>	<b>\$4,000.00</b>

**Income:**

FLESS	\$350.00
SD #91	\$ 350.00
PAC	\$200.00 ( not confirmed)
Fundraising	\$800.00 (estimate)
<b>TOTAL INCOME</b>	<b>\$1700.00</b>

**SHORTFALL: \$2,300.00**

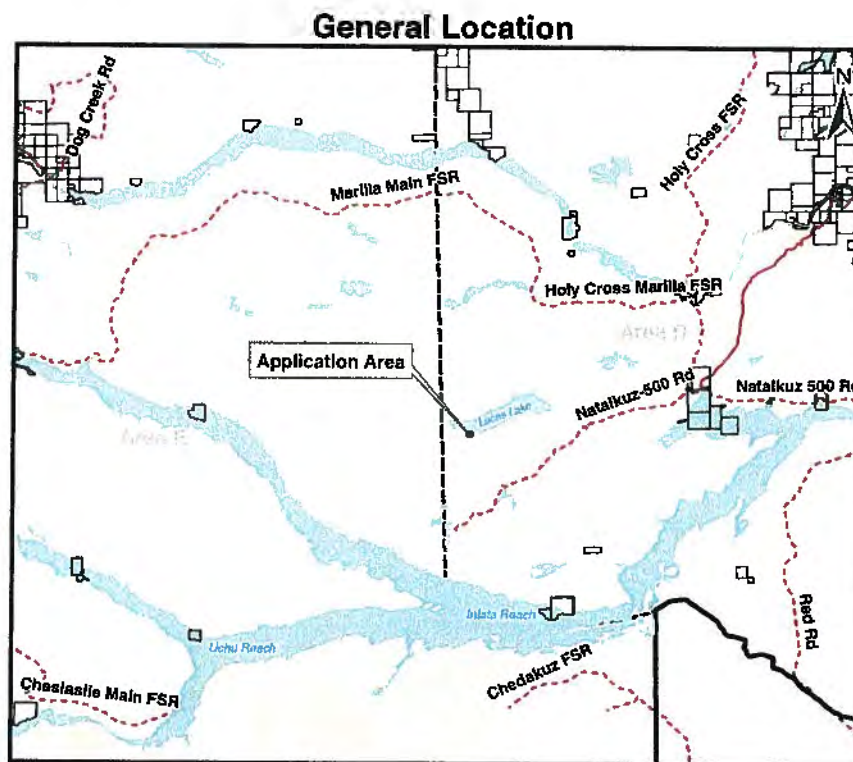


## MEMORANDUM

**To:** Rural Directors  
**From:** Jennifer MacIntyre, Planner I  
**Date:** February 26, 2018  
**Re:** Land Referral File No. 0276534 (Redecopp)

This referral from the Province is for a lease amendment under the Adventure Tourism/Commercial Recreation policy for a 10 year term to allow the applicant to develop and use the application area for a commercial fishing and ice fishing operation.

The application area is located on Lucas Lake, 60 kilometres south of Fraser Lake and is 3.719 ha. in size.



The operation runs seasonally from June to September. The applicant is also exploring the option of operating during the winter season from February to April. The application area is accessed by a deactivated trail from Natalkuz-500 FSR.

The applicant wishes to remove the existing structures, and build a new cabin, tool shed, powered by solar and backup generator. Sewage and wastewater will be maintained on site by the use of composting toilets, and grey water will be hauled to the Vanderhoof Transfer Station. In addition, the applicant wishes to maintain and widen the current access.

It is noted that the proposed cabin is located within a marsh area according to RDBN mapping. The RDBN Floodplain Management Bylaw prescribes the Flood Construction Level at "1.5 meters above the Natural Boundary of any other watercourse, lake, marsh or pond, where that land is within a distance of 100 meters of these watercourse, lakes marshes or ponds" and prescribes the Floodplain Setback at a distance of "7.5 meters from the Natural Boundary of any lake, marsh or pond and 15 meters for any other watercourse" for buildings required to be elevated.

**Recommendation:**

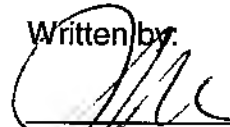
That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 0276534.

*Rural Directors – All/Directors/Majority*

Reviewed by:

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

Written by:

  
\_\_\_\_\_  
Jennifer MacIntyre  
Planner I



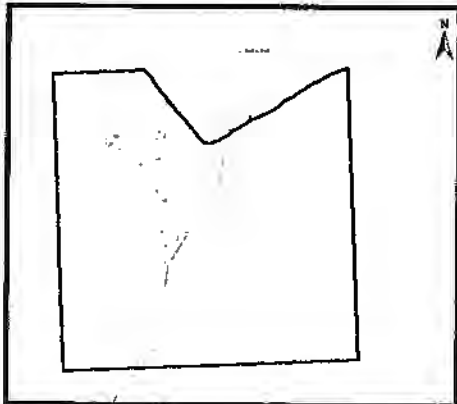


45

## REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 0276534

<b>Electoral Area:</b>	D
<b>Applicant:</b>	Ken Reddecopp
<b>Existing Land Use:</b>	Recreational Tourism
<b>Zoning:</b>	Not Zoned
<b>Proposed Use Comply With Zoning:</b>	N/A
<b>Plan Designation</b>	Not Designated
<b>Agricultural Land Reserve:</b>	Outside the ALR
<b>Access Highway:</b>	Nataalkuz-500 FSR
<b>Archaeological Site:</b>	None according to Provincial mapping
<b>Building Inspection:</b>	Outside the building inspection area.
<b>Fire Protection:</b>	Outside the Rural Fire Protection Area.

**Other comments:**

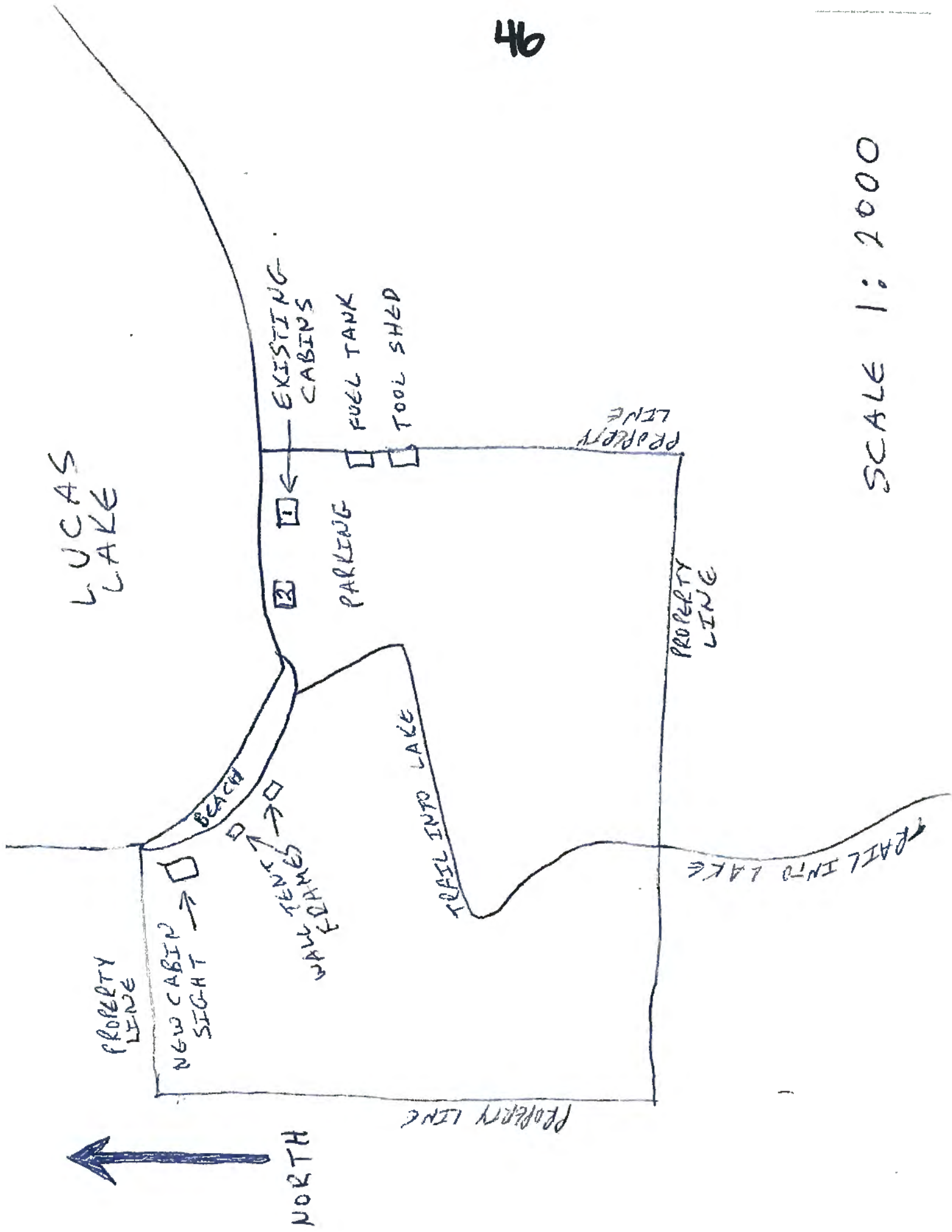


It is noted that the proposed cabin is located within a marsh area according to our mapping.

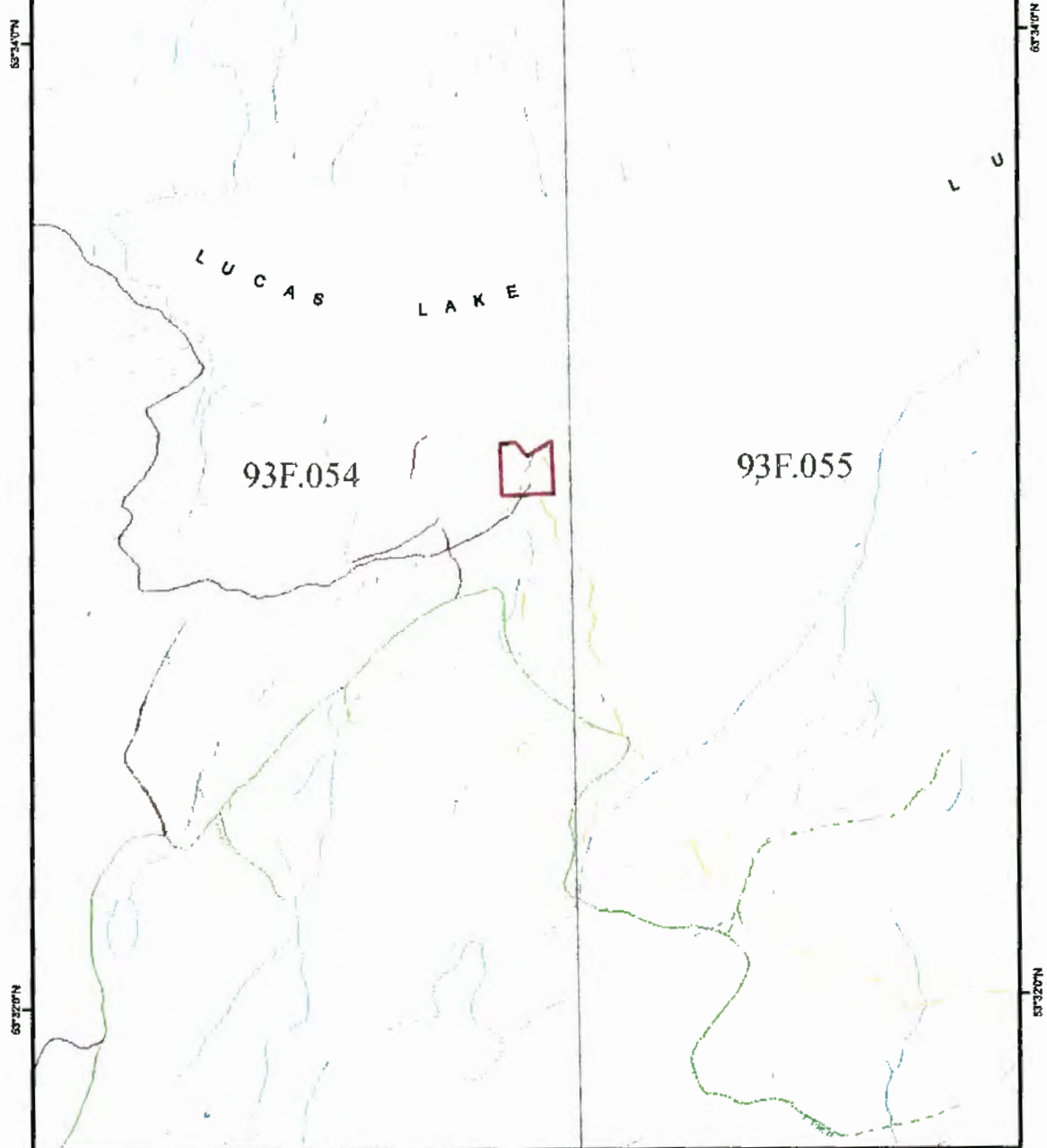
As prescribed in the Regional District's Floodplain Management Bylaw No. 1300, 2004, the Floodplain Elevation is **1.5 metres** above the Natural Boundary of any lake, marsh, or pond where that land is within a distance of 100 meters of these watercourses, lakes marshes or ponds.

The Floodplain Setback is **7.5 metres** from the Natural Boundary of any lake, marsh, or pond and **15 meters** from the Natural Boundary for any other watercourse only applicable for buildings required to be elevated as prescribed in the Regional District's Floodplain Management Bylaw No. 1300, 2004.

SCALE 1: 2000



**SITE MAP**  
 BCGS Mapsheet: 93F054  
 Lat/Long: 53° 33' 5.891" N 125° 12' 9.266" W



**File Number: 0276534**

Site # 1 of 1 - APPLICATION      Area = 3.719 Ha.

TYPE: LEASE      PURPOSE: COMMERCIAL RECREATION

SUBTYPE: STANDARD LEASE      SUBPURPOSE: PRIVATE CAMPS

LOCATION: LUCAS LAKE      IMAGERY: N/A

Produced by  
 Ministry of Forests, Lands &  
 Natural Resource Operations  
 Northern Services Centre  
 ForestCentre@C  
 Date: June 30, 2017

Scale: 1:20,000  
 \* if printed on 8.5x11 page

Projection: BC Albers  
 Datum: NAD 83

**Legend**

Crown Land Application	Protected Area
Primary Boundary Parcel	Protected Park
Subdivision	Protected Area
Municipality	OIC Ecological Reserve
Surveyed Rights of Way	Reserve Area
Surveyed Road R/W	Case Mapping Feature (SM)
Gas/Oil R/W District Lot	River or Stream
Power Transmission R/W	River or Stream - Dry
Gas/Oil R/W	Lake
Telecom R/W District Lot	Runway - Defined
Miscellaneous R/W	Glacier Field
Transportation Corridor	Centreline - 50m Interval
Highway	Transportation - Lines (RM)
Railway	Airfield
Surveyed Road R/W	Road
	Forest Service Road
	Road Patch
	Trail
	Rail Line

All measurements are approximate.

# MANAGEMENT PLAN. 48

## LUCAS LAKE LODGE

FILE # 0276534 SEPT 29 2017

SITE PLAN, I PLAN ON MARKING THIS A FISH CAMP.

I PLAN ON DISMANTLING EXISTING CABINS. BOTH ARE RAT INFESTED, THE ROOFS ARE CAVING IN, THE FOUNDATIONS ARE ROTTEN, THEY ARE VERY UNSAFE. I PLAN TO BUILD ONE CABIN 16' X 24', IT WILL BE LOCATED 25 METERS BACK FROM WATER, I PLAN TO BUILD A 12' X 12' TOOL SHED. ACCESS IS BY VERY ROUGH DEACTIVATED LOGGING ROAD FOR 7 KM. THEN A WINDING 4X4 TRAIL FOR 1.5 KM. TO THE LAKE. I WILL CUT BACK WILLOW AND AND SMALL TREES SO VEHICLES WONT GET ALL SCRATCHED UP. I WILL NEED AT LEAST A YEAR TO GET BUILDINGS UP AND ROAD ROUGHED IN, I WILL WIDEN OUT EXISTING YARD FOR PARKING, BESIDE EXISTING CABINS, I PLAN TO PUT BASES DOWN FOR TWO WALL TENTS 25 METERS FROM WATER. I CANNOT HOPE TO COMPETE WITH MY COMPETITION, MY NEIGHBOR NECHAKO LODGE HAS A VERY BIG SETUP, FLOAT PLANE ETC. I HOPE TO PROVIDE A TRUE WILDERNESS EXPERIENCE FOR MY GUESTS, VERY PRIVATE LOW KEY OPERATION. ALSO PROVIDE A ICE FISHING SEASON WHICH NONE OF THE OTHAR LODGES PROVIDE.

### UTILITIES,

I WILL HAVE SOLAR AND GENERATOR BACK UP. I WILL BRING IN BOTTLED WATER. I WILL HAVE COMPOSTING TOILETS. GRAY WATER WILL BE PUMPED OUT AND TAKEN TO FACILITIES IN VANDERHOOF.

## LAND IMPACTS,

THERE WILL BE VERY MINIMAL GROUND DISTURBANCE. THE CABIN WILL BE ON SAUNA TUBE FOUNDATION, ALL FUEL FOR WATER CRAFT WILL BE IN A SELF CONTAINED TANK. SPILL KITS WILL BE IN PLACE. WE WILL MINIMIZE AQUATIC IMPACTS BY USING EXISTING ROADS AND TRAILS.

## FISH + WILD LIFE.

THIS OPERATION WILL NOT HARM THE HEALTHY POPULATION OF FISH BECAUSE I WILL KEEP THIS A SMALL OPERATION. I WILL CATER TO FLY FISHERMEN, I WILL USE ELECTRIC + LOW EMISSION 4 STROKE OUTBOARDS. I WILL ALSO CATER TO CANOEISTS. I WILL NOT CATER TO HUNTING BECAUSE OF THE DECLINING MOOSE POPULATION. I WILL WORK WITH NECHARD LODGE ON TRYING TO MINIMIZE LOGGING IN THE DEVILS THUMB AREA BECAUSE IT IS PRIME GRIZZLY HABITAT.

## FIRST NATIONS,

I HAVE TALKED WITH ERNIE JOHN A COUNCILOR WITH SAIKUZ FIRST NATIONS. HE WOULD LIKE ME TO TEACH SOME STUDENTS THE ART OF TRAPPING + WILDERNESS SURVIVAL, AS I AM A REGISTERED TRAPPER. + HAVE LIVED IN THE BUSH ALL MY LIFE. WE WOULD BUILD RUSTIC EVERGREEN BOUGH LEAN TO SHELTERS. I AM WORKING WITH LYMAN MILLER THE OWNE OF THE TRAPLINE IN THE LUCAS LAKE AREA. WITH THE HOPE OF LEASING A PART OF HIS LINE.

## LOCATION,

— THE JUSTIFICATION FOR A LOW KEY VENTURE OF THIS TYPE IS VERY GOOD. OTHER LODGES PROVIDE THEIR GUESTS WITH ALL THE AMENITIES OF HOME. NOT A TRUE WILDERNESS EXPERIENCE. SLEEPING IN A TENT OR UNDER THE STARS CANNOT BE BEAT. I PLAN ON A VERY RUSTIC PLACE TO COME AND ENJOY.

## RISK MANAGEMENT.

I HAVE A 16 FOOT BOAT I WILL BE USING FOR A RESCUE CRAFT. I HAVE A INDUSTRIAL SIZE FIRST AID KIT. I WILL HAVE A SAT PHONE IN CASE OF EMERGENCIES. I HAVE LEVEL 1 FIRST AID + TRANSPORTATION ENDORSMENT. THERE WILL BE NO AVALANGHE THREAT. THERE WILL BE \$2,000,000 THIRD PARTY LIABILITY. THERE IS ALSO COMMUNICATION THROUGH PLATEAU MILLS REPEATER CHANNELS. I ALSO HAVE WHIMIS + FIRE SUPPRESSION TICKETS.

YOURS SINCERLY,

*R. Robb*

## Additional Comments

Aquatic Insects - On Lucas Lake.

- I propose to build a small walking bridge over small creek in order to access cabin/teat sites. This creek does not run year round. Dry summer/fall.
- Swamp area will not be impacted in any way. Activities will be nowhere near the swamp.

Land Use

- No other current land use activities on the lake currently.
- I acknowledge that other resource tenures may, at some future time, overlap the lease area.

YOURS SINCERLY

K. Reddy



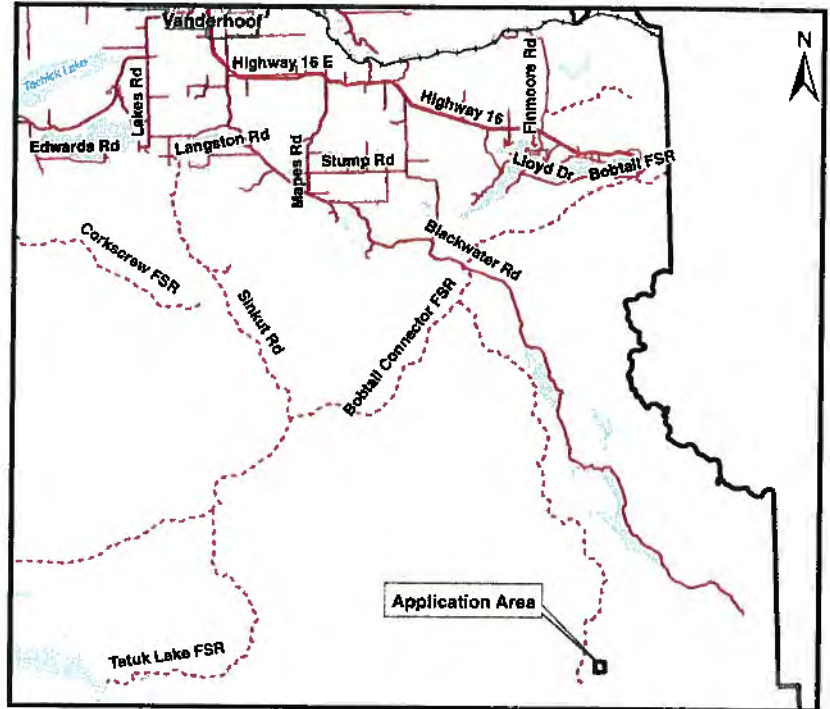


## MEMORANDUM

To: Board of Directors  
 From: Jennifer MacIntyre, Planner I  
 Date: February 26, 2018  
 Re: Land Referral File No. 7409975 (Buchanan)

This application is regarding a Crown Grant to obtain additional land for extensive agriculture purposes. The subject property is legally described as SE ¼, District Lot 1047, Cariboo District, located 65 kilometers south east of the District of Vanderhoof. The application area is approximately 63 ha. in size.

The intent of this application is to provide additional arable land to their existing farm operation. This Crown Grant will allow the applicant to establish fencing, harvest merchantable timber, and clear land for forage production. The applicant currently holds a range tenure and grazing lease in this area.



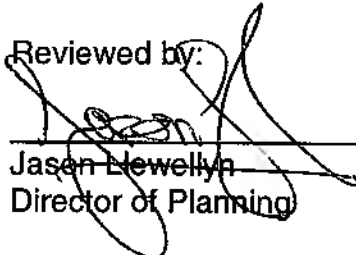
The application area is not zoned but it is within the Agricultural Land Reserve.

### Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7409975.

*Rural Directors – All/Directors/Majority*

Reviewed by:

  
 Jason Lewellyn  
 Director of Planning

Written by:

  
 Jennifer MacIntyre  
 Planner I





## REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 7409975

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<b>Electoral Area:</b>	F
<b>Applicant:</b>	Vivian Buchanan
<b>Existing Land Use:</b>	Range Land
<b>Zoning:</b>	N/A
<b>Plan Designation</b>	N/A
<b>Proposed Use Comply With Zoning:</b>	N/A
<b>If not, why?</b>	
<b>Agricultural Land Reserve:</b>	Within the ALR
<b>Access Highway:</b>	Bobtail FSR
<b>Archaeological Site:</b>	None according to provincial mapping
<b>Building Inspection:</b>	Outside the Building Inspection Area
<b>Fire Protection:</b>	Outside the Rural Fire Protection Area
<b>Other comments:</b>	None.