



REGIONAL DISTRICT OF BULKLEY-NECHAKO  
COMMITTEE OF THE WHOLE  
**AGENDA**

Thursday, November 6, 2014

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>CALL TO ORDER</u>	
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>AGENDA</u> – November 6, 2014	Approve
	<u>MINUTES</u>	
2-8	Committee of the Whole Meeting Minutes – October 9, 2014	Receive
	<u>DELEGATION</u>	
9-24	<u>MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS</u> Jocelyn Campbell, Ecosystem Biologist, Skeena Region Karen Diemart, Section Head for Ecosystems, Resource Management Division RE: Proposed Wildlife Habitat Area for Telkwa Caribou	Receive
25-43	<u>PRE-BUDGET PLANNING SESSION</u>	Direction at the Discretion of the Regional Board
	<u>SUPPLEMENTARY AGENDA</u>	
	<u>NEW BUSINESS</u>	
	<u>ADJOURNMENT</u>	

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****COMMITTEE OF THE WHOLE MEETING****Thursday, October 9, 2014**

**PRESENT:** Chair Bill Miller

Directors Taylor Bachrach  
Stephen Freeman – arrived at 10:17 a.m.  
Carman Graf  
Tom Greenaway  
Dwayne Lindstrom – arrived at 10:18 a.m.  
Thomas Liversidge  
Rob MacDougall  
Rob Newell  
Jerry Petersen  
Stoney Stoltenberg  
Luke Strimbold – left at 11:21 a.m.  
Gerry Thiessen

Directors Absent Bill Holmberg, District of Houston  
Ralph Roy, Electoral Area "D" (Fraser Lake Rural)

Alternate Director Ken Ponsford, Electoral Area "D" (Fraser Lake Rural)

Staff Gail Chapman, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Hans Berndorff, Financial Administrator  
Corrine Swenson, Manager of Regional Economic Development – left at 11:16 a.m.  
Deneve Vanderwolf, Regional Economic Development Assistant – left at 11:00 a.m.  
Wendy Wainwright, Executive Assistant

Others Brock Dickinson, Principal, Millier Dickinson Blais – left at 11:16 a.m.  
Krystin St. Jean, Economic Development Officer, Village of Burns Lake – left at 11:16 a.m.  
Jolene Webb, Economic Development Officer, Village of Fraser Lake – left at 11:16 a.m.

**CALL TO ORDER**

Chair Miller called the meeting to order at 10:12 a.m.

**SUPPLEMENTARY  
AGENDA & AGENDA**Moved by Director Stoltenberg  
Seconded by Director Petersen**C.W.2014-8-1**

"That the Supplementary Agenda be received and dealt with at this meeting; and further, that the agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of October 9, 2014 be approved."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## MINUTES

Committee of the Whole  
Minutes – June 5, 2014

Moved by Director Stoltenberg  
 Seconded by Director MacDougall

C.W.2014-8-2

“That the Committee of the Whole meeting minutes of  
 September 4, 2014 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## DELEGATION

### MILLIER DICKINSON BLAIS Brock Dickinson, Principal RE: Regional Economic Development Action Plan

Chair Miller welcomed Brock Dickinson, Principal, Millier Dickinson Blais.

Mr. Dickinson provided a PowerPoint Presentation.

#### **Regional District of Bulkley-Nechako Economic Development Action Plan**

- Solid base of data and information on which to base future judgements and strategic directions;
- Clear, concise and practical recommendations for diversifying and strengthening the local economy;
- Progressive actions, projects and program concepts that are firmly rooted in both community consensus and genuine economic opportunity.

#### **Starting Points**

- 2009 Economic Development Plan;
- Significantly changed economy, including many new issues and opportunities;
- Substantially increased economic development presence across region;
- Realistic assessment of resources.

#### **Report Structure**

- Summary;
- Regional Context;
- Economic Base Analysis;
- Highlights of Community Consultations;
- SWOT Analysis;
- Strategic Directions;
- Recommendations & Action Plan.

#### **Background Research**

- Regional Context:
  - Brief economic snapshot;
  - Review of existing strategies and policies;
- Economic Base Analysis:
  - Demographic analysis;
  - Occupational and workforce analysis;
  - Business patterns assessment.

Includes both the reporting of data and the deeper analysis of data.

**DELEGATION (CONT'D)**

**MILLIER DICKINSON BLAIS Brock Dickinson, Principal RE: Regional Economic Development Action Plan (Cont'd)**

**Community Consultations**

- Board Workshops:
  - April 24;
  - June 19;
- Community Consultations:
  - 8 sessions with 55 attendees;
- Online Survey:
  - 85 respondents;
- One-on-One Interviews:
  - 33 interviewees.

Broad Representation.

**SWOT Analysis**

**Opportunities include:**

- Mining;
- Tourism;
- Agriculture;
- Forestry;
- First Nations;
- Education;
- International Education;
- New Investments;
- Revenue Sharing;
- Smithers Airport;
- LNG.

**Strategic Directions**

- Getting the Conditions Right;
- Growing the Economy;
- Diversifying the Economy.

**Draft Mission Statement**

The RDBN Regional Economic Development Department carries out economic development activities to ensure the growth and diversification of the region's economy by creating the right conditions for businesses to prosper and create jobs, while preserving the region's quality of life. It carries out these activities in an efficient manner to provide excellent value to residents.

**Action Plan**

**Follows the three strategic directions, and describes**

- Action;
- Rationale for action;
- Timing;
- Estimated resources required;
- Potential partners;
- Performance metrics.

**Getting the Conditions Right**

- Support for apprenticeships to encourage increased numbers of high school students to enter programs and a larger number of businesses to become involved in apprenticeship programs.
- Support the work of the Strategic Workforce Opportunities Team and the Implementation of the Regional Skills Gap Analysis Plan.
- Increasing the economic development capacity throughout the region.

## DELEGATION (CONT'D)

### MILLIER DICKINSON BLAIS Brock Dickinson, Principal RE: Regional Economic Development Action Plan (Cont'd)

#### **Growing the Economy**

- **Resource Sector**
  - o Increase the economic impact of the large resource projects to the regional economy by encouraging local companies to enter the supply chain.
- **Tourism**
  - o Achieve greater economic impact from the tourism industry by connecting tourism assets across the region to create itineraries in individual outdoor, sports or cultural tourism. Promote tourism assets in communities across the region to ensure that the tourist is aware of all that the RDBN has to offer and the benefits of tourism are experienced in all communities.

#### **Diversifying the Economy**

- **Investment Attraction**
  - o Attracting companies who produce value added products in agriculture and forestry to the region.
- **Investment Readiness Action Plan**
  - o There is a need to diversify the economy from a reliance on commodity driven sectors to developing industries where there are more value-added opportunities or into new non-traditional sectors to ensure a more stable economy.
- **Youth Retention/Encouraging Entrepreneurship**
  - o Support is needed to ensure that there are jobs for young people and they can stay in the region. One way of achieving this is to encourage entrepreneurship and self-employment. This also helps to diversify the regional economy.

#### **Feedback**

- Strong input from RDBN staff;
- High levels of engagement with EDO community in region;
- Clearer roles within EDO community;
- Some indications that other communities will build on this strategic approach.

Discussion took place regarding the importance of the region having access to good internet and conductivity, medicine and education. There are fundamental baselines that are required to attract and retain professionals, entrepreneurs and residents. RDBN Board of Directors and staff are currently moving forward initiatives to address baseline fundamentals.

The Omineca Beetle Action Coalition (OBAC) has launched a program called Ignite the North to foster and encourage innovation in the North – for the North with a focus on youth. Ignite the North wishes to inspire the next generation of entrepreneurs through conversation on innovation and collaboration and education as a key component. The Ignite the North Events started in Vanderhoof on October 1, 2014 and will be in 11 communities in the North. Director Thiessen mentioned that the event hosted in Vanderhoof was well attended and spoke to the strength in small business helping drive the economy during up and down turns in the economy. There are a number of youth in business and those individuals are invested in the community and will stay in the community.

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**DELEGATION (CONT'D)**

**MILLIER DICKINSON BLAIS Brock Dickinson, Principal RE: Regional Economic Development Action Plan (Cont'd)**

Director Bachrach spoke of the need to have performance measures and monitoring in regard to economic action plans. He mentioned the ability to develop clearly defined indicators to measure and report on whether or not the objectives have been achieved. Mr. Dickinson noted that there are some performance measurements in the RDBN Regional Economic Development Action Plan. He indicated that the challenges in measuring economic development is the notion of attribution. It is difficult to connect a specific economic development action to a specific outcome. There is research currently being conducted and being released to assist economic development officers in implementing measurements and best practices. Communities put in place metrics that relate to activities such as information sessions and how many people attend. In order to move towards outcomes it is important to focus on the three strategic goals that have been developed and having a sense of what the RDBN wants to achieve can set measurement indicators in regard to those outcomes.

Mr. Dickinson noted that from the 2009 RDBN Economic Development Action Plan there have been initiatives that the Regional Board has moved forward regionally that organizations such as Northern Development Initiative Trust has expanded more broadly throughout the north. Chair Miller mentioned that there have been other measurables and outcomes that were achieved from the 2009 RDBN Economic Development Action Plan.

Director Graf spoke of the difficulties and challenges in operating a small business. He has owned and operated a successful business in Smithers for 52 years and noted that small businesses often expand time, energy and expense to hire and train individuals to have them move to larger companies. Mr. Dickinson mentioned that the Regional Skills Gap Analysis and the Strategic Workforce Opportunities Team will be tools to support and assist small business.

Director MacDougall noted that the age demographics indicate that there are a number of business owners retiring and that there needs to be assistance for those business owners to develop succession plans. The Economic Development Association of Canada and the Canadian Federation of Independent Business have programs and training opportunities in place to address succession planning.

Chair Miller thanked Mr. Dickinson for attending the meeting.

**CN – Lee Nelson, Senior Dangerous Goods Officer RE: CN Dangerous Goods Transportation – CN Cancelled due to an incident in Saskatchewan, Canada.**

CN cancelled attendance today due to an incident in Saskatchewan, Canada along with their attendance one day prior to the CN Rail Dangerous Goods Emergency Response Planning Meeting and Exercise hosted by the RDBN on October 8, 2014. There were 27 participants scheduled to attend from Northern BC.

Staff is drafting a letter to bring forward to the Regional District of Bulkley-Nechako Board of Directors outlining the RDBN's concerns in regard to CN Dangerous Goods Transportation.

Discussion took place in regard to CN adhering to federal government regulations and that the issue has been brought to the attention of the Federation of Canadian Municipalities and they have formed a working group in regard to CN Dangerous Goods Transportation throughout Canada.

The Regional Board discussed the need to have the federal members of parliament attend a future Regional Board meeting to bring forward concerns in regard to CN issues.

**CN – Lee Nelson, Senior Dangerous Goods Officer RE: CN Dangerous Goods Transportation – CN Cancelled due to an incident in Saskatchewan, Canada. (CONT'D)**

Invitation to Members of Parliament RE: CN Dangerous Goods Transportation & Issues

Moved by Director Graf  
Seconded by Director Lindstrom

C.W.2014-8-3

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors invite Nathan Cullen, MP Skeena-Bulkley Valley and Dick Harris, MP Cariboo-Prince George to a future Regional District of Bulkley-Nechako Board Meeting to discuss CN Dangerous Good Transportation and issues; and further, that the media also be invited to attend.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS**

Administration Reports

Moved by Director MacDougal  
Seconded by Director Stoltenberg

C.W.2014-8-4

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

- Protective Services Manager's September 24, 2014 memo titled "Drought Indices to September 22, 2014;"
- Manager of Regional Economic Development's Tracking Sheet Year: 2014."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Greenaway requested drought indices for the Nechako and Stuart Rivers.

**CORRESPONDENCE AND INVITATION**

Correspondence and Invitation

Moved by Alternate Director Ponsford  
Seconded by Director Stoltenberg

C.W.2014-8-5

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

- Northwest British Columbia Resource Benefits Alliance letter to the Honourable Christy Clark regarding the UBCM Convention Meeting;
- Ministry of Forests, Lands and Natural Resource Operations regarding Vanderhoof Access Management Plan for Forest Recreation;

**INVITATION**

-Northern Gateway Business Summit & Trade Fair October 2 to 21, 2014 in Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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**SUPPLEMENTARY AGENDA**

**CORRESPONDENCE**

Omineca Beetle Action  
Coalition – Making Forest  
Policy More Effective  
– Synopsis and Report

Moved by Director Stoltenberg  
Seconded by Director MacDougall

C.W.2014-8-6

“That the Committee of the Whole receive the correspondence from the Omineca Beetle Action Coalition RE: Making Forest Policy More Effective – Synopsis and Report.”

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

Chair Miller noted that the report was presented to Minister Thomson, Minister of Forests, Lands and Natural Resource Operations and was well received.

**ADJOURNMENT**

Moved by Director Stoltenberg  
Seconded by Director MacDougall

C.W.2014-8-7

“That the meeting be adjourned at 11:34 a.m.”

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

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant



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## Cheryl Anderson

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**From:** Campbell, Jocelyn FLNR:EX <Jocelyn.Campbell@gov.bc.ca>  
**Sent:** October-28-14 3:30 PM  
**To:** cao@houston.ca; Jonathan VanBarneveld; XT:Telkwa, General MTIC:IN; Cheryl Anderson; Susan Bassett  
**Cc:** Diemert, Karen A FLNR:EX; Vanderstar, Len FLNR:EX  
**Subject:** Proposed Wildlife Habitat Area for Telkwa Caribou - Local Government  
**Attachments:** WHA 6-333\_Telkwacaribou\_Section 7 Notice and GAR Tests.pdf; Sept 19 2014WHA# 6-333DraftOrder\_ver2.pdf; Telkwa Caribou WHA 6-333 EPMR Order.pdf; TelkwaWHA\_jan21.pdf; WHA\_6-333\_General\_RevwComment\_Letter.pdf

Hello,

I am writing to advise you that Wildlife Habitat Area (WHA) 6-333 is being proposed for the Telkwa Herd of Northern Caribou. Staff from the Ministry of Forests, Lands, and Natural Resource Operations (FLNRO) have either recently presented this package to your council or will do so in the next few weeks. This email provides an opportunity to comment on the WHA package.

I have attached a letter providing details on the WHA proposal. I have also included copies of the draft orders (for the *Government Actions Regulation of the Forest and Range Practices Act* and the *Environmental Protection and Management Regulation of the Oil and Gas Activities Act*), a description of how the order meets the GAR tests, and an overview map. The FTP site listed in the review and comment letter provides access to digital shapefiles and information on the Telkwa herd.

Please provide comments on or concerns about this proposed order by December 19, 2014. Any information received by that date will assist the delegated decision maker when deliberating on these orders.

Thank you in advance for your time,

Jocelyn Campbell, Ph.D., R.P.Bio  
Ecosystem Biologist | Skeena Region  
Ministry of Forests, Lands and Natural Resource Operations  
3726 Alfred Ave., Bag 5000, Smithers, BC V0J 2N0  
Ph:250-847-7655 | Fax:250-847-7728

## Section 7 Notice and GAR Tests.

### Section 7 Notice:

In December 2004 under Section 7(2) of the *Forest Planning and Practices Regulation* (FPPR), persons required to prepare a forest stewardship plan were provided notification of indicators of the amount of area, distribution or areas and attributes of those areas required for the survival of species at risk, including Telkwa caribou in the Nadina district. The notification triggered the requirement for a person preparing a forest stewardship plan to specify results or strategies consistent with the objective set by government for wildlife in FPPR 7(1). Upon approval of these proposed WHAs persons required to prepare a forest stewardship plan will be exempted from this obligation to prepare results or strategies for Telkwa caribou in the Morice TSA, Nadina District.

### GAR Tests:

*Section 9(2)(a):* This section allows GWMs to be established if the decision maker is satisfied that the measure is necessary to protect or conserve the species or the habitat for which the WHA is established. Within the WHAs, proposed GWMs will describe management practices that are necessary to maintain a level of management appropriate for the conservation of this species at risk. The proposed GWMs are supported by the current best available science. For example, since early seral habitat is known to negatively affect northern caribou, seral stage constraints and no harvest zones have been established within the WHA.

*Section 9(2)(b):* This section enables general wildlife measures to be established if the decision maker is satisfied that FRPA or another enactment does not otherwise provide for that protection or conservation. Although the landscape connectivity corridors and established OGMA provide a measure of protection, these are not specific to Telkwa caribou and are inadequate to ensure conservation of all important habitat for the herd.

*Section 10(1):* This section allows for WHA to be established if the decision maker is satisfied that the area is necessary to meet the habitat requirements of the species. The Telkwa caribou herd, known to number at least 271 animals in 1965, has declined to less than 20 animals (in 2014). To persist over time, Woodland caribou are known to require relatively large intact unfragmented mature forests. Telkwa caribou are currently experiencing forest management practices resulting in increasing early seral forest conditions beyond those recommended for caribou within several portions of the Telkwa recovery area. Increased early seral forest percentages increases moose browse production and subsequently moose and wolf population levels; both documented as being detrimental to caribou.

Current habitat protection measures for Telkwa caribou are inadequate in providing for long term legal habitat protection and conservation measures. Current legal Higher Level Plan Telkwa caribou management direction is applicable to only one portion of the recovery area; the Bulkley TSA. Telkwa Caribou Herd Interim Harvesting Guidelines, while specific to the entire Telkwa caribou recovery area, represent non-legal “policy only” management and do not provide specific caribou retention targets for mature and old forest.

**ORDER – Wildlife Habitat Area**

**# 6-333**

**Northern Caribou (*Rangifer tarandus caribou*) – Telkwa Herd**  
**Skeena-Stikine and Nadina Natural Resource Districts**

This order is given under the authority of sections 9 (2), 10 (1) and 10 (2) of the *Government Actions Regulation* (B.C. Reg. 582/04).

1. The Skeena Regional Executive Director of Forests, Lands and Natural Resource Operations, being satisfied that
  - i. the following area contains habitat that is necessary to meet the habitat requirements for northern caribou – Telkwa herd (*Rangifer tarandus caribou*);

orders that

- a) the area shown in the attached Schedule A (WHA 6-333) and contained in the wildlife habitat area (WHA) spatial layer stored in the Geographic Warehouse (WHSE\_WILDLIFE\_MANAGEMENT.WCP\_WILDLIFE\_HABITAT\_AREA\_POLY) is established as wildlife habitat area WHA 6-333 for northern caribou (Telkwa herd). The centre point of the line on the attached Schedule A is what establishes the WHA boundary; and
  - b) if there is a discrepancy between the areas shown in the map set out in the attached Schedule As and the WHA spatial layer stored in the Geographic Warehouse (WHSE\_WILDLIFE\_MANAGEMENT.WCP\_WILDLIFE\_HABITAT\_AREA\_POLY), the areas as detailed in the WHA spatial layer will take precedent; and
  - c) pursuant to section 7(3) of the *Forest Planning and Practices Regulation* the person(s) required to prepare a forest stewardship plan are hereby exempted from the obligation to prepare results or strategies in relation to the objective set out in section 7(1) of the *Forest Planning and Practices Regulation* to the extent that wildlife habitat area 6-333 address the amount included for northern caribou (telkwa herd) in the Notice for the Bulkley and Morice Forest Districts; and
2. The Skeena Regional Executive Director of Forests, Lands and Natural Resource Operations, being satisfied that
    - i. the general wildlife measures (GWMs) described below are necessary to protect or conserve northern caribou (Telkwa herd) and the habitat of northern caribou (Telkwa herd); and
    - ii. GAR or another enactment does not otherwise provide for that protection or conservation;

orders that

- a) the GWMs outlined in Schedule 1 are established for WHA 6-333;
  - b) for woodlot licensees, only GWM 6 outlined in Schedule 1 is applied to the area specified as WHA 6-333;
  - c) for the Bulkley timber supply area (TSA), LRMP management zones with legal "Objectives Set by Government" exist within WHA 6-333. Their legal management direction will continue to apply following enactment of this Order. The landbase within these areas within WHA #6-333 shall contribute to achievement of WHA #6-333 General Wildlife Measures. Seral stage thresholds as directed by this Order are applicable by biogeoclimatic zone and variant (ESSF, SBSmc and SBSdk) by timber supply area within the WHA. Small areas of CWH and ICH biogeoclimatic zones shall be grouped with SBSmc or SBSdk for management direction. Temporary mature plus old seral retention targets areas should be planned and designed to include desirable caribou habitat attributes per Schedule 1, items 2(c), 3(d) and 4(d), and to maintain an even distribution pattern across the WHA; and
3. The Skeena Regional Executive Director of Forests, Lands and Natural Resource Operations, being satisfied that
    - i. the wildlife habitat area requires special management that has not otherwise been provided for under GAR or another enactment;

orders that

- a) the objectives outlined in Schedule 2 are established for WHA 6-333.

*Definitions*

Words and expressions not defined in this order have the meaning given to them in the *Forest and Range Practices Act* (FRPA) and the regulations made there under, unless context indicates otherwise.

## a) General Road Class Definitions:

- i. Mainline road – A mainline road is an artery road providing access to a watershed, or a given geographic area. A mainline road is usually a long-term permanent road that may be used continuously or intermittently.
  - ii. Operational roads – An operational road branches off a mainline road or another operational road. This class of road provides access to cutblocks which are part of one or more cutting permits or timber sales. An operational road is normally considered to be a medium term road.
  - iii. Block roads – A block road is located wholly within a cutblock boundary and does not provide access to timber beyond the cutblock. A block road is a temporary road.
- b) Deactivated refers to either partial or complete treatment of roads and trails with the intent to prevent motor vehicle access, while taking into account site specific operating constraints.
- c) “Trees with abundant arboreal lichens” refers to class 3 to class 5 as per Land management Handbook FIELD GUIDE INSERT #7
- d) Security Cover is defined as sufficient vegetation cover and/or terrain features that prevent displacement or disturbance behaviour in caribou, despite adjacent activities or predator movement that might otherwise elicit these behaviours.

**Schedule 1–General Wildlife Measures****(1) Telkwa Caribou No Harvest Zone.**

Within the No Harvest Zone:

- a. primary forestry activities will not result in the loss of vegetative cover. Timber extraction is not permitted.
- b. No Harvest Zones shall not contribute to meeting forest retention targets (seral stage thresholds) within the WHA.

**(2) Englemann Spruce Subalpine Fir (ESSF), excluding the Telkwa Caribou No Harvest Zone.**

Within the ESSF primary forest activities will result in or provide for:

- a. more than 60% of the area being more than 80 years old;
- b. less than 28% of the area being younger than 40 years old;

- c. in-block retention to:
  - i. include key caribou habitat features including, but not limited to, mature forest conditions, wetland and meadow forested buffers, terrestrial lichens, groups of trees with abundant arboreal lichens;
  - ii. provide poles and saplings for security cover for caribou and to reduce moose forage; and
  - iii. maintain sufficient forest cover to provide visual screening, if available, around wetland and meadow complexes greater than 5 ha in size, and next to roads, cutblocks and easily accessible subalpine habitat (alpine fescue biogeoclimatic zone) to limit snow machine and ATV access;
- d. plan road development, access and deactivation to:
  - i. minimize the amount of roads accessible to motorized vehicles to maintain physical separation between caribou habitat and humans and predators;
  - ii. Deactivate operational and block roads as per the FPPR 82(1) within two (2) years following completion of timber harvesting. Roads providing access to private property or government tenured cabins are not to be deactivated; and
  - iii. not create new road access within 1km horizontal-distance of sub-alpine habitat (alpine fescue biogeoclimatic zone).

**(3) Sub Boreal Spruce mc (SBSmc), excluding the Telkwa Caribou No Harvest Zone.**

Within SBSmc primary forest activities will result in or provide for:

- a. more than 60% of the area being more than 80 years old;
- b. less than 28% of the area being younger than 40 years old;
- c. in-block retention to:
  - i. include key caribou habitat features including, but not limited to, mature forest conditions, wetland and meadow forested buffers, terrestrial lichens, groups of trees with abundant arboreal lichens;
  - ii. provide poles and saplings for security cover for caribou and to reduce moose forage; and
  - iii. maintain sufficient forest cover to provide visual screening, if available, around wetland and meadow complexes greater than 5 ha in size, and next to roads, cutblocks and easily accessible subalpine habitat (alpine fescue biogeoclimatic zone) to limit snow machine and ATV access;
- d. plan road development, access and deactivation to:
  - i. minimize the amount of roads accessible to motorized vehicles to maintain physical separation between caribou habitat and humans and predators;
  - ii. Deactivate operational and block roads as per the FPPR 82(1) within two (2) years following completion of timber harvesting. Roads providing access to private property or government tenured cabins are not to be deactivated; and

**(4) Sub Boreal Spruce dk (SBSdk), excluding the Telkwa Caribou No Harvest Zone.**

Within the SBSdk primary forest activities will result in or provide for:

- a. more than 45% of the area being more than 80 years old;
- b. less than 39% of the area being younger than 40 years old;
- c. in-block retention to:
  - i. include key caribou habitat features including, but not limited to, mature forest conditions, wetland and meadow forested buffers, terrestrial lichens, groups of trees with abundant arboreal lichens;
  - ii. provide poles and saplings for security cover for caribou and to reduce moose forage; and
  - iii. maintain sufficient forest cover to provide visual screening, if available, around wetland and meadow complexes greater than 5 ha in size, and next to roads, cutblocks and easily accessible subalpine habitat (alpine fescue biogeoclimatic zone) to limit snow machine and ATV access;
- d. plan road development, access and deactivation to:
  - i. minimize the amount of roads accessible to motorized vehicles to maintain physical separation between caribou habitat and humans and predators;
  - ii. Deactivate operational and block roads as per the FPPR 82(1) within two (2) years following completion of timber harvesting. Roads providing access to private property or government tenured cabins are not to be deactivated; and

**(5) Caribou Management Plan**

- a. GWMs 2-4 do not apply if licensees prepare a Caribou Management Plan for the Telkwa herd recovery area to the satisfaction of FLNRO that demonstrates effectively meeting the Wildlife Habitat Area Objectives outlined in Schedule 2.

**(6) Woodlots**

Within woodlot licences, primary forestry activities will result in:

- a. 33% or more of the woodlot to be comprised of forest stands of 80 years of age or older; and
- b. small openings, 1 to 3 ha in size with a maximum opening size of 5 ha.

**(7) Mineral Exploration Activities**

(1) Within the Caribou Management Zone (permitting timber resource development):

- a. limit individual forest openings (defined as the total tree harvested area created for the purposes of mineral exploration and mining activity) to less than 1 ha, not including forest openings for the purposes of building trails and roads;
- b. maintain sufficient forest cover to provide visual screening, if available, around wetland and meadow complexes greater than 5 ha in size, and next to roads,

cutblocks and easily accessible subalpine habitat (alpine fescue biogeoclimatic zone) to limit snow machine and ATV access;

- c. to the extent practicable, maintain key caribou habitat features including, but not limited to, mature forest conditions, wetland and meadow forested buffers, terrestrial lichens, groups of trees with abundant arboreal lichens;
  - d. to the extent practicable, provide poles and saplings for security cover for caribou and to reduce moose forage; and
  - e. use existing clearings trails and roads unless it is not practicable to do so;
  - f. where use of existing access is not practicable, plan new road and trail developments to minimize the amount of roads accessible to motorized vehicles to maintain physical separation between caribou habitat and humans and predators. Any new roads must be deactivated within one year following completion of mineral exploration and mine related activities;
- (2) Within all areas of the Caribou no harvest zone and the Sub-Alpine and Alpine biogeoclimatic zones:
- a. use helicopter access for mineral exploration activities; avoid construction of new roads and trails;
  - b. time mineral exploration and mining activities to occur between July 15 and September 15;
  - c. ensure necessary tree harvesting avoids mature stands (>80 years old) and avoids the removal of trees with abundant arboreal lichens, unless it is not practicable to do so;
  - d. ensure an individual forest opening (defined as the total tree harvested area created for mineral exploration and mining activity) is not greater than 1 ha;
  - e. ensure the total of individual forest openings (defined as the total tree harvested area created for the purposes of mineral exploration and mining activity) does not exceed:
    - i. 10 percent of the mineral cell, OR
    - ii. 10 percent of any defined aggregate of mineral cells up to a maximum of 25 mineral cells.
- (3) For the purposes of helicopter landings and pickup site development, construction and maintenance ensure that:
- a. helicopter landing and pickup site development does not occur within the calving period of May 15 to July 15;
  - b. the use of existing forestry or mining openings or natural openings is maximized in order to minimize cutting when selecting helicopter landing and pickup sites;
  - c. where harvesting is required, the amount of cutting will not result in the total opening size to exceed 1 ha; and
  - d. any harvesting avoids mature stands (>80 years old) and avoids removal of trees with abundant arboreal lichen, unless there is no other practicable option.



**Schedule 2-- Wildlife Habitat Area Objectives**

Maintain forests within the Telkwa Caribou WHA that:

- a. contain mature and old-forest characteristics (eg. diversity of structure and species) that are consistent with the near natural-disturbance patterns by biogeoclimatic zone;
- b. support a long-term supply of terrestrial and arboreal lichen forage;
- c. provide security cover; and

Design primary forest activities to result in or provide for:

- a. large areas of inactivity over a rotation;
- b. avoidance of caribou displacement, by reducing human, caribou and predator interaction.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2015

Eamon O'Donoghue, Regional Executive Director, Skeena Region  
Ministry of Forests, Lands and Natural Resource Operations

EST. 1996 2014 DRAFT

### Appendix 1– General Information

The following information is intended to provide background information and support to the legal order establishing WHA 6-333. This appendix is not part of the legal order.

1. As per section 2(2) of the *Government Actions Regulation*, the order entitled “ORDER – Wildlife Habitat Area # 6-333” does not apply to:
  - a. any of the following entered into before the order takes effect:
    - i. a cutting permit;
    - ii. a road permit;
    - iii. a timber sale licence that does not provide for cutting permits;
    - iv. a forestry licence to cut issued by a timber sales manager under section 47.6(3) of the *Forest Act*;
    - v. subject to subsection (3), a minor tenure.
  - b. a declared area;
  - c. areas described in section 196(1) of the FRPA; and
  - d. areas referred to in section 110 of the FPPR.

In these instances the requirement to comply with the order and the general wildlife measures does not apply.

2. Authority to consider an exemption from these general wildlife measures is provided in section 92(1) of the *Forest Planning and Practices Regulation*, section 70(1) of the *Woodlot Licences Planning and Practices Regulation*, and section 36(3) of the *Range Planning and Practices Regulation*. An exemption may be provided if the Minister’s delegate is satisfied that the intent of the general wildlife measure will be achieved or that compliance with the provision is not practicable, given the circumstances or conditions applicable to a particular area.
3. An exemption application should be submitted to the Minister’s delegate (Regional Executive Director–Ministry of Forests, Lands and Natural Resource Operations) with a rationale describing the nature of the problem and options to integrate caribou habitat conservation with proposed forestry practices. This submission will assist in timely consideration of the matter, and will inform the conditions, if any, of the exemption that may be granted prior to commencement of activities.
4. Provide large areas of inactivity within operating areas by using a “get in and get out” harvest approach. Timber harvest activities should be planned to ensure that there are large cohesive areas of inactivity within the Wildlife Habitat Area. Timber harvest activities should be concentrated within a relatively short time frame, followed by extended periods of no harvest activity within the operating area. Silvicultural activities should follow suit for extended periods of no activities, where-ever practicable. While the objectives can be managed by an individual operating area, it is preferable for operators to work co-operatively and meet these objectives across the collective suite of operating areas.

5. Coinciding with providing for areas of inactivity is the objective to minimize the total amount of vehicle accessible roads within the WHA. The primary intent is to maintain all mainline roads in operable condition and to restrict vehicle access on all operational and block roads within 2 years following completion of timber harvesting. For example, within the Thautil drainage, the two mainline roads paralleling the Thautil river should be maintained in a operable condition while all operational roads such as those accessing Denny's/Loljuh creek and Shea creek should be deactivated along with all block roads. On a smaller scale, while the Gold FSR mainline should be maintained in an operable condition, all operational roads travelling off the Gold FSR should be deactivated along with all block roads in the area. All operational roads should be evaluated by operating area and drainage in determining the best location and mechanism to provide for restricting vehicle passage while also considering future road use. For complicated areas such as the Chisholm operating area it is recommended that road planners meet with Regional Wildlife or Ecosystem staff to identify roads for which deactivation is required.
6. Mature standing dead conifers qualify for meeting forest seral retention targets of forested area being more than 80 years of age for up to twenty (20) years post natural disturbance date- not including fire. Qualifying stands should be comprised of a minimum of 70% volume by the affected conifer species and have experienced a minimum of 50% stand volume mortality.
7. For primary forest activities associated with removal of vegetative cover, avoid operations within sites having high abundance of either terrestrial or arboreal lichen relative to the WHA # 6-333 area.
8. Best practices of protecting high quality potential caribou foraging sites should be employed in planning layout and harvest design.
9. Prescribing foresters should assess block design, road layout options and caribou habitat value in making their best determination whether to follow SBSmc or SBSdk management direction for resource development activities occurring within the Coastal Western Hemlock or the Interior Cedar Hemlock biogeoclimatic zones.
10. Woodlot licence holders should manage towards a 120 year rotation (i.e. one third of the stand being maintained as 80 years of age or older). Single-tree and group selection harvesting techniques are recommended. Where operationally feasible; woodlot tenure holders are encouraged to employ techniques or strategies related to increasing or retaining terrestrial and arboreal lichen and providing for wetland, meadow or roadside screening as best possible.
11. It is the intention of the British Columbia provincial government to re-assess, in five year increments, the Telkwa Caribou recovery efforts and results. If Regional Fish, Wildlife or Habitat staff involved in the Telkwa Caribou Recovery project that the herd is extirpated or effectively extirpated (ie. no living cows of reproductive age and no calves) without the intent of further herd augmentation, and there is no indication of re-colonization from adjacent herds, then the Statutory Decision Maker will make a determination regarding removal of the Wildlife Habitat Area Order #6-333. To support this, a full re-assessment of recovery efforts will occur within 20 years.
12. Timber supply impacts associated with this Order above those accounted for in Land & Resource Management Plan and other Higher Level Plan agreements and offsets to timber supply will be determined and documented in five year increments.

**Appendix 2 – Mineral Exploration Information**

The following information is intended to provide background information and support to the legal order establishing WHA 6-333. This appendix is not part of the legal order.

An exemption application should be submitted to the Minister's delegate (Regional Executive Director–Ministry of Forests, Lands and Natural Resource Operations) with a rationale describing the nature of the problem and options to integrate caribou habitat conservation with proposed mining exploration practices. This submission will assist in timely consideration of the matter, and will inform the conditions, if any, of the exemption that may be granted prior to commencement of activities.

2014 DRAFT



October 28, 2014

File: 36460-20/WHA 6-333

**Re: Proposed Wildlife Habitat Area (WHA 6-333) for Telkwa Caribou in the Bulkley and Morice TSAs**

I am writing to advise you of the commencement of a formal review and comment period for the proposed Wildlife Habitat Area (WHA 6-333) for Telkwa caribou. This designation is proposed by the Ministry of Forests, Lands, and Natural Resource Operations (FLNRO) under both the *Government Actions Regulation (GAR)* in the *Forest and Range Practices Act (FRPA)* and the *Environmental Protection Management Regulation (EPMR)* in the *Oil and Gas Activities Act (OGAA)*.

The management requirements outlined under GAR (the General Wildlife Measures - GWMs) regulate primary forest activities as they relate to access, timber harvesting, silviculture and pesticide use. GWMs may also be established to regulate range activities and recreation. Draft GWMs are available in the draft GAR order on the ftp site listed below. GWMs are important in that they describe practices required to maintain a level of management appropriate for the conservation of this species at risk as determined by species experts.

WHA designations under EPMR are considered by the Oil and Gas Commission, among the suite of Government's Environmental Objectives<sup>1</sup>, when adjudicating oil and gas activity permits. Oil and gas operating areas are not to be located within a WHA unless the operating area will not have a material adverse effect on the habitat within the WHA. The GWMs are not legally established under EPMR but are recommended as best management practices for avoiding a material adverse impact to the species within the WHA boundary.

The WHA proposal encompasses 262,462 ha including 84,574 ha in the Bulkley Timber Supply Area (TSA) and 177,887 ha in the Morice TSA. The WHA is located on Crown land only. An overview map showing the location of the proposed WHAs, digital shape files, information relevant to the WHA and the Telkwa herd, and draft orders (EPMR and GAR) including proposed GWMs are available at the following link. If you cannot access this link or the information, please let me know by email or phone (information below).

[ftp://ftp.geobc.gov.bc.ca/publish/Regional/Smithers/EcoSystems/Proposed\\_Telkwa\\_Caribou\\_WHA\\_6-333/](ftp://ftp.geobc.gov.bc.ca/publish/Regional/Smithers/EcoSystems/Proposed_Telkwa_Caribou_WHA_6-333/)

You are receiving this letter for information, but you are invited to comment on the proposal. It would be appreciated if you could provide comments in writing with regards to your support for these proposals (i.e., unconditional, conditional, or none) by December 19, 2014.

You may contact either myself or Len Vanderstar (contact information below) to discuss your comments or concerns. We would be happy to arrange a meeting to provide you additional information at your request.

---

<sup>1</sup> Government's Environmental Objectives are defined in OGAA as "the prescribed objectives of the government respecting the protection and effective management of the environment."

**Ministry of Forests,  
Lands & Natural  
Resource Operations**

Ecosystem Section  
Resource Management  
Skeena Region

Mailing Address:  
3726 Alfred Avenue  
Bag 5000  
Smithers BC V0J 2N0

Location:  
3726 Alfred Avenue  
Telephone: 250 847-7260  
Facsimile: 250 847-7728

Thank you.

Sincerely,



**Jocelyn Campbell, Ph.D., R.P.Bio**  
Ecosystem Biologist | Skeena Region  
Resource Management Division  
Ministry of Forests, Lands and Natural Resource  
Operations  
3726 Alfred Ave., Bag 5000, Smithers, BC V0J 2N0  
Ph:250-847-7655 | Fax:250-847-7728

**Len Vanderstar, R.P.Bio, R.P.F., B.Sc.F., B.Ed.**  
Ecosystem Biologist | Skeena Region  
Resource Management Division  
Ministry of Forests, Lands & Natural Resource  
Operations  
3726 Alfred Ave., Bag 5000, Smithers, BC V0J 2N0  
Ph:250-847-7326 | Fax:250-847-7728



**ORDER: WILDLIFE HABITAT AREA**  
**ENVIRONMENTAL PROTECTION AND MANAGEMENT REGULATION**

**SKEENA-STIKINE FOREST DISTRICT**

**Bulkley Timber Supply Area**

**NADINA FOREST DISTRICT**

**Morice Timber Supply Area**

**Telkwa herd of Northern Caribou (*Rangifer tarandus*)**

This order is given under the authority of section 30 of the *Environmental Protection and Management Regulation* (B.C. Reg. 200/2010) (EPMR) under the Oil and Gas Activities Act.

1. The Delegated Decision Maker, Lands and Natural Resource Operations, being satisfied that the areas contain habitat necessary to meet the habitat requirements of a category of species at risk, orders that:
  - a. the areas shown in the map set out in the attached Schedule A (WHA 6-333) and contained in the wildlife habitat area (WHA) spatial layer 6-333 stored at <http://www.for.gov.bc.ca/tasb/legsregs/ogaa/wildlife-habitat.htm> are established as a wildlife habitat area for the purposes of the EPMR. The centre point of the line on the attached Schedule A is what establishes the WHA boundary; and
  - b. if there is a discrepancy between the areas shown in the map set out in the attached Schedule A and the WHA spatial layer stored at <http://www.for.gov.bc.ca/tasb/legsregs/ogaa/wildlife-habitat.htm> (6-333), the areas as detailed in the WHA spatial layer will take precedent.

Signed this \_\_\_\_\_ day of \_\_\_\_\_, 2015

Eamon O'Donoghue, Regional Executive Director  
 Ministry of Forests, Lands and Natural Resource Operations  
 Skeena Region

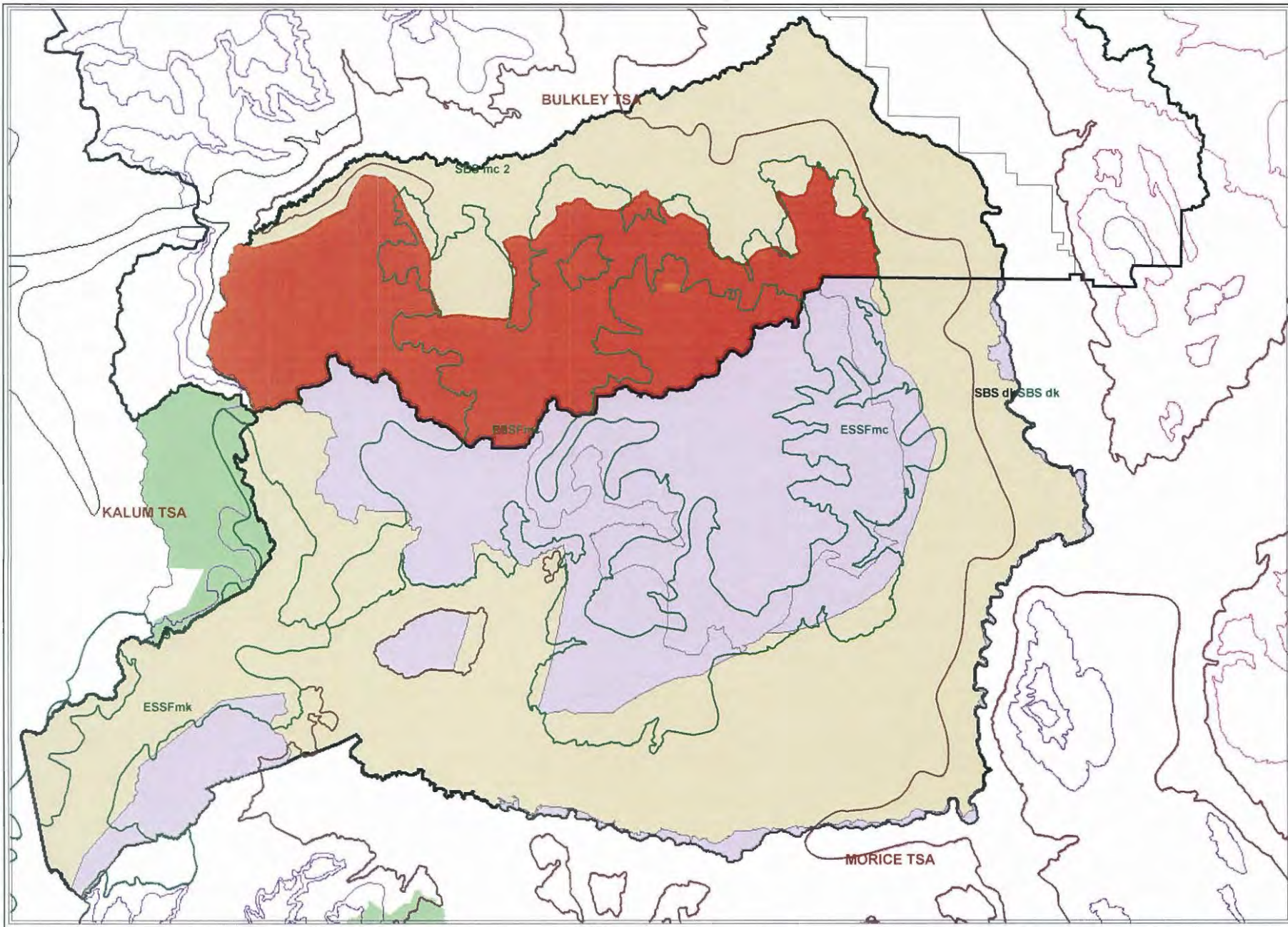
Schedule A – Wildlife Habitat Area 6-333

WHA # 6-333

**Telkwa Caribou**

**Telkwa Caribou Management Zones and Objectives**

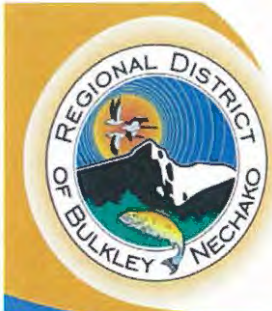
- DEC**
- all other values-
- ZONE**
- EDSF
- SBS
- Bulky\_WHA\_Proposed\_No\_Harvest\_Zone
- Morice\_WHA\_Proposed\_No\_Harvest
- TelkwaCaribou\_WHA
- DEC**
- SBS mc
- CWH
- ESSF
- SBSdk
- Timber Supply Area Boundary
- Parks\_and\_Reserves



Nadina Natural Resource District  
January 10, 2011

*Disclaimer:  
This map is a visual representation and  
not to be used for legal purposes.*





REGIONAL DISTRICT  
OF BULKLEY & NECHAKO

## **THURSDAY, NOVEMBER 6, 2014**

### **Pre-Budget Planning Session**

#### **VISION**

*“A World of Opportunities Within Our Region”*

#### **MISSION**

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

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

*“A WORLD OF OPPORTUNITIES  
WITHIN OUR REGION”*



# November 6, 2014 Pre-Budget Planning Session

**Opening Remarks — Chairperson Miller**

**Opening Remarks —Gail Chapman, CAO**

**Overview—Hans Berndorff, Financial Administrator**

**Background Statement:**

**Integration of strategic, financial plans are vital to success in order to  
Maximize current and financial performance**

**PAGE NO.**

**27-28 Administration**

**29-31 Finance**

**32-34 Regional Economic Development**

**35-36 Protective Services**

**37-38 Planning and Land Use Management**

**39 GIS and House Numbering Function**

**40 Building Inspection Function**

**41-43 Environmental Services**

**Discussion**

**RE: Additional Projects to be Considered**



# Regional District of Bulkley-Nechako

## Administration Department Priorities and Projects: 2014 Update and Proposed 2015 Work Plan

### NOVEMBER, 2014

**Department: Administration**  
**Submitted by: Gail Chapman, CAO**

#### 2015 Proposed Work Plan

The 2015 proposed work plan is based on staffing levels and standards of service similar to 2014.

#### ➤ 75% of resources applied to regular operations:

- Plan, organize, coordinate and direct all operations of the RDBN;
- Oversee, supervise, delegate, provide leadership to and mentor staff of the RDBN;
- Responsible for all human resources matters;
- Coordinate activities of all departments, ensuring that services are provided in an efficient and cost-effective manner;
- Ensure that policies and directives of the Regional Board are carried out;
- Make recommendations as to legal options available to the Regional Board on various legal matters;
- Develop RDBN policy as directed by the Regional Board;
- Oversee, administratively, the Fort Fraser Water and Sewer works in Fort Fraser, working with staff and the Fort Fraser Local Community Commission
- Develop strategic and corporate goals through on ongoing strategic planning process as directed by the Board;
- Represent the RDBN at the intergovernmental level;
- Possible referenda at the discretion of the Board;
- First Nations Relationship Building;
- Bylaw Updates;
- Resource Road Act – New Legislation;
- BC Water Act Regulations – New Legislation;
- Fire Service Liaison Group – New Legislation;
- Strategy re: Resource Revenue Sharing;
- Strategy re: Legacy Funding
- Forest strategies inclusive of Wildfire Mitigation;
- Electrical Capacity;
- Wood Gasification (alternate energy sources);
- CN Rail Issues;
- Cell Phone/Internet.



- **25% of Staff Resources applied to assisting the Chair and Directors as required, aiding them to fulfill their functions; Report to each Director on matters and concerns in respect of their area;**
- Foster an environment of positive public relations both internally and externally;
  - Initiate actions required by the Board and coordinate and monitor tasks emerging from Board direction;
  - Work toward enhancing RDBN public awareness;
  - Carry out statutory duties outlined in the *Local Government Act/Community Charter*;
  - Perform the same statutory function for the SNRHD as Corporate Administrator of the RDBN.

**2015 Projects:**

- January 12-13, 2015 – Strategic Planning Session
- Fort Fraser Water System Replacement Referendum (Tentative)
- Burns Lake Airport Runway Resurfacing Referendum (Tentative)
- RDBN/MFLNRO/Industry Forestry Meeting (Tentative)
- Regional Opportunities Gathering (Tentative)
- Resource Revenue Sharing – NW Alliance Partnership (Tentative)
- Legacy Funding
- Funding for Infrastructure Assessment

**Potential Additional Projects/Workplan Activities as identified previously by the Regional Board:**

- Healthcare/Seniors Services/Youth;
- Transportation;
- Alternate Energy;
- Parks/Roads/Docks/Recreation.

**Director's Project Wish List:**

Do the Directors have projects that are deemed priority for completion in 2015? If so, please list below in order of priority.

- 1.
- 2.
- 3.



**Regional District of Bulkley-Nechako**  
**November 6<sup>th</sup>, 2014**  
**Pre-Budget Priorities Discussion for 2015**

**Department: Finance**  
**Submitted by: Hans Berndorff**

**Staff Level = 2.95 Full Time Equivalents**

<b>65% of staff resources applied to regular operations</b>	<ul style="list-style-type: none"> <li>● Cash Receipts and Disbursements</li> <li>● Accounting</li> <li>● Cash Management</li> <li>● Financial Planning &amp; Budgeting</li> <li>● Insurance and Risk Management</li> <li>● Administration of Local Services</li> <li>● Hospital District Administration</li> <li>● Administration of Federal Gas Tax Funds</li> </ul>	<ul style="list-style-type: none"> <li>● Payroll</li> <li>● Benefits Administration</li> <li>● Monthly/quarterly Financial Reporting</li> <li>● Borrowing for Capital Projects</li> <li>● Investment of Surplus Funds</li> <li>● Computer Network Administration</li> </ul>
<b>25% of resources applied to mandatory annual projects</b>	<ul style="list-style-type: none"> <li>● Annual Budget and 5 Year Financial Plan</li> <li>● Tax Requisition</li> <li>● Detailed Financial Reporting to the Ministry</li> </ul>	<ul style="list-style-type: none"> <li>● Audited Financial Statements</li> <li>● Financial Information Act Reports</li> </ul>
<b>10% of resources available for projects</b>		

### 2014 Projects Completed

- Explanatory RDBN inserts included with Provincial and Municipal property tax bills
- Budget Consultation presentations in each municipality
- Annual Report including graphics, photographs and statistical information
- Short Term Investment Policy
- RFP for short term investment services and implemented investment program
- Lake Kathlyn – financial contribution by municipal properties
- Streamline quarterly financial reporting to RDBN Board
- New service implemented - Burns Lake Victims Services
- Streamlined the budgeting process
- Research Budget Software
- Vehicle Allowance Research – Report Pending
- Revised Gas Tax contracts with societies to reflect new Community Works Fund Agreement
- Financial Review of Landfill Operations
- Tax Review of Fort Fraser Water System Replacement
- Benefits – review of claims history and RFP for benefits provider
- Bulkley Valley Pool – Statutory Right of Way for new Smithers Arena
- Review and update of staff cost allocations to Rural Government – Report pending

### 2015 Projects

- |  |              |
|--|--------------|
| • Revenue Sharing & Legacy Funding                         | 50% Complete |
| • Financial Update of Solid Waste Management Plan          | 75% Complete |
| • Contracts with Societies for Contributory Services       | 75% Complete |
| • Chinook Community Forest Bylaws, Structure & Agreements  | 60% Complete |
| • RDBN Debt Policy   | 50% Complete |
| • Capital Reserve Policy                                   | 50% Complete |
| • Burns Lake Hospital Replacement Liaison Committee        | 80% Complete |
| • Newgold Community Liaison Committee                      | Ongoing      |
| • Possible new service – Round Lake Fire Protection        | 95% Complete |
| • Possible new service – Glenannan Community Park Service  | 80% Complete |
| • Develop Capital Asset Management Policy                  | 30% Complete |
| • Capital Asset Management Plan – Software? – Consultants? | 10% Complete |
| • Budget Consultation with Communities                     | Annual       |

- 
- |   |              |
|---|--------------|
| • RDBN tax inserts  | Annual       |
| • Annual Report   | Annual       |
| • Investigate Electronic Records Management software        | 10% Complete |
| • New Office phone system to replace obsolete Nortel system | 25% Complete |
| • Decision on budget software                               | 75% Complete |
| • Consider options for streamlining payroll process         | 10% Complete |
| • Streamline the Gas Tax Process – Database Software?       | 25% Complete |
| • Review and update Finance Procedures Manuals              | 50% Complete |





## Regional District of Bulkley- Nechako Department Priorities and Projects: 2015

Department: Regional Economic Development  
Submitted by: Corrine Swenson, Manager of Regional Economic Development

### Resource Allocation

The 2015 work plan is based on:

- 1 FTE Manager of Regional Economic Development
- 1 FTE Regional Economic Development Assistant
- 0.8 FTE Proposal Writer

Staffing: 2.8 FTE

% of Resources Applied	Activity
1%	Administering funding programs (Northern Development/Lakes Economic Development Service)
31%	Communication (report writing, inquiries, marketing, meetings, municipal presentations, supervision, business directory approval)
29%	Proposal Writing
4%	Emergency Preparedness (Emergency Social Services Director and Logistics)
36%	Projects

(Investigating external funding opportunities to hire an intern/summer student to assist with 2015 Regional Economic Development Priorities and Projects)

### 2014 Projects to be completed by Dec 2014

(36% Staff Resources - 1 FTE)

- Attended Industry Tradeshows (Minerals Round up and Minerals North in Vanderhoof)
- Maintained and enhanced [www.mining.rdbn.bc.ca](http://www.mining.rdbn.bc.ca)
- Updated and enhanced Bulkley Nechako Directory (Asset Mapping Database)
- Assisted and Sponsored Business Forum in Fort St James
- Completed Agriculture Project
  - Low level Marketing Campaign – Agriculture Resource Book and sponsor of community events promoting local food production
  - Sponsored and participated on the advisory committee for CFDC Agriculture project, “Beyond the Market”
- Tourism Plan Implementation
  - Maintained Image Bank
  - Created activity brochure - winter activity focus
  - Held Photo/Video Contest



- Support Northern BC Tourism to host Information Sessions – deferred to 2015
- Maintained [www.visitbulkleynechako.ca](http://www.visitbulkleynechako.ca)
- Completed Marketing Initiatives
  - MilePost
  - PG Visitors Guide
  - Northern BC Tourism Guide
  - Invest in BC
  - Purchase promotional materials
- Completed RDBN website updates to Economic Development Section
- Coordinated and hosted separate economic development workshops for economic development professionals and Not for Profit Organizations
- Participated with the Houston Recovery Team – assisted with Labour Market Strategy for Houston
- Maintained and updated Investment Portals – Northwest and North Central
- Organized the creation of the Strategic Workforce Opportunities Team (SWOT)
- Organized first meeting of the SWOT and launch event
- Hosted two meetings with Regional Economic Development Professionals
- Attended Vancouver's Outdoor Adventure Show in partnership with Travel Northern BC
- Completed 3 year Regional Economic Development Action Plan

## 2015 Department Priorities

- Proposal writing assistance for Municipalities, Not for Profit, and First Nations Organizations in the region
  - Revise Proposal Writing Policy
  - Create Grant Database user policy
- Regional Economic Development Presentations to Municipalities
- Semi-annual Regional Communication Meetings with Municipal, First Nations, Community Futures and Northern Development EDO's
- Administer funding programs – Northern Development and Lakes Economic Development Services
- Assist with Emergency Preparedness – Emergency Social Services and Logistics
- Outreach to business/industry in the region
- Update and enhance Economic Development Section of the RDBN website
- Compile and distribute Regional Data
  - Stats Binder
  - Regional Profiles
  - Current and Potential Projects
- Coordinate and host Economic Development workshops for
  - Not for Profit Organizations
  - Regional and Northern Economic Development Professionals
  -

## 2015 Projects

### Tourism

- Maintain Image Bank
  - Hold annual photo/video contest
  - Purchase photos from professional photographers
- Maintain and enhance [www.visitbulkleynechako.ca](http://www.visitbulkleynechako.ca)
- Support Northern BC Tourism to host Information Sessions

- Develop Regional Tourism Itineraries
- Develop tourism passport
- Northern BC Mountain Bike Strategy
  - Support the implementation of the regional mountain biking strategy

#### Forestry

- Respond to and assist with forest industry opportunities

#### Mining

- Attendance at Minerals Round up tradeshow to promote mining within the RDBN
  - Partner with municipalities
  - [www.mining.rdbn.bc.ca](http://www.mining.rdbn.bc.ca) website will be highlighted.
  - Contacts made with mining industry reps, service and supplier
- Maintain and enhance [www.mining.rdbn.bc.ca](http://www.mining.rdbn.bc.ca)

#### Entrepreneurship

- Update and enhance Bulkley Nechako Directory (Asset Mapping Database)
- Encourage local companies to enter the supply chain for large projects
  - Encourage partnerships to bid on larger contracts
  - Create page on RDBN website for planned and current projects in the RDBN
- 2016 RDBN Business Forum
  - Assistance of organization of two day Business Forum to be held in Houston (tentatively) Spring 2016
- 2016 Start-up Business Contest
  - Coordinate bi-annual business planning competition within the region to help identify potential gap-filling entrepreneurs from within the community. Completion Spring 2016
  - Add youth component

#### Regional Marketing

- Complete Marketing Initiatives that will ensure the RDBN is marketed for industry, residents, and visitors
  - MilePost
  - PG Visitors Guide
  - Northern BC Tourism Guide
  - Promotional Materials
  - Other opportunities as necessary
- Maintain and update Investment Portals – Northwest and North Central
- Attend Vancouver's Outdoor Adventure Show in partnership with Travel Northern BC

#### Regional Skills Gap Analysis

- Participate on the Strategic Workforce Opportunities Team (SWOT)
  - Assist with implementation of the Regional Skills Gap Analysis
  - Complete annual reporting on the SWOT

#### Agriculture

- Staff will sit on the advisory committee for the "Beyond the Market" Agriculture project
- Regional Agriculture Marketing Project
  - Sponsor Community Events promoting local food production
  - Revise "Agriculture in the Region" Brochure and print 1000 copies for distribution at Community Events





## REGIONAL DISTRICT OF BULKLEY-NECHAKO PROTECTIVER SERVICES DEPARTMENT

35

The Protective Services Department is responsible for a wide range of activities related to the Emergency Program, 9-1-1 Service, Rural Fire Protection, and the Regional District of Bulkley-Nechako Occupational Health and Safety Program.

### 2014 PROJECTS COMPLETED

#### EMERGENCY PREPAREDNESS:

- Spring Bulkley Nechako Interface Committee meeting at the RDBN.  
Drafted Emergency Management Support and Emergency Support Services Memorandum of Understandings with Fort St. James.
- Drafted a Review of the Regional District of Bulkley-Nechako from an Emergency Management Perspective.
- Courses provided to staff or volunteers:
  - Community Disaster Recovery;
  - ESS Site Management;
  - Public Safety Lifeline Volunteer Program;
  - Intro to Reception Centre and Applied Training;
  - Intro to Group Lodging and Applied Training; and
  - Social Media and Emergency Management.
- Hosted ESS Volunteers to the Northern Emergency Social Services Training Weekend, including ESS Volunteer Appreciations Dinner.
- The EOC was activated at various levels from July 3rd to September 1st for wildfire events, a Train Derailment, and Cyanobacteria Outbreak.
- Hosted a Staff and an Agency Debrief for the 2014 Wildfire Season.
- One Grade 5 Class participated in the "Emergency Preparedness" essay contest; the winner was awarded a Personal Emergency Backpack Kit.
- Will be providing an Emergency Preparedness Planning presentation for the Board of Tweedsmuir House and Carrol Cottage in November.
- Provided an Emergency Support Services Introductory Presentation in Telkwa.
- Completed Phase 3 of the Farmed Animal Mass Carcass GIS Study.

#### 9-1-1 :

- Transition to E-Comm for the 9-1-1 Call Answering Point was completed in October.
- Staff attended the 9-1-1 Fire/Rescue Users Conference September 12th & 13th.
- Renewing Maintenance Agreement for January 1, 2015 to December 31, 2017 with Tower Communications.

#### Rural Fire Protection:

- Met with Rural Fire Departments to discuss the changes to the 'British Columbia Fire Service Minimum Training Standards - Structure Firefighters Competency and Training Playbook'.

#### RDBN Occupational Health & Safety

- Held bi-monthly OH&S Committee Meetings.
- Occupational Health and Safety Policy development as required.





# REGIONAL DISTRICT OF BULKLEY-NECHAKO PROTECTOR SERVICES DEPARTMENT

## PROPOSED 2015 PROJECTS

- 52.80% of resources applied to Emergency Preparedness
- 16.90% of resources applied to 9-1-1
- 21.75% of resources applied to Fire Departments
- 8.55% of resources applied to Safety

### **EMERGENCY PREPAREDNESS:**

- Meet with Municipalities and First Nations to discuss Emergency Management issues and concerns and to discuss joint Memorandum of Understandings.
- Host spring Bulkley Nechako Interface Committee meeting at the RDBN.
- Complete the Emergency Management Support and Emergency Support Services Memorandum of Understandings with Fort St. James.
- Provide EOC and ESS Training Courses as available from EMBC.
- Take ESS Volunteers to the Northern Emergency Social Services Training Weekend, including ESS Volunteer Appreciations Dinner.
- Encourage Grade 5 Class participation in an "Emergency Preparedness" essay contest.
- Emergency Preparedness public education, literature, and information sessions for schools, Neighbourhoods and Special Interest Groups.
- Coordinate Emergency Response and Emergency Support Services with municipalities.
- Host Regional Emergency Support Services meetings and training.
- Complete Phase 4 of the Farmed Animal Mass Carcass GIS Study.

### **9-1-1 :**

- 9-1-1 Awareness Campaign for all Kindergarten and Grade 1 students in the region in the spring.
- Liaise with the Regional District of Fraser Fort George 9-1-1 team and the FOCC on behalf of the RDBN.
- Maintain "9-1-1 System Repair and Maintenance" log.
- Liaise with Radio Contractor regarding repair and maintenance issues.

### **Rural Fire Protection:**

- Work with rural Fire Departments regarding application of Standard Operating Guidelines and Occupational Health and Safety Policy.
- Develop and implement a program to ensure compliance with the British Columbia Fire Services Act and the 'British Columbia Fire Services Minimum Training Standards Structure Firefighters Competency and Training Playbook.
- Host the Annual Fire Chiefs Day meeting at the RDBN.
- Host a CN Rail Meeting & Exercise.

### **RDBN Occupational Health & Safety:**

- Hold bi-monthly OH&S Committee Meetings.
- Occupational Health and Safety Policy development as required.

### **Potential Additional Projects/Work plan Activities:**

Do the Director's have projects that are deemed a priority for completion in 2014? If so, please list below in order of priority:

1. \_\_\_\_\_
2. \_\_\_\_\_
3. \_\_\_\_\_
4. \_\_\_\_\_





## Regional District of Bulkley- Nechako Planning Department Priorities and Projects: 2015

### Planning and Land Use Management Function

Department: Planning Department, Planning and Land Use management  
Submitted by: Jason Llewellyn, Director of Planning

### Services Provided

- Responding to resident, developer, and agency inquiries and information requests.
- Undertaking planning studies, and creating land use and development plans and policy.
- Processing development applications and referrals.
- Administering and implementing planning, land use and development bylaws, plans, and policy.
- Making recommendations to the Regional District Board on land use and development issues.
- Participating in, and making recommendations to the Board regarding, Provincial projects such as Environmental Assessment Reviews.

### Resource Allocation Proposed for 2015

The 2015 work plan is anticipating an increase in development applications and referrals as the work associated with the Environmental Assessment review processes for pipelines declines, and the work associated with Oil and Gas Commission referrals and RDBN approvals for pipelines increases.

- 55% of resources applied to development application processing and referrals
- 25% of resources applied to public inquiries, questions, information requests, etc.
- 20% of resources applied to projects (including Provincial projects)

### 2014 Notable Projects / Work

#### General

- |   |               |
|---|---------------|
| • 857 planning inquiries  |               |
| • Electoral Area A Official Community Plan Review                         | 95% complete  |
| • Electoral Area A and F Agricultural Area Land Use Inventory             | 100% complete |
| • Smithers Motocross Association Relocation Project (unsuccessful)        | 100% complete |
| • Medical Marihuana Policy and Regulations Review                         | 100% complete |
| • Bill 24 (ALR Act and Regulation changes) Review                         | 100% complete |
| • Bill 17 (Local Government Act changes)                                  | 100% complete |
| • Oil and Gas Commission Referrals and Consultation Review                | 100% complete |
| • Recreation Sites Maintenance Cost Review                                | 100% complete |
| • NDIT proposal for planning services.                                    | 100% complete |
| • GIS Technician and Bylaw Enforcement Officer Hiring                     | 100% complete |
| • Blackwater Gold Mine Environmental Assessment Application Working group | ongoing       |

### Applications

- OCP amendment / Rezoning applications = 8
- Development Variance Permit Applications = 5
- Floodplain Bylaw Exemptions = 2
- ALR Applications = 15
- Temporary Use Permits = 4
- Covenant amendment requests = 2

### Provincial Referrals

- Crown Land Referrals = 41
- Mines Referrals (gravel pits) = 3
- Local government referrals = 2
- Subdivision referrals = 21
- Water License referrals = 3
- Woodlot referrals = 7
- Oil and Gas Commission referrals = 21

### Environmental Assessment Participation

- |  |               |
|--|---------------|
| • Nulki Hills Wind Farm Environmental Assessment Application Working group | ongoing       |
| • Pacific Northern Gas Environmental Assessment Application Working group  | ongoing       |
| • Coastal Gaslink Environmental Assessment Application Working group       | 100% complete |
| • Pacific Trail Pipeline Environmental Assessment Amendment # 4            | 100% complete |

### 2015 Proposed Notable Projects

- |   |              |
|---|--------------|
| • Appointment of Board of Variance  | 0% complete  |
| • Zoning Bylaw Review   | 90% complete |
| • Incorporating changes relating to land use contract legislation         |              |
| • Bylaw being finalized in preparation for Board and public review        |              |
| • Regional Planning Strategy  | 0% complete  |
| • Director and Advisory Planning Commission Workshops                     | 0% complete  |
| • Application fee Review  | 20% complete |
| • Pacific Northern Gas Environmental Assessment Application Working group | ongoing      |
| • Blackwater Gold Mine Environmental Assessment Application Working group | ongoing      |
| • Nulki Hills Windfarm Environmental Assessment Application Working group | ongoing      |





## Regional District of Bulkley- Nechako Planning Department Priorities and Projects: 2015

### GIS and House Numbering Function

Department: Planning Department (GIS and House Numbering)  
Submitted by: Jason Llewellyn, Director of Planning

### Services Provided

- Updating addressing and responding to addressing requests in electoral areas.
- Responding to staff and public requests for mapping and digital data.
- Maintaining GIS hardware, software and digital data.
- Maintaining municipalities, first nations, and electoral area addressing database for 911.

### Resource Allocation Proposed for 2015

The 2015 work plan is based on staffing levels and standards of service similar to 2015.

- 20% of resources on data and system maintenance.
- 25% of resources on staff mapping and data requests.
- 25% of resources on public mapping and inquiries.
- 30% of resources on Department projects.

### 2014 Notable Projects / Work

- 51 new house numbers issued.
- 432 public mapping requests and inquiries.
- Maintained a current and accurate GIS database.
- Provided updates as necessary to 911 system.
- Updated and produced the Electoral Area mapbooks.
- Prepared and corrected new zoning maps for proposed new zoning bylaw.

### 2015 Proposed Notable Projects

- |   |              |
|---|--------------|
| • First Nations reserve addressing capacity building.         | 10% complete |
| • Incorporate municipal Web Based Mapping data.               | 15% complete |
| • Mass Carcass Disposal Land Assessment Project (Prot. Serv.) | 0% complete  |
| • Hazardous Materials Spill Mapping (Prot. Serv.)             | 0% complete  |
| • Asset Management Inventory (Finance)                        | 0% complete  |



Regional District of Bulkley- Nechako  
 Planning Department Priorities and Projects: 2015  
 Building Inspection Function

Department: Planning Department (Building Inspection)  
 Submitted by: Jason Llewellyn, Director of Planning

### Services Provided

- Processing building permit applications in Electoral Areas and participating municipalities (Fraser Lake, Granisle, Fort St. James, Burns Lake).
- Building Bylaw and Floodplain Bylaw implementation and enforcement.

### Resource Allocation Proposed for 2015

The 2015 work plan is based on staffing levels and standards of service similar to 2014.

- 65% of resources undertaking inspections of construction.
- 30% of resources processing applications and responding to public inquiries.
- 5% of resources on RDBN facilities maintenance.

### 2014 Notable Projects / Work

- 97 building permits issued in Electoral Areas.
- 37 building permits issued in municipalities under contract.
- Old Building Permit file follow-up

### 2015 Proposed Notable Projects

- Old Building Permit file follow-up
- Section 57 Notification process





## Regional District of Bulkley- Nechako Environmental Services Department Priorities and Projects: 2014 Update and Proposed 2015 Work Plan

*(As of October 27, 2014)*

Department: Environmental Services  
Submitted by: Janine Dougall, Director of Environmental Services

### Services Provided

- Solid Waste Management
- Liquid Waste Management
- Invasive Plant Management – In Partnership with the Northwest Invasive Plant Council
- Fort Fraser Water and Wastewater Systems
- Occupational Health and Safety

Although the Environmental Services Department is involved in the various services as outlined above, the following 2014 Update and Proposed 2015 Work Plan applies to Solid Waste Management only, which impacts all Directors and areas of the RDBN.

### 2014 Projects Completed or Pending Completion in 2014

- Capital/Operational
  - Final closure works at remaining 14 inactive landfills (13 complete, 1 to be completed, weather pending in 2014 or deferred to 2015).
  - Complete design and initiate construction of storm water retention pond at Clearview Landfill (design complete, construction delayed until new BC Landfill Guidelines Finalized). Additional storage capacity for the existing impacted water collection area was developed as interim measure.
  - Move existing power pole/transformer at Knockholt Landfill (pending completion).
  - Expand working deck and develop new storage area at Smithers/Telkwa Transfer Station (complete).
  - Address salvaging issues at RDBN solid waste management facilities (in-process).
  - Address bear issues at Manson Creek Landfill (evaluation completed, actual works to be completed in 2015).
  - Construct new access roads and tipping pads and access roads at Knockholt and Clearview Landfills (complete).



- **Planning Projects/Administrative**

- Finalize environmental monitoring plan for Fraser Lake Landfill (complete).
- Complete financial analysis of RDBN operation of Landfills (complete).
- Complete financial analysis of Environmental Services contribution breakdown Rural/Municipal (complete).
- Initiate composting promotion program (complete).

- **Ongoing Projects**

- Extended Producer Responsibility Programs – Participate in consultation sessions and on BC Product Stewardship Council.
- Support continued development of local 3R's initiatives.
- Review and negotiate new licence of occupation / lease documents for RDBN solid waste management facilities.
- LNG development infrastructure implications and legacy funding initiatives.

## 2015 Resource Allocation

The proposed Solid Waste Management 2015 work plan is based on staffing levels and standards of service similar to 2014.

- 50% of staff resources applied to regular operations including:
  - Transfer station, landfill, hauling operations;
  - Landfill leachate collection/treatment, environmental monitoring activities;
  - Report preparation, data collection/analysis and public education and inquiries.
- 25% of staff resources applied to projects required due to operational requirement or by Ministry of Environment.
- 25% of staff resources available for ongoing projects.

## 2015 Proposed Projects

The following list of proposed projects assumes that all of the remaining 2014 projects will be completed. If the weather does not allow for completion of those projects the remaining works will be added to the 2015 work plan.

- **Capital/Operational**

- Manson Creek Landfill upgrades.
- Extend leachate collection vent pipe at Knockholt Landfill.
- Upgrade wood waste collection areas at Area "D" Transfer Station.



- Build new storage area for ODS appliances at Vanderhoof Transfer Station.
  - Complete additional final closure works at Vanderhoof Landfill – Rip-rap / top soil / grass seeding.
  - Weigh scale software upgrades at Knockholt and Clearview Landfills.
  - Works to re-establish closure conditions at Smithers/Telkwa Landfill.
  - Upgrade signage at all RDBN solid waste management sites.
- **Planning Projects/Administrative**
    - Knockholt and Clearview Landfill operations.
    - Issue contract for 2015 metal recycling services at RDBN solid waste management sites.
    - Address issues/liability associated with salvaging and re-use sheds at RDBN solid waste management sites.
    - Subsidized backyard composting promotion program.
    - Investigate transfer station lighting upgrade options at Vanderhoof Transfer Station.
- **Ongoing Projects**
    - Extended producer responsibility programs – Participate in consultation sessions and on BC Product Stewardship Council.
    - Participate in the development of local programs for packaging and printed paper materials. Review existing recycling opportunities and expand services in those communities not covered by MMBC, to collect the same materials as MMBC where viable.
    - Recycling and sustainability education programs.
    - Review and negotiate new licence of occupation / lease documents for RDBN solid waste management facilities.
    - LNG development infrastructure implications and legacy funding initiatives.
- **Potential Additional Projects**
    - Any other projects the Board would deem as priority for 2015? If so, please provide list in order of priority.
      - 1.
      - 2.
      - 3.