

REGIONAL DISTRICT
OF BULKLEY & NECHAKO

AGENDA

MEETING NO. 9

JULY 23, 2015

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

A WORLD OF OPPORTUNITIES
WITHIN OUR REGION

VISION

***"A World of Opportunities
Within Our Region"***

MISSION

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

STRATEGIC PRIORITIES 2015-2019

Now

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

Next

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

Board Advocacy

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

AGENDA

Thursday, July 23, 2015



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – July 23, 2015</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive

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

10-39	Board Meeting Minutes – June 25, 2015	Adopt
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DELEGATION

Lynda Gagne, PhD, CPA, CGA (Via Conference Call)
 Assistant Professor, University of Victoria
 RE: Fiscal Sustainability and Local Governments

<u>PAGE NO.</u>	<u>BUSINESS ARISING OUT OF THE MINUTES</u>	<u>ACTION</u>
	<u>ADMINISTRATION REPORTS</u>	
	(All grey highlighted items may be received as a block)	
40	Geraldine Craven, Administration Clerk - UBCM Convention (Vancouver, B.C.) Breakfast Meetings and RDBN Dinner	Direction
41-58	Wendy Wainwright, Executive Assistant - 2015 UBCM Premier/Cabinet Minister Meetings	Direction
59-92	Laura O'Meara, Senior Financial Assistant - 2014 Annual Report	Recommendation (Page 59)
93	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds – Electoral Area "B" (Burns Lake Rural) Village of Burns Lake	Recommendation (Page 93)

Meeting No. 9
July 23, 2016

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
94-98	Cheryl Anderson, Manager of Administrative Services – Smithers District Chamber of Commerce – Request for Grant in Aid - Electoral Area “A” (Smithers Rural)	Recommendation (Page 94)
99-102	Cheryl Anderson, Manager of Administrative Services – Burns Lake Mountain Biking Association – Request for Grant in Aid - Electoral Area “B” (Burns Lake Rural)	Recommendation (Page 99)
103-108	Cheryl Anderson, Manager of Administrative Services – Lakes District Arts Council – Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural)	Recommendation (Page 103)
109-113	Cheryl Anderson, Manager of Administrative Services – Southside Seniors Housing Society - Request for Grant in Aid – Electoral Area “E” (Francois/Ootsa Lake Rural)	Recommendation (Page 109)
114-117	Cheryl Anderson, Manager of Administrative Services – Southside Seniors Housing Society - Request for Grant in Aid – Electoral Area “E” (Francois/Ootsa Lake Rural)	Recommendation (Page 114)
118-121	Cheryl Anderson, Manager of Administrative Services – Granisle Public Library – Request for Grant in Aid – Electoral Area “G” (Houston Rural)	Recommendation (Page 118)
122	Deborah Jones-Middleton, Protective Services Manager – Emergency Resources Agreement (Mutual Aid)	Recommendation (Page 122)
123-125	Corrine Swenson, Manager of Regional Economic Development – Visit Bulkley-Nechako Advertising for 2016	Recommendation (Page 123)
126	Corrine Swenson, Manager of Regional Economic Development – SWOT Update	Receive
127-135	Hans Berndorff, Financial Administrator - Topley Emergency Response Contribution Service	Receive

Meeting No. 9
July 23, 2015

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
136	Rob Newell, Director, Electoral Area "G" (Houston Rural) – Minerals North 2015	Receive
<u>ENVIRONMENTAL SERVICES REPORTS</u>		
137-150	Janine Dougall, Director of Environmental - Region Wide Cardboard Ban – Workshop Summary	Recommendation (Page 139)
151-155	Janine Dougall, Director of Environmental Services – Solid Waste Management Plan - MoE Planning Guideline Update	Receive
<u>DEVELOPMENT SERVICES</u> (All Directors)		
<u>ALR Applications</u>		
156-164	Application No. 1181 Hendrick and Jenny Dejong Subdivision within the ALR Electoral Area "A"	Recommendation (Page 159)
165-189	Reconsideration of Application No. 1167 David, Susan, Glen and Joanna Dyck Subdivision within the ALR Electoral Area "B"	Recommendation (Page 166)
<u>Referrals</u>		
190-194	Major Permit Amendment Referral SLR Consulting (Canada) Ltd for New Pro (2007) Electoral Area 'A'	Recommendation (Page 191)
195-198	Land Referral File No. 7409701 (amended) Ross and Sandra Davidson Electoral Area 'C'	Recommendation (Page 196)
199-202	Land Referral File No. 0276555 Mike and Amanda Nelson Electoral Area 'D'	Recommendation (Page 200)
203-206	Land Referral File No. 7409547 David and Patricia Griffith Electoral Area 'F'	Recommendation (Page 204)

Meeting No. 9
July 23, 2015

<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES</u>	<u>ACTION</u>
207-213	Referral – Jason Llewellyn, Director of Planning RE: Socio-Economic Effects Management Plan (SEEMP) (Document Provided under Separate Cover)	Recommendation (Page 213)
	<u>Memo</u>	
214	<u>Memo</u> – Maria Sandberg, Planner RE: Recent Agricultural Land Commission Decisions	Receive
215-217	<u>Memo</u> – Jason Llewellyn, Director of Planning RE: Planning Services to Municipalities	Recommendation (Page 217)
	<u>ELECTORAL AREA PLANNING</u> (All Directors)	
	<u>Development Variance Permit Application</u>	
218-228	Development Variance Permit A-05-15 Gary Wayne and Shirley Ann Huxtable 3998 Rosenthal Subdivision Road, Smithers Electoral Area "A" (call for comments from the gallery)	Recommendation (Page 221)
	<u>BYLAW ENFORCEMENT</u> (All Directors)	
229-236	Enforcement File 2009-C-02 6535 Woods Road Electoral Area "C" (call for comments from persons with an interest in the property at 6535 Woods Road)	Direction (Page 233)
237-246	Enforcement File 2012-G-01 & 2015-G-01 15944 & 15806 Balsam Road Electoral Area "G" (call for comments from persons with an interest in the property at 15944 Balsam Road)	Direction (Page 243)
	<u>OTHER</u> (All Directors) (All grey highlighted items may be received as a block)	
	<u>Planning Department Enquiries Report</u>	
247	<u>For June 2015</u>	<u>Receive</u>
	<u>Action List</u>	
248-250	<u>Action List – May 2015</u>	<u>Receive</u>

1

Meeting No. 9
July 23, 2016

<u>PAGE NO.</u>	<u>PLANNING – OTHER (CONT'D)</u>	<u>ACTION</u>
251	<u>Building Inspector's Report</u> For June 2015	Receive
	<u>Correspondence</u>	
252-257	<u>Record of Meeting Between Local Governments</u> and Reckitt Benckiser RE: June 16, 2015 (Vanderhoof)	Receive
	<u>VERBAL REPORTS</u>	
	<u>RECEIPT OF VERBAL REPORTS</u>	
	<u>ADMINISTRATION CORRESPONDENCE</u>	
	(All grey highlighted items may be received as a block)	
258	School District No. 91 (Nechako Lakes) – Request to Transfer Contribution for Breakfast for Learning Program to the Mouse Mountain Elementary School	Direction
259-262	<u>Union of B.C. Municipalities – 2015 Resolutions</u>	Receive
263-264	<u>CN – Response to RDBN's Letter of June 8, 2015</u> RE: Incident Response	Receive
265-266	<u>Fraser Lake Elementary Secondary School</u> - Thank you for Grant in Aid	Receive
267	<u>Nechako Valley Secondary School</u> - Thank you for Grant in Aid	Receive
268	<u>Auditor General for Local Government – Audit Report</u> - City of Dawson Creek	Receive
269	<u>Prince Rupert Gas Transmission – Construction Update</u>	Receive
270-275	<u>Prince Rupert Gas Transmission – Project Activity</u> Update #25 (June – July 2015)	Receive
276-278	<u>Peace River Regional District – Order in Council No. 148</u>	Receive
279-282	<u>Canadian Wood Council – 2015 Recognition Awards</u>	Receive

Meeting No. 9
July 23, 2015

PAGE NO. ADMINISTRATION CORRESPONDENCE ACTION
(CONT'D)

283 **Northern Health – News Release – Northern Health Board Recognizes Energy Saving Initiatives and Programs Engaging Youth About Future Health Care Career Opportunities** **Receive**

284-290 **Omineca Beetle Action Coalition – Newsletter - July 2015** **Receive**

291-295 **Union of B.C. Municipalities** **Receive**

- **Report on Local Elections Expense Limits**
- **Spill Preparedness and Prevention**
- **BC Road Safety Strategy Launched**
- **Reconciliation Dialogue Funding Announced**
- **Program Supports Dementia Workshops, Policy Development**

INVITATIONS

296 **BC Hydro – Meetings at 2015 UBCM Convention** **Direction**

297-298 **Resource Breakfast Series – Invitation to Attend - September 22 – 24, 2015** **Direction**

299 **The Cumulative and Community Impacts Research Consortium – October 2-3, 2015 – Prince George, B.C.** **Receive**

FINANCIAL

300-308 **Operating Accounts Paid – June, 2015** **Ratify**

ACTION LIST

309-311 **Action List – May, 2015** **Receive**

BYLAWS

Bylaws for First, Second, and Third Reading

312-314 **No. 1743 - Topley Rural Fire Protection Service Establishment (All/Directors/Majority)** **1st, 2nd, 3rd Reading**

315-317 **No. 1744 – Topley Rural Fire Protection Loan Authorization (All/Weighted/Majority)** **1st, 2nd, 3rd Reading**

Meeting No. 9
July 23, 2015

<u>PAGE NO.</u>	<u>BYLAWS (CONT'D)</u>	<u>ACTION</u>
318-321	<u>No. 1745</u> – Topley Rural Road Rescue and Medical First Responders Service Establishment (All/Directors/Majority)	1 st , 2 nd , 3 rd Reading
322-324	<u>No. 1746</u> – Telkwa Rural Fire Protection Service Area Boundary Amendment (All/Directors/Majority)	1 st , 2 nd , 3 rd Reading
<u>Bylaws for Adoption</u>		
325-326	<u>No. 1741</u> – Southside Rural Fire Protection Local Service Establishment Amendment (All/Directors/Majority)	Adopt
327-328	<u>No. 1742</u> – Fort Fraser Fire Protection Service Establishment Amendment (All/Directors/Majority)	Adopt

READING FILE

RECEIVE ALL

- Contents listed under Separate Cover

SUPPLEMENTARY AGENDA

NEW BUSINESS

SPECIAL IN-CAMERA MEETING

In accordance with Section 90(2)(b) of the *Community Charter*, it is the opinion of the Board of the Regional District of Bulkley-Nechako that matters pertaining to negotiations between the RDBN and the Province or the federal government or both, or between a provincial government or the federal government or both and a third party or information received relating to the matter must be closed to the public (North West Resource Benefit Alliance) therefore exercise their option of excluding the public this meeting.

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 8****Thursday, June 25, 2015**

PRESENT: Chair Bill Miller – left at 11:09 a.m., returned at 12:35 p.m.

Directors Taylor Bachrach
Eileen Benedict
Shane Brienen
Mark Fisher
Tom Greenaway
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen
Luke Strimbold
Gerry Thiessen, Chaired the meeting from 11:09 a.m. to 12:06 p.m.

Staff Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services – left at 11:15 a.m., returned at 11:30 a.m., left at 1:34 p.m.
Jason Llewellyn, Director of Planning – arrived at 11:48 a.m., left at 12:06 p.m., returned at 12:41 p.m., left at 1:35 p.m.
Jennifer MacIntyre, Planner – arrived at 10:48 a.m., left at 11:44 a.m.
Corrine Swenson, Manager of Regional Economic Development – left at 10:40 a.m., returned at 10:47 a.m., left at 12:06 p.m.
Wendy Wainwright, Executive Assistant

Others Geoffrey Mercer, MSC, Environmental Consultant – left at 11:15 a.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:39 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Bachrach
Seconded by Director MacDougall2015-8-1

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of June 25, 2015 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES**Board Meeting Minutes
–May 28, 2015Moved by Director Petersen
Seconded by Director Bachrach2015-8-2

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of May 28, 2015 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES (CONT'D)

Committee
Meeting Minutes

Moved by Director MacDougall
Seconded by Director Thiessen

2015-8-3

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

- Bulkley-Nechako Resource Legacy Committee Meeting Minutes
-June 11, 2015 (Unapproved);
- Bulkley-Nechako Resource Legacy Committee Meeting Minutes
-March 12, 2015;
- Committee of the Whole Meeting Minutes
-June 11, 2015 (Unapproved);
- Committee of the Whole Meeting Minutes
-April 16, 2015;
- Forestry Committee Meeting Minutes
- June 11, 2015 (Unapproved);
- Forestry Committee Meeting Minutes
- April 16, 2015;
- Rural Directors Committee Meeting Minutes
-June 11, 2015 (Unapproved);
- Rural Directors Committee Meeting Minutes
-April 16, 2015;
- Waste Management Committee Meeting Minutes
-June 11, 2015 (Unapproved);
- Waste Management Committee Meeting Minutes
-March 12, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

Geoffrey Mercer, MSC, Environmental Consultant RE: Emerging Waste Utilization Technologies

Chair Miller welcomed Geoffrey Mercer, MSC, Environmental Consultant.

Mr. Mercer provided a PowerPoint Presentation.

RDBN Waste Composition

- 32% Organic Waste;
- 44% Recyclable:
 - o Paper 20%;
 - o Plastic 15%;
 - o Metal 7%;
 - o Glass 2%;
- 24% Other
 - o Composite Material 8%;
 - o Construction & Demolition Waste 8%;
 - o Other 5%;
 - o Textiles 2%.

What Does This Mean?

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

DELEGATION (CONT'D)

Geoffrey Mercer, MSC, Environmental Consultant RE: Emerging Waste Utilization Technologies (Cont'd)

Current Waste Strategies

- Reduce;
- Reuse;
- Recycle;
- Waste-to-Energy;
- Landfill;
- Incineration;
- Resource Recovery;
- Residuals management.

Emerging Technologies

- Anaerobic Digestion;
- Hydrothermal Liquefaction;
- Gasification.

Anaerobic Digestion (AD)

What is AD?

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

How Does AD Work?

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

What can AD do for us?

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

DELEGATION (CONT'D)**Geoffrey Mercer, MSC, Environmental Consultant RE: Emerging Waste Utilization Technologies (Cont'd)****Where is AD Used?****EU25 Biogas Production (in ktoe)**

Country	2001	2002	2003	2004	2005	2006
Germany	600	659	685	1291	1594	1923
<u>United Kingdom</u>	904	1076	1151	1473	1600	1696
Italy	153	155	155	203	344	354
Spain	134	168	257	275	317	334
France	196	302	322	359	220	227
The Netherlands	161	149	154	110	119	119
Austria	56	59	64	42	31	118
Denmark	73	62	62	93	92	94
Poland	57	63	72	43	51	94
Belgium	45	56	56	43	84	83
Greece	33	42	42	32	36	69
Finland	18	18	18	17	64	64
Czech Republic	-	-	-		56	60
Ireland	28	28	28	19	34	35
Sweden	112	147	147	120	30	33
Hungary	-	-	-	2	7	11
Portugal	-	76	76	76	10	9
Luxembourg	2	2	2	5	7	9
Slovenia	-	-	-	7	7	8
Slovakia	-	-	-	3	5	5
Estonia	-	-	-	3	1	1
Malta	-	-	-		0	0
TOTAL	2572	3062	3291	4216	4707.7	5347

Source: EurObserv'ER, Biogas Barometer 2004-2007

Hydrothermal Liquefaction (HTL)**What is HTL?**

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

How Does HTL Work?

- Cellulose, Lignin, Proteins, Starch, Lipids create Hydrocarbons, Phenols, Fatty Acids, Sugars, Amino Acids (Biocrude Oil).

DELEGATION (CONT'D)

Geoffrey Mercer, MSC, Environmental Consultant RE: Emerging Waste Utilization Technologies (Cont'd)

What can HTL do for us?

- Waste Biomass:
 - o Algae;
 - o Wood;
 - o Sewage;
 - o Manure;
- Undergo HTL
 - o Create BioEnergy – Biocrude Oil.

Gasification

What is Gasification?

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

How does Gasification Work?

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

Types of Gasification

Many different types of Gasifiers:

- Updraft;
- Downdraft;
- Fluidized bed;
- Supercritical water;
- Plasma.

Economics of Waste Utilization

- Using a combination of AD, Gasification, and HTL, RDBN could produce:
 - o 600-800kW/h of electricity (enough to power 500-700 homes);
 - o Biocrude to help operate the fleet of vehicles;
 - o ~3000 m³ of compost;
 - o Other commercially viable products such as lactic acid and ethanol.
- Reduction of operating expenses for RDBN;
- Reduction of land filled material by over 80%;
- Utilization of more than 40% of waste materials following provincial guidelines;
- Increased rate of recycling.

Discussion took place regarding the energy return on investment for liquefaction and gasification.

Director Reppen noted that a resident located near Smithers uses a bio digester and questioned if such technology has been used or is being used at a community scale. Mr. Mercer mentioned that it has been used extensively in Europe and has also been utilized in Eastern Canada.

The potential cost to implement a plant that would be sufficient for the RDBN along with the potential to sell the energy generated was brought forward for discussion. The possible use of existing lagoon infrastructure was also discussed.

Director Fisher questioned the molecular structure of the waste and how it can be dealt with. Mr. Mercer noted that Anaerobic Digestion and Hydrothermal Liquefaction produces a solid structure similar as to what the product starts as and can be composted. Gasification converts 93% to gas and 7% to ash. The ash can then be turned into metal or used for environmental remediation. It is also safe to landfill the ash.

DELEGATION (CONT'D)

Geoffrey Mercer, MSC, Environmental Consultant RE: Emerging Waste Utilization Technologies (Cont'd)

The supply of resources can be impacted during winter months when the amount of septic waste is withdrawn from septic tanks is not as frequent.

Bringing the information forward during Regional Board discussions regarding the RDBN Solid Waste Management Plan was discussed.

Chair Thiessen thanked Mr. Mercer for attending the meeting.

ADMINISTRATION REPORTS

**Committee Meeting
 Recommendations
 -June 11, 2015**

Moved by Director Petersen
 Seconded by Director Bachrach

2015-8-4

"That the Regional District of Bulkley-Nechako Board of Directors approve Recommendations 1 through 10:

Waste Management Committee Meeting – June 11, 2015

Recommendation 1:

Re: Solid Waste Management Plan Review

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to bring forward the document titled "Proposed Solid Waste Management Plan Review and Renewal Process – 2015-2016" to the Ministry of Environment; and further, that feedback be requested; and further, that the Regional District of Bulkley-Nechako Board of Directors direct staff to draft a timeline for completing the RDBN Solid Waste Management Plan Review and Renewal Process; and further, that an expected date for Ministry of Environment approval be requested; and further, that a bullet in the "Proposed Solid Waste Management Plan Review and Renewal Process – 2015-2016" after number 2. Jurisdictional Scan be added that outlines "Identification of Partnerships."

Recommendation 2:

Re: Solid Waste Management Plan Review

"That the Regional District of Bulkley-Nechako Board of Directors move forward with a Solid Waste Management Plan review and renewal process."

ADMINISTRATION REPORTS (CONT'D)

Committee of the Whole – June 11, 2015

Recommendation 3:

Re: RDBN Work with District of Vanderhoof to draft a Resolution for UBCM Re: British Columbia Emergency Response Management System (BCERMS) Priorities for Flooding

“That the Regional District of Bulkley-Nechako Board of Directors work with the District of Vanderhoof to draft a resolution to bring forward at the 2015 UBCM Convention in September, 2015 in regard to applying the British Columbia Emergency Response Management System (BCERMS) Priority Ranking to flooding events, ensuring the residents of B.C. are ranked first; and further, that the ranking apply to both natural and unnatural (industry) led events.”

Recommendation 4:

Re: British Columbia Earthquake Preparedness Consultation Report

1. “That the Regional District of Bulkley-Nechako Board of Directors submit a letter to the Attorney General and Minister of Justice outlining the concerns of the Regional District and request that the Province increase funding to build a team of experts to take back emergency management and develop a provincial program with the expertise to address the need for enhanced preparedness and response to emergencies in British Columbia.
2. Further, that the letter be forwarded to all Regional Districts in the Province.”

Recommendation 5:

Re: School District No. 91 Request for MOU Re: Student Work Experience and Apprenticeship Agreement

“That the Regional District of Bulkley-Nechako Board of Directors approve and execute the Memorandum of Understanding between School District No. 91 and the Regional District of Bulkley-Nechako.

Further, that the Regional District of Bulkley-Nechako Board of Directors authorize staff to work with School District No. 91 toward training opportunities for students.”

Recommendation 6:

Re: Regional District of Bulkley-Nechako Procedure Bylaw No. 1633, 2012

“That the Regional District of Bulkley-Nechako Board of Directors make motions for first and second reading of bylaws in separate motions from third reading and adoption at RDBN Board meetings.”

ADMINISTRATION REPORTS (CONT'D)

Committee of the Whole – June 11, 2015 (CONT'D)

Recommendation 7:

**Re: Regional District of Bulkley-Nechako Procedure
Bylaw No. 1633, 2012**

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to record votes against a motion in the minutes of an RDBN meeting.”

**Bulkley-Nechako Resource Legacy Committee
– June 11, 2015**

Recommendation 8:

Re: Bulkley-Nechako Industrial Benefit Position Paper

1. “That the Regional District of Bulkley-Nechako Board of Directors forward the DRAFT Position Paper to all Municipalities within the region for Mayor and Council review, input and approval; and further, that municipalities agree not to negotiate legacy funding independently.
2. Upon confirmation of approval of the Bulkley-Nechako Industrial Benefit Position Paper by all municipalities within the region, that the Bulkley-Nechako Resource Legacy Committee recommend that the RDBN Board of Directors endorse the BN Industrial Benefit Position Paper and move forward the initiative with industry and the Province.”

Forestry Committee – June 11, 2015

Recommendation 9:

**Re: Organize Gathering with Industry, Ministry of
Forests, Lands and Natural Resource Operations, Wildfire
Management Branch and Licensees – Re: Wildland Urban
Interface**

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to organize a gathering with industry, Ministry of Forests, Lands and Natural Resource Operations, Wildfire Management Branch and licensees to facilitate a conversation in regard to roles and responsibilities regarding Wildland Urban Interface.”

Rural Directors Committee – June 11, 2015

Recommendation 10:

Re: Requests for Grant in Aid

“That the Regional District of Bulkley-Nechako Board of Directors approve the following grant in aid application:

-Fort St. James Secondary Mountain Bike Team be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with Provincial Championships in Powell River, B.C.;

ADMINISTRATION REPORTS (CONT'D)

Rural Directors Committee – June 11, 2015 (Cont'd)

Recommendation 10:

Re: Requests for Grant in Aid (Cont'd)

- Fort St. James Secondary Senior Girls Soccer be given \$500 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with attending the BC High School Girls Soccer Provincial Championships in Surrey, B.C.;
- Fraser Lake Elementary Secondary School Boys Golf Team be given \$600 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the Boys Golf Provincial Championships in Kelowna, B.C.;
- District of Vanderhoof be given \$1,500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for costs associated with the Canada Day 2015 Celebrations;
- Fraser Lake Secondary School be given \$1,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for costs associated with students travelling to China for the 2015 Beijing Educational Summer Camp;
- Houston Public Library Association be given \$1,500 grant in aid monies from Electoral Area "G" (Houston Rural) for costs associated with enhancing its DVD collection."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2016 Minerals Roundup Booth Rental

Moved by Director Greenaway
 Seconded by Director Newell

2015-8-5

"That the Regional District of Bulkley-Nechako Board of Directors secure a tradeshow booth for two days at a cost of \$2,100 at the 2015 Minerals Roundup Conference and that the municipalities be invited to exhibit with the RDBN by contributing \$300 and providing a person to staff the booth. Furthermore, that staff organize meetings with the mining and exploration companies operating in the RDBN at Minerals Roundup."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Grassy Plains Community Hall – Request for Grant in Aid

Moved by Director Benedict
 Seconded by Director Strimbold

2015-8-6

"That the Regional District of Bulkley-Nechako Board of Directors amend motion 2015-6-5 by removing the Grassy Plains Community Hall grant in aid of up to \$10,000."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Federal Gas Tax Funds Moved by Director Benedict
-Electoral Areas "B" (Burns Seconded by Director Fisher
Lake Rural) and "E" (Francois/
Ootsa Lake Rural) Lakes District
Airport Society

2015-8-7

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$200,000 of Electoral Area "B" Federal Gas Tax allocation monies and \$75,000 of Electoral Area "E" Federal Gas Tax monies to the Lakes District Airport Society for a Regional and Local Airport runway improvement project at the Baker Airport;
2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$400 cost, and further,

(All/Directors/Majority)

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$275,400 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds Moved by Director Benedict
-Electoral Area "E" (Francois/ Seconded by Director Brien
Ootsa Lake Rural) Francois/
Tchesinkut Lake Recreation
Commission

2015-8-8

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$25,318 of Electoral Area "E" Federal Gas Tax monies to Francois Tchesinkut Lake Recreation Commission for a recreation infrastructure improvement project at the Francois Lake Hall;
2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,

(All/Directors/Majority)

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$25,618 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Federal Gas Tax Funds
-Electoral Areas "A" (Smithers
Rural) Dze L K'ant Friendship
Centre Society

Moved by Director Fisher
Seconded by Director Newell

2015-8-9

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$45,000 of Electoral Area "A" Federal Gas Tax monies to Dze L K'ant Friendship Centre Society for an energy efficiency improvement project at the Dze L K'ant Friendship Centre.

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,

(All/Directors/Majority)

3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$45,300 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Annual UBCM Convention
-September 21-25, 2015
-Vancouver, B.C.

Moved by Director MacDougall
Seconded by Director Greenaway

2015-8-10

"That the Regional District of Bulkley-Nechako Board of Directors authorize attendance of Rural Directors and the Chief Administrative Officer and/or the Chief Financial Officer at the UBCM Convention on September 21-25, 2015 in Vancouver, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Prince George Treaty
Advisory Committee

Moved by Director Greenaway
Seconded by Director Brien

2015-8-11

"That the Regional District of Bulkley-Nechako Board of Directors appoint Director Greenaway as RDBN representative to the Prince George Treaty Advisory Committee which the appointee will attend meetings and provide input on behalf of the RDBN in regard to Yekooche First Nation Treaty negotiations."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Lakes District Airport Capital
Reserve Withdrawal

Moved by Director Benedict
Seconded by Director Strimbald

2015-8-12

"That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's June 17, 2015 memo titled "Lakes District Airport Capital Reserve Withdrawal."

Further, that the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$116,625 from the Lakes District Airport Capital Reserve to help pay for the runway repaving project."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

- 9-1-1 Service Agreement Renewal Moved by Director Greenaway
 Seconded by Director Parker
- 2015-8-13 1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's June 5, 2015 memo titled "9-1-1 Service Agreement Renewal."
 2. "That the Regional District of Bulkley-Nechako Board of Directors authorize staff to enter into the 9-1-1 Service agreement which will expire on December 31, 2017."
 (All/Directors/Majority) CARRIED UNANIMOUSLY
- National Energy Board Public Consultation on Transparency of Emergency Management Information for Pipelines Moved by Director Newell
 Seconded by Director Brienon
- 2015-8-14 1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's June 16, 2015 memo titled "National Energy Board Public Consultation on Transparency of Emergency Management Information for Pipelines."
 2. "That the Regional District of Bulkley-Nechako Board of Directors authorize staff to respond to the online Consultation Questions as outlined in said memo."
 Moved by Director Bachrach
 Seconded by Director Repen
- 2015-8-15 "That Motion 2015-8-14 be amended that the RDBN response include reference to request information regarding response during winter months in remote locations, response to incidents wherein there is ice on rivers; cleanup in salmon bearing rivers; and further, that the consultation time period is inadequate."
 (All/Directors/Majority) DEFEATED
 Moved by Director Fisher
 Seconded by Director Newell
- 2015-8-16 "That Motion 2015-8-14 be amended under Question 2, Staff Comments Bullet 1 to read "The plan should outline the location and type of emergency response resources the company has in place; and further, including financial resources."
 (All/Directors/Majority) CARRIED UNANIMOUSLY
 Moved by Greenaway
 Seconded by Director Newell
- 2015-8-17 "That Motion 2015-8-14 be amended under Question 2, Staff Comments to include a bullet regarding the need for an adequate length of time to provide comments."
 (All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Moved by Director Bachrach
 Seconded by Director Fisher

2015-8-18

"That Motion 2015-8-14 be amended under Question 3, Staff Comments Bullet 1 sub bullet 5 as follows "How damaged bodies of water and land will be remediated after an emergency event; and further, that the definition of remediation be included."

(All/Directors/Majority) CARRIED UNANIMOUSLY

"That the question be called on Motion 2015-8-14 as amended."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Fort Fraser Rural Fire Protection Area Proposed Increase in the Tax Limit

Moved by Director Parker
 Seconded by Director Lindstrom

2015-8-19

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's June 10, 2015 memo titled "Fort Fraser Rural Fire Protection Area Proposed Increase in the Tax Limit."
2. "That the Regional District of Bulkley-Nechako Board of Directors consider giving three readings to Bylaw No. 1742 later in the agenda."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Southside Rural Fire Protection Area Proposed Increase in the Tax Limit

Moved by Director Benedict
 Seconded by Director Petersen

2015-8-20

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's June 10, 2015 memo titled "Southside Rural Fire Protection Area Proposed Increase in the Tax Limit."
2. "That the Regional District of Bulkley-Nechako Board of Directors consider giving three readings to Bylaw No. 1741 later in the agenda."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Chinook Community Forest Service Establishment Amendment

Moved by Director Benedict
 Seconded by Director Strimbold

2015-8-21

"That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's June 15, 2015 memo titled "Chinook Community Forest Service Establishment Amendment."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Administration Reports

Moved by Director Brien
Seconded by Director Fisher

2015-8-22

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

- Protective Services Manager's
 - June 9, 2015 memo titled "E-Comm 9-1-1 Primary Safety Answering Point Service Results for Regional District of Fraser-Fort George Service Area;
 - June 16 2015 memo titled "Snow Survey and Water Supply Bulletin – June, 2015";
 - June 16, 2015 memo titled "Monthly 9-1-1 Call Report – May 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

Houston and Area, Fraser Lake and Area and Vanderhoof and Area Recycling

Moved by Director Lindstrom
Seconded by Director Parker

2015-8-23

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' June 16, 2015 memo titled "Houston and Area, Fraser Lake and Area and Vanderhoof and Area Recycling".
2. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize staff to extend existing contract for current recycling services with the Nechako Waste Reduction Initiative to December 31, 2015 for provision of recycling services for the residents of Vanderhoof and surrounding area.
3. Further, that the RDBN Board of Directors authorize staff to enter into a contract beginning July 1, 2015 and expiring December 31, 2015 with both the Houston Bottle Depot and Cascades Recycling Inc. to allow for the collection, transportation and processing of mixed paper, cardboard and mixed container (plastics and metal) for the residents of Houston and surrounding area."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

MEMO

Advisory Planning
Commission Member
Appointment – Electoral
Areas “B” and “G” APC

Moved by Director Newell
Seconded by Director Benedict

2015-8-24

1. “That the Regional District of Bulkley-Nechako Board of Directors appoint Valerie Anderson to the Advisory Planning Commission (APC) for Electoral Area B.
2. That the Regional District of Bulkley-Nechako Board of Directors remove Frank Strimbold from the APC for Electoral Area G.”

Moved by Director Newell
Seconded by Director Petersen

2015-8-25

“That Motion 2015-8-24 be amended to include:
3. “that Jeff Schering be appointed to the Advisory Planning Commission (APC) for Electoral Area G.”

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

“That the question be called on Motion 2015-8-24 as amended.”

(Participants/Directors/Majority) CARRIED UNANIMOUSLY

Draft Management Plans and
Strategies for the Coastal
Gaslink Pipeline Project

Moved by Director Strimbold
Seconded by Director MacDougall

2015-8-26

“That the Regional District of Bulkley-Nechako Board of Directors direct that staff:

1. Send a letter to TransCanada, the Oil Gas Commission (OGC), and the Ministry of Community, Sport and Cultural Development outlining the RDBN’s comments regarding TransCanada’s draft plans and strategies as recommended in the June 11th staff report from the Director of Planning; and,
2. Advise members of the public with complaints relating to pipeline construction activities to address those complaints directly to the OGC or to TransCanada, and that staff monitor public concerns and issues and report to the Board as appropriate.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

MEMO (CONT'D)

Socio-Economic Effects
 Management Plan (SEEMP)
 for the Coastal Gaslink Pipeline
 Project

Moved by Director Fisher
 Seconded by Director Brienon

2015-8-27

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

1. Send a letter to TransCanada, the Oil and Gas Commission (OGC), and the Ministry of Community, Sport and Cultural Development outlining the RDBN's comments regarding the draft Socio-Economic Effects Management Plan (SEEMP) for the Coastal Gaslink (CGL) Pipeline as recommended in the June 11th staff report from the Director of Planning; and,
2. Advise members of the public with complaints relating to pipeline construction activities to address those complaints directly to the OGC."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REFERRALS

Land Referral File No. 6408849
 Village of Telkwa
 Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Repen

2015-8-28

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408849" be provided to the Province as the Regional District's comments on Crown Land Referral 6408849."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. 7409785
 One Hope Ministries
 Electoral Area "F"

Moved by Director Petersen
 Seconded by Director MacDougall

2015-8-29

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7409785" be provided to the Province as the Regional District's comments on Crown Land Referral 7409785."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING (All Directors)

TEMPORARY USE PERMIT APPLICATION

Vice Chair Thiessen called for comments from the gallery.

Temporary Use Permit A-02-15 Moved by Director Fisher
John Whitfield Dodds Seconded by Director Repen
1490 Weme Road, Smithers
Electoral Area "A"

2015-8-30

"That the Regional District of Bulkley-Nechako Board of Directors

1. Amend Section 5 of Temporary Use Permit No. A-02-15: to occur only for a term of one year from the date of issuance of this permit;
2. Amend Schedule A to move the storage area adjacent to the buildings;
3. Direct staff to issue the Temporary Use Permit once, and if, the applicant has received non-farm use approval for the light industrial operation on the subject property;
4. Direct staff to contact area residents and inform them of the permit terms and invite area residents to contact staff if there are any concerns of non-conformance of Temporary Use Permit A-02-15."

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

DEVELOPMENT VARIANCE PERMIT APPLICATION

Vice Chair Thiessen called for comments from the gallery.

Development Variance Permit Moved by Director Benedict
B-01-15 Justin and Amie Seconded by Director Strimbold
DeChamplain, 380 Nourse Sub
Rd. 1, Burns Lake –Electoral
Area "B"

2015-8-31

"That the Regional District of Bulkley-Nechako Board of Directors approve Development Variance Permit B-01-15 for the property located at 380 Nourse Subdivision Road 1 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 1.89 metres (6.20 ft.) for a shop developed in general compliance with Schedule A of the permit."

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

DEVELOPMENT VARIANCE PERMIT APPLICATION

Vice Chair Thiessen called for comments from the gallery.

Development Variance Permit A-04-15 Michael and Michelle Scott (Devries), 179 Alpine Way Smithers, Electoral Area "A" Moved by Director Fisher
Seconded by Director Bachrach

2015-8-32

"That the Regional District of Bulkley-Nechako Board of Directors
1. Approve Development Variance Permit A-04-15 for the property located at 179 Alpine Way to vary Section 11.2.07 (1) (d) of Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 to reduce the side parcel line setbacks from 6 metres (19.7 ft.) to 4.54 metres (14.9 ft.); and
2. Direct staff not to issue Development Variance Permit A-04-15 until the RDBN receives a letter from the strata corporation authorizing the application."

(Participants/Directors/Majority)

CARRIED UNANIMOUSLY

Jason Llewellyn, Director of Planning spoke to the sewage disposal limits of the on-site sewage disposal system serving the bare land strata development. The RDBN will continue to monitor the development of the strata owned by the development company (HBME Management Development Inc.).

BYLAW FOR ADOPTION

Rezoning File No. E-01-15 Bylaw 1737, Stephen and Carol Imus Electoral Area "E" Moved by Director Benedict
Seconded by Director Strimbald

2015-8-33

"That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1737, 2015" be adopted this 25th day of June, 2015."

(Participants/Directors/Majority)

CARRIED UNANIMOUSLY

PLANNING DEPARTMENT ENQUIRIES REPORT

Planning Department Enquiries Report Moved by Director MacDougall
Seconded by Director Brien

2015-8-34

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

- Enquiries Report – April, 2015;
- Enquiries Report – May, 2015;
- Action List – April, 2015;
- Building Inspector's Report
 - For April, 2015;
 - For May, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break for lunch at 12:06 p.m.

Reconvened at 12:35 p.m.

VERBAL REPORTS

CAO – Village of Telkwa

Director Repen mentioned that the Village of Telkwa is moving forward in finding a new Chief Administrative Officer.

Equity Mine Public Advisory Consultation Meeting

Director Newell reported that he attended an Equity Mine Public Advisory Consultation meeting. Discussion took place regarding earthquake scenarios and the surge of water that could potentially impact the Houston region. He noted that it was good that the mine is being proactive and engaging the community.

Town of Smithers Received a Rezoning/OCP Amendment Application for a Four Storey Hotel

Director Bachrach spoke of the Town of Smithers receiving a rezoning/OCP amendment application for a four storey hotel to be built behind Boston Pizza. He mentioned that the the Town of Smithers historically has not had a building that exceeded three storeys.

Potential New Pellet Plant at the Newpro Plant Location

Director Bachrach noted that Newpro has come forward to the Town of Smithers to potentially open a pellet plant at the Newpro plant in the community. He spoke of the possible positive impact for the community and the concerns regarding air quality.

60th Annual Provincial Mine Rescue Competition -June 13, 2015 in Smithers

Director Bachrach stated that the 60th Annual Provincial Mine Rescue Competition hosted by the Town of Smithers on June 13, 2015 was very successful. Thank you to all those who participated.

Midsummer Music Festival July 2-4, 2015 in Smithers

Director Bachrach mentioned that the Midsummer Music Festival will take place July 2-4, 2015 in Smithers. Everyone is welcome.

Glenwood Hall Re-opening

Director Fisher attended the Glenwood Hall re-opening and extended appreciation for the support provided to the Glenwood Hall Society in its renovations to the hall.

District of Fort St. James

Director MacDougall mentioned that the District of Fort St. James has had disappointing news regarding the closure of the value added plant and the Sowchea Elementary School. Director MacDougall noted that there is a large volume of timber that leaves Fort St. James and it is disappointing that the fibre can't remain to support the local community.

Medical Clinic in Fort St. James

Director MacDougall noted that on a positive note an Expression of Interest has been released in regard to a new medical clinic for Fort St. James.

Fort Fraser School Closure

Director Parker mentioned that School District 91 Nechako Lakes has also closed the Fort Fraser School and students will be transported to Fraser Lake Elementary Secondary School.

Meeting with Reckitt Benckiser Regarding Reforestation of Agricultural Lands on June 16, 2015

Director Parker attended a meeting with Reckitt Benckiser in Vanderhoof on June 16, 2015 along with Chair Miller, Director Petersen, Gail Chapman, CAO and Jason Llewellyn, Director of Planning, Regional District of Fraser-Fort George, Cariboo and Peace River Regional District to discuss with them the purchasing of agricultural lands to plant trees for the company to gain carbon neutrality. Reckitt Benckiser has currently suspended the program and has indicated that they want to find more suitable options moving forward.

VERBAL REPORTS (CONT'D)

- Agricultural Land Commission -Global News Director Greenaway stated that on Global News the Agricultural Land Commission will be asking the provincial government to review agricultural land usage.
- Endako Mine Announcement Director Lindstrom reported that Endako Mine has given notice to its employees that it is not planning to reopen in the near future and will only carry 6-8 employees to maintain security and maintenance at the mine.
- Low School Enrollments Director Strimbold mentioned that school enrollment at a number of schools in the region is declining. For the fall of 2015 the current enrollment for grade 8 at Lakes District Secondary School is 54 students. He noted that it may be beneficial to meet with the School Districts in the region to discuss future enrollment and be proactive in trying to find a solution to the general overall decrease in student populace.
- Lakeland Hotel in Burns Lake Purchased by Skin Tyee First Nation Director Strimbold stated that the Lakeland Hotel in Burns Lake has been purchased by Skin Tyee First Nation. The Band has closed the hotel to prepare for renovations and remodeling.
- Climate Leadership Team Director Strimbold noted that the Climate Leadership Team is developing a discussion paper that will be brought forward in July, 2015 and it will be important to provide feedback regarding carbon taxation.
- Tour of Cheslatta Lake with Cheslatta Carrier Nation Director Benedict attended a tour of Cheslatta Lake with the Cheslatta Carrier Nation. The flooding caused by Rio Tinto Alcan control of the Nechako Reservoir and Skins Lake Spillway has been extremely devastating. The cemetery has suffered extensive damage again along with the campsite. She noted that Rio Tinto Alcan had provided funds in the past to repair damage from previous flooding but all the repairs that were completed were again washed away from the current flooding.
- Meeting with Wisteria Residents Director Benedict also met with residents of Wisteria and they have suffered from the high water events and flooding that occurs. Fencing is continuously washed out and drinking water is also impacted. A number of residents have determined they can no longer rebuild fencing. The flooding has had an incredible financial impact to residents and industry is not taking responsibility.
- Wisteria Hall Renovations Director Benedict mentioned that the renovations have begun on Wisteria Hall and the insurance issues have been resolved.
- Highway 27 Resurfacing Director Greenaway noted that the Highway 27 resurfacing is approximately two-thirds complete.

VERBAL REPORTS (CONT'D)

- Fibre Optic Cable to Information Centre in Granisle Director Liversidge reported that fibre optic cable has been successfully installed to the Information Centre in Granisle.
- The Village of Granisle is awaiting news on whether they have received grant funding from Industry Canada for equipment upgrades which will upgrade service from 10 MB to 100 MB.
- Telus has also advised the Village of Granisle that they are installing a cell phone tower at their office in Granisle and that cell service will commence in mid-August, 2015.
- College of New Caledonia Concerns Director Thiessen noted that he had just received a call from the College of New Caledonia regarding the issues they are currently facing. It is very concerning.
- District of Vanderhoof – EOC Office Director Thiessen mentioned that the District of Vanderhoof closed their Emergency Operations Centre (EOC) yesterday after being under a Local State of Emergency for flooding for 42 days.
- On April 13, 2015 the District of Vanderhoof was told that there was a 5% chance that the Nechako Reservoir at Vanderhoof would be over 550 m³/per second and they are currently at 581 m³/per second and spent 40 days over 650 m³/per second.
- The flooding in Vanderhoof has had a huge impact and created quite a mess. The River Forecast Centre is indicating that these events could now happen every 2 to 3 years.
- Director Thiessen stated that the District of Vanderhoof is working with Cheslatta Carrier Nation and John Rustad, MLA Nechako Lakes, and with support from Saik'uz First Nation and the Regional District can work to find a solution.
- Rural Advisory Council Meeting Director Thiessen attended a meeting of the Rural Advisory Council regarding the Rural Dividend Fund. The next meeting is October 1-2, 2015 and the topic of discussion will be Rural Capital. He requested that it be on the RDBN Agenda in September for feedback. Banks are not willing to finance homes in small communities. Businesses are also struggling to receive financing in small communities.
- Conference Call with Northern Development Initiative Trust Chair Miller removed himself from the meeting to attend the conference call with Northern Development Initiative Trust along with different Trust organizations across the province of B.C., Beetle Action Coalitions and Network BC to discuss the new Network BC Program that has been released which provides 50 cent dollars for capital investment for connectivity for doing the last mile connection for service providers in rural BC. He spoke to the flexibility of the program and he will provide the information to staff and Board members.

VERBAL REPORTS (CONT'D)

Geoscience BC Presentation in Burns Lake

Chair Miller attended a Geoscience presentation in Burns Lake. It was good to have a synopsis of their work, looking at doing base line studies regarding water.

Director Brienens also met with Geoscience BC and discussed with them the issue in regard to forest inventory information. Geoscience BC is reviewing the issue to determine if there is a demand for them to participate in achieving forest inventory information. He spoke to Geoscience BC's work assisting in bringing businesses to the north.

Father's Day Breakfast Event at Rose Lake Hall

Chair Miller thanked Mayor Strimbald for cooking breakfast at the Rose Lake Hall Father's Day Breakfast event. It was well attended and encouraging to see the use of the facility that received grant funding for renovations.

One Year since Mill Closure in Houston

Director Brienens mentioned that it has been one year since the mill closure in Houston and everything is moving forward in a positive manner. The District of Houston has adjusted their budget but businesses and individuals have indicated that they have not noticed a significant change.

Receipt of Verbal Reports

Moved by Director Strimbald
 Seconded by Director Greenaway

2015-8-35

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Union of B.C. Municipalities -Electoral Area Directors' Forum – 2015 – Request for Topics

Discussion took place regarding topics of discussion to bring forward to the UBCM – Electoral Area Directors' Forum – 2015:

- Rio Tinto Alcan's control of the Nechako Reservoir;
 - Waste Management – BC Recycling Regulations not including the ICI (Institutional, Commercial, Industrial) sector,
 - Network BC – Internet and Cell Phone Connectivity;
 - Rural Fire Departments;
 - Depletion of resources during Emergency Operations Centres;
 - Reforestation of Agricultural Lands;
 - TransCanada Timber Salvage Strategy.
- Further topics can be forwarded to staff.

Discussion took place regarding the Regional Board having an additional Committee of the Whole Meeting during the summer to discuss the issues further and the Morice Timber Supply Review request for comments due mid-July.

ADMINISTRATION CORRESPONDENCE (CONT'D)

**Administration
Correspondence**

Moved by Director Brien
Seconded by Director MacDougall

2015-8-36

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

- Ministry of Transportation and Infrastructure - Safety Upgrades to Colleymount Road;
- Ministry of Agriculture – Regulatory Amendment Affecting the Production of Medical Marijuana on Agriculture Reserve Land;
- Chevron Canada Limited – Project Update- Notification of Application Revision;
- Rob MacDougall – Request for Comments- Removal of Private Land from Woodlot Licence #1893;
- Spirit's Mission Rescue Society – Thank You for Grant in Aid;
- Rough Acres Bible Camp – Thank you for Grant in Aid;
- CN – CN in Your Community 2015;
- Council of Forest Industries – Council of Forest Industries Announces Appointment of New President and CEO;
- Ministry of Transportation and Infrastructure - Highway 16 Bulkley River Bridge;
- Fort St. James T.V. Society – Financial Statements – April 30, 2015;
- Fort Fraser Cemetery Commission Meeting Minutes – January 19, 2015;
- North Central Local Government Association- May Newsletter;
- Northern Health – May 27, 2015 eBrief;
- Union of B.C. Municipalities
 - Policy Update: Off-Road Vehicle Management
 - Truth and Reconciliation Commission Findings Revealed
 - Auditor General for Local Government Review Released
 - Call for Nominations for UBCM Executive
 - Federal-Provincial Equivalency Agreement Wastewater: Update
 - BC Communities Remain Vulnerable to Wildfire
 - Visits to 51 Local Governments Underway
 - Funding & Resources Update."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**UBCM Visits to 51 Local
Governments**

Moved by Director Fisher
Seconded by Director Petersen

2015-8-37

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to write a letter to the Union of B.C. Municipalities regarding its visits to local governments regarding the lack of visits to northern British Columbia; and further, that the letter be sent to Brian Frenkel, President, NCLGA and Art Kaehn, Electoral Area Representative, and Al Richmond, First Vice President, UBCM, Cariboo Regional District."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE (CONT'D)

Operating Accounts
-May, 2015

Moved by Director Repen
 Seconded by Director Greenaway

2015-8-38

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAWS

RESCIND THIRD READING AND GIVE THIRD READING AS AMENDED

No. 1736 – Chinook Community Forest Economic Development Service Establishment Amendment Moved by Director Benedict
 Seconded by Director Strimbold

2015-8-39

"That third reading of "Chinook Community Forest Economic Development Service Establishing Amendment Bylaw No. 1736, 2015" be rescinded this 25th day of June, 2015; and that "Chinook Community Forest Economic Development Service Establishing Amendment Bylaw No. 1736, 2015" be given third reading as amended this 25th day of June, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAW FOR FIRST, SECOND, THIRD READING

No. 1741 – Southside Rural Fire Protection Local Service Establishment Amendment

Moved by Director Benedict
 Seconded by Director Liversidge

2015-8-40

"That "Southside Rural Fire Protection Local Service Establishment Amendment Bylaw No. 1741, 2015" be given first, second, third reading this 25th day of June, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

No. 1742 – Fort Fraser Fire Protection Local Service Establishment Amendment

Moved by Director Thiesen
 Seconded by Director Parker

2015-8-41

"That "Fort Fraser Fire Protection Local Service Establishment Amendment Bylaw No. 1742, 2015" be given first, second, third reading this 25th day of June, 2015."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

READING FILE

Reading File

Moved by Director MacDougall
 Seconded by Director Newell

2015-8-42

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

CORRESPONDENCE:

- BC Chamber of Commerce - Public Affairs Update
 - June 8, 2015;
- BC Community Forest Association – Newsletter May 2015;
- BC Healthy Communities – Newsletter May 28, 2015;
- Canadian National Railway – CN in Your community 2015;
- Clean Energy Review:
 - June 15, 2015 – An Eleven-Percent Reduction
 - June 8, 2015 – Hope on the Range
 - May 25, 2015 – Bread on the Table;
- Community Development Institute – New Consortium to Study Cumulative Impacts of Development;
- E-Comm 9-1-1 – Spring 2015 Quarterly Newsletter;
- Encorp – 2014 Annual Report;
- Federation of Canadian Municipalities - FCM News Week of:
 - June 8, 2015
 - May 25, 2015
 - May 18, 2015;
- Federation of Canadian Municipalities – FCM's 2015 Election Platform;
- Federation of Canadian Municipalities – Short Application Window for the Canada 150 Community Infrastructure Program;
- Federation of Canadian Municipalities – Advocating for a Housing System that is Built to Last;
- Initiative Prince George – May "On the Move" Newsletter and Economic Update;
- Legion – Thank You for our Pledge of Support of The BC/Yukon Royal Canadian Legion's Military Service Recognition Book Project;
- Ministry of Forests, Lands and Natural Resource Operations – Information Bulletins:
 - June 5, 2015 – Smoke Drifting into Fort Nelson
 - June 3, 2015 – Smoke Visible on Little Bobtail Fire
 - May 26, 2015 – Prince George Fire Centre Responds to Twenty New Fires
 - May 30, 2015 – Smoke Visible in Fort Nelson
 - May 30, 2015 – Travel With Caution around Little Bobtail Lake Fire

READING FILE (CONT'D)

CORRESPONDENCE (CONT'D)

-Nechako Reservoir Update - Flow Facts:

- June 18, 2015
- June 16, 2015
- June 15, 2015
- June 12, 2015
- June 11, 2015
- June 10, 2015
- June 9, 2015
- June 7, 2015
- June 6, 2015
- June 5, 2015
- June 3, 2015
- June 2, 2015
- May 31, 2015
- May 28, 2015
- May 27, 2015
- May 26, 2015
- May 26, 2015
- May 21, 2015;

-Northern Development Initiative Trust – News Release – May 26, 2015;

-Major Marina Expansion Underway in Prince Rupert;

-Northern Health – HEAL ebrief – June 11, 2015;

-Regional District of Fraser-Fort George Board Highlights May 21, 2015;

-Thompson Nicola Regional District – The Current - May 28, 2015;

-Wildfire Management Branch – Wildfire Newsletter June 2015.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORT

**Financial Information Act
 Statements**

Moved by Director MacDougall
 Seconded by Director Liversidge

2015-8-43

“That the Regional District of Bulkley-Nechako Board of Directors receive the Senior Financial Assistant's June 18, 2015 memo titled “Financial Information Act Statements” and approve the Financial Information Act Statements for the year ended December 31, 2014.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

Fort St. James and Area ICI Recycling

Janine Dougall, Director of Environmental Services noted that the Greening up the Fort Society would like to divest themselves of the ICI recycling program. The building that was originally constructed through grant funding has been transferred to the District of Fort St. James. The Nak'azdli Band has submitted a proposal to take over operations of the ICI cardboard recycling program.

The Greening up the Fort Society has indicated that they will continue with community based education support.

Fort St. James and Area ICI Recycling

Moved by Director MacDougall
 Seconded by Director Greenaway

2015-8-44

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' June 23, 2015 memo titled "Fort St. James and Area ICI Recycling".
2. Further, that the Regional District of Bulkley-Nechako Board of Directors direct staff to contract with the Nak'azdli Band for the provision of paper and cardboard recycling services for the ICI sector in the Fort St. James area for the period of July 1 to December 31, 2015 for a maximum value of \$17,610 (excluding taxes.)"

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fraser Lake and Area Recycling

Moved by Director Lindstrom
 Seconded by Director Parker

2015-8-45

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' June 24, 2015 memo titled "Fraser Lake and Area Recycling".
2. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize staff to extend existing contract for current recycling services with the Fraser Lake Bottle Depot to December 31, 2015 for provision of cardboard and paper recycling services for the residents of Fraser Lake and surrounding area."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING

Memo

Boundary Adjustment George Frontage Rd, Telkwa Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Bachrach

2015-8-46

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to inform the Ministry of Transportation and Infrastructure that the RDBN has no objection to the proposed boundary adjustment between Lot A Section 19 Township 6 District Lots 406 & 1143 Range 5, and Parcel A (Plan 10821) District Lot 1143 Range 5 Coast District except part subdivided by Plan, as proposed."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Planning Correspondence

Moved by Director Bachrach
Seconded by Director Fisher

2015-8-47

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

-Northern Health Authority Comments Regarding Sewage Disposal at the Hudson Bay Mountain Estates Strata Development DVP File No. A-04-15 (Scott) Electoral Area "A";
-Shane Wadden – Northern Health Authority DVP File No. A-04-15 (Scott) Electoral Area "A";
-Alfredo Romano DVP File No. A-04-15 (Scott) Electoral Area "A";
-Murray Miller TUP File No. A-02-15 (Dodds) Electoral Area "A";
-Brent and Patricia Weme TUP File No. A-02-15 (Dodds) Electoral Area "A";
-Jim Pojar TUP File No. A-02-15 (Dodds) Electoral Area "A";
-Ian Meier TUP File No. A-02-15 (Dodds) Electoral Area "A"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ministry of Energy & Mines Dome Mountain Project Mine Review Committee Invite

Moved by Director Strimbold
Seconded by Director Liversidge

2015-8-48

"That the Regional District of Bulkley-Nechako Board of Directors receive the Ministry of Energy & Mines Dome Mountain Project Mine Review Committee Invite."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REFERRAL

Land Referral File No. 6408736 Billabong Road and Maintenance Inc Electoral "G"

Moved by Director Newell
Seconded by Director Brien

2015-8-49

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6408736" be provided to the Province as the Regional District's comments on Crown Land Referral 6408736."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Draft Resolution RE: A Call for Follow-Through on the Government of Canada's \$800 Million Commitment to Mountain Pine Beetle Impacted Communities Moved by Director Thiessen
Seconded by Director Strimbold

2015-8-50 "That the Regional District of Bulkley-Nechako Board of Directors approve the draft resolution RE: A Call for Follow-through on the Government of Canada's \$800 Million Commitment to Mountain Pine Beetle Impacted Communities; and further, that the resolution be submitted to the Union of BC Municipalities and the Federation of Canadian Municipalities."

(All/Directors/Majority) CARRIED UNANIMOUSLY

RDBN "Draft" Resolution to UBCM RE: BC Emergency Response Management System Moved by Director Thiessen
Seconded by Director Brienen

2015-8-51 "That the Regional District of Bulkley-Nechako Board of Directors ratify the RDBN "Draft" Resolution to UBCM RE: BC Emergency Response Management System."

(All/Directors/Majority) CARRIED UNANIMOUSLY

NEW BUSINESS

Meeting with Lana Popham NDP Opposition Spokesperson for Agriculture and Food in Prince George June 26, 2015 Moved by Director Parker
Seconded by Director Greenaway

2015-8-52 "That the Regional District of Bulkley-Nechako Board of Directors authorize Director Petersen's attendance at a meeting with Lana Popham, NDP Opposition Spokesperson for Agriculture and Food in Prince George, June 26, 2015 regarding reforestation of agricultural lands."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Supplementary Agenda Items Deadline Director Fisher asked if there was a deadline for supplementary agenda items. Staff noted that if an item is time sensitive and requires the Regional Board's review a supplementary agenda can be drafted just prior to the meeting start time. Chair Miller noted that staff work diligently to present information to the Regional Board in a timely manner.

Morice Timber Supply Review -Request for Comments Chair Miller mentioned that he received information today that the Morice Timber Supply Review request for comments deadline is mid-July, 2015. Director Brienen noted that the District of Houston has provided a letter and he would forward it to the RDBN.

NEW BUSINESS (CONT'D)

**Resolution to Union of BC
 Municipalities RE: Building
 Code Requirements for
 Steepness on Ramps**

Director MacDougall spoke of the District of Fort St. James endorsing a resolution to the Union of B.C. Municipalities regarding Spinal Cord Injury BC regarding BC Building Code requirements for steepness of wheelchair accessible ramps. The resolution is also being supported by the City of Dawson Creek and Peace River Regional District. Director MacDougall will forward the information to staff to be forwarded to the Regional Board via e-mail for review and possible endorsement.

**SPECIAL IN-CAMERA
 MEETING**

Moved by Director Bachrach
 Seconded by Director Petersen

2015-8-53

"In accordance with Section 90 (1)(g) of the *Community Charter*, it is the opinion of the Board of the Regional District of Bulkley-Nechako that matters pertaining to litigation or potential litigation and consideration of information received relating to (bylaw enforcement matter) must be closed to the public therefore exercise their option of excluding the public for this meeting.

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Petersen
 Seconded by Director Brien

2015-8-54

"That the meeting be adjourned at 1:47 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

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

TO: Chair Miller and Board of Directors

**FROM: Geraldine Craven
Administrative Clerk**

DATE: July 9, 2015

**SUBJECT: UBCM Convention (Vancouver, B.C.)
Breakfast Meetings and RDBN Dinner**

At previous UBCM Conventions, Directors have met for breakfast meetings to prepare for the days' events.

At this time, staff is seeking direction on whether Regional Board members wish to meet at a confirmed location for breakfast meetings on Tuesday, Wednesday, and Thursday mornings in order to coordinate the days' events? If so, please let Geraldine know your attendance, and if your partner will be attending as well.

Secondly, would the Regional Board wish staff to arrange for a dinner on Monday, September 21, 2015 at 6:30 p.m. while at UBCM? If so, the information will be included in the UBCM binders that are being prepared.

RECOMMENDATION

(All/Directors/Majority)

DIRECTION.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Miller and Board of Directors

**FROM: Wendy Wainwright
Executive Assistant**

DATE: June 16, 2015

SUBJECT: 2015 UBCM Premier/Cabinet Minister Meetings

At the June 11, 2015 RDBN Committee of the Whole Meeting the following meeting requests were discussed for the 2015 Union of B.C. Municipalities Premier/Cabinet Minister Meetings:

- **Attorney General and Minister of Justice**
 - o Emergency Services – the number and length of events being experienced;
 - (CAO's of RDBN, RD Fraser-Fort George and Cariboo working to develop a paper that will outline requirements, levels of coverage required, history of events in the three regions.)
- **Ministry of Health**
 - o Fort St. James Hospital Replacement;
 - o Primary Health Care in Fort St. James;
- **Ministry of Transportation and Infrastructure**
 - o Walking path on the Stuart River Bridge – Fort St. James;
 - o East end of François Lake Road – road closure when François Lake levels rise –line for residents;
 - o Colleymount Road – proper maintenance and upgrades;
- **Ministry of Forests, Lands and Natural Resource Operations**
 - o Oversight of Rio Tinto Alcan and its water license on the Nechako River;
 - o Flooding events need to have the same priority criteria as a wildfire event;
- **Premier**
 - o Oversight of Rio Tinto Alcan and its water license on the Nechako River;
 - o Compensation/mitigation for issues caused by Rio Tinto Alcan's control of the Nechako Reservoir and River;

- **Network B.C.**
 - o Rural Connectivity
 - End of 2015 all rural areas in Canada are supposed to have access to a minimum of 5 MB of download speed.

The deadline for submitting meeting requests at UBCM with the Premier and Cabinet Ministers is August 14th, 2015.

Also attached is the 2015 Provincial Appointment Book for meeting requests with Provincial Government Staff and the deadline for submitting meeting requests is August 28, 2015.

At this time, staff is seeking direction from the Regional Board as to any further meetings it wishes to request.

RECOMMENDATION:

(All/Directors/Majority)

Direction.



June 10, 2015

Dear Mayors and Chairs:

It is my pleasure to write to you regarding scheduling appointments at the upcoming annual UBCM Convention taking place in Vancouver, September 21 to 25, 2015.

You will have recently received a letter from Honourable Christy Clark, Premier, containing information about the online process for requesting a meeting with Premier Clark and other Cabinet Ministers. I am pleased to provide you with information regarding the process for requesting a meeting with me, as well as with provincial government, agency, commission and corporation staff.

If you would like to meet with me at the Convention, please complete the online form available from **June 15** at: [CSCD Minister's Meeting](#) and submit it to the Ministry of Community, Sport and Cultural Development before **August 14, 2015**. Meeting arrangements will be confirmed by early September. I will do my best to accommodate as many meeting requests as possible. In the event I am unable to meet with you, arrangements may be made for a meeting post-Convention.

Ministry staff will email the provincial appointment book. This lists all government, agency, commission and corporation staff available to meet with delegates at the Convention, as well as details on how to request a meeting online.

I look forward to my third Convention as Minister and meeting with many of you in the year ahead.

Sincerely,

Coralee Dakes
Minister

cc: Honourable Christy Clark, Premier
Mr. Sav Dhaliwal, President, Union of British Columbia Municipalities

44



BRITISH
COLUMBIA

May 27, 2015

Dear Mayors and Regional District Chairs:

As we prepare for the upcoming 2015 UBCM Convention in Vancouver this September, I wanted to let you know that my caucus colleagues and I are once again looking forward to listening to the discussions around the issues and initiatives that affect British Columbia's communities and the people who live there. Our work depends on your input and your insight, and my colleagues and I will be there to listen and to learn about your priorities.

The theme this year, *Excellence in Action*, is a wonderful way to recognize the successful track we have worked on together to build our province, to highlight our strengths and to lead the way to securing a future for British Columbians today and for many years to come.

If you would like to request a meeting with me or a Cabinet Minister on a specific issue during this year's convention, the online registration form at <http://UBCMreg.gov.bc.ca> will go live on June 15th. The invitation code is MeetingRequest2015 and it is case sensitive.

It'll be great to see you at the UBCM Convention. If you have any questions, please contact my UBCM Meeting Request Coordinator, Tim Wong, via his email address which is UBCM.Meetings@gov.bc.ca or by phone at 604-775-1600.

Sincerely,

A handwritten signature in black ink that reads "Christy Clark".

Christy Clark
Premier

July 3, 2015

UBCM Members (sent via email only)

**Re: 2015 UBCM Convention – "Excellence in Action"
Vancouver, September 21 – 25, 2015**

Further to Minister Oakes' June 10, 2015 letter regarding the 2015 UBCM Convention, I am pleased to attach the 2015 Provincial Appointment Book for your use in requesting meetings with provincial government staff (ministries, agencies, commissions and corporations) available to meet with delegates at Convention.

To request a meeting with provincial government staff, you must complete the form located at: [Provincial Government Staff Meetings](#).

The deadline for submitting online meeting requests is **Friday, August 28, 2015**. Meeting confirmation details will be sent to the contact identified on your meeting request form.

After August 28, 2015, requests for appointments can be made at the Provincial Appointments Desk, during Convention at the following locations:

Monday, September 21 and Tuesday, September 22

Vancouver Convention Centre, East Building – Lobby
8:30 am – 4:00 pm

Wednesday, September 23 and Thursday, September 24

Vancouver Convention Centre, East Building – Exhibition Hall C
8:30 am – 4:00 pm

For information on requesting meetings with the Premier, Cabinet Ministers, and Honourable Coraalse Oakes, Minister of Community, Sport and Cultural Development, please see the 2015 Provincial Appointment Book (page 3) or the [Provincial Government Meeting Request Page](#).

If you have any questions, please contact Doreen Brydges at (250-387-4013) or via email at UBCM.MeetingRequests@gov.bc.ca

B. Schmidt

Birgit Schmidt
Manager, Client Services
Local Government Division

pc: Doreen Brydges, UBCM Meeting Coordinator

Attachment

2015 PROVINCIAL APPOINTMENT BOOK

Meeting Requests with

**Provincial Government Staff
from Ministries, Agencies, Commissions and
Corporations (MACC)**

at the

2015 UBCM CONVENTION

**September 21 – 25, 2015
Vancouver Convention Centre
Vancouver, BC**



Table of Contents

Introduction.....	3
Meeting Requests	3
Honourable Christy Clark, Premier and Cabinet Ministers	3
Honourable Coralee Oakes, Minister of Community, Sport and Cultural Development	3
Provincial Government Staff [<i>Ministries, Agencies, Commissions and Corporations (MACC)</i>].....	3
Ministries, Agencies, Commissions and Corporations (MACC) Meeting Information.....	4
Ministry of Aboriginal Relations and Reconciliation	5
Ministry of Advanced Education (including Government Communications and Public Engagement).....	5
Ministry of Agriculture.....	5
Ministry of Children and Family Development.....	6
Ministry of Community, Sport and Cultural Development	6
Ministry of Education	7
Ministry of Energy and Mines (and Responsible for Core Review).....	7
Ministry of Environment (including Environmental Assessment Office)	7
Ministry of Finance	8
Ministry of Forests, Lands and Natural Resource Operations.....	8
Ministry of Health.....	9
Ministry of International Trade (and Responsible for Asia Pacific Strategy and Multiculturalism).....	9
Ministry of Jobs, Tourism and Skills Training (and Responsible for Labour).....	9
Ministry of Justice (and Attorney General)	10
Ministry of Natural Gas Development (and Responsible for Housing)	11
Ministry of Social Development and Social Innovation.....	11
Ministry of Technology, Innovation and Citizens' Services.....	12
Ministry of Transportation and Infrastructure	12
Provincial Agencies, Commissions and Corporations.....	13

Introduction

The Provincial Appointment Book is provided to help schedule meetings at the 2015 UBCM Convention. All Provincial Government Ministries, Agencies, Commissions and Corporations (MACC) who are attending the Convention and available to meet with local government delegates are listed. Links to meeting requests with the Premier and Cabinet Ministers, and the Minister of Community, Sport and Cultural Development are also included.

Meeting Requests

Honourable Christy Clark, Premier and Cabinet Ministers *(except Minister of Community, Sport and Cultural Development)*

Click: <https://UBCMreg.gov.bc.ca>

Invitation Code: MeetingRequest2015

Deadline: Friday, August 14, 2015

Questions: Contact the Premier's UBCM Meeting Request Coordinator, Tim Wong by email at UBCM.Meetings@gov.bc.ca or by phone at 604-775-1600.

Honourable Coralee Oakes, Minister of Community, Sport and Cultural Development

Click: [Minister Oakes' Meetings](#)

Deadline: Friday, August 14, 2015

Questions: Contact the CSCD UBCM Meeting Request Coordinator, Doreen Brydges by email at UBCM.MeetingRequests@gov.bc.ca or by phone at 250-387-4013.

Provincial Government Staff *[Ministries, Agencies, Commissions and Corporations (MACC)]*

Click: [Provincial Government Staff Meetings](#)

Deadline: Friday, August 28, 2015

Questions: Contact the CSCD UBCM Meeting Request Coordinator, Doreen Brydges by email at UBCM.MeetingRequests@gov.bc.ca or by phone at 250-387-4013.

Ministries, Agencies, Commissions and Corporations (MACC) Meeting Information

The Provincial Appointment Book contains a listing of all Provincial Government Ministries, Agencies, Commissions and Corporations (MACC) who will be attending the 2015 UBCM Convention and are available to meet with local government delegates.

Meetings with Provincial Government Staff (MACC) will be held:

Tuesday, September 22, 2015
Pan Pacific Hotel, Gallery Level – Cypress Suite

Wednesday, September 23 to Thursday, September 24, 2015
Vancouver Convention Centre, East Building – Exhibition Hall C

ON-LINE

To request meetings with Provincial Government Staff (MACC) click: [Provincial Government Staff Meetings](#).

Deadline to submit on-line MACC meeting requests: Friday, August 28, 2015.

Once MACC meetings are scheduled, confirmation will be sent to local governments **via email**.

ON-SITE

Provincial Appointments Desk staff will be available to schedule meetings with Provincial Government Staff (MACC).

Monday, September 21 to Tuesday, September 22, 2015
8:30 am – 4:00 pm
Vancouver Convention Centre, East Building – Lobby

Wednesday, September 23 to Thursday, September 24, 2015
8:30 am – 4:00 pm
Vancouver Convention Centre, East Building – Exhibition Hall C

Questions: Contact the CSCD UBCM Meeting Request Coordinator, Doreen Brydges by email at UBCM.MeetingRequests@gov.bc.ca or by phone at 250-387-4013.

Ministry of Aboriginal Relations and Reconciliation

DIVISION/BRANCH	TOPIC
Aboriginal Relations and Reconciliation	New Relationship, treaty negotiations, reconciliation issues, Aboriginal relations, closing the socio-economic gap.

Ministry of Advanced Education (including Government Communications and Public Engagement)

DIVISION/BRANCH	TOPIC
Sector Strategy and Quality Assurance	Post-secondary quality assurance, governance, legislation, audit, accountability, international education, data, strategic policy, planning, human capital planning and sector labour relations.
Institutions and Programs	25 public post-secondary institutions and their programs including skills and training, student aid funding and services, Aboriginal education, adult basic education and medical and health.
Financial and Management Services	Post-secondary funding and capital, and Ministry organizational development and technology solutions.
Government Communications and Public Engagement	Provides a variety of communications services and expertise, and works closely with other provincial, federal and municipal government representatives, media, industries, associations, interest groups, and the general public. Services include: strategic communications, planning and advice; issues management; media relations; media monitoring; writing and editorial services; communications research; coordinating cross-government projects; event planning; advertising and marketing; graphic design; online communications, including social media.

Ministry of Agriculture

DIVISION/BRANCH	TOPIC
Food Safety and Inspection Branch	Establish provincial and regulatory standards along the food system (processors, packers, distributors), assess industry food safety compliance, and support industry to adopt food safety standards.
Sector Development Branch	Builds (agricultural) industry capacity by supporting business development, First Nations agriculture, youth participation and succession, and agroforest and range use development; provides in-depth knowledge of the challenges and needs of various sectors, and emergency preparedness and coordination required for the Agrifood sector in BC.
Business Risk Management Branch	Helps producers manage risks that cause income losses and lead to financial instability, including weather hazards, natural disasters, wildlife, diseases, pests and market declines. The Branch delivers three programs to help farmers manage financial risk: Production Insurance - which offers insurance protection for agricultural crops against weather perils, Agri-Stability - which protects farm enterprises from the financial impacts of significant margin declines which can be caused by increasing input costs or reduced agricultural revenues; and Wildlife Damage Compensation - compensates farmers for losses due to wildlife.
Innovation and Adaptation Service Branch	Provides innovative solutions to the agriculture, food and seafood sectors as essential parts of the social and economic fabric of BC; facilitates competition, adaptation and innovation in response to economic, environmental, social influences and market change.

Ministry of Children and Family Development

DIVISION/BRANCH	TOPIC
	NOT ATTENDING CONVENTION

Ministry of Community, Sport and Cultural Development

DIVISION/BRANCH	TOPIC
Local Government Division	
Governance and Structure Branch	
Local Government Structure	Incorporation, restructure, boundary extensions, structure-related legislation and processes, and local and regional governance/services.
Advisory Services	Local government administration, elections, governance/administration-related legislative requirements/powers, and local and regional governance/services.
Community Relations	Local government First Nations relations and Free Crown Grant/Nominal Rent Tenure sponsorships.
Infrastructure and Finance Branch	
Local Government Finance	Local government finance, including: budgeting and financial plans; audited financial statements; unconditional grants; reserve funds; investments and municipal corporations; long-term liabilities; development financing (including Development Cost Charges); user-fees; and taxation (including tax sale).
Infrastructure and Engineering	Asset management, sewer, water, stormwater, solid waste, green energy and other capital grants, infrastructure planning grants and infrastructure programs (Small Communities Fund, Strategic Priorities Fund).
Intergovernmental Relations and Planning Branch	
Planning Programs Intergovernmental Relations	Regional growth strategies, regional and community land use planning and development, community amenity contributions, dispute resolution services (including RD service review/withdrawal) and capacity building, Northwest Community Readiness Community Planning Program, <i>Miscellaneous Statutes Amendment Act</i> , streamlining legislation (Land Use Contracts, repeal of RD bylaw approval requirements, protection from DCC increases), renewed Gas Tax Agreement, climate action initiatives (mitigation and adaptation), carbon neutral local government and Climate Action Charter and socio-economic effects management plans (for LNG facilities and pipes).
Property Assessment Services	
	Valuation of restricted use properties (BC Ferry Services, NavCan), classification of redevelopment lands, and the farm classification of Medical Marijuana.
Integrated Policy, Legislation and Operations Division	
	General policy and legislation including local elections campaign finance.
Arts, Culture, Gaming Grants and Sport Division	
BC Arts Council	Eligibility criteria and application process for programs of the BC Arts Council; arts and cultural development in communities.
Arts and Culture Branch	Policy and program support for the creative sector including development of community engagement and special initiatives.

Ministry of Community, Sport and Cultural Development (continued)

DIVISION/BRANCH	TOPIC
Community Gaming Grants	Eligibility criteria and application process.
Sport	Sport policy issues; programs supporting the delivery of services through provincial sport organizations.

Ministry of Education

DIVISION/BRANCH	TOPIC
Libraries Branch	Public library services.
Resource Management Division	School capital and school funding.

Ministry of Energy and Mines (and Responsible for Core Review)

DIVISION/BRANCH	TOPIC
Mines and Mineral Resources Division	Provincial mineral exploration and mining policy, geoscience, mineral and coal tenure, health and safety, mine reclamation and permitting.
Electricity and Alternative Energy Division	Electricity and alternative energy policy and programs including natural gas utilities, hydroelectric generation, the <i>Clean Energy Act</i> , clean transportation, energy efficiency and conservation and the Innovative Clean Energy Fund.

Ministry of Environment (including Environmental Assessment Office)

DIVISION/BRANCH	TOPIC
Environmental Protection Division	Air quality, reducing toxins, pollution prevention, environmental emergencies/provincial spill response, <i>Environmental Management Act</i> , contaminated sites, brownfields, hazardous and industrial waste, <i>Integrated Pest Management Act</i> , product stewardship, waste management (incineration, landfilling, municipal liquid and solid waste), permitting and compliance reporting for industrial operations' emissions.
Environmental Sustainability and Strategic Policy	Species at Risk policy development, species, habitat and ecosystems conservation and sustainability, terrestrial and aquatic conservation science, wildlife inventory and monitoring, ecosystem stewardship outreach, biodiversity, conservation data centre, ecosystem information, climate change adaptation strategies. <i>Water Sustainability Act</i> , water conservation, source water protection, water quality, groundwater hydrology, groundwater protection, monitoring and network management for water (surface and groundwater) quantity and quality, air quality, water stewardship outreach, environmental and natural resource sector laboratory and knowledge (library) services. Overarching policy and legislation, compliance planning, intergovernmental relations, State of Environment Reporting and Service Plan.
BC Parks	Responsible for all matters (policy, planning and management) of conservation, recreation and cultural values in the province's parks and protected areas.
Conservation Officer Service	A natural resource law enforcement agency responsible for enforcing federal and provincial statutes, public safety as it relates to human-wildlife conflict and interactions, commercial environmental and industrial investigations and compliance and enforcement activities.

Ministry of Environment (including Environmental Assessment Office) (continued)

DIVISION/BRANCH	TOPIC
Climate Action Secretariat	Province-wide management of systems to address and respond to climate change including local government related initiatives such as the Climate Leadership Plan, Community design, energy and the Climate Action Charter commitments in association with Ministry of Community, Sport and Cultural Development, legislated short and long-term, province-wide greenhouse gas reduction targets, Carbon Neutral Government (Public Sector Organizations - schools, universities and colleges and hospitals); and climate action pieces of legislation related to Greenhouse Gas Industrial Reporting and Control, Greenhouse Gas Reduction Targets, Carbon Tax, Greenhouse Gas Reduction (Emissions Standards), Greenhouse Gas Reduction (Renewable and Low Carbon Fuel Requirements, Greenhouse Gas Reduction (Vehicle Emissions Standards), Green Communities, Utilities Commission and <i>Clean Energy Act</i> . Recent integration (2014) of the Pacific Carbon Trust into the Climate Investment Branch.
Environmental Assessment Office	Environmental assessment process. Substitution and Equivalency. Relationship to federal environmental assessment process. Compliance and enforcement of certified projects. Public consultation.

Ministry of Finance

DIVISION/BRANCH	TOPIC
Tax Policy Branch	Tax policy.

Ministry of Forests, Lands and Natural Resource Operations

DIVISION/BRANCH	TOPIC
Integrated Resource Operations	Compliance and enforcement, wildfire management, recreation sites and trails, GeoBC, base mapping and Cadastral, Mountain Resorts, Archaeology, Heritage.
Resource Stewardship	Resource practices, land based investment planning, sustainable forest management, tree improvement, forest analysis, forest inventory, resource management objectives, fish and wildlife management, habitat management, water management, river forecasting, dam safety, flood safety, water use planning, utility regulation, water stewardship.
Timber Operations, Pricing and First Nations	BC Timber Sales, timber pricing, engineering, resource roads, resource worker safety, First Nations Relations, Softwood Lumber Agreement.
Tenures, Competitiveness and Innovation	Crown land and forest tenure policy, woodlots, tree farm licences, volume and area-based licences, science and carbon accounting, log exports, land tenures, private land policy, tourism policy, Crown land opportunities and restoration, brownfields, contaminated sites, aggregate management policy review.
Regional Operations	FrontCounter BC, resource management coordination, land use planning and implementation, Crown land and forest authorizations, community forest agreements, species at risk program delivery, urban deer, clean energy projects, First Nations Consultation, ecosystem based management, range.

Ministry of Health

DIVISION/BRANCH	TOPIC
Health Services and Health Authorities	Health services delivery, including rural health.
Mental Health and Addictions	Mental health and addictions services.
Population and Public Health	Community Care.

Ministry of International Trade (and Responsible for Asia Pacific Strategy and Multiculturalism)

DIVISION/BRANCH	TOPIC
International Business Development Division	International Missions, Trade and Investment Representatives Network, Export Development, Investment Attraction Programs.
International Strategy and Competitiveness Division	International strategy and policy, international and domestic trade negotiations and agreements, international marketing including online, business, and market intelligence. Venture capital tax credit program and venture capital policy.
Corporate Initiatives and Multiculturalism Branch	Multiculturalism programs, Anti-racism programs, Chinese Historical Wrongs Apology Legacy Projects.

Ministry of Jobs, Tourism and Skills Training (and Responsible for Labour)

DIVISION/BRANCH	TOPIC
Major Investments Office	Support for significant major projects.
Tourism and Small Business	Tourism Policy. Small Business Initiatives and Programs. Regulatory Reform. Film Policy and Creative Sector.
Labour Market and Immigration	Immigration programs, settlement services, Canada Job Fund (LMA), skills training, labour market information.
Labour	Employment Standards, Labour Relations, Workers' Compensation.
Economic Development	Jobs Plan, regional and community economic development, community adjustment and transition, Mountain Pine Beetle epidemic response, industrial sectors (aerospace and manufacturing).
Workforce Development	Provincial Nominee Program; Premier's LNG Working Group.

Ministry of Justice (and Attorney General)

DIVISION/BRANCH	TOPIC
Policing and Security Branch	<p>Police Services: provides central oversight of all policing and law enforcement in the province by developing and administering policing policy and programs. Ensures the adequate and effective levels of policing throughout the province.</p> <p>Security Programs: administration of the Protection Order Registry, the Criminal Records Review Program, and the regulation of the security industry in BC.</p>
Emergency Management BC	<p>Emergency Coordination: the Province's response to emergencies and disasters and provides specialized technology resources to support emergency response activities.</p> <p>BC Coroners Service: investigation of all unnatural, sudden and unexpected, unexplained or unattended deaths.</p> <p>Mitigation and the Office of the Fire Commissioner: enhances the capacity of communities and partners to reduce the potential impacts of emergencies or disasters.</p> <p>Strategic Business Services: delivers Disaster Financial Assistance (provincial funding) and oversees the Disaster Financial Assistance Arrangements cost-sharing program (federal funding). Administers the province's Flood Mitigation Program and provides cross-government leadership for significant and complex post-event recovery activities.</p>
Community Safety and Crime Prevention Branch	<p>Civil Forfeiture; Victim Services; Violence Against Women and Children; Crime Prevention; and Combating Trafficking in Persons.</p>
Corrections Branch	<p>Community Corrections: supervision and programs to reduce reoffending to offenders who live outside of correctional centres.</p> <p>Adult Custody: operation of correctional centres.</p>
RoadSafetyBC	<p>Operates provincial road safety programs and is the policy and regulatory agency responsible for ensuring the safe and responsible operation of motor vehicles in BC.</p>
Court Services Branch	<p>Court Administration: delivery of all court administration services.</p> <p>Sheriff Services: maintaining courtroom and courthouse security, prisoner custody and escort, document service, and jury administration.</p>
Justice Services Branch	<p>Criminal Justice and Legal Access: promotes access to justice through funding and oversight of legal aid programs, collaborative solutions to criminal justice problems through the integration of justice, health and social services, and oversees the Province's commitment to federal/provincial/territorial criminal justice reform initiatives.</p> <p>Dispute Resolution Office: promotes access to justice through dispute resolution alternatives, procedural efficiencies and case management in civil courts, agencies, boards, commissions, tribunals and government ministries.</p> <p>Family Justice Services: facilitates resolution of family disputes, operates justice access centres, family justice centres and the Parenting After Separation program.</p> <p>Maintenance Enforcement and Locate Services.</p>
Liquor Control and Licensing Branch	<p>Regulates and monitors the liquor industry in BC by issuing licences for the manufacture and sale of liquor and supervising the service of liquor in licensed establishments.</p>
Liquor Distribution Branch	<p>Responsible for the importation of beverage alcohol into the province as well as the operation of an efficient wholesale and retail business.</p>

Ministry of Natural Gas Development (and Responsible for Housing)

DIVISION/BRANCH	TOPIC
Oil and Strategic Initiatives Division	Guide developments of recommendations related to energy exports and opening new energy markets related to inter-provincial pipelines, oil products and value-added natural gas products.
Upstream Development Division	The division has responsibility for the upstream petroleum and natural gas sector including royalties, tenure, geoscience and policy development. The division sets royalty rates for petroleum and natural gas, forecasts royalty revenues, develops royalty programs and administers the Infrastructure Royalty Credit Program. The division is responsible for the issuance and management of sub-surface tenures for Crown petroleum and natural gas rights including pre-tenure consultations, tenure disposition and issuance, and management of existing tenures. The division undertakes geological assessments of potential petroleum and natural gas resources and develops policy to support the responsible development of British Columbia's petroleum and natural gas resources. The Oil and Gas Commission is responsible for management of on-the-ground oil and gas activities.
Liquefied Natural Gas Task Force	The development of BC's new LNG industry by establishing cross-government goals and targets, and the accountability and monitoring mechanisms to ensure these targets are met, for: <ul style="list-style-type: none"> • taxation, environmental, skills training and land-use policy and programs that will impact LNG development; • First Nations and community consultation/accommodation initiatives relevant to LNG development; • permitting and authorization processes for LNG projects, including pipelines.
Office of Housing and Construction Standards	Partnering with local government, non-profits and private developers to build affordable housing; housing policy development, including market and non-market housing, housing policy related to strata properties; governance of the building and safety regulatory system, including development of building, fire and safety codes and standards, and policy advice relating to building and safety, the regulatory framework for landlords and tenants, including conventional residential and manufactured home-park tenancies; and, adjudication of landlord and tenant disputes.

Ministry of Social Development and Social Innovation

DIVISION/BRANCH	TOPIC
Policy and Research Division	Moving Forward on an Accessible BC Action Plan. Social Innovation.
Employment and Labour Market Services Division	How to access employment supports through the Employment Program of BC and WorkBC Employment Service Centres located throughout the Province. How to apply for project based funding under the Community Employer Partnership initiative in order to increase local employment opportunities for British Columbians.

Ministry of Technology, Innovation and Citizens' Services

DIVISION/BRANCH	TOPIC
Technology and Innovation	Promote the technology industry in BC through BC Innovation Council, Premier's Technology Council, BC Knowledge Development Fund and BC's Technology Strategy.
Service BC	Include Service BC centres in 62 communities in BC, BC Registry and Online Services for business; Service BC Contact Centre and BC Stats.
Shared Services BC	Provides services to government ministries, Crown corporations, health authorities and other broader public sector organizations. Services include: real estate; property management; accommodation planning; procurement and supply services (includes Asset Investment Recovery, Product Distribution Centre, Queen's Printer and BC Mail Plus); and FOI requests.
Office of Chief Information Officer	Information Management and Information Technology (IM/IT) strategies, policies and standards; Information Privacy and Security; Identity Information Management; Network BC; Information Technology Infrastructure Services; Management of Strategic Vendor Contracts; Telecommunications Services Contract; Strategic Policy and Governance Framework for Strategic Partnerships.

Ministry of Transportation and Infrastructure

DIVISION/BRANCH	TOPIC
Various Divisions	Transportation Issues.

If you have any questions regarding your Ministry of Transportation meeting request(s), please contact Gloria Valle directly at 1-250-387-7589, or via email at Gloria.Valle@gov.bc.ca, or via fax at 1-250-356-8767.

Provincial Agencies, Commissions and Corporations

ORGANIZATION	TOPIC
Agricultural Land Commission	Information and advice regarding the Agricultural Land Reserve (ALR) and work of the Provincial Agricultural Land Commission (ALC). ALC Chair, Deputy CEO and Chief Tribunal Officer in attendance.
BC Emergency Health Services (BCEHS)	<p>BCEHS governs the emergency medical services system in BC and provides pre-hospital emergency and inter-facility patient transfer services. Under the oversight of BCEHS, BC Ambulance Service (BCAS) is the primary provider of pre-hospital emergency care and medically necessary transport (ground and air) for British Columbians. BCEHS also oversees the BC Patient Transfer Network (BCPTN) which coordinates the transfer of acute and critically ill patients to the appropriate level of care both within and outside of BC.</p> <p>Members of the BCEHS Executive will be in attendance and look forward to participating in productive and engaging sessions.</p>
BC Hydro	BC Hydro's vision is to power BC with clean, reliable electricity for generations. BC Hydro's Community Relations staff will be present at the Convention and look forward to addressing any questions that you may have related to their operations.
BC Oil and Gas Commission	The BC Oil and Gas Commission regulates oil and gas activities for the benefit of British Columbians and looks forward to addressing any questions you may have on our regulatory oversight.
BC Transit	From small towns to large urban centres outside of Metro Vancouver, BC Transit provides safe, effective, customer focused transportation solutions that connect people and communities to a more sustainable future. BC Transit would be pleased to discuss any questions you may have regarding our services. In order to provide you with the best information possible, please provide specifics relating to your questions within the online meeting request.
Insurance Corporation of British Columbia (ICBC)	ICBC provides universal compulsory auto insurance (basic insurance) to drivers in British Columbia, with rates regulated by the British Columbia Utilities Commission (BCUC), and also sells optional auto insurance in a competitive marketplace. Our insurance products are available across BC through a network of independent brokers, and claims services are provided at ICBC claims handling facilities located throughout the province. We also invest in road safety and loss management programs to reduce traffic-related deaths, injuries and crashes, auto crime and fraud. In addition, we provide driver licensing, vehicle registration and licensing services, and fines collection on behalf of the provincial government at locations across the province. ICBC will have staff present at the Convention who would be pleased to discuss or meet on any issues related to ICBC's operations.
Royal Canadian Mounted Police (RCMP)	Various police issues.



Regional District of Bulkley-Nechako Memo – Board Agenda July 23, 2015

To: Chair Miller & Board of Directors
Date: July 15, 2015
From: Laura O'Meara (Senior Financial Assistant)
Regarding: 2014 Annual Report

Content

This is the fourth year of the new annual report format, which was a shift from what was primarily an accounting and financial reporting document to a communication tool to help constituents better understand the activities of the RDBN. There are more pictures and graphs along with more detailed explanations of our activities in 2014 and summarized financial information instead of the detailed audited financial statements with notes.

Distribution

A distribution plan similar to last year is being proposed, which includes:

- Post the Annual Report on our website;
- Print 600 copies for use at tradeshow and events, the RDBN front counter and the front counters of municipalities in the RDBN, at a cost of about \$900.

I would be pleased to answer any questions

Recommendation:	(all/directors/majority)
That the Board of Directors:	
1. Receive the Senior Financial Assistant's July 15, 2015 memo titled "2014 Annual Report";	
2. Approve the 2014 RDBN Annual Report.	

60



2014 Annual Report

"A world of opportunities within our region"





Message from the Chair	Page 4
Organizational Chart.....	Page 5
About the Regional District of Bulkley-Nechako	Page 6
Regional District Services.....	Page 7
Map of the RDBN	Page 8
2014 Financial Summary	Page 10
Administrative Services Overview.....	Page 12
Regional Economic Development	Page 13
Invasive Plants.....	Page 17
Planning Services Overview	Page 18
Finance Overview	Page 20
Consolidated Statement of Financial Activities.....	Page 22
Consolidated Statement of Financial Position.....	Page 23
Environmental Services Overview	Page 24
Protective Services Overview.....	Page 28
Local and Sub-Regional Services.....	Page 29
Water and Sewer Utilities	Page 30
Stuart-Nechako Regional Hospital District.....	Page 31
Board of Directors Information	Page 32

62



Message from the RDBN Chair



Looking back at 2014, the RDBN had a very busy year - working on developing Forestry Strategies, the 3 Year Regional Economic Development Action Plan, the Regional Skills Gap Analysis and many other projects. One of the bigger initiatives was working

with Municipalities in our Region to develop a Legacy Funding Strategy at the Provincial level, and this will continue into 2015.

With two RDBN Landfill operations contracts coming up for renewal later in 2015, the RDBN Board voted early this year to purchase landfill equipment and operate the two landfills with internal staff. This will create a significant tax savings now and over the long term, while ensuring that the evolving environmental standards continue to be met.

"A World of Opportunities Within Our Region"

This vision statement is a reflection of the RDBN Board of Directors' focus on creating and sustaining a healthy and thriving environment for all to enjoy.

Bill Miller

RDBN Chair





Regional District of Bulkley-Nechako Organizational Chart

Regional District of Bulkley-Nechako Board of Directors

Committees

Commission

Chief Administrative Officer
Gail Chapman

Manager of Administrative Services
Cheryl Anderson

Manager of Regional Economic Development
Corrine Swenson

Protective Services Manager
Deborah Jones-Middleton

Director of Planning
Jason Llewellyn

Executive Assistant
Wendy Wainwright

Administration Clerk/Receptionist
Geraldine Craven

Senior Financial Assistant
Laura O'Meara

Finance/Administration Coordinator
Kristi Rensby

Financial Administrator
Hans Berndorff

Director of Environmental Services
Janine Dougall

Regional Economic Development Assistant
Deneve Vanderwolf

Grant Writer
June Strachuk

Protective Services Coordinator
Haley Jeffrey

Chief Building Inspector - Richard Wainwright
Chief Building Inspector - Jason Berlin
Planners - Maria Sandberg & Jennifer Macintyre
GIS Technician - Diondi Tan
Development Services Clerk - Debra Glover
Regulation Compliance Officer - Jason Blackwell

Environmental Services Operations Manager - Rory McKenzie
Operations Assistant - Charlie Sherwood
Wastewater/Water Coordinator - Janette Derksen
Sustainability Assistant - Lynda Fyfe
Transfer Station Attendants - 12
Waste Hauling Drivers - 3
Fort Fraser Sewer/Water Attendant



About the Regional District of Bulkley-Nechako

The Regional District of Bulkley-Nechako (RDBN) is a regional local government that provides services to both rural and municipal residents. Regional Districts provide the political and administrative framework necessary for municipalities and electoral areas to collaborate in the delivery of regional and sub-regional government services. They also provide local services and act as local governments for unincorporated rural areas. The RDBN is made up of 8 municipalities and 7 electoral areas. The municipalities are Smithers, Telkwa, Houston, Granisle, Burns Lake, Fraser Lake, Vanderhoof and Fort St James. The 7 electoral areas are (A) - Smithers Rural, (B) - Burns Lake Rural, (C) - Fort St. James Rural, (D) - Fraser Lake Rural, (E) - Francois/Ootsa Lake Rural, (F) - Vanderhoof Rural and (G) - Houston Rural. These areas are outlined on the map on page 8.

The governing body for the RDBN is comprised of a Board of Directors which includes elected representatives from each of the municipalities and electoral areas mentioned above. The fifteen member Board meets on a monthly basis to oversee and provide policy direction for operation of the services the RDBN provides to its taxpayers.

The Regional District currently provides 68 services to 39,208 residents within its boundaries. Except for certain mandatory or exempt services, the vast majority of services provided by Regional Districts are requested and approved by the taxpayers. Taxpayers only pay for those services in which their municipality or electoral area participates.



RDBN Contact Information:

Regional District of Bulkley-Nechako
37-3rd Avenue, PO Box 820
Burns Lake, BC V0J 1E0

Phone: 250-692-3195

Toll Free: 1-800-320-3339

Fax: 250-692-3305

Email: inquiries@rdbn.bc.ca

65



2014 Regional District Services

Region-Wide Services

- 9-1-1 Service
- Regional Economic Development
- Development Services
- Feasibility Studies
- General Government Services
- Solid Waste Management

Region-Wide Rural Services

- Building Numbering
- Electoral Area Planning
- Emergency Preparedness
- Rural Government
- Rural Grants in Aid
- Noxious Weed Control
- Unsanitary Premises Regulatory Control

Sub-Regional Services

- Building Inspection
- Bulkley Valley Regional Pool
- Burns Lake Arena
- Burns Lake Library
- Burns Lake Museum
- Burns Lake TV Rebroadcasting
- Fort Fraser Cemetery
- Fort St. James Rebroadcasting
- Fraser Lake TV Rebroadcasting
- Lakes District Airport
- Lakes District Emergency Response
- Lakes Economic Development
- Smithers/Telkwa/Houston TV Rebroadcasting
- Topley Cemetery

Non Taxable Services Supported Entirely by Users

- Liquid Waste Management
- Municipal Borrowing Services (entirely funded by the Municipalities)
- Pump and Haul Septage Disposal

Local Services

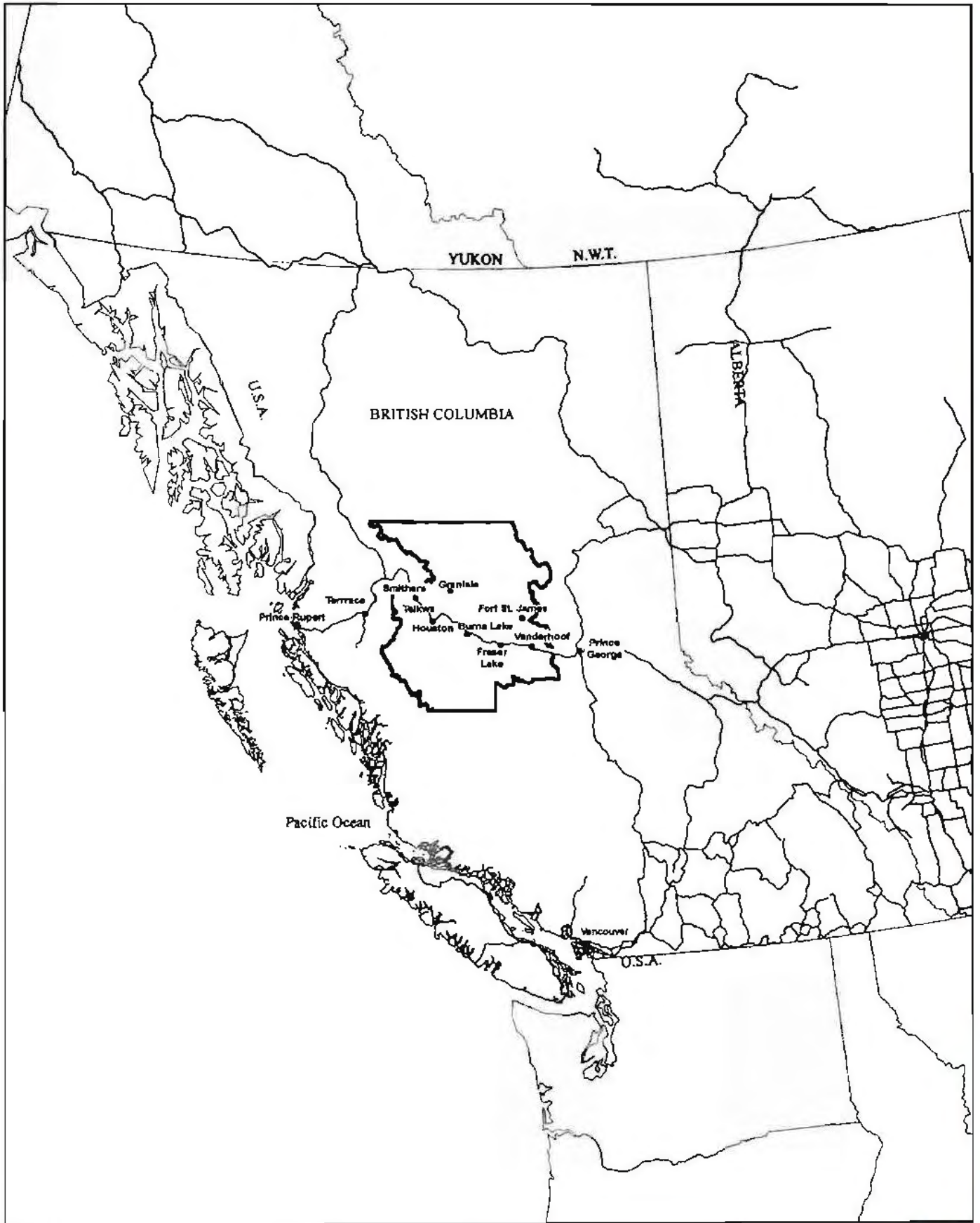
- Area "A" Economic Development
- Area "A" Emergency Services
- Area "C" Road Rescue Service
- Area "D" Extrication
- Area "E" Economic Development
- Area "F" Extrication
- Burns Lake Rural Fire Protection
- Burns Lake & Area Victim Services
- Cluculz Lake Emergency Response
- Colony Point Street Lighting
- Decker Lake Street Lighting
- Endako Street Lighting
- Fort Fraser Community Hall
- Fort Fraser Local Community
- Fort Fraser Rural Fire Protection
- Fort Fraser Sewer
- Fort Fraser Street Lighting
- Fort Fraser Water
- Fort St. James Arena
- Fort St. James Library
- Fort St. James Rural Fire Protection
- Fraser Lake Library
- Gerow Island Street Lighting
- Glacier Gulch Water Diversion
- Houston Rural Fire Protection
- Lake Kathlyn Weed Harvesting
- Lakes District Emergency Services
- Luck Bay Rural Fire Protection
- Smithers Para-Transit
- Smithers Rural Fire Protection
- Smithers Rural Recreation & Culture
- Southside Rural Fire Protection
- Telkwa Pedestrian Crosswalk
- Telkwa Rural Fire Protection
- Topley Emergency Response
- Vanderhoof Recreation & Culture
- Vanderhoof Rural Fire Protection



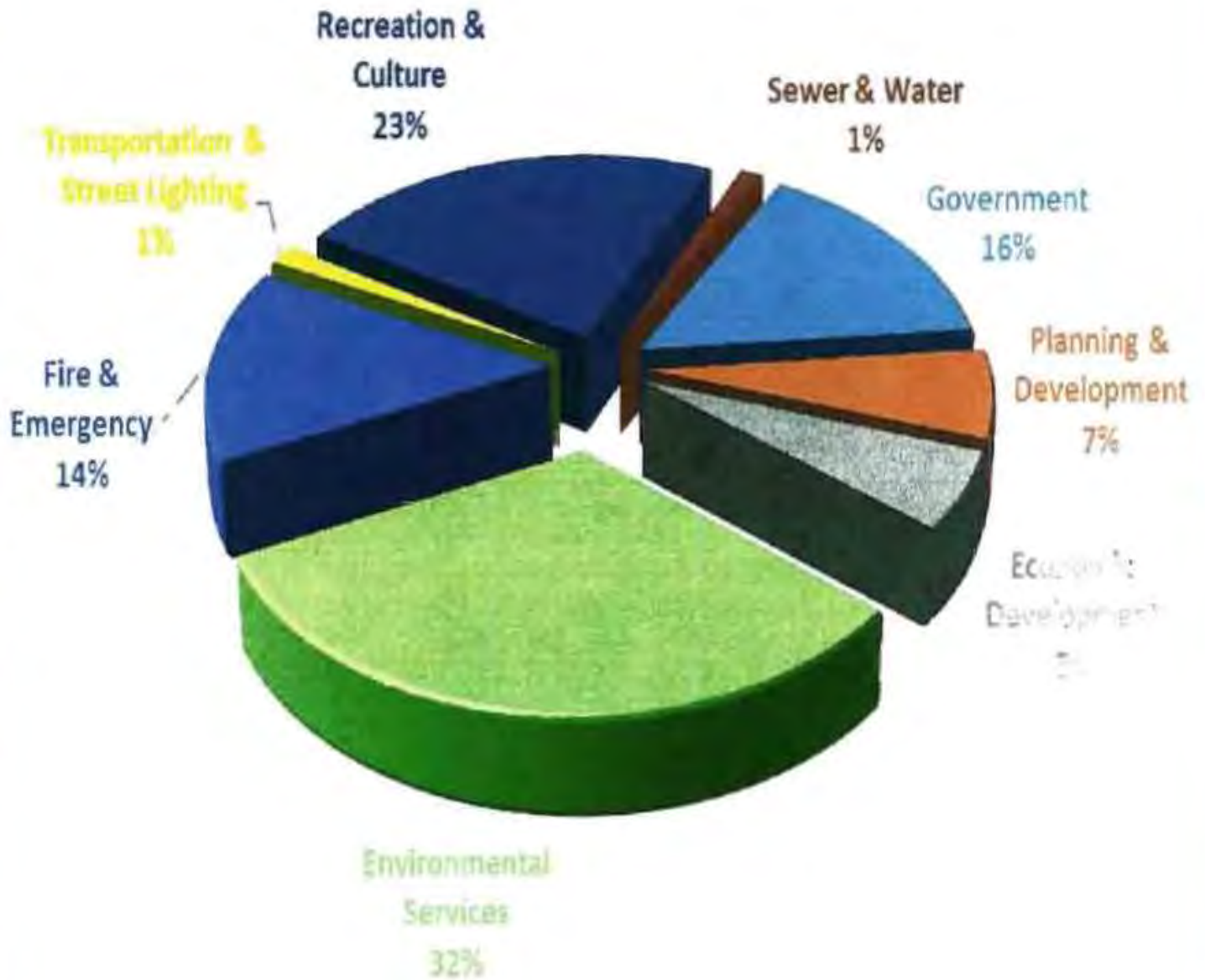
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Regional District of Bulkley-Nechako



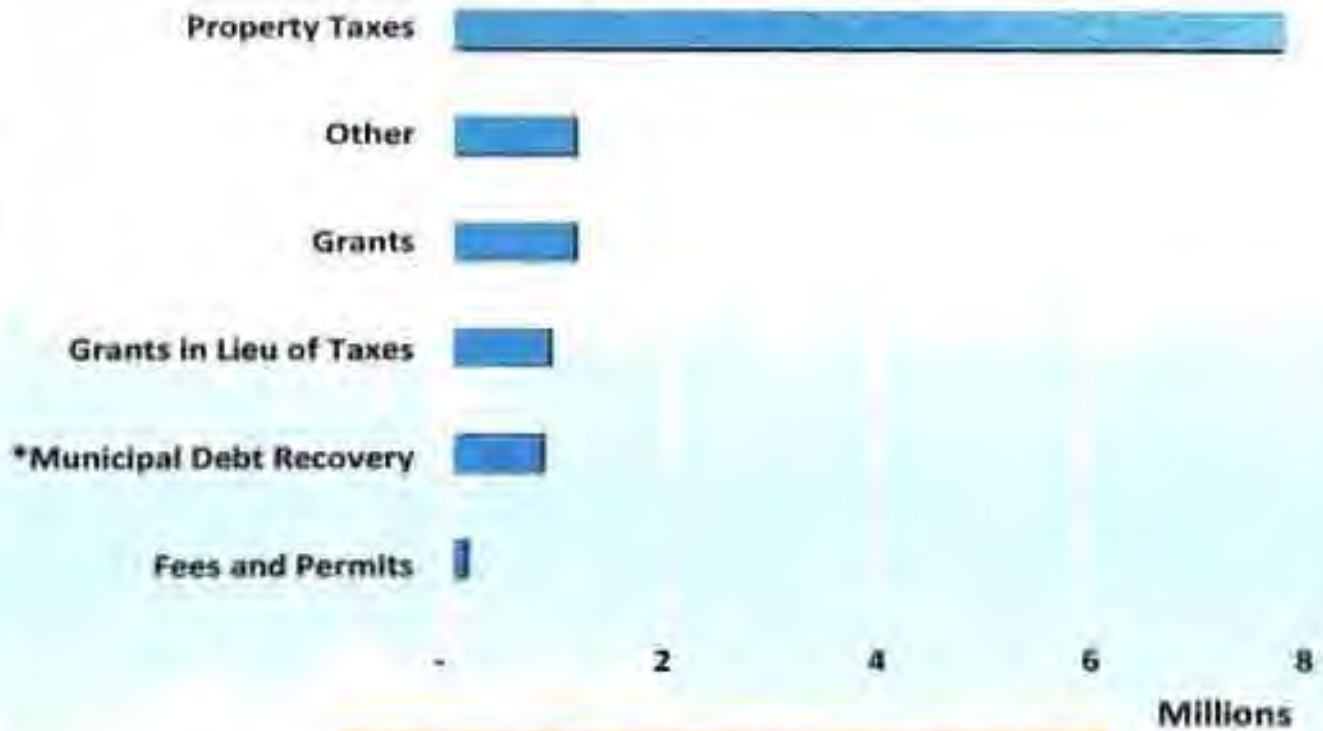


2014 Taxation by Function



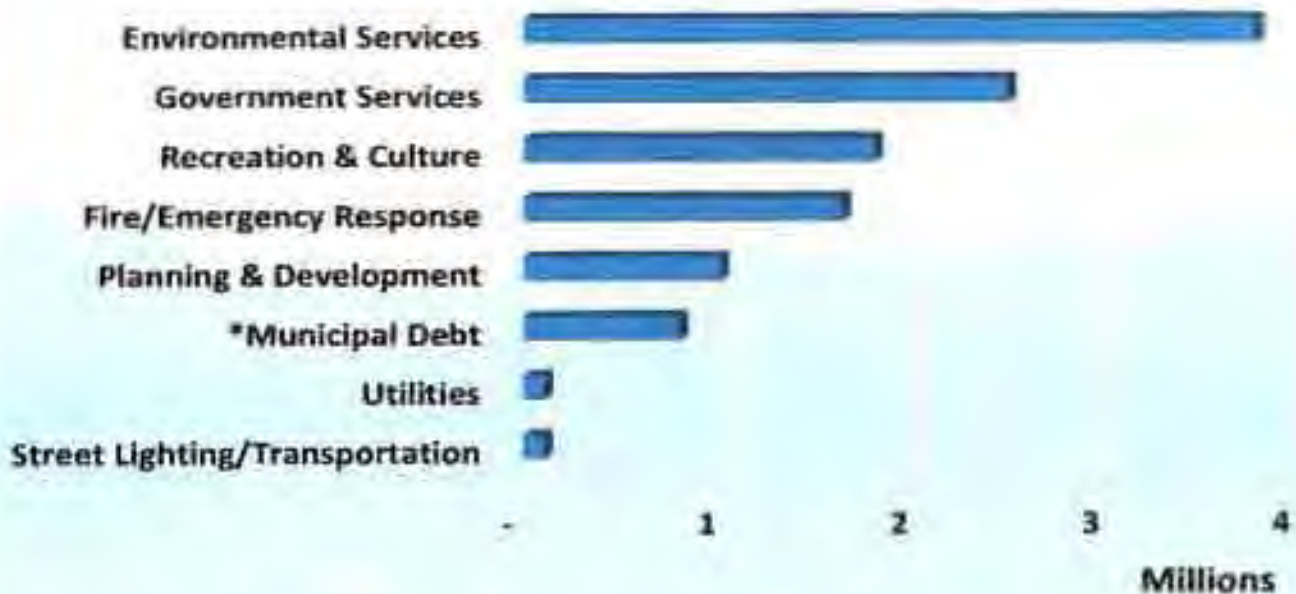
2014 Financial Summary

Revenues by Type



*Note: Municipal Debt - Payments are made by the RDBN to the Municipal Finance Authority on behalf of municipalities at their cost.

Expenditures by Service Type





Administrative Services

General Administration

The Administration Department manages the affairs of the Regional District, which involves working closely with the Regional Board, staff, government agencies, and the general public. Responsibilities include overall management of all Regional District and Regional Hospital District resources, ensuring appropriate procedures and programs are in place for efficient delivery of services to the public. Also, assembling and distributing Board and Committee meeting agendas, preparing meeting minutes, drafting by-laws, conducting elections and referenda, and overseeing labour relations and personnel matters. In addition, administration assists in the development, establishment, and operation of local services. This includes services which benefit specific areas/communities and which are paid for by the ratepayers within these areas. Some of the services are fire protection, street lighting, library services, cemetery services, community halls, water systems, and the local grants program.

Elections and Referenda



The next local government election will take place October 20, 2018 and every 4 years thereafter on the third Saturday of October. The Regional District conducts elections and referenda for its seven Electoral Areas (A-G), as well as the Fort Fraser Local Community Commission. Please see pages 32 and 33 for Director information.

Communications

The Regional News is a digital publication that the Regional District of Bulkley-Nechako produces. Residents that wish to receive a digital copy should contact the Regional District office to be added to the distribution list.

In addition, the Regional District website (www.rdbn.bc.ca) is an excellent user-friendly resource inclusive of information pertaining to each of the Regional District of Bulkley-Nechako departments.

First Nations Relationship Building

The Regional District of Bulkley-Nechako continues to schedule meetings with First Nations communities on a regular basis in order that Local Government and First Nations can move forward with common goals.

Forestry

The RDBN Forestry Committee deals with forestry related issues in the region and is working towards long term sustainable forestry management for the region. Some of the items discussed during 2014 include:

- Wildfire Mitigation
- Economic and social issues facing communities
- Land and Resource Management Plans (LRMPs)
- Visual Quality Objectives
- Pipeline construction and right of way clearance
- BC Timber Sales Effectiveness Review
- Tenure Issues
- Fibre Inventory
- Morice Timber Supply Area Timber Supply Review
- Public Consultation Process

Industrial Resource Revenue Sharing and Regional Legacy Initiative

The RDBN began working toward establishing legacy agreements that recognize the corporate social responsibility for industrial activity through investment in community infrastructure and services which will build a strong sustainable region for industry, residents, and the future.





Regional Economic Development

The Regional Economic Development Department completes projects to benefit our regional economy. In 2014, the work plan included projects to assist with:

- Training and Employment
- Regional Marketing
- Tourism
- Business
- Agriculture
- Mining

Strategic Workforce Opportunities Team

Recognizing the need to diversify the economy and further development of the tourism, mining, and industrial sectors, a Regional Skills Gap Analysis with the objective to assist with employment and employment readiness in the region was undertaken in 2013. The final report provides a "community-influenced" plan which includes four Goal Statements and eight Action Strategies.

A Strategic Workforce Opportunities Team (SWOT), made up of 30 industry, education, government, First Nations and economic development professionals from across the region, is committed to implementing the goals and strategies identified in the report. To learn more about the SWOT and implementation of the actions, visit www.rdbn.bc.ca/regionalskillsgap.

Regional Economic Development Action Plan

In 2014, a three year Regional Economic Development Action Plan was created to identify priority economic development initiatives. This Action Plan was created through extensive consultation and an assessment of the economic base analysis. Three strategic directions were adopted: Getting the conditions Right, Growing the Economy and Diversifying the Economy. Strategic actions were developed in order to implement these directions. The Action Plan guides the work plan for the Regional Economic Development Department. To view a complete copy of the Action Plan visit: www.rdbn.bc.ca/economicdevelopment.

Tourism Sector

An RDBN Tourism Working Group, with representatives appointed by each Municipality, guides and assists with completing Tourism Projects identified in the 2010 RDBN Tourism Plan.

The www.visitbulkleynechako.ca website was created to highlight tourism activities across the region.

A regional image bank with over 5,000 photos is maintained by the RDBN. New photos are acquired through the "Give us Your Best Shot" photo contest and the purchase of professional photos. The image bank can be accessed for promoting/marketing the RDBN.

Together with *Visit Northern BC* partners, the RDBN attended the Vancouver Outdoor Adventure Show. Attending the tradeshow provided an opportunity to showcase the region and the variety of tourism products we have to offer.

A Winter Activities Guide was created for distribution in 2015. Pick up your copy at your Visitor Information Centre.



Bulkley-Nechako Directory

Located at www.directory.rdbn.bc.ca is an extensive listing of regional businesses and organizations. Listings on the Bulkley-Nechako Directory are available to all businesses, not for profits and organizations located in the region. The information for the listing is supplied by the individual business by logging into the directory. Information for each listing can include:

- Picture(s)
- Logo
- Contact information
- Hours of operation
- Description of business
- Google map





Regional Economic Development

Connecting Consumers and Producers

This marketing project supported local agriculture by connecting consumers and producers in the eight municipalities and seven rural areas within the RDBN.



The Connecting Consumers & Producers project involved the following activities:

- Agriculture Library Resources
- Connecting Consumers and Producers Agriculture Brochure
- Connecting Consumers and Producers Community Events

Agriculture Library Resources

This project activity included partnerships with five municipalities (Villages of Burns Lake, Fraser Lake, and Telkwa, Districts of Fort St. James and Vanderhoof) and the eight libraries in the region.

Libraries were provided with the Beyond

the Market Resources for Farming in Northern BC list to select titles to create an individual farming library. In total, 99 books were purchased. Libraries were reimbursed for the cost of the books to a total amount of \$350 per library.

"This is a rural community which supports its local farmers. We are pleased to be able to participate in this project in order to give our patrons the knowledge to take part in practices that encourage the development and care of local produce and give everyone the opportunity to eat a healthy, and local diet."

Christine Tessier, Librarian, Telkwa Reading Centre

Connecting Consumers and Producers Agriculture Brochure

This project activity involved research, design, printing, and distribution of an agriculture brochure. The intent of the brochure was to provide a resource for consumers that encouraged preservation of food as a means to eat local all year round and provided a directory of local producers in all communities in the RDBN. The final agriculture brochure is a full colour, 52 page booklet that provides readers with the information they need to eat locally all year round.

A total of 1000 brochures were distributed at nine Connecting Consumers and Producers Community Events throughout the region. The brochure is also available on the project website at www.rdbn.bc.ca/agriculture.





Regional Economic Development

Connecting Consumers and Producers Community Events



This project activity involved an application process for community groups to host events in their communities that facilitated connecting consumers with

the producers. The community events gave face-to-face exposure for producers and will increase long-term sales. Short-term sales were increased in the products purchased to host the events. A minimum of 20 producers were supported during these events. There was an increase in community spirit for those participating in the Connecting Producers & Consumers community events. By providing opportunities for producers and consumers to meet, the project supported the long-term viability of the local agriculture industry. Spin-offs from this project will support the Farmer Markets in the area and will encourage others to sell their locally produced products.

"I am very thankful for the opportunity of working together and also the opportunity to meet and learn about the local producers and what they can offer our community end food suppliers. We are now connecting with some of the suppliers we connected with for the event, and are excited about working with local ingredients."

Chelise Vandertaar from Saik'uz First Nation Catering





Regional Economic Development

Funding Assistance to the Region

The RDBN Regional Economic Development Department assists non-profit organizations with securing grant funding for community projects. During 2014, the RDBN secured grant funding in the amount of **\$313,000** for various projects taking place in communities throughout the Region.

Below are some community project highlights from across the Region.



Public Safety
\$70,000



Sports and Recreation
\$93,800



Arts & Culture
\$17,000



Human & Social Services
\$98,050



Community Halls
\$36,100



Invasive Plants

Invasive Plants

In 2014, the annual funding amount provided to the Northwest Invasive Plant Council (NWIPC) to assist in the effective and efficient management of invasive plant species in the Regional District was increased from \$37,000 to \$43,000. This increase resulted from a request for additional funding from the NWIPC as there was not sufficient funding for on-the-ground work in the previous 3 years (2011-2013). The NWIPC provides support and coordination for those involved in the various aspects of invasive plant management including awareness, inventory, treatments and assessment.

Each year, the NWIPC reviews and updates a Strategic Plan and Plant Profile and a Targeted Species list. These documents provide a regional management plan that prioritizes invasive plants and outlines actions to effectively manage species using a partnership delivery model. The plan is developed with the input of all stakeholders and organizations who are members of the NWIPC.

WANTED DEAD



Himalayan
Balsam

Common
Tansy

Spotted
Knapweed

If you see these or other invasive weeds report them to:



WEED HOTLINE

TOLL FREE 1-866-44WEEDS

www.nwipc.org

A non-profit society working to prevent and control the spread of invasive plants in northwestern and northcentral BC



Planning

Long Range Planning Accomplishments

In 2014, the Planning Department undertook the following long range planning projects:

Electoral Area A OCP

The Smithers / Telkwa Rural Official Community Plan review process was completed following an extensive public and stakeholder consultation process.



Agricultural Inventory

In 2014, the Planning Department completed agricultural land use inventories for Electoral Areas A (Smithers Rural) and F (Vanderhoof Rural), in partnership with the Ministry of Agriculture, the Investment Agriculture Foundation, and Omineca Beetle Action Coalition. The field work was conducted by 2 RDBN summer students, and the data was compiled by the Ministry of Agriculture.



Current Planning Accomplishments

In 2014, (in addition to day to day activities such as responding to public inquiries, and processing land use applications and referrals) the Planning Department did the following:

- Worked on drafting of a new zoning bylaw. Implementation will be proposed when ongoing rezoning applications allow. A rezoning application moratorium may be implemented while the bylaw adoption process occurs.
- Completed a medical marijuana policy and regulation review. The RDBN Board approved the proposed policy and recommended zoning bylaw amendments.

- Reviewed the Oil and Gas Commission referrals and consultation process. The Board considered the staff recommended policy regarding the processing of these applications which was approved by the RDBN Board.



A detailed accounting of the applications, referrals, and inquiries dealt with by the Planning Department is provided in a subsequent section of this report.

Special Projects Accomplishments

In 2014, the Planning Department undertook the following special projects work:

Environmental Assessments

The Planning Department participated in the Environmental Assessment process and reported to the Regional District Board regarding the Coastal Gaslink Pipeline, the Blackwater Gold Mine Project, and the Nulki Hills Wind Farm Project.



Other Special Projects

- Undertook finding a new home for the Smithers Motocross Association.
- Reported to the RDBN Board on Bill 24 (ALR Act and Regulation Review) and Bill 17 (Local Government Act changes). Recommendations were forwarded to the Ministry of Agriculture regarding Bill 24 and proposed ALR regulation changes.
- Recreation sites maintenance cost review which was considered by the RDBN Board.
- Reviewed and provided comment to the RDBN Board on a proposed Northern Development Initiative Trust proposal for planning services to local governments.





Planning

Bylaw Enforcement

The following are examples of bylaw enforcement issues addressed by the Planning Department in 2014. A detailed accounting of the enforcement issues dealt with in 2014 is provided in a subsequent section of this report.

- **Illegal log storage and processing.** The use was discontinued.



- **Illegal scrap and salvage operation.** Staff were directed to clean up the property in the spring of 2015.



- **Illegal manufacturing operation.** The property owner has applied for Rezoning and ALC approvals.



- **Illegal sawmill operation.** The Board directed staff to initiate legal action to stop the use if the use was not legalized by rezoning by early 2015.



Planning Department Enquiries

The Planning Department keeps track of the number of enquiries that are answered by the Planning Department each month. The enquiries are divided into the following 6 main subject areas:

- **Development Services** (ALR, Env. Assessments, Sub-division, Crown land)
- **Electoral Area Planning** (Zoning, OCPs, Permits)
- **House Numbering**
- **Mapping Requests**
- **Bylaw Enforcement**
- **Other** (animal control, road maintenance although it is a provincial responsibility, sewage etc.)

In 2014 the Planning Department answered 2,255 enquiries. This number is down significantly from the 4,171 in 2012 and 2627 in 2013. This substantial reduction in enquiries was expected, and is the result of the introduction of the web based mapping service introduced in 2013.

Agricultural Land Reserve (ALR) Applications

The Regional District received 20 ALR applications in 2014. 19 applications were received in 2013, and the 18 applications received in 2012. One application was withdrawn and four applications were for inclusions into the ALR.

Eight of the remaining 15 applications have been considered by the RDBN Board. The remaining 7 applications are in process and will be considered by the Board in early 2015. Eight decisions are pending from the ALC.



78

Finance

Financial Management and Control

To meet its responsibility for the integrity and objectivity of financial reporting, the Finance Department maintains a system of internal financial and accounting controls designed to provide assurance that financial information is accurate and reliable for the preparation of financial statements, that assets are safeguarded, and that transactions are authorized, recorded and properly reported.

These controls include:

- an organizational structure providing for effective segregation of responsibilities, delegation of authority and careful selection and training of personnel;
- the application of financial, accounting and administrative policies and procedures necessary for internal control over transactions, assets and records; and
- systematic financial review and analysis of operating results.

The Board of Directors ensures that management fulfills its responsibility for financial reporting and internal controls. It reviews the internal financial statements quarterly and the audited financial statements annually.

The external auditors conduct an independent examination in accordance with generally accepted auditing standards and express their opinion on the financial statements. Their examination includes a review and evaluation of internal controls and appropriate tests and procedures to provide reasona-

ble assurance that the financial statements are presented fairly. The external auditors have full and free access to the Board of Directors, as needed.

Budgetary Process

Each fall, the Finance Department begins the process of preparing the Annual Five Year Financial Plan. Based on analysis of previous years' financial results, discussions with management and input from the Directors, the financial plan is prepared for review and adoption of the financial plan bylaw by the Board of Directors by March 31st of the ensuing year. The budget is both a planning tool and a valuable internal control tool used in analyzing the monthly, quarterly, and annual financial results.

In recent years, the public consultation process was enhanced with public presentations in each municipality within the Regional District, providing an overview of the draft budget, as well as a summary of actions undertaken in the year just ended and initiatives planned for the ensuing year.



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Finance

Debt Management

The Regional District borrows for its own needs and for those municipalities within its boundaries. Debentures for capital projects are issued through the Municipal Finance Authority of B.C. In addition, operating cash flows are supplemented from time to time with short term borrowing.

Reserve Funds

Each year, the Regional District makes contributions to reserve funds for future expenditures, primarily of a capital nature. These funds are invested on behalf of the service areas for which the contributions are made and interest accumulates accordingly. During 2014, contributions of \$1,379,962 were made, \$501,059 was withdrawn for approved expenditures and interest of \$71,139 was earned, bringing the balance at December 31, 2014 to \$6,981,462.

Risk Management

The Finance Department is responsible for managing liability and property risk, ensuring that risks are identified and eliminated where possible, reduced to an acceptable level or transferred to other parties through insurance policies or contractual arrangements.

Revenue Sources

Local governments traditionally rely on property taxation supplemented by user fees to fund their operations. The Regional District is undertaking an initiative to seek alternative sources of revenue and thereby ease the burden on on local taxpayers. These efforts are ongoing and we hope to see positive results in the near future.

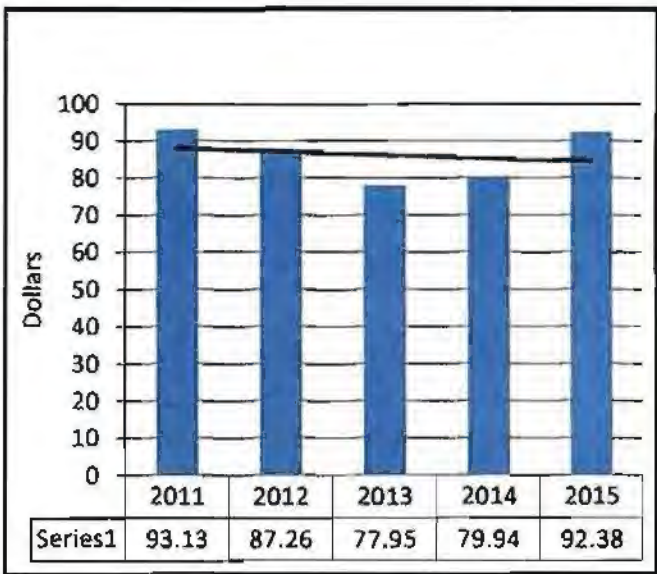
Short Term Investments

During 2014, the Finance Department implemented a new short term investment program that improved interest earned on capital reserves and short term surplus funds from about 1% to 1.75% without increasing financial risk.

Computer Network

The Finance Department is responsible for the Regional District's Computer Network. During the year, a new network server was installed to increase capacity and speed.

Taxation for Region Wide Services On Property Valued at \$100,000



Regional District of Bulkley-Nechako
Consolidated Statement of Financial Activities
As of December 31, 2014

	2014		2013
	<u>Budgeted</u>	<u>Actual</u>	<u>Actual</u>
REVENUE			
Property tax requisition			
Municipal	\$ 3,018,779	\$ 3,020,199	\$ 2,897,337
Electoral Areas	4,813,898	4,812,489	4,629,198
	<u>7,832,677</u>	<u>7,832,688</u>	<u>7,526,535</u>
Grants	1,262,726	620,833	857,275
Municipal debt payments	985,138	814,005	929,884
Grants in lieu of taxes	846,481	881,975	855,175
Fees and permits	639,955	697,706	872,754
Emergency expenditure recoveries	300,000	187,986	5,500
Municipal cost sharing	89,558	89,558	92,686
Miscellaneous	59,640	89,894	71,481
Administration recoveries	38,256	37,766	47,006
Interest	13,500	93,429	50,587
Debt sinking fund actuarial earnings	-	52,296	43,807
Donations	-	1,575	15,225
	<u>4,235,254</u>	<u>3,567,023</u>	<u>3,841,380</u>
Total Revenue	<u>12,067,931</u>	<u>11,399,711</u>	<u>11,367,915</u>
EXPENSES			
Environmental Services	4,627,879	3,826,574	3,809,291
Government	3,071,772	2,308,541	2,314,074
Recreation & Culture	1,884,791	1,831,926	1,997,871
Fire/Emerg. Response	1,842,987	1,662,640	1,361,899
Municipal Debt	985,138	814,005	929,884
Planning	956,097	834,957	795,053
Economic Development	678,524	414,859	474,637
Utilities	147,947	106,874	121,466
Street Lighting/Transportation	108,528	106,384	103,702
Total Expenses	<u>14,303,663</u>	<u>11,906,760</u>	<u>11,907,877</u>
Annual Surplus (Deficit)	(2,235,732)	(507,049)	(539,962)
Surplus at Beginning of the Year	<u>14,616,606</u>	<u>14,616,606</u>	<u>15,156,568</u>
Surplus at the end of the Year	<u>\$ 12,380,874</u>	<u>\$ 14,109,557</u>	<u>\$ 14,616,606</u>



Regional District of Bulkley-Nechako
Consolidated Statement of Financial Position
As of December 31, 2014

	<u>2014</u>	<u>2013</u>
Financial Assets		
Cash & Investments	\$ 8,691,602	\$ 8,016,388
Accounts Receivable	315,923	689,197
Grants Receivable	91,469	76,314
MFA Debt Reserve Fund	141,382	146,136
Due From Municipalities for debt	5,064,577	5,023,685
	<u>14,304,953</u>	<u>13,951,720</u>
Liabilities		
Unearned Grants	3,895,542	3,401,552
Accounts Payable & Accruals	1,001,319	1,155,589
Landfill Closure Accrual	2,106,353	1,972,713
Debentures (RDBN)	1,004,905	1,218,344
Debentures (Municipalities)	5,064,577	5,023,685
Debt Reserve Fund	116,062	112,359
Total Liabilities	<u>13,188,758</u>	<u>12,884,242</u>
Net Financial Assets	<u>1,116,195</u>	<u>1,067,478</u>
Non Financial Assets		
Tangible Capital Assets	12,932,443	13,478,357
Prepaid Expenses	60,919	70,771
	<u>12,993,362</u>	<u>13,549,128</u>
Accumulated Surplus	<u>\$ 14,109,557</u>	<u>\$ 14,616,606</u>





Environmental Services

Work continued on the implementation of the Solid Waste Management Plan, and a number of initiatives were undertaken to reduce costs and improve services to the residents of the Regional District of Bulkley-Nechako.

Formal Landfill Closure Activities

The Environmental Services Department coordinated and managed the formal closure of the remaining 14 previously operational small historic landfills during the 2014 construction season.

Due to the small historic landfills being closed to the public for receipt of garbage for many years, most of the sites had already been substantially remediated.

For the most part, RDBN staff and equipment were utilized to complete the closure works and where larger pieces of equipment were required, local contractors were hired. The types of activities completed during the closure works included:

- Pickup of litter and exposed refuse. These materials were either landfilled on site or brought to one of the currently operational RDBN landfills for disposal. Tires that were found at the sites were collected and taken to local tire shops for recycling.
- Where landfilling of refuse occurred, soils were added as a top layer to create an impermeable surface to shed water.

Grass seeding in areas of the sites where closure works created non-vegetated exposed soil.

The completion of works at these sites concludes the required physical closure works associated with landfills previously operated by the RDBN.

Landfill Closure Pictures



Vanderhoof Transfer Station Fire



The Vanderhoof Fire Department was called to respond to a fire at the Vanderhoof Transfer Station in the early morning hours of Tuesday, February 4, 2014. When fire crews arrived, smoke was billowing out of the doors and roof of the transfer

station building. Access was gained to the building, and it was discovered that the fire was in the waste haul trailer. The haul trailer was removed from the building and the burning garbage unloaded onto the ground. The Regional District skid steer was used to help spread out the garbage while fire crews doused the burning waste materials until the fire was extinguished. Significant damage occurred to the aluminum waste haul trailer and the transfer station building. Repairs to the building and haul trailer are being processed.



Investigation of RDBN Landfill Operations

In 2014, the Regional District completed a detailed financial analysis comparing RDBN internal costs versus contractor bids obtained in December 2014 for the operation of the Knockholt and Clearview Sub-Regional Landfills.



Environmental Services

Historically, the RDBN has successfully (less cost to the taxpayer) transitioned solid waste services such as transfer station operations and waste haul services from private contract to internal RDBN operations.



The financial analysis completed for the landfill operations indicated that there were significant cost savings if the operations were transitioned to RDBN equipment and staff. The analysis included the purchase of capital equipment for use at the two landfill sites, including two landfill compactors, two excavators, two crawler dozers, a dump truck and a roll-off truck.

The current contract for the Knockholt Landfill expires at the end of August 2015, while the contract for the Clearview Landfill expires in November 2015. RDBN operation of the two facilities will commence once the existing contracts expire.

The current contract for the Knockholt Landfill expires at the end of August 2015, while the contract for the Clearview Landfill expires in November 2015. RDBN operation of the two facilities will commence once the existing contracts expire.

Manson Creek Landfill Upgrades

The Manson Creek Landfill site is located on unsurveyed crown land approximately 6 kilometres north-northwest of Manson Creek, British Columbia, at kilometer 65.5 on the Finlay-Manson Forest Service Road. The site has been operated as an unattended landfill since 1987 and land-filling is conducted in excavated trenches. The site contractor compacts and covers the disposed garbage at least once per month from June through October. As the site is unattended, there is no fencing at the facility, although there are separate piles for wood and metal wastes.

In 2014, the RDBN worked closely with the Ministry of Environment to develop a plan and strategy to address bear access issues at the Manson Creek Landfill. In 2015, upgrades to the facility will include installing an electric fence and cattle guard as well as establishing an adequate fire guard and surface water drainage improvements.



Knockholt Landfill – Interim Closure Due to Wildfire

In August of 2014, the Regional District had to take emergency measures to close the active landfilling area and evacuate the Knockholt Landfill facility due to an interface wildfire in the area. The garbage that would have normally been brought to the facility from the Smithers/Telkwa, Granisle and Burns Lake Transfer Stations had to be taken to the Clearview Landfill during the closure period, which lasted from Friday, August 15th through Monday, August 18th.

Due to the emergency closure works completed and thanks to the efforts of firefighting crews, ultimately, there was no impact to the landfill site due to the wildfire.

Waste Hauling Operations

In 2014, the Regional District continued operating its waste hauling fleet which includes three Kenworth T800 tractor units, four tandem steel 53 foot walking floor trailers, 3 tandem aluminum 53 foot walking floor trailers and one tridem aluminum 53 foot walking floor trailer. The Regional District provides the service of hauling waste from the Granisle, Burns Lake and Smithers/Telkwa Transfer Stations to the Knockholt Landfill and the hauling of waste from the Fort St. James, Vanderhoof and Area "D" (Fraser Lake Rural) Transfer Stations to the Clearview Landfill.





Environmental Services

The Regional District also hauls wood waste from the RDBN transfer stations to the respective eastern and western land-fill facilities utilizing the tridem aluminum trailer. A total of 149 loads of wood waste was hauled in 2014 for a total hauled tonnage of 2,578 metric tonnes.

Waste Reduction

A number of waste reduction initiatives were continued and/or implemented in 2014. The region wide funding program which was developed and initiated in 2009 was carried through 2014. Financial support was continued with Smithers and Area Recycling Society (Smithers/Telkwa), the Nechako Healthy Community Alliance (Vanderhoof), the Fraser Lake Bottle Depot (Fraser Lake), Houston Recycling (Houston) and the Greening Up Fort Society (Fort St. James) to support primarily paper and cardboard based recycling programs. In 2014, the Nechako Healthy Community Alliance in Vanderhoof continued successfully with their expanded plastics recycling program which was initiated in 2012. Mixed paper and cardboard recycling services were also continued in 2014 at the Burns Lake and the Southside Transfer Stations.

In 2014, the Regional District implemented a pilot backyard composting program to help reduce household waste going to landfill. A program was developed and was conducted in May and June, 2014.

The approved budget for the composting program allowed for the purchase of 100 compost bins and mixing tools for distribution. The compost bins were allocated to each community based on the number of single family households, with a minimum of five compost packages per community. A pre-registration process was undertaken in which interested residents called to reserve a compost package and a spot in the workshop. In order to be eligible to purchase the subsidized compost package, residents had to attend the workshops.

For each of the workshops, a "booth" was set up at the host location. The booth included a flip chart for information presentation, table, tent, and take-home informational materials on recycling and composting.

Topics covered in the workshop included:

- Waste generation in the RDBN
- Compost bin styles and choosing a location for your bin
- Key components for successful composting
- What to compost/what not to compost
- Adding the proper balance of brown/green material
- Aerating your compost bin
- Preventing bears and other pests
- Composting in winter
- Other composting options



Backyard Composting Program Launch

Presented by the (Re)Generation of British Columbia



Come join the Regional District of Bulkley-Nechako as we kick off a new backyard composting program in your community!

The Regional District will be hosting compost workshops in each community within the RDBN, providing residents with a Garden Gnome compost bin along with a compost mixing tool at a subsidized price of \$40 (up to \$20 value).

To be eligible for a compost bin, you must pre-register for all workshops. There are limited quantities, so be sure to sign up in advance!

Residents who already have compost bins are also welcome to attend the workshops!

Burns Lake Launch Information

Date: Wednesday, May 21, 2014 from 4:00-6:00pm

Location: Burns Lake Community Centre, 244 3rd Avenue
(Near Interchange 10)

Compost workshop will be held at 5:00pm and 6:00pm.

To register for a compost bin and composting workshop, or for more details, please contact Carolyn Lema, Sustainability Assistant at the Regional District of Bulkley-Nechako at 1-800-320-3328. Email registrations can be sent to reg@rdn.bc.ca.





Environmental Services

Workshop Participation:

There was a great turnout at each composting workshop, with most of the bins being sold and additional residents attending the workshops simply for information.

The backyard composting pilot program had an overwhelmingly positive response from the public. People were very eager to learn more about the composting process and to find solutions to their existing composting issues.

Compost Workshop Location	Date	Number of Participants	Participant Rural/Municipal Split
Burns Lake Burns Lake Community Garden	Wednesday, May 21 st	13	83% Rural, 17% Municipal
Tellus Tellus Community Garden	Thursday, May 22 nd	9	78% Rural, 22% Municipal
Granisle Granisle Visitor's Centre	Friday, May 23 rd	9	29% Rural, 61% Municipal
Fraser Lake White Swan Park	Monday, June 2 nd	14	38% Rural, 62% Municipal
Smithers Northern Root Community Garden	Tuesday, June 3 rd	20	10% Rural, 90% Municipal
Vanderhoof Vanderhoof Community Garden	Thursday, June 5 th	24	21% Rural, 79% Municipal
Fort St. James Atkin's Greenhouses (beside Sprit Square)	Friday, June 6 th	9	62% Rural, 38% Municipal
Houston Pleasant Valley Community Market	Friday, June 13 th	11	12% Rural, 88% Municipal

Overall, the 2014 pilot backyard composting pilot program was considered a success.

Climate Change

As a signatory to the British Columbia Climate Action Charter, the RDBN is required to measure, report, reduce and offset carbon emissions associated with corporate emission-producing activities (eg. electricity/heat in RDBN owned buildings, diesel fuel used by waste haul fleet). For the 2014 reporting year, the RDBN produced 654 tonnes of CO₂e (Carbon Dioxide equivalent), which was tracked using the provincial government's emission measuring program "SMARTTool". A sum of \$19,500 was contributed to the Carbon Neutral Reserve Fund, in order to fund projects to offset these emissions. In 2013, the RDBN produced 695 tonnes of CO₂e; this translates into a reduction of 5.9% in 2014.



Projects completed in 2014 to aid in achieving carbon neutrality included replacing the hot water boiler with a heat exchange system at the Bulkley Valley Regional Aquatic Centre in Smithers and installing higher efficiency LED lighting at the Luck Bay Fire Hall in Fort St. James.

Before: old 400 W HID fixtures



After: new LED lights installed



The Regional District of Bulkley-Nechako operates 7 transfer stations and 3 landfills. For locations and hours of operation please visit our website at www.rdbn.bc.ca





Protective Services

Emergency Events



In 2014, The Regional District of Bulkley-Nechako's Emergency Operations Centre was activated for a total of 92 days due to emergency events that required constant monitoring and emergency management.

The various Emergency Events that occurred were as follows:

- Dome Creek Cattle Liner Rollover;
- Chelaslie, Chuchi and China Nose wildfires
- Decker Lake Train Derailment; and
- Takysie Lake Blue Green Algae Outbreak.

These events required extensive management and planning to ensure the safety of residents and their properties across the district.

Emergency Preparedness Program

Emergency Support Services is a group of community volunteers who dedicate their time to assist residents who are evacuated from their homes due to an emergency such as fire, flooding, earthquakes, etc. In an Emergency, ESS volunteers' first priority is the well-being of the residents affected and provide up to 72 hours of essential needs such as food, accommodations, and necessities.

The Regional District of Bulkley-Nechako hosted training courses to Emergency Support Services Volunteers to help prepare them when responding to residents needs in an emergency situation.



In November 2014, the Northern Emergency Support Services Training (NESST) Weekend was hosted in Burns Lake. Emergency Support Services volunteers from all over northern BC attended this event which provided training, exercising, networking and volunteer appreciation. This event was sponsored by Bulkley Valley Credit Union, Integris Credit Union, Spectra Energy, TransCanada, and Taylor Industrial Mutual Aid Group.



Rural Fire Departments

The Regional District of Bulkley-Nechako has been continuously improving its Rural Fire Department Standard Operating guidelines to ensure fire fighter safety when responding to calls.

In August 2014, The Regional District of Bulkley Nechako held a public meeting to determine whether Round Lake residents were for or against paying for a dry hydrant in their area. With the majority petitioning for fire protection, the Regional District arranged for service to be implemented in January 2016.





Local and Sub-Regional Services

Street Lighting

Currently, the RDBN facilitates street lighting functions in 6 rural residential communities. Local residents initiate the services by canvassing the neighborhood to determine if interest exists. The RDBN works with BC Hydro to determine the location of street lights and costs associated.



TV Rebroadcasting

The RDBN contributes to 4 TV rebroadcasting functions throughout the Regional District. These services broadcast a variety of TV and radio stations from towers strategically located throughout the region.

Recreation

The **Bulkley Valley Regional Pool and Recreation Centre** is a community-based, family-oriented facility located in Smithers, BC. After almost two decades of planning and fundraising, it was constructed in 1990 in Smithers at a cost of \$1.7 million. The community raised construction funds and another \$0.5 million of in-kind donations. The Regional District of Bulkley-Nechako owns the land upon which the facility is built, the building and all of the capital equipment. The Bulkley Valley Aquatic Centre Management Society manages and operates the facility.



Arenas

The RDBN provides funding to several arenas within the Regional District. These arenas are an important part of the local communities and provide residents with opportunities to participate in activities.



Cultural Services

The Regional District supports libraries, museums and other cultural services in many communities throughout the region. These include, but are not limited to:

- Burns Lake and Area Library
- Burns Lake Museum Society
- Fort St. James Library
- Fraser Lake Library
- Smithers Recreation and Culture
- Vanderhoof Recreation and Culture

Other Services Provided

Some of the other services the Regional District supports through taxation funding are:

- Burns Lake & Area Victim Services
- Fort Fraser Cemetery
- Fort Fraser Community Hall
- Lakes District Airport Society
- Local Economic Development in Areas "A", "B", "E" and Burns Lake
- Topley Cemetery



Rural Fire Protection

In addition to the rural fire departments discussed on the previous page, most of the rural areas surrounding municipalities receive fire protection from municipal fire departments under contract with the RDBN.





Water & Sewer Utilities

Municipalities within the RDBN provide water and sewer services to their residents. Most rural property owners in the Regional District of Bulkley-Nechako provide their own onsite water and sewer. Fort Fraser is an unincorporated community with a population of approximately 450 residents. The Regional District of Bulkley-Nechako owns and operates a water system for the distribution of fresh well water throughout the community and a sanitary sewer system for the collection and treatment of waste water. Funding for these services is through taxation of the properties within Fort Fraser and user fees for properties connected to the systems.



Fort Fraser Water and Sewer

The Fort Fraser water and sewer system are aging. Over the past few years we have had to do major repairs due to mainline breakages. We have had to increase user fees to pay for increased operating costs and increase frontage taxes in order to set funds aside in capital replacement reserves. The RDBN has also applied for grant funding in order to help residents achieve a new system sooner. Although grant applications to date have not been successful, we are continuing to investigate grant funding opportunities.

Regional Lagoons

The RDBN also operates septage lagoons at our Smithers/Teikwa Transfer Station and at the Burns Lake Transfer Station. Users of these lagoons pay an annual disposal fee.





Hospital Districts

The Regional District of Bulkley-Nechako includes the Stuart-Nechako Regional Hospital District and the Northwest Regional Hospital District. Regional Hospital Districts do not own or operate any hospitals, Health Centres or Medical Clinics of any kind. Their purpose is to provide a portion (up to 40% of capital expenditures) of the funds required by hospitals within their boundaries for equipment, renovations and new construction. This funding is raised through property taxation. Regional Hospital Districts provide funding to the facilities operated by Health Authorities.



The Stuart-Nechako Regional Hospital District does not have its own staff or facilities (it shares those from the Regional District of Bulkley-Nechako), and its Board meetings are held in conjunction with Regional District Board meetings. Administrative costs (which are mostly reimbursements to the Regional District) are, therefore, generally kept below \$2,000 per month.

For several years now, the SNRHD has been working with Northern Health toward replacement of aging hospitals. The construction of the Burns Lake Hospital replacement was completed in early 2015. Planning for the replacement of the Fort St. James Hospital has

started. For more information on SNRHD visit

www.rdbn.bc.ca.

Directors of the Regional District are automatically members on the Board of the corresponding Regional Hospital District. Those Directors not on Stuart-Nechako Regional Hospital District are on the North West Regional Hospital District (which also includes Directors from the Skeena-Queen Charlotte and Kitimat-Stikine Regional Districts). Voting on Regional Hospital Districts is similar to Regional Districts with some matters (for instance budgets) being weighted based on population.

Stuart - Nechako Regional Hospital District

The Stuart-Nechako Regional Hospital District (SNRHD) was incorporated under the *Hospital District Act* of British Columbia in November 1998.

The boundaries of the Stuart-Nechako Regional Hospital District include most of the central and eastern portions of the Regional District of Bulkley-Nechako (including Burns Lake, Fraser Lake, Fort St. James, Granisle, and Vanderhoof together with Electoral Areas "B", "C", "D", "E" and "F"). Excluded are the western portions of the Regional District (Houston, Smithers, Telkwa, together with Electoral Areas "A" and "G").

North West Regional Hospital District

The North West Regional Hospital District (NWRHD) was established in December 1995 by Letters Patent. It shares the same boundaries as the entire Regional District of Kitimat-Stikine (RDKS) and Skeena-Queen Charlotte Regional District (SQCRD), and includes the western portion of the Regional District of Bulkley-Nechako (RDBN). The NWRHD is the largest Hospital District geographically in the Province of BC. For more information regarding the NWRHD please contact them at:

North West Regional Hospital District

Suite 300-4545 Lazelle Avenue
Terrace, BC V8G 4E1
Tel: 250-615-6100
Fax: 250-635-9222
Toll Free: 1-800-663-3208
Email: nwrhd@rdks.bc.ca
Website: www.rdks.bc.ca



Regional District of Bulkley-Nechako Current Board of Directors:



Taylor Bachrach

Mayor

Town of Smithers, Tel: (250)847-1600 / mayor@smithers.ca



Darcy Repen

Mayor

Village of Telkwa, Tel: (250) 846-5212 / darcyrepen@gmail.com



Shane Brienen

Mayor

District of Houston, Tel: (250) 845-2238 / mayor@houston.ca



Thomas Liversidge

Councillor

Village of Granisle, Tel: (250) 697-2248 / tommlive@yahoo.ca



Luke Strimbold

Mayor

Village of Burns Lake, Tel: (250) 692-7587 / mayor@burnslake.ca



Dwayne Lindstrom

Mayor

Village of Fraser Lake, Tel: (250) 699-6257 / dwaynelindstrom@fraserlake.ca



Gerry Thiessen

Mayor

District of Vanderhoof, Tel: (250) 567-4711 / mayor@district.vanderhoof.ca



Rob MacDougall

Mayor

District of Ft. St. James, Tel: (250) 996-8233 / mayor@fortstjames.ca

91



Mark Fisher

Director

Area "A" Smithers Rural, Tel: (250) 846-9045/ mark.fisher@rdbn.bc.ca



Bill Miller

Director

Area "B" Burns Lake Rural, Tel: (250) 696-3211 / bill.miller@rdbn.bc.ca



Tom Greenaway

Director

Area "C" Fort St. James Rural, Tel: (250) 996-8484 / greenawayfarms@gmail.com



Mark Parker

Director

Area "D" Fraser Lake Rural, Tel: (250) 699-8419 / mark.parker@rdbn.bc.ca



Eileen Benedict

Director

Area "E" Francois/Ootsa Lake Rural, Tel: (250) 695-6335/ benedict@xplornet.com



Jerry Petersen

Director

Area "F" Vanderhoof Rural, Tel: (250) 567-2357 / jeraud@telus.net



Rob Newell

Director

Area "G" Houston Rural, Tel: (250) 845-2464 / robnewelleag@gmail.com

Please contact your Electoral or Municipal Director if you have any questions or concerns regarding services provided or to inquire about possible new services you would like to see the Regional District provide.





www.rdbn.bc.ca

www.mining.rdbn.bc.ca

www.visitbulkleynechako.ca



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
July 23, 2015**

To: Chair Miller and the Board of Directors
 From: Kristi Rensby, Finance/Administration Coordinator
 Date: July 13, 2015
 Regarding: Federal Gas Tax Funds – Electoral Area 'B' (Burns Lake Rural)
 Village of Burns Lake

The Village of Burns Lake has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to complete a Recreation Infrastructure improvement project at the Tom Forsyth Arena, located in Burns Lake.

The Village wishes to install lighting fixtures in the parking lot area on the east side of the parking lot, where there currently is no lighting. The project is estimated to cost around \$16,500.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'B' allocation is \$79,089.89. Director Miller is supportive of this project and of accessing Federal Gas Tax Funds in the amount of \$7,500. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing \$7,500 of Electoral Area 'B' Federal Gas Tax allocation monies to the Village of Burns Lake for a Recreation Infrastructure improvement project at the Tom Forsyth Arena parking lot;
2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,
(All/Directors/Majority)
3. That the RDBN Board of Directors authorize the withdrawal of up to \$7,800 from the Federal Gas Tax Reserve Fund.

(Participants/Weighted/Majority)

94



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Miller and Board of Directors

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

DATE: July 15, 2015

SUBJECT: Smithers District Chamber of Commerce – Request for Grant-in-Aid – Electoral Area “A” (Smithers Rural)

Attached is a request for Grant in Aid monies from the Smithers District Chamber of Commerce.

The Chamber of Commerce is requesting \$157.50 grant in aid monies from Electoral Area “A” (Smithers Rural) to co-sponsor with the Town of Smithers the “Environmental Business of the Year Award” at the 2015 Community and Business Awards.

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

RECOMMENDATION: (All/Directors/Majority)

“That the Smithers District Chamber of Commerce be given \$157.50 grant in aid monies from Electoral Area “A” (Smithers Rural) for the “Environmental Business of the Year Award” at the 2015 Community and Business Awards.”

95

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>
Sent: July-15-15 11:12 AM
To: Cheryl Anderson
Subject: ***SPAM***New submission from "Grant in Aid Application"
Attachments: 55a6a27672bf5-2014 Budget for Regional District.xlsx



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

APPLICATION SUBMITTED BY:

Smithers District Chamber of Commerce

Mailing Address:
PO Box 2379

Email:

info@smitherschamber.com

Contact Person:

Heather Gallagher and Susan Bundock, 250-847-5072

APPLICATION SUMMARY

Project or purpose for which you require assistance:

Environmental Business of the Year Award

Amount Requested:

157.50

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 chamber of commerce is a voluntary organization of business and professional men and women who have joined together for the purpose of promoting the civic commercial and industrial progress of their community.

The area's economic well-being is directly related to the calibre of work that is done by the Chamber. This is why the chamber has a major impact of business, income and future growth of the area.

There are two primary function of a Chamber of Commerce: it acts as a spokesperson for the business and professional community and translates into action the group thinking of its members AND it renders specific services of a type that can be most effectively rendered by a community organization both to its members and the community as a whole.

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

The Chamber of commerce covers the area from Seaton Station on the west to Quick on the east

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

The board of directors and the members receive no direct funds from the chamber of commerce

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

As of July 15, 2015 we have 205 members

PROJECT PROPOSAL PROFILE

RDBN Assistance Requested:

special event

Other Assistance Requested:

The Smithers District Chamber of Commerce is once again planning to award the "Environmental Business of the Year Award" at the 2013 Community and Business Awards. This award was established in 2008 and since that time has been sponsored jointly by the Town of Smithers and the Regional District Bulkley Nechako.

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 Smithers District Chamber of Commerce is once again planning to award the "Environmental Business of the Year Award" at the 2015 Community and Business Awards. This award was established in 2008 and since that time has been sponsored jointly by the Town of Smithers and the Regional District Bulkley Nechako. This award was developed to encourage and recognize green business practices and it was felt that business who used these practices were deserving of acknowledgement at the annual Awards.

The Award sponsor is acknowledged on all of the Chamber's promotional material including posters, award night programs, the slide show featuring the award finalists, all correspondence regarding the event and promotional material during the nomination process and the final voting procedures to members.

We would like to send an invoice to the Regional District of Bulkley Nechako in the amount of \$157.50 (GST Inclusive) for the 2015 Sponsorship of this award.

We thank the Regional District of Bulkley Nechako for its involvement in allowing the Chamber to offer the recognition to businesses actively improving their environmentally friendly business practices that this Award honours.

Describe how this proposal will benefit the community:

This award was developed to encourage and recognize green business practices and it was felt that business who used these practices were deserving of acknowledgement at the annual Awards.

FUNDING AND FINANCIAL INFORMATION

files Submitted: [55a6a27672bf5-2014 Budget for Regional District.xlsx](#)

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

If not, please comment.:

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

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

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

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

Have you received assistance before from us.

Yes

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

*2014 \$157.50 for the same award
2013 \$157.50 for the same award*

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 Miller and Board of Directors

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

DATE: July 13, 2015

SUBJECT: Burns Lake Mountain Biking Association– Request for Grant in Aid – Electoral Area “B” (Burns Lake Rural)

Attached is a request for Grant in Aid monies from the Burns Lake Mountain Biking Association.

The Association is seeking \$500 from Electoral Area “B” (Burns Lake Rural) grant in aid monies for costs associated with the Big Pig Mountain Biking Festival.

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

RECOMMENDATION: (All/Directors/Majority)

“That the Burns Lake Mountain Biking Association be given \$500 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for costs associated with the Big Pig Mountain Biking Festival.”

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>
Sent: June-24-15 3:20 PM
To: Cheryl Anderson
Subject: New submission from "Grant in Aid Application"
Attachments: 558b2d0e4727c-2015 Big Pig Mountain Biking Festival Budget.docx



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

APPLICATION SUBMITTED BY:

Burns Lake Mountain Biking Association

Mailing Address:
4005 McKenna School Road

Email:
Contact Person:

padube@sd91.bc.ca
Patti Dube 250-692-7690

APPLICATION SUMMARY

Project or purpose for which you require assistance:

Big Pig Mountain Biking Festival

Amount Requested:

500

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

101.

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

The Boer Mountain area is available all year round for hiking, biking, canoeing, kayaking, fishing, swimming, camping, snowshoeing, snowmobiling etc. Free of charge

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

Kager Lake and Boer Mountain Area.

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

We are a non-profit organization and we do not have any paid members.

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

150 members right now and we are celebrating our 10 years as a group July 24, 2015 at Kager Lake

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:

Each year the Regional District has sponsored an event at the Big Pig Mountain Biking Festival. Looking forward to your continued support

Describe how this proposal will benefit the community:

About 60% of the participants are from out of town. They purchase gas, food etc in Burns Lake. We also encourage our participants to check out other parts of our area.

FUNDING AND FINANCIAL INFORMATION

files Submitted:

558b2d0e4727c-2015 Big Pig Mountain Biking Festival Budget.docx

102'
No

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

If not, please comment.:

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

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

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

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

Have you received assistance before from us.

Yes

Year, Amount and Purpose for assistance

2014, \$500, Big Pig Mountain
Biking Festival

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

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

Provide an opportunity for individuals to make direct
contributions?:

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

Yes

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

TO: Chair Miller and Board of Directors

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

DATE: July 13, 2015

**SUBJECT: Lakes District Arts Council – Request for Grant in Aid –
Electoral Areas “B” (Burns Lake Rural) and “E”
(Francois/Ootsa Lake Rural)**

Attached is a request for Grant in Aid monies from the Lakes District Arts Council.

The Council is requesting that consideration be given to contributing \$1,000 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with events during the 2015/16 season.

Directors Miller and Benedict have indicated their willingness to contribute \$1,000 from each of their grant in aid funds.

RECOMMENDATION: (All/Directors/Majority)

“That the Lakes District Arts Council be given \$1,000 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with events during the 2015/16 season.

104

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

APPLICATION SUBMITTED BY:

Applicant Name: Lakes District Arts Council

Mailing Address: PO Box 835
Burns Lake, BC V0J 1E0

E-mail Address: jbarth46@telus.net

Contact(s): Sandra Barth, President, 250-692-3371
Name, Telephone/Fax Number 778-669-0137 (cell)
John Barth, Treasurer, 250-692-3371
Name, Telephone/Fax Number

APPLICATION SUMMARY

Project or purpose for which you require assistance: support for LDAC youth projects including Summer Rank Camps (2) art camps, support to the 15/16 subscription performing arts season, including a Grassy Plains performance in February '11
Amount of Grant Requested \$ \$2000-
\$1,000 - from Area 'B' and \$1,000 from Area 'E'

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.

John Barth
[Signature]
(signature of authorized signatory)

Treasurer
(title) 2015/04/20
Lakes District Arts Council
Box 835
Burns Lake, B.C.
V0J 1E0

Amount Approved: _____
Date: _____

Signature of Electoral Area Director

APPLICANT PROFILE

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

LDAC is moving into its 10th season of successful operation. LDAC presents live performances (subscription season), youth projects, a series of HD opera broadcasts with The Beacon Theatre, and provides support to community arts and cultural activities. Over 13,500 patrons have attended live performances. HD opera broadcast audiences are growing. Youth projects have been very well attended and supported. LDAC is the only presenter of live performances and opera broadcasts between Smithers and Ft. St. James.

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

LDAC's subscriber base is divided evenly between residents of the Village of BURNS LAKE and the RDBN. LDAC has patrons from Smithers, Houston, Topley, Fraser Lake and (occasionally) Vanderhoof, in addition to the Southside and the Lakes District region. LDAC has a special outreach to the Southside via live performances and youth projects at the Grassy Plains community hall. LDAC is a vital part of the arts and cultural scene in RDBN's service area - and spends 42% of our budget in the region.

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

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

LDAC is a 100% volunteer organization incorporated as a BC Society. No remuneration is paid to members. Four members attended the BC Touring Council AGM and showcases this month in Burnaby and were reimbursed for their expenses.

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

LDAC held its 10th AGM in February 2015. LDAC has 15 to 20 regular volunteers. Besides its regular projects, the organization has participated in a year-long strategic planning and succession planning process, to do our best to ensure the long-term viability of the Arts Council.

PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

- capital project and/or equipment
- special event(s) Two Summer Rawk Camps and art camps
- other purpose (support to 15/16 performing arts season, including Grassy Plains live performance in February 2016.)

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

① support for summer youth projects: Third annual Rawk Camp in Burns Lake and 2nd annual Rawk Camp in Grassy Plains; summer art camps in cooperation with the Lakes Artisan Centre; ② support for Grassy Plains live performance (Feb. '16) of the Québec-based gypsy jazz group Christine Tassanettes Imposteurs; ③ support for LDAC's 15/16 performing arts season "A Perfect 10": six live performances are scheduled between October '15 and April '16.

3. Describe how this proposal will benefit the community.

LDAC is a strong and active arts and cultural organization in our local community in the region and the province. Twice nominated as "Presenter of the Year" by the BC Touring Council (one-time winner), LDAC has put the Lakes District on the regional, provincial and national cultural map, with strong contacts and relationships with presenters across BC and Canada. LDAC has a strong, loyal audience; most youth projects have been nearly sold-out or completely so. LDAC develops strong relationships with local businesses, service clubs and educational institutions; supports school and community arts and cultural events; and shops locally, spending over \$30,000 in the Lakes District region in 2014. LDAC is a member of the Burns Lake and District Chamber of Commerce and participates regularly in Chamber activities.

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

YES NO If yes, complete the following chart.

Year:	\$ Amount	Purpose for which assistance was used
2010	\$ 2,000	special projects and 10/11 season
2011	\$ 2,000	special projects and 11/12 season
2012	\$ 2,000	special projects and 12/13 season
2013	\$ 2,000	special projects and 13/14 season
2014	\$ 2,000	special projects and 14/15 season

4. Does your organization:

- * a) Offer direct financial assistance to individuals or families? YES NO
- b) Duplicate services that fall within the mandate of either a senior government or a local service agency? YES NO
- c) Provide an opportunity for individuals to make direct contributions? YES NO

OR, is your organization:

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

Don't forget to attach the required financial report.

* The Arts Council's Arts 4 Youth program provides free tickets to live events to young people and their families, funded by local service groups, small businesses and educational institutions. Nearly 1,000 young people and family members have participated in this program in the past seven years. LDAC offers a scholarship to an LDSS graduate annually, an annual bursary to a participant in the Lakes District Festival of the Performing Arts, and support to the LDSS Drama and Dance Department.

Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:
 - Total cost of project/proposal;
 - Grants/funding from other sources;
 - Funding contributed by applicant through funding raising activities or other sources of revenue;
 - Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant/funding from other source(s)?
 YES NO

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

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Dented (Y)	Pending (Y)
Village of Burns Lake	\$4,700 -	Y		
BC Arts Council Youth	\$9,000 -	Y		
BC Arts Council Basic	\$6,250 -	Y		
PL1 Dist City Found.	\$3,500 -			Y
Direct Access Gaming	\$5,000 -			Y

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

TO: Chair Miller and Board of Directors

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

DATE: July 13, 2015

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

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

The Society is seeking \$2,000 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) to assist with printing costs for the Heritage Cookbook and the Garden Tour Cookbook.

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

RECOMMENDATION: (All/Directors/Majority)

“That the Southside Seniors Housing Society be given \$2,000 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) to assist with printing costs for the Heritage Cookbook and the Garden Tour Cookbook.”

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>
Sent: June-19-15 8:56 AM
To: Cheryl Anderson
Subject: ***SPAM***New submission from "Grant in Aid Application"!



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

APPLICATION SUBMITTED BY:

Southside Seniors Housing Society

Mailing Address:

*17781 Tatalrose Rd., Burns Lake, B.C.,
V0J 1E4*

Email:

mkhoesing@xplornet.com

Contact Person:

Kathy Hoelsing 250 694 3714

APPLICATION SUMMARY

Project or purpose for which you require assistance:

*To help cover printing costs for our Heritage Cookbook as well as our upcoming Garden
Tour cookbook with garden tips.*

Amount Requested:

\$2000.00

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

_____	(title)	_____
(signature of authorized signatory)		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?

Southside Seniors Housing Society's mandate is to provide housing for seniors in the Southside area.

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

Southside and surrounding areas.

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

N/A

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

Incorporated as a society in March of 2007. We have 30+ members and volunteers.

PROJECT PROPOSAL PROFILE

RDBN Assistance Requested:

other purpose

Other Assistance Requested:

Fundraising initiative.

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:

Our cookbooks are one of our fundraising initiatives. This grant will help us cover printing costs.

Describe how this proposal will benefit the community:

Our fundraising proceeds help us to cover our everyday expenses of running our society and hall so we can move forward with our seniors housing project.

FUNDING AND FINANCIAL INFORMATION

files Submitted:

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

No

If not, please comment.:

Name of Grant or Funding Agency1:

Amount Applied for 1:

Status of Grant Application1:

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

Yes

Year, Amount and Purpose for assistance

2014 funds to pay for rezoning fee of 2411 Hospital Road

Year, Amount and Purpose for assistance

2014 funds to cover costs of schoolbus and driver for 2014 Southside Garden Tour

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 Miller and Board of Directors

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

DATE: July 13, 2015

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

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

The Society is seeking \$400 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) for costs associated with the Southside Garden Tour 2015.

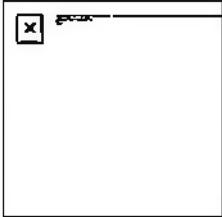
Director Benedict has indicated that she is supportive of this application.

RECOMMENDATION: (All/Directors/Majority)

“That the Southside Seniors Housing Society be given \$400 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) for costs associated with the Southside Garden Tour 2015.”

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>
Sent: June-19-15 9:52 AM
To: Cheryl Anderson
Subject: ***SPAM***New submission from "Grant in Aid Application"!



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

APPLICATION SUBMITTED BY:

Southside Seniors Housing Society

Mailing Address:

*17781 Tatalrose Rd., Burns Lake, B.C.,
VOJ 1E4*

Email:
Contact Person:

mkhoesing@xplornet.com
Kathy Hoelsing 250 694 3714

APPLICATION SUMMARY

Project or purpose for which you require assistance:

Southside Garden Tour 2015

Amount Requested:

\$400.00

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?

Southside Seniors Housing Society's mandate is to provide housing for seniors on the Southside.

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

The Southside of Francois Lake and surrounding areas.

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

N/A

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

Incorporated as a society in March of 2007. We have 30+ members/volunteers.

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:

2015 Southside Garden Tour A wonderful social event enjoyed by all age groups both from the Southside as well as the surrounding areas. Funding will cover the \$400.00 cost for the school bus and driver.

Describe how this proposal will benefit the community:

The Southside Garden Tour is not only enjoyed by seniors but community members of all ages. We will enjoy seeing the wonderful gardens in the area as well as seeing local artisans work. The tour will start at Sue Chretien's where we will tour her timber framed greenhouse as well she will have her artwork featured. We will then be stopping off at the Cheslatta Carrier Nation Administration Site. We will be touring their greenhouse as well as the Chief Louie Paddle Company. From there we will travel to our hall for a light lunch. From here the participants will be able to enjoy the offerings of the Southside Farmers' Market as well as enjoy a leisurely walk around the Hospital Point fitness Trail if they so wish. They may also tour Val Ingram's garden and see displays of Lizanna's local products and jewellery. We will then finish up the tour at Murray's. Many different gardening techniques are featured here.

They will also show how they market their produce.

FUNDING AND FINANCIAL INFORMATION

files Submitted:

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

If not, please comment.:

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

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

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

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

Have you received assistance before from us. *Yes*

Year, Amount and Purpose for assistance

2014 Pay for rezoning of 2411 Hospital Rd

Year, Amount and Purpose for assistance

2014 \$400 towards cost of schoolbus and driver for 2014 Garden Tour

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 Miller and Board of Directors

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

DATE: July 13, 2015

SUBJECT: Granisle Public Library– Request for Grant in Aid – Electoral Area “G” (Houston Rural)

Attached is a request for Grant in Aid monies from the Granisle Public Library

The Granisle Public Library is requesting \$2,500 grant in aid monies from Electoral Area “G” (Houston Rural) for computer upgrading and database instruction.

Director Newell has indicated his support of this application.

RECOMMENDATION: (All/Directors/Majority)

“That the Granisle Public Library be given \$2,500 grant in aid monies from Electoral Area “G” (Houston Rural) for computer upgrading and database instruction.”

119

Cheryl Anderson

From: Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>
Sent: July-02-15 2:21 PM
To: Cheryl Anderson
Subject: ***SPAM***New submission from "Grant in Aid Application"
Attachments: 5595ab3e89866-2014 inside.doc



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

APPLICATION SUBMITTED BY:

Granisle Public Library

Mailing Address:
PO Box 550, Granisle, B.C. V0J 1W0

Email:

library@granisle.net
*Sherry Smith, Tel: 250-697-2713,
FAX 250-697-2306*

Contact Person:

APPLICATION SUMMARY

Project or purpose for which you require assistance:

To assist with technology and database instruction

Amount Requested:

2,500.00

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

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?

We are a resource for recreational and educational reading material and we foster a desire for lifelong learning through school visits and technology instruction. These services are not offered by anyone else in our area.

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

Village of Granisle through to Topley Landing.

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

Paid part-time staff.

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

Three part-time staff.

Nine volunteer Board members.

Incorporated in 1974.

PROJECT PROPOSAL PROFILE

RDBN Assistance Requested:

*capital project and/or equipment
other purpose*

Other Assistance Requested:

*Computer upgrading and assisting
with coverage of services to our
regional district library members.*

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:

Village of Granisle funds over 80% of our current budget which benefits our village residents as well as our rural residents.

Describe how this proposal will benefit the community:

It will assist with budget costs of services provided by our Village.

FUNDING AND FINANCIAL INFORMATION

121

files Submitted:

5595ab3e89866-2014 inside.doc

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

No

If not, please comment.:

Name of Grant or Funding Agency1:

Amount Applied for 1:

Status of Grant Application1:

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

Have you received assistance before from us.

Yes

Year, Amount and Purpose for assistance

2013, \$2,000, Computer instruction, assistance with genealogy research.

Year, Amount and Purpose for assistance

2011, 1,500, assist with cost of services for our area.

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



122

**Regional District of Bulkley-Nechako
Board of Directors Memorandum
JULY 23, 2015**

To: Chair Miller and the Board of Directors
From: Deborah Jones-Middleton (Protective Services Manager)
Date: July 9, 2015
Regarding: Emergency Resources Agreement (Mutual Aid)

An Emergency Resources Agreement between the following communities is being renewed:

- Town of Smithers;
- Village of Telkwa;
- District of Houston;
- Village of Granisle; and
- Village of Burns Lake.

The agreement outlines how another agency would be requested and the roles and responsibilities of agencies and their representatives in an event requiring mutual aid.

This agreement is being renewed and Topley Volunteer Fire Department has been invited to participate in the agreement.

Recommendation

ALL /DIRECTORS/MAJORITY

1. That the Board of Directors receive the memo titled "Emergency Resources Agreement" from Deborah Jones-Middleton, Protective Services Manager.
2. That the Board of Directors authorize Topley Volunteer Fire Department to enter into the agreement.



**Regional District of Bulkley-Nechako
Board of Directors
July 23, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: July 13, 2015
 Regarding: Visit Bulkley-Nechako Advertising for 2016

Included in the Regional Tourism Marketing Initiatives have been the purchase of ½ page advertisements in both the PG Visitors Guide and Northern BC Tourism Guide, as well as a two page advertisement, with all eight municipal partners, in the MILEPOST. Attached is the Tourism Marketing Project Logic Model, prepared to show the project outputs and outcomes. Print advertising is one activity that promotes tourism in our region to increase the number of visitors to the RDBN and tourism revenue.

The PG Visitors Guide:

- Has a distribution of 40,000 to key locations such as:
 - 75 Visitor Information Centers in BC, 50 hotels and attractions, 10 consumer shows
- Is available on the Tourism Prince George website
- Online interactive Visitor Guide – 8,600 views annually, promoted through Facebook (9,500 fans), Twitter (4,000+ followers) and Instagram (1,900+ followers)
- ½ page advertisement costs \$2,200

The Northern BC Travel Guide:

- Has a distribution of 80,000 to key locations such as:
 - Automobile associations, shopping malls, Alaska marine highway ferry system, hotels, motels, rv parks, casinos, regional airports, BC Ferries, and Travel Shows in Canada and the US.
- Is available on the HelloBC.com website which receives more than 8 million visits a year
- Is supported by Northern BC Tourism which has partnered with the RDBN on a number of occasions and projects – Tourism Matters Info Sessions, Image Bank, Outdoor Adventure Travel shows
- ½ page advertisement costs \$2,473

The MILEPOST

- 50,000 readers
- Includes a mobile App “Tour Guide” and interactive digital edition
- All eight municipalities have been partnering in a two page ad for the last three years
- 2 page advertisement costs \$8,312 (to date 6/8 municipalities have responded that they intend to partner again, pending Council approval)

Staff are monitoring the effectiveness of print advertising by tracking visits to the website and Visitor Information Centres (specifically through a “selfie contest” introduced this year). Between January- June visitbulkleynechako.ca has seen an increase in unique visits by 38% over the same time last year (from 2,615 to 3,598). The website is averaging 1,136 visits per month in 2015.

The expenditures will take place in 2015, however this is a prepaid expense because the ad appears in the 2016 edition. It is anticipated that the Regional Economic Development budget of \$6,700 for these advertisements from prior years, will remain in the budget for 2016.

These marketing activities were included in the 2015 Regional Marketing Initiative Grant to Northern Development Initiative Trust. The approved grant for these expenditures is \$1,913.

Budget:

PG Visitors Guide	2,200
Northern BC Travel Guide	2,473
The MILEPOST	8,312
Sub-Total	\$12,985
MILEPOST Municipal Partners	-6,152
Northern Development Initiative Trust Grant	-1,913
Total RDBN Expenditure	\$4,920

Staff are requesting authorization to place half page advertisements in the Northern BC Travel Guide and PG Visitors Guide, as well as a two page advertisement in the MILEPOST for 2016 at an RDBN cost of \$4,920.

RECOMMENDATION:

(All/Directors/Majority)

That the Regional District of Bulkley-Nechako Board of Directors authorize staff to place a half page advertisement in the 2016 Northern BC Travel Guide and PG Visitors Guide, as well as a two page advertisement with municipal partners in the 2016 MILEPOST at a combined RDBN cost of \$4,920.



Regional Economic Development 2015 Regional Marketing Initiative



Tourism Marketing Project Logic Model

9261





**Regional District of Bulkley-Nechako
Board of Directors
July 23, 2015**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: July 13, 2015
 Regarding: SWOT Update

The Strategic Workforce Opportunities Team (SWOT) continues to move forward with the strategies recommended in the Regional Skills Gap Analysis.

The three subcommittees (Promotion, Advocacy, Workforce and Training Development) have selected a Chair, prioritized actions, set up a meeting schedule and the Workforce and Training Development Subcommittee has assigned duties to its members.

The members continue to be committed to the SWOT, with 18/28 members attending the last conference call. New members joining the SWOT include Mark Fisher representing agriculture and a representative from the Industry Training Authority. The SWOT is currently looking for new members to represent unions and First Nations.

The Province has evaluated the Labour Market Partnership Program and is now able to support implementation projects. With assistance from the SWOT, Staff will be submitting an application for a coordinator and implementation of the strategies. Leveraging dollars will be necessary to apply, therefore the SWOT will be approaching municipalities, electoral area directors, industry and other stakeholders to request financial support for the project. As another option for funding, OBAC has said they would reconsider a request if there was leveraging funding as well. Current funding includes \$10,000 from the RDBN Regional Economic Development Budget. Unconfirmed funding includes \$5,000 from the District of Fort St James and \$2,000 from Electoral Area 'G' Grant in Aid.

The next SWOT meeting is being held on August 26 by conference call.

RECOMMENDATION:	(All/Directors/Majority)
Receive.	



Regional District of Bulkley-Nechako Memo – Board Agenda July 23, 2015

To: Chair Miller and the Board of Directors
From: Hans Berndorff, Financial Administrator
Date: June 25, 2015
Re: Topley Emergency Response Contribution Service

A referendum is being proposed to obtain elector approval for an expansion of the boundaries, increase in the tax limit, borrowing for the purchase of a new fire truck and the purchase of a fire hall as well as separating the Topley Emergency Response Service into a fire protection service and a separate road rescue/medical first response service.

Background

The Topley Emergency Response Contribution Service was established in 1999 to provide an annual contribution of \$15,000 to the Topley Volunteer Fire Department for the purpose of providing emergency services to properties in the Topley area. The sole participant is Electoral Area "G". RDBN contributions were supplemented by the Topley Fire Department through fund raising and grants from various sources. In 2008, the maximum annual RDBN taxation was increased to \$18,750.

Need for Upgrading the Service

The Topley Fire Department currently has two old fire trucks, a 1967 Ford with a water carrying capacity of 750 gallons and a 1976 Ford with a water carrying capacity of 1,100 gallons. Both trucks are too old to meet the Insurance Underwriters of Canada 25 year age limit for a primary fire engine. There are also two old trucks use for road rescue.

Three of the four vehicles are housed in a small leased building in Topley. The building is no longer adequate for their purposes. It has only one washroom with a sink and toilet, no showers, no training area and cannot accommodate all of the Topley Fire Department's vehicles. One of the vehicles is stored at the Fire Chief's residence.

A new fire truck and a new fire hall are needed to upgrade the service to today's standards.

The Topley Fire Department also needs an increase in its operating budget to accommodate rising costs and to pay for the costs incurred at the RDBN level to training and evaluation.

Proposed Capital Expenditures

A new fire truck with foam capabilities is being proposed at a cost of \$225,000. This will act as the primary fire engine. Some of the older vehicles can be used to supplement the primary engine in case of a larger fire or where additional water must be hauled to a



fire. In addition, an existing building in Topley would be purchased and converted to a multi-bay fire hall for a total cost of \$152,500. Financing of these capital expenditures would be by RDBN borrowing through the use of MFA debentures. The financial projections include an interest rate of 4% with repayments to take place over a 25 year period.

<u>Total Borrowing Required</u>	
Fire Truck	\$225,000
Fire Hall	152,500
MFA Debt Reserve Fund (1%)	3,837
MFA Admin Fee (0.6%)	2,302
	<u>\$383,639</u>

Loan amortization schedules for the new fire truck and the fire hall are included as Schedules 3 and 4 respectively. A loan authorization bylaw would be required to facilitate this borrowing.

Proposed Boundary Expansion

New firefighting equipment would give the Topley Fire Department the capability to extend its service to a larger boundary as outlined in Schedule A to Bylaw no. 1743, attached. In addition, road rescue and medical first responders services could be expanded to an even larger area as described in Schedule A to Bylaw No. 1745, attached.

Separate Fire Protection and Road Rescue/Medical First Responders Services

The different boundaries make it desirable to separate Fire Protection from Road Rescue/Medical First Responders into two separate and distinct services, each with its own service establishment bylaw, budget and tax limit. The proposed 10 year financial projections for Topley Rural Fire Protection and Topley Road Rescue/Medical First Responders are included as Schedules 1 and 2 respectively.

Taxation and Tax Limits

Taxation for both services is proposed on the basis of land and improvements with apportionment of costs between Area B and area G on the basis of converted land and improvements. The summary below outlines the proposed tax limits (and equivalent tax rates based on 2015 assessments) that would be needed to meet the 10 year projected financial needs as outlined in the attached budget schedules:

- Topley Rural Fire Protection \$72,000 = \$1.90 per \$1,000
- Topley Road Rescue/Medical First Response \$7,000 = \$0.17 per \$1,000

Public Approval

This proposal would require the approval of the electorate. The Directors for Electoral Area B and G are in favour of holding a referendum to obtain public approval.



The Board is being requested to give three readings to the following bylaws further in the agenda:

- Bylaw 1743 – Service establishment for the Topley Rural Fire Protection Service;
- Bylaw 1744 – Loan authorization for the Topley Rural Fire Protection Service;
- Bylaw 1744 – Service Establishment for the Topley Rural Road Rescue and Medical First Responders Service

I would be pleased to answer any questions.

A handwritten signature in black ink, appearing to be "A. P. [unclear]".

Recommendation:

(all/directors/majority)

That the memorandum from the Financial Administrator, dated June 25, 2015 regarding the proposed referendum to replace the Topley Emergency Response Service with the Topley Rural Fire Protection Service and the Topley Rural Road Rescue and Medical First Response Service be received.



**Topley Rural Fire Protection Service
Bylaw No. 1743, 2015 - Schedule A**

Legend

-  Topley Fire Protection Area
-  Road
-  Highway
-  Railway

Cesfo

Created by the Regional District of Bulkley-Nechako.
Creation Date: Feb 17, 2015

SCALE 1:100,000



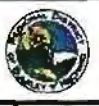
130



I hereby certify that this is Schedule "A" of Bylaw No. 1743, 2015

Corporate Administrator

Date



Topley Rural Road Rescue and Medical First Responder Service Bylaw No. 1745, 2015 - Schedule A



Legend

- Service Area
- Road
- Highway
- Railway
- Municipalities

I hereby certify that this is Schedule "A" of Bylaw No. 1745, 2015

Corporate Administrator

Date

Created by the Regional District of Bulkley-Nechako
Creation Date: Feb 17, 2015

SCALE 1:300,000

Topley Volunteer Fire Department Budget Proposal Fire Protection- 2015 - 2025 (Fire Protection Only)

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
2014 Converted Assessments	3,780,960										
Residential Tax/\$1000	1.86	1.88	1.70	1.72	1.74	1.77	1.79	1.81	1.83	1.88	1.88
Revenue											
Regional District of Bulkley-Nechako Taxes	62,864	63,618	64,387	65,171	65,970	66,786	67,618	68,466	69,331	70,214	71,115
GST Refunds	250	255	260	265	271	276	282	287	293	299	305
Capital Borrowing	383,639										
Total Revenue	446,753	63,873	64,647	65,436	66,241	67,062	67,899	68,753	69,624	70,513	71,419
Expenses											
Facility Expenses											
Telus	1,200	1,224	1,248	1,273	1,299	1,325	1,351	1,378	1,406	1,434	1,463
Hydro	800	816	832	849	866	883	901	919	937	956	975
Heating - Buildings	3,400	3,468	3,537	3,608	3,680	3,754	3,829	3,906	3,984	4,063	4,145
Property Taxes	150	153	156	159	162	166	169	172	176	179	183
Building Maintenance	1,000	1,020	1,040	1,061	1,082	1,104	1,126	1,149	1,172	1,195	1,219
Total Facility Expenses	6,550	6,881	6,815	6,951	7,090	7,232	7,376	7,524	7,674	7,828	7,984
Equipment/Training Expenses											
Training and Evaluation	15,000	15,300	15,606	15,918	16,236	16,561	16,892	17,230	17,575	17,926	18,285
Communications	350	357	364	371	379	386	394	402	410	418	427
Gear, SCBAs	5,850	5,967	6,086	6,208	6,332	6,459	6,588	6,720	6,854	6,991	7,131
Vehicle Fuel/Fluids	1,260	1,285	1,311	1,337	1,364	1,391	1,419	1,447	1,476	1,506	1,536
Vehicle Repairs	3,800	3,872	3,745	3,820	3,897	3,975	4,054	4,135	4,218	4,302	4,388
Total Equipment/Training Expenses	26,060	26,581	27,113	27,655	28,208	28,772	29,348	29,935	30,533	31,144	31,767
Management & Administration Expenses											
Insurance - WCB/ICBC/Fire	4,770	4,865	4,963	5,062	5,163	5,266	5,372	5,479	5,589	5,701	5,815
Office Supplies	540	551	562	573	585	596	608	620	633	645	658
Total Man. & Admin. Expenses	5,310	5,416	5,525	5,635	5,748	5,863	5,980	6,100	6,222	6,346	6,473
Debt Servicing - 25 years											
Principal & Interest	25,195	25,195	25,195	25,195	25,195	25,195	25,195	25,195	25,195	25,195	25,195
Borrowing Costs	6,138										
Total Debt Servicing	31,333	25,195	25,195	25,195	25,195	25,195	25,195	25,195	25,195	25,195	25,195
Capital Expenditures											
Vehicle Purchase	225,000										
Fire Hall	152,500										
Total Capital Expenditures	377,500	0	0	0	0	0	0	0	0	0	0
Total Expenses	446,753	63,873	64,647	65,436	66,241	67,062	67,899	68,753	69,624	70,513	71,419
Revenue Less Expenses	0	0	0	0	0	0	0	0	0	0	0

Topley Volunteer Road Rescue & Medical First Response Budget Proposal Fire Protection- 2015 - 2025

	2016	2017	2018	2019	2020	2021	2022	2023	2024	2025	2026
2014 Converted Assessments	4,054,496										
Residential Tax/\$1000	0.13	0.13	0.14	0.14	0.15	0.15	0.15	0.16	0.16	0.16	0.17
Revenue											
Regional District of Bulkley-Nechako Taxes	5,330	5,467	5,606	5,748	5,893	6,041	6,192	6,346	6,502	6,662	6,826
EMBC Road Rescue	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500	1,500
GST Refunds	0	0	0	0	0	0	0	0	0	0	0
Capital Borrowing	0	0									
Total Revenue	6,830	6,867	7,106	7,248	7,393	7,541	7,692	7,846	8,002	8,162	8,326
Expenses											
Facility Expenses											
Telus	0	0	0	0	0	0	0	0	0	0	0
Hydro	0	0	0	0	0	0	0	0	0	0	0
Heating - Buildings	0	0	0	0	0	0	0	0	0	0	0
Property Taxes	0	0	0	0	0	0	0	0	0	0	0
Building Maintenance	0	0	0	0	0	0	0	0	0	0	0
Total Facility Expenses	0	0	0	0	0	0	0	0	0	0	0
Equipment/Training Expenses											
Training and Evaluation	4,000	4,060	4,162	4,245	4,330	4,416	4,505	4,595	4,687	4,780	4,876
Communications	1,050	1,071	1,092	1,114	1,137	1,159	1,182	1,206	1,230	1,255	1,280
Gear, SCBAs	650	663	676	690	704	718	732	747	762	777	792
Vehicle Fuel/Fluids	140	143	146	149	152	155	158	161	164	167	171
Vehicle Repairs	400	408	416	424	433	442	450	459	469	478	488
Total Equipment/Training Expenses	6,240	6,365	6,492	6,622	6,754	6,889	7,027	7,168	7,311	7,457	7,607
Management & Administration Expenses											
Insurance - WCB/ICBC/Fire	530	541	551	562	574	585	597	609	621	633	646
Office Supplies	60	61	62	64	65	66	68	69	70	72	73
Total Man. & Admin. Expenses	590	602	614	626	639	651	664	678	691	705	719
Debt Servicing - 25 years											
Principal & Interest	0	0	0	0	0	0	0	0	0	0	0
Borrowing Costs	0										
Total Debt Servicing	0	0	0	0	0	0	0	0	0	0	0
Capital Expenditures											
Vehicle Purchase											
Fire Hall											
Total Capital Expenditures	0	0	0	0	0	0	0	0	0	0	0
Total Expenses	6,830	6,867	7,106	7,248	7,393	7,541	7,692	7,846	8,002	8,162	8,326
Revenue Less Expenses	0	0	0	0	0	0	0	0	0	0	0

25 Year Term	Fire Truck		3.5% Capitalization Rate
			S/F Factor:
Principal:	228,658.54	Interest Rate:	0.025674
Debt Reserve 1.0%	2,286.59		
Fees 0.6%	1,371.95		
Proceeds	225,000.00		

	Principal Pymnt	Interest Pymnt	Total Pymnt	Actuarial	Reducing Balance	Annual Payments
					228,658.54	
Yr 1 Semi Annual		4,573.17	4,573.17		228,658.54	15,016.93
Yr 1 Annual	5,870.59	4,573.17	10,443.76		222,787.95	
Yr 2 Semi Annual		4,573.17	4,573.17		222,787.95	
Yr 2 Annual	5,870.59	4,573.17	10,443.76	205.47	216,711.89	
Yr 3 Semi Annual		4,573.17	4,573.17		216,711.89	
Yr 3 Annual	5,870.59	4,573.17	10,443.76	418.13	210,423.17	
Yr 4 Semi Annual		4,573.17	4,573.17		210,423.17	
Yr 4 Annual	5,870.59	4,573.17	10,443.76	638.24	203,914.35	
Yr 5 Semi Annual		4,573.17	4,573.17		203,914.35	
Yr 5 Annual	5,870.59	4,573.17	10,443.76	866.05	197,177.71	
Yr 6 Semi Annual		4,573.17	4,573.17		197,177.71	
Yr 6 Annual	5,870.59	4,573.17	10,443.76	1,101.83	190,205.30	
Yr 7 Semi Annual		4,573.17	4,573.17		190,205.30	
Yr 7 Annual	5,870.59	4,573.17	10,443.76	1,345.86	182,988.85	
Yr 8 Semi Annual		4,573.17	4,573.17		182,988.85	
Yr 8 Annual	5,870.59	4,573.17	10,443.76	1,598.44	175,519.82	
Yr 9 Semi Annual		4,573.17	4,573.17		175,519.82	
Yr 9 Annual	5,870.59	4,573.17	10,443.76	1,859.86	167,789.38	
Yr 10 Semi Annual		4,573.17	4,573.17		167,789.38	
Yr 10 Annual	5,870.59	4,573.17	10,443.76	2,130.42	159,788.37	
Yr 11 Semi Annual		4,573.17	4,573.17		159,788.37	
Yr 11 Annual	5,870.59	4,573.17	10,443.76	2,410.46	151,507.32	
Yr 12 Semi Annual		4,573.17	4,573.17		151,507.32	
Yr 12 Annual	5,870.59	4,573.17	10,443.76	2,700.29	142,936.45	
Yr 13 Semi Annual		4,573.17	4,573.17		142,936.45	
Yr 13 Annual	5,870.59	4,573.17	10,443.76	3,000.27	134,065.58	
Yr 14 Semi Annual		4,573.17	4,573.17		134,065.58	
Yr 14 Annual	5,870.59	4,573.17	10,443.76	3,310.75	124,884.24	
Yr 15 Semi Annual		4,573.17	4,573.17		124,884.24	
Yr 15 Annual	5,870.59	4,573.17	10,443.76	3,632.10	115,381.56	
Yr 16 Semi Annual		4,573.17	4,573.17		115,381.56	
Yr 16 Annual	5,870.59	4,573.17	10,443.76	3,964.69	105,546.27	
Yr 17 Semi Annual		4,573.17	4,573.17		105,546.27	
Yr 17 Annual	5,870.59	4,573.17	10,443.76	4,308.93	95,366.76	
Yr 18 Semi Annual		4,573.17	4,573.17		95,366.76	
Yr 18 Annual	5,870.59	4,573.17	10,443.76	4,665.21	84,830.96	
Yr 19 Semi Annual		4,573.17	4,573.17		84,830.96	
Yr 19 Annual	5,870.59	4,573.17	10,443.76	5,033.97	73,926.41	
Yr 20 Semi Annual		4,573.17	4,573.17		73,926.41	
Yr 20 Annual	5,870.59	4,573.17	10,443.76	5,415.62	62,640.19	
Yr 21 Semi Annual		4,573.17	4,573.17		62,640.19	
Yr 21 Annual	5,870.59	4,573.17	10,443.76	5,810.64	50,958.96	
Yr 22 Semi Annual		4,573.17	4,573.17		50,958.96	
Yr 22 Annual	5,870.59	4,573.17	10,443.76	6,219.49	38,868.89	
Yr 23 Semi Annual		4,573.17	4,573.17		38,868.89	
Yr 23 Annual	5,870.59	4,573.17	10,443.76	6,642.64	26,355.67	
Yr 24 Semi Annual		4,573.17	4,573.17		26,355.67	
Yr 24 Annual	5,870.59	4,573.17	10,443.76	7,080.60	13,404.48	
Yr 25 Semi Annual		4,573.17	4,573.17		13,404.48	
Yr 25 Annual	5,870.59	4,573.17	10,443.76	7,533.89	0.00	
TOTALS:	146,764.68	228,658.54	375,423.22	81,893.85		
	5,221.88	2,286.59	7,508.46			

Total principal repaid plus total actuarial earnings equal amount originally borrowed

NOTE: This schedule of payments is calculated on an estimate of rates based on today's rate.

25 Year Term	Fire hall		3.5% Capitalization Rate
			S/F Factor
Principal:	154,979.67	Interest Rate:	4.00%
Debt Reserve 1.0%	1,549.80		0.025674
Fees 0.6%	929.88		
Proceeds	152,500.00		

	Principal Pymnt	Interest Pymnt	Total Pymnt	Actuarial	Reducing Balance	Annual Payments
					154,979.67	
Yr 1 Semi Annual		3,099.59	3,099.59		154,979.67	10,178.14
Yr 1 Annual	3,978.95	3,099.59	7,078.55		151,000.72	
Yr 2 Semi Annual		3,099.59	3,099.59		151,000.72	
Yr 2 Annual	3,978.95	3,099.59	7,078.55	139.26	146,882.90	
Yr 3 Semi Annual		3,099.59	3,099.59		146,882.90	
Yr 3 Annual	3,978.95	3,099.59	7,078.55	283.40	142,620.15	
Yr 4 Semi Annual		3,099.59	3,099.59		142,620.15	
Yr 4 Annual	3,978.95	3,099.59	7,078.55	432.58	138,208.61	
Yr 5 Semi Annual		3,099.59	3,099.59		138,208.61	
Yr 5 Annual	3,978.95	3,099.59	7,078.55	586.99	133,642.67	
Yr 6 Semi Annual		3,099.59	3,099.59		133,642.67	
Yr 6 Annual	3,978.95	3,099.59	7,078.55	746.80	128,916.92	
Yr 7 Semi Annual		3,099.59	3,099.59		128,916.92	
Yr 7 Annual	3,978.95	3,099.59	7,078.55	912.20	124,025.77	
Yr 8 Semi Annual		3,099.59	3,099.59		124,025.77	
Yr 8 Annual	3,978.95	3,099.59	7,078.55	1,083.39	118,963.43	
Yr 9 Semi Annual		3,099.59	3,099.59		118,963.43	
Yr 9 Annual	3,978.95	3,099.59	7,078.55	1,260.57	113,723.91	
Yr 10 Semi Annual		3,099.59	3,099.59		113,723.91	
Yr 10 Annual	3,978.95	3,099.59	7,078.55	1,443.95	108,301.01	
Yr 11 Semi Annual		3,099.59	3,099.59		108,301.01	
Yr 11 Annual	3,978.95	3,099.59	7,078.55	1,633.75	102,688.30	
Yr 12 Semi Annual		3,099.59	3,099.59		102,688.30	
Yr 12 Annual	3,978.95	3,099.59	7,078.55	1,830.20	96,879.15	
Yr 13 Semi Annual		3,099.59	3,099.59		96,879.15	
Yr 13 Annual	3,978.95	3,099.59	7,078.55	2,033.52	90,866.67	
Yr 14 Semi Annual		3,099.59	3,099.59		90,866.67	
Yr 14 Annual	3,978.95	3,099.59	7,078.55	2,243.96	84,643.77	
Yr 15 Semi Annual		3,099.59	3,099.59		84,643.77	
Yr 15 Annual	3,978.95	3,099.59	7,078.55	2,461.76	78,203.05	
Yr 16 Semi Annual		3,099.59	3,099.59		78,203.05	
Yr 16 Annual	3,978.95	3,099.59	7,078.55	2,687.18	71,536.92	
Yr 17 Semi Annual		3,099.59	3,099.59		71,536.92	
Yr 17 Annual	3,978.95	3,099.59	7,078.55	2,920.50	64,637.47	
Yr 18 Semi Annual		3,099.59	3,099.59		64,637.47	
Yr 18 Annual	3,978.95	3,099.59	7,078.55	3,161.98	57,496.54	
Yr 19 Semi Annual		3,099.59	3,099.59		57,496.54	
Yr 19 Annual	3,978.95	3,099.59	7,078.55	3,411.91	50,105.68	
Yr 20 Semi Annual		3,099.59	3,099.59		50,105.68	
Yr 20 Annual	3,978.95	3,099.59	7,078.55	3,670.59	42,456.13	
Yr 21 Semi Annual		3,099.59	3,099.59		42,456.13	
Yr 21 Annual	3,978.95	3,099.59	7,078.55	3,938.32	34,538.85	
Yr 22 Semi Annual		3,099.59	3,099.59		34,538.85	
Yr 22 Annual	3,978.95	3,099.59	7,078.55	4,215.43	26,344.47	
Yr 23 Semi Annual		3,099.59	3,099.59		26,344.47	
Yr 23 Annual	3,978.95	3,099.59	7,078.55	4,502.23	17,863.29	
Yr 24 Semi Annual		3,099.59	3,099.59		17,863.29	
Yr 24 Annual	3,978.95	3,099.59	7,078.55	4,799.07	9,085.26	
Yr 25 Semi Annual		3,099.59	3,099.59		9,085.26	
Yr 25 Annual	3,978.95	3,099.59	7,078.55	5,106.30	0.00	
TOTALS:	99,473.84	154,979.67	254,453.52	55,505.83		
	3,539.27	1,549.80	5,089.07			

Total principal repaid plus total actuarial earnings equal amount originally borrowed

NOTE: This schedule of payments is calculated on an estimate of rates based on today's rate.

136 Board
- Receive JUN 22 2015
RECEIVED
REGIONAL DISTRICT OF
BULKLEY NECHAKO



REGIONAL DISTRICT OF BULKLEY-NECHAKO

REPORT

TO:	Chair and Regional Board of Directors
FROM:	Director Newell
DATE:	June 20, 2015
RE:	Minerals North 2015

I attended the above-noted meeting workshop conference
other

On: May 27-30 2015 in: Mackenzie

The key topics/points of interest were: *the speakers at the conference provided local provincial and global perspectives describing many of the employment and business opportunities in the industry which are advantageous to the outcome of our S.W.O.T.*

Topic(s) of discussion that I particularly enjoyed or felt was relevant to the Regional District of Bulkley-Nechako include: *Mt Milligan Mine tour - clearly identified on the tour was employment oppotunities (besides the obvious HEO & truck drivers) and some of the skills required to enter the fields. In spite of some uncertainty with land claims, B.C. seems to be doing better than the other Provinces with 6 new producing mines in past 4 years, 16 mines in evaluation & development stoges and 58 exploration projects. Workshop: BC Mining Industry Education & Training: Training Excellence in Mining- the panellists presented challenges and best practices. For instance Mt. Milligan contracted a trainer to work on slte and to instruct operations as well as TCM standard operating procedures.*

Action recommended by Director: *Encourage companies to take foundation students as did Babine Forest Products. They take foundation students on site 2 days/week for training, contribution ta production.*

Follow-up required by:

- Regional District Director Other _____
 Regional District Board None
 RDBN Staff at the discretion of the Regional District Board of Directors

Recommendations:

137



REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM

To: Chairperson Miller and Board of Directors (July 23, 2015)
From: Janine Dougall
Director of Environmental Services
Date: July 14, 2015
Subject: Region Wide Cardboard Ban – Workshop Summary

At the May 28, 2015 Board meeting the concept of instituting a region wide cardboard ban was discussed. The rationale behind instituting a ban would be for the following reasons:

1. Minimize the amount of garbage landfilled in the RDBN.
2. Assist in developing the demand for cardboard recycling across the region and thereby help facilitate the potential for new "green" business opportunities.

Given the complexity of instituting a cardboard ban, a subsequent workshop was held at the RDBN offices in Burns Lake on June 24, 2015. Attendees at the workshop included, RDBN Directors, Municipal Council Members and Municipal Staff.

The format of the workshop included the following topics:

- Development of basic principles surrounding the goals of the cardboard ban.
- A review of the existing cardboard recycling services across the RDBN for residential and institutional, commercial and industrial sectors.
- How things would change under a cardboard ban.
- Questions and concerns that arise when instituting a ban and how these concerns can be potentially addressed.

Attached to this memorandum are minutes that were taken during the workshop event.

The following provides a brief summary of the basic principles developed at the workshop surrounding the goals of the cardboard ban:

1. Cardboard ban will apply to residential and institutional, commercial and industrial (ICI) sectors (ie. No cardboard to be landfilled as garbage).
2. RDBN will ensure that cardboard recycling opportunities for the residential sector are in place prior to ban implementation.
3. ICI sector will be responsible for recycling their cardboard (RDBN taxpayer will not fund).
4. Full implementation of the ban, including enforcement, would commence on July 1, 2016.
5. Significant public education programs surrounding the ban will be required.

Concerns/questions raised during the workshop included:

1. Infrastructure required to facilitate the ban for both residential and ICI.
2. Impacts to municipalities including budget constraints and work crews.
3. Lack of consensus in how the ban will look in each community.
4. Costs to business and how to justify.
5. Need to encourage local business development where feasible.



The Village of Burns Lake has provided to the RDBN a list of comments/questions regarding the cardboard ban. These are presented below. No other feedback from Municipalities has been received at the time of writing this memorandum.

Village of Burns Lake Questions/Comments

Questions:

- Where will the cardboard go if the current recycle outlet goes out of business and the RD ban is in place?
- If the Village decides to collect cardboard from businesses and residents, who will process it?
- What is the capacity of a bailer required locally and what will the need be across the region?
- What is the projected cost of a bailer large enough to accommodate the region?
- Can the Village/Area B use the recycling reserve to upgrade facilities and purchase a bailer?
- How and when will the RDBN be communicating this information to the public?
- Considering that the RDBN will be reducing its intake at the landfill from the Village, will taxation be reduced to reflect the reduction?
- What are the implications to existing contractors with contracts for cardboard? Are they aware the contracts will end in July 2016?

Comments:

- Contracts with MMBC are not sufficient to cover the costs to take on the service.
- MMBC waitlist is too long - other municipalities are still on waitlists.
- Under the current collective agreement with CUPE we are unable to contract out a service to have a contractor pick up cardboard.

Direction was provided at the workshop to RDBN staff to present a timeline for implementation of the cardboard ban at a future meeting. Below is the proposed timeline for Board consideration:

- July 2015 – Board of Directors recommend moving forward with enforced cardboard ban beginning July 1, 2016.
- August 2015 – RDBN issue newspaper ads, media release and contact local Chambers of Commerce to provide initial notice of intent of Board of Directors to implement and enforce cardboard ban beginning July 1, 2016. Attached is a draft media release for review and approval. RDBN staff have also developed a "talking points" sheet for use by RDBN Directors in answering public enquiries (see attached).
- September 2015 to February 2016 – Work on ensuring residential cardboard programs will be available for July 1, 2016, including budget development. Continue with public education programs, including newspaper, RDBN website and local Chambers of Commerce.
- March to June 2016 – Continue with public education programs including newspaper, RDBN website, radio.
- July 1, 2016 – Enforce cardboard ban.



RECOMMENDATION

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "Region Wide Cardboard Ban – Workshop Summary" and dated July 14, 2015.
2. Further, that the Board of Directors recommend proceeding with the implementation of a region wide cardboard ban beginning July 1, 2016.
3. Further, that the Board of Directors adopt the following guiding principles associated with the cardboard ban:
 - a. The ban will apply equally to all residents, businesses, municipalities, industries and institutions including educational facilities and hospitals. No cardboard is to be landfilled.
 - b. The RDBN will work to ensure that, at minimum, drop-off cardboard recycling opportunities are available for residential customers.
 - c. For institutional, commercial and industrial (ICI) customers, the RDBN will not provide recycling services. It will be the responsibility of ICI sector customers to arrange for cardboard recycling services directly with local collectors and recycling service providers.
4. Further, that the RDBN Board of Directors authorize staff to issue the attached media release to provide an initial notice of the intent of the RDBN to implement a region wide cardboard ban beginning July 1, 2016.

Respectfully submitted,

A handwritten signature in cursive script that reads "Janine Dougall".

Janine Dougall
Director of Environmental Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO**REGION WIDE CARDBOARD BAN WORKSHOP****Wednesday, June 24, 2015, 9:00 a.m. to 3:00 p.m.****RDBN Board Room, Burns Lake**

PRESENT:	Chair	Bill Miller
	Directors	Eileen Benedict Shane Brienen – arrived at 9:07 a.m. Mark Fisher Tom Greenaway Dwayne Lindstrom – left at 2:45 p.m. Thomas Liversidge Mark Parker Darcy Repen Luke Strimbold Gerry Thiessen
	Directors Absent	Taylor Bachrach, Town of Smithers Rob MacDougall, District of Fort St. James Rob Newell, Electoral Area "G" (Houston Rural) Jerry Petersen, Electoral Area "F" (Vanderhoof Rural)
	Staff	Gail Chapman, Chief Administrative Officer – left at 12:34 p.m. Hans Berndorff, Financial Administrator Janine Dougall, Director of Environmental Services Wendy Wainwright, Executive Assistant
	Other	Kevin Crook, CAO, District of Fort St. James Jolene Webb, EDO, Village of Fraser Lake Rick Martin, Public Works, Burns Lake Kevin Moutray, Councillor, District of Vanderhoof Gavin Ireland, Public Works, District of Vanderhoof Paul Carver, Director of Operations, District of Vanderhoof Roger Smith, Director of Works and Operations, Town of Smithers

CALL TO ORDER

Chair Miller called the meeting to order at 9:03 a.m.

Chair Miller welcomed everyone in attendance and introductions were completed.

Janine Dougall, Director of Environmental Services provided a PowerPoint Presentation.

Region Wide Cardboard Ban Workshop**Background Information****Residential vs ICI (Institutional, Commercial, Industrial)**

- Residential means waste or recyclables generated by households;
- ICI stands for institutional, commercial, industrial;
- Why does it matter?
- BC Recycling Regulation for packaging and printed paper material is only applicable to residential households;
- The majority of packaging generated by the ICI sector is cardboard.

MMBC (Multi-Material B.C.)

- MMBC programs only apply to residential sector generated materials not ICI sector (BC Recycling Regulation);
- MMBC is funded by industry to provide recycling services to residential, hence the need to keep the ICI sector out.

RDBN Waste Stream Composition

- Generated from Waste Audit – October, 2008.
- Waste Composition – What is Deposited on Tipping Floors of Transfer Stations (Entire RDBN):
 - Organic Waste – 32%;
 - Paper – 20%;
 - Plastic – 15%;
 - Composite Material – 8%;
 - C & D – 8%;
 - Metal – 7%;
 - Glass – 2%;
 - Textiles – 2%;
 - Pet Waste – 1%;
 - Other – 5%.

Discussion took place regarding:

- Percentages of cardboard between residential and ICI being brought to the transfer stations and recycling centres;
- Approximately 80-90% of cardboard is from the ICI sector;
- MMBC – printed paper/packaging is a 60/40% for households;
 - Households generate more plastics;
 - Businesses generate the cardboard that the plastics are delivered in;
- Challenges at a Regional District level at transfer station operations to distinguish between residential and ICI cardboard and similarly at depots;
- All communities other than Granisle have options for residential cardboard recycling disposal:
 - Smithers – MMBC curbside and depot;
 - Telkwa – MMBC curbside;
 - Houston – Houston and Area Recycling Depot - partner with RDBN;
 - Burns Lake – MMBC Depot;
 - Southside – Bins at the Southside Transfer Station;
 - Fraser Lake – Fraser Lake and Area Bottle Depot - partner with RDBN;
 - Vanderhoof –Nechako Waste Reduction Society – partner with RDBN;
 - Fort St. James – MMBC Bottle Depot and Curbside Collection through Nak'azdli Band (Nak'azdli investigating collecting ICI cardboard recycling).
- Need to continue to maintain and or improve residential recycling;
- Need to remove the ICI component of cardboard disposal at RDBN Landfills and Transfer Stations;
- Options implemented by other Regional District's in B.C. re: residential and ICI cardboard recycling;

Cardboard has a commodity value when taken to larger processors and the cleaner the cardboard product is the more recyclable the product will be. When collecting a product there is a need to factor in the end market for that product. The material taken to market is taken to Vancouver, the United States and overseas and the commodity price for the products are directly related to the global market. Currently MMBC is collecting soft plastics but there is no market for soft plastics and recently the RDBN has been requested to landfill 40 tonnes of soft plastic from a recycling depot in the region due to there being no end market for the product. The cost to recycle plastics is extremely high.

Discussion took place regarding the possibility of West Fraser in Fraser Lake utilizing waste for its biomass power generators. Ms. Dougall noted when completing the Waste to Energy Study facilities such as West Fraser's were not comfortable in receiving municipal and or outside waste materials as the product is not always clean and can impact the equipment and air emissions.

The cost of recycling vs. landfilling was discussed. Director Thiessen noted that he felt that in the long term landfilling would be more costly than recycling. He also brought forward concerns regarding individuals/companies outside the RDBN bringing cardboard to RDBN facilities as there are currently no bans in place.

Municipalities discussed the banning of municipal pick-up of residential cardboard. At this time municipalities indicated the focus be on the ICI sector and not residential.

Director Lindstrom mentioned that a number of businesses in the Village of Fraser Lake have yellow cardboard bins located behind their businesses. Ms. Dougall noted that if there was a region wide cardboard ban residents would continue to use the Fraser Lake Bottle Depot for the drop off of their cardboard and businesses would continue to use their yellow bins.

The Vanderhoof Co-op has its own bailing system and disposes of its cardboard through its own organization as does some of the other larger businesses and box stores.

The different service providers Waste Management, Westbin in Houston, Cascades in Prince George and Five Star Garbage and Bin Service in Vanderhoof collect cardboard in the region. The collection companies have indicated their interest in providing services in the region if the RDBN implements a region wide cardboard ban. Challenges regarding the accessibility of bins depending on timelines was discussed.

Discussion took place regarding the enforcement of cardboard bans at RDBN Landfills and Transfer Stations. Ms. Dougall noted that at the smaller facilities within the RDBN they are less busy so staff will be better able to review the content being brought to the facility but for the larger facilities where there is a lot of activity and implementing the ban may be more challenging. Discussion took place regarding the implementation of tipping fees for cardboard and the need for additional staff.

The ability for small businesses to possibly share bins and costs were discussed. Future discussion could take place with local Chambers of Commerce to assist small businesses to cost effectively take part in cardboard recycling programs.

Basic Principles Surrounding Goals of Cardboard Ban

1. Cardboard ban applies to both residential and ICI at RDBN transfer stations and landfills:
 - a. Provide depot provisions for residential sector;
 - b. Residential:
 - i. MMBC;
 - ii. Funded by RD through taxation;
2. Transition ICI cardboard recycling to the ICI sector:
 - a. Paid for directly by ICI.

The possible scenarios for Municipalities if a region wide cardboard ban is implemented at RDBN Transfer Stations and Landfills was discussed. Residential customers may be required to self-deliver their cardboard to recycling depots. Municipalities may have to determine if they are able to provide a collection service. Municipalities will also have to discuss with local depots as to whether they can take large municipal trucks with cardboard and the Municipalities will have to ensure that the pick-up of product is for residential only in order for the MMBC depots to accept the product.

The current RDBN funding of depots set up for collection of cardboard recycling will continue. The necessity to direct the cost of cardboard recycling to industry was discussed. Director Fisher mentioned that he had discussed the concept of a region wide cardboard ban with the Town of Smithers Chamber of Commerce. The Chamber of Commerce has indicated that it will bring forward the ICI component of cardboard recycling not being part of the BC Recycling Regulation for Packaging and Printed Paper at its annual convention.

Break at 10:34 a.m.

Reconvened at 10:58 a.m.

Part B - Existing Cardboard Recycling

Do cardboard recycling options currently exist? If so, where and how?

Details On Where, How Recycling Of Cardboard Happens	
<p>FORT ST. JAMES</p> <p>Residential</p> <p>Curbside</p> <ul style="list-style-type: none"> - Nak'azdli Band through contract with MMBC; <p>Depot</p> <ul style="list-style-type: none"> - Nak'azdli Band; - Greening up the Fort Society; <ul style="list-style-type: none"> ➤ Local community group that collects cardboard/paper; ➤ In process of divesting to municipality and Nak'azdli Band; ➤ 1000 sq. ft building originally constructed with Federal Gas Tax Funds and other grant funding; ➤ On District of Fort St James property; ➤ Partner with Mt. Milligan to transport product to market - attempting to transfer it to the Nak'azdli Band; ➤ Small horizontal bailer in the building estimated cost of bailer is \$19,000. <p>ICI Sector</p> <ul style="list-style-type: none"> ➤ Greening Up the Fort Society has in the past - transferred to Nak'azdli – funded by the RDBN 	
<p>Questions/Challenges that Arise</p> <ul style="list-style-type: none"> ➤ Uptake on recycling approximately 30%; ➤ Nak'azdli Band has indicated that they are not currently receiving adequate funding from MMBC to cover costs due to the low uptake on residential recycling; ➤ Nak'azdli Band is working on recycling cardboard but hours of operations are not the same as the transfer station; ➤ Need for a one stop shop to minimize confusion. <p>ICI</p> <ul style="list-style-type: none"> ➤ Separation between ICI and residential is very difficult. 	
<p>VANDERHOOF</p> <p>Residential</p> <ul style="list-style-type: none"> ➤ Bin at the Vanderhoof Co-op; ➤ Bailed by the Nechako Waste Reduction initiative; ➤ Funded through RDBN; ➤ Transfer Station bins for plastics and paper; ➤ Nechako Waste Reduction Initiative conducted a pilot project for the recycling of plastics at the Vanderhoof Transfer Station; ➤ No MMBC in the community. <p>ICI</p> <ul style="list-style-type: none"> ➤ Some businesses have bins; ➤ Some larger businesses own their own bailer. 	

Vanderhoof (Cont'd)

Questions/Challenges that Arise

- In the past the paper bins were located at the Vanderhoof Co-op but had to be moved due to being lit on fire;
- The Vanderhoof Transfer Station is located within the municipality of Vanderhoof- could be a great opportunity for a one stop location;
- Municipality provides services to the downtown core of Vanderhoof and Five Star Garbage and Bin Service provides service to surrounding residents;
- Residents opting out of service with the municipality if provided elsewhere;
- Would like the Vanderhoof Transfer Station to have a bailer;

ICI

- Minimum space for the placement of bins outside businesses;
- Businesses may have to share bins at a central location;
- Need tipping fees at transfer station;
- More personnel for security/enforcement required at transfer station;
- Some of the businesses have mostly cardboard waste. If the product is banned for pick up the businesses may opt out of garbage service all together.

FRASER LAKE

Residential

- Fraser Lake Bottle Depot;
- No MMBC;

ICI

- Cardboard bins used by businesses;
- Small businesses take product to the Fraser Lake Bottle Depot.

Questions/Challenges that Arise

- What needs to change in community to ensure the ICI is paid for by industry and not residential;
- The municipality has only one garbage truck;
- Transition period – have bins at transfer station due to the lack of 7 day per week access to recycling;
- Need to practice separation;

ICI

- 4-5 businesses that don't have bins – is there potential to have a bin at the depot that could be co-rented;
- Education – as a region need to be given the same message.

BURNS LAKE

Residential

- Cardboard bins at the Burns Lake Transfer Station being removed;
- Recently a local business person opened a recycling centre and has an MMBC contract;
- Working towards a one stop shop location;

ICI

- Bins for Commercial are now set up at recycling centre and funded by RDBN.

Questions/Challenges?

- Consequence of a ban;
- If municipality does collect cardboard – where will it go?
- MMBC currently pays depot to collect as there is no curbside collection in Burns Lake, if that changes, the local depot funding could be impacted;

ICI

- Lack of space for each business to have a bin;
- Tax rate to collect waste from businesses may not be sufficient depending on transportation costs;
- Burns Lake Depot operator will need to be a part of the discussions moving forward.

<p>SOUTHSIDE Residential/ICI</p> <ul style="list-style-type: none"> ➤ Southside Transfer Station serves approximately 1200 residents and a few businesses; ➤ Cardboard /paper bins – collected by Waste Management under contract to the RDBN and brought to Smithers or Prince George.
<p>Under a Cardboard Ban (How and Where will cardboard be Recycled?)</p> <ul style="list-style-type: none"> ➤ General public can no longer dispose of cardboard in general garbage bins.
<p>HOUSTON Residential</p> <ul style="list-style-type: none"> ➤ Houston and Area Recycling Depot - (funded through the RDBN for cardboard and paper collection); ➤ Looking to expand to include to plastic and transport to Prince George; ➤ No MMBC; <p>ICI</p> <ul style="list-style-type: none"> ➤ Westbin - cardboard recycling. <p>Indication from community is that there is a want for more recycling. Several individuals commute to Smithers to recycle.</p>
<p>GRANISLE</p> <ul style="list-style-type: none"> ➤ No recycling program; ➤ Lions Club collects bottles – funds a program called Helping Hands.
<p>Under a Cardboard Ban (How and Where will cardboard be Recycled?)</p> <ul style="list-style-type: none"> ➤ Require infrastructure; ➤ Require service provisions.
<p>Questions/Challenges?</p> <ul style="list-style-type: none"> ➤ Inconvenient; ➤ Need public education; ➤ Small tax base – may require tax increase; ➤ Need to investigate the ability for the municipality to move forward, utilizing the existing depot in Houston and the possibility of using a contractor; ➤ Granisle – potential to shred product and utilize in heating system; ➤ Need to work for the entire region; ➤ Concerns regarding MMBC contract restrictions.
<p>TOPLEY/FORT FRASER</p> <ul style="list-style-type: none"> ➤ Access to landfills and transfer stations in the RDBN; ➤ Access to depot services in the RDBN;
<p>TELKWA Residential</p> <ul style="list-style-type: none"> ➤ MMBC – Curbside; ➤ Residents utilize Smithers and Area Recycling Society for depot services; ➤ Cardboard bins at Smithers and Telkwa Transfer Station; ➤ Curbside materials that Telkwa and Smithers is collecting are being taken to Smithers and Area Recycling Society (SARS) for bailing and to move through MMBC markets; ➤ SARS is partnered with MMBC; ➤ Locally operated depot in community that is being paid by MMBC needs to have product directed to them; <p>ICI</p> <ul style="list-style-type: none"> ➤ Few businesses; <p>Currently through partnership with the Town of Smithers cardboard is collected from the Smithers Telkwa Transfer Station (not just ICI but residential as well) in the Town of Smithers garbage truck back haul and delivered to the Smithers and Area Recycling Society for further processing.</p>

Telkwa (Cont'd)

Questions/Challenges that Arise

- Uptake in recycling has been progressive and has improved a lot but still requires improvement;
- Gaps in communication and education.
- Not always clear as to where to bring products;
- Convenience level dropping off at the transfer station;
- Smithers and Area Recycling Society challenges with the ICI component;

SMITHERS

Residential

Curbside

- MMBC Single Family Residential contract;
- Municipal waste truck alternates weeks for recycling/waste hauling;
- With education it appears to be successful;
- No extra costs to trucks as collection of recyclables occurs on alternate weeks of waste collection;
- Received its MMBC report card for the collection of packaging and printed paper (PPP) and 264,000 kilograms has been recycled which converts to 38% of the residential waste being removed from landfills;

ICI

- Commercial pickup occurs on a weekly basis as it is not part of the MMBC program.
- 130 Commercial customers (small businesses);
 - Operate ½ yard bins;
- Other businesses have cardboard collection through Waste Management and Westbin for cardboard collection.

Questions/Challenges?

- Local business opportunity – announce the potential for local businesses in the region to become a part of the collectors/processors for the region (not just the larger companies);
- Work with local Chamber of Commerce to assist linking small businesses to share costs/bins;
- Larger businesses could also potentially partner with smaller businesses;
- Educate businesses;
- Remove cardboard bins at the transfer station and educate rural residents on the usage of the Smithers and Area Recycling Depot location and products accepted;
- Work with collector re: convenient hours of operations – the Smithers Telkwa Transfer Station has very convenient hours;

ICI

- Fee for ICI based on a monthly fee or per pickup?
- If Waste Management or Westbin are the contractors does that exclude local depots/business operators from collecting and processing?

Separation of the residential and ICI cardboard recycling will possibly enable MMBC to partner with recycling facilities to pay for the residential component of cardboard collection when they receive funding to expand their operations further.

Discussion took place regarding expanding energy and time to meet MMBC's and the BC Recycling Regulations guidelines that do not address issues in rural BC. The importance of creating a model that promotes recycling in the region and that has efficiencies of scale and address the entire region was discussed.

The single bin recycling system that is being utilized by the Town of Smithers was discussed. The single bin system is available due to the Town of Smithers partnership with MMBC wherein the single bin system collects cardboard, paper, plastics, and metal-tin cans. It does not include glass, plastic film or styrofoam. The mixed product is taken to MMBC's optical sort facility in Richmond to be sorted through an optimized system into individual streams. In order for facilities and/or organizations that are not partnered with MMBC to make money on their products it must be multi stream and very clean. There are challenges also in finding a viable market if not partnered with MMBC. The challenges of bailing plastics was discussed.

Distinguishing from residential and ICI cardboard recycling is extremely challenging.

- The province not including ICI in the BC Recycling Regulations has made it difficult for rural BC, and the need to separate and segregate between residential and ICI is limiting the development and implementation of more recycling programs;
- Move forward with a cardboard ban?
- How move forward?

Creating a ban on landfilling cardboard within the RDBN will establish an economic platform in which potential industry businesses can move forward to develop a service for the region. The need to combine the ICI and residential component of cardboard recycling was discussed as key for potential economies of scale in northern BC.

Discussion took place regarding the size of the bails of cardboard being a marketable factor. Industry has noted they are starting preliminary research regarding the volumes within the Regional District and where to implement bailing infrastructure to optimize the collection in this area and region. Industry has indicated in order to have an adequate supply of bins and have an option in place for ICI a timeline of one year was mentioned.

Break for lunch at 12:34 p.m.

Reconvened at 1:08 p.m.

Steps moving forward:

Date for Cardboard Ban: July 1, 2016

- Keep cardboard out of the waste stream;
- Lobby the provincial government and MMBC to include ICI component in the BC Recycling Regulations;
- Talk to Waste Management, Cascades and Westbin regarding the Regional Board moving forward with a cardboard ban;
 - Residential and ICI;
 - Time line required;
- Provide an opportunity for other businesses in the region to be a part of the collection and processing of cardboard – possibly issue a request for interest;
- Public awareness and education initiated at least 6 months in advance;
- 6 months to 1 year implement hard date for ban;
- Engagement process – priority topic – allow businesses and municipalities to look at closely;
 - Concerns re: cardboard bans not a part of municipal work plans for 2015/2016;
 - Possible financial implications;
 - Public buy-in and public education;
 - Service agreements with First Nations – need to consult;
 - Union considerations;
 - Communities in contract with MMBC currently.

148

Region wide cardboard ban will apply to both residential and ICI at RDBN Transfer Stations and Landfills;

- Provide depot provisions for residential sector;
- Residential:
 - MMBC;
 - Funded by RD through taxation;
- Transition ICI to the ICI sector
 - ICI component will be paid for directly by business.

The Regional District will be responsible for disposal options for residential and the responsibility for ICI will be the ICI sector. In implementing a region wide cardboard ban the RDBN will also be responsible for ensuring that cardboard is not disposed of at transfer stations and landfills. Staff will provide information and assist in providing education as the process moves forward.

At the next RDBN Committee of the Whole staff will bring forward a timeline for Regional Board consideration along with talking points. Municipalities can provide input to RDBN staff outlining questions and concerns.

Discussion took place regarding the possible adjustment in the RDBN waste management budget to the variable costs associated with landfilling cardboard.

ADJOURNMENT

The meeting adjourned at 2:47 p.m.

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

Regional District of Bulkley-Nechako Region Wide Cardboard Ban – Media Release

The Regional District of Bulkley-Nechako (RDBN) intends on implementing a region wide cardboard ban on July 1, 2016. This means that beginning July 1, 2016 cardboard will no longer be accepted for disposal as garbage at any RDBN solid waste management facility including landfill or transfer station.

The ban will apply equally to all residents, businesses, municipalities, industries and institutions including educational facilities and hospitals.

The RDBN will work to ensure that, at minimum, drop-off cardboard recycling opportunities are available for residential customers.

For institutional, commercial and industrial (ICI) customers, the RDBN will not provide recycling services. It will be the responsibility of ICI sector customers to arrange for cardboard recycling services directly with local collectors and recycling service providers.

It is appreciated that this initiative of the RDBN may initially cause some challenges and raise concerns on the part of businesses and residents in service provision and cost.

The overall intent of the RDBN is to minimize the amount of waste that is ultimately landfilled, as waste reduction is a priority of the Board of Directors.

In addition, it is hoped that providing sufficient advance notice of the cardboard ban will spur the development of local business opportunities that will add to and enhance the “green” economy in the RDBN.

For additional information please contact the RDBN Environmental Services Department at 250-692-3195, toll free at 1-800-320-3339 or e-mail at inquiries@rdbn.bc.ca.

Regional District of Bulkley-Nechako Region Wide Cardboard Ban – Talking Point Document

- Beginning July 1, 2016 cardboard will no longer be accepted for disposal as garbage at any RDBN solid waste management facility including landfill or transfer station.
- The ban will apply equally to all residents, businesses, municipalities, industries and institutions including educational facilities and hospitals.
- The RDBN will work to ensure that, at minimum, drop-off cardboard recycling opportunities are available for residential customers.
- For institutional, commercial and industrial (ICI) customers, the RDBN will not provide recycling services. It will be the responsibility of ICI sector customers to arrange for cardboard recycling services directly with local collectors and recycling service providers.

Why?

- The overall intent of the RDBN is to minimize the amount of waste that is ultimately landfilled, as waste reduction is a priority of the Board of Directors.
- The intent is that this initiative will spur the development of local business opportunities that will add to and enhance the “green” economy in the RDBN.
- Cardboard is an easily recyclable material with many existing collection and recycling service providers. There is no reason why we should not be recycling cardboard in the RDBN.
- Cardboard, when it degrades in a landfill, creates methane, which is a greenhouse gas 21-27 times more potent than CO₂. Recycling cardboard reduces greenhouse gas emissions from landfills.
- The cost of landfill development is expensive and siting new landfill facilities is extremely challenging. If we can reduce the amount of garbage we landfill, the need and ultimately the costs for new landfill space is delayed. Efficient landfill operations are enhanced by recycling.
- So, why is the RDBN paying for residential cardboard recycling and not ICI? It is estimated that the ICI sector generates significantly more cardboard than the residential sector. In many other jurisdictions, local government does not provide recycling services to the ICI sector. In addition, many businesses in the RDBN already recycle their cardboard, on their own initiative. The region wide cardboard ban will “level the playing field” for all businesses.



REGIONAL DISTRICT OF BULKLEY-NECHAKO
MEMORANDUM

To: Chair Miller and Board of Directors (July 23, 2015)
From: Janine Dougall
Director of Environmental Services
Date: July 14, 2015
Subject: Solid Waste Management Plan – MoE Planning Guideline Update

At the June 11, 2015 Waste Management Committee meeting the undertaking of a review of the RDBN Solid Waste Management Plan was discussed.

At the meeting, information was presented on the current process required to complete a solid waste management review and additional information was provided regarding the intent by the Ministry of Environment (MoE) to update the guidelines associated with solid waste management planning in BC.

RDBN staff attended a webinar on June 17, 2015 held by the MoE to discuss the process involved in updating the solid waste management planning guidelines. Attached to this memorandum is a copy of the presentation made by the MoE for additional information.

Overall, based on information provided by the MoE, the process to update the solid waste management planning guidelines is to be initiated in the fall of 2015, with the implementation of the guidelines to occur in February to May 2016. The objectives for the guideline update are:

1. Enable and empower local government by providing a more results-based focus.
2. Provide increased clarity regarding MoE requirements.
3. Meet the principles of core review by streamlining the planning process and increasing efficiency.
4. Provide flexibility in the planning process.
5. Maintain protection of public interest.

At the June 11, 2015 meeting, the Waste Management Committee made a recommendation to proceed with a full review of the RDBN Solid Waste Management Plan and in an effort to determine if the review process could be initiated prior to the new guidelines being finalized, RDBN staff contacted MoE representatives.

The direction provided by the MoE has been that any reviews initiated prior to the new guideline being implemented would have to follow the existing guideline. Further, that while Regional Districts may choose to proceed under the current guidelines, MoE staff cannot say whether the Minister would want to approve any plans until the updates are in place. It was suggested that it may be of benefit to the RDBN to focus resources in



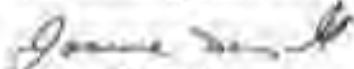
actively participating in the consultation on the guideline this fall, and then proceed with the review under the new guideline. As the aim of the MoE is to streamline the planning process, delaying the plan review until 2016 would mean we could take advantage of some of the ways the MoE hopes to make the process easier for Regional Districts.

RECOMMENDATION

(All/Directors/Majority)

1. That the Waste Management Committee receive the memorandum titled, "Solid Waste Management Plan – MoE Planning Guideline Update" and dated July 14, 2015.

Respectfully submitted,



Janine Dougall

Director of Environmental Services

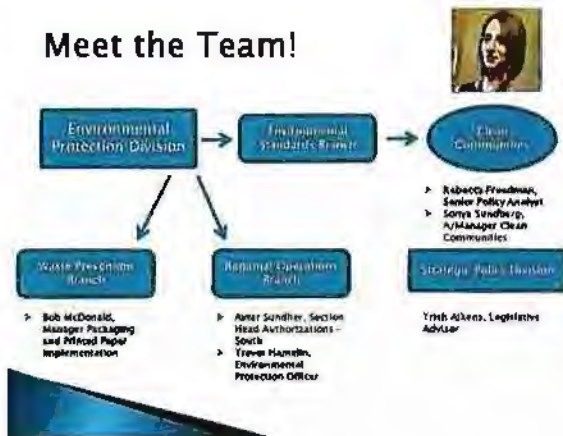
Solid Waste Management Planning Guideline Update Information Meeting

June 17, 2015

Overview

- › Meet the team
- › Background/drivers for guideline update
- › Objectives for guideline update
- › Scope
- › Timeline for update
- › Transition
- › Questions

Meet the Team!



Background/Drivers



News Release – May 21, 2015

- › Announced commencement of project
- › Listed MLA Marvin Hunt's six recommended principles for the future of solid waste in BC:
 1. Promote the 3 R's (Reduce, Reuse, Recycle);
 2. Maximize beneficial use of waste materials and manage residuals appropriately;
 3. Separate organics and recyclables out of garbage whenever practical;
 4. Establish and enforce disposal bans;
 5. Level playing field for both public and private companies; and
 6. Manage tipping fees.

Policy tools

- › Statutes (Environmental Management Act)
- › Regulations
- › Site specific authorizations (i.e permits, Operational Certificates)
- › Guidelines, Criteria, Objectives, Policy

A guideline should provide:

- › Advice for local government to aid in plan development
- › MoE expectations for plans
- › Provincial direction
 - Targets
 - Principles
- › Clarity on legislative requirements



Objectives for Guideline Update

1. Enable and empower local government by providing a more results-based focus.
2. Provide increased clarity regarding ministry requirements.
3. Meet the principles of core review by streamlining the planning process and increasing efficiency.
4. Provide flexibility in the planning process.
5. Maintain protection of public interest.



Service Plan Targets

- › Reduction in municipal waste disposed
- › Organics bans

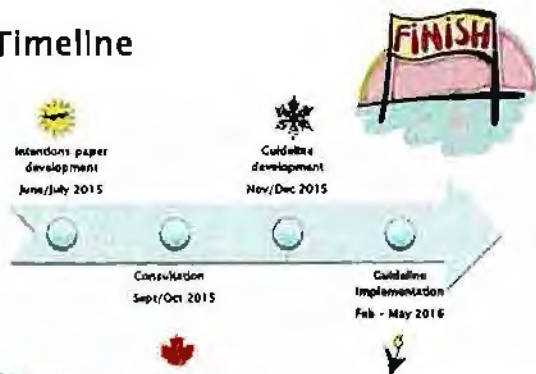


What we will be consulting on:

In Scope	Out of Scope
Regional district planning/updates process	Legislative changes
MoE plan review process	Municipal solid waste policy issues
Public accountability mechanisms	Liquid Waste Management Planning guideline
Targets	Technology/facility standards
Plan format	
Guiding principles	



Timeline



Consultation Opportunities

September and October 2015

- › Online feedback forms
- › Webinars
- › Other identified meeting opportunities



Transition Strategy

- › Updated guideline only applies to regional districts who amend their plans after guideline is implemented
- › Existing plans are not impacted
- › Plans currently being amended or consulted upon can choose to proceed per status quo or pause



Questions?

Rebecca Freedman
Senior Policy Analyst
Clean Communities, BC Ministry of Environment
3rd Floor 2975 Juliard Rd., Victoria BC V8T 5J9
Ph: 250-353-3419 Fax: 250-356-5486

Sonya Sundberg
Advisor
Clean Communities, BC Ministry of Environment
3rd Floor 2975 Juliard Rd. Victoria BC V8T 5J9
Ph: 250-356-8082 Fax: 250-356-5486





APPLICATION SUMMARY

- Name of Property Owners:** Hendrik and Jenny DeJong
- Electoral Area:** A
- Subject Property:** Block B, District Lot 1096, Range 5, Coast District, Except Plan PRP14846 and EPP55 and EPP21217. The subject property is approximately 40 ha (100 acres) in size.
- Location:** The subject property is located at 15140 Old Babine Lake Rd, approximately 11 km northeast of the Town of Smithers.
- Proposal:**
- The purpose of this application is to allow the subdivision of the property into two parcels as divided by Badley Creek. Proposed Lot 1, west of the creek, is approximately 17 ha (42 acres) and contains some small accessory structures. The proposed Lot 2, east of the creek, is approximately 23.4 ha (58 acres) in size and contains the applicants' residence and a barn.
- O.C.P. Designation:** Agricultural (Ag) in the Smithers Telkwa Rural Official Community Plan 1704, 2014
- Zoning:** Agricultural (Ag1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
- Existing Land Use:** Residential and agricultural

Agricultural Capability:

Based on Canada Land Inventory mapping:

100% of the Subject Property is Class 4 Land limited by Topography

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

Previous Applications:**No. 860** Block B, District Lot 1096, Range 5 Coast District.

Application to subdivide the ±123.2 ha property into two lots of ±64 ha (Aug-95)

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

No. 966 Block B, District Lot 1096, Range 5 Coast District, except Plan PRP14846

Application to subdivide the ±61.64 ha (±152.3 acre) parcel into three parcels of approximately ±16.39 ha (±40.5 acres), ±21.85 ha (±54.0 acres) and ±23.39 ha (±57.8 acres) along the boundaries of Old Babine Lake Rd and Badley Creek. (Mar-03)

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

No. 1114 Block B, District Lot 1096, Range 5 Coast District, except Plan PRP14846

Application to subdivide the ±61.64 ha (±152.3 acre) parcel into three parcels of approximately ±16.39 ha (±40.5 acres), ±21.85 ha (±54.0 acres) and ±23.39 ha (±57.8 acres) along the boundaries of Old Babine Lake Rd and Badley Creek. (April-11)

Staff recommendation:	Denial as submitted but recommendation for subdivision into two parcels as divided by Old Babine Lake Rd.
Regional Board recommendation:	Denial as submitted but recommendation for subdivision into two parcels as divided by Old Babine Lake Rd.
A.L.C. Decision:	Denial as submitted but approval of subdivision into two parcels as divided by Old Babine Lake Rd.

Surrounding Applications:

No. 901 District Lot 1091, Range 5 Coast District

Application to subdivide the ±257 ha property into three lots of ±62 ha, ±65 ha and ±130 (±142 acres). (Nov-97)

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

COMMENTS**Ministry of Agriculture**

"The Canada Land Inventory (CLI) soil capability rating for agriculture of 4P and possibly 5TP as noted in the referral package is quite common in the Bulkley Valley; 4P of course being a higher capability rating and generally sought after by agriculture producers for hardy cereal and forage crop production. The Driftwood / Snodgrass orthic grey wooded soils can be improved with various agriculture practices such as grazing intensity management, crop rotations and careful species selection, and manure / organic matter applications. Please note I did not perform any soil test pits on the subject parcel.

I do not see a clear benefit from an agriculture perspective based on the information provided in this proposed subdivision application. The applicants state that they have an eager buyer for the proposed new parcel. I suspect that other existing holders of agriculture land in the Bulkley Valley could also have eager buyers for prospective subdivided parcels off their existing agriculture land holdings, but I believe having a potential buyer at hand should not have any influence on a decision for sub-division approval.

Increased fragmentation of parcels within the ALR combined with subsequent residential use, particularly when surrounded by large parcel holdings used for agriculture, generally leads to increased user conflicts on subjects such as: dust, noise, odour, and even water availability, common to most if not all agriculture operations. Perhaps the applicant could consider leasing a portion of the subject parcel to an interested party for a complementary agriculture use to their existing operations.

I do not support further fragmentation of the remainder on the north side of Old Babine Lake Road (the subject parcel Blk B DL1096) for the reasons stated above."

Advisory Planning Commission

Comments will appear on supplementary agenda.

Planning Department

This property has been the subject of three previous ALR applications. The property was originally 123.2 ha in size and the applicants received ALC approval in 1996 to subdivide the property into two parcels of equal size. The subdivision took place in 1996 and the property owners retained the remainder parcel of 58.8 ha.

In 2003, the applicants applied to subdivide the 58.8 ha remainder parcel into three lots along Babine Lake Road and Badley Creek. The ALC denied the application.

In 2011, the applicants resubmitted the application to subdivide the 58.8 ha remainder parcel into three lots along Babine Lake Road and Badley Creek. The Regional District Board recommended that the application be denied as submitted and that a subdivision into two parcels divided by Old Babine Lake Rd. be supported. The ALC approved the subdivision along the Old Babine Lake Rd., as recommended by the Regional District Board. The ALC was opposed to further subdivision of the portion of the property north of Old Babine Lake Rd as it would further reduce its already limited agricultural potential and would result in parcels smaller than the typical parcel size in the area.

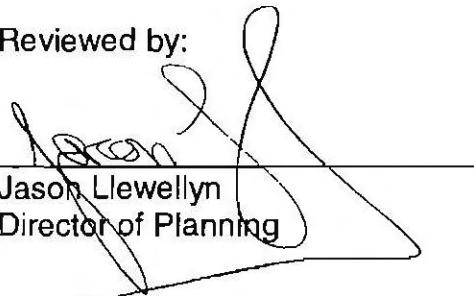
This is the property owners 3rd attempt to subdivide the property along Badley Creek. They have already subdivided the original parcel into 4 smaller parcels. The Planning Department maintains its objection to further subdivision of the subject property. The subject parcel is located in an area dominated by large agricultural parcels. In the Planning Departments opinion the proposed subdivision, and the introduction of new residential development into the area, is not in the best interest of agriculture. Keeping the subject property as it is will maintain the broadest range of options for its agricultural use for the long term.

Recommendation

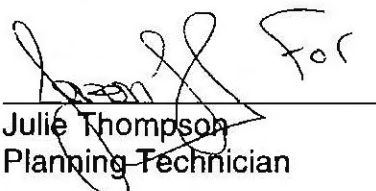
That Agricultural Land Reserve Subdivision Application No. 1181 (DeJong) be recommended to the Agricultural Land Commission for denial.

Development Services – All/Directors/Majority

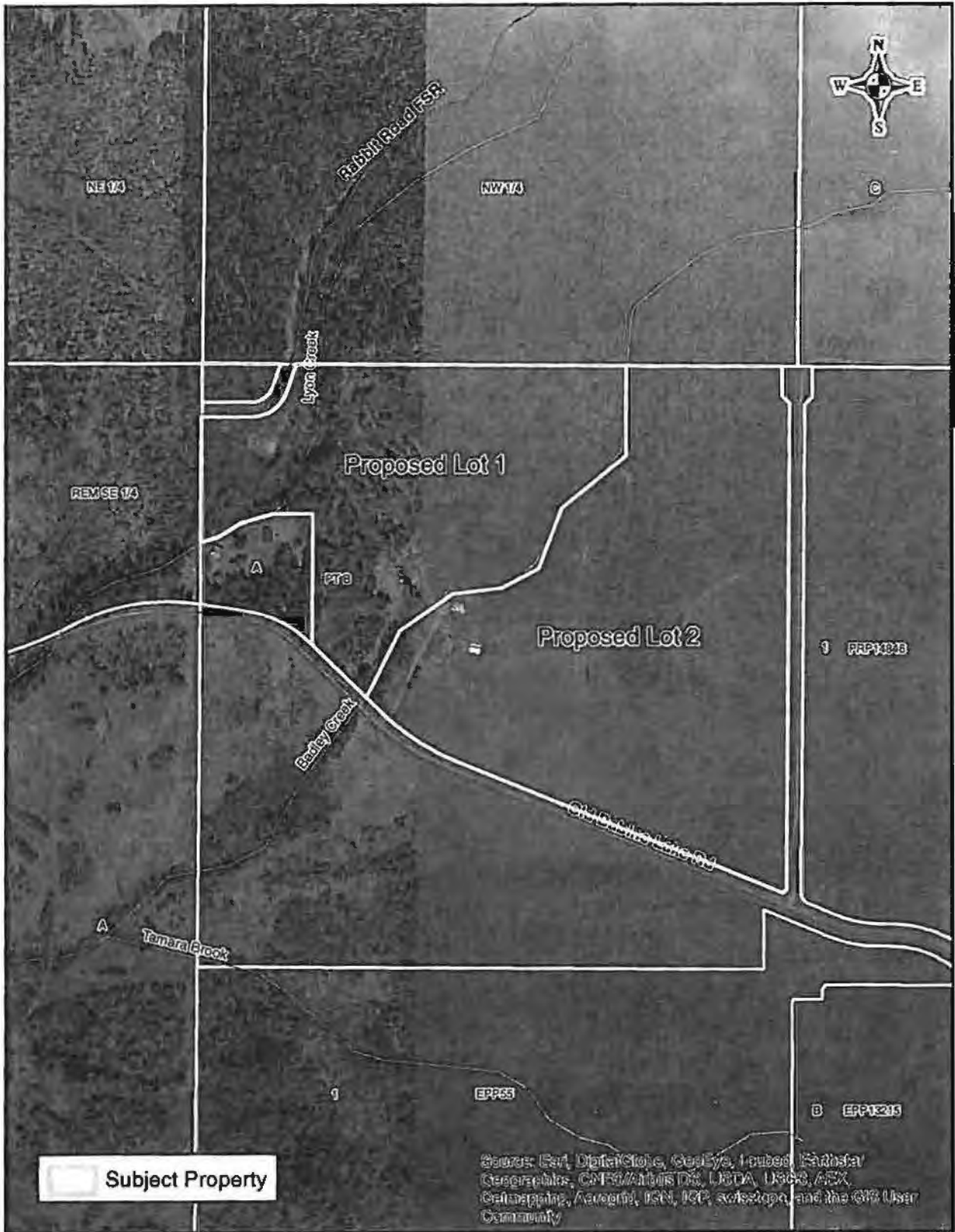
Reviewed by:


 Jason Llewellyn
 Director of Planning

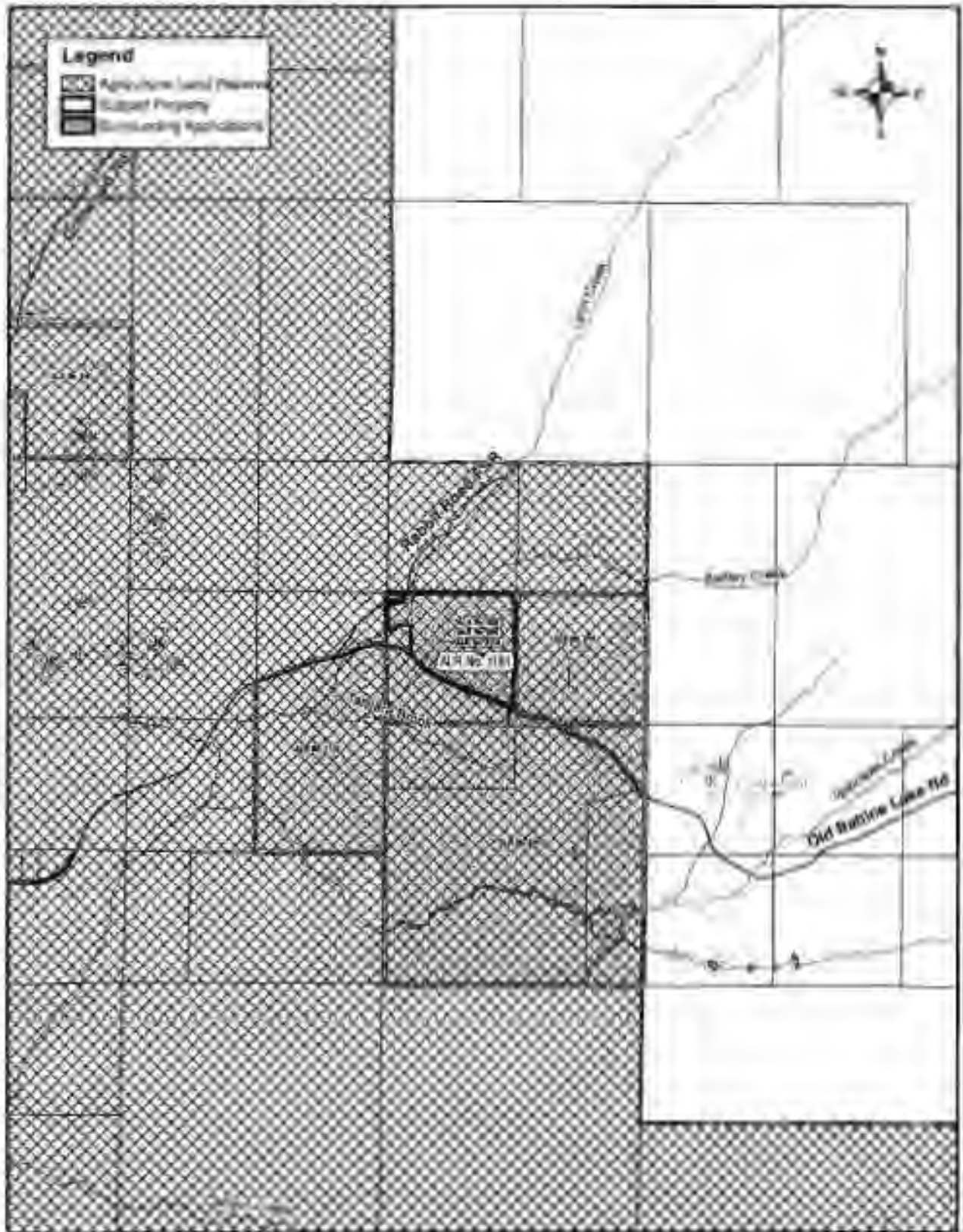
Written by:

 For
 Julie Thompson
 Planning Technician

Specific Location



Surrounding Applications, ALR Status & Surrounding Development



162

DEJONG HORSE LOGGING
15140 OLD BABINE LAKE ROAD
SMITHERS, BC V0J2N7
1-250-847-3519

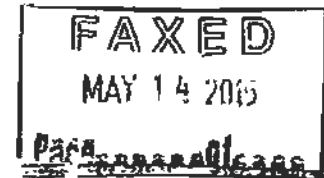
12 May, 2015

Regional District of Bulkely – Nechako

P.O. Box 820

Burns Lake, B.C. V0J 1E0

1-250-692-3195 (t) / 1-250-692-3305 fax



Attention: Maria Sandberg

**Re: Block B, District Lot 1096, Range 5, Coast District,
except Plan PRP14846 and EPP55 and EPP21217**

Hello Maria,

As per our telephone conversation yesterday and Mark Fisher's visit yesterday to walk our property and discuss our proposal, I'm faxing the application for subdivision over to you, with the originals and a Bank draft for \$600 to follow in the mail today!

As you are aware the parcel in question is mapped within the ALR and zoned as Ag 1, which has a minimum parcel size of 16 hectares /39.5acres.

The property is listed as 4P/5TP, stoniness and topography being the two major restrictions to it being good arable farmland. It also sits at approximately 2800 feet above sea level which shortens the growing season considerably in comparison to the lower regions of the Bulkley Valley. It does not grow a self sustaining hay crop. It is suitable for grazing sheep and goats as they like the drier ground. The natural grasses do the best and we have been advised not to till the fields as we would loose the few inches of top soil we have. We purchase all our hay from local hay farmers.

There is one cow/calf rancher just past our place, Wayne Kendall, who grazes beef cattle on his property but obtains all his hay from haying other properties lower in valley and by the river.

1/13

Attention: Maria Sandberg

page 2

Re: Block B, District Lot 1096, Range 5, Coast District,
except Plan PRP14846 and EPP55 and EPP21217

Mr. Kevin Hooper owns property (¼ section) cornering onto us and runs approximately 14 head of beef which he feeds with hay brought in.

We are surrounded by crown land, two woodlots, privately owned parcels, a semi-worked up agricultural lease, and a block whose owner wants his land to go "back to it's natural state" so to speak. Map is attached.

Badley Creek naturally divides this property into 2 parcels with 'in place' road access (Old Babine Lake Road) and year round creeks with water licenses in place on each parcel. There will be no negative environmental impact. In this proposed subdivision we have drawn out lot 1 of approximately 42 acres and the remainder lot 2 (approximately 58 acres) being our remaining home place. The exact sizes will be confirmed by surveying. The grazing pasture will still be used for the same purpose; no land formation need be touched and no new road access needs to be developed; each of the two parcels can utilize water from their respective year round creeks, Badley Creek on the home place, which is listed as a non-fish bearing creek with the Ministry, and Lyon Creek on lot 1, which would be the property to be sold. We do have a buyer eager to purchase and raise his goats and sheep on the west side of Badley Creek. Both Creeks would be fenced off appropriately to prevent any water pollution or damage.

We feel this is an environmentally sound plan and will not in any way deter from the current use of the land but rather enhance it. It will result in two usable small farm holdings where both farmers are able to keep a good watch on their goats and sheep. This is very important as we have grizzly and black bears coming through this corridor. It will not interfere with any activity on surrounding parcels.

There is a Crown Reserve (copy attached) of 3262 cubic meters of merchantable timer registered against the property, of which 2839.7 meters has been harvested and the appropriate stumpage fees paid to the Government. As you can see from the arial photo, all the original timber was and the remaining timber is located on lot 1.

Thank you for your consideration of our proposal.

Yours truly


Jenny de Jong


Hendrik de Jong

2/13

The Creek for boundary = Badley Creek

PROPOSAL (Please describe and show on plan or sketch) **164**

We wish to subdivide the property into 2 parcels,
1) One parcel NW of the Creek, approximately 42 acres
and the remainder being appr 58 acres.

Both parcels will have year round Creek with in place water rights.
Lot 1 - Lyon Creek.

Lot 2 (Remainder) - Badley Creek.

Both parcels have access off of Old Babine Lake Road.

Lot 1 will be used for goat and sheep grazing. Have a buyer who wants to build a house, clear out some brush/trees and keep his animals on the NW side of Badley Creek.

CURRENT USE OF LAND (Show information on plan or sketch)

List all existing uses on the parcel(s) and describe all buildings

East of the creek we graze sheep (15-20) goats (15-20) 1 beef cow, one milk cow, 2 draft horses, chickens, ducks, peacocks. NW. of the Creek used for horse grazing. Home @ dwelling, livestock barn - couple of misc. sheds.

USES ON ADJACENT LOTS (Show information on plan or sketch)

North	Crown Land
East	Private owner - Norm Asland - unused land 1/4 Section
South	Private owner = Steve Mitchinson ± 45 Acres
West	Crown Land

DECLARATION

I/we consent to the use of the information provided in the application and all supporting documents to process the application in accordance with the *Agricultural Land Commission Act* and regulation. Furthermore, I/we declare that the information provided in the application and all the supporting documents are, to the best of my/our knowledge, true and correct. I/we understand that the Agricultural Land Commission will take the steps necessary to confirm the accuracy of the information and documents provided.

13 May 2015 _____
Date Signature of Owner or Agent

13 May 2015 _____
Date Signature of Owner or Agent

Date Signature of Owner or Agent

Hendrik (Hank) DEJONG
Print Name

JENNY DEJONG
Print Name

Print Name

Please ensure the following documents are enclosed with your application:

- Application fee payable to the Local Government
- Certificate of Title or Title Search Print
- Agent authorization (if using agent) N/A
- Map or sketch showing proposal & adjacent uses
- Proof of Notice of Application *(See instructions) N/A
- Photographs (optional)

4/13



165
MEMORANDUM

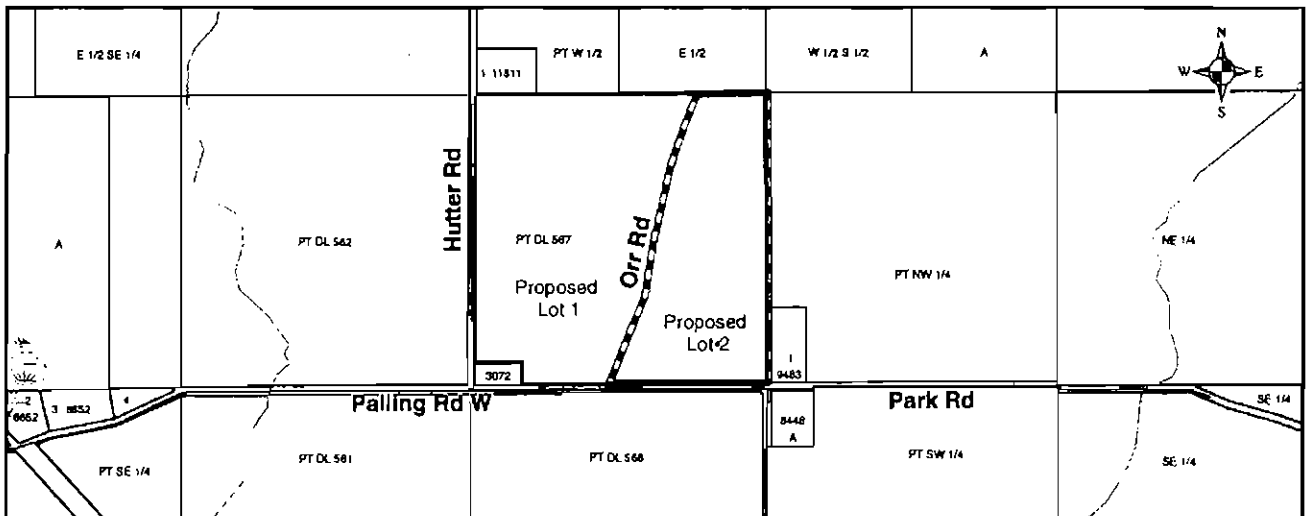
To: Chair Miller and Board of Directors
From: Maria Sandberg, Planner
Date: July 10, 2015
Re: **Application No. 1167 – Subdivision within the ALR (Dyck)**

Purpose

The Chair of the Agricultural Land Commission has asked the ALC Executive Committee to reconsider the decision of the North Panel to support ALR application No. 1167 – Subdivision within the ALR (Dyck). The Regional District has been provided an opportunity to submit comments to the Executive Committee regarding their reconsideration. This report contains the recommended Regional District comment to the ALC's Executive Committee.

ALR Application 1167

The Dyck family owns a 62.2 ha. property in the Palling area, northwest of the Village of Burns Lake. In 2014 they submitted an ALR application to allow the property's subdivision into two parcels, as divided by Orr Rd. The Regional District Board, the Advisory Planning Commission (APC), the Regional Agrologist with the Ministry of Agriculture, and Planning Department staff all supported the proposed subdivision. The application was submitted to the ALC in September 2014. The staff report for this application is attached.



ALC North Regional Panel's Decision

The ALC North Panel reviewed ALR application 1167 and approved the application by a 2/3 majority vote with the Panel Chair opposing the decision. The report of ALC decision, dated July 6th, 2015 is attached for the Director's information.

On July 8th, 2015 the applicant and the RDBN were informed that the ALC Chair, Frank Leonard, referred the North Panel's decision to the ALC's Executive Committee for reconsideration under section 33.1 of the *Agricultural Land Commission Act*. The notification letter from the ALC states that the ALC Chair decided to refer the application for reconsideration because he is concerned that the decision to allow the subdivision may not fulfil the purposes of the Commission.

Staff Comments

As noted the Regional District Board, the Electoral Area B Advisory Planning Commission, the Regional Agrologist with the Ministry of Agriculture, the RDBN Planning Department, and 2/3 of the North Panel support the proposed subdivision. The only dissenting voice in the approval process is the Chair of the North Panel.

It is surprising to staff that the North Panel's decision would be challenged by the ALC Chair. It is particularly surprising in light of the near unanimous opinion that the proposed subdivision will provide a net benefit to agriculture. It would be expected that the reconsideration process, and the Executive Committee's time, would be reserved for situations where there was some reasonable indication that an incorrect decision had been made. This is not the case with this application.

There are currently eight outstanding ALC applications from our region awaiting decisions from the North Panel, most of them submitted in 2014.

Recommendation

That staff send the letter attached to the July 10th, 2015 report from the Planner to the ALC Executive Committee regarding their reconsideration of the North Panel's decision recorded as resolution #182/2015.

Development Services - All/Directors/Majority

Reviewed by:

Jason Llewellyn
Director of Planning

Written by:

Makia Sandberg
Planner

167

July 24, 2015

Laurel Eyton, Land Use Planner
Agricultural Land Commission
133-4940 Canada Way
Burnaby, BC
V5G 4K6

Dear Ms Eyton,

Re: Reasons for Decision of the ALC (Resolution #182/2015)

ALC File 53873 R (RDBN Application No. 1167) was reviewed, and supported, by the Regional District Board, the Electoral Area B Advisory Planning Commission, the Regional Agrologist with the Ministry of Agriculture, and the RDBN Planning Department. The opinion that the application would not have a negative impact on agriculture, and may actually have a net benefit on agriculture, was unanimous. The ALC North Panel agreed with this finding and supported the application. The only dissenting voice throughout the review and approval process was from the Chair of the North Panel.

In the Regional District Board's opinion the decision of the North Panel was well made and is correct. There is no justification for the reconsideration process to have been initiated, and there is no justification for the North Panel's decision to be overturned.

Given the volume of issues before the ALC it would be expected that the reconsideration process, and the Executive Committee's time, would be reserved for situations where there is some reasonable indication that an incorrect decision had been made. This is not the case with with this application.

We note that there are currently eight outstanding ALC applications from our region awaiting decisions from the North Panel, most of them submitted to the ALC in 2014. The oldest application was submitted to the ALC in April 2014.

Sincerely,

Bill Miller, Chair
Regional District of Bulkley-Nechako



168

Agricultural Land Commission
133 – 4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

July 8, 2015

ALC File: 53873

David Dyck, Susan Dyck, Glenn Dyck Joanna Dyck
c/o David Dyck, as Agent
15300 Hutter Road
Burns Lake, BC V0J 1E1

Dear Mr. Dyck:

Re: Application to Subdivide Land in the Agricultural Land Reserve (ALR)

This is further to the Agricultural Land Commission (the "Commission") letter dated July 6, 2015 which forwarded the *Reasons for Decision of the North Panel*, recorded as Resolution #182/2015 (the "Decision"). In its covering letter to you, the Commission advised as follows:

Please note that pursuant to s. 33.1 of the Agricultural Land Commission Act, the Chair may direct the executive committee to reconsider this panel decision if, within 60 days from the date of this decision, he considers that the decision "may not fulfill the purposes of the commission as set out in section 6 or does not adequately take into account the considerations set out in s. 4.3.

In my capacity as Chief Tribunal Officer, I am writing to advise you that the ALC Chair, Mr. Frank Leonard, has reviewed the Decision, recorded as Resolution #182/2015 and has referred this matter to the Executive Committee of the Commission under s. 33.1 of the *Agricultural Land Commission Act* (the "ALCA") which provides the following:

Reconsideration of decisions of panel

- 33.1(1) The chair of the commission may, in writing, direct the executive committee to reconsider a decision made by a panel established under section 11(1) respecting an application or other matter allocated to the panel by the chair of the commission, including a panel's reconsideration of a decision under section 33 (1), if
- (a) the chair considers that the decision
 - (i) may not fulfill the purposes of the commission as set out in section 6, or
 - (ii) does not adequately take into consideration the considerations set out in section 4.3, if applicable, and

169

July 8, 2015

Re: ALC File: 53873

- (b) the chair makes the direction to the executive committee within 60 days of the decision being made.
- (2) If the chair of the commission directs the executive committee to reconsider a decision under subsection (1), the chair must give notice of the reconsideration to any person that the chair considers is affected by the reconsideration.
- (3) If the chair of the commission directs the executive committee to reconsider a decision under subsection (1), the executive committee must confirm, reverse or vary the decision.
- (4) For the purposes of subsection (3), the executive committee has all the powers, duties and functions of the commission.
- (5) A decision by the executive committee under subsection (3) is for all purposes a decision of the commission.

The Chair has directed the reconsideration on the basis that he considers that the Decision may not fulfill the purposes of the Commission as set out in section 6 and that the decision does not adequately take into consideration the considerations set out in section 4.3, the latter of which apply in zone 2. The Chair has also directed me to make clear that this referral to the Executive Committee under s. 33.1(1) is just that, a referral, and does not represent the Chair's final conclusion on the proper outcome of the reconsideration. The final decision by the Executive Committee (consisting of the Chair and the 6 vice-chairs of the Commission) will be made by the Executive Committee with each member of the Executive Committee being responsible for exercising their independent judgment as part of the Executive Committee as a decision-making body after deliberation, discussion and consideration of all the information, evidence and submissions.

The Chair has in his discretion directed that the Regional District of Bulkley-Nechako, while not entitled to notice under s. 33.1(2), should be given the opportunity to provide any information in addition to that it has already provided in connection with the application, which information is to be provided to the Commission and to yourselves no later than July 30, 2015.

The Chair has also determined that you, Susan Dyck, Glenn Dyck and Joanna Dyck are persons entitled to notice under s. 33.1(2), and has therefore directed me to notify you of the reconsideration and to give you the opportunity to provide the Commission with any additional evidence and submissions no later than August 6, 2015. The Executive Committee will be considering both the application of section 6 and 4.3 to your application. While you are not required to provide additional evidence and submissions, you are invited to do so. In particular, you may wish to address the following issues:

July 8, 2015

Re: ALC File: 53873

- (a) The impact of your application on the purposes of the commission as set out in section 6 of the Act ("to preserve agricultural land, to encourage farming on agricultural land in collaboration with other communities of interest, to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies");
- (b) How section 4.3 applies to your application, including whether and how your application is supported by any of the factors set out in ss. 4.3(b) and (c), and how those factors should properly be applied in this case "in descending order of priority" as required by section 4.3:

4.3 When exercising a power under this Act in relation to land located in Zone 2, the commission must consider all of the following, in descending order of priority:

- (a) the purposes of the commission set out in section 6;
- (b) economic, cultural and social values;
- (c) regional and community planning objectives;
- (d) other prescribed considerations. [Not applicable]

Once the submissions process is complete, the Executive Committee will consider the reconsideration at the first available meeting opportunity.

If you intend to respond, please direct your submission to Ms. Laurel Eyton, Land Use Planner at (Laurel.Eyton@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION



Colin Fry, Chief Tribunal Officer

cc: Regional District of Bulkley-Nechako (File: 1167)
David Merz, Chair, North Panel
Sandra Busche, Member, North Panel
Garry Scott, Member, North Panel



171

Agricultural Land Commission
133-4940 Canada Way
Burnaby, British Columbia V5G 4K6
Tel: 604 660-7000
Fax: 604 660-7033
www.alc.gov.bc.ca

July 6, 2015

ALC File: 53873

David Dyck
15300 Hutter Road
Burns Lake, BC V0J 1E1

Dear Mr. Dediluke:

Re: Application to Subdivide Land in the Agricultural Land Reserve (ALR)

Please find attached the Reasons for Decision of the Agricultural Land Commission (Resolution #182/2015) as it relates to the above noted application. As agent, it is your responsibility to notify your client(s) accordingly. A sketch plan depicting the decision has been attached.

Your attention is drawn to s. 33(1) of the *Agricultural Land Commission Act* which provides a person affected the opportunity to submit a request for reconsideration.

33(1) On the written request of a person affected or on the commission's own initiative, the commission may reconsider a decision of the commission under this Act and may confirm, reverse or vary it if the commission determines that:

- (a) evidence not available at the time of the original decision has become available,
- (b) all or part of the original decision was based on evidence that was in error or was false.

Please note that pursuant to s. 33.1 of the *Agricultural Land Commission Act*, the Chair may direct the executive committee to reconsider this panel decision if, within 60 days from the date of this decision, he considers that the decision "may not fulfill the purposes of the commission as set out in section 6 or does not adequately take into account the considerations set out in section 4.3".

Further correspondence with respect to this application is to be directed to Laurel Eyton at (Laurel.Eyton@gov.bc.ca).

Yours truly,

PROVINCIAL AGRICULTURAL LAND COMMISSION

Per:

Colin J. Fry, Chief Tribunal Officer

172

Page 2 of 2

Enclosures: Reasons for Decision (Resolution #182/2015)
Sketch plan

cc: Regional District of Bulkley-Nechako (File: 1167)

53873d1



AGRICULTURAL LAND COMMISSION FILE 53873

REASONS FOR DECISION OF THE NORTH PANEL

Application submitted pursuant to s. 21(2) of the *Agricultural Land Commission Act*

Applicants:

David Dyck

Susan Dyck

**(As to an undivided ½ Interest
as Joint Tenants)**

Glenn Dyck

Joanna Dyck

**(As to an undivided ½ Interest
as Joint Tenants)**

(the "Applicants")

Agent:

David Dyck

(the "Agent")

Application before the North Regional Panel:

Dave Merz, Panel Chair

Sandra Busche

Garry Scott

174



THE APPLICATION

- [1] The legal description of the property involved in the application is:
Parcel Identifier: 007-447-043
District Lot 567, Range 5, Coast District, Except Plans 3072, PRP12894 and
PRP13272
(the "Property")
- [2] The Property has the civic address 14852 Palling Road W, 15 km west of Burns Lake.
- [3] The Property is 62.2 ha in area.
- [4] The Property is located within a designated agricultural land reserve ("ALR") as defined in s. 1 of the *Agricultural Land Commission Act* (the "ALCA").
- [5] The Property is located within Zone 2 as defined in s. 4.2 of the *ALCA*.
- [6] Pursuant to s. 21(2) of the *ALCA*, the Applicants are applying to subdivide the Property along Orr Road to create two parcels; one of approximately 36.4 ha and another of 24.3 ha (the "Application").
- [7] On February 5, 2015, the Chair of the Agricultural Land Commission (the "Commission") referred the Application to the North Regional Panel (the "Panel").

RELEVANT STATUTORY PROVISIONS

- [8] The Application was made pursuant to s. 21(2) of the *ALCA*:

21(2) An owner of agricultural land may apply to the commission to subdivide agricultural land.



[9] The Panel considered the Application pursuant to its mandate in s. 4.3 of the *ALCA*:

4.3 When exercising a power under this Act in relation to land located in Zone 2, the commission must consider all of the following, in descending order of priority:

- (a) the purposes of the commission set out in section 6;
- (b) economic, cultural and social values;
- (c) regional and community planning objectives;
- (d) other prescribed considerations.

[10] The purposes of the Commission set out in s. 6 are as follows:

6 The following are the purposes of the commission:

- (a) to preserve agricultural land;
- (b) to encourage farming on agricultural land in collaboration with other communities of interest; and
- (c) to encourage local governments, first nations, the government and its agents to enable and accommodate farm use of agricultural land and uses compatible with agriculture in their plans, bylaws and policies.

EVIDENTIARY RECORD BEFORE THE PANEL

[11] The Panel considered the following evidence:

1. The Application
2. Local government documents
3. Previous application history
4. Agricultural capability map, ALR context map and satellite imagery

All documentation noted herein was disclosed to the Agent in advance of this decision.

[12] The Regional District of Bulkley-Nechako (the "RDBN") has resolved to forward the Application recommending approval.



[13] The Panel reviewed a previous application involving the Property:

Application ID: 41842
Legacy File: 35882
(Dyck, 2005)

To subdivide the property as divided by Orr Road. Refused by Resolution #247/2005. The Commission instead recommended that the applicants apply to have an additional dwelling on the Property for use by a member of the owners' immediate family.

Reconsideration

The Commission received a request that it meet with the all the applicants regarding the proposal. A meeting was held following which the Commission did not believe that there was any "compelling bio-physical evidence indicating that the property is not suitable for farm uses or cannot be farmed as a unit". The Commission reconfirmed Resolution #247/2005 by Resolution #182/2007.

FINDINGS

Section 4.3(a) and Section 6 of the ALCA: First priority to agriculture

[14] In assessing agricultural capability, the Panel referred in part to agricultural capability mapping and ratings. The ratings are identified using the Canada Land Inventory (CLI), 'Soil Capability Classification for Agriculture' system. The agricultural capability ratings identified on CLI map sheet 93K/5 for the mapping units encompassing the subject property are Class 4 and Class 5; more specifically (6:5X 4:4C).

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

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

The limiting subclasses associated with this parcel of land are C (climate) and X (combination of soil factors).

[15] Ministry of Agriculture Regional Agrologist John Stevenson reports that "from an agricultural perspective I have no concerns with this subdivision proposal from the Dyck



family. The parcel is essentially bisected by Orr Road and thus has created 2 farm units, albeit Orr Road does not likely receive a large amount of vehicle traffic. I am optimistic that by enabling the subdivision to proceed as proposed, the result is a greater net benefit to agriculture as finance options become available to Glenn and Joanna, and will also result in greater flexibility for farm succession options in the future."

[16] Two members of the Panel believe that the Application, as proposed, will have a negligible negative impact to agriculture, as it reflects the current situation of the Property. However, the Panel Chair disagrees that the negative impact will be negligible, as he believes that subdividing the Property into two parcels will reduce the agricultural options available and that Orr Road is not a significant impediment to agriculture.

[17] Two of the members of the Panel believe that the Application, as proposed, will provide a net benefit to agriculture as it encourages farming by helping a young farmer to be on the land and to farm. As the applicant wishes "to further develop the property but cannot acquire a separate mortgage to do so as the property is in both names," the proposal to subdivide will "allow Glenn Dyck to obtain his own financing to further develop the east portion of the property." However, the Panel Chair disagrees that the impact will be negligible, as he believes that subdividing the Property into two parcels will reduce the agricultural options available and that Orr Road is not an impediment to the agricultural use of the Property as a single unit.

Section 4.3(b) of the ALCA: Second priority to economic, cultural and social values

[18] The Applicants were given an opportunity to provide further information relevant to s. 4.3. In their letter dated January 15, 2015, the Applicants advised that they had nothing further to submit.

[19] Two of the Panel members believe that the Application, if approved, support the social and economic values in the area as the building of a family farm business supports economic growth and having the son on the property support social values.



[20] The Panel Chair, while mindful of the considerations of family farm succession planning, would prefer to see the farm remain as one unit and encourages the Applicant to pursue other options for farm succession planning.

Section 4.3(c) of the ALCA: third priority to regional and community planning objectives

[21] The Application is consistent with the Agricultural designation in the RDBN's Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1514, 2009 and the Agricultural zoning in the RDBN Zoning Bylaw No. 700, 1993, as it meets the minimum parcel size for the designations.

Weighing the factors in priority

[22] Two of the Panel members believe that the Application, if approved, will have a net positive impact on agriculture, as the number of dwellings on the Property will not change and there is increased potential that the eastern portion of the Property will be farmed. Further, two of the Panel members believe that the Application, if approved, will have a positive social and economic impact.

DECISION

[23] For the reasons given above, the Panel approves the Application to subdivide the Property along Orr Road to create two parcels; one of approximately 36.4 ha and another of 24.3 ha.

[24] The Application is approved subject to the following conditions:

- a. the subdivision being in substantial compliance with the plan submitted with the application; and
- b. the subdivision plan being completed within three (3) years from the date of release of this decision.



[25] This decision does not relieve the owner or occupier of the responsibility to comply with applicable Acts, regulations, bylaws of the local government, and decisions and orders of any person or body having jurisdiction over the land under an enactment.

Commissioner **Sandra Busche** concurs with the decision.

Commissioner **Garry Scott** concurs with the decision.

[26] Panel Chair **Dave Merz** opposes the decision.

[27] I, **Dave Merz**, am opposed to the decision recorded above as I believe the Property has agricultural capability is suitable for agriculture. The Application, if approved, will divide a viable farm unit into two parcels which will reduce the agricultural options for the Property and will result in the Property being less likely to be farmed in the future. Moreover, I do not believe that Orr Road is a significant impediment to the use of the Property as a single agricultural unit as was found by the Commission in its 2005 decision and 2007 reconsideration pertaining to a similar subdivision proposal. While mindful of the applicant's considerations related to family farm succession planning, the Panel Chair believes that paths to succession planning other than subdivision should be pursued.

[28] Decision by majority vote is recorded as Resolution #182/2015.

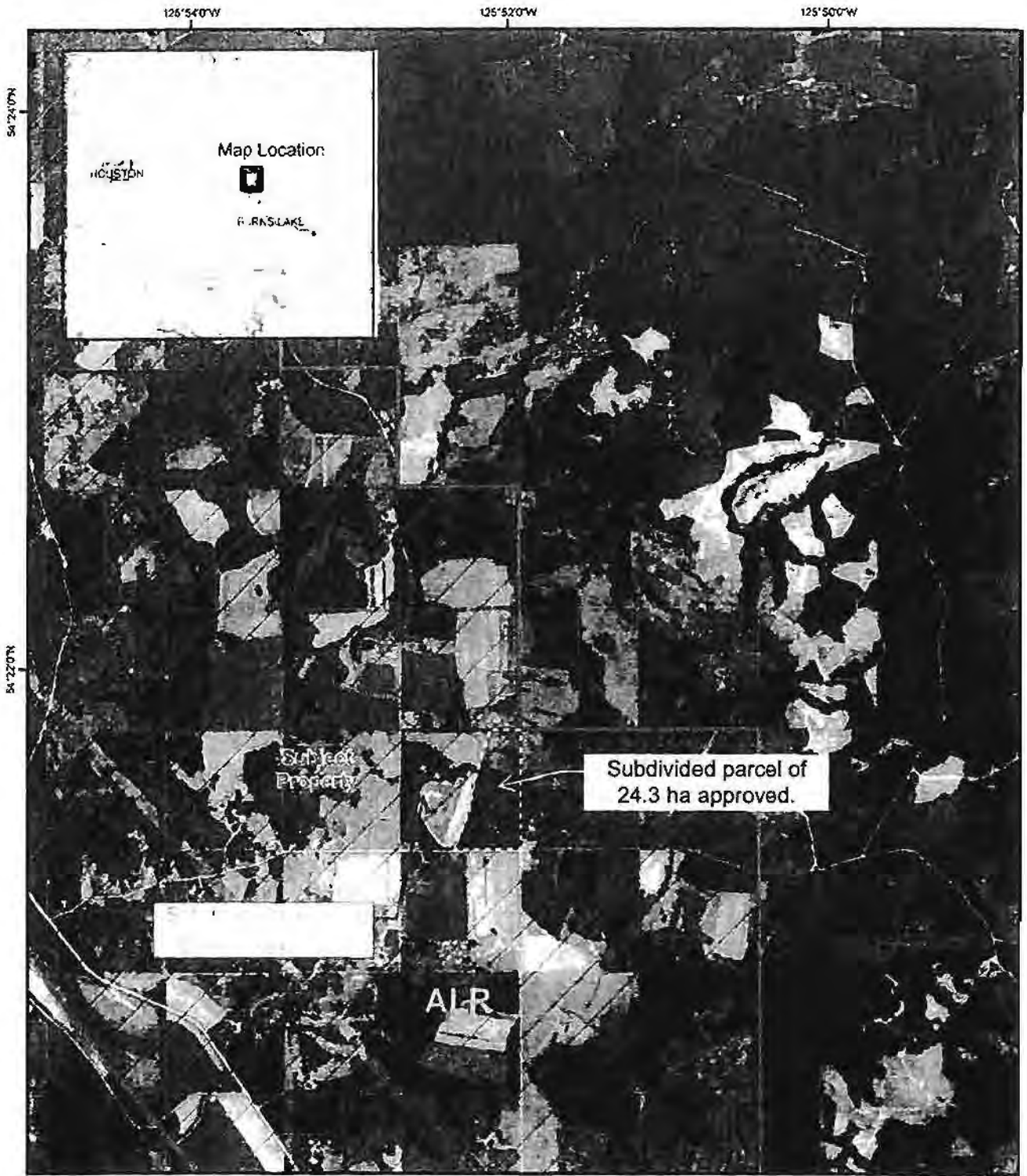
A decision of the Panel is a decision of the Commission pursuant to s. 11.1(5) of the Agricultural Land Commission Act.

Upon instruction of the Panel, I have been authorized to release the Reasons for Decision by Resolution #182/2015. The decision is effective upon release.



 Colin J. Fry, Chief Tribunal Officer

July 6, 2015
 Date Released

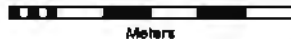


Orthophoto Map

2009 Natural Colour - Ortho

Map Scale: 1:35,000

250 0 250 500 750 1,000 1,250



Meters

ALC File #	53873
Mapsheet #	93K/5
Map Produced:	Dec 12, 2014
Regional District:	Bulkley-Nechako

Maria Sandberg

From: Stevenson, John / AGRILEX [mailto:John.J.Stevenson@gov.bc.ca]
Sent: September 17, 2014 10:51 AM
To: Maria Sandberg
Subject: RE: ALR application 1167

Hello Maria,

From an agricultural perspective I have no concerns with this subdivision proposal from the Dyck family. The parcel is essentially bisected by Orr Road and thus has created 2 farm units, albeit Orr Road does not likely receive a large amount of vehicle traffic. I am optimistic that by enabling the subdivision to proceed as proposed, the result is a greater net benefit to agriculture as finance options become available to Glenn and Joana, and will also result in greater flexibility for farm succession options in the future. Due diligence on the parcel as a whole has been demonstrated by the Dyck family by conducting agricultural practices and improvements on the parcel for over a decade. The resulting 2 parcels remain in character with surrounding parcels used for varying intensity of agricultural use.

Thank you for the opportunity to comment on this referral. If you have any questions, please contact me at your earliest convenience.

John Stevenson, P. Ag

Box 1 - Agropur - Newsums Valley Hwy 16 West
 Chilliwack, BC Canada V8G 2G5 - 6075 Yellow Road - Chilliwack, BC V0J 0P0

- john.j.stevenson@gov.bc.ca (1)250)847-6379 (1)50)643-9447

From: Maria Sandberg [mailto:maria.sandberg@rdbn.bc.ca]
Sent: Wednesday, September 3, 2014 1:14 PM
To: Stevenson, John / AGRILEX
Subject: ALR application 1167

Here is the scanned document!

Do not hesitate to contact me if you need further information.

Maria Sandberg
 Planner



Regional District of Bulkley-Nechako
 P.O. Box 820
 37 3rd Avenue
 Burns Lake, BC V0J 1E0

Phone: (250) 692-3195
 Toll Free: 1 (800) 320-3339
 Fax: (250) 692-1220
 Website: www.rdbn.bc.ca



Regional District of Bulkley Nechako
 Planning Department Referral Report
Application No. 1167 – Subdivision within the ALR
 September 9, 2014

Name of Applicants: David and Susan Dyck, Glenn and Joanna Dyck

Electoral Area: B

Subject Property: District Lot 567, Range 5 Coast District, except Plans 3072, PRP12894 and PRP13272. The subject property is ± 61.4 ha (± 151.65 acres) in size.

Location: The subject property is located in Palling approximately 15 km west of Burns Lake in the vicinity of Orr Rd.

Proposal:

The purpose of this application is to allow the subdivision of the property into two parcels of ± 90 acres (± 36.42 ha) and ± 60 acres (± 24.28 ha), as divided by Orr Rd. The applicants own the property together and wish to have two separate parcels on which their respective dwellings are located. David and Susan's dwelling is located on the western half of the subject property (Proposed Lot 1) and is accessed from Hutter Rd. Glenn and Joanna's dwelling is located on the eastern half of the subject property (Proposed Lot 2) and is accessed from Palling Rd W.

The applicant previously rented the subject property for pasture for 15 years.

O.C.P. Designation: Agricultural (Ag) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1514, 2009

Zoning: Agricultural (Ag1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

Existing Land Use: Residential, agricultural

Agricultural Capability:

Based on Canada Land Inventory mapping of the Subject Property:

60% is Class 5 Land limited by Adverse Climate (excluding precipitation)

40% is Class 4 Land limited by Cumulative and Minor Adverse Conditions

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

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

Previous Application:

No. 997 District Lot 567, Range 5, Coast District, Except Plans 3072, PRP12894 and PRP13272 (PID 007-447-043)

Application for subdivision of subject property into two parcels as divided by Orr Rd. (Feb-05)

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

Surrounding Applications:

No. 77 SW ¼ of Block 1, Plan 3222, District Lot 4259, Range 5, Coast District (PID 013-197-894)

Application to adjust boundaries between two properties in order to increase the size of Block 1, Plan 3222 from 0.842 acres to 4.67 acres. (Jan-77)

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

No. 166 NW ¼ of District Lot 4259, Range 5, Coast District (PID 012-656-674)

Application to subdivide a 5 acres parcel from the 160 acre subject property. (Mar-77)

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied subdivision; Allowed second dwelling

No. 223 NW ¼ of District Lot 4259, Range 5, Coast District (PID 012-656-674)

Application to exclude the subject property in order to subdivide a 5 acre lot from the parent parcel. (Feb-78)

Staff recommendation:	Denial
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied by ALC; Subdivision approved on appeal

to Environment &
Land Use
Committee

No. 414 W ½ of District Lot 556, Range 5, Coast District (PID 014-991-853)

Application to subdivide a ±32 ha lot into two lots of ±16 ha each. (Jul-81)

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

No. 548 W ½ of District Lot 566, Range 5, Coast District (PID 014-991-853)

Application to subdivide a ±32 ha lot into two lots of ±16 ha. (Sept-83)

Staff recommendation:	Denial as proposed; Homesite severance application recommended.
Regional Board recommendation:	Denial
A.L.C. Decision:	Denied as proposed. Homesite severance approved.

No. 948 District Lot 562, Except Plan PRP12894, Range 5, Coast District (PID 005-485-428)

Application for additional dwelling. (May-01)

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

Application history

As noted above, the property was the subject of a previous application (ALR 997) in 2005. The property owners applied to subdivide the subject property into two parcels as divided by Orr Rd.

The Regional District Board and Planning staff recommended approval of the application on the basis that each proposed parcel would still be large enough to support small-scale agricultural operations. The Commission refused the application with the motivation that there was no compelling bio-physical evidence indicating that the property could not be farmed as one unit and that the proposed subdivision would

not benefit agriculture in the long-term. The Commission instead recommended that the applicants apply to have an additional dwelling placed on the subject property for use by members of the owner's immediate family.

COMMENTS

Ministry of Agriculture

Will appear on supplementary agenda

Advisory Planning Commission

The APC members present at the meeting recommended that the application be supported by the RDBN Board.

Comments:

- The applicants are good examples of hard working farmers.
- The proposal will benefit agriculture and make the operations more viable.
- The proposal will allow for the continued provision of local agricultural product to the residents and other farming operations in the region.

It is noted that a quorum was not present at this meeting.

Planning Department

The subject property is located in an agricultural area with larger parcels sizes as well as parcels of similar size to the proposed subdivision. Farming operations currently exist on parcels adjacent to the subject property. The sizes of the two proposed lots (± 90 acres and ± 60 acres) meets the minimum parcel size of 16 ha (39.5 acres) in the Agricultural (Ag1) zone.

The subject property is capable of agriculture but is limited to a restricted range of crops due to adverse climate conditions. The applicants have demonstrated a commitment to the long term agricultural use of the property through the maintenance of a greenhouse and the growing of crops on the western half of the subject property, and the raising of Holstein Steers on the eastern portion. The applicants have noted that they wish to grow crops on the eastern portion of the property, and the subdivision will allow for a mortgage on proposed Lot 1, in order to finance further agricultural development on that portion of the land.

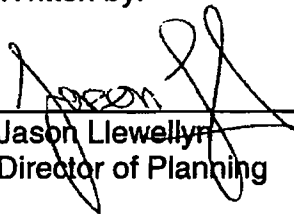
Planning Department staff do not foresee the proposed subdivision resulting in any negative impacts on the agricultural use of the property or surrounding lands. Both proposed parcels are of sufficient size to support small-scale agricultural operations, the property owner are long term farmers who have demonstrated a commitment to the agricultural use of the lands, and the proposed subdivision along Orr Road will facilitate improved agricultural use of the lands. In the Planning Department's opinion the proposed subdivision along Orr Road should be supported.

Recommendation

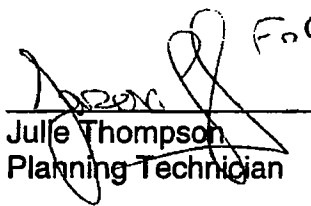
"That Agricultural Land Reserve Subdivision Application No. 1167 (Dyck) be recommended to the Agricultural Land Commission for approval.

Development Services – All/Directors/Majority

Written by:



Jason Llewellyn
Director of Planning



Julie Thompson
Planning Technician

ALR Application #1167
Electoral Area "B"

David, Susan, Glenn and Joanna Dyck

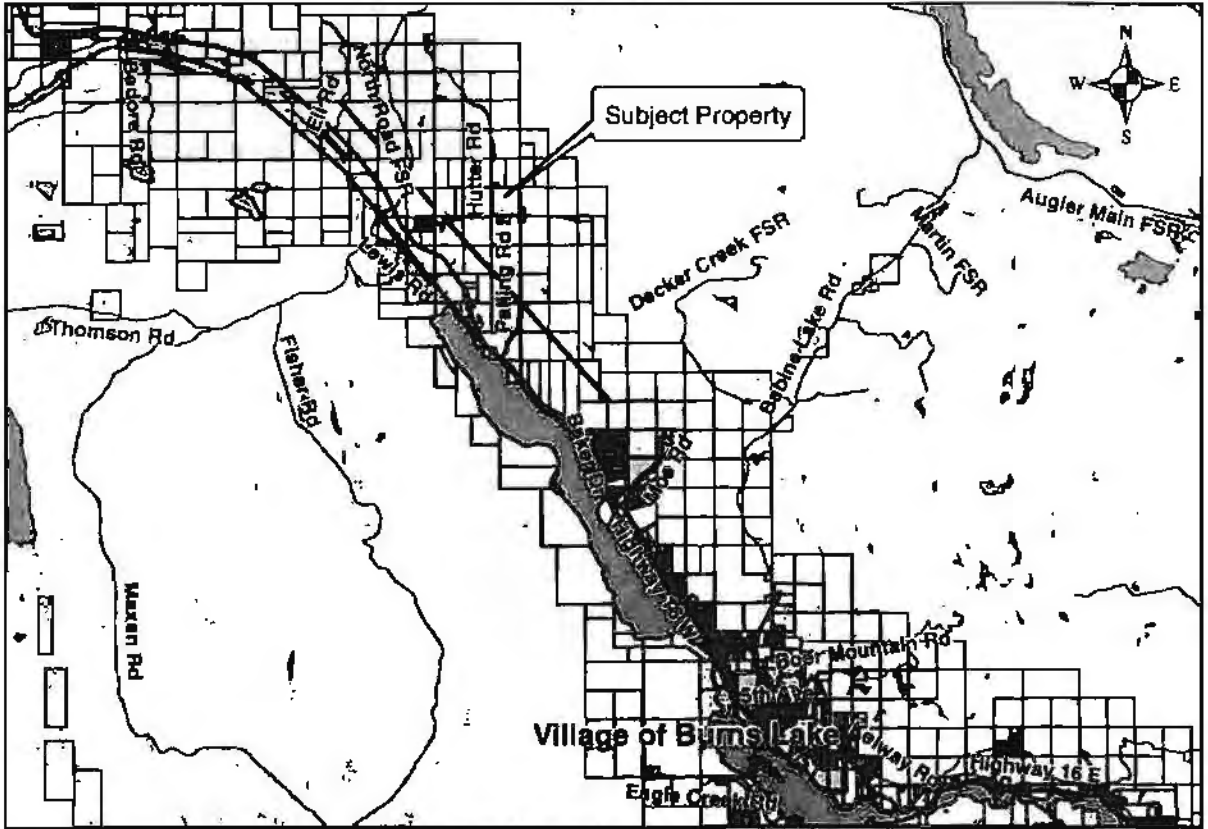
Specific Location



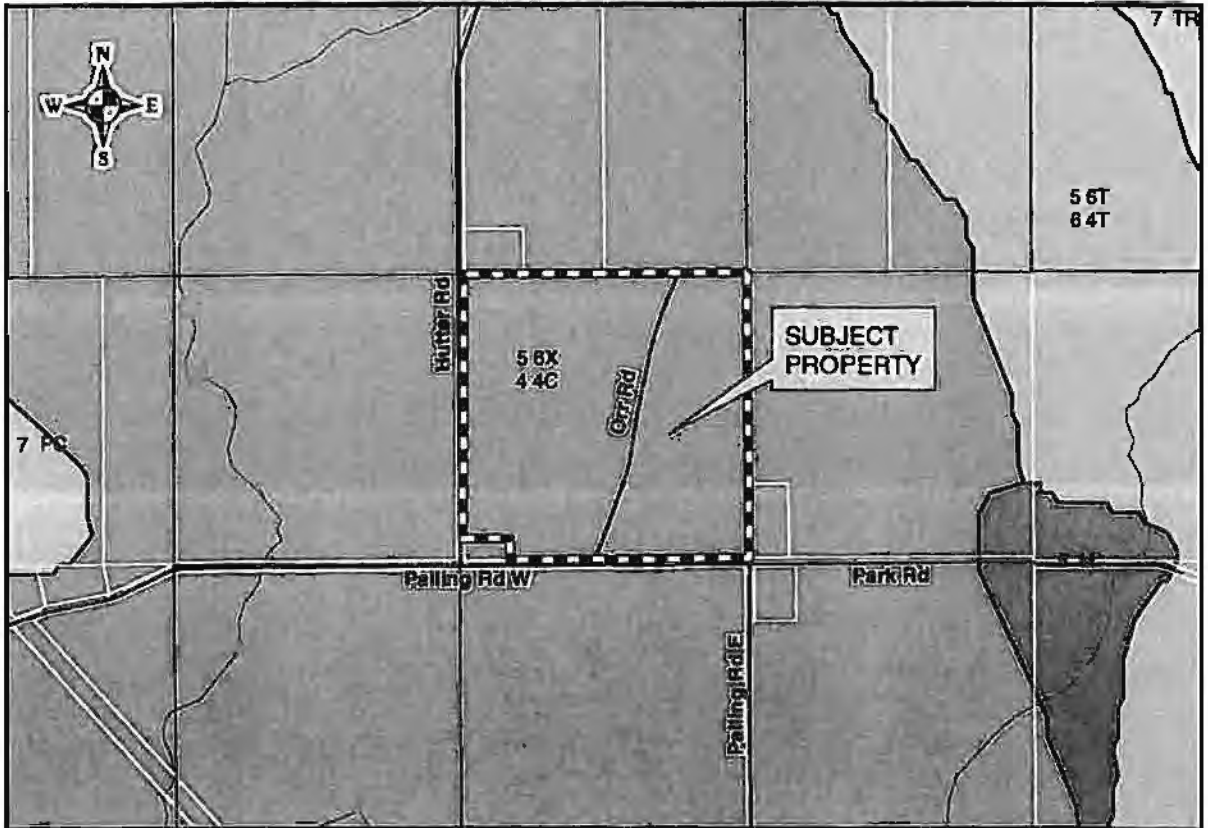
ALR Application #1167
Electoral Area "B"

David, Susan, Glenn and Joanna Dyck

GENERAL LOCATION



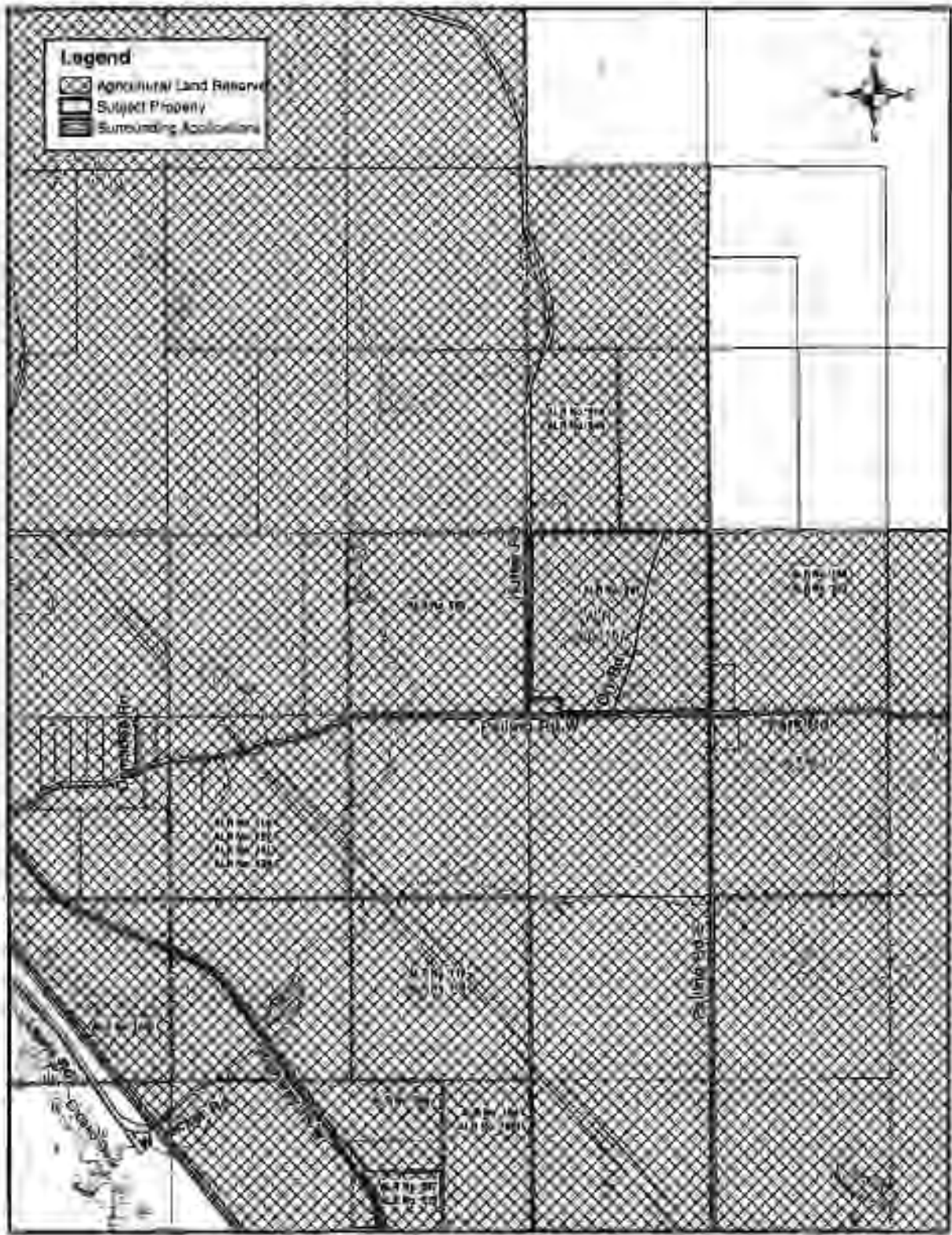
C.L.I. AGRICULTURAL CAPABILITY



ALR Application #1167
Electoral Area "B"

Doyld, Susan, Glenn and Joanne Doyld

Surrounding Applications, ALR Status & Surrounding Development





190

MEMORANDUM

To: Regional District Board
From: Maria Sandberg, Planner
Date: July 3, 2015
Re: Referral from SLR Consulting re major permit amendment under the provisions of the *Environmental Management Act*

Background

The Regional District has received a referral that forms part of a public consultation process for a major permit amendment under the *Environmental Management Act* for the Northern Engineered Wood Products Inc. facility located at 2749 Railway Avenue, Smithers, BC.



It is noted that the property is located within the Town of Smithers boundaries, but adjacent to the Regional District. The Regional District is considered a required agency for referral as the permit amendment is a Bulkley Valley Airshed issue. The municipality has also received a referral.

NewPro wishes to amend their permit which authorizes discharge of air emissions from a panel board manufacturing plant. The purpose of the amendment request is to repurpose the panel board manufacturing plant as a wood pellet manufacturing plant. The plant is currently authorized to discharge from thirteen point source locations. The amendment would reduce the number to four discharge locations, and reduce the overall particulate matter emissions from 432 to 26 tonnes per year, which is a 94% reduction. For further details, please see the attached Environmental Protection Notice.

Staff comment

Staff have the expectation that the Ministry of Environment's permitting process will ensure that the emissions from the proposed Pellet Plant will be appropriate for the area.

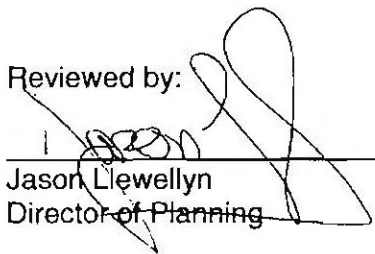
Recommendation

That the Regional District Board direct staff to respond to the Major Permit Amendment under the provisions of the *Environmental Management Act* for NewPro as follows:

The Regional District has the expectation that the Ministry of Environment's permitting process will ensure that the emissions from the proposed Pellet Plant will be appropriate for the area.

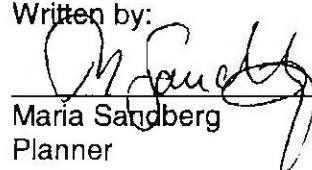
Development Services – All/Directors/Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:



Maria Sandberg
Planner

192



June 12, 2015

Application File #: 340141

Regional District Bulkley-Nechako
Attention: Jason Llewellyn, Director of Planning
Box 820, 37 – 3rd Avenue
Burns Lake, BC V0J 1E0
Phone: 250-692-3195
Fax: 250-692-3305
E-mail: inquiries@rdbn.bc.ca

Re: Major Permit Amendment Application Pursuant to the *Environmental Management Act* on behalf of Northern Engineered Wood Products (2007) Inc. (NewPro), dated June 12th, 2015

We enclose, for your information, a copy of the above referenced application for a *major Permit¹ amendment* under the provisions of the *Environmental Management Act*.

It is our intention to complete the consultation process for this application as expeditiously as possible. Accordingly, if you wish to comment or make recommendations with respect to this application, you are requested to do so before July 30, 2015. Please forward a copy of all correspondence to the Director, Environmental Protection, Ministry of Environment at Suite # 400 – 640 Borland Street, Williams Lake, BC V2G 2T1.

Our staff contact for this particular application is Rebecca Martin (250-562-4452). Should you require additional time it will be necessary for you to contact us at the above noted address or telephone number. Additional time may be given if the circumstances warrant it.

SLR Consulting (Canada) Ltd. on behalf of NewPro has prepared a Technical Assessment of the proposed repurposing of the facility, which includes air dispersion-modelling results, and will be conducting public presentations and brief facility tours for the referral agencies and interested public respondents. Should you wish to review the Technical Assessment and/or participate in a presentation and tour (tentative dates are July 9, 10 and 11, 2015), please contact the undersigned.

Yours truly,
SLR Consulting (Canada) Ltd.

Rebecca D. Martin, B.Sc., P.Ag.
Senior Project Professional
Office: 250-562-4452
Cell: 250.981.0868
E-mail: rmartin@slrconsulting.com

¹ Permit No. 06099

ENVIRONMENTAL PROTECTION NOTICE

Application for a Permit amendment Under the Provisions of the *Environmental Management Act*

We, Northern Engineered Wood Products (2007) Inc. (NewPro), P.O. Box 2890, Smithers, BC V0J 2N0, intend to submit this amendment application to the Director to amend Permit 06099, issued February 23, 1981 and last amended on January 9, 2014 which authorizes the discharge of air emissions from a panel board manufacturing plant.

The land upon which the facility is situated and the discharge occurs is Block 1, Plan 1657, Northwest 1.4 Section 19, Township 4, Range 5, Coast District, located at 2749 Railway Avenue, within the municipality of Smithers, BC.

The purpose of this amendment request is to repurpose the panel board manufacturing plant as a wood pellet manufacturing plant. The plant is currently authorized to discharge from thirteen point source locations as outlined under Section 1.0 of the Permit. This amendment would reduce the number of authorized point source discharge locations to four. It is estimated that the overall total particulate matter (TPM) emissions will be reduced from 432 to 26 tonnes/year (94% reduction). The following is a summary of the current authorized discharges and the proposed amendments:

Point Source	CURRENT AUTHORIZED DISCHARGES			AMENDMENTS
	Maximum Rate of Discharge	Characteristics of Discharge	Frequency	
A-Frame Cyclone (E215975)	290 m ³ /min	115 mg/m ³ TPM	Intermittent	To be removed from operation
Inside Dryer Twin Cyclones (E215976)	850 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	To be removed from operation
Refiner Cyclone (E215977)	230 m ³ /min	115 mg/m ³ TPM	Intermittent	Will be eliminated as an independent discharge location, but will remain in operation and be vented to the Refiner-Flaker Baghouse.
Cross Cut Saw Cyclone (E215978)	360 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	To be removed from operation
Mat Former Cyclone (E215979)	360 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	To be removed from operation
Flaker Cyclone (E215980)	360 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	To be removed from operation
Press Scale Vent Fan (E215981)	977 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	To be removed from operation
Three Press Vent Fans (E215982)	2931 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	To be removed from operation
Outside Dryer Cyclone (E220356)	1000 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	To be removed from operation
Mat Saw Recovery Cyclone (E234491)	90 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	To be removed from operation
Cyclone Dust Recovery Baghouse (E234695)	300 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	Increase the maximum discharge to 360 m ³ /min and update the characteristics of the discharge to 20 mg/m ³ TPM

Table continued on following page...

RECEIVED

JUN 17 2015

Point Source	CURRENT AUTHORIZED DISCHARGES			AMENDMENTS
	Maximum Rate of Discharge	Characteristics of Discharge	Frequency	
Refiner-Flaker Baghouse (E234696)	600 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	Update the characteristics of the discharge to 20 mg/m ³ TPM
Air Density Separator Cyclone (E275823)	400 m ³ /min	115 mg/m ³ TPM	24 hours/day 7 days/week	Will be eliminated as an independent discharge location, but will remain in operation and be vented to the Cyclone Dust Recovery Baghouse.
Stela Belt Dryer	Not currently permitted			This dryer will replace the two existing rotary dryers and is considered Best Available Technology. The maximum rate of discharge will be 1783.3 m ³ /min, with the characteristics of the discharge being 16.7 mg/m ³ of TPM. Operational frequency will be up to 24 hours/day, 7 days/week.
Thermal Oil Heater (natural gas fired)	Not currently permitted			This will be used to provide heat to the Stela Belt Dryer. The maximum rate of discharge will be 197.7 m ³ /min with the characteristics of the discharge being 5.7 mg/m ³ of TPM. Operational frequency will be up to 24 hours/day, 7 days/week.

Any person who may be adversely affected by the proposed amendment and wishes to provide relevant information may, within 40 days after the last date of posting, publishing, service or display, send written comments to the applicant, with a copy to the Director, Environmental Protection at Suite 400 – 640 Borland Street, Williams Lake, BC V2G 2T1 or authorizations.north@gov.bc.ca. The identity of any respondents and the contents of anything submitted in relation to this application will become part of the public record.

Dated this 16th day of June, 2015


Signature

Contact person: Rebecca D. Martin (SLR Consulting (Canada) Ltd. on behalf of NewPro)

Telephone No.: (250) 562-4452

E-mail: rmartin@slrconsulting.com



195

MEMORANDUM

To: Regional District Board
From: Julie Thompson, Planning Technician
Date: June 30, 2015
Re: Land Referral File No. 7409701 (amended)

This application for a Crown Grant for extensive agriculture purposes was previously submitted in May, 2014 and has been revised to involve a different area of land. The previous application area can be seen on the map below.

The new application area, located to the east of Pinchi Lake, is 64,584 ha in size, and is 11 km north of Fort St. James. The applicants own several parcels of land in the area.

Location Map



The application area is located within the Agricultural Land Reserve (ALR), is designated Agricultural (Ag) in the Fort St. James Rural Official Community Plan, and is not zoned under Regional District Zoning Bylaw No. 700, 1993.

As the application area is located in the ALR, the Province is advised to consult with the Agricultural Land Commission regarding the proposed subdivision.

Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7409701.

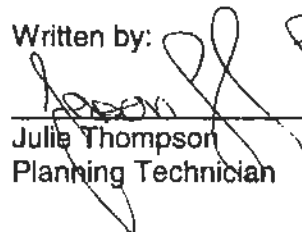
Development Services – All/Directors/Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:



Julie Thompson
Planning Technician

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT
SHEET ON CROWN LAND REFERRAL 7409701**

Electoral Area:	C
Applicant:	Ross and Sandra Davidson
Existing Land Use:	Forested
Zoning:	None
Plan Designation:	Agriculture (Ag) in Fort St. James Rural Official Community Plan Bylaw No.1578, 2010
Proposed Use Comply With Zoning:	N/A
If not, why?	
Agricultural Land Reserve:	In the ALR
Access Highway:	Pinchi Lake Rd.
Archaeological Site:	Not according to our mapping
Building Inspection:	Not within the building inspection area
Fire Protection:	Not within Rural Fire Protection Area
Other comments:	As the application area is located in the ALR, the Province is advised to consult with the Agricultural Land Commission regarding the proposed subdivision.

198

SITE MAP

BCGS Mapsheet: 93K060
Lat/Long: 54° 35' 8.270" N 124° 03' 58.250" W

93K.070

DL-3125

93K.069

DL-328

DL-500

DL-3113

DL-001

DL-3010

93K.059

DL-3011

93K.060

DL-3114

DL-3117

DL-3118

DL-3115

File Number: 7409701

Sheet 1 of 1 - APPLICATION Area = 64.584 Ha

TYPE: CREWMOANE	PURPOSE: SUBSIDIAL
SUBTYPE: MARKET SNA	SUBPURPOSE: EXTENSIVE
LOCATION: RINGW LANE	ORTHORECTO YEAR: NA

Scale: 1:25,000
 Contour interval: 5 m
 Vertical datum: NAVD83
 Horizontal datum: NAD83



Legend

- | | |
|-------------|-----------|
| Boundary | Water |
| Road | Wetland |
| Field | Forest |
| Shrubland | Pasture |
| Meadow | Open Land |
| Bare Ground | Urban |
| Sand | Rock |
| Snow | Ice |
| Cloud | Shadow |



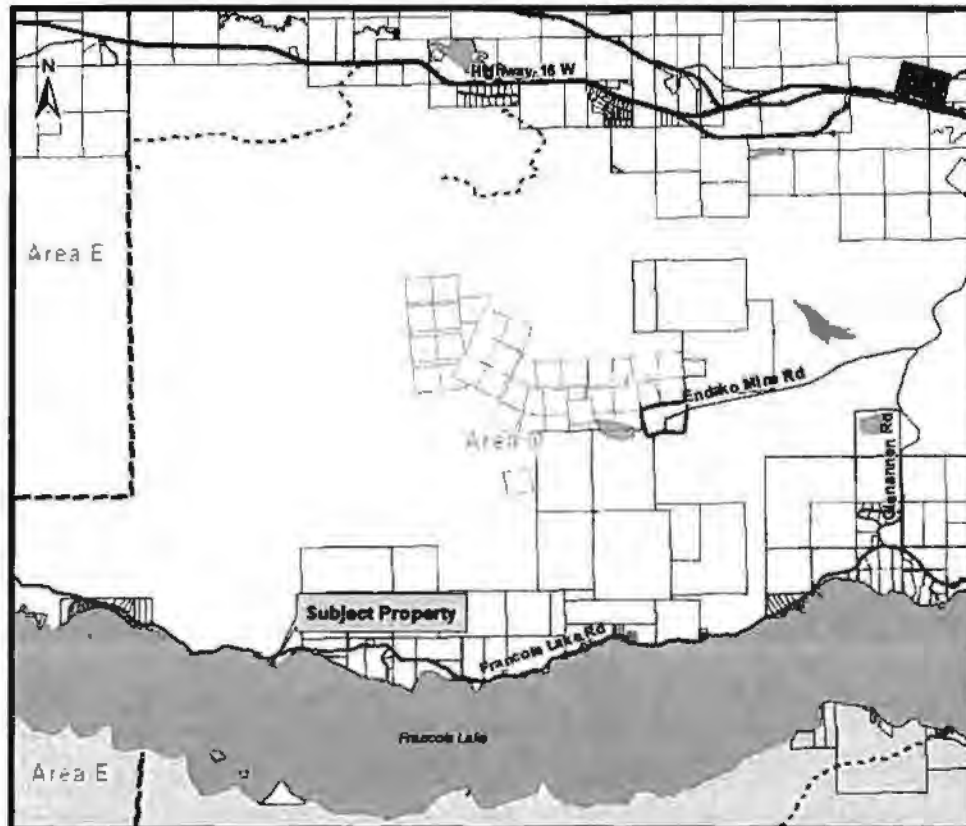


MEMORANDUM

To: Regional District Board
From: Jennifer MacIntyre, Planner I
Date: July 13th, 2015
Re: Land Referral File No. 0276555

This application is regarding a Crown Grant on Crown land for recreational residential purposes.

The applicant currently holds a Land Act Lease for the Subject Property (Block E, District Lot 305, Range 5 Coast District) located on the northern shore of Francois Lake, at 2577 Francois Lake Road, 24 kilometres southwest of Fraser Lake. The application area is approximately 0.26 ha (0.65 acres) in size. The applicant is applying to purchase the Lot as they have invested in constructing a seasonal dwelling on the lot. To the east of the property there are three privately owned lots with seasonal dwellings and to the west there is one leased lot with a seasonal dwelling.



The application area is zoned RR1, Rural Resource Zone which permits seasonal dwellings.

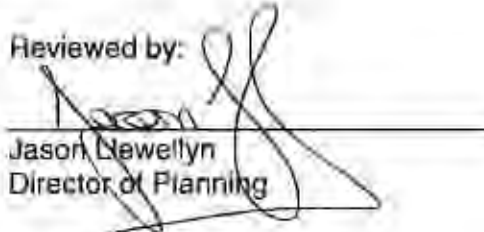
In situations such as this where the parcel is relatively small achieving appropriate on-site sewage disposal may be challenging. It is noted that a more expensive pump and haul system may be required. As there is an existing dwelling on the property, it is recommended that the Province ensure that any sewage disposal system on the property was installed, and is being operated, in accordance with provincial regulations, prior to the sale of the property.

Recommendation


That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application No. 0276555

Rural Directors – All/Directors/Majority

Reviewed by:


Jason Dewellyn
Director of Planning

Written by:


Jennifer MacIntyre
Planner I

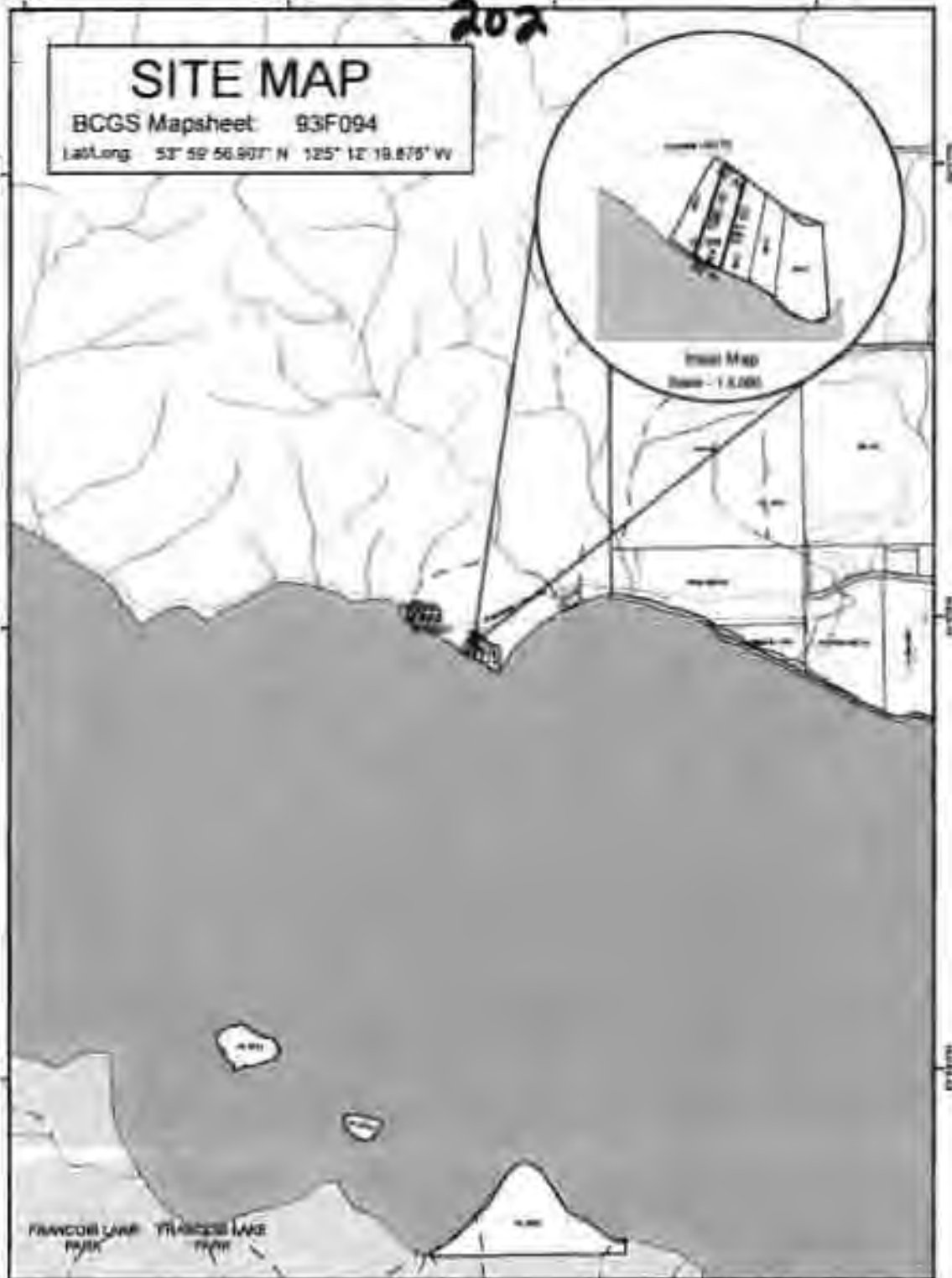


**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT
SHEET ON CROWN LAND REFERRAL No. 0276555**

Electoral Area:	D
Applicant:	Mike and Amanda Nelson
Existing Land Use:	Recreational, Seasonal Dwelling
Zoning:	Rural Resource Zone (RR1)
Plan Designation	Resource Extraction (RE)
Proposed Use Comply With Zoning:	Yes
If not, why?	
Agricultural Land Reserve:	Not in the ALR
Access Highway:	Francois Lake Road
Archaeological Site:	Not according to our mapping
Building Inspection:	Not within the building inspection area
Fire Protection:	Outside Rural Fire Protection Area
Other comments:	It is recommended the Province ensure that any sewage disposal system on the property was installed, and is being operated, in accordance with provincial regulations, prior to the sale of the property.

SITE MAP

BCGS Mapsheet: 93F094
Lat/Long: 53° 59' 56.907" N 125° 12' 19.879" W



File Number: 0276555

Site # 1 of 1 - APPLICATION Area = 0.264 Ha.

TYPE: DROWN GRANT **PURPOSE:** RESIDENTIAL
QUALITY: DIRECT SALE **SUBPURPOSE:** RECREATIONAL RESIDENTIAL
LOCATION: FRANCIS LAKE **ORTHOPHTO YEAR:** Nil

Scale: 1:20,000

* If printed on A/DX14 page

Digitized by BC Maps
From: SAC 81



Legend

- Contour Lines (meters)
- Water
- Wetlands
- Shaded Area (m)
- Shaded Area (m)
- Shaded Area (m)
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- Shaded Area (m)





203

MEMORANDUM

To: Regional District Board
From: Julie Thompson, Planning Technician
Date: June 30, 2015
Re: Land Referral File No. 7409547

This application is for a Crown Grant for extensive agriculture purposes. The application area involves two properties:

- Section 31, Township 1, Range 4 Coast District, Except Block A and Except Block B, and,
- The Fractional South $\frac{1}{2}$ of Section 6, Township 10, Range 5 Coast District, Except Plan A107.

General Location



The application area borders the District of Vanderhoof and is approximately 170 ha in size but will be reduced to the most suitable 65 ha. The applicants own several parcels of agricultural land adjacent to the application area.


The southern portion of the application area is zoned Agricultural (Ag1) pursuant to RDBN Zoning Bylaw No. 700, 1993, and is located within the Agriculture Land Reserve (ALR). The northern portion of the application area is zoned Rural Resource (RR1). The proposed agricultural use of the subject property is permitted within the RR1 and Ag1 zones as well as the ALR. It is noted that any new parcels created to accommodate the Crown Grant should comply with the minimum parcel area requirement of the Ag1 (16 ha.) and RR1 (28 ha.) zones.

Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7409547.


Development Services – All/Directors/Majority

Reviewed by:



Jason Jewell
Director of Planning

Written by:

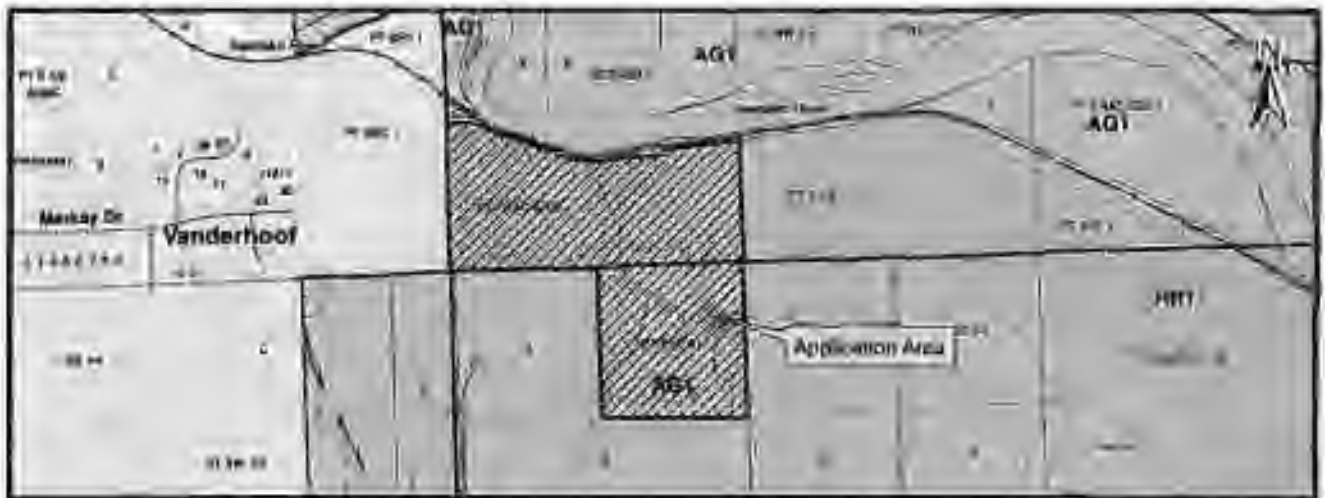


Julie Thompson
Planning Technician



REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 7409547

Electoral Area:	F
Applicant:	David and Patricia Griffith
Existing Land Use:	Forested
Zoning:	Rural Resource (RR1) and Agricultural (Ag1) in Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 as per map below. The minimum parcel size at subdivision in the RR1 zone is 28 ha. The minimum parcel size at subdivision in the Ag1 zone is 16 ha.



Plan Designation:	Resource (RE) and Agricultural (AG) in Vanderhoof Rural DCP Bylaw No. 1517, 2009
Proposed Use Comply With Zoning:	Yes, the proposed agricultural use of the subject property is permitted within the RR1 and Ag1 zones
Agricultural Land Reserve:	South portion of application area is in the ALR
Access Highway:	Ens Rd
Archaeological Site:	Not according to our mapping
Building Inspection:	Within the building inspection area
Fire Protection:	Not within Rural Fire Protection Area
Other comments:	It is noted that any new parcels created to accommodate the crown grant should comply with the minimum parcel area requirement of the Ag1 and RR1 zones.

123°54'00"W

123°54'00"W

SITE MAP

BCGS Mapsheet: 93G091/93J001

Lat/Long: 53° 59' 55.988" N 123° 54' 31.068" W

206

TP 10

Sec 8, TP 10

Sec 6, TP 10

Sec 5, TP 10

Sec 1, TP 11

VANDERHOOF

Sec 6, TP 10

Sec 5, TP 10

Sec 36, TP 2

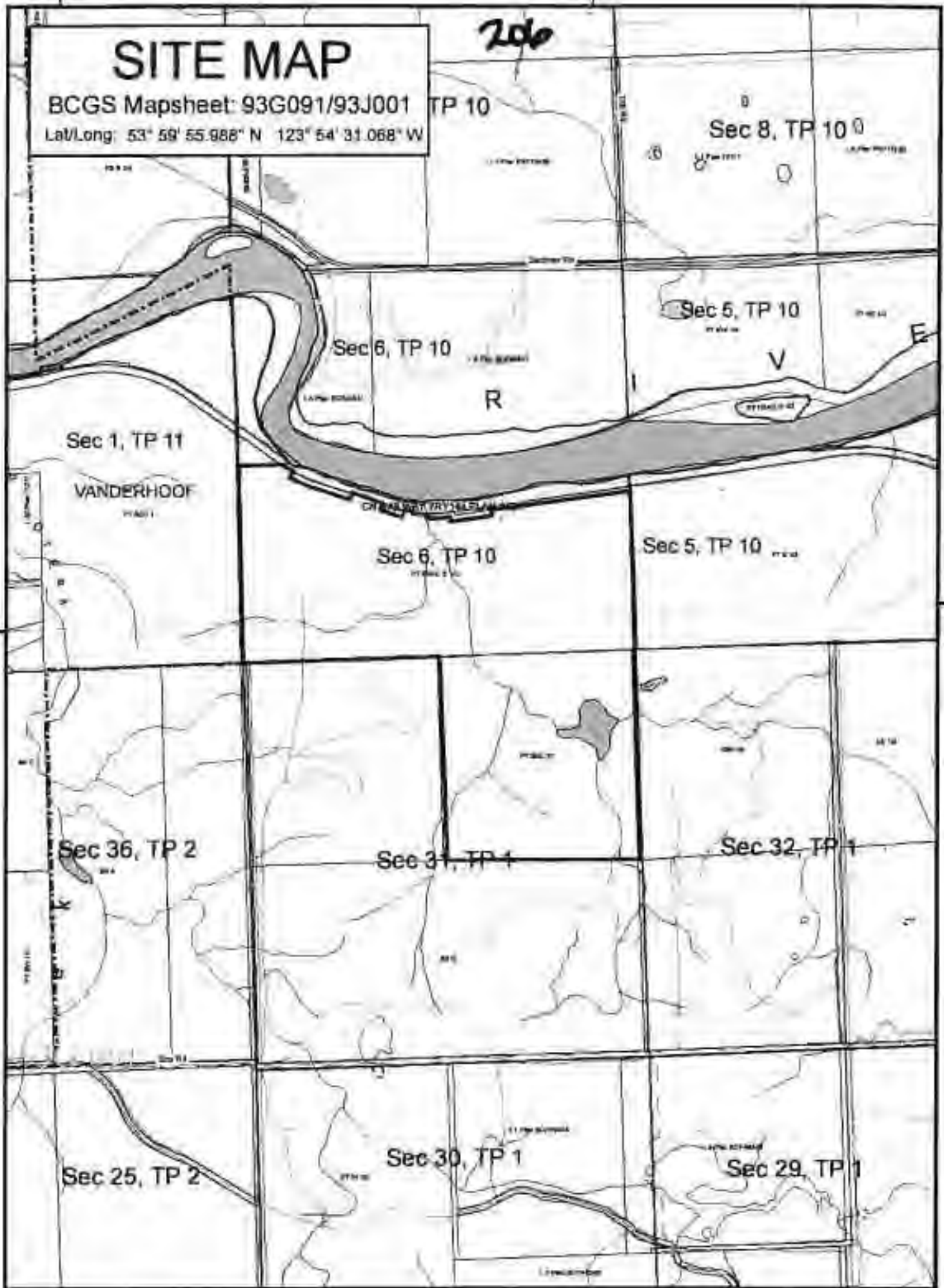
Sec 31, TP 1

Sec 32, TP 1

Sec 25, TP 2

Sec 30, TP 1

Sec 29, TP 1





MEMORANDUM

To: Chair Miller and Regional District Board
From: Jason Llewellyn, Director of Planning
Date: July 14th, 2015
Re: Socio-Economic Effects Management Plan (SEEMP) for the Prince Rupert Gas Transmission Project

BACKGROUND

Environmental Assessment Certificates were issued by the Provincial Environmental Assessment Office (EAO) for the Coastal Gaslink Pipeline, the Westcoast Connector Gas Transmission Pipeline, and the Prince Rupert Gas Transmission Pipeline. A condition of the Provincial approvals is that a Social and Economic Effects Management Plan (SEEMP) be developed in consultation with infrastructure and service providers. This report is regarding the draft SEEMP proposed by TransCanada for the Prince Rupert Gas Transmission (PRGT) Project. The draft SEEMP is attached under separate cover for the Board's Information.

The SEEMP is intended to clarify the proponent's role in identifying, communicating, quantifying and mitigating socio-economic effects on community-level services and infrastructure arising from construction of the project.

The Ministry of Community, Sport and Cultural Development (MCSCD) will review and provide comment to the EAO regarding the manner in which the SEEMP process addressed the issues. The SEEMP must be provided to the MCSCD no less than 90 days prior to the planned date of construction.

Staff have taken this opportunity offered by the SEEMP review process to attempt to address a number of service and infrastructure related issues that have not been adequately addressed.

DISCUSSION

The draft SEEMP's approach to addressing the negative effects associated with pipeline construction focuses on outlining a schedule for future consultation with the RDBN, and other stakeholders, during the pre-construction or construction phase of the project. This monitoring schedule, along with other mitigation measures, is contained in the Effects Mitigation and Monitoring Table (Appendix C to the SEEMP). The draft SEEMP would require TransCanada to communicate with the RDBN during pre-construction and construction at specified intervals and TransCanada will respond to issues raised as they consider appropriate.

For most issues the critical mitigation details are proposed to be included in plans that are not yet developed. Unfortunately, the SEEMP does not require that TransCanada involve the RDBN in the process to develop these plans.

The RDBN's issues and the draft SEEMP approach to those issues are discussed below.

Work Camp Locations

The draft SEEMP (Appendix A and B) contains information regarding the tentative location, size, and period of operation associated with work camps in the region. All of the identified locations are on lands that have no zoning pursuant to "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993".

Solid Waste Related Impacts

The RDBN has requested that TransCanada provide information regarding the pipeline's solid waste disposal needs to allow the RDBN to identify the potential impacts on our infrastructure and operations, and determine our ability to accommodate the waste. TransCanada has not provided the RDBN with any information regarding solid waste volumes, materials to be disposed, methods of disposal, timelines, and disposal locations. The RDBN has not been able to review or comment on TransCanada's Chemical and Waste Management Plan. It is not possible to determine the impact of TransCanada's solid waste disposal needs on RDBN infrastructure, operations, permitting, and budget until there is a basic understanding of their solid waste disposal needs.

There is also a concern that TransCanada may be planning to dispose of industrial waste at RDBN landfills. The Operational Certificates for the landfills operated by the RDBN (Knockholt and Clearview sites) do not allow for the acceptance and disposal of industrial wastes. These sites are permitted to allow for the disposal of commercial, residential and institutional wastes only. Also, the RDBN Board of Directors has passed a motion confirming that the RDBN will not accept industrial wastes generated from pipeline projects or other short-term projects in the region. Industrial waste is waste generated from the actual construction of the pipeline (excluding camp waste). Given the current situation this waste will not be accepted at any RDBN landfill or transfer station facility for disposal.

TransCanada concludes, on page 23 of the SEEMP, that the impact on RDBN landfills will be "low to moderate in magnitude, short term, and regular in frequency." RDBN staff do not understand how TransCanada has been able to reach this conclusion without discussion with the RDBN. The SEEMP proposes that TransCanada will do the following to address potential impacts to RDBN solid waste facilities:

- During construction they will collaborate with local authorities to identify and implement actions that will prevent systems being overburdened.

- During construction they will explore alternative disposal locations for solid waste with local authorities where project needs cannot be easily accommodated.
- During construction, construction debris and other waste materials will be disposed of at an approved facility in accordance with their Chemical and Waste Management Plan.
- Contractors will reduce solid waste volumes to the lowest level feasible through camp design and worksite management.

The draft SEEMP does not address the potential negative impacts and uncertainty associated with the lack of meaningful discussions between TransCanada and the RDBN regarding transfer station and landfill capacity, recycling, industrial waste, operational requirements, and costs.

Liquid Waste Related Impacts

TransCanada has not provided the RDBN with any information regarding liquid waste volumes, methods of disposal, timelines, and disposal locations. The RDBN has not been able to review or comment on TransCanada's Chemical and Waste Management Plan.

The RDBN's ability to accept liquid waste at our facilities is very limited. The most beneficial solution may be the disposal of liquid waste at municipal facilities and may be an opportunity for the region to obtain upgrades to infrastructure for the long term benefit of the region's residents. This same opportunity may be available for municipal water systems. The RDBN has requested that TransCanada begin working with municipalities to identify their capacity to accept liquid waste, identify the facility upgrades that may be necessary, and discuss the fees that may be associated with utilizing municipal facilities. Unfortunately, this opportunity becomes increasingly impractical as time passes without the above work being done. It would be a shame if money is spent on trucking liquid waste out of region, or on the construction of on-site disposal facilities that will be abandoned, rather than supporting local infrastructure.

The draft SEEMP proposes that TransCanada will do the following to address potential impact to RDBN liquid waste facilities:

- During construction they will collaborate with local authorities to identify and implement actions that will prevent systems being overburdened.
- During construction they will explore alternative disposal locations for wastewater with local authorities where project needs cannot be easily accommodated.
- During construction waste water will be disposed of at an approved facility in accordance with their Chemical and Waste Management Plan.
- Contractors will reduce waste water volumes to the lowest level feasible through camp design and worksite management.

The SEEMP does not address the potential negative impacts and uncertainty associated with the lack of meaningful discussions between TransCanada and the RDBN (including member municipalities) regarding liquid waste disposal.

Invasive Plant Impacts

The RDBN has requested that TransCanada make a long term commitment for funding to the Northwest Invasive Plant Council (as do other right of way holders in the region). TransCanada did not respond to this request. As has been demonstrated with other utility corridors in the region an Invasive Plant Management Plan cannot guarantee the spread of invasive plants will not occur in a right of way. Where an invasion leaves the right of way it will become an issue for the NWIPC to address. Therefore, it is unfortunate that TransCanada has not agreed to contribute to these efforts.

The SEEMP does not address the impact of the pipeline development on the spread of invasive plants and the RDBN's request that TransCanada commit to long term funding for the Northwest Invasive Plant Council.

Emergency Response Related Impacts

The RDBN has requested that TransCanada consult with the RDBN regarding fire protection and emergency response issues in the rural areas as soon as possible, and that an emergency management plan be developed in consultation with the RDBN. This has not occurred.

The RDBN has jurisdiction, and responsibility, for fire protection and emergency response in the rural area. Therefore, the fire protection and emergency response needs associated with construction and operation of the proposed pipeline should be discussed with the RDBN, and Emergency Response Plans should be developed in consultation with the RDBN.

The RDBN's key concerns relate to the desire for an appropriate and consistent approach to emergency response protocols and communications between the work camps and the RDBN, the development of consistent evacuation plans for work camps to address worker transportation and accommodation, and a clear understanding of the fire protection expectations for work camps.

The draft SEEMP does not propose any action specific to the RDBN's areas of interest beyond a promise to initiate communication some time prior to or during construction. The SEEMP does not address the potential negative impacts and uncertainty associated with the lack of information and clarity regarding emergency services and response.

Local Contracting, Training, and Education

The RDBN has a concern that there is a lack of specific information regarding the potential benefits to local residents relating to training, employment, and apprenticeship opportunities. There is also a concern that few contracts associated with pipeline construction will go to local business given the scale of the contracts and a possible lack of knowledge of the procurement process. The RDBN has asked that TransCanada prepare, in consultation with local governments, specific strategies to facilitate the

training of workers in the region. These strategies should include apprenticeship opportunities for local employees.

The draft SEEMP proposes that TransCanada will do the following to facilitate local contracting and training opportunities:

- During pre-construction they will develop a local training strategy.
- During pre-construction they will facilitate the development of long term employment benefits.
- During pre-construction they will target local hiring and identify local employment barriers.
- During construction project updates will be provided on employment opportunities.
- During pre-construction a local contracting strategy will be developed.
- During pre-construction they will identify training requirements, and posting qualification and skill requirements.
- During pre-construction they will work with local education institutions to facilitate access to training opportunities.

STAFF RECOMMENDATIONS

Staff recommend that the Regional District provide the following comments to TransCanada, the OGC, the EAO, and the MCSCD as the RDBN's input regarding the draft SEEMP for the PRGT Pipeline.

The following amendments should be made to the draft SEEMP.

- Appendix C should be amended to require that the RDBN has an opportunity to review and comment on the local training strategy and the local contracting strategy.
- Appendix C should be amended to require as a mitigation measure TransCanada's involvement as a participant on the RDBN's Strategic Workforce Opportunities Team (SWAT).
- Appendix C should be amended to require as a mitigation measure that TransCanada develop an emergency response plan, fire suppression plan, and work camp evacuation plan following meaningful consultation with the RDBN. These plans should be based on an understanding of the emergency services available, and the emergency response role and responsibility of the RDBN.
- Appendix C should be amended to require as a mitigation measure that TransCanada consult with the RDBN and member municipalities to determine opportunities for, and actions necessary to accommodate, their taking of liquid waste.
- Appendix C should be amended to require as a mitigation measure that TransCanada develop a solid waste management plan, liquid waste

management plan, and recycling plan following meaningful consultation with the RDBN at least 9 months prior to construction. These plans should be based on an understanding of the types of waste that the RDBN can accept, and the volumes that can be accommodated without an impact on capacity and operations.

- Appendix C should be amended to include as a mitigation measure a commitment for TransCanada to provide funding to the Northwest Invasive Plant Council.

RDBN RESPONSIBILITY DURING CONSTRUCTION

It appears that TransCanada may expect the RDBN to play a notable role in evaluating and addressing negative effects associated with their construction activities. For example, it is stated in the draft SEEMP that local governments “participation in engagement and sharing of information to help identify and monitor effects will be an important aspect of implementing the SEEMP.” It is also noted that the OGC, the actual approval authority for pipeline construction, is not mentioned anywhere in the SEEMP document as playing any role in monitoring or evaluating the effectiveness of mitigation once construction begins.

Staff are concerned that TransCanada, and the Province, may be expecting the RDBN to be the level of government that is responsible for accepting and responding to public complaints and dissatisfaction associated with pipeline construction activities. Staff do not believe that the RDBN should take on this responsibility as the public would be best served by direct involvement with the Province as the level of government responsible for the impacts associated with pipeline construction.

The Regional District Board should feel free to raise issues of public concern with TransCanada or the Province; however, this does not mean that public inquiries and concerns relating to pipeline construction should be dealt with through the RDBN. It is recommended that staff be directed to advise members of the public with complaints relating to pipeline construction activities to address those complaints directly to the OGC or to TransCanada. In staff’s opinion there is no benefit to the RDBN acting as a buffer between the public, TransCanada, and the Province. This does not mean that staff would not monitor public concerns and issues and report to the Board as appropriate.

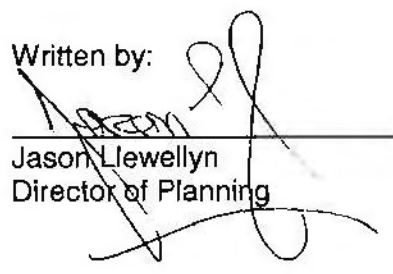
Recommendation

That the Regional District Board direct that staff:

1. send a letter to TransCanada, the OGC, the EAO, and the MCSCD outlining the RDBN's comments regarding the draft SEEMP for the PRGT Pipeline as recommended in the June 30th, 2015 staff report from the Director of Planning; and
2. advise members of the public with complaints relating to pipeline construction activities to address those complaints directly to the OGC or to TransCanada, and that staff monitor public concerns and issues and report to the Board as appropriate.

Development Services – All/Directors/Majority

Written by:



Jason Llewellyn
Director of Planning



214
MEMORANDUM

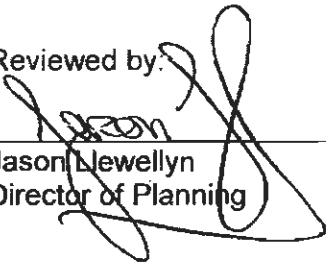
To: Chair Miller and Board of Directors
From: Maria Sandberg, Planner
Date: July 13, 2015
Re: Recent Agricultural Land Commission Decisions

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
1155	A	Glacier View Farms (HBH)	Subdivision into a 4 ha parcel and a remainder.	Recommend approval and that the ALC approval accommodates the relocated parcel boundary as necessary to accommodate the building setback from the property line.	Refused as proposed but instead approve subdivision of a 2 ha parcel and a remainder.
1164	A	Erbel	Subdivision and approval for two houses on each proposed lot.	Recommend for approval	Approved
1173	A	Plug	Approval to construct secondary residential suite above an existing shop.	Approval	Approval is no longer necessary since change to ALC regulations allow the construction of a secondary residential living accommodation above an existing building.

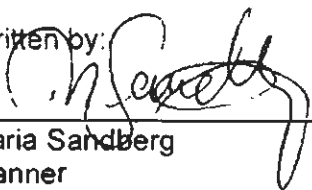
Development Services - All/Directors/Majority

Reviewed by:



Jason Lewellyn
Director of Planning

Written by:



Maria Sandberg
Planner



MEMORANDUM

To: Regional District Board
From: Jason Llewellyn, Director of Planning
Date: July 10th, 2015
Re: Planning Service to Municipalities

INTRODUCTION:

On January 29th, the Regional District Board considered a staff report regarding the Planning Department providing planning services to municipalities (attached). At that meeting the Board directed that staff do the following.

1. Consult with municipalities to determine the level of interest in receiving planning services, and the anticipated utilization of this service in the long term.
2. Report back to the Board regarding the input received from municipalities and recommendations regarding the potential provision of this service.

DISCUSSION:

Potential Municipal Workload

Attached to this report is a summary of the Planning Department's discussions with municipalities regarding the Regional District's provision of planning services.

All municipalities, with the exception of the Town of Smithers, are interested in the possibility of the RDBN Planning Department undertaking their Official Community Plan (OCP) review process. A number of municipalities may be interested in receiving this service in 2016, and others are anticipating needing the service in a number of years.

The Villages of Burns Lake and Fraser Lake, and the Districts of Fort St. James and Vanderhoof have expressed interest in the RDBN Planning Department assisting in undertaking a review of their zoning bylaws.

The Village of Fraser Lake, and the Districts of Fort St. James and Vanderhoof have expressed interest in the Planning Department performing various other types of planning work.

While the municipal interest appears to be positive the Planning Department notes that much of this work is speculative, may not be a priority for Councils, or may not occur for many years. Staff cannot say with certainty that there is adequate municipal workload to cover the long term costs of hiring the additional planner necessary to provide the service. Therefore, the Planning Department cannot recommend that the Board proceed with offering a full suite of Planning Services to municipalities at this time.

Potential Joint OCP Review Processes

It is noted that the most consistent municipal need is for assistance in undertaking OCP reviews. If the RDBN Planning Department was able to undertake a municipal OCP review at the same time as it reviewed the OCP for the surrounding Electoral Area, there would be notable opportunity for cost saving. It is expected that this additional work could be achievable with current staffing levels, and with minimal impact to the Electoral Area Planning process.

Developing rural and municipal OCPs as part of the same or coordinated planning process would be efficient and could be expected to result in a better end product for both parties. For example:

- there could be joint open houses, public meetings, and consultation processes;
- staff resources spent researching, understanding, and planning for the various issues and trends could be more effectively achieved; and
- OCP content and the planning approach to issues could be more easily coordinated.

The Village of Burns Lake is seriously contemplating a review of their OCP in 2016. The Burns Lake Rural and Francois Lake (North Shore) OCP is also in need of review. This represents a good opportunity for the Planning Department to initiate a simultaneous OCP review process for the Village of Burns Lake and Electoral Areas B and E. It is noted that the Planning Department is not proposing joint rural / municipal OCP's. The documents would be entirely free-standing and autonomous.

The experience gained through this cooperative process would greatly inform future consideration of the RDBN providing expanded planning services to municipalities in the future.

It is noted that the Electoral Area D OCP is next in line for review. However, given this opportunity with the Village of Burns Lake it is recommended that the Area D OCP review be put off until 2017, if the Village of Burns Lake is willing to participate in this process.

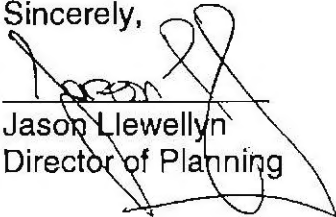
Should the Regional District Board be supportive of the recommendations below the work plan and draft contract for the planning services will need to be developed in time for the Village of Burns Lake's 2016 budget process.

Recommendation

That the Regional District Board direct staff to:

1. Approach the Village of Burns Lake regarding the RDBN Planning Department undertaking the municipal OCP review process at the same time as the RDBN reviews the OCP for Electoral Area B and E.
2. Work with the Village of Burns Lake to develop a work plan for the municipal OCP reviews, and a contract for the planning services to be provided to the Village of Burns Lake.
3. Report back to the Board with the proposed work plan and contract.

Sincerely,

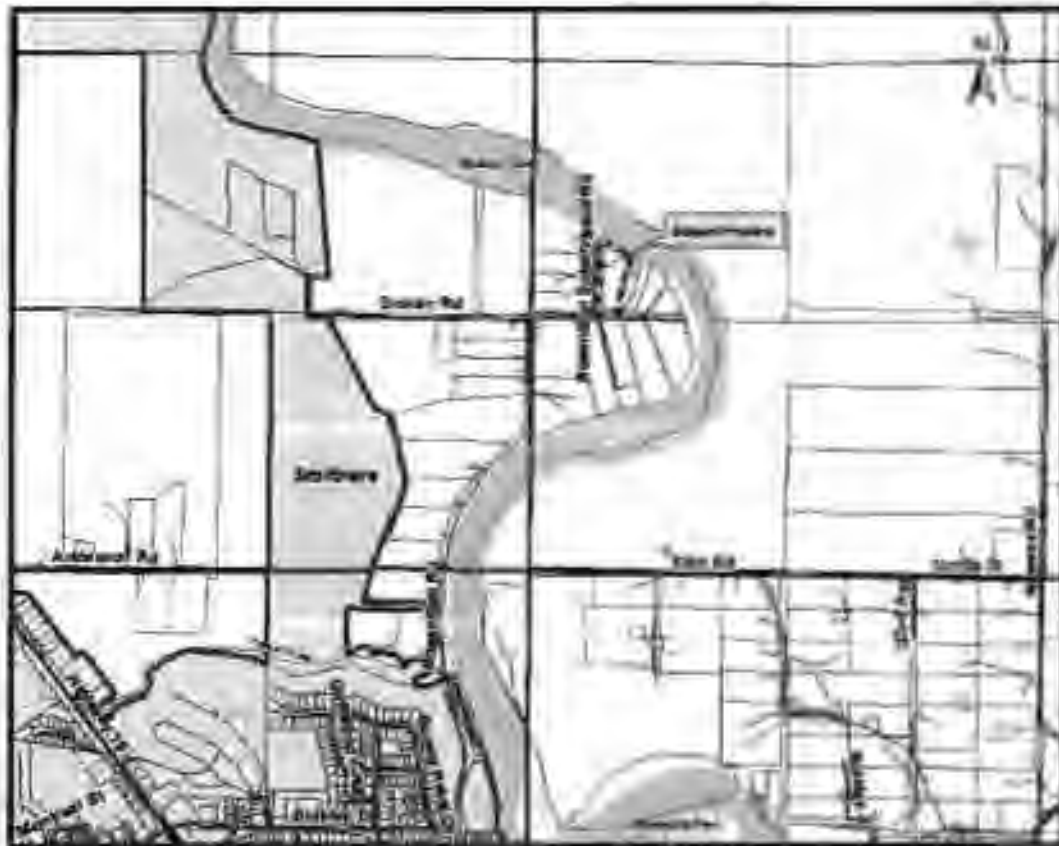


Jason Llewellyn
Director of Planning

**Planning Department Report****Development Variance Permit A-05-15 and Floodplain Exemption Application**

July 14, 2015

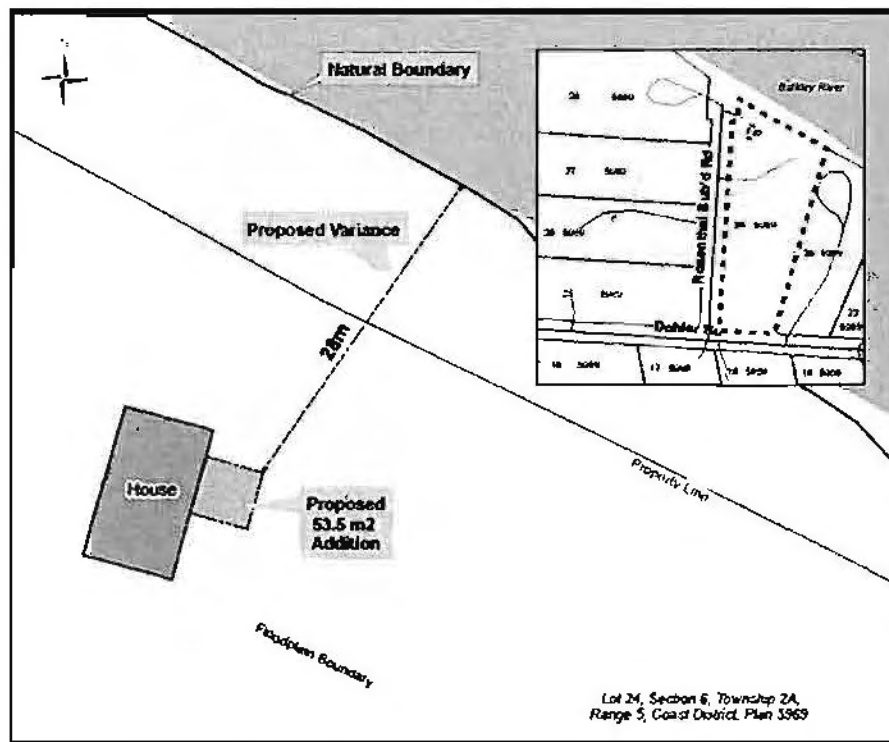
Name of Applicants:	Gary Wayne Huxtable and Shirley Ann Huxtable
Electoral Area:	A
Subject Property:	Lot 24, Section 6, Township 2A, Range 5, Coast District, Plan 5969. The subject property is ± 1.6 ha (± 3.9 acres) in size.
OCP Designation:	Agricultural (Ag1) in Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014
Zoning:	Agricultural (Ag1)
Existing Land Use:	Residential
Location:	The subject property is located on 3998 Rosenthal Subdivision Road, approximately 1.5 kilometers north of the Town of Smithers.



Proposal:

The applicants wish to build a 53.5 m² addition to their existing home which is located within the floodplain of the Bulkley River. The living space of the proposed addition will be built at the same level as the main floor of the existing home.

According to the property owners' engineer a portion of the new construction is located 28 metres (91 ft.) from the Natural Boundary of the Bulkley River. This setback does not meet the 30 metre setback required in both "Regional District Zoning Bylaw No. 700, 1993" (the Zoning Bylaw) and "Regional District Floodplain Management Bylaw No. 1300, 2004" (the Floodplain Management Bylaw).



Section 4.06 (i) of Zoning Bylaw states that:

"... no building or structure or part thereof, except a fence shall be constructed, reconstructed, moved, extended or located within: (a) 30 metres from Natural Boundary of the ... Bulkley River..."

Section 6.1.2. of Floodplain Management Bylaw states that:

"No landfill or structural support required to support a floor system or pas, shall be constructed, reconstructed, moved, extended or located within any Floodplain Setback ..."

It appears that the existing home was built in 1970 prior to the adoption of the Floodplain Management Bylaw, and the existing Zoning Bylaw. According to the applicant's engineer the proposed addition meets the construction elevation requirements required pursuant to the Floodplain Management Bylaw.

The applicants wish to locate their addition as proposed because any other location would not function with the existing layout of the house and would not allow views of the river. Therefore, this application is being made to:

- Obtain a variance to section 4.06(1) (a) of the Zoning Bylaw to reduce the setback from the Bulkley River from 30 metres (98.4 ft.) to 28 metres (91 ft.) for the proposed addition.
- Obtain a site specific exemption from the setback requirement in Section 6.1.2 of the Floodplain Management Bylaw to reduce the setback from 30 metres (98.4 ft.) to 28 metres (91 ft.) for the proposed addition.

Planning Department Comments

Development Variance Permit

Adjacent property owners and tenants have been provided notice of the Development Variance Permit application and must be given the opportunity to comment on the application at the Board meeting on July 23rd, 2015 when this application will be considered. The proposed Development Variance Permit is attached to this report for the Board's consideration.

It is noted that Development Variance Permit A-05-15 requires that construction must be substantially completed within 2 years of the issuance of the permit.

Floodplain Management Bylaw Exemption

Section 910 (5) of the *Local Government Act* requires that a local government not grant an exemption to a Floodplain Management Bylaw unless it has received a report from a professional engineer or geoscientist experienced in geotechnical engineering that the land may be used safely for the use intended.

The applicants have provided a report from an engineer that considers himself qualified to provide the report in support of their Floodplain Management Bylaw exemption. The engineer's report states that the land is safe for construction of the proposed addition without undue risk of hazards. This report recommends that the vegetation within 10 meters from the natural boundary of the Bulkley River be retained as a precaution against erosion.

Section 910 (5) of the *Local Government Act* also states that the applicant be required to enter into a covenant under section 219 of the *Land Title Act* that requires the land to be used in accordance with the engineer's report, and that the vegetation is maintained as recommended. The covenant must also contain a "save harmless" clause.

The Planning Department believes that the proposed building site is reasonable based on the statements of the applicant's engineer. There are no foreseen aesthetic or other impacts associated with the proposed development. The Building Inspectors have no objection to the reduction in setback.


Recommendations

That the Board:

1. Approve Development Variance Permit A-05-15 for the property located at 3998 Rosenthal Subdivision Road, to vary Section 4.06(1) (a) of Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 by reducing the required setback from the Natural Boundary of the Bulkley River from 30 metres (98.4 ft.) to 28 metres (91 ft.) for the Proposed Addition developed in compliance with Schedule A of the permit.
2. Direct that Development Variance Permit A-05-15 not be issued until the property owner has registered a covenant under section 219 of the *Land Title Act* on title of the subject property which requires the land be used in accordance with the report prepared by Duerichen Engineering dated July 9th 2015, and contains a "save harmless" clause, to the satisfaction of the Regional Director of Planning, and that if the covenant is not registered on title by December 31, 2015 the permit shall not be issued.
3. Approve an exemption to Section 6.1.2. of Floodplain Management Bylaw No. 1300 for the property located at 3998 Rosenthal Subdivision Road, to allow the Proposed Addition to be located 28 metres (91 ft.) from the Natural Boundary of the Bulkley River as shown in Schedule A to Development Variance Permit A-05-15, subject to the following condition:
 - a. Registration of a covenant under section 219 of the *Land Title Act* on title of the subject property which requires the land be used in accordance with the report prepared by Duerichen Engineering dated July 9th 2015, and contains a "save harmless" clause, to the satisfaction of the Director of Planning.

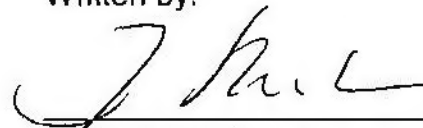
All Directors / Majority

Reviewed by:



 Jason Lewellyn
 Director of Planning

Written by:



 Jennifer MacIntyre
 Planner I

DUERICHEN ENGINEERING

FINAL
222
15108 Kitseguetla Lk Rd
Smithers, BC V0J 2N1
Canada

Tel: (250) 847-2019
Cel: (250) 877-2171
hduerichen@gmail.com

July 9, 2015

To Whom It May Concern

Re: Wayne Huxtable Property, 3998 Rosenthal Subdivision Smithers, BC V0J 2N4
Proposed home addition

On July 13, 2015 I visited the above site on which the home owner would like to add to the existing home. Here are our findings:

1. LOCATION

See attached aerial view and Google map of the property together with a location drawing of the existing home. The RDBN map shows the extent of the river water at 200 year high water level of 460 metres. The home is just inside the flood plain.

2. LANDSLIDE ASSESSMENT

As can be seen on the attached documents, the lot is virtually level and shows no evidence of having changed in the past. Any high water level would have no effect on sliding from higher elevations.

3. ADDITION TO EXISTING HOME

The addition sketched on the map is proposed with the same floor level as the existing home, but without a basement. The North East corner of the addition would be within the allowable 30 metres of the river bank by 2 metres. The foundation should have a ring wall and footings 4 feet below grade. The concrete wall should reach above grade, just below the floor to ensure nothing would float away in case the high water mark is reached.

This report may be relied upon by the Regional District of Bulkley-Nechako in considering the application for exemption from the vertical flood level set by the Regional District to reduce the Flood Construction Level from 3.0m to 2.6m above the natural boundary of the Bulkley River. This puts the Flood Construction Level at 0.1 m above the 456 metre 200 year historical flood elevation. There shall be no wood construction below Flood Construction Level. The concrete foundation will protrude .6 metres above natural elevation of the ground and terminate above the Flood Construction Level.

4. VEGETATION

Along the edge of the river there are aged trees and other vegetation which should be kept intact up to 10 metres from the river's edge as an extra protection against erosion. The vegetation is right up to the river bank. However, at this location the river flows very slowly. There is no evidence that high levels cause erosion due to flow velocity. The shore is on the inside of the curve of the river. There is evidence of erosion on the opposite side of the river.



View of existing home. The sundew would be replaced by the addition.




View of the river's edge showing vegetation that has been there for a long time. The photo was taken at a seasonal high river level close to the natural boundary level.

Based on my study of the above property, I certify the land is safe for building a 24 x 24 foot addition to the home on the existing location without an undue risk of hazards.

Sincerely,

Duerichen Engineering



JG (Hans) Duerichen PEng
President

CERTIFICATE OF LOCATION

LOT 24 PLAN 225 5969

DISTRICT LOT FRAC. N.W 1/4 SEC. 6, TP. 2A, RANGE 5, COAST DISTRICT

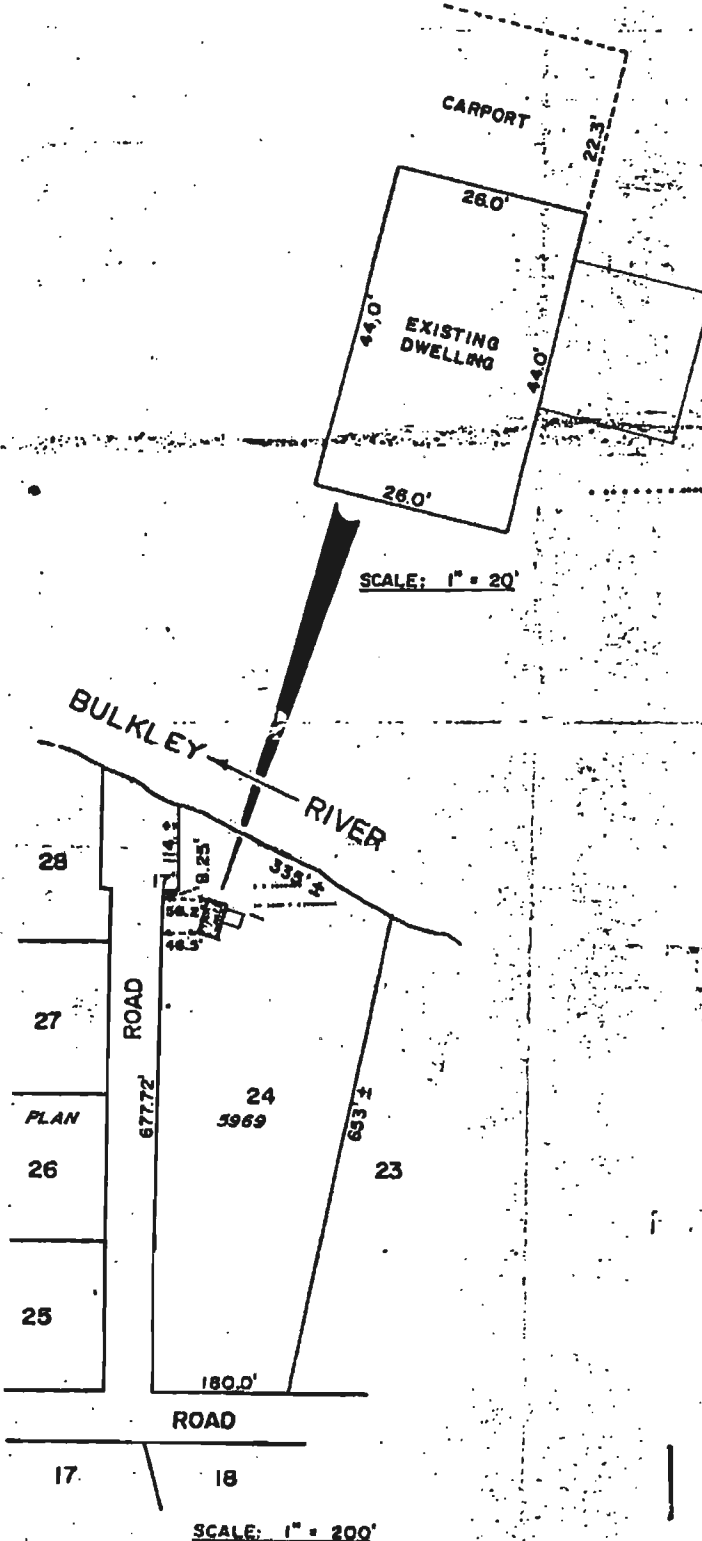
STREET ADDRESS Vicinity of SMITHERS, B.C.

SCALE: 1 Inch = Noted FEET

This is Exhibit A referred to in the Affidavit sworn before me on this 19 day of April 1988

A Commissioner for taking Affidavits for British Columbia

336192



SCALE: 1" = 200'

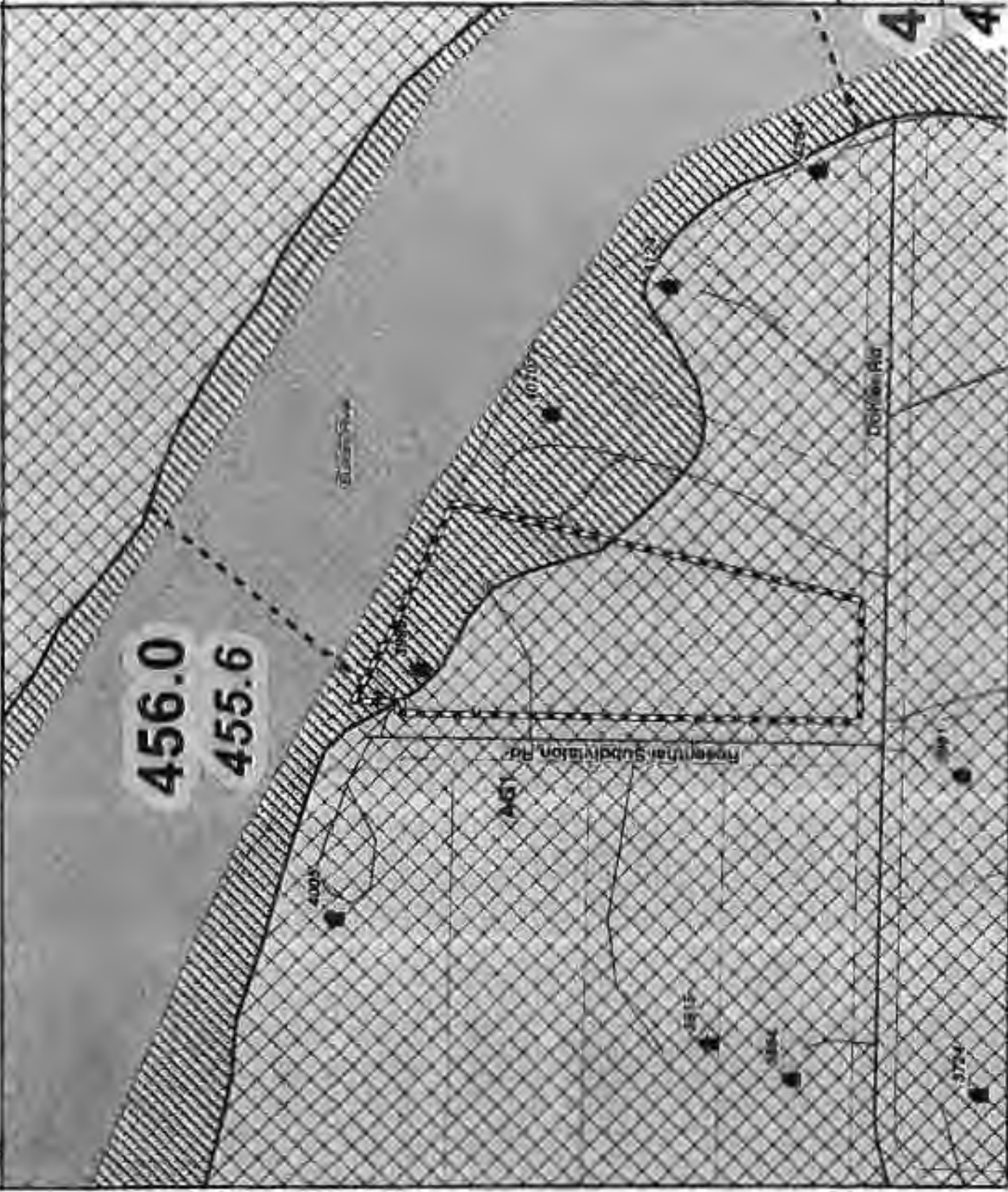
This is to certify that: I am a British Columbia Land Surveyor authorized to practice in the Province of British Columbia

Bulkley-Nechako Map

Legend

- Water
- Boundary Line
- Area
- Utility Zone
- CLASS
- Agribusiness (A2)

226



Scale: 1 cm = 24 m
Map data provided by
GeoBC
Date: 3/15/11



227

**REGIONAL DISTRICT OF BULKLEY-NECHAKO
DEVELOPMENT VARIANCE PERMIT NO. A-05-15**

ISSUED TO: Gary Wayne and Shirley Ann Huxtable
PO Box 1043
Smithers, BC
VOJ2N0

WITH RESPECT TO THE FOLLOWING LANDS:

Lot 24, Section 6, Township 2A, Range 5, Coast District, Plan 5969. Located at 3998 Rosenthal Subdivision Road, Smithers, BC.

1. This Development Variance Permit varies "Regional District of Bulkley-Nechako Zoning Bylaw No. 700" as follows:
 - Section 4.06(a) is varied by reducing the setback from the Bulkley River from 30 metres (98.4 ft.) to 28 metres (91 ft.) for the Proposed Addition located in compliance with Schedule A of the permit.
2. The land must be developed in compliance with the qualified professional's report prepared by Duerichen Engineering dated July 09th 2015. This permit shall not be considered issued or valid unless and until the property owner has registered a covenant on title under section 219 of the Land Title Act which requires the land be used in accordance with the professional's report prepared by Duerichen Engineering dated July 9th 2015, and contains a "save harmless" clause, to the satisfaction of Regional District staff.
3. This variance applies only to the Proposed Addition shown on the plan attached as Schedule A, which forms part of this permit.
4. 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 form part of this permit.
5. 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.
6. If a Building Permit for the development that is the subject of this permit has not been issued, and the construction substantially commenced within 2 years after the date of this permit's issuance, this permit shall lapse.
7. The property owner(s) has been granted an exemption to the 30 metre (98.4 ft.) setback from the Natural Boundary of the Bulkley River required by "Regional District of Bulkley-Nechako Floodplain Management Bylaw No. 1300", pursuant to Section 910(5) of the *Local Government Act*, for the Proposed Addition identified in Schedule A to this permit.

This exemption was approved by Board motion_____.

AUTHORIZING RESOLUTION NO. _____ passed by the Regional Board on the

___ day of _____, _____.

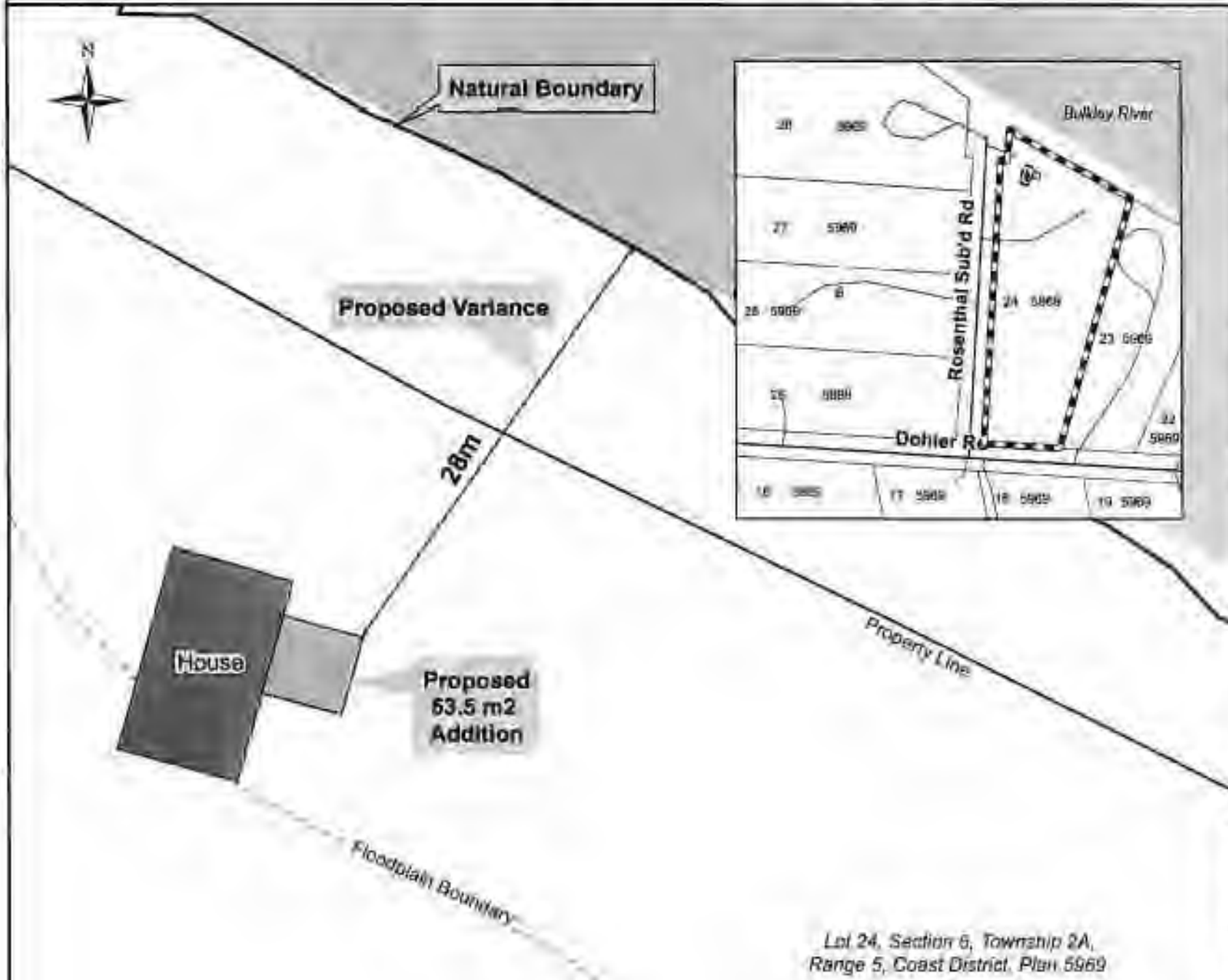
PERMIT ISSUED on the ___ day of _____, _____.

Corporate Administrator



Schedule A: Floodplain Exemption and Development Variance Permit No. A-05-15 Site Plan

Legend



- Current Dwelling
- Proposed Addition
- Easement (L&L)
- Road
- Flood Plain

228

Lot 24, Section 6, Township 2A,
Range 5, Coast District, Plan 5969

NOTES: The proposed project does not require a Floodplain Exemption or Development Variance Permit. The applicant is responsible for obtaining all necessary permits from the appropriate authorities. The applicant is responsible for obtaining all necessary permits from the appropriate authorities. The applicant is responsible for obtaining all necessary permits from the appropriate authorities.

Scale: 1 cm = 4 m
Date: 05/02/2015



229

MEMORANDUM

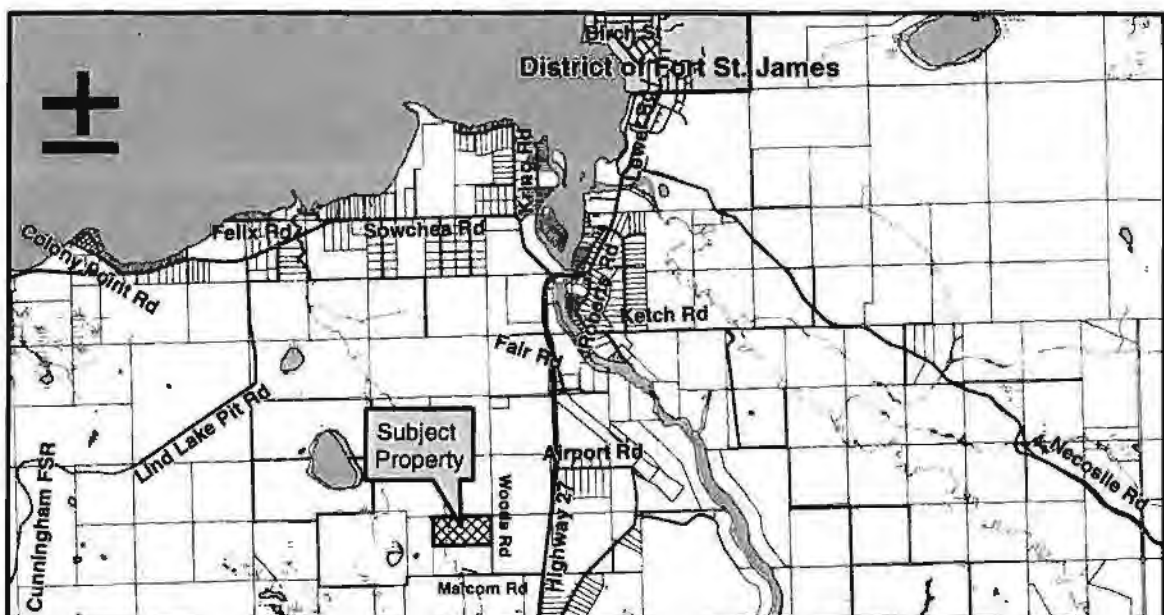
To: Regional District Board
From: Jason Llewellyn, Director of Planning
Date: July 23, 2015
Re: Unsightly Premises Bylaw Enforcement
6535 Woods Road, Electoral Area C

INTRODUCTION:

This report is regarding an unsightly premises in Electoral Area C at 6535 Woods Road (Lot B, District Lot 1659, Range 5, Coast District, Plan PRP13148).

This report is asking the Regional District Board to determine, by resolution, the following:

- Does the condition of the subject property constitute an unsightly premises in contravention of "Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012" (the Bylaw)?
- Should the Bylaw Enforcement Officer notify the property owner and occupant that they are required to comply with the Bylaw by September 30th, 2015?
- Should the Bylaw Enforcement Officer notify the property owner that the Regional District will carry out the work necessary to comply with the Bylaw at the expense of the property owner and occupant, if the work is not completed by September 30th, 2015?



THE SITUATION:

The subject property, shown on the map above, contains a large accumulation of materials that includes derelict vehicles, equipment, snowmobiles, vehicle parts, tires, containers and tanks which hold unknown liquids, etc. This issue has been ongoing since 2009. Multiple correspondence has occurred between the property owner, and the Regional District over the years, with little to no cleanup efforts taking place.





UNSIGHTLY PREMISES BYLAW ENFORCEMENT

“Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012” states the following:“

- 4.2 *No owner or occupier of real property, shall allow, cause, or permit the storage, collection or accumulation on such real property of any Filth, Discarded Materials and Rubbish.*
- 4.3. *No owner or occupier of real property shall allow, cause, or permit such real property to become unsightly.*

Section 6.4 of the Bylaw states:

Where a Bylaw Enforcement Officer observes that real property does not comply with this bylaw, the Bylaw Enforcement Officer may notify and require the owner or occupier of the real property to comply within a stated time period.

Section 6.1 of the Bylaw states:

Upon any failure by the owner or occupier of real property to undertake the work necessary to comply with Section 4 of this bylaw, and upon the owner or occupier of such real property having been given an opportunity to be heard by the Board in respect of such failure, the Regional District may, by its own forces or those of a contractor, carry out the work necessary to comply with Section 4 of this bylaw 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.

If the Regional District Board so directs, the Bylaw Enforcement Officer will give direction to the property owner pursuant to Section 6.4 of the Bylaw. If the property owner and tenant fail to clean up the property as necessary to comply with the bylaw by the date stated the Board may direct staff to undertake the work at the property owner's and tenant's cost.

PROPERTY OWNER NOTICE:

Notice that the Board is Considering Enforcement

The property owner has been sent notice advising of the Board's consideration of enforcement under the Bylaw at this time, and their ability to speak to the Board regarding their alleged contravention of the Bylaw. Before the Regional District Board considers the staff recommendations the Chair should announce this agenda item to the gallery and ask if the property owners, tenant, or persons with an interest in the property, are present and wish to make representations to the Board. After hearing any representations the Board is free to consider the staff recommendations.

Notice that the Regional District is completing the Work

If the property owners and any tenant fail to undertake the work necessary to comply with Section 4 of this bylaw, as directed by the Enforcement Officer the Board may direct that the Regional District, by its own forces or those of a contractor, carry out the work necessary to comply with Section 4 of this bylaw 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.

Prior to the Board providing such direction to staff the property owner, tenant, and other persons with an interest in the property must be given an opportunity to be heard by the Board. If necessary staff will provide the required notice and report to the Board for direction if the property is not cleaned up as required.

THE REQUIRED WORK

Section 5 of the Bylaw requires all property owners and occupants to clear from the subject property any Automobile Wreck or any Derelict Motor Vehicles in excess of two (2); remove from the subject property all accumulations of Filth, Discarded Materials, and Rubbish; and remove from the subject property all unsightly materials and conditions.

If the property owner does not comply, then the Regional District may consider direct enforcement. This process involves the Regional District hiring a contractor to remove unsightly materials from the property. Should the Board choose to follow through with direct enforcement of the unsightly premises bylaw, staff propose the following process in relation to this action.

1. Staff will ask for quotes from the contractors and identify the contractor to do the work to clean up the property, and salvage the material.
2. In accordance with the Regional District of Bulkley Nechako's purchasing policy, the Regional District would enter into a contract with the contractor which details the work to be done, the costs to be charged, and the price they would pay for the salvaged materials.
3. Staff will determine the dates on which the work will occur, and give notice to the property owner.
4. The work may occur under police escort, and the cost of the work would be recovered as property taxes, if not paid by the property owner. The work would likely take a few days and would involve the following:
 - Removing unsightly materials from the property under Regional District staff supervision;
 - Documentation of the materials removed, and whether the materials were disposed of or salvaged;
 - Disposal of waste materials at a landfill or waste transfer station (may be a charge per metric ton)
 - Salvage and recycling of materials with scrap metal value.

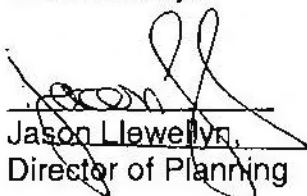
Recommendation

That the Regional District Board:

1. Hear any representations from the property owners, tenant, or persons with an interest in the property.
2. And, consider passing the attached resolution regarding enforcement of "Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012" at 6535 Woods Road.

All / Directors / Majority

Reviewed by:


 Jason Llewellyn
 Director of Planning

Written by:


 Jason Blackwell
 Regulation Compliance Officer

234

**RESOLUTION REGARDING ENFORCEMENT OF
“REGIONAL DISTRICT OF BULKLEY NECHAKO UNSIGHTLY
PREMISES BYLAW NO. 1649, 2012” AT
6535 WOODS ROAD**

The Board of the Regional District of Bulkley-Nechako, pursuant to “Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012” (the Bylaw) hereby resolves that:

1. The storage, collection and accumulation of Filth, Discarded Materials and Rubbish on the subject property, legally described as Lot B, District Lot 1659, Range 5, Coast District, Plan PRP 13148 (6535 Woods Road) is in contravention of the Bylaw.
2. The owner and occupier of the subject property have allowed the subject property to become unsightly in contravention of the Bylaw.
3. The Bylaw Enforcement Officer shall notify the property owner and occupant that they are required to undertake the following work necessary to comply with the Bylaw by September 30th, 2015:
 - a) Clear from the subject property any Automobile Wreck or any Derelict Motor Vehicles in excess of two (2).
 - b) Remove from the subject property all accumulations of Filth, Discarded Materials, and Rubbish.
 - c) Remove from the subject property all unsightly materials and conditions.
4. The Bylaw Enforcement Officer shall notify the property owner and occupant that if they fail to do the work identified in Section 3 of this resolution by September 30st, 2015, 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).



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

235

REGIONAL DISTRICT
OF BULKLEY NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

June 24, 2015,

Kathleen Dorothy Agnes Gauthier
PO Box 957
Fort St James, B.C.
VOJ 1P0

Dear Ms. Gauthier:

Registered owner of Lot B District Lot 1659 Range 5, Coast District, Plan PRP13148
(6535 Woods Road)

Re: "Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012"
(the Bylaw)

TAKE NOTICE that the Board of the Regional District of Bulkley - Nechako will on the 23rd day of July, 2015, in the Board Chambers at the Regional District Offices, at 37 3rd Avenue, in Burns Lake, British Columbia, consider representations by the Bylaw Enforcement Officer regarding the following:

- The non-compliance of the above noted property to sections 4.1, 4.2 and 4.3 of the Bylaw.
- Providing direction to the Bylaw Enforcement Officer to require the property owner and occupier to undertake the following work by September 30th, 2015:
 - a) Clear from the subject property any Automobile Wreck or any Derelict Motor Vehicles in excess of two (2).
 - b) Remove from the subject property all accumulations of Filth, Discarded Materials, and Rubbish.
 - c) Remove from the subject property all unsightly materials and conditions.

AND FURTHER TAKE NOTICE that should the Bylaw Enforcement Officer require you or the occupier to comply with the Bylaw by September 30th, 2015, and the necessary work is not undertaken, the Regional District may, by its own forces or those of a

MUNICIPALITIES:

SMITHERS FORT ST. JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

ELECTORAL AREAS:

A - SMITHERS RURAL
B - BURNS LAKE RURAL
C - FORT ST. JAMES RURAL
D - FRASER LAKE RURAL
E - FRANCOIS/OOTSA LAKE RURAL
F - VANDERHOOF RURAL
G - HOUSTON RURAL

INQUIRIES@RDBN.BC.CA

WWW.RDBN.BC.CA

PH: 250-692-3195

FX: 250-692-3305

TF: 800-320-3339

236

contractor, enter upon the property and carry out the work necessary to comply with the Bylaw. You will be given an opportunity to be heard by the Regional District Board in respect of your failure to comply.

AND FURTHER TAKE NOTICE that if the Regional District or others carry out the work necessary to comply with the Bylaw the expense will be charged to you. If you do not pay the expense by December 31st of the year in which the work is done, it shall be added to and form part of the taxes payable in respect of the real property in question, as taxes in arrears, or be collected from you as a debt.

AND FURTHER TAKE NOTICE that should you wish to make a representation to the Board regarding the lands and premises listed above, you should appear at the Board Chambers at the Regional District Offices, at 37 3rd Avenue, in Burns Lake, British Columbia on the 23rd day of July, 2015 at 10:00 a.m. to make your representation to the Board. The planned start time of the meeting where the issue will be considered can be confirmed by contacting the Regional District office in person or at 1-800-320-3339.


Bylaw Enforcement Officer

Encl. "Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012"

cc: Director Tom Greenaway, Electoral Area 'C'



237 MEMORANDUM

To: Regional District Board
From: Jason Llewellyn, Director of Planning
Date: June 15, 2015
Re: Enforcement File 2012-G-01 (15944 Balsam Rd) / 2015-G-01
(15806 Balsam Rd)

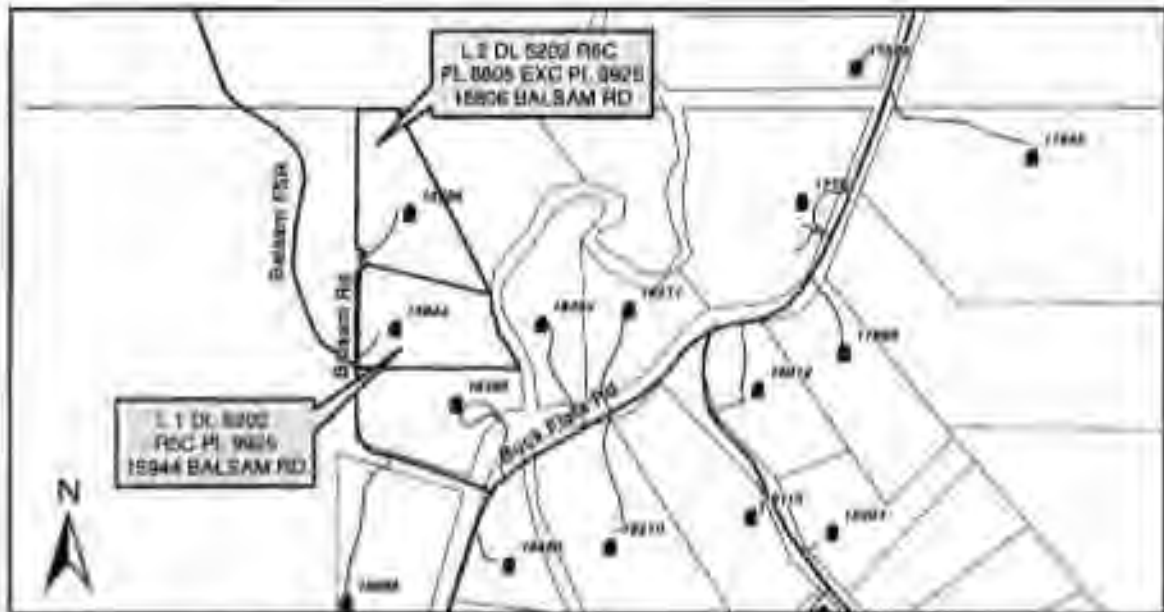
INTRODUCTION:

The purpose of this report is to provide the Board with an overview of the situation, and receive direction regarding enforcement for two properties in Electoral Area G, on Balsam Road. These issues involve an illegal sawmill and associated log storage located at 15806 Balsam Road (Lot 2, District Lot 5202, Range 5, Coast District, Plan 9925), and an unsightly premises located at 15944 Balsam Road (Lot 1, District Lot 5202, Range 5, Coast District, Plan 9925).



The RDBN has received multiple complaints regarding bylaw infractions on both properties from area residents over the years. The situation in the area has escalated with the impending operation of the sawmill at 15806 Balsam Road. This sawmill use is an issue with multiple property owners in the area. Given the situation consideration of further enforcement action against both properties is justified.

Correspondence associated with this enforcement file is available from staff upon request.



BACKGROUND

15806 Balsam Road

This property contains a sawmill which the property owner indicates has been located on the property since 1996, shortly after he purchased the property. The sawmill has been inactive for approximately 8 years. Saw logs (+/-200m³) were brought to the site in January 2015. New complaints regarding the possible operation of the sawmill, from multiple neighbours, have been received since the logs were brought onto the property. The sawmill and associated log storage is not a permitted use in the Small Holdings (H1) zone pursuant to Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.

15806 Balsam Road Pictures



239



Staff have asked the property owner to remove the sawmill and the logs from the property. The property owner has said that he intends to keep the sawmill on the property and use it for cutting timber for a house he may be developing on the property. The property owner also said that if the RDBN attempts to enforce the bylaw and make him remove his sawmill he will cut the lumber before he can be stopped. Voluntary Compliance is not anticipated.

15944 Balsam Road

This property contains multiple derelict vehicles, various pieces of equipment, and other materials that result in the property being unsightly. Some materials may be spilling over onto the adjacent property at 15806 Balsam Road. Voluntary Compliance is not anticipated.



15806 BALSAM ROAD ENFORCEMENT

The process to enforce the Zoning Bylaw to have the sawmill use removed from the property involves the creating of an affidavit from staff, and the submission of a Petition to the BC Supreme Court seeking an injunction ordering the owners to remove the sawmill and associated log storage from the property.

The legal fees associated with this action can be expected to be in the range of \$8,000.00 to \$12,000.00. If the legal action is successful a portion of the legal costs may be recovered.

15944 BALSAM ROAD ENFORCEMENT

“Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012” states the following:“

- 4.2 *No owner or occupier of real property, shall allow, cause, or permit the storage, collection or accumulation on such real property of any Filth, Discarded Materials and Rubbish.*
- 4.3. *No owner or occupier of real property shall allow, cause, or permit such real property to become unsightly.*

Section 6.4 of the Bylaw states:

Where a Bylaw Enforcement Officer observes that real property does not comply with this bylaw, the Bylaw Enforcement Officer may notify and require the owner or occupier of the real property to comply within a stated time period.

Section 6.1 of the Bylaw states:

Upon any failure by the owner or occupier of real property to undertake the work necessary to comply with Section 4 of this bylaw, and upon the owner or occupier of such real property having been given an opportunity to be heard by the Board in respect of such failure, the Regional District may, by its own forces or those of a contractor, carry out the work necessary to comply with Section 4 of this bylaw 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.

If the Regional District Board so directs, the Bylaw Enforcement Officer will give direction to the property owner pursuant to Section 6.4 of the Bylaw. If the

property owner fails to clean up the property as necessary to comply with the bylaw by the date stated the property the Board may direct staff to undertake the work at the property owner's and tenant's cost.

To initiate enforcement of the Unsightly Premises Bylaw the Regional District Board should determine the following:

1. That the property is in contravention of the Unsightly Premises Bylaw, and that the owners and occupiers of the property have allowed it to become unsightly in contravention of the Bylaw.
2. The Bylaw Enforcement Officer should notify the property owners and any occupants that they are required to clean up the property by September 30, 2015, and that if they fail to do the work requested by September 30, 2015, the Regional District may, by its own forces or those of a contractor, carry out the work identified at their expense.

Notice that the Board is Considering Enforcement

The property owners at 15944 Balsam Road have been sent notice advising of the Board's consideration of enforcement under the Unsightly Premises Bylaw at this time, and their ability to speak to the Board regarding their alleged contravention of the Bylaw. Before the Regional District Board considers the staff recommendations the Chair should announce this agenda item to the gallery and ask if the property owners, tenant, or persons with an interest in the property, are present and wish to make representations to the Board. After hearing any representations the Board is free to consider the staff recommendations.

Notice that the Regional District is completing the Work

If the property owners fail to undertake the work necessary to comply with Section 4 of this bylaw, as directed by the Enforcement Officer the Board may direct that the Regional District, by its own forces or those of a contractor, carry out the work necessary to comply with Section 4 of this bylaw 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.

Prior to the Board providing such direction to staff the property owner, tenant, and other persons with an interest in the property must be given an opportunity to be heard by the Board. If necessary staff will provide the required notice and report to the Board for direction if the property is not cleaned up as required.

ALTERNATIVE OPTIONS

As an alternative to the below recommendations the Board may direct staff to continue working with one, or both of the property owners in an attempt to gain voluntary compliance.

Recommendations regarding 15944 Balsam Road

That the Regional District Board:

1. Hear any representations from the property owners, tenant, or persons with an interest in 15944 Balsam Road.
2. Consider passing the attached resolution regarding enforcement of "Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012" at 15944 Balsam Road.

All / Directors / Majority

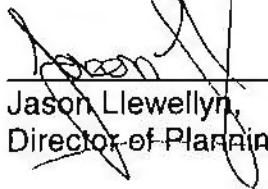
Recommendation regarding 15806 Balsam Road

That the Regional District Board consider directing that staff:

1. Undertake the process to obtain a petition for a B.C. Supreme Court injunction ordering the owners to remove the sawmill and log storage use from the property at 15806 Balsam Road, and seek to recover costs.

All / Directors / Majority

Reviewed by:


Jason Llewellyn,
Director of Planning

Written by:


Jason Blackwell
Regulation Compliance Officer

**RESOLUTION REGARDING ENFORCEMENT OF
“REGIONAL DISTRICT OF BULKLEY NECHAKO UNSIGHTLY
PREMISES BYLAW NO. 1649, 2012” AT
15944 BALSAM ROAD**

The Board of the Regional District of Bulkley-Nechako, pursuant to “Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012” (the Bylaw) hereby resolves that:

1. The storage, collection and accumulation of Filth, Discarded Materials and Rubbish on the subject property, legally described as (Lot 1, District Lot 5202, Range 5, Coast District, Plan 9925)(15944 Balsam Road), is in contravention of the Bylaw.
2. The owner and occupier of the subject property have allowed the subject property to become unsightly in contravention of the Bylaw.
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, 2015:
 - a) Clear from the subject property any Automobile Wreck or any Derelict Motor Vehicles in excess of two (2).
 - b) Remove from the subject property all accumulations of Filth, Discarded Materials, and Rubbish.
 - c) Remove from the subject property all unsightly materials and conditions.
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 by September 30, 2015, 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).



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

245

REGIONAL DISTRICT
OF BULKLEY NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

June 29, 2015,

John Barden
PO Box 282
Houston BC, V0J 1Z0

Dear Mr. Barden

Registered owner of Lot1 District Lot 5202 Range 5, Coast District, Plan 9925 (15944 Balsam Road)

Re: "Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012"
(the Bylaw)

TAKE NOTICE that the Board of the Regional District of Bulkley - Nechako will on the 23rd day of July, 2015, in the Board Chambers at the Regional District Offices, at 37 3rd Avenue, in Burns Lake, British Columbia, consider representations by the Bylaw Enforcement Officer regarding the following:

- The non-compliance of the above noted property to sections 4.1, 4.2 and 4.3 of the Bylaw.
- Providing direction to the Bylaw Enforcement Officer to require the property owner and occupier to undertake the following work by September 30, 2015:
 - a) Clear from the subject property any Automobile Wreck or any Derelict Motor Vehicles in excess of two (2).
 - b) Remove from the subject property all accumulations of Filth, Discarded Materials, and Rubbish.
 - c) Remove from the subject property all unsightly materials and conditions.

MUNICIPALITIES:

SMITHERS FORT ST. JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

ELECTORAL AREAS:

A - SMITHERS RURAL E - FRANCOIS/OOTSA LAKE RURAL
B - BURNS LAKE RURAL F - VANDERHOOF RURAL
C - FORT ST. JAMES RURAL G - HOUSTON RURAL
D - FRASER LAKE RURAL

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246

AND FURTHER TAKE NOTICE that should the Bylaw Enforcement Officer require you or the occupier to comply with the Bylaw by September 30, 2015, and the necessary work is not undertaken, the Regional District may, by its own forces or those of a contractor, enter upon the property and carry out the work necessary to comply with the Bylaw. You will be given an opportunity to be heard by the Regional District Board in respect of your failure to comply.

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Bylaw Enforcement Officer

Encl. "Regional District of Bulkley Nechako Unsightly Premises Bylaw No. 1649, 2012"

cc: Rob Newell, Director, Electoral Area G



Planning Department Enquiries Report,

Month of June 2015

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 June 2015. During this month the Planning Department responded to 242 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other. In June 2014, the Planning Department answered 209 enquiries.

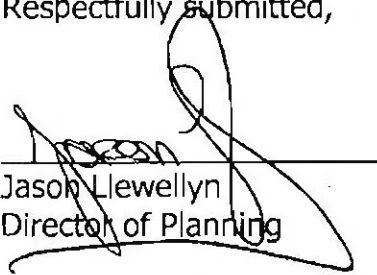
Subject Area	Jan 2015	Feb 2015	Mar 2015	Apr 2015	May 2015	June 2015
Development Services	32	40	41	41	43	54
Electoral Area Planning	45	42	69	47	70	58
House Numbering	12	10	13	9	17	26
Maps	37	25	34	46	34	59
Bylaw Enforcement	12	7	12	13	15	13
Other	34	13	24	44	28	32
Total	172	137	193	200	207	242

Recommendation

"That the Board receive the June 2015 Planning Department Enquiries Report."

(All Directors)

Respectfully submitted,


 Jason Lewellyn
 Director of Planning

REGIONAL DISTRICT OF BULKLEY-NECHAKO
Planning Department

May 2015 – Action List

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 93-122 Board Agenda May 28, 2015	ALR Application 1178 William Wookey & Laurie North Subdivision within the ALR Electoral Area "A"	Advise applicant of Board decision	Maria	Completed	June 1, 2015
Page 123-125 Board Agenda May 28, 2015	Land Referral File No. 6408811 Always Angus Farm Ltd Electoral Area "A"	Respond to Referral	Maria	Completed	May 29, 2015
Page 126-130 Board Agenda May 28, 2015	Land Referral for Recreation Purposes Province of BC Electoral Area "B"	Respond to Referral	Maria	Completed	May 29, 2015
Page 131-134 Board Agenda May 28, 2015	Land Referral File No. 7409769 MoFLNRO: Crown Contaminated Sites Program Electoral Area "C"	Respond to Referral	Maria	Completed	May 29, 2015
Page 135-136 Board Agenda May 28, 2015	Mines File No. 13390-04-426-& 427 Christoper, Stewart & Allan Woolverton Electoral Area "C"	Respond to Referral	Julie T	Completed	May 29, 2015

218

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 137-140 Board Agenda May 28, 2015	Land Referral File No. 7409741 - amendment Ministry of Transportation and Infrastructure Electoral Area "D"	Respond to Referral	Maria	Completed	May 29, 2015
Page 141-143 Board Agenda May 28, 2015	Land Referral File No. 7409781 Ralph and Susan Hopkins Electoral Area "F"	Respond to Referral	Maria	Completed	May 29, 2015
Page 144-151 Board Agenda May 28, 2015	Land Referral File No. 7409778 Ministry of LFNRO Electoral Area "F"	Respond to Referral	Maria	Completed	May 29, 2015
Page 152-159 Board Agenda May 28, 2015	Temporary Use Permit Application D-01-15 Robert & Margaret Bradner Highway 16, Fort Fraser Electoral Area "D"	Register TUP on title	Maria	Completed	July 6, 2015
Page 160-166 Board Agenda May 28, 2015	Rezoning File No A-01-15 Rezoning for Consideration William Wookey & Laurie North Electoral Area "A"	Advise applicant of Board decision	Maria	Completed	May 29, 2015
Page 167-173 Board Agenda May 28, 2015	Rezoning File No E-01-15 Bylaw 1737 Stephen & Carol Imus Electoral Area "E"	Send Bylaws to MoTI for signature	Maria	Completed	May 29, 2015

249

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 174-181 Board Agenda May 28, 2015	Rezoning File No E-02-15 Liz-Anna Waugh Bylaw 1738 Electoral Area "E"	Close File	Maria	Completed	June 15, 2015
Page 182-187 Board Agenda May 28, 2015	Rezoning File No A-04-14 Marjorie Emmelot (HBH) Bylaw 1710 Electoral Area "A"	Close File	Maria	Completed	June 15, 2015

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250



Building Inspector's Report ***For June, 2015***

1. Building Permit Summary for the Regional District of Bulkley-Nechako

There were 11 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$5,226.00, with a total construction value of \$871,000.00. There have been 44 permits issued to date in 2015.

2. Building Permit Summary for the Village of Burns Lake

There were 2 building permit applications submitted this reporting period with a total construction value of \$8,000.00. There have been 10 permits issued to date in 2015.

3. Building Permit Summary for the Village of Fraser Lake

There were no building permit applications submitted this reporting period. There has been 1 permit issued to date in 2015.

4. Building Permit Summary for the Village of Granisle

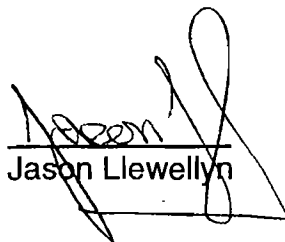
There was 1 building permit application submitted this reporting period with a total construction value of \$20,160.00. There have been 4 permits issued to date in 2015.

5. Building Permit Summary for the District of Fort St. James

There were 7 building permit applications submitted this reporting period with a total construction value of \$449,229.00. There have been 26 permits issued to date in 2015.

Reviewed by:

Written by:


Jason Llewellyn


Jason Berlin



Record of the Meeting

Between Local Governments and Reckitt Benckiser

June 16th, 2015 at 1 pm

District of Vanderhoof Municipal Office, 160 Connaught Drive, Vanderhoof, BC

Attendees:

Reckitt Benckiser

- Dave Challis, VP Sustainability
- Christopher Hillman, Global Sustainability Manager
- Darin Hancock, Property Silvercultivist and Acquisitions
- Michael Wells, Manager, RB Trees Canada

Regional District of Bulkley-Nechako

- Bill Miller, Regional District Board Chair
- Mark Parker, Electoral Area Director
- Jerry Peterson, Electoral Area Director
- Gail Chapman, Chief Administrative Officer
- Jason Llewellyn, Recording Secretary, Director of Planning

Regional District of Fraser Fort George

- Art Kaehn, Regional District Board Chair (by phone)
- Laura Beckett, Electoral Area Director
- Warren Wilson, Electoral Area Director
- Jim Martin, Chief Administrative Officer
- Terry McEachen, General Manager of Development Services (by phone)

Cariboo Regional District

- Jerry Bruce, Electoral Area Director
- Joan Sorley, Electoral Area Director
- Janice Bell, Chief Administrative Officer (by Phone)
- Karen Moore, Manager of Development Services (by phone)

Peace River Regional District

- Karen Goodings, Electoral Area Director (by phone)
- Dan Rose, Electoral Area Director (by Phone)

District of Vanderhoof

- Evan Parliament, Chief Administrative Officer
- Brian Frenkel, Councillor
- Chad Stewart, staff

Meeting Proceedings:

Chair Miller
RDBN Board Chair

Chair Miller welcomed everyone to the meeting and thanked them for their attendance to discuss the issue of the planting of trees on agricultural lands. The RDBN Director of Planning was asked to give an overview of the situation in the RDBN.

Jason Llewellyn
RDBN Director of Planning

Mr. Llewellyn referenced the staff report and associated correspondence between the RDBN and Reckitt Benckiser regarding their purchase of approximately 2000 ha. of land in the region for planting purposes. It was noted that this planting was of concern given its potential to have negative economic and sustainability impacts, and not result in a net reduction in GHG emissions. Mr. Llewellyn said he was hopeful that Reckitt Benckiser could be convinced to change their model for tree planting in the region to avoid future negative impacts, and better achieve their environmental goals.

Dave Challis
RB VP Sustainability

Mr. Challis described the company and their sustainability goals.

Christopher Hillman
Global Sustainability Manager

Mr. Hillman explained that the RB Trees Project started approximately 10 years ago with the goal of removing carbon dioxide from the atmosphere. Canada was chosen as a location for tree planting because of its strong reputation for good forestry practices. In an effort to be open regarding the process the company met with representatives from the Ministry of Agriculture and MLAs in 2008 regarding the program and there were no concerns raised at that time.

It was confirmed that the RB Trees Program is not part of any carbon credit system, and they do not place covenants on title contrary to ALR regulations. He acknowledged that the program must change to acknowledge the local concerns.

Darin Hancock
Property Silviculturist

Mr. Hancock explained the land purchase criterion used by the company. They look for land that has previously been used for cultivation that has been on the market for sale for some time. Much of this land is in the Agricultural Land Reserve. He acknowledged that the company owns approximately 10,000 ha. in British Columbia. He confirmed that they work with local realtors, do not attend public auctions, and do not knowingly bid against people for land.

Michael Wells
Manager of RB Trees Canada

Mr. Wells explained that they use a crew of 5 people with forestry backgrounds to run the RB Trees Program locally. They have planted pine, spruce, and douglas fir. The planted areas are managed, trees are replaced as needed, and weeds are controlled. They want to be good neighbours and they maintain roads and local infrastructure. They support over 30 businesses and provide economic benefits to the area.

Dave Challis
VP Sustainability

Mr. Challis said that Reckitt Benckiser has been listening to the comments and concerns regarding their RB Trees Program. As a result of this concern they have paused the program and are conducting an internal review. They have informed the Minister of Agriculture that they will review their program and land purchase criteria. They are engaging with local stakeholders, the ALC, and the Ministry of Agriculture. Mr. Challis said he is looking forward to hearing how their program should evolve.

Bill Miller
RDBN Board Chair

Director Miller said that he is pleased that the program was being reviewed and expressed a desire to help the company address the local concerns.

Brian Frenkel
District of Vanderhoof
Councillor

Councillor Frenkel noted that the representatives in this meeting represent a significant area of the province. A resolution to the Province was passed at the Union of BC Municipalities conference in May which objected to the planting of trees for carbon offset purposes and this should send a strong message to the company.

Councillor Frenkel questioned the carbon reduction benefits of tree planting as a method of offsetting the company's carbon production. He also noted that he is aware of a farmer in the Chilco Road / Sackner Road area who cannot expand his farm because of the RB Trees land purchase.

Mark Parker
RDBN Electoral Area Director

Director Parker noted that he is a farmer and a member of the local livestock association. He said that agricultural lands are in demand now and adequate cleared lands are not available. The lands purchased while agriculture was on a downturn would have sold to active farmers.

Director Parker said the economic benefit from the RB Trees program is nothing compared to the agricultural value of the land. The company needs to work with farmers to find lands that can be planted without impacting agriculture.

Jerry Petersen
RDBN Electoral Area Director

Director Petersen said that the region's agricultural lands are important so that people can be fed. Good cleared agricultural lands are rare and are important. Taking cleared farm land out of production is wrong.

Director Petersen said that the ALR is in place for a reason and the RB Trees Program is contrary to the intent of the ALR. It is wrong that local farmers have to live with restrictions for the protection of farmland but a foreign company can make thousands of hectares of land unavailable for farming long term.

He said that it is wasteful that new lands are being cleared for farming in the area while good farm land is being planted with trees. There is plenty of land that should be planted with trees, but farm land is not that land. It was suggested that the company plant trees on private

land where the trees have been burnt by forest fire.

Bill Miller
RDBN Board Chair

Director Miller asked if the company could look at the planting of trees on private lands where the trees have been destroyed by wildfire?

Dave Challis
VP Sustainability

Mr. Challis said that this can be evaluated.

Joan Sorley
CRD Electoral Area Director

Director Sorley said that food security is being impacted by the tree planting. She asked if the company can enter into partnerships with industry or private property owners. She said this is a good operation for cooperation for mutual benefit.

Dave Challis
VP Sustainability

Mr. Challis said that purchasing private property is their current model and that other options will be evaluated.

Joan Sorley
CRD Electoral Area Director

Director Sorley asked if the company planned to continue spraying herbicide on their lands to control weeds as there have been complaints regarding this practice.

Michael Wells
Manager of RB Trees Canada

Michael Wells said that they have no significant treatments planned and will be applying small applications only.

Joan Sorley
CRD Electoral Area Director

Director Sorley said that the key issue is that the RB Trees project is not sustainable. There is also a notable public perception problem with the RB Trees program. The investment made by farmers to clear the land for agriculture is seen as being lost for no good reason. Clearing land for agricultural use is costly and this investment is being taken away from the community. The government provided farmers with land and tax payers have helped cover the cost of clearing the land so it can be put into production for the benefit of the community. Replanting trees on good agricultural lands that have been cleared for farming is wrong.

Director Sorley said that there is no shortage of lands that should be planted with trees. The company should partner with industry and the Province and plant trees where they should be planted.

She suggested that urban forestry and brownfield site reclamation are also options. Many urban areas contain lands that could be planted with trees. This provides a large benefit to the community and an opportunity for cooperation.

Warren Wilson
CRD Electoral Area Director

Director Wilson said he was glad that the company will be talking to local governments. He noted that the subject lands may be considered marginal for agriculture in the lower mainland or elsewhere, however, those lands are not marginal in the north. It takes a lot of work to clear land for agricultural use and that work generates carbon emissions. Replanting that land does not make sense. There are other lands to plant.

He suggested that the company consider using sheep for weed control.

Karen Goodings
PRRD Electoral Area Director

Director Goodings said that the practice of planting farmland is not acceptable to local farmers. She also noted the associated weed control issues.

She said it is attractive for the company to plant and maintain trees on farmland as the land is easy to plant and is inexpensive in our regions. She asked why trees were not planted in the regions where the company generated their carbon emissions? She also asked for some information regarding the carbon offset program.

Dave Challis
VP Sustainability

Mr. Challis said that he would provide a fact sheet regarding the RB Trees Program. He said that there are a lot of factors relating to the decision to plant trees in British Columbia. These factors relate to security, land availability, and BC's history of sustainable forestry.

Karen Goodings
PRRD Electoral Area Director

Director Goodings said that the issue is that land is cheap in our region and the Province needs to deal with foreign land ownership issues.

Dan Rose
PRRD Electoral Area Director

Director Rose questioned how agricultural products sequestered carbon compared to trees and whether there is a notable net benefit from tree planting. He expressed concern that the cost of land clearing is notable. Agricultural lands should not be planted with trees and the ALC should not be allowing this to happen in the ALR.

Karen Moore
Manager of Development
Services

Ms. Moore said that the CRD has agricultural capability mapping that may help them in their decision making process.

Art Kaehn
RDFFG Board Chair

Director Kaehn thanked the company for their attendance. He said that he has nothing new to add other than to note that he wonders how the planting of trees on good agricultural lands could be considered a good public relations strategy.

Jerry Bruce
CRD Electoral Area Director

Director Bruce asked what Reckitt Benckiser needs from the elected representative at this meeting in order to deal with the issues?

Dave Challis
VP Sustainability

Mr. Challis said that the company needs dialogue with stakeholders, and input regarding their land purchase criterion. He said they need to understand what private lands would be acceptable for planting, and what options may be available to achieve their goals.

Chair Miller
RDBN Board Chair

Director Miller encouraged the company to consult with local government planners as part of their process to evaluate their program.

Brian Frenkel
District of Vanderhoof
Councillor

Councillor Frenkel noted that there are a number of stream restoration groups in the region that would likely be open to cooperating with the company to have trees planted in riparian areas along watercourses.

The trees need to be planted in the right location and farmers need to be part of the process.

Art Kaehn
RDFFG Board Chair

Director Kaehn asked if the company can accept long term leases over portions of private lands being planted.

Joan Sorley
CRD Electoral Area Director

Director Sorley asked if the company would be willing to consult with local governments on their proposed land purchases.

Dave Challis
VP Sustainability

Mr. Challis said that they do not want to have an overly complicated site selection process. They would like to develop acceptable land purchase criteria that allows them to purchase appropriate lands.

Chair Miller
RDBN Board Chair

Director Miller suggested that local government staff work together and draft up some acceptable land purchase guidelines.

Laura Beckett
FFGRD Electoral Area Director

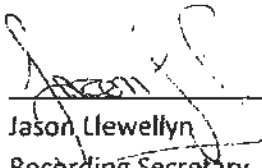
Director Beckett said that non-resident land ownership in their regions is an issue.

Chair Miller
RDBN Board Chair

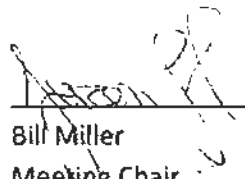
Director Miller thanks the Reckitt Benckiser representatives, and elected officials from other jurisdictions, for participating in the meeting. He said that the dialogue was helpful and he was hopeful that the company will continue to work with local governments and local elected officials to ensure that their activities in the region are acceptable.

He concluded by saying that agriculture in the north is challenging and access to farmland is important to the future of agriculture. Therefore, this issue needs to be adequately resolved.

Director Miller adjourned the meeting at 2:30 pm.



Jason Llewellyn
Recording Secretary
RDBN Director of Planning



Bill Miller
Meeting Chair
RDBN Board Chair

258

Board - Direction



School District No. 91 (Nechako Lakes)

P.O. Box 129, Vanderhoof, B.C. V0J 3A0

Telephone: (250) 567-2284 Fax: (250) 567-4639

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JUL 09 2015

**REGIONAL DISTRICT OF
BULKLEY NECHAKO**

July 8, 2015

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

Dear Sir:

On behalf of School District No. 91 (Nechako Lakes), I would like to take this opportunity to thank you for your generous contribution to Fort Fraser Elementary School in support of their Breakfast for Learning Program.

It is likely that you have heard the news that the School District has made the decision to close Fort Fraser Elementary School as of June 30, 2015, due to capacity issues in the Fort Fraser/Fraser Lake area. We anticipate that the majority of the students from Fort Fraser will be attending Mouse Mountain Elementary School or Fraser Lake Elementary-Secondary School in Fraser Lake.

Fraser Lake Elementary Secondary School already has a well-established Breakfast for Learning Program while Mouse Mountain Elementary School does not. We seek your permission to transfer your contribution to Mouse Mountain Elementary School which will now serve many of the vulnerable students from Fort Fraser Elementary School.

Thank you for your consideration of this request. I look forward to your response.

Sincerely,

Charlene Seguin

Superintendent of Schools

CS/ta

259
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Board → Receive
UBCM
Union of BC
Municipalities

June 22, 2015

JUL 02 2015
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Chair Bill Miller
Regional District of Bulkley-Nechako
Box 820
Burns Lake, BC V0J 1E0

Dear Chair Miller:

Re: 2015 Resolutions

UBCM is in receipt of the attached resolution(s) endorsed by your Board.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2015 UBCM Convention in September.

Please feel free to contact Reiko Tagami, Information & Resolutions Coordinator, if you have any questions about this process.

Tel: 604.270.8226 ext. 115 Email: rtagami@ubcm.ca

Sincerely,



Councillor Sav Dhaliwal
President

Enclosure

**BRITISH COLUMBIA FIRE SERVICE MINIMUM
TRAINING STANDARDS****Bulkley-Nechako RD**

WHEREAS the Office of the Fire Commissioner issued the 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' which establishes the "minimum standards of training required for fire services personnel in British Columbia" in September 2014 applicable to any fire service/department in British Columbia that provides fire services and includes municipal fire departments, volunteer fire departments, and fire departments established as a society under the Society Act of BC."

AND WHEREAS the 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' states the "Authority Having Jurisdiction" describes local or regional government and further states that each local government must select and declare its firefighting Service Level in order for the local government to determine which set of minimum standards are to be met."

AND WHEREAS it is the responsibility of each local government to immediately take steps to ensure implementation of the training requirements associated to the Service Level selected;

AND WHEREAS the financial cost to local government to implement the new 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' Regulations are extremely prohibitive for rural communities and small volunteer fire departments, and may result in the closure of these departments:

THEREFORE BE IT RESOLVED that the Province provide funding for rural communities and small volunteer fire departments to cover the additional costs as a result of the 'British Columbia Fire Service Minimum Training Standards – Structure Firefighters Competency and Training Playbook' Regulations.

**RURAL INSPECTION AND ENFORCEMENT OF FIRE
SERVICE ACT REGULATIONS****Bulkley-Nechako RD**

WHEREAS the provincial government has enacted various building and fire code regulations for public buildings, including the Fire Services Act;

AND WHEREAS the provincial government has, through the BC Safety Authority, and various other provincial agencies such as the Health Authorities, established regulatory regimes designed to inspect various installations and operations, such as gas, electrical, health, food safety, etc. aimed at protecting the public from potential hazards associated with public facilities, while the Fire Services Act remains without an effective regulatory regime;

AND WHEREAS the provincial government is considering requiring regional districts to enforce the Fire Services Act and its regulations in the unincorporated areas of the province, including the obligation to provide for a regular system of inspection of hotels and public buildings;

AND WHEREAS regional districts do not have the capacity to take on an inspection and enforcement role in the rural areas:

THEREFORE BE IT RESOLVED that the provincial government retain the responsibility to inspect and enforce.

**REFORESTATION OF PRODUCTIVE AGRICULTURAL
LAND****Bulkley-Nechako RD**

WHEREAS the maintenance of a sustainable and vibrant agricultural sector is critically important to the province's economic, social, and sustainable future;

AND WHEREAS the loss of productive agricultural lands to tree planting by companies seeking to offset their corporate carbon emissions is an unsustainable practice which threatens the long term health and viability of the agricultural sector in the province:

THEREFORE BE IT RESOLVED that the Province of British Columbia take action to stop the reforestation of productive agricultural land for carbon offset purposes.



www.cn.ca

Network Operations

Sam Berrada
Vice-President, Safety and Sustainability

Canadian National Railway Company
935 de la Gauchetiere Street West
Montreal, Quebec H3B 2M9
T 514.399.5662
F 514.399.7899
Sam.berrada@cn.ca

June 30th, 2015

Mr. Bill Miller
Chair, Regional District of Bulkley Nechako
37, 3RD Ave, PO Box 820
Burns Lake, BC
V0J 1E0

This is further to your letter of June 8th addressed to Mr. Mongeau concerning incident response questions relative to the Bulkley Nechako Regional District. CN is committed to running a safe operation across our network and partnering with municipalities, local and regional governments as well as first responders across our system.

Many of the issues and questions raised in your letter are dealt with under the Unified Command response protocols used by responders in British Columbia and beyond. Issues such as notifications, initial response, protecting public safety and ordering evacuations, public information and setting up the Incident Command System, are made with the participation of the affected parties, under the Unified Command umbrella. Other issues, such as damage claims, are covered by CN's own policies, including compensation for eligible parties.

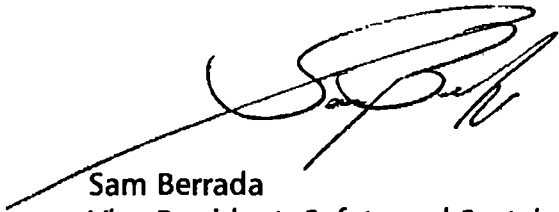
CN intends to be fully engaged with the Authority Having Jurisdiction (AHJ) at an incident which will include dealing with the financial burdens placed on individuals, business and local governments. These decisions, made within the command structure, will be supported by the appropriate CN official based on the size, scope and cost of the incident. Current legislation requires that a carrier of Dangerous Goods make reports to local 911 and PEP at 800-663-3456. We also make a notification to the local fire department and we can update our contact list and geo fence data to include the regional districts. In line with this process, we would appreciate it if you could provide us with a 24 hour emergency line where the BNRD can be reached.

CN does not have any expectations that local first responders will act beyond their training or mandate. In most cases the municipal first responders look after public safety, which could include isolating the area, organizing evacuations and setting up incident command. CN will mobilize all the necessary resources to assess and deal with a derailment or spill working within the Incident Command System. If local resources are available to support the response process, and the Incident Commander wants to use them, we would welcome the support. CN's Dangerous Goods team is available to provide training for your first responders. This can include hazmat awareness and derailment safety information all the way up to a 40 hour tank car specialist course.

CN Public Affairs will work within the incident command system along side your PIO (Public Information Officer) in order to develop accurate and timely information for the media. We will use all outlets available to us to disseminate this information.

Should you have more questions regarding CN's emergency response practices or training opportunities available to BNRD responders please contact Sr Dangerous Goods Officer Lee Nelson at (604) 589-6657 (lee.nelson@cn.ca) or AVP Safety and Emergency Response Danny Simpson at (708) 332-3202 (danny.simpson@cn.ca).

Sincerely,

A handwritten signature in black ink, appearing to read 'Sam Berrada', with a long horizontal line extending to the left.

Sam Berrada
Vice-President, Safety and Sustainability

266

Board-Receive

Fraser Lake, BC V0J 1S0
P.O. Bag Service 1002
FLESS

Put Your Best Paw Forward



RECEIVED

JUN 18 2015

REGIONAL DISTRICT OF
SULKLEY NECHUKO

FRASER LAKE
ELEMENTARY SECONDARY SCHOOL

To The Regional District,
266

Thank you for your support
this year for the FLESS
golf team.

Austyn Ketho

Nolan Nicol

Daniel Byman

Alex Koenig

M. Ray Colton Hartman

RECEIVED

JUN 29 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Regional District of Bulkley
Nechako,

On behalf of the Nuss grad
class of 2015 and the
dry grad committee we
would like to thank you
for your contribution and
support.

Sincerely,

Michelle Naka.
Dry Grad Chair

2167

Board-Receive

268



AUDITOR GENERAL FOR
LOCAL GOVERNMENT

ACCESSIBILITY · INDEPENDENCE · TRANSPARENCY · PERFORMANCE



BRITISH
COLUMBIA

RECEIVED

JUL 14 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Ref: 158863

This document is confidential

July 14, 2015

To: Mayors and Councillors
Chairs and Directors of Regional District Boards
Chairs and Directors of Greater Boards

I am pleased to inform you that the Office of the Auditor General for Local Government will be releasing a performance audit report on the City of Dawson Creek under the topic "Learnings from Local Government Capital Procurement Projects and Asset Management Programs."

The audit report will be published on our website www.aglg.ca on Wednesday, July 15 at 11:00 am.

I welcome feedback from local governments on all aspects of the work of our office, so I look forward to your comments on the report to be issued tomorrow.

Sincerely,

Arn van Iersel, CPA, FCGA
A/Auditor General for Local Government

pc: Chief Administrative Officers

269

Board - Receive

Geraldine Craven

From: Prince Rupert Gas Transmission <princerupertgas@transcanada.com>
Sent: June-18-15 1:31 PM
To: Prince Rupert Gas Transmission
Subject: Prince Rupert Gas Transmission - Construction Update

RECEIVED

JUN 18 2015

REGIONAL DISTRICT OF

BUZKLEY NECHAKO

On June 1st, PRGT communicated that should we receive the remainder of our regulatory permits and the approval of our customer, Pacific NorthWest LNG (PNW LNG), we may begin construction of ancillary sites such as construction camps as early as July 1st. These preliminary activities were to be an early start to full construction.

We would like to let you know that, upon further construction planning analysis, we have elected to NOT commence these preliminary activities in July.

We are pleased with our continued progress. PRGT has recently received a number of our outstanding permits from the BC Oil and Gas Commission and just last week, PNW LNG announced that they have made a positive Final Investment Decision on the project, conditioned on receiving Federal approval and the ratification of the project development agreement by the BC Legislature.

As PRGT finalizes its construction plans and schedules, we will share our updated plans with communities and Aboriginal groups.

Should you have any further questions, please don't hesitate to contact us using the following information:

Toll Free: 1.855.253.0099
Email: princerupertgas@transcanada.com



Dean Patry
President, Prince Rupert Gas Transmission Project

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Board-Receive
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JUN 18 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Geraldine Craven

From: Prince Rupert Gas Transmission <princerupertgas@transcanada.com>
Sent: June-18-15 2:29 PM
To: Prince Rupert Gas Transmission
Subject: Prince Rupert Gas Transmission Project – Project Activity Update #25 (June-July 2015)
Attachments: 2015 06 18 PRGT Project Activity Update 25.pdf

Good Afternoon:

As part of our effort to keep stakeholders informed on activities in your respective areas as they relate to the Prince Rupert Gas Transmission project, attached is the Project Activity Update #25 for June and July 2015. We will continue to issue this form of update each month with our latest information. Please see the attached document.

Previous Project Activity Updates can be found on our Project website:

<http://www.princerupertgas.com/about/documents-links/>.

Please let me know if you would like to be removed from the distribution list, or if you would like the update sent to anyone else in your organization. We can be reached by email at princerupertgas@transcanada.com or by phone at 1-855-253-0099 with any questions or comments.

Rebecca McElhoes

Manager, Community Relations

Prince Rupert Gas Transmission Ltd.
TransCanada
450 -1st street, Calgary, AB T2P 5H1



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Prince Rupert
Gas Transmission Project

PRGT Project

Activity Update #25

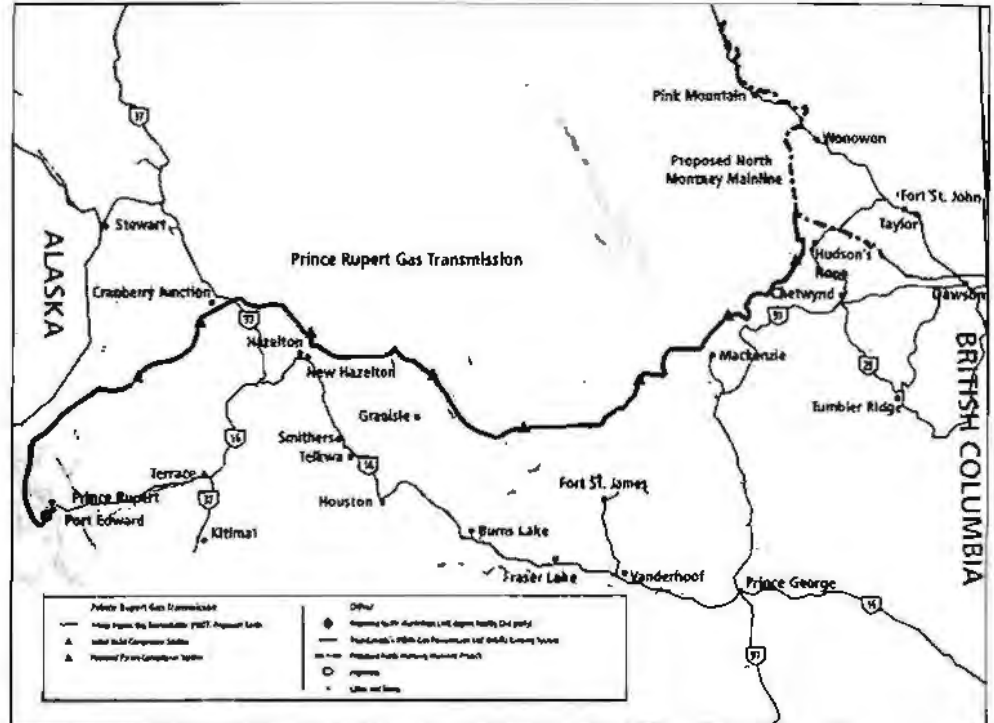
June – July 2015

PRGT Project Activity Update #25

About the Project

The proposed Prince Rupert Gas Transmission (PRGT) Project is an approximately 900 kilometre natural gas pipeline to be routed from north of Hudson's Hope B.C. to the proposed Pacific NorthWest LNG export facility on Lelu Island within the District of Port Edward. Upon receiving all approvals, PRGT will be constructed and operated with safety and environmental stewardship as top priorities.

Once it's operating, the project will generate an estimated \$25 million each year in property taxes. This revenue will help support school and hospital districts, emergency services, recreation services, recycling programs and other local programs vital to sustaining strong communities.



Project Updates

PRGT continues to progress project development activities, including community and First Nations engagement, in preparation for the commencement of pipeline construction activities. The start of this construction activity is dependent on PRGT's receipt of all required permits and is aligned with Pacific NorthWest LNG's (PNW LNG) federal regulatory approvals. The start date of this initial construction activity is also dependent on PNW LNG making a final decision to proceed.

Once these approvals have been granted, PRGT will begin site preparation at camp locations and other ancillary sites. Following this initial construction activity, right-of-way clearing would begin with commencement of pipeline construction activities shortly thereafter.

Over the coming months, PRGT will be directly engaging with First Nations and local businesses to share information about opportunities in advance of pipeline construction activities. Please visit our website for more information on local contracting opportunities at:

<http://www.princerupertgas.com/jobsandbenefits/contracting-and-jobs/>

Regulatory Update

Since the beginning of May, PRGT has continued to receive construction permits for the project from the BC Oil and Gas Commission (BC OGC). The permits include conditions related to notification and reporting, heritage conservation, First Nations, land clearing, wildlife, terrain stability, stream crossings, and engineering. The two permits received thus far represent approval for construction work stretching from the northeastern end of the route near Hudson's Hope to roughly 50km north of Fort St. James. In total, TransCanada has applied for 11 pipeline and facilities permits from the BC OGC and anticipates a decision on the remaining permits in the coming weeks.

In addition to permits required from the OGC, PRGT has started to secure Temporary Use Permits where necessary related to the project's camp, stockpile, and laydown sites from Regional Districts and municipalities across the route. We will continue to engage and work with these stakeholders to ensure all conditions of the permits are met as we move into construction.

PRGT Project Activity Update #25



Project Agreements

Over the last two years, PRGT has engaged with First Nations along our route related to anticipated benefits as a result of the project. To date, we have signed Project Agreements with seven First Nations and continue this work as we move towards construction. While these agreements are not a pre-requisite to starting construction, they are part of PRGT's comprehensive approach to working with First Nations along our route and provide for the development of skills training and business opportunities. Additionally, these agreements will provide financial and other benefits related to the pipeline project, ensuring benefits from the project will be fully realized. PRGT is optimistic that we will be in a position to announce the signing of further Project Agreements in the coming months.

Field Work

Geotechnical and geophysical work to evaluate the crossing at Shegunia River is ongoing and is expected to continue throughout the coming weeks. PRGT has begun a field survey of required access infrastructure and expects this work to wrap up near the end of June. Crews will also be conducting survey work at Nasoga Gulf to evaluate temporary workspace requirements for the offshore pipeline layout.

In addition to the technical activities taking place, work continues to complete outstanding archaeology and fisheries studies in the field. An aerial wildlife reconnaissance and habitat assessment survey kicked off on June 2 and wrapped up on June 5. Finally, field training programs for First Nation Construction Monitors and Environmental Field Assistants are currently being developed and will be implemented as construction work begins.

For questions related to this and any field work, please don't hesitate to contact us at the phone number or e-mail address provided at the end of the newsletter.

Management Plans

Over the past several months, PRGT has been developing a series of management plans in accordance with the commitments made in PRGT's Environmental Assessment Certificate (EAC) and the Conditions attached to the EAC certificate. These plans, designed to manage potential effects identified in the EA, address various topics related to traffic and access, socio-economic effects, and environmental management among many others. We have been engaging with the community on many of these plans and continue to work with Aboriginal groups and affected stakeholders to incorporate their input into plan development.

PRGT has now distributed the Socio-Economic Effects Management Plan (SEEMP) to First Nations, Nisga'a Nation, local governments and service providers to elicit feedback as a condition of our Environmental Assessment Certificate (EAC). This plan will describe how PRGT will be monitoring and reporting on our efforts to manage effects and will outline how PRGT will address concerns from First Nations, Nisga'a Nation, local governments, and service providers throughout the course of construction. The SEEMP must be approved by the BC EAO prior to time of highest impact to infrastructure and services (ie. prior to construction camps being occupied with the larger workforce for the purposes of mechanical construction). The SEEMP will govern how we report and engage on our efforts to reduce and monitor effects of our project throughout the course of mechanical construction.

In addition to circulating an early draft, upcoming engagement with communities and First Nations on the SEEMP development will include meeting with interested stakeholders throughout the development of the draft until the SEEMP is finalized.

PRGT Project Activity Update #25

Did you know?

14 Municipalities and 5 Regional Districts engaged

\$184M spent in BC to date

\$2.24M Community Investment and Sponsorship dollars committed to date

\$2.25M Skills Training and Education dollars committed to date

For more information on our Community Investment program, or to apply for funding to the program, please visit:

<http://www.transcanada.com/community-investment.html>

To see how Community Investment and Skills Training initiatives have benefited communities along the route, visit our website at:

<http://www.princenupertgas.com/community-engagement/community-investment/>

To register your business as a local vendor, fill out our Vendor

Registration Form at: <http://www.princenupertgas.com/jobs-and-benefits/contracting-and-jobs/>

Investing in the Community

Federation of Canadian Municipalities

Representatives from PRGT participated as part of a group from TransCanada to attend the Federation of Canadian Municipalities Annual Conference and Trade Show, held June 5-8 in Edmonton, AB. The exceptionally well-attended event featured captivating keynote speakers representing leaders from politics to industry, interesting workshops geared towards various topics affecting Canadian communities, and numerous study tours. With nearly 2000 delegates in attendance from across Canada, we greatly appreciated the opportunity to be part of this exciting event!

NWCC's 2nd Annual Golf Tournament and Student Bursary Fundraiser

Northwest Community College held their 2nd Annual Golf Tournament and Student Bursary Fundraiser on Friday, May 29 at the Skeena Valley Golf and Country Club. As a sponsor of one of the holes, TransCanada had a great time golfing with the other approximately 60 attendees and enjoyed the reception in the evening which included prizes such as Longest Drive. For those unable to attend in Terrace, NWCC will be hosting another tournament in Smithers on June 19 starting at 12:30.



Case Underhill, Community Relations Liaison, Prince Rupert Gas Transmission Project, presents a award to Ray Prevost from Burnabyville with a glass prize sponsored by TransCanada.



Adrian Farrell, Community Relations for PRGT, golfs in the 2nd Annual NWCC Golf Tournament and Student Bursary Fundraiser in Terrace.

PRGT Project Activity Update #25

Skills Training and Education

UA Piping Industry College of BC

TransCanada is excited to expand our Skills Training and Education program in Northeast BC through a partnership with the UA Piping Industry College of BC (UAPICBC). This investment will be used to financially support students in Treaty 8 Territory as they attend the Introduction to Construction course. This course will introduce students to a variety of different trades such as carpentry, drywalling, electrical, automotive, and piping trades, in addition to the essential skills, safety training, and career planning necessary to be successful as they complete the program.

The first cohort for this six-week course began at the beginning of May at the Fort St. John campus. A member of PRGT's construction team will be visiting the class on June 19th to lead a Pipeline 101 session and provide further information on careers in construction.

Tribal Resources Investment Corporation

TransCanada is proud to announce a partnership with Tribal Resources Investment Corporation (TRICORP), Service Canada and Employment & Social Development Canada. The investment of \$250,000 will contribute to the development and delivery of various essential skills and trades preparation programs, as well as various industry certification materials and training, for Aboriginal peoples in Northwest BC.

TRICORP, located in Prince Rupert, is contracted by Service Canada to be the delivery agent for the Northwest BC region for Aboriginal Skills and Employment Training Strategy (ASETS). Using an integrated approach, TRICORP Employment, Skills & Training Services (TESTS) links training needs to labour market demands.

276

Board-Receive



PEACE RIVER REGIONAL DISTRICT

Office of: the Chair

via email to: MEM.Minister@gov.bc.ca

June 12, 2015

The Honourable Minister Bill Bennett
Minister of Energy and Mines
Minister Responsible for Core Review
Room 301, Parliament Buildings
Victoria, BC
V8V 1X4

RECEIVED
JUN 22 2015
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Minister Bennett,

Re: Order in Council No. 148

Thank you for your quick response dated May 13, 2015 on behalf of Premier Clark to the Peace River Regional District letter, dated April 30, 2015 regarding the OIC #148 which removed lands from the ALR through a recommendation from the ELUC.

The ELUC was enacted to protect the environment and it would be important that the "executive committee" examine the duties of the ELUC.

Definitions:

1. In this Act:

"committee" means the Environment and Land Use Committee continued under this Act;

"environment" means all the external conditions or influences under which humans, animals, and plants live or are developed;

Duties of the Committee:

3. The committee has the following duties and powers:

(a) to establish and recommend programs designed to foster increased public concern and awareness of the environment;

PLEASE REPLY TO:

BOX 810, DAWSON CREEK, BC V1G 4H8 TELEPHONE: (250) 784-3200 or (800) 670-7773 FAX: (250) 784-3201 EMAIL: prrd.dc@prrd.bc.ca

9505 100 STREET, FORT ST. JOHN, BC V1J 4N4 TELEPHONE: (250) 785-8084 Fax: (250) 785-1125 EMAIL: prrd.fsj@prrd.bc.ca

- (b) to ensure that all the aspects of preservation and maintenance of the natural environment are fully considered in the administration of land use and resource development commensurate with a maximum beneficial land use, and minimize and prevent waste of those resources, and despoliation of the environment occasioned by that use;

DEFINITION OF DESPOLIATION — TO DESPOIL: WHICH MEANS: 1. TO SEVERELY DAMAGE OR RUIN (a place); 2. TO FORCEFULLY TAKE WHAT IS VALUABLE FROM (a place);

- (c) If considered advisable, to make recommendations to the Lieutenant Governor respecting any matter relating to the environment and the development and use of land and other natural resources;
- (d) to enquire into and study any matter related to the environment or land use;
- (e) to prepare reports, and, if advisable, to make recommendations to the Lieutenant Governor in Council;

Noted in your response is that you specify only Section 7 as though ELUC is acting in accordance with the Act whereas in Section 3 (a) (b) it would appear the actions that have been undertaken are contrary to the Act.

In reviewing your letter and obtaining a copy of the letter to Hydro Chair, Stephen Bellringer, it is also noted that your letter (undated) received by the ALC on Dec. 11th, 2013, shows you have already clearly stated the position of the Province, quote, "The Province is aware that one of the issues at the hearing will be the effect of the Project on agricultural land, some of which is located within the Agricultural Land Reserve." You also stated that, "Considering this joint environmental assessment, and its public hearing process under an independent Joint Review Panel, I am writing to inform you that the Government's current view is that this process should not be duplicated respecting these lands by a further process under the *Agricultural Land Commission Act*." Further stating, "Should the Project receive approval in the environmental assessment process, the Government will take appropriate action to ensure that the requirements of the *Agriculture Land Commission Act* will not apply to any of the lands potentially affected by the Project". Finally you state, "Please feel free to draw this letter to the attention of the Joint Review Panel at the hearing."

Even as the process had barely begun, the province was ensuring that they would remove any legal road blocks instead of allowing the Joint Review Panel to conduct the hearings in an unbiased manner. With statements such as were made in the letter to the Chair of BC Hydro and cc'd to Richard Bullock, then chair of the ALC, the province was clearly directing the ALC that there was no need for them to be involved. The ALC Act states that the Commission will only respond through an application process and, in this case, no application was ever made, therefore, there was no ability to respond to the JRP.

We believe that these actions are contrary to the ELUC and the ALC and are not acceptable. We request that you follow the provincially regulated acts and the recommendations of the JRP, rescind OIC # 148 and allow the BCUC to conduct an appropriate hearing.

For your further consideration, the Peace River Regional District forwarded the following resolution to the 2015 North Central Local Government Association (NCLGA) which was endorsed.

Therefore Be It Resolved:

That the Province of BC be requested to rescind Order in Council No. 148 until there has been adequate public input and respect shown for the legal requirements required to apply for removal of lands from the ALR.

There is mounting provincial concern with regard to the loss of valuable food producing lands.

Yours truly,



Lori Ackerman,
Chair

cc: Lieutenant Governor Judy Guichon
Premier Clark
Minister Steve Thompson
Minister Norm Letnick
MLA Pat Pimm
MLA Mike Bernier
UBCM members
Regional Districts
Frank Leonard, Chair, ALC



Program of the Canadian Wood Council

RECEIVED

JUL 02 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

June 2015

Dear Regional District Chair and Board Members:

We are looking forward to your annual UBCM Convention in Vancouver this September.

With this letter, I invite your community to nominate a recently completed civic building for the **2015 Community Recognition Awards**. The awards are presented annually to communities that advocate for specifying wood use in a local project or through visionary initiatives that work toward building a community culture of wood.

Wood use in public buildings brings pride to B.C. towns and cities, and leaves a lasting legacy, which is an enduring celebration of our culture of wood. **You can nominate a project today: www.wood-works.ca/bc**

If you are thinking of a new project, there has never been a better time to take advantage of the many benefits wood has to offer.

Why wood? Wood is good!

Choosing wood for building is a good choice for socio-economic, environmental, budgetary and health reasons. It's a good choice for our economy, as forestry is a significant economic engine in B.C., and either directly or indirectly benefits us all.

It is also the best choice for the environment, as nothing can make a green building "greener" than optimizing the use of wood materials. Growing trees absorb CO2 and emit oxygen; wood materials sequester CO2 throughout their use; and substituting wood for other materials avoids substantial amounts of CO2 emissions. The result: high performance civic buildings which recognize our wood history and help us realize future sustainability goals.

Advanced technology and modern building codes are expanding opportunities for wood building products and systems. The result: distinctive and innovative civic buildings, designed and built throughout B.C. - which are also cost-effective. Our province's wealth of leading-edge designers, supported by organizations such as Wood WORKS! BC and the Canadian Wood Council, can show you how to make more of your scarce building and operating budgets. Our technical advisors can outline all the recent innovations in wood building products and systems to create comfortable, flexible, healthy and effective spaces.

There is a growing body of research demonstrating that working, learning and healing environments can be more healthful if they include natural elements in design, including wood. Demonstrated positive impacts include higher levels of health, better concentration and generally improved occupant performance for workers, students, patients and residents.

What's new in the world of wood? Consider the advantages and possibilities.

Our technical advisors can outline all the recent innovations in wood building products and systems to create comfortable, flexible, healthy and effective spaces. We are here to offer our technical expertise, training and education to help your local government realize a lower carbon footprint, and warm, beautiful, human-centred environments in which people thrive. Please call me if you are ready to move forward with a new civic project and I can give you more information on the free services Wood WORKS! BC can provide to your project teams.

Yours truly,

Lynn Embury-Williams
Executive Director
Wood WORKS! BC

About Wood WORKS! BC

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 systems. Through workshops, seminars and case studies, Wood WORKS! provides education, training and technical expertise to building and design professionals and local governments involved with commercial, institutional and industrial construction projects throughout B.C. For more than 17 years, Wood WORKS! BC has facilitated practical, efficient, versatile and cost-effective building and design solutions through the use of wood – the most sustainable, natural and renewable building material on Earth.

Wood WORKS! BC has also worked extensively with municipalities on projects ranging from fire halls to arenas to recreation centres. Wood WORKS! BC is a recognized resource to help B.C. communities with the “build with wood” requirements on publicly-funded projects under the Wood First Act, and our expertise is available free-of-charge.



Wood WORKS! BC: Services to Local Governments

- 1 Free Technical Advice**
 - Architectural, structural, fire, seismic, acoustic, envelope, environmental performance
- 2 Source Wood Design Expertise and Provide Connections**
- 3 Community Outreach**
 - Local Governments
 - Ministries / Associations
- 4 Source Products and Building Systems**
- 5 Professional Development/Liaison**
 - Architectural Institute of BC, Association of Professional Engineers of BC, Building Officials Association of BC
- 6 Wood First Act Compliance Support**

2014 Community Recognition Award winners



AVICC – Association of Vancouver Island and Coastal Communities (Includes several local governments and First Nations in the Comox Valley): Comox Valley Economic Development Society for the Vancouver Island Visitor Centre (Merit: City of Nanaimo and District of Tofino)



NCLGA – North Central Local Government Association: Town of Smithers for the Bovill Square



SILGA – Southern Interior Local Government Association: Town of Summerland for the R.C.M.P. Building



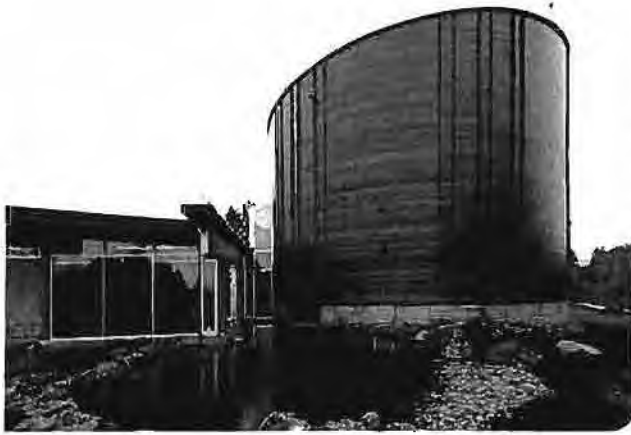
AKBLG – Association of Kootenay Boundary Local Governments: City of Kimberley for the Mark Creek Bridge (Merit: Village of Canal Flats)



LMLGA – Lower Mainland Local Government Association: Village of Pemberton for the Downtown Community Barn (Merit: City of Richmond and Village of Harrison Hot Springs)

“The Community Recognition Awards have been presented to large and small communities throughout B.C. Every community can and should build with wood first, and use it wherever possible, including accenting with wood products. Building with wood is good, and being recognized with a Community Recognition Award is icing on the cake.”

2014 Community Recognition Award winners



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LMLGA -- Lower Mainland Local Government Association: Village of Pemberton for the Downtown Community Barn (Merit: City of Richmond and Village of Harrison Hot Springs)

“The Community Recognition Awards have been presented to large and small communities throughout B.C. Every community can and should build with wood first, and use it wherever possible, including accenting with wood products. Building with wood is good, and being recognized with a Community Recognition Award is icing on the cake.”



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JUN 23 2015
REGIONAL DISTRICT OF
BULKLEY NECHAKO

NEWS RELEASE

June 17, 2015

For Immediate Release

Northern Health Board recognizes energy saving initiatives and programs engaging youth about future health care career opportunities

The Northern Health Board praised the work underway to reduce Northern Health's carbon footprint at its latest meeting in Burns Lake on June 15, 2015.

Energy conservation projects were implemented at six facilities across the region in 2014, and were able to save over \$250,000. Funding for these projects was provided through the Carbon Neutral Capital Program that is combined with funding from the local regional hospital district partner. Fortis BC and BC Hydro also provide incentives that can be applied to projects to help reduce energy use and costs.

"We put a strong emphasis on being energy conscious including finding ways to reduce costs for facility maintenance, and utilizing the savings for health care related programs," said Dr. Charles Jago, Northern Health's board chair. "We operate in a uniquely challenging northern climate, but our staff continues to find creative and innovative means to be more efficient despite those challenges."

Northern Health's energy savings team was able to reduce its natural gas consumption by three per cent in 2014 over 2013, and has seen a reduction of seven per cent total since starting the program in 2009. In addition, electrical consumption dropped by two per cent in 2014 from 2013.

The human resources team also provided information on two programs targeted to youth interested in pursuing a career in health care. The first is the Grow Your Own program which includes an interactive presentation to grade 10, 11 and 12 students about the diverse opportunities in health care. These events have been held in Prince George, Quesnel, and Fort St. John, and will occur this month in Vanderhoof and Terrace. The second is the Interactive Clinical Simulations that is a partnership with the Innovation and Development Commons. The first session in April included a wide range of health care professionals and a group of Carrier Sekani youth.

"These unique programs engage youth across Northern Health and are helpful to get youth thinking about their future, and hopefully a career in healthcare within northern B.C.," said Cathy Ulrich, Northern Health's Chief Executive Officer and President. "We know people that come from rural communities and learn in northern communities are more likely to practice in a rural setting; presenting these career opportunities will encourage youth to pursue post-secondary education in a health care related field."

The opening of the new Lakes District Hospital and Health Centre in Burns Lake and Learning and Development Centre in Prince George were also celebrated at the board meeting.

The next Northern Health Board Meeting will be held in Prince George on October 21, 2015.

284

Geraldine Craven

From: OBAC <stower=ominecacoalition.ca@mail226.atl121.mcsv.net> on behalf of OBAC <stower@ominecacoalition.ca>
Sent: July-13-15 10:49 AM
To: inquiries
Subject: OBAC July 2015 Newsletter

RECEIVED

JUL 13 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

[View this email in your browser](#)

Our monthly newsletter will update you on the OBAC's activities and will alert you to other important events and initiatives that will help us to shape our future.



Newsletter

July 2015

Click for for more:

[Rural Advisory Council](#)

[Memorandum of Agreement](#)

[Regional Transportation](#)

[Northern Agriculture Research Initiative](#)

[Telkwa Community Highlight](#)

Rural Advisory Council

Members of the Province's new Rural Advisory Council were announced on March 11, 2015 by Forests, Lands and Natural Resource Operations Minister Steve Thomson and Parliamentary Secretary Donna Barnett.

The 14 individuals come from different areas of the province. The mandate of the council is to provide input to government policy decisions to best support thriving rural communities, while keeping in mind government's need to control spending and ensure an overall balanced budget for the Province.

The initial focus for the council will be to provide advice on rural economic development, including rural access to capital and business development support for rural entrepreneurs and businesses. The council will also advise on rural community capacity building, including the Rural Dividend.

Vice-Chair Gerry Thiessen, from the OBAC Board, was selected to be a member. His vision for rural B.C. is to make sure the residents are healthy and educated and stay in their community to make it economically sustainable.

Memorandum of Understanding

May 7, 2015 North Central Local Government Association Conference

“The Coalition is pleased to sign this agreement of mutual cooperation and understanding with the NCLGA and the Trust. An objective of the MOU is that the Province and other stakeholders benefit from, and are aware of our complementary roles and cooperation. Formalising our communications enables us to more effectively speak and act with “one voice” on the many challenges and opportunities our regions have”, said OBAC Chair, Bill Miller. “The Coalition looks forward to continuing to work together and to building a stronger, united north.”



Regional Transportation

On June 12, 2015, OBAC's Board of Directors met with ADM Deborah Bowman, Planning and Greg Gilks, Transportation Policy from the Ministry of Transportation. The Board received an update on the activities of the Ministry since May 2014 and discussed next steps in collaborating on transportation opportunities within the OBAC region.

Northern Agriculture Research Initiative

Building Agricultural Resilience in the Bulkley Valley: Soil Health and Management was selected in the 2014 Request for Proposals. Over the last three years of research, *Enhancing Northern Agricultural Production through Applied Research*

and Community Engagement, focused on agrifood producer engagement has documented a narrative of increasing social, economic and production risk, combined with decreasing resources and support for the agriculture sector in the Omineca Region. A void in research and extension was created with the closure of the Experimental Farms; there is now a critical need to re-initiate long term, community directed research that is rooted in the context of the region and will provide results that are relevant and applicable to local producers.

During Phase III of the project, a strategic framework outlining the need to incrementally address increasing risk to agrifood producers was developed, largely through a collaborative steering committee, comprised of a diverse group of producers in the Bulkley Valley, the AGRI Regional Agrologist and UNBC researchers.

This year's project will help validate and refine the strategic framework, providing a meaningful example of how this research can be successful and better inform future projects.

The steering committee has identified soil health and management as a general theme; specific methods and project focus will be developed by the steering committee in the first months of the project. Numerous soil associations, complex topography, diverse agricultural land use practices and irrigation challenges are some of the issues unique to the Bulkley Valley that have made soil health and management difficult and expensive for producers. Soil health impacts all agrifood producers within the region. Improving soil management is a critical need in regards to climate change adaptation, making this an ideal entry point into a long-term partnership with the Smithers' Farmers' Institute that will build regional capacity to address the range of identified challenges and establish best practices for the region.

Outcomes of this year's and future projects will help agrifood producers understand how to maintain soil health and positively contribute to viability of their individual operations.

The project will also focus on extension and outreach, including workshops, field days, active engagement of youth within the community, and year-end project review.

Telkwa Community Highlight

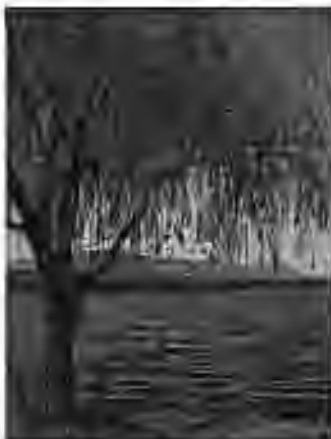
A picturesque, growing community, Telkwa is located on the banks of the world-renowned Bulkley and Telkwa Rivers. Surrounded by snow-capped mountain ranges and a myriad of lakes and streams, Telkwa's spectacular natural setting offers extensive outdoor adventure and recreational opportunities.

Telkwa offers year round world-class wilderness adventures and is a friendly, safe and family oriented community. Telkwa is attractive to potential investors and residents as it a rural community that welcomes growth. Telkwa is set for a wide range of interests and needs with an Elementary School, small library, daycare society, museum, seniors centre, commercial and building lots, community hall, parks as well as a wide variety of retail and home based businesses.

The municipality has recently received Age Friendly Community recognition as well as two Climate Action Award for their wood waste district heating system. These awards are the most recent in a growing list of regional, provincial, national and even global awards recognizing Telkwa for a wide range of achievements. Telkwa is a small village located in a spectacular natural setting that welcomes visitors and investors alike.



Eddy Park, Telkwa



Beautiful Tyhee Lake



River view from Eddy
Park



Music in the Park



For information on the Coalition please contact

290

Sharon Tower, Executive Director

Phone: (250) 960-6712

www.ominecacoalition.ca

email: info@ominecacoalition.ca

If there is someone who you think may enjoy receiving this newsletter please [E-Mail Us](#) with their email address and we will add them to the distribution list.

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Report on Local Elections Expense Limits

Jul 8, 2015

On June 26th, the all party Special Committee on Local Elections Expense Limits released its report on local elections campaign spending limits. For the most part, the Special Committee's recommendations are in alignment with the positions put forward in UBCM's presentation to the Committee on April 15th.

Specifically the Special Committee has recommended the following:

- higher expense limits for mayoral candidates than any other candidates for local elected office:
 - under 10,000 population; mayor - \$10,000 and councillors, electoral area directors, others - \$5,000
 - over 10,000 population; formula-based expense limit determined by population; mayor limit to be double that of councillors, electoral area directors, others; in keeping with the approach for under 10,000 population.
- third party advertisers will have an expense limit of 5% of the expense limit of a mayoral candidate in municipal elections or 5% of the expense limit of a candidate in those races where there is no mayoral candidate and that \$150,000 be an overarching, cumulative limit.
- expense limits be adjusted for inflation consistent with the approach for provincial election expense limits; and
- expense limits for candidates apply to all campaign spending from January 1 of the election year to election day.

The latter recommendation regarding a date change to January 1st is new to UBCM. This issue will be discussed with our Executive next week, but we are also seeking member feedback about the foreseen impact that this recommendation, as well as the others, will have on campaign spending practices. Our initial concern is that the January 1 date has been recommended for candidates only, not third parties, so two different rules are being proposed, challenging the key principles of transparency and accountability. Please send your feedback to Marie Crawford, Associate Executive Director at UBCM.

UBCM will continue to engage with the Province as it determines how it wishes to proceed with the Special Committee's recommendations. The Province is anticipated to bring forward expense limits legislation in the spring 2016 session.

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Spill Preparedness and Prevention

Jul 8, 2015

Chair Al Richmond represented the UBCM membership at the recent Clean Pacific Conference by taking part in a panel discussion on the impact of energy transport on the environment, the economy, and communities.

Chair Richmond brought forward UBCM's policy position, as well as his personal experience with the Mount Polley mine spill in 2014. Richmond noted that the membership had opposed projects that would lead to the expansion of tanker oil traffic in BC's waters (2012-A8, 2010-B140), and had requested a legislated ban on bulk crude oil tank traffic through Dixon Entrance, Hectate Strait, and Queen Charlotte Sound (2010-B139). However, if energy is transported in the province, UBCM's membership has requested:

- an oversight organization that is provincially led, and industry funded;
- a BC based contingency fund that is 100% industry funded;
- 100% cost recovery for local governments who have expended their own resources to clean up spills;
- response plans for high risk areas;
- an increase in emergency response staff;
- additional training for local emergency responders;
- industry funded wildlife and ecosystem restoration; and
- regional planning authority to oversee spill response.

These policy positions are based on previously endorsed resolutions by the membership including resolutions 2012-B122, 2007-B173, 2008-B32, and 2010-B87. Resolution details are available in UBCM's online resolutions database.

During the conference Ministry of Environment staff advised that the Province will be conducting a jurisdictional scan to ensure that their regime is 'world-leading'. The scan will include Washington and Alaska, as well as a number of other states and countries that have spill preparedness and prevention plans.

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BC Road Safety Strategy Launched

Jul 8, 2015

British Columbia road safety partners have taken on the challenge of improving road safety outcomes by developing the 2015 British Columbia Road Safety Strategy (BCRSS), in conjunction with the national road safety initiative.

The BCRSS is the result of the efforts of over 30 British Columbia stakeholder groups including: government, the insurance sector, crown entities, enforcement agencies, researchers, the health sector, local government representatives and others.

The purpose of the British Columbia Road Safety Strategy:

- Work towards zero deaths and serious injuries from road traffic in British Columbia
- Promote road safety
- Increase efficiencies within the road safety community
- Facilitate the creation of improved information and tools to support road safety

The Education & Awareness Working Committee from within BCRSS is pleased to showcase a BC road safety calendar of education and awareness initiatives. This calendar was developed by the committee as a guide to the key provincial road safety campaigns, events and activities taking place each year in B.C. The calendar aims to help increase co-ordination, collaboration and sector-wide support of education and awareness activities as well as help avoid duplication in effort, inconsistency and gaps in education and awareness initiatives.

- Contributed by Samantha Piper, City of Chilliwack and UBCM representative to the BC Road Safety Strategy Education & Awareness Working Committee

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Reconciliation Dialogue Funding Announced

Jun 24, 2015

As part of National Aboriginal Day 2015, and on the heels of the June 2 release of the Truth and Reconciliation Commission's 94 recommendations, the Province has announced \$300,000 in funding for Reconciliation Canada's (RC) Reconciliation Dialogue Workshop Series. These workshops began earlier this year as a RC initiative with support from the BC Association of Aboriginal Friendship Centres and UBCM.

In response to the announcement, UBCM President Sav Dhaliwal thanked the Province for its funding commitment. "Partnering with Reconciliation Canada to promote and sustain reconciliation dialogue will further strengthen the relationship between Aboriginal and non-Aboriginal people throughout British Columbia," said Councillor Dhaliwal.

The additional funding will allow Reconciliation Canada and its partners to continue to deliver a series of high quality community dialogues that aim to educate, involve and bring together Aboriginals and non-Aboriginals to achieve lasting reconciliation. This contribution comes to RC through the Province's Off-Reserve Aboriginal Action Plan, another initiative to which UBCM is a partner, and one that seeks to close the socio-economic gaps that exist for urban Aboriginal and Métis people.

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Program Supports Dementia Workshops, Policy Development

Jun 17, 2015

Health Minister Rona Ambrose, in partnership with Alzheimer Societies across Canada, officially launched *Dementia Friends Canada* at the recent Federation of Canadian Municipalities Conference in Edmonton. Several mayors and MPs signed up as the first Dementia Friends, kick-starting the program's goal of signing up 1 million Canadians by July 1, 2017.

As part of its Dementia-Friendly Communities initiative, the Alzheimer Society of B.C. has been working with a number of local governments to support people living with dementia in their communities, sometimes with support from Age-friendly BC grants.

The Society is also providing educational workshops and dementia-friendly policy support to local government councils, boards and staff, and the general public. The workshops provide additional information tailored to audiences to help build understanding of dementia and of the people living with dementia.

If you are a caregiver, or person living with dementia, looking for information or assistance please contact an Alzheimer Society of B.C. resource centre in your area.

Become a Dementia Friend at Dementia Friends Canada website, or learn more about these initiatives by contacting them directly.

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Geraldine Craven

From: Dayle Hopp <dayle.hopp@bchydro.com>
Sent: July-02-15 2:52 PM
To: Gail Chapman
Subject: 2015 UBCM Convention

Dear Chair & Directors:

BC Hydro is pleased to be participating in the 2015 UBCM Convention in Vancouver, during the week of September 21-25, 2015.

If you would like to arrange a meeting on a local issue with one of our senior managers while you are at the convention, please send an email request, with a brief description of the issue, to Lisa Waddell (lisa.waddell@bchydro.com) by **Wednesday, August 12th**.

Meetings will be scheduled on September 22, 23, or 24 and will be held in the Vancouver Convention Centre. We will provide full details when we confirm your meeting date and time.

If you have any questions, please don't hesitate to contact myself, or Community Relations Coordinator Dave Mosure. During the convention, Dave and I may be reached at:

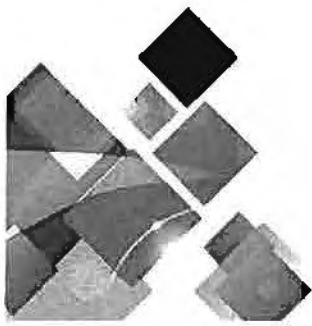
Bob Gammer – cell: 250 961-0676
Dave Mosure – cell: 250 961-0574

We look forward to seeing you at the convention.

Sincerely,

Bob Gammer
Manager
Community Relations
BC hydro

Northern Region
Phone: 250 561-4858 pax: 64858
Cell: 250 961-0676
Email: bob.gammer@bchydro.com



RESOURCE BREAKFAST
SERIES
Mining and Energy - Natural Gas - Forestry

297



June 9, 2015

Chair Bill Miller
Regional District of BURNS LAKE
PO BOX 820
BURNS LAKE BC V0J 1E0

RECEIVED

JUN 18 2015

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Chair Miller,

Re: 2nd Annual Resource Breakfast Series September 22nd to 24th, 2015 – Vancouver, BC

On behalf of the BC Resource Sector, it is my sincere pleasure to invite two of your representatives to the 2nd annual *Resource Breakfast Series*. This exciting yearly event will be held at Vancouver's Terminal City Club (TCC) spanning three mornings during the September 2015 Union of BC Municipalities' (UBCM) Annual Convention. The breakfasts will take place from 7:00 to 8:30 am and each will focus on a different aspect of BC's resource industry including the Energy and Mining, Natural Gas and Forest sectors. The hosted breakfasts provide an opportunity to network, receive brief updates on resource projects throughout the province, and meet representatives of the generous sponsoring companies.

Energy and Mining Sector Breakfast, Tuesday, September 22nd, 2015

Guest of Honor: Honourable Bill Bennett, Minister of Energy Mines and Core Review, *confirmed*

Natural Gas Sector Breakfast - Wednesday, September 23rd, 2015

Guest of Honor: Honourable Rich Coleman, Deputy Premier and Minister of Natural Gas Development and Minister Responsible for Housing, *invited*

Forest Sector Breakfast - Thursday, September 24th, 2015

Guest of Honor: Honourable Steve Thomson, Minister of Forest, Lands and Natural Resource Operations, *invited*

Time: 7:00 am-8:30 am
Invited Guests: 200 Mayors and Councillors (MLAs are also invited)
Style: Plated breakfast
Location: Terminal City Club (TCC) – 837 West Hastings St, Vancouver, BC
Cost: No charge, hosted breakfast
Dress: Business Casual

The TCC venue is perfectly located in downtown Vancouver just a short 5 minute walk from the Vancouver Convention Centre and provides a friendly, professional and strategically located venue, ideal for hosting this popular event.

Last year's Resource Breakfast Series was a huge success, with a sellout crowd each day and representation from 75 different areas of the province. Due to the strong demand and interest experienced in 2014, we have expanded seating from 100 to 200 each day. As was the case last year, there will be a wide selection of Mayors, Councillors, MLAs, industry and association sponsors from across the province

408 – 688 West Hastings Street
Vancouver, British Columbia
V6B 1P1, Canada

(604) 353-3136
info@c3alliancecorp.ca
www.c3alliancecorp.ca

to these complimentary breakfasts. Minister Bill Bennett has accepted our invitation to be the Guest of Honour at the Energy and Mining Sector breakfast. In addition, Ministers Steve Thomson and Rich Coleman have been invited to be our Guests of Honour at the Forest Sector and Natural Gas Sector breakfasts, respectively. These breakfasts present an excellent opportunity to meet and learn firsthand the latest news about BC's important resource sector.

Seating is limited and will be assigned on a first-come, first-served basis. To support and encourage a broad spectrum of leaders from across the Province, we are limiting local government seats to two per Municipal Council at any or all of the breakfasts. Please RSVP to info@c3alliancecorp.ca and specify which event(s) you would like your representatives to attend.

We look forward to seeing you at 2nd Annual Resource Breakfast Series.

Kind regards,



Dan Jepsen
Chairman & CEO
C3 Alliance Corp.

cc: Hon. Rich Coleman, Minister of Natural Gas Development, Minister Responsible for Housing, and Deputy Premier
Hon. Bill Bennett, Minister of Energy and Mines and Minister Responsible for Core Review
Hon. Steve Thomson, Minister of Forests, Lands and Natural Resource Operations
P. Jerry Asp, President, C3 Alliance Corp

June 22, 2015

SAVE THE DATE: CCIRC LAUNCH EVENT, OCTOBER 2-3, 2015

The Cumulative and Community Impacts Research Consortium (CCIRC) is pleased to invite you to its upcoming launch event being held on October 2-3, 2015 at the UNBC Campus in Prince George, BC.

CCIRC was created in the wake of a January 2014 forum hosted by the Community Development Institute, the Health Research Institute and the Natural Resources and Environmental Studies Institute at UNBC. The forum explored how to tackle the cumulative impacts of resource development across BC's northern regions. To continue fostering these conversations through dedicated research and community engagement, CCIRC will investigate environmental, community and health impacts associated with resource development. For more information on CCIRC, please visit www.unbc.ca/cumulative-impacts.

The October launch event will introduce CCIRC's vision, academic leads, and advisory committee; share and discuss examples of research and practice on cumulative impacts across northern BC; and provide opportunities for participants to share their concerns and help shape CCIRC's future research and public engagement activities. We will also be launching a new book produced by UNBC researchers and northern community partners resulting from the January 2014 forum entitled: *The Integration Imperative: Cumulative Environmental, Community and Health Impacts of Multiple Natural Resource Developments*.

This event is open to the public and will take place on the evening of Friday October 2nd (6:30-9:00PM) and Saturday October 3rd (8:00AM-4:00PM). Light refreshments will be provided on Friday evening, with coffee and lunch provided to registered participants on Saturday. We encourage you to RSVP (for attendance in person, or online for the Friday evening event) to help us plan accordingly. A full schedule will be made available closer to the date of the event. For more information and to RSVP, please contact:

Chris Buse

Project Lead

Cumulative and Community Impacts Research Consortium (CCIRC)
University of Northern British Columbia

3333 University Way | Prince George, BC | V2N 4Z9

E: chris.buse@unbc.ca | C: +1.778.349.4242 | P: +1.250.960.5778

Sort order: Control account, vendor number, report group
 Selection: Invoices from Jun 01 2015 to Jun 30 2015 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

Board-Ratify

Vendor Number	Vendor Name / Doc. Number	Doc. Data	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
ABC003	ABC COMMUNICATIONS								
IN	TP 5136	06/12/15	06/12/15		*HOME SYSTEM	231.00	0.00		
Vendor (ABC003) totals:						231.00	0.00		
AER001	AERO GEOMETRICS LTD.								
IN	15117	06/22/15	06/22/15		CLEARVIEW	4,777.50	0.00		
Vendor (AER001) totals:						4,777.50	0.00		
ALT003	ALTERNATIVE GROUNDS								
IN	153	06/11/15	06/11/15		BD MEETING	81.83	0.00		
IN	155	06/13/15	06/13/15		ESS TRAINING	286.68	0.00		
IN	160	06/24/15	06/24/15		CARDBRD MTG	417.64	0.00		
IN	161	06/25/15	06/25/15		BOARD MTG	110.25	0.00		
Vendor (ALT003) totals:						896.40	0.00		
ARO001	ARO AUTOMOTIVE & INDUSTRIAL								
IN	1 989799	06/18/15	06/18/15		TRUCK #3	45.99	0.00		
IN	1 990304	06/23/15	06/23/15		SUPPLIES	47.48	0.00		
Vendor (ARO001) totals:						93.47	0.00		
ASS003	ASSOCIATION OF MINERAL								
IN	AMEB12E844	06/29/15	06/29/15		ROUNDUP 2016	2,205.00	0.00		
Vendor (ASS003) totals:						2,205.00	0.00		
ASS004	ASSOC OF REG DIST PLANNING MGR								
IN	2015 DUES	06/18/15	06/18/15		ARDPM DUES	150.00	0.00		
Vendor (ASS004) totals:						150.00	0.00		
BAB001	BABINE BARGE LTD.								
IN	12189	06/19/15	06/19/15		WOOD WASTE	3,675.00	0.00		
Vendor (BAB001) totals:						3,675.00	0.00		
BCH002	BC HYDRO								
IN	JUN 2 2015	06/02/15	06/02/15		UTILITIES	7,661.97	0.00		
Vendor (BCH002) totals:						7,661.97	0.00		
BLR001	BL RETURN-IT RECYCLING DEPOT								
IN	JUNE 2015	06/30/15	06/30/15		RECYCLING	3,886.00	0.00		
Vendor (BLR001) totals:						3,886.00	0.00		
BUC002	WALTER BUCHER								
IN	JUNE 2 2015	06/02/15	06/02/15		EOC 160416	351.00	0.00		
Vendor (BUC002) totals:						351.00	0.00		
BUL010	BULKLEY VALLEY WATER SERVICES								
IN	7757	06/17/15	06/17/15		STTS WATER	136.50	0.00		
Vendor (BUL010) totals:						136.50	0.00		
BUL011	BULKLEY VALLEY WHOLESALE								
IN	00652776	06/22/15	06/22/15		SUPPLIES	217.19	0.00		
Vendor (BUL011) totals:						217.19	0.00		
BUL012	BULKLEY VALLEY ECONOMIC								
IN	JUNE 2015	06/29/15	06/29/15			3,333.33	0.00		
Vendor (BUL012) totals:						3,333.33	0.00		
BUL023	BULKLEY VALLEY VETERINARY CLIN								
IN	JUNE 2015	06/12/15	06/12/15		VET EXPENSES	120.28	0.00		
Vendor (BUL023) totals:						120.28	0.00		
BUR001	BURNS LAKE AUTOMOTIVE SUPPLY								
IN	949696	06/02/15	06/02/15		TS SUPPLIES	123.51	0.00		

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BUR001	BURNS LAKE AUTOMOTIVE SUPPLY (Continued)								
IN	949754	06/03/15	06/03/15		SUPPLIES	25.51	0.00		
IN	949911	06/04/15	06/04/15		TRUCK #2	36.78	0.00		
IN	950066	08/05/15	08/05/15		FLATDECK TR	86.46	0.00		
IN	950068	08/05/15	06/05/15		BLTS SUPPLIE	113.75	0.00		
IN	950162	06/05/15	06/05/15		BINSPEC SUPP	8.45	0.00		
IN	950535	06/09/15	06/09/15		KNOCKHOLT	155.99	0.00		
IN	950698	06/10/15	06/10/15		SUPPLIES	308.01	0.00		
IN	950825	06/11/15	06/11/15		SUPPLIES	132.11	0.00		
IN	950939	06/12/15	06/12/15		SUPPLIES	109.25	0.00		
IN	951665	06/17/15	06/17/15		SUPPLIES	47.68	0.00		
IN	951811	06/18/15	06/18/15		GTS SUPPLIES	187.18	0.00		
IN	951812	06/18/15	06/18/15		SUPPLIES	70.70	0.00		
IN	952025	06/19/15	06/19/15		SUPPLIES	43.68	0.00		
IN	952307	06/23/15	06/23/15		SUPPLIES	24.16	0.00		
IN	953276	06/30/15	06/30/15		2012 F150	48.13	0.00		
IN	953347	06/30/15	06/30/15		2012 F150	33.69	0.00		
	Vendor (BUR001) totals:					1,553.04	0.00		
BUR012	BURNS LAKE PUBLIC LIBRARY								
IN	JUNE 2015	06/29/15	06/29/15			14,487.42	0.00		
	Vendor (BUR012) totals:					14,487.42	0.00		
BUR014	BURNS LAKE REBROADCAST SOCIETY								
IN	JUNE 2015	06/29/15	06/29/15			2,500.00	0.00		
	Vendor (BUR014) totals:					2,500.00	0.00		
BVA001	B V AQUATIC CENTRE MANG. SOCIE								
IN	JUNE 2015	06/29/15	06/29/15			52,540.58	0.00		
	Vendor (BVA001) totals:					52,540.58	0.00		
CHE002	CHEVRON CANADA LIMITED								
IN	JUNE 2015	06/30/15	06/30/15		CRDLOCK FUEL	7,893.92	0.00		
	Vendor (CHE002) totals:					7,893.92	0.00		
CLU003	CLUCULZ LAKE VOL. FIRE DEPT								
IN	JUNE 2015	06/29/15	06/29/15			1,511.67	0.00		
	Vendor (CLU003) totals:					1,511.67	0.00		
CON004	THE CONCRETE MAN								
IN	7433	06/11/15	06/11/15		KNOCKHOLT	8,774.33	0.00		
	Vendor (CON004) totals:					8,774.33	0.00		
COR001	CORNERSTONE PLANNING GROUP								
IN	9808-430	06/22/15	06/22/15		SUBSCRIPTION	733.96	0.00		
	Vendor (COR001) totals:					733.96	0.00		
COR002	CORIX WATER PRODUCTS LP								
IN	10513062233	06/09/15	06/09/15		PO 50254	5,055.37	0.00		
	Vendor (COR002) totals:					5,055.37	0.00		
DEL003	DELL CANADA INC.								
IN	1011576260	06/15/15	06/15/15		MONITOR	371.26	0.00		
	Vendor (DEL003) totals:					371.26	0.00		
DIS004	DISTRICT OF VANDERHOOF								
IN	4222	06/12/15	06/12/15		EOC 160648	418.48	0.00		
IN	JUN 25 2015	06/26/15	06/26/15		AREA "F" GIA	1,500.00	0.00		
	Vendor (DIS004) totals:					1,918.48	0.00		

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FOR008 FORT FRASER VOL. FIRE DEP.										
	IN	JUNE 2015	06/29/15	11/27/00			1,516.67	0.00		
Vendor (FOR008) totals:							1,516.67	0.00		
FOR015 FORT ST. JAMES LIBRARY										
	IN	JUNE 2015	06/29/15	06/29/15			1,145.83	0.00		
Vendor (FOR015) totals:							1,145.83	0.00		
FOR018 FORT ST. JAMES SECONDARY										
	IN	JUNE 25 2015	06/26/15	06/26/15		AREA "C" GIA	1,000.00	0.00		
	IN	JUNE 26 2015	06/25/15	06/25/15		AREA "C" GIA	500.00	0.00		
Vendor (FOR018) totals:							1,500.00	0.00		
FOR032 DON & GAIL FORD										
	IN	JUNE 12 2015	06/12/15	06/12/15		ESS TRAINING	140.40	0.00		
Vendor (FOR032) totals:							140.40	0.00		
FOR033 FORT SAINT JAMES TV SOCIETY										
	IN	JUNE 2015	06/29/15	06/29/15			10,970.83	0.00		
Vendor (FOR033) totals:							10,970.83	0.00		
FOU002 FOUR STAR COMMUNICATIONS INC										
	IN	762837	06/01/15	06/01/15		ANSWER SYCE	110.25	0.00		
Vendor (FOU002) totals:							110.25	0.00		
FRA012 FRASER LAKE ELEM-SECOND SCHOOL										
	IN	JUNE 25 2015	06/26/15	06/26/15		AREA "O" GIA	1,000.00	0.00		
	IN	JUNE 26 2015	06/25/15	06/25/15		AREA "D" GIA	800.00	0.00		
Vendor (FRA012) totals:							1,800.00	0.00		
FRA014 FRASER LAKE LIBRARY BOARD										
	IN	JUNE 2015	06/29/15	06/29/15			1,679.67	0.00		
Vendor (FRA014) totals:							1,679.67	0.00		
FRA016 FRASER LAKE REBROADCASTING SOC										
	IN	JUNE 2015	06/29/15	06/29/15			5,583.33	0.00		
Vendor (FRA016) totals:							5,583.33	0.00		
FRA025 FRASER LAKE BOTTLE DEPOT										
	IN	JUNE 2015	06/30/15	06/30/15		RECYCLING	3,500.61	0.00		
Vendor (FRA025) totals:							3,500.61	0.00		
GLA001 GLACIER ELECTRIC LTD.										
	IN	GE06:012	06/15/15	06/15/15		LIGHTING	202.31	0.00		
Vendor (GLA001) totals:							202.31	0.00		
GOS001 GOSPEL CHAPEL EVANGELICAL										
	IN	JUNE 3 2015	06/03/15	06/03/15		GAS TAX FUND	10,000.00	0.00		
Vendor (GOS001) totals:							10,000.00	0.00		
GRE003 GREYHOUND COURIER EXPRESS										
	IN	4542944	06/15/15	06/15/15		FREIGHT	77.14	0.00		
	IN	4568103	06/30/15	06/30/15		FREIGHT	37.51	0.00		
Vendor (GRE003) totals:							114.65	0.00		
GRO002 GROUSE MOUNTAIN TRUCKING LTD.										
	IN	2542	06/12/15	06/12/15		KNOCKHOLT	1,615.36	0.00		
Vendor (GRO002) totals:							1,615.36	0.00		
HOB001 HOBAN EQUIPMENT LTD										
	IN	001207	06/30/15	06/30/15		KNOCKHOLT	34,330.86	0.00		
	IN	001208	06/30/15	06/30/15		GLEARVIEW	26,308.65	0.00		

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HOB001 HOBAN EQUIPMENT LTD (Continued)										
IN	001210	06/30/15	06/30/15			2ND QU FUEL	913.50	0.00		
Vendor (HOB001) totals:							81,553.01	0.00		
HOL002 Joanne Holweg										
IN	JUNE 13 2015	06/13/15	06/13/15			ESS TRAINING	70.20	0.00		
Vendor (HOL002) totals:							70.20	0.00		
HOT001 HOTSUNC COMPUTER SOLUTIONS										
IN	12574	06/01/15	06/01/15			EOC 160648	656.25	0.00		
IN	12575	06/01/15	06/01/15			EOC 160648	2,208.94	0.00		
IN	12576	06/01/15	06/01/15			NTWRK ADMIN	1,464.75	0.00		
IN	12579	06/10/15	06/10/15			EOC 160648	850.50	0.00		
IN	12580	06/10/15	06/10/15			NTWRK ADMIN	396.38	0.00		
IN	12585	06/18/15	06/18/15			WEB CONTENT	141.75	0.00		
IN	12586	06/19/15	06/19/15			WEB MAINT	472.50	0.00		
IN	12587	06/19/15	06/19/15			WEB MAINT	330.75	0.00		
IN	12588	06/19/15	06/19/15			EOC 160416	567.00	0.00		
IN	12589	06/19/15	06/19/15			WEB MAINT	1,134.00	0.00		
IN	12590	06/19/15	06/19/15			NTWRK ADMIN	1,748.25	0.00		
IN	12591	06/19/15	06/19/15			WEB MAINT	448.88	0.00		
IN	12592	06/19/15	06/19/15			WEB MAINT	236.25	0.00		
IN	12593	06/19/15	06/19/15			NTWRK ADMIN	661.50	0.00		
Vendor (HOT001) totals:							11,317.70	0.00		
INF001 INFOSAT COMMUNICATIONS										
IN	201655	06/01/15	06/01/15			911 BACKUP	51.39	0.00		
Vendor (INF001) totals:							51.39	0.00		
INS005 INSURANCE CORPORATION OF B.C.										
IN	2015-2016	06/25/15	06/25/15			INSURANCE	17,132.00	0.00		
IN	F350 2015-16	06/25/15	06/25/15			INSURANCE	872.00	0.00		
Vendor (INS005) totals:							18,004.00	0.00		
KAL003 KAL TIRE - BURNS LAKE										
IN	054110157	06/01/15	06/01/15			BLTS BOBCAT	2,807.48	0.00		
Vendor (KAL003) totals:							2,807.48	0.00		
KLA002 Yvonne Klapper										
IN	JUNE 13 2015	06/13/15	06/13/15			ESS TRAINING	48.60	0.00		
Vendor (KLA002) totals:							48.60	0.00		
LAK004 LAKES DISTRICT AIRPORT SOCIETY										
IN	JUNE 2015	06/29/15	06/29/15				6,250.00	0.00		
Vendor (LAK004) totals:							6,250.00	0.00		
LAK012 LAKES DISTRICT MUSEUM SOCIETY										
IN	JUNE 2015	06/29/15	06/29/15				2,750.00	0.00		
Vendor (LAK012) totals:							2,750.00	0.00		
LAK014 LAKES DISTRICT PRINTING										
IN	13176	06/03/15	06/03/15			PRINTING	1,315.77	0.00		
Vendor (LAK014) totals:							1,315.77	0.00		
LDF001 LD FREE CLASSIFIEDS										
IN	6269	06/30/15	06/30/15			MISC SUPPLIES	714.76	0.00		
IN	6289	06/30/15	06/30/15			SUPPLIES UP	424.10	0.00		
IN	6290	06/30/15	06/30/15			SUPPLIES DWN	190.18	0.00		
IN	6291	06/30/15	06/30/15			PAPER DWN	246.36	0.00		

304

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 All control accounts
 Vendor number [] to [ZZZZZZ]
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LDF001 LD FREE CLASSIFIEDS (Continued)									
IN	8331	06/30/15	06/30/15		PAPER UP	192.42	0.00		
Vendor (LDF001) totals:						1,787.82	0.00		
LEP001 LEPKA HOLDINGS LTD.									
IN	42	06/08/15	06/08/15			8,221.50	0.00		
IN	48	06/20/15	06/20/15		WANSON CREEK	1,456.08	0.00		
Vendor (LEP001) totals:						9,678.28	0.00		
LOO001 LCOMIS EXPRESS									
IN	5540303	06/26/15	06/26/15		FREIGHT	73.41	0.00		
Vendor (LOO001) totals:						73.41	0.00		
MAX001 MAXXAM ANALYTICS INC.									
IN	VA890906	06/05/15	06/05/15		ENV MONITOR	140.70	0.00		
IN	VA892549	06/16/15	06/16/15		ENV MONITOR	2,867.50	0.00		
IN	VA892584	06/16/15	06/16/15		ENV MONITOR	80.33	0.00		
IN	VA893376	06/19/15	06/19/15		ENV MONITOR	281.40	0.00		
IN	VA893937	06/23/15	06/23/15		ENV MONITOR	140.70	0.00		
IN	VA895531	06/29/15	06/29/15		ENV MONITOR	130.75	0.00		
Vendor (MAX001) totals:						3,681.38	0.00		
MCI003 Jennifer MacIntyre									
IN	JUNE 2015	06/04/15	06/04/15		MOVING EXP	1,181.10	0.00		
Vendor (MCI003) totals:						1,181.10	0.00		
MCL003 HELEN McLARRY									
IN	JUNE 22 2015	06/22/15	06/22/15		C&P PROMO	240.00	0.00		
Vendor (MCL003) totals:						240.00	0.00		
MED001 MEDICAL SER. PLAN									
IN	JUNE 2015	06/01/15	06/01/15		EMP MSP	3,163.50	0.00		
Vendor (MED001) totals:						3,163.50	0.00		
MIN001 MINISTER OF FINANCE									
IN	BNRD0052-Y3	06/08/15	06/08/15		SMARTTOOL	875.31	0.00		
Vendor (MIN001) totals:						875.31	0.00		
NEC014 NECHAKO VALLEY SEARCH & RESCUE									
IN	EOC160648-1	06/01/15	06/01/15		EOC 160648	1,548.79	0.00		
Vendor (NEC014) totals:						1,548.79	0.00		
NEO001 NEOPOST									
IN	2178430	06/08/15	06/08/15		AETER CNTRCT	740.14	0.00		
Vendor (NEO001) totals:						740.14	0.00		
NEW001 NEW CENTURY DRYWALL									
IN	1006	06/11/15	06/11/15		BD MEETING	353.08	0.00		
Vendor (NEW001) totals:						353.08	0.00		
NEW003 NEW LEAF CAFE									
IN	1006	06/11/15	06/11/15		BD MEETING	353.08	0.00		
Vendor (NEW003) totals:						353.08	0.00		
NOR029 NORTH CENTRAL PLUMBING & HEAT									
IN	4631-471990	06/18/15	06/18/15		ADMIN BLDG	43.29	0.00		
Vendor (NOR029) totals:						43.29	0.00		
PAC004 PACIFIC NORTHERN GAS LTD.									
IN	06/04/15 FRH	06/04/15	06/04/15			366.10	0.00		
IN	JUN 2015 BVP	06/26/15	06/26/15		UTILITIES	1,436.64	0.00		

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PAC004	PACIFIC NORTHERN GAS LTD. (Continued)									
IN		JUNE 26 2015	06/26/15	06/26/15		UTILITIES	44.17	0.00		
		Vendor (PAC004) totals:					<u>1,847.11</u>	<u>0.00</u>		
PAY003	BRENDA PAYNE									
IN		620059	06/11/15	06/11/15		BOARD MTG	50.00	0.00		
IN		620060	06/25/15	06/25/15		BOARD MTG	225.00	0.00		
		Vendor (PAY003) totals:					<u>275.00</u>	<u>0.00</u>		
PEA001	THE MOOSE - VISTA RADIO LTD.									
IN		204486-6	06/26/15	06/26/15		ANNUAL CONTR	220.50	0.00		
IN		218921-2	06/23/15	06/23/15		EOC 160415	1,253.60	0.00		
		Vendor (PEA001) totals:					<u>1,514.10</u>	<u>0.00</u>		
PET008	PETTY CASH FUND									
IN		JUNE 25 2015	06/25/15	06/25/15		PETTY CASH	142.99	0.00		
		Vendor (PET008) totals:					<u>142.99</u>	<u>0.00</u>		
PLA001	PLANNING INSTITUTE OF B.C.									
IN		18398	06/16/15	06/16/15		M SANDBERG	288.75	0.00		
		Vendor (PLA001) totals:					<u>288.75</u>	<u>0.00</u>		
PLE001	PLEASANT VALLEY EXPRESS									
IN		469	06/25/15	06/25/15		CONTRACTORS	124.95	0.00		
IN		470	06/25/15	06/25/15		HIRED EQUIP	81.04	0.00		
		Vendor (PLE001) totals:					<u>215.99</u>	<u>0.00</u>		
PUR001	PURELY H2O									
IN		650365	06/30/15	06/30/15		WATER DELIV	138.00	0.00		
		Vendor (PUR001) totals:					<u>138.00</u>	<u>0.00</u>		
RAD001	RADLEY CONTRACTING									
IN		2206	06/04/15	06/04/15			1,795.50	0.00		
		Vendor (RAD001) totals:					<u>1,795.50</u>	<u>0.00</u>		
ROG001	ROGERS									
IN		1525232262	06/01/15	06/01/15		811 BACKUP	160.49	0.00		
		Vendor (ROG001) totals:					<u>160.49</u>	<u>0.00</u>		
SCO003	SCORE CONSTRUCTION LTD.									
IN		2498	06/18/15	06/18/15		IANSON CREEK	18,060.00	0.00		
		Vendor (SCO003) totals:					<u>18,060.00</u>	<u>0.00</u>		
SMI007	SMITHERS PUBLIC LIBRARY									
IN		JUNE 2015	06/29/15	06/29/15			6,500.50	0.00		
		Vendor (SMI007) totals:					<u>6,500.50</u>	<u>0.00</u>		
SOU002	SOUTHSIDE ECONOMIC DEVELOPMEN									
IN		JUNE 2015	06/29/15	06/29/15			3,408.33	0.00		
		Vendor (SOU002) totals:					<u>3,408.33</u>	<u>0.00</u>		
SOU003	SOUTHSIDE VOLUNTEER FIRE DEPT.									
IN		JUNE 2015	06/29/15	06/29/15			1,983.33	0.00		
		Vendor (SOU003) totals:					<u>1,983.33</u>	<u>0.00</u>		
SPO001	SPOTLESS UNIFORM LTD.									
IN		1229708	06/08/15	06/08/15		CARPET SVCE	40.47	0.00		
IN		1232562	06/22/15	06/22/15		CARPET SVCE	40.47	0.00		
		Vendor (SPO001) totals:					<u>80.94</u>	<u>0.00</u>		
SSQ001	SSQ FINANCIAL									
IN		JUN 2015 CL	06/01/15	06/01/15		CI 1R755	594.00	0.00		

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SSQ001	SSQ FINANCIAL (Continued)									
	IN JUN 2015 ADD	06/01/15	06/01/15		ADD 1RT45	134.53	0.00			
	Vendor (SSQ001) totals:						134.53	0.00		
STA008	STARLAND SUPPLY LTD									
	IN 178315	06/18/15	06/18/15		BLTS SUPPLIE	2.01	0.00			
	IN 178038	06/18/15	06/18/15		AREA U TS	40.66	0.00			
	IN 179278	06/18/15	06/18/15		AREA 'D' RET	-14.31	0.00			
	IN 182592	06/17/15	06/17/15		TRUCK #1	22.11	0.00			
	IN 182712	06/18/15	06/18/15		GTS SUPPLIES	73.99	0.00			
	IN 182895	06/18/15	06/18/15		VWH TRAILERS	10.02	0.00			
	Vendor (STA008) totals:						134.58	0.00		
STO007	Sarah Storey									
	IN JUNE 13 2015	06/13/15	06/13/15		ESS TRAINING	75.00	0.00			
	Vendor (STO007) totals:						75.00	0.00		
SUD001	SUDS N' DUDS									
	IN 4699	06/30/15	06/30/15		COVERALLS	99.31	0.00			
	Vendor (SUD001) totals:						99.31	0.00		
SUN002	SUN LIFE FINANCIAL									
	IN JUNE 2015	06/01/15	06/01/15		JUN - 175417	6,596.59	0.00			
	Vendor (SUN002) totals:						6,596.59	0.00		
SWE001	SWEEPING BEAUTIES JANITORIAL									
	IN 7793	06/30/15	06/30/15		JANITORIAL	1,996.67	0.00			
	IN 7804	06/30/15	06/30/15		VARIOUS	347.23	0.00			
	Vendor (SWE001) totals:						2,338.88	0.00		
TAY002	TAYLOR BROS HARDWARE									
	IN 323456	06/06/15	06/06/15		VTS SUPPLIES	36.33	0.00			
	IN 322975	06/17/15	06/17/15		VTS SUPPLIES	13.43	0.00			
	Vendor (TAY002) totals:						51.76	0.00		
TEL004	TELU COMMUNICATIONS COMPANY									
	IN JUN 20 2015	06/20/15	06/20/15		PHONE SVCE	3,207.04	0.00			
	Vendor (TEL004) totals:						3,207.04	0.00		
TEL007	TELU MOBILITY									
	IN JUN 8 2015	06/09/15	06/09/15		CELL PHONES	804.07	0.00			
	Vendor (TEL007) totals:						804.07	0.00		
TIR002	TIRETECH									
	IN 24730	06/02/15	06/02/15		2011 F350	165.37	0.00			
	IN 24752	06/09/15	06/09/15		TRAILER #2	27.48	0.00			
	IN 24789	06/17/15	06/17/15		2012 F150	1,760.42	0.00			
	IN 24805	06/20/15	06/20/15		TRUCK #1	30.08	0.00			
	IN 24821	06/23/15	06/23/15		TRAILER #2	104.73	0.00			
	Vendor (TIR002) totals:						2,091.02	0.00		
TOP005	TOPLEY FIRE PROTECTION SOC.									
	IN JUNE 2016	06/29/15	06/29/15			1,476.83	0.00			
	Vendor (TOP005) totals:						1,476.83	0.00		
TOW003	TOWER COMMUNICATIONS									
	IN 208989	06/22/15	06/22/15		VERDUN 2014	347.42	0.00			
	Vendor (TOW003) totals:						347.42	0.00		
TWE004	TWEEDSMUIR RECREATION COMMISSI									
	IN JUNE 22 2015	06/22/15	06/22/15		GAS TAX FUND	30,450.05	0.00			

Sort order: Control account, vendor number, report group
 Selection: Invoices from Jun 01 2015 to Jun 30 2015 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
 Include fully paid transactions.

Vendor/Vendor Name / Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
TWE004 TWEEDSMUIR RECREATION COMMISSI (Continued)									
Vendor (TWE004) totals:						30,450.05	0.00		
TWE006 TWEEDSMUIR ENTERPRISES LTD									
IN	JULY 2015	06/29/15	06/29/15		JULY 2015	150.00	0.00		
Vendor (TWE006) totals:						150.00	0.00		
TWI001 TWISTERS CAR WASH									
IN	JUNE 2015	06/30/15	06/30/15		TRUCK WASH	14.70	0.00		
Vendor (TWI001) totals:						14.70	0.00		
USB001 US BANK CANADA									
IN	DJM060815	06/08/15	06/08/15		DJM VISA	501.59	0.00		
IN	CSHE060815	06/08/15	06/08/15		SHRWOODVISA	21.95	0.00		
IN	CSWE060815	06/08/15	06/08/15		SWENSONVISA	108.05	0.00		
IN	DVAN060815	06/08/15	06/08/15		VNDRWLFVISA	839.51	0.00		
IN	GCHA060815	06/08/15	06/08/15		GAIL NCLGA	547.69	0.00		
IN	GCRA060815	06/08/15	06/08/15		GCRAVENVISA	229.43	0.00		
IN	HBER060815	06/08/15	06/08/15		HBRNDRFVISA	1,092.18	0.00		
IN	JBER060815	06/08/15	06/08/15		JBERLINVISA	698.56	0.00		
IN	JDER060815	06/08/15	06/08/15		JDERKSENVISA	95.25	0.00		
IN	JDOU060815	06/08/15	06/08/15		JDOUGALLVISA	181.25	0.00		
IN	RDUN060815	06/08/15	06/08/15		RDUNNVISA	76.03	0.00		
IN	RMCK060815	06/08/15	06/08/15		RMCKENZIVISA	297.52	0.00		
Vendor (USB001) totals:						4,889.01	0.00		
VAL005 VALLEY DIESEL									
IN	14880	06/30/15	06/30/15		TRUCK #3	132.45	0.00		
Vendor (VAL005) totals:						132.45	0.00		
VAN019 Fay Van Horn									
IN	JUNE 13 2015	06/13/15	06/13/15		ESS TRAINING	158.80	0.00		
Vendor (VAN019) totals:						158.80	0.00		
VIL001 VILLAGE OF FRASER LAKE									
IN	2366	06/08/15	06/08/15		EOC 160648	39.16	0.00		
Vendor (VIL001) totals:						39.16	0.00		
VIS003 VISTA RADIO - COUNTRY 97 FM									
IN	218764-2	06/28/15	06/28/15		EOC 160648	2,142.00	0.00		
Vendor (VIS003) totals:						2,142.00	0.00		
WAS001 WASTE MANAGEMENT OF CANADA CO									
IN	997-026473	06/01/15	06/01/15		WASTE HAUL	3,358.72	0.00		
Vendor (WAS001) totals:						3,358.72	0.00		
WOL002 VALLEY COUNTRY									
IN	217430-3	06/28/15	06/28/15		EOC 160416	4,788.00	0.00		
IN	217584-3	06/28/15	06/28/15		EOC 160416	4,788.00	0.00		
IN	218761-2	06/28/15	06/28/15		EOC 160648	2,142.00	0.00		
Vendor (WOL002) totals:						11,718.00	0.00		
XER001 XEROX CANADA LTD.									
IN	F47637521	06/23/15	06/23/15		COPYING UP	443.95	0.00		
IN	F47704695	06/29/15	06/29/15		COPYING UP	922.92	0.00		
IN	F47707019	06/29/15	06/29/15		COPYING DWN	1,232.96	0.00		
Vendor (XER001) totals:						2,599.83	0.00		
YEL004 YELLOWHEAD ROAD & BRIDGE									
IN	8595	06/04/15	06/04/15		EOC 160416	1,630.67	0.00		

Sort order: Control account, vendor number, report group
 Selection: Invoices from Jun 01 2015 to Jun 30 2015 with
 All control accounts
 Vendor number [] to [ZZZZZ]
 All report groups
 Include fully paid transactions.

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
YEL004 YELLOWHEAD ROAD & BRIDGE (Continued)									
Vendor (YEL004) totals:						1,830.67	0.00		
Control account (1) totals:						407,128.84	0.00		
COM001 COMMISSIONER OF MUN. SUPERAN.									
IN	JUN 5 2015	06/05/15	06/05/15		DUE JUNE 19	4,307.10	0.00		
IN	JUNE 15 2015	06/15/15	06/15/15		DUE JUN 27	12,781.66	0.00		
Vendor (COM001) totals:						17,088.76	0.00		
REC002 RECEIVER GENERAL									
IN	JUNE 2015	06/05/15	06/05/15		DUE JUNE 25	3,118.41	0.00		
IN	JUN 22 2015	06/22/15	06/22/15		DUE JULY 10	9,313.71	0.00		
IN	JUNE 5 2015	06/05/15	06/05/15		DUE JUNE 25	9,027.24	0.00		
IN	JUN 2015 DIR	06/30/15	06/30/15		DUE JULY 10	3,566.55	0.00		
IN	JUNE 12 2015	06/12/15	06/12/15		DUE JUNE 25	10,466.99	0.00		
IN	JUNE 15 2015	06/15/15	06/15/15		DUE JUNE 25	23,565.15	0.00		
IN	JUNE 30 2015	06/30/15	06/30/15		DUE JULY 10	22,442.72	0.00		
Vendor (REC002) totals:						81,500.77	0.00		
WOR001 WORK SAFE BC									
IN	2ND QU 2015	06/30/15	06/30/15		2ND QU 2015	8,862.32	0.00		
Vendor (WDR001) totals:						8,862.32	0.00		
Control account (2) totals:						107,451.85	0.00		
Report Total						514,580.69	0.00		

103 vendor(s) printed.

Regional District of Bulkley-Nechako
Action List – May, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-7-3 Board Meeting May 28, 2015	Royal Canadian Legion – Military Service Recognition Book	Inform the Royal Canadian Legion of the RDBN approval to sponsor a ¼ page advertisement at a cost of \$565 in the Royal Canadian Legion – Military Service Recognition Book	Cheryl/Hans/Gail	Completed	
2015-7-4 Board Meeting May 28, 2015	Federal Gas Tax Funds –Electoral Area “F” (Vanderhoof Rural) Nechako Valley Sporting Association	<ol style="list-style-type: none"> 1. Contribute \$63,663 of Electoral Area “F” Federal Gas Tax allocation monies to Nechako Valley Sporting Association for a recreation infrastructure improvement project at the Nechako Valley Ski Trails location; 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further, 3. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$63,963 from the Federal Gas Tax Reserve Fund. 	Kristi/HansGail	In Progress	
2015-7-5 Board Meeting May 28, 2015	Bulkley Valley Christian School - Request for Grant in Aid – Electoral Area “A” (Smithers Rural)	Write a letter and allocate grant in aid funds to the Bulkley Valley Christian School be given \$200 grant in aid monies from Electoral Area “A” (Smithers Rural) towards the Litter – a – Thon.	Cheryl/Hans/Gail	Completed	May 28, 2015
2015-7-6 Board Meeting May 28, 2015	Stuart Lake Seniors Association - Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)	Write a letter and allocate grant in aid funds to the Stuart Lake Seniors Association be given \$500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the annual Seniors Strawberry Tea.	Cheryl/Hans/Gail	Completed	May 29, 2015
2015-7-7 Board Meeting May 28, 2015	Music on the Mountain Society - Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)	Write a letter and allocate grant in aid funds to the Music on the Mountain Society be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the 2015 Music on the Mountain Festival.	Cheryl/Hans/Gail	Completed	May 29, 2015
2015-7-8 Board Meeting May 28, 2015	Fraser Lake Festival of the Arts - Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)	Write a letter and allocate grant in aid funds to the Music on the Mountain Society be given \$1,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Fraser Lake Festival of the Arts.	Cheryl/Hans/Gail	Completed	May 29, 2015

557

Board - Receive

Regional District of Bulkley-Nechako
Action List – May, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-7-9 Board Meeting May 28, 2015	Request for Sponsorship – Electoral Area “F” (Vanderhoof Rural)	RDBN acting as a sponsoring agency for the Nechako Valley Search and Rescue Society funding application to Farm Credit Canada’s AgriSpirit Fund, thus entering into an agreement with Nechako Valley Search and Rescue Society and Farm Credit Canada as well as issuing a tax receipt to Farm Credit Canada.	Corrine/Hans/Gail	In Progress	
2015-7-10 Board Meeting May 28, 2015	<i>The Regional News – Spring/Summer 2015</i>	Distribute the <i>Regional News – Spring/Summer 2015</i> edition.	Ger/Cheryl/Gail	Completed	May 29, 2015
2015-7-27 Board Meeting May 28, 2015	Burns Lake Return-it Recycling Depot – ICI Recycling and Waste Education Proposal	<ol style="list-style-type: none"> 1. Staff to enter into a contract beginning June 1, 2015 and expiring December 31, 2015 with the Burns Lake Return-It Recycling Depot to fund a recycling project for Burns Lake and area as outlined in the proposal received by the Regional District on May 15, 2015 in the amount of \$27,000 (excluding taxes). 2. Staff to enter into a contract beginning June 1, 2015 and expiring December 31, 2015 with Cascades Recycling Inc. to cover costs associated with placement of bins, transportation, processing and marketing of collected ICI sector materials at the BLRRD (Burns Lake Return-It Recycling Depot). 	Janine/Gail	Completed	310
2015-7-29 Board Meeting May 28, 2015	Letter to the Provincial Government RE: BC Recycling Regulations in Rural B.C. RE: ICI	Staff to draft a letter to the Provincial Government in regard to the BC Recycling regulations in rural B.C. regarding not including ICI (Industrial, Commercial, Institutional) under the BC Recycling Regulations and address the issue with MMBC (Multi-Material B.C.) and the Ministry of Environment; and further, that businesses be informed of future implementation of material bans and that once bans are in place businesses will be encouraged to contact their local MLA and Multi-Material B.C. with any concerns	Janine/Gail	In Progress	

Regional District of Bulkley-Nechako
Action List – May, 2015

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2015-7-32 Board Meeting May 28, 2015	RDBN Letter to the Honourable Christy Clark, Premier and Rio Tinto Alcan RE: Nechako Reservoir Water Use Plan	Staff forward the RDBN ratified the letter to the Honourable Christy Clark, Premier and Rio Tinto Alcan re: Nechako Reservoir Water Use Plan to the Honourable John Rustad, Minister of Aboriginal Relations and Reconciliation, MLA Nechako Lakes and the Honourable Steve Thomson, Minister of Forests, Lands and Natural Resource Operations.	Cheryl/Gail	Completed	June 9, 2015
2015-7-41 Board Meeting May 28, 2015	British Columbia Ministry of Justice – “Emergency Communications Service Deliver in British Columbia – Police Communication Centres and 911 PSAP – Strategic Vision Discussion Paper – March 2015”	Respond to the British Columbia Ministry of Justice report discussion items “Emergency Communications Service Delivery in British Columbia – Police Communication Centres and 911 PSAP – Strategic Vision Discussion Paper – March, 2015.”	Debjm/Gail	Completed	311
2015-7-42 Board Meeting May 28, 2015	RDBN Letter to Real Estate Foundation of BC-Advancing Nechako River Watershed Health	Provide a letter of support to the Real Estate Foundation of BC regarding Advancing Nechako River Watershed Health.	Cheryl/Gail	Completed	June 9, 2015
Board Meeting May 28, 2015	Delegation Thank You Letter	Write a thank you letter to Alistair Schroff, Val Ingram, Dr. Lois Martin, Lakes Animal Friendship and Darci Burtch, Canadian Animal Assistance Team.	Cheryl/Gail	Completed	June 9, 2015

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1743

A BYLAW TO ESTABLISH THE TOPLEY
RURAL FIRE PROTECTION SERVICE

WHEREAS:

- A. Under Section 796 of the *Local Government Act* a Regional District may operate any service the Board considers necessary or desirable for all or part of the Regional District;
- B. The Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of fire protection and suppression in the service area;
- C. The approval of the Inspector of Municipalities has been obtained under section 801 of the *Local Government Act*;
- D. Participating area approval has been obtained under Section 801.2 of the *Local Government Act*;

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

1) Service

The Topley Rural Fire Protection Service (the "**Service**") is established by this Bylaw for the purpose of fire protection and suppression.

2) Boundaries

The boundaries of the Service Area are a portion of Electoral Area "B" (Burns Lake Rural) and "G" (Houston Rural) in the Regional District of Bulkley-Nechako as shown outlined on the map attached as Schedule "A" to this bylaw and known as "Topley Rural Fire Protection Service Area (the "**Service Area**.")"

3) Participating Areas

The "Participating Areas" are Electoral Areas "B" and "G".

4) Cost Recovery

As provided in Section 803 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by one or more of the following:

(a) property value taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*,

(b) revenues received by way of agreement, enterprise, gift, grant or otherwise.

5) Maximum Requisition

The maximum amount that may be requisitioned annually for this service shall be SEVENTY-TWO THOUSAND (\$72,000) DOLLARS.

6) Apportionment of Costs

The costs of the service shall be apportioned among the Participating Areas on the basis of the converted value of land and improvements in the Service Area.

6) Citation

This Bylaw may be cited for all purposes as the "Topley Rural Fire Protection Service Establishment Bylaw No. 1743, 2015."

READ A FIRST TIME this day of , 2015

READ A SECOND TIME this day of , 2015

READ A THIRD TIME this day of , 2015

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1743 at third reading.

Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of , 2015.

ASSENT OF ELECTORS OBTAINED this day of , 2015.

ADOPTED THIS _____ day of _____, 2015.

Chair

Corporate Administrator



Topley Rural Fire Protection Service Bylaw No. 1743, 2015 - Schedule A

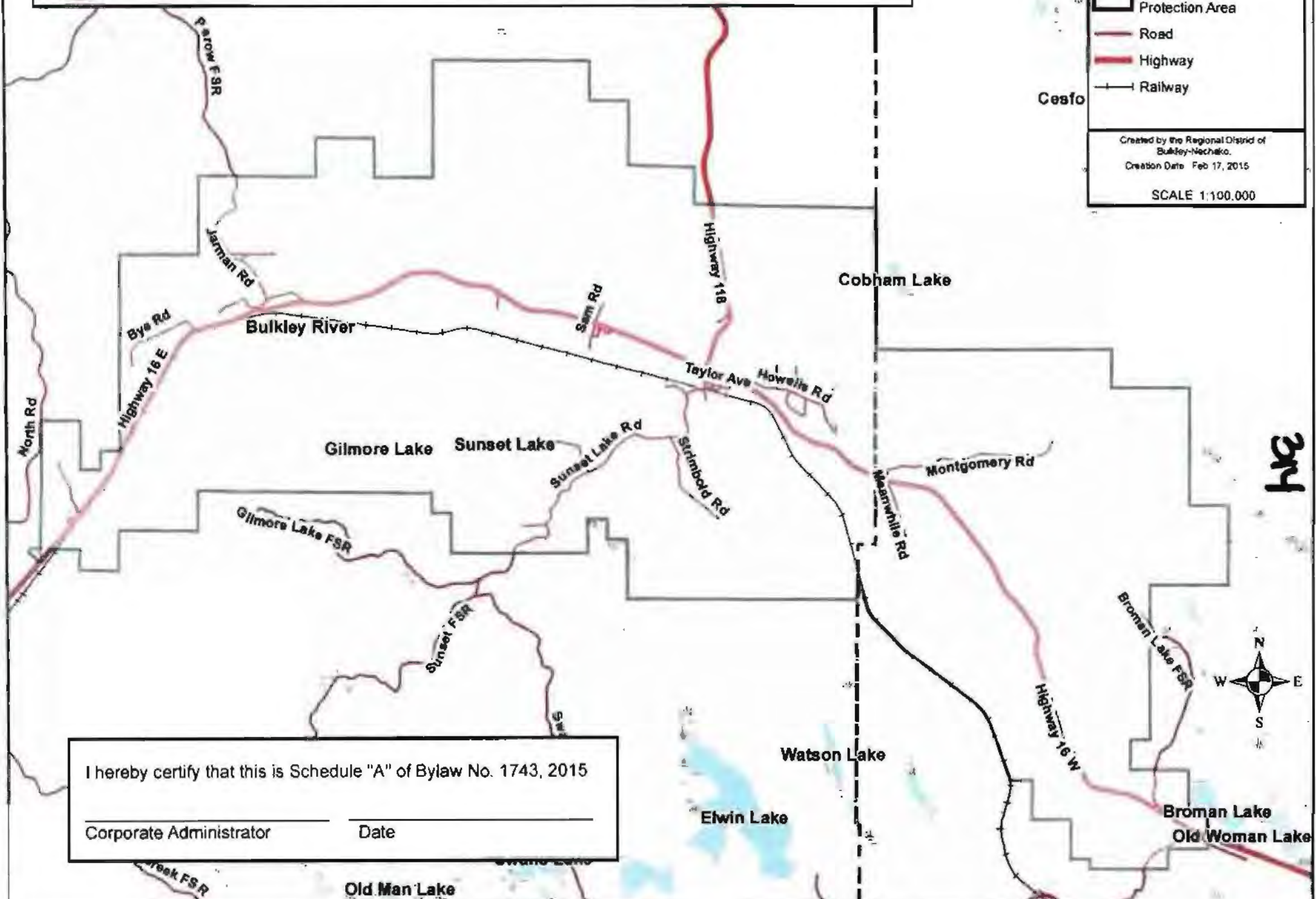
Legend

- Topley Fire Protection Area
- Road
- Highway
- Railway

Cesfo

Created by the Regional District of Bulkley-Nechako.
Creation Date Feb 17, 2015

SCALE 1:100,000



HW



I hereby certify that this is Schedule "A" of Bylaw No. 1743, 2015

Corporate Administrator

Date

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1744**

Being a bylaw authorizing borrowing of THREE HUNDRED EIGHTY-THREE THOUSAND SIX HUNDRED THIRTY-NINE DOLLARS (\$383,639) for the construction of a fire hall and purchase of a fire truck for the Topley Rural Fire Protection Service Area

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 1743 a service for the purpose of providing fire protection and suppression for a portion of Electoral Area "B" (Burns Lake Rural) and "G" (Houston Rural) known as the "Topley Rural Fire Protection Service Area";

AND WHEREAS it is deemed desirable and expedient to construct a fire hall and purchase a fire truck for the Topley Rural Fire Protection Service Area;

AND WHEREAS the estimated cost of constructing a fire hall and purchasing a fire truck including expenses incidental thereto is a sum not to exceed THREE HUNDRED EIGHTY-THREE THOUSAND SIX HUNDRED THIRTY-NINE DOLLARS (\$383,639) of which the sum of THREE HUNDRED EIGHTY-THREE THOUSAND SIX HUNDRED THIRTY-NINE DOLLARS (\$383,639) is the amount of debt intended to be borrowed by this bylaw;

AND WHEREAS the maximum term for which a debenture debt may be issued to secure the debt created by this bylaw is for a term not to exceed twenty-five years;

AND WHEREAS authority to borrow under this bylaw expires five years from the date on which this bylaw is adopted;

AND WHEREAS the Regional Board of the Regional District of Bulkley-Nechako has obtained the approval of the electors in accordance with Section 801.2 of the *Local Government Act*;

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

LOAN AUTHORIZATION

1. The Board of Directors of the Regional District of Bulkley-Nechako is hereby empowered and authorized to undertake and carry out or cause to be carried out the construction of a fire hall and the purchase of a

fire truck for the Topley Rural Fire Protection Service Area generally in accordance with plans on file in the regional district office and to do all things necessary in connection therewith and without limiting the generality of the foregoing:

- a) To borrow upon the credit of the Regional District a sum not exceeding THREE HUNDRED EIGHTY-THREE THOUSAND SIX HUNDRED THIRTY-NINE DOLLARS (\$383,639);
 - b) To acquire all such real property, easements, rights-of-way, licenses, rights or authorities as may be requisite or desirable for or in connection with the construction of a fire hall and purchase of a fire truck serving the Topley Rural Fire Protection Service Area.
2. The maximum term for which debentures may be issued to secure the debt created by this bylaw is 25 years.
 3. This bylaw may be cited as "Topley Rural Fire Protection Loan Authorization Bylaw No. 1744, 2015."

READ A FIRST TIME this day of , 2015

READ A SECOND TIME this day of , 2015

READ A THIRD TIME this day of , 2015

I hereby certify that this is a true and correct copy of Bylaw No. 1744 at third reading.

Corporate Administrator

APPROVAL OF THE INSPECTOR OF MUNICIPALITIES this day of
, 2015

RECEIVED the approval of the electors on the day of , 2015

ADOPTED this day of , 2015

Chairperson

Corporate Administrator

Certified a true copy of Bylaw No. 1744 as adopted.

Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1745

A BYLAW TO ESTABLISH THE TOPLEY
RURAL ROAD RESCUE AND MEDICAL FIRST
RESPONDERS SERVICE

WHEREAS:

- A. Under Section 796 of the *Local Government Act* a Regional District may operate any service the Board considers necessary or desirable for all or part of the Regional District;
- B. The Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of road rescue and medical first response services in the service area;
- C. The approval of the Inspector of Municipalities has been obtained under section 801 of the *Local Government Act*;
- D. Participating area approval has been obtained under Section 801.2 of the *Local Government Act*;

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

1) Service

The Topley Rural Road Rescue and Medical First Responders Service (the "**Service**") is established by this Bylaw for the purpose of road rescue and medical first responders service.

2) Boundaries

The boundaries of the Service Area are a portion of Electoral Area "B" (Burns Lake Rural) and "G" (Houston Rural) in the Regional District of Bulkley-Nechako as shown outlined on the map attached as Schedule "A" to this bylaw and known as "Topley Rural Road Rescue and Medical First Responders Service Area" (the "**Service Area**.")

3) Participating Areas

The "Participating Areas" are Electoral Areas "B" and "G".

4) Cost Recovery

As provided in Section 803 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by one or more of the following:

- (a) property value taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*,
- (b) revenues received by way of agreement, enterprise, gift, grant or otherwise.

5) Maximum Requisition

The maximum amount that may be requisitioned annually for this service shall be SEVEN THOUSAND (\$7,000) DOLLARS.

6) Apportionment of Costs

The costs of the service shall be apportioned among the Participating Areas on the basis of the converted value of land and improvements in the Service Area.

6) Citation

This Bylaw may be cited for all purposes as the "Topley Rural Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015."

READ A FIRST TIME this day of , 2015

READ A SECOND TIME this day of , 2015

READ A THIRD TIME this day of , 2015

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1745 at third reading.

Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of , 2015.

ASSENT OF ELECTORS OBTAINED this day of , 2015.

ADOPTED THIS _____ day of _____, 2015.

Chair

Corporate Administrator



Topley Rural Road Rescue and Medical First Responder Service Bylaw No. 1745, 2015 - Schedule A



- Legend**
- Service Area
 - Road
 - Highway
 - Railway
 - Municipalities

I hereby certify that this is Schedule "A" of Bylaw No. 1745, 2015

Corporate Administrator _____

Date _____

Created by the Regional Council of
Business Networks
Creation Date: Feb 11, 2015

322

1st, 2nd & 3rd

Reading

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1746

A bylaw to amend the boundaries of the Telkwa Rural Fire Protection Service Area within a portion of Electoral Area "A"

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 668 a service of fire protection to a portion of Electoral Area "A" known as the "Telkwa Rural Fire Protection Local Service Area";

AND WHEREAS the Regional District may amend a Local Service Establishment Bylaw under Section 802 of the *Local Government Act*;

AND WHEREAS the Regional District has received a request from owners of property to be included in the Telkwa Rural Fire Protection Service Area;

AND WHEREAS the Director of Electoral Area "A" has consented in writing to the adoption of a bylaw which would amend the boundaries of the service area which amendments are described herein, in accordance with Section 801.5 of the *Local Government Act*;

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

- 1) That the Regional District hereby amends the boundaries of the Telkwa Rural Fire Protection Service Area by including the following properties:

THAT PTN OF DL 1145 R5C LYING E OF THE BULKLEY RIVER EXC
PL 4301

THAT PTN OF DL 1146 R5C LYING E OF THE BULKLEY RIVER

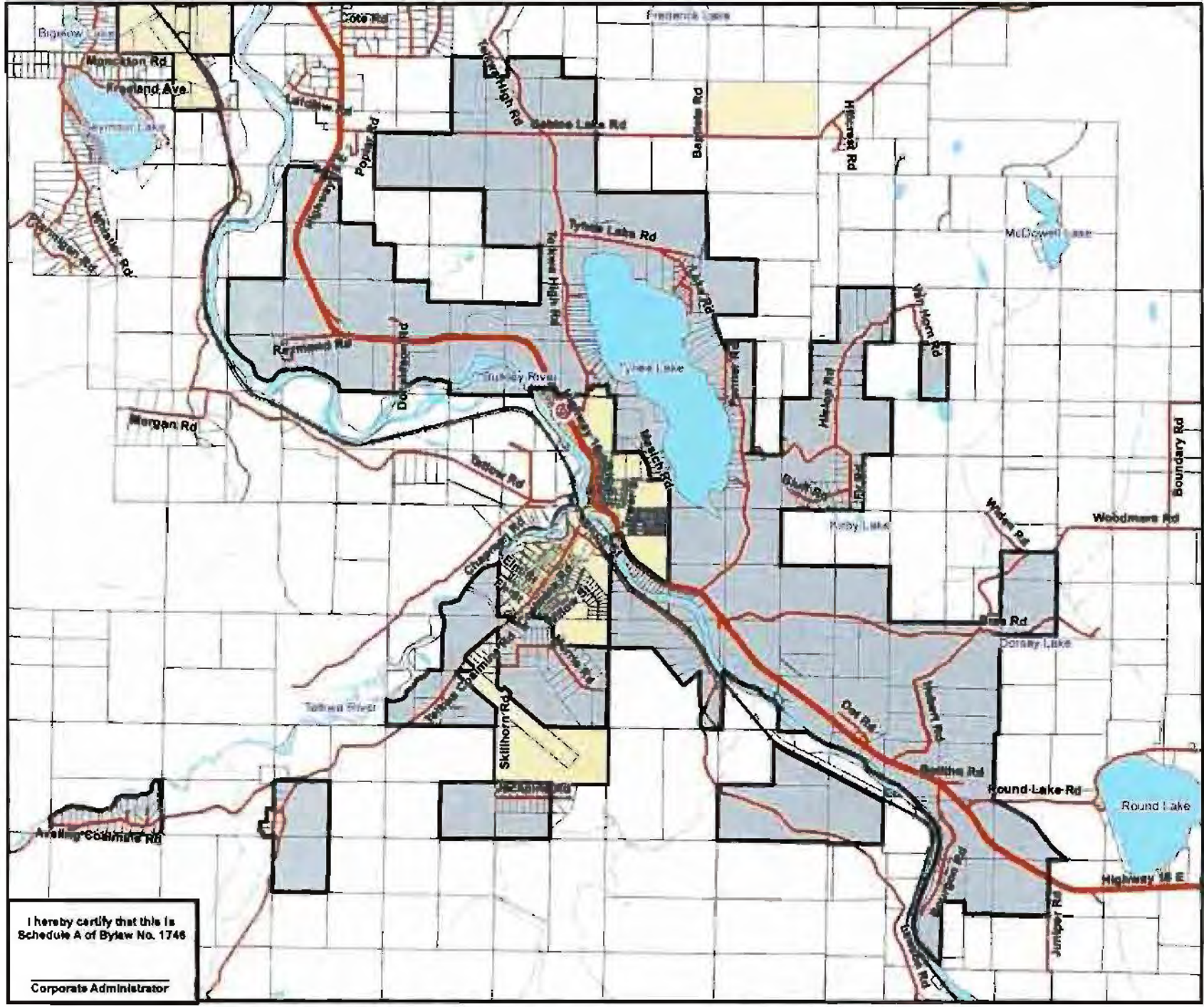
and that the resulting boundaries of the Telkwa Rural Fire Protection Service Area are as shown on Schedule "A";

- 2) This bylaw may be cited as "Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1746, 2015."



Bylaw No. 1746 - Telkwa Rural Fire Protection Area

Legend



- Fire Departments
- Highway
- Secondary Street
- Railway
- Cadastre
- Lakes
- Streams
- Municipalities
- First Nation Reserve
- Fire Protection Area

324



This map is an approximate representation and should only be used for reference purposes.

Created by the Regional District of Bulkley-Nechako
Production Date: 13/07/2015
SCALE 1:75,000

I hereby certify that this is Schedule A of Bylaw No. 1746

Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1741

**A bylaw to amend the tax limit of the Southside Rural Fire Protection
Local Service**

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 761, the "Southside Rural Fire Protection Local Service" for the provision of fire prevention and suppression and assistance in the case of emergencies;

AND WHEREAS the Regional Board wishes to increase the tax limit for the service from the greater of THIRTY THOUSAND (\$30,000) DOLLARS or ONE DOLLAR TWENTY-NINE CENTS (\$1.29) per ONE THOUSAND (\$1,000) DOLLARS of net taxable value of land and improvements to the greater of THIRTY EIGHT THOUSAND TWO HUNDRED NINETY-EIGHT (\$38,298) or ONE DOLLAR FORTY-FOUR CENTS (\$1.44) PER ONE THOUSAND (\$1,000) DOLLARS of net taxable value of land and improvements;

AND WHEREAS under Section 802(1)(b) of the *Local Government Act*, the sole participant has consented to the adoption of this bylaw.

AND WHEREAS under Regulation 113/2007, the approval of the Inspector is not required because the increase in the tax limit is not greater than 25% of the baseline amount five years previous;

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

1. Section 3 of Bylaw No. 761 is hereby repealed and replaced with the following:
 5. The maximum amount of taxation that may be requisitioned annually for this service under Section 806.1(1)(a) of the *Local Government Act* is the greater of THIRTY EIGHT THOUSAND TWO HUNDRED NINETY-EIGHT (\$38,298) or ONE DOLLAR FORTY-FOUR CENTS (\$1.44) PER ONE THOUSAND (\$1,000) DOLLARS of net taxable value of land and improvements.
2. This bylaw may be cited as "Southside Rural Fire Protection Local Service Establishment Amendment Bylaw No. 1741, 2015."

READ A FIRST TIME this 25th day of June, 2015.

READ A SECOND TIME this 25th day of June, 2015.

READ A THIRD TIME this 25th day of June, 2015.

CONSENT OF ELECTORAL AREA "E" DIRECTOR RECEIVED this 25th day of June, 2015

ADOPTED this day of , 2015

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1741 as adopted.

Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1742****A bylaw to amend the tax limit of the Fort Fraser Fire Protection Service**

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 624, the "Southside Rural Fire Protection Local Service" for the provision of fire prevention, fire suppression, first response to medical emergencies, rescue operations and response to hazardous material incidents;

AND WHEREAS the Regional Board wishes to increase the tax limit for the service from FORTY-FIVE THOUSAND DOLLARS (\$45,000) per annum to FIFTY-SIX THOUSAND TWO HUNDRED FIFTY DOLLARS (\$56,250) per annum;

AND WHEREAS under Section 802(1)(b) of the *Local Government Act*, the sole participant has consented to the adoption of this bylaw.

AND WHEREAS under Regulation 113/2007, the approval of the Inspector is not required because the increase in the tax limit is not greater than 25% of the baseline amount five years previous;

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

1. Section 4 of Bylaw No. 624 is hereby repealed and replaced with the following:
 5. The maximum amount that may be requisitioned for this service is FIFTY-SIX THOUSAND TWO HUNDRED FIFTY DOLLARS (\$56,250) per annum.
2. This bylaw may be cited as "Fort Fraser Fire Protection Service Establishment Amendment Bylaw No. 1742, 2015."

READ A FIRST TIME this 25th day of June, 2015.

READ A SECOND TIME this 25th day of June, 2015.

READ A THIRD TIME this 25th day of June, 2015.

CONSENT OF ELECTORAL AREA "D" DIRECTOR RECEIVED this 25th day of June, 2015

ADOPTED this day of , 2015

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1742 as adopted.

Corporate Administrator