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REGIONAL DISTRICT
OF BULKLEY-NECHAKO

AGENDA

MEETING NO. 1

January 25, 2018

P.O. BOX 820
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"A WORLD OF OPPORTUNITIES
WITHIN OUR REGION"

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VISION

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

MISSION

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

Strategic Priorities 2017-2019

Now

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

Next

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

Board Advocacy

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

AGENDA

Thursday, January 25, 2018



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – January 25, 2018</u>	Approve
	<u>MINUTES</u> (All grey highlighted items may be received as a block)	
11-30	Board Meeting Minutes – December 14, 2017	Adopt
31-40	Agriculture Committee Meeting Minutes - January 11, 2018 (Unapproved)	Receive
41-44	Agriculture Committee Meeting Minutes - November 9, 2017	Receive
45-49	Committee of the Whole Meeting Minutes - January 11, 2018 (Unapproved)	Receive
50-59	Committee of the Whole Meeting Minutes - November 9, 2017	Receive
60-63	Rural Directors Committee Meeting Minutes - January 11, 2018 (Unapproved)	Receive
64-65	Rural Directors Committee Meeting Minutes - December 14, 2017	Receive
66-69	Waste Management Committee Meeting Minutes - December 14, 2017 (Unapproved)	Receive
70-73	Waste Management Committee Meeting Minutes - October 12, 2017	Receive
	<u>BUSINESS ARISING OUT OF THE MINUTES</u>	

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DELEGATIONS

Fraser Basin Council

Theresa Fresco Assistant Regional Manager
Terry Robert, Regional Manager
RE: Nechako Watershed Roundtable:
Progress and Update on Activities

Solid Waste Management Plan

Carey McIver, Carey McIver & Associates
Lauren Quan, Project Engineer, Tetra Tech Canada Inc.
Re: SWMP Overview

ADMINISTRATION REPORTS

74	Corrine Swenson, Manager of Regional Economic Development – Minerals North Tradeshow Booth	Direction
75	Corrine Swenson, Manager of Regional Economic Development – RDBN Economic Development Capacity Building – Workshop Opportunity	Recommendation (Page 75)
76-79	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - December 14, 2017 - January 11, 2018	Recommendation (Page 79)
80-81	Cheryl Anderson, Manager of Administrative Services – Items to be Brought Forward to the Public Agenda from Special (In-Camera) Meeting	Recommendation (Page 81)
82-84	John Illes, Chief Financial Officer – FCM Membership Invoice 2018-2019	Recommendation/ Direction (Page 82)
85	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds – Electoral Area “G” (Houston Rural) – Topley Rural Fire Protection Society	Recommendation (Page 85)
86-87	John Illes, Chief Financial Officer – Service 9105 Goetjen Road Street Lighting Service	Recommendation (Page 86)
88	John Illes, Chief Financial Officer – Service 10501 Smithers, Telkwa, Houston Television Rebroadcasting	Recommendation (Page 88)

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
89	John Illes, Chief Financial Officer – Service 10201 Fort St. James Arena Grant	Recommendation (Page 89)
90	John Illes, Chief Financial Officer – Service 10504 Burns Lake and Area Television, Radio and Internet Connectivity Reserve	Recommendation (Page 90)
91-92	John Illes, Chief Financial Officer – Landfill Post Closure Period Increase	Recommendation (Page 91)
93-94	Kristi Rensby, Finance/Administration Coordinator – Report on Federal Gas Tax Projects Approved in 2017	Receive
95-100	Melany de Weerd, CAO – Regional District of Bulkley-Nechako Board Voting	Receive
<u>ENVIRONMENTAL SERVICES REPORT</u>		
101	Rory McKenzie – Director of Environmental Services – Fort St. James Transfer Station-Bobcat Skid-steer Loader Purchase Request	Recommendation (Page 101)
<u>DEVELOPMENT SERVICES</u>		
<u>Referrals</u>		
102-109	Land Referral File No. 6409021 Carbon Development Corp./Telkwa Coal Ltd Electoral Area 'A'	Recommendation (Page 103)
110-120	Mines Referral File No. 13755-02-030 Carbon Development Corp./Telkwa Coal Ltd Electoral Area 'A'	Recommendation (Page 113)
121-126	Land Referral File No. 7407646 Lonore Reimer Electoral Area 'F'	Recommendation (Page 122)
127-130	Subdivision Referral File No. A-01-18 (Dahlie Rd) Ministry of Transportation and Infrastructure Electoral Area "A"	Recommendation (Page 128)

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<u>PAGE NO.</u>	<u>DEVELOPMENT SERVICES (CONT'D)</u>	<u>ACTION</u>
	<u>Memo</u>	
131	Jennifer MacIntyre, Planner I RE: Recent Agricultural Land Commission Decisions	Receive
	<u>EMERGENCY SERVICES</u>	
	<u>Memo</u>	
132-144	Jason Llewellyn, Director of Planning and Protective Services RE: Regional Emergency Support Services (ESS)	Recommendation (Page 136)
	<u>RURAL FIRE PROTECTION</u>	
	<u>Memo</u>	
145-155	Jason Blackwell, Regional Fire Chief RE: Road Rescue Bylaws	Receive
	<u>BUILDING INSPECTION</u>	
	<u>Memo</u>	
156-165	Jason Llewellyn, Director of Planning RE: Building Inspection Service to the District of Houston	Recommendation (Page 157)
	<u>OTHER</u> (All grey highlighted items may be received as a block)	
	<u>Planning Department Enquiries Report</u>	
166	<u>For December 2017</u>	Receive
	<u>Action List</u>	
167-168	<u>Action List – January 2018</u>	Receive

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<u>PAGE NO.</u>	<u>Correspondence</u>	<u>ACTION</u>
169-191	Kiel Giddens, Regional Manager, Public Affairs Coast GasLink Pipeline Project RE: CGL presentation to RDBN Board: Sept 21, 2017	Receive

192-193	Dave Kmet, Team Leader – BC LNG Land Coast GasLink Pipeline Ltd RE: Notification Letter – Permit Extension	Receive
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Memo

194-218	Planning Department - Year-End Report 2017	Receive
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VERBAL REPORTS

RECEIPT OF VERBAL REPORTS

ADMINISTRATION CORRESPONDENCE

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

219-220	Regional District Chairs/CAO Forum - March 20-21, 2018 – Victoria, B.C. - Request for Agenda Topics	Direction
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221-225	Voices for Good Air – Request for Letter of Support	Direction
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226	District of West Kelowna – Request for Letter of Support re: Cannabis Tax Sharing Formula	Direction/ Receive
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227-230	B.C./Yukon Command Royal Canadian Legion - Request for Sponsorship	Direction/ Receive
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231-232	Ministry of Municipal Affairs and Housing - Building Officials Qualifications	Receive
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233	Ministry of Public Safety and Solicitor General - Follow-up re: UBCM Convention	Receive
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234-235	Office of the Premier – Follow-up - RDBN Letter re: Limited Response Time for Input	Receive
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236	Burns Lake Community Forest Ltd. – Support of the Northwest BC Resources Benefits Alliance	Receive
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January 26, 2018

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE (CONT'D)</u>	<u>ACTION</u>
237	Lakes Animal Friendship Society – Thank you for Support	Receive
238-239	Nechako-Kitamaat Development Fund Society - NKDF Grants \$283,975 for New Projects in Kitamaat, Fraser Lake and Vanderhoof	Receive
240-254	North Central Local Government Association - NCLGA Resolution Package 2018 & Bid Reminder	Receive
255-261	North Central Local Government Association - NCLGA Board Report	Receive
262	Minister of Municipal Affairs and Housing - Holiday Greetings from the Honourable Selina Robinson, Minister of Municipal Affairs and Housing	Receive
263	Town of Smithers – Houston/Smithers Commuter Service	Receive
264	The Plant and Animal Health Strategy Team - Update	Receive
265	Village of Harrison Hot Springs – Prevention of Quagga and Zebra Mussels	Receive
266-267	District of Clearwater – Prevention of Quagga and Zebra Mussels	Receive
268-269	Town of Oliver – Prevention of Quagga and Zebra Mussels	Receive
270-271	City of Parksville – Prevention of Quagga and Zebra Mussels	Receive
272-273	City of Dawson Creek – Prevention of Quagga and Zebra Mussels	Receive
274-275	Town of Smithers – Letter to Minister of Environment and Climate Change Strategy re: Open Burning Smoke Control Regulations	Receive
276-277	District of Kent – Cannabis Sales Revenue Sharing	Receive

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PAGE NO. ADMINISTRATION CORRESPONDENCE (CONT'D) ACTION

278-279 Canadian Wildlife Service – Pacific Region Receive
- Changes to Schedule 1 of the Species at Risk Act

280 Stellat'en First Nation Hockey Group – Request Receive
for Sponsorship

281-285 Cathy Peters – Sex Trafficking Receive

286-287 BC Chamber of Commerce – News Release Receive
- Site C Will Energize BC for the Next Hundred Years

288-291 Cycle 16 November 2017 Newsletter Receive

292-295 FCM Voice December 22: 2017 Year in Review Receive

296-299 New Gold Blackwater Project – Winter 2017-18 Receive
Newsletter

300-308 Union of B.C. Municipalities Receive

- Initial 2018 Strategic Wildfire Prevention Initiative Intake Announced
- Abandoned and Wrecked Vessels
- Former Kamloops Councillor Passes Away
- Register for the 2018 LGLA Leadership Forum
- Representative Sought for Road Safety Committee
- bc211 Expands Access to Community Services
- Community Energy Preparedness Fund

INVITATIONS

309-310 Canadian Bioeconomy Conference & Exhibition Receive
- June 6-8, 2018 – Prince George, B.C.

ACTION LIST

311-313 Action List – September, 2017 Receive

314-318 Action List – October, 2017

FINANCIAL

319-327 Operating Accounts Ratify
- Accounts Paid December, 2017

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<u>PAGE NO.</u>	<u>ADMINISTRATION BYLAWS</u>	<u>ACTION</u>
	<u>Bylaws for First, Second, and Third Reading</u>	
328-329	<u>No. 1817 – Goetjen Road Street Lighting Local Service Establishment Repeal Bylaw</u> (All/Directors/Majority)	1 st , 2 nd & 3 rd Reading
330-331	<u>No. 1818 – Smithers/Houston/Telkwa Television Rebroadcasting Local Service Establishment Amendment</u> (All/Directors/Majority)	1 st , 2 nd & 3 rd Reading
332-333	<u>No. 1819 – Fort St. James Arena Local Service Establishment Amendment</u> (All/Directors/Majority)	1 st , 2 nd & 3 rd Reading
	<u>Bylaw for First, Second, Third Reading & Adoption</u>	
334-335	<u>No. 1820 – Burns Lake and Area Television, Radio and Internet Connectivity Capital Reserve</u> (All/Directors/Majority)	1 st , 2 nd , 3 rd Reading &

READING FILE

SUPPLEMENTARY AGENDA

NEW BUSINESS

IN-CAMERA MOTION

In accordance with Section 90 (1)(i) of the *Community Charter*, matters pertaining to the receipt of advice that is subject to solicitor-client privilege, including communications necessary for that purpose (Information Technology Services), it is the opinion of the Regional District of Bulkley-Nechako Board of Directors that the meeting must be closed to the public and therefore exercise their option of excluding the public for this meeting.

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEETING NO. 16

Thursday, December 14, 2017

PRESENT: Chair Bill Miller

Directors Taylor Bachrach
Chris Beach
Eileen Benedict
Shane Brienens
Mark Fisher
Tom Greenaway
Dwayne Lindstrom
Thomas Liversidge
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen
Gerry Thiessen

Director Rob MacDougall, District of Fort St. James

Absent

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Janette Derksen, Deputy Director of Environmental Services
– arrived at 1:51 p.m.
Debbie Evans, Agriculture Coordinator- arrived at 1:01 p.m., left at 1:15 p.m.
John Illes, Chief Financial Officer
Haley Jeffrey, Emergency Services Manager arrived at 1:31 p.m., left at 1:40 p.m.
Kendra Kinsley, Management Intern – arrived at 12:50 p.m., left at 1:31 p.m., returned at 1:42 p.m., left at 2:02 p.m.
Jason Llewellyn, Director of Planning – arrived at 11:34 a.m., left at 11:48 a.m., returned at 11:56 a.m., left at 1:05 p.m., returned at 1:10 p.m.
Rory McKenzie, Director of Environmental Services – arrived at 1:51 p.m.
Corrine Swenson, Manager of Regional Economic Development – arrived at 11:26 a.m., left at 1:30 p.m., returned at 1:50 p.m., left at 2:01 p.m., returned at 2:40 p.m.
Deneve Vanderwolf, Regional Transit Coordinator – arrived at 12:50 p.m., left at 1:14 p.m., returned at 1:42 p.m., left at 2:02 p.m.
Wendy Wainwright, Executive Assistant

Others Noel Fairley, Burns Lake arrived at 11:29 a.m., left at 11:58 a.m., returned at 1:46 p.m., left at 1:48 p.m.
Marlin Hennig, Telkwa – arrived at 11:47 a.m., left 11:49 a.m., returned at 11:58 a.m., left at 1:34 p.m.
Dale Littlejohn, Executive Director, Community Energy Association – via teleconference - 11:29 a.m. to 12:05 p.m.
Monique Svehla, Burns Lake, arrived at 11:26 a.m., left at 11:58 a.m., arrived at 1:28 p.m., left at 1:37 p.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:36 a.m.

SPECIAL IN-CAMERA MEETING MOTION

Moved by Director Brien
Seconded by Director Newell

2017-16-1

"In accordance with Section 90 (1)(c) of the *Community Charter*, matters pertaining to labour relations or other employee relations and 90 (2)(b) of the *Community Charter*, consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Bulkley Valley Bottle Depot) it is the opinion of the Regional District of Bulkley-Nechako Board of Directors that the meeting must be closed to the public and therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Reconvened the meeting at 11:25 a.m.

AGENDA & SUPPLEMENTARY AGENDA

Moved by Director Beach
Seconded by Director Repen

2017-16-2

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of December 14, 2017 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 -November 23, 2017

Moved by Director Petersen
Seconded by Director Beach

2017-16-3

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of November 23, 2017 be adopted."

(All/Directors/Majority) CARRIED UNANIMOUSLY

DELEGATION

COMMUNITY ENERGY ASSOCIATION (via teleconference) Dale Littlejohn, Executive Director RE: Highway 16 Electric Vehicle Charging Network

Chair Miller welcomed Dale Littlejohn, Executive Director, Community Energy Association.

Mr. Littlejohn provided a PowerPoint Presentation.

Time for the North to be in

- Core connection: Kamloops to Haida Gwaii (Southern network to tourism destination)
- Priority extensions included in modeling and planning to determine feasibility

North

- 2018 – Detailed plan & prep capital
- 2018-2020 Charger deployment
- 1,240 km plus evaluation of extensions

DELEGATION (CONT'D)

COMMUNITY ENERGY ASSOCIATION (via teleconference) Dale Littlejohn, Executive Director RE: Highway 16 Electric Vehicle Charging Network

Kootenays

- 13 DCFC (DC Fast Charging)/ 40 Level 2's
- 2017 DCFC complete
- 1,300 km of highway

Southern Alberta

- 2017 detailed DCFC plan
- 2017 Capital applied for
- 2018 Deployment

Alignment with Local Government Community Energy Plans

- Most communities in the Highway 16/97 corridor have community energy plans

Electric Vehicles in Community Energy Plans

2012 Smithers Community Energy Plan

- Plug-in Electric Vehicles - Monitor developments in the electric vehicle industry, and ensure adequate infrastructure is in place to support electric vehicles.

2015 New Hazelton Community Energy Plan

- Low Carbon and EV suite for 2019: The District could consider installing an electric vehicle charging station if more funding becomes available from higher levels of government, or if there is significant demand in the future.

2013 Houston Community Energy Plan

- The District could consider an electric vehicle for the municipal fleet. E.g. some municipalities such as Alert Bay have light duty electric trucks. Business case would need to be suitable.

2013 Terrace Community Energy Plan

- City looking at electric vehicle charging stations through Provincial funding. All stations will be on land owned by private businesses, but City playing supporting role.
- Access to existing City owned electric vehicle charging point at City Hall is already allowed.

Long Term Fuel Savings for Residents and Businesses

- \$680,000,000 annual cost of transportation fuel in the 5 regions, \$125 million in RDBN
- Electric vehicles save approximately 90% of fuel cost due to much higher efficiency and cost difference between electricity and gasoline
- Bulkley Nechako 2012 Community-wide energy spend
 - Mobility Fuels - \$125,099,033
 - Electricity - \$42,746,009
 - Natural Gas - \$10,889,000
 - Wood - \$5,584,600
 - Heating Oil - \$4,406,817
 - Propane - \$10,640,504

Benefits

- Transportation cost reduction
- Greenhouse gas emission reduction
- Transportation choice increase
- Tourism increase
- Economic development increase

DELEGATION (CONT'D)

COMMUNITY ENERGY ASSOCIATION (via teleconference) Dale Littlejohn, Executive Director RE: Highway 16 Electric Vehicle Charging Network

Proposed Scope

- **Build Capacity**
 - Facilitate electric vehicle readiness workshops for local governments in each regional district
 - Provide each local government and regional district with all the information they need to make an informed decision on electric vehicles and charging networks
 - Develop a community and car dealer outreach plan
- **Do Homework**
 - Refine the report an intern did for Ministry of Transportation and Infrastructure on Level 3 Fast Charging infrastructure along Highway 16 including identifying suitable sites with a preference for local government owned sites.
 - Define the additional 'Level 2' infrastructure required for a usable network (particularly for plug-in electric hybrids such as the Chevy Volt which cannot use 'Level 3' charging)
 - Model GHG, energy, and financial savings overall and by regional district and community
 - Assess the technical potential of extending the network
- **Roll-out and Capital Funding Plan**
 - Leverage learnings from Accelerate Kootenays and similar work that CEA has underway in southern Alberta to deploy an EV charging network
 - Establish a deployment strategy including the role of local governments and other entities in both the deployment and ongoing ownership and operation
 - Deliver a plan including costs, timing, and roles to the regional districts
 - Engage other funders for capital including Federation of Canadian Municipalities, Northern Development Initiative Trust, Ministry of Transportation and Infrastructure and others

CEA Requests that the Regional District

- Pass a resolution supporting this project
- Provide a letter of support for this project
- Commit \$9,000 in 2018 to the collaborative project subject to a successful grant application to the Federation of Canadian Municipalities (FCM) 'Municipalities for Climate Innovation Program', in particular the 'plans and studies' stream.
- Work with CEA to identify local priorities, considerations for station location, and help guide the project as part of an advisory committee.

Director Newell questioned the number of fast chargers required for the north. Mr. Littlejohn mentioned the need to provide vehicle charging service along the Highway 16 corridor it would require approximately 20 fast chargers and 50 Level 2 chargers. The Level 2 chargers are less expensive and do not require as much electricity as the fast chargers. The Level 3 Chargers are more complicated and expensive to operate.

Director Newell noted that there is an inability to regulate gas prices and questioned if that will be similar in regard to electricity prices for vehicle charging stations. Mr. Littlejohn commented that the Level 2 charging stations are currently free and require very little electricity. The operator of the Level 3 charging stations will determine the potential cost to charge a vehicle. He noted that if BC Hydro operates the Level 3 charging stations they currently are regulated by the BC Utilities Commission and must complete a process prior to any rate changes.

Mr. Littlejohn has met with the North Coast Regional District and they expressed enthusiasm for the project and passed a resolution to support the project and sent a letter of support to the Community Energy Association. The Community Energy Association is scheduled to meet with the Regional District of Kitimat-Stikine December 15, 2017 and the Regional District of

DELEGATION (CONT'D)

COMMUNITY ENERGY ASSOCIATION (via teleconference) Dale Littlejohn, Executive Director RE: Highway 16 Electric Vehicle Charging Network

Fraser Fort-George in January, 2018. Correspondence is also going forward to the Cariboo Regional District requesting support for the project. He noted that discussions are taking place with the Columbia Basin Trust in regard to a charging station in Valemount, B.C. Northern BC Tourism has approached the Community Energy Association to discuss the project being implemented in their tourism branding project update.

Director Repen spoke of support for electrical projects regarding the potential needs for electric vehicle use. Discussion took place in regard to utilizing companies such as BC Hydro and Fortis BC for capital infrastructure works. Mr. Littlejohn noted that the Kootenay electric vehicle charging station project is supported by both BC Hydro and Fortis BC.

Director Beach questioned if fuel supply had been approached in regard to partnering or sharing space for an electric vehicle charging station. Mr. Littlejohn mentioned there have been some thoughts in regard to the possibility of private sector partnerships but there is no current model and Level 3 charging stations require public sector utility involvement. There is a non-affiliated gas station in the Kootenays that hosts a charging station. The preference is to have charging stations located on public sector owned land.

Discussion took place regarding the possible number of electric vehicles north of Kamloops. Mr. Littlejohn noted the difficulty of having electric vehicles without having charging stations in place. He commented that prior to the electric vehicle charging station project in the Kootenays there was approximately five electric vehicles. Currently the Chevy dealership located in Castlegar has a wait list for 50 Chevy Volts. There are a few electric vehicles in northern BC but Mr. Littlejohn commented that he does not have data from ICBC in regard to registered electric vehicles in the RDBN.

Director Parker spoke of the sustainability and maintenance of the charging stations. Mr. Littlejohn commented that maintenance is fairly minimum. A partnership and/or service agreement with Ministry of Transportation and Infrastructure and BC Hydro has been discussed because of their knowledge of equipment required and to ensure a regular maintenance schedule.

Discussion took place regarding the ability for transport trucks to utilize Level 3 charging stations. Mr. Littlejohn explained that it would take a long time to be able to charge a transport truck and that companies are researching ideas to make it feasible.

Director Beach mentioned educating the public in regard to having an electric vehicle to utilize around home so that there is not a need for a charging station because of the ability to charge at home. Mr. Littlejohn noted that a component of the proposal is to engage car dealers and notify them of a planned charging station network which will help build confidence in the potential for the sale of electric vehicles. He also mentioned the need for community awareness and engagement and that the Fraser Basin Council has some materials that may be used for public outreach.

Chair Miller thanked Mr. Littlejohn for attending the meeting via teleconference.

ADMINISTRATION REPORTS

Chair Miller noted that due to the bus on route 161 Burns Lake to Prince George being at full capacity today an additional bus had to be called into service.

First Nation and Regional District of Bulkley-Nechako Relationship Protocol

Moved by Director Thiessen
 Seconded by Director Beach

2017-16-4

"That the Regional District of Bulkley-Nechako Board of Directors approve providing the First Nation and Regional District of Bulkley-Nechako Relationship Protocol Agreement to member municipalities and First Nations for consideration and consultation."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Parks and Recreation Services

Discussion took place in regard to the RDBN not moving forward with a Parks and Recreation Service.

Director Fisher noted that he is currently in discussion in the Smithers area regarding a cultural centre.

Chair Miller spoke of the Lakes Outdoor Recreation Society in the Burns Lake area that addresses some parks and recreation services along with the Community Forest mandate for Licensees in regard to reclamation works. He commented that there may be opportunities for partnerships in regard to parks and recreation services. Chair Miller mentioned moving forward he would like to have further discussion with his constituents to determine the wants and needs in his area.

Director Beach mentioned that trail networks assist in retention and recruitment to a community and region.

BC Rural Dividend Application

Moved by Director Benedict
 Seconded by Director Newell

2017-16-5

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize submitting an application to the BC Rural Dividend Program for 2018/19 Tourism Initiative and that the Board supports this project through its duration; and,
 2. That the Regional District of Bulkley-Nechako Board of Directors agree to enter into a contract with the Province of BC, should the funding be approved."

Opposed: Director Fisher
 Director Liversidge
 Director Repen
 Director Thiessen

CARRIED

(All/Directors/Majority)

Director Fisher mentioned the need to support community groups applying for Rural Dividend funding. Discussion took place in regard to Economic Development priorities and potentially focusing the Rural Dividend application for business and residential recruitment to the region. Concerns were brought forward in regard to investing in the tourism industry and the mandate of the region.

ADMINISTRATION REPORTS (CONT'D)

The 2014 Economic Development Action Plan that was created in consultation with communities, along with the RDBN Tourism Plan are due for review in the future. The initiatives outlined for the BC Rural Dividend application were brought forward in the Economic Development Action plan presented to the Regional Board in October, 2017 for consideration.

RDBN Regional Agricultural Forum

Moved by Director Parker
 Seconded by Director Repen

2017-16-6

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to plan the Agriculture Forum for September 20-21, 2018 in Burns Lake, and further, that staff gather topics for discussion for the Regional District of Bulkley-Nechako Board of Directors."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Change in Vehicle Replacement Plans

Moved by Director Greenaway
 Seconded by Director Parker

2017-16-7

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's December 14, 2017 memo titled "Change in Vehicle Replacement plans"; and

That the Board authorize the purchase of a new vehicle to replace the 2011 Ford Escape and that the Board authorize the withdrawal of the vehicle's cost from the Vehicle Reserve account; and

That the Board amend the current Financial Plan by increasing capital expenditures in Service 1200 (General Government) by \$50,000 and increasing the withdrawal from capital reserves by \$50,000; and

That the Board direct staff to include the increase in the vehicle fleet by one vehicle in the 2018 Financial Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

Moved by Director Fisher
 Seconded by Director Repen

2017-16-8

"1. That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$5,646.80 of Electoral Area "A" Federal Gas Tax allocation monies to the Dze L K'ant Friendship Centre Society for an energy efficiency upgrade; and further

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$5,646.80 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Federal Gas Tax Funds
- Electoral Area "C" (Fort St.
James Rural) Stuart Lake
Outreach Group Society

Moved by Director Greenaway
 Seconded by Director Petersen

2017-16-9

"1. That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$20,187.25 of Electoral Area "C" Federal Gas Tax allocation monies towards the energy efficiency upgrades at the Fort St. James Food Bank; and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$20,187.25 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds
- Electoral Area "F"
(Vanderhoof Rural) Cluculz
Lake Community Association

Moved by Director Petersen
 Seconded by Director Thiessen

2017-16-10

"1. That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$18,150 of Electoral Area "F" Federal Gas Tax allocation monies to Cluculz Lake Community Association for a Recreation Infrastructure improvement project at the Cluculz Lake Hall; and further

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$18,150 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds
- Electoral Area "G" (Houston
Rural) Topley Fire Protection
Society

Moved by Director Newell
 Seconded by Director Benedict

2017-16-11

"1. That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$9,523 plus GST of Electoral Area "G" Federal Gas Tax allocation monies towards the energy efficiency upgrades at the Topley Fire Hall; and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$9,523 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Regional Tradeshow Partnership 2018

Moved by Director Fisher
 Seconded by Director Beach

2017-16-12

"That the Regional District of Bulkley-Nechako Board of Directors supports the *Travel Northern BC* partnership and attends the 2018 Vancouver Outdoor Adventure Show as well as supports the *Travel Northern BC* partnership but does not attend the 2018 Calgary Outdoor Adventure Show."

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

Nechako Valley Search and Rescue – Request for Grant in Aid – Electoral Areas "D" (Fraser Lake Rural) and "F" (Vanderhoof Rural)

Moved by Director Parker
 Seconded by Director Petersen

2017-16-13

"That Nechako Valley Search and Rescue be given \$1,550 grant in aid monies from each of Electoral Areas "D" (Fraser Lake Rural) and "F" (Vanderhoof Rural) to assist with costs associated with its new command vehicle."

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

Regional District of Bulkley-Nechako 2018 Appointments

Moved by Director Thiessen
 Seconded by Director Newell

2017-16-14

"That the Regional District of Bulkley-Nechako Board of Directors ratify the 2018 appointments as amended:

- Forestry Committee
 - Chair Gerry Thiessen
- Nechako Watershed Roundtable
 - Tom Greenaway
 - Eileen Benedict (Alternate)
- Bulkley Valley Regional Pool
 - Darcy Repen, Mayor, Village of Telkwa (or designate from Council)
 - Taylor Bachrach, Mayor, Town of Smithers and Councillors Shelley Browne and Phil Brienesse
 - Town of Smithers Staff member
 - Mark Fisher."

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

Recent Promotional Material Produced

Moved by Director Newell
 Seconded by Director Greenaway

2017-16-15

"That the Regional District of Bulkley-Nechako Board of Directors receive the December 5, 2017 memo from Corrine Swenson, Manager of Regional Economic Development titled "Recent Promotional Material Produced."

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

DEVELOPMENT SERVICES (All Directors)

Referrals

Land Referral File No. 7409961 Moved by Director Petersen
Jackson – Electoral Area "F" Seconded by Director Thiessen

2017-16-16

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 7409961 be provided to the Province as the Regional District's comments on Crown Land Application 7409961."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File Nos.
7409976 and 7409977
(Saik'uz First Nation)

Moved by Director Thiessen
 Seconded by Director Liversidge

2017-16-17

"That the comment sheets titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 7409976" and "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral No. 7409977 be provided to the Province as the Regional District's comments on Crown Land Applications 7409976 and 7409977."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mount Milligan Environmental
Assessment Certificate
Amendments

Moved by Director Greenaway
 Seconded by Director Liversidge

2017-16-18

"That the Regional District of Bulkley-Nechako Board of Directors receive the December 6, 2017 memo from Jason Llewellyn, Director of Planning titled "Mount Milligan Environmental Assessment Certificate Amendments."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING (All Directors)

Development Variance Permit Application

Chair Miller called for comments from the gallery in regard to Development Variance Permit A-03-17.

Martin Hennig mentioned that his Development Variance Permit Application A-03-17 is proposing to adjust his boundaries and redistribute the land to a 2 ha. lot similar to the adjacent subdivided properties.

Development Variance Permit
A-03-17 Martin Hennig
Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Bachrach

2017-16-19

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the letter dated December 13, 2017 from Sybille Haeussler, PhD RPF, Forest Ecologist, Skeena Forestry Consultants; and further, that the letter be forwarded to the Ministry of Transportation and Infrastructure for consideration during its subdivision process.

Development Variance Permit Application (CONT'D)

2. That the Regional District of Bulkley-Nechako Board of Directors approve Development Variance Permit A-03-17 for the property legally described as "Lot 1, Sections 36 and 31, Township 5 & 6, Range 5, Coast District, Plan EPP61667" to vary Section 14.02 of the "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" from 16 ha. to 2 ha. developed in general compliance with Schedule A of the permit."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Miller called for Comments from the gallery in regard to Development Variance Permit B-02-17.

Monique Svehla commented that she owns the property adjacent to the Development Variance Permit Application B-02-17 and brought forward her concerns regarding the potential impact to property values and lack of privacy. Jason Llewellyn, Director of Planning mentioned that all RDBN zoning regulations would need to be followed and that the proposed layout of the potential subdivision will be subject to the Ministry of Transportation and Infrastructure subdivision process and requirements.

Development Variance Permit B-02-17 Judith and Wanda Wiebe (Giesbrecht) Electoral Area "B"

Moved by Director Beach
Seconded by Director Benedict

2017-16-20

"That the Regional District of Bulkley-Nechako Board of Directors approve Development Variance Permit B-02-17 for the property located at 5225 Highway 16 to vary Section 12.02 of "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" from 2 ha. to 1.2 ha. for one of the proposed parcels and varied from 2 ha to 0.16 ha for a common lot used for access."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bylaw for Adoption

Rezoning File No. B-01-17 Judith and Wanda Wiebe (Giesbrecht) Electoral Area "B"

Moved by Director Benedict
Seconded by Director Beach

2017-16-21

"That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1812, 2017" be adopted this 14th day of December, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

EMERGENCY PREPAREDNESS AND RESPONSE

9-1-1 Fire/Rescue Dispatch Service Agreement

Moved by Director Liversidge
Seconded by Director Greenaway

2017-16-22

"That the Regional District of Bulkley-Nechako Board of Directors authorize the Chair and Corporate Officer to enter into the 9-1-1 Fire/Rescue Dispatch Service Agreement with the Regional District of Fraser Fort-George for a 5 year contract ending on December 31, 2022."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

EMERGENCY PREPAREDNESS AND RESPONSE (CONT'D)

Proposed UBCM Emergency
Operations Centre Funding
Application

Moved by Director Fisher
Seconded by Director Bachrach

2017-16-23

"That the Regional District of Bulkley-Nechako Board of Directors support an application to UBCM's Community Emergency Preparedness Fund's Emergency Operations Centre program for the following activities:

1. Staff EOC training expenses including training for emergency radio communications.
2. The provision of EOC specific computers and necessary programming.
3. Consultant, facility rental and other expenses associated with hosting a functional exercise.
4. Portable generator should the EOC need to be relocated or the current EOC not have power.
5. Handheld 2-way radios and satellite phones in the event communications are down.
6. That the Regional District of Bulkley-Nechako Board of Directors will provide overall grant management.

And, that the Regional District of Bulkley-Nechako Board of Directors authorize RDBN staff to enter into an agreement with UBCM for any grants received for the above purposes."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RURAL FIRE PROTECTION (All Directors)

Luck Bay Fire Protection
Agreement

Moved by Director Greenaway
Seconded by Director Liversidge

2017-16-24

"That the Regional District of Bulkley-Nechako Board of Directors authorize the Chair and staff to enter into an agreement with the District of Fort St. James for a five (5) year contract ending on December 31, 2022."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

OTHER (All Directors)

Planning Department
Reports

Moved by Director Liversidge
Seconded by Director Greenaway

2017-16-25

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

- Planning Department Enquiries Report – November, 2017;
- Action List – November, 2017
- Building Inspector's Report –November, 2017;

CORRESPONDENCE

- David Tupper, Municipal Insurance Association of BC re: MIABC Model Building Bylaw Update;
- Kevin Jardine, Associate Deputy Minister re: Mount Milligan Mine's Short Term Water Withdrawal from Phillips and Eskers Lakes;
- Bruce McGonigal re: Control of Proliferating Billboards within the RDBN."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

**Receipt of Chair's
Written Report**

Moved by Director Thiessen
Seconded by Director Bachrach

2017-16-26

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chair's written Report."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Director Brienen removed himself from the meeting at 1:46 p.m. due to a conflict of interest in regard to Minerals North – Request for Sponsorship – Houston, B.C. – April 25-27, 2018.

**Minerals North – Request
for Sponsorship – Houston,
B.C. April 25-27, 2018**

Moved by Director Bachrach
Seconded by Director Fisher

2017-16-27

"That the Regional District of Bulkley-Nechako Board of Directors authorize an event at Minerals North in Houston, B.C. April 25-27, 2018 in the amount of \$5,000."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Director Brienen returned to the meeting at 1:48 p.m.

**Nak'azdli Whut'en – Request
for Sponsorship for Community
Christmas Dinner**

Moved by Director Thiessen
Seconded by Director Benedict

2017-16-28

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from Nak'azdli Whut'en re: Request for Sponsorship for Community Christmas Dinner."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**Administration
Correspondence**

Moved by Director Bachrach
Seconded by Director Thiessen

2017-16-29

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

- Ministry of Municipal Affairs and Housing – 2017 UBCM Convention Follow-up;
- Union of B.C. Municipalities – Gas Tax Agreement Community Works Fund Payment;
- Lakes District Arts Council – Thank you for Grant in Aid;
- Babine Lake Community Forest Society – Letter to Premier Horgan re Community Wildfire Mitigation and Community Forests;
- BC Assessment – Early Notification Letters to be Sent to Selected Property owners;
- Smithers District Chamber of Commerce – Business Awards Attracts Over 150 People to Celebrate the Award Category Finalists;
- Ministry of Municipal Affairs and Housing – 2018 Local Government Grants Program – Infrastructure Planning Grants;
- Greyhound – Passenger Transportation Board Public Meetings;

ADMINISTRATION CORRESPONDENCE (CONT'D)

- District of Sicamous – Letter to Honourable George Heyman, Minister of Environment and Climate Change Strategy re: Prevention of Quagga and Zebra Mussels;
- Northern Health – Flu Policy for Visitors in Effect at all NH Facilities;
- Northern Health/Northwest Regional Hospital District – MRI Services Reach a Milestone at Mills Memorial Hospital;
- Northern Health – Northern Health Connections Modified Holiday Schedule;
- Northern Health – 17 Communities in the Northern Health Region to Benefit from Funding to Increase Physical Activity;
- Union of B.C. Municipalities
 - Excellence Awards Profile: Excellence in Action
 - MMIWG Inquiry Releases Interim Report
 - Status of Asset Management in BC
 - UBCM Submission on Cannabis Legalization

INVITATIONS

- 2018 COFI Convention – April 4-6, 2018 – Prince George, B.C.
- Sustainable Communities Conference – February 6-8, 2018 – Ottawa, ON.”

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

Director Petersen noted that there is a high number of BC Assessment's early notification letters being sent to selected property owners in Vanderhoof Rural. Discussion took place regarding BC Assessment relying on Building Permits to provide information in regard to improvements and a number of those properties are farm land and do not require permits in Vanderhoof Rural which may be a considering factor.

2018 COFI Convention Invitation

Moved by Director Bachrach
Seconded by Director Beach

2017-16-30

"That the Regional District of Bulkley-Nechako Board of Directors authorize the RDBN Chair's attendance at the Council of Forest Industries Conventions April 4-6, 2018 in Prince George, B.C."

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

FINANCIAL

Operating Accounts -November, 2017

Moved by Director Bachrach
Seconded by Director Beach

2017-16-31

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

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

ADMINISTRATION BYLAW

Bylaws for Adoption

No. 1816 – Glacier Gulch
 Water Diversion Local Service
 Establishment Amendment

Moved by Director Fisher
 Seconded by Director Bachrach

2017-16-32

"That "Glacier Gulch Water Diversion Local Service Establishment Amendment Bylaw No. 1816, 2017" be adopted this 14th day of December, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

READING FILE

Reading File

Moved by Director Benedict
 Seconded by Director Thiessen

2017-16-33

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

- Canada Research Connections – Biodiversity Conversations: From the Local to the Global;
- Canfor Corporation Reports Results for Third Quarter of 2017;
- City of Prince George Economic Update – October 2017;
- Clean Energy Review;
 - November 13, 2017 – The Big Policy no One's Heard of
 - Enertelligence Monthly Review: November 2016;
- Federation of Canadian Municipalities – Connect Update:
 - December 5, 2017 – Request to Participate in a Study on Municipal Waste and Landfills
 - December 1, 2017 – New Webinar: Kick Starting Your Municipal Innovation
 - November 28, 2017 – Time to Register for Canada's Premier Sustainability Conference
 - November 9, 2017 – 3 New Brownfield Redevelopment Guides Available;
- Federation of Canadian Municipalities – The Voice
 - December 1, 2017 – Advocacy Days/Scholarships for Young Women/New CIPP Toolkit/Upcoming Webinars
 - November 10, 2017 – FCM at COP23/NAFTA Talks/Feminist International Assistance Policy;
- Federation of Canadian Municipalities – President's Corner
 - November 2017;
- Northern BC Tourism – News & Updates from Northern BC Tourism;
- December 2017 - Northern Health – Healthier Northern Communities ebrier;
- Resource Works – Newsletter:
 - November 30, 2017 - How BC is Naturally Resourceful
 - November 16, 2017 – Celebrate BC Resource Technology November 29th;
- Rio Tinto Alcan - Nechako Reservoir Flow Facts:
 - November 25 to December 1, 2017
 - November 11 to November 17, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

Discussion took place in regard to the number of items on the Supplementary Agenda. Due to the next scheduled RDBN Meetings being January 11, 2018 time constraints were considering factor. Ms. de Weerd commented that staff are willing to provide an overview of the items at the Regional Board's discretion.

REPORTS

Smithers and District Transit/
Para-Transit Service Funding
Partners Agreement

Moved by Director Fisher
Seconded by Director Benedict

2017-16-34

"That the Regional District of Bulkley-Nechako Board of Directors receive the Regional Transit Coordinator's December 13, 2017 memo titled "Smithers and District Transit/Para-Transit Service Funding Partners Agreement;" and further, that the Regional District of Bulkley-Nechako Board of Directors approve entering into the Funding Partners Agreement with the Town of Smithers."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Request for Letter of Support
for Northern Youth
Entrepreneurship Community
Development Partnership – YELL,
School District #91 & Futurepreneur

Moved by Director Beach
Seconded by Director Fisher

2017-16-35

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support for Northern Youth Entrepreneurship Community Development Partnership – YELL (Young Entrepreneur Leadership Launchpad), School District #91 Nechako Lakes & Futurepreneur."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Visit Bulkley-Nechako Print
Advertising for 2018

Moved by Director Beach
Seconded by Director Repen

2017-16-36

"That the Regional District of Bulkley-Nechako Board of Directors authorize staff to place ¼ page advertisement in the 2018 Northern BC Travel Guide and MILEPOST as well as 1/3 page advertisement in the Northern BC Backroad Mapbook."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Janitorial Services - Request
For Proposals Award

Moved by Director Brien
Seconded by Director Beach

2017-16-37

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Management Intern's December 11, 2017 memo titled "Janitorial Services – Request for Proposals Award."
2. Further, that the Regional District of Bulkley-Nechako Board of Directors award the Janitorial Services contract to Sweeping Beauties Janitorial, for three years with the option to renew an additional two years, based on the recommendations provided from RDBN staff."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

**Signing Agreements with
Lake Kathlyn Protection
Society**

Moved by Director Fisher
Seconded by Director Bachrach

2017-16-38

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's December 14, 2017 memo titled "Signing Agreements with Lake Kathlyn Protection Society;" and,
2. Further, that the Regional District of Bulkley-Nechako Board of Directors authorize the signing of the "Diversion Works Construction Agreement" and the "Addendum to Gas Tax Contract" dated September 2, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Beach removed himself from the meeting at 2:02 p.m. due to a conflict of interest in regard to "Recycling Service Establishment Opportunity."

Recycling Service Establishment Opportunity

John Illes, Chief Financial Officer provided an overview of his December 14, 2017 memo titled "Recycling Service Establishment Opportunity."

Director Fisher mentioned that discussion in regard to establishing a recycling service fits with the Solid Waste Management Plan review process currently underway. He brought forward concerns in regard to the complexity of the funding model. He also identified components of recycling that could be a local service and components that are a region wide service. Director Fisher commented that utilizing the Alcan Grant in Lieu of taxes monies for a region wide waste diversion policy. He brought forward concerns in regard to additional taxation. Discussion took place regarding further time needed to review options moving forward and the importance of having the discussion in regard to a recycling service in conjunction with information from Recycle BC.

Concerns were brought forward in regard to the exact expenditures of services.

Discussion took place in regard to the need for a region wide recycling initiative within the entire RDBN and not individual Electoral Areas having separate service levels. Chair Miller noted the changes that Recycle BC is currently proposing as outlined on the December 14, 2017 Waste Management Committee Meeting Agenda and the potential impacts to communities and recycling levels.

**Recycling Service
Establishment Opportunity**

Moved by Director Fisher
Seconded by Director Benedict

2017-16-39

"That the Regional District of Bulkley-Nechako Board of Directors defer the Chief Financial Officer's December 14, 2017 memo titled "Recycling Service Establishment Opportunity." to a future RDBN Waste Management Committee Meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

**2018 Recycling Contract
 Renewals**

Moved by Director Thiessen
 Seconded by Director Brienen

2017-16-40

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Deputy Director of Environmental Services' December 13, 2017 memo "2018 Recycling Program Contract Renewals" as amended.

2. Further, that the Regional District of Bulkley-Nechako Board of Directors approve the following recommendations:

- a. a contract extension with the District of Fort St. James in support of the proposal for the continuance of recycling services for Fort St. James and Area for the time period of January 1- December 31, 2018 at a total cost of \$14,000.00 (excluding taxes);
- b. a contract extension with the Nechako Healthy Community Alliance in support of the proposal for the continuance of recycling services for Vanderhoof and Area for the time period of January 1- December 31, 2018 at a total cost of \$75,651.00 (excluding taxes);
- c. a contract extension with the Fraser Lake Bottle Depot in support of the proposal for the continuance of recycling services for Fraser Lake and Area for the time period of January 1 - December 31, 2018 at a total cost of \$52,400.00 (excluding taxes);
- d. a contract extension with the Burns Lake Recycling Depot Ltd. in support of the proposal for the continuance of recycling services for Burns Lake and Area for the time period of January 1 - December 31, 2018 at a total cost of \$31,980.00 (excluding GST);
- e. a contract extension with the Houston Bottle Depot in support of the proposal for the continuance of recycling services for Houston and Area for the time period of January 1- December 31, 2018 at a total cost of \$42,232.00 (excluding taxes);
- f. a contract extension with the Smithers and Area Recycling Society in support of the proposal for the continuance of recycling services for Smithers/Telkwa and Area for the time period of January 1 - December 31, 2018 at a total cost of \$60,868.00 (excluding taxes);
- g. All contracts are subject to a quarterly contract review process wherein the contract would automatically renew unless the RDBN provides in writing notification of intention to change scope of work 60 days before the end of each quarter."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES REPORTS (CONT'D)

Discussion took place in regard to the Alcan Grant in Lieu of Taxes that is allocated to Environmental Services. Director Fisher spoke of simplifying the allocation. He also commented that clear direction needs to be provided to staff to develop a policy that provides service providers a clear formula that outlines allocation amounts for service levels. Concerns were brought forward in regard to the proposed funding allocation model and the need for a unified model throughout the region. Discussion took place in regard to further research and information to be provided to the Regional Board of Directors. Rory McKenzie, Director of Environmental Services commented that in moving forward with the Solid Waste Management Plan review process further discussion can take place in regard to the allocation of Alcan Grant in Lieu of Taxes.

Alcan Grant in Lieu of Taxes
-Environmental Services

Moved by Director Fisher
Seconded by Director Bachrach

2017-16-41

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to allocate the Alcan Grant in Lieu of Taxes for Environmental Services for contracts related to diversion initiatives throughout the Regional District of Bulkley-Nechako; and further, that remaining funds be divided per capita to each Electoral Area."

Moved by Director Benedict
Seconded by Director Greenaway

2017-16-42

"That the Regional District of Bulkley-Nechako Board of Directors defer Motion 2017-16-41 to research options in regard to the Alcan Grant in Lieu of Taxes Environmental Services allocation and outlining the current Alcan Grant in Lieu of Taxes allocation."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Cycle 16 Trail Society
-Request for Letter of Support
-BC Rural Dividend Fund
Application

Moved by Director Bachrach
Seconded by Director Repen

2017-16-43

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to Cycle 16 Trail Society for its BC Rural Dividend Fund Application."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Beach returned to the meeting at 2:32 p.m.

CORRESPONDENCE (CONT'D)

Community Energy Association Moved by Director Bachrach
- Proposal - Electric Vehicle Seconded by Director Newell
Charging Network Collaboration

2017-16-44

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to include \$9,000 in the RDBN 2018 Draft Carbon Emissions Reduction budget for the Community Energy Association's Electric Vehicle Charging Network Collaboration Project subject to the project receiving grant funding from the Federation of Canadian Municipalities (FCM) "Municipalities for Climate Innovation Program - Plans and Studies; and further, that a letter of support be provided for the said project."

Opposed: Director Fisher CARRIED
 Director Thiessen

(All/Directors/Majority)

ADMINISTRATION BYLAW

Bylaw of Adoption

No. 1815 - RDBN Electoral
Area "A" (Smithers Rural)
Economic Development
Service Area Establishment
Amendment

Moved by Director Fisher
Seconded by Director Bachrach

2017-16-45

"That "Regional District of Bulkley-Nechako Electoral Area "A" (Smithers Rural) Economic Development Service Area Establishment Amendment Bylaw No. 1815, 2017" be adopted this 14th day of December, 2017."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Beach
Seconded by Director Benedict

2017-16-46

"That the meeting be adjourned at 2:46 p.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**AGRICULTURE COMMITTEE MEETING**
(Committee Of The Whole)**Thursday, January 11, 2018**

PRESENT: Chair Mark Parker

Directors Taylor Bachrach
Chris Beach
Eileen Benedict
Shane Brien
Mark Fisher
Tom Greenaway
Dwayne Lindstrom
Rob MacDougall
Bill Miller
Rob Newell
Jerry Petersen
Darcy Repen

Directors Absent Thomas Liversidge, Village of Granisle
Gerry Thiessen, District of Vanderhoof

Alternate Director Linda McGuire, Village of Granisle

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
John Illes, Chief Financial Officer
Debbie Evans, Agriculture Coordinator
Jason Llewellyn, Director of Planning – left at 11:40 a.m.,
returned at 11:50 a.m., left at 12:00 p.m.
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Parker called the meeting to order at 11:24 a.m.

AGENDAMoved by Director Bachrach
Seconded by Director Miller**AG.2018-1-1**

"That the Agriculture Committee Agenda of January 11, 2018 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Agriculture Committee**
Meeting Minutes
-November 9, 2017Moved by Director Benedict
Seconded by Director Brien**AG.2018-1-2**

"That the Minutes of the Agriculture Committee Meeting of November 9, 2017 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

POWERPOINT PRESENTATION

Debbie Evans, Agriculture Coordinator provided a PowerPoint Presentation.

Seeds Planted in 2 Months – 2017!

- Nov 1 - started a brand new role in the region as the Agriculture Coordinator
- Have been establishing resources and starting to “plant the seeds”
- This is a review of the first 7 weeks prior to the holiday break
- During this time have “planted many seeds” and wanted to share the progress

Building Relationships

- Creating and strengthening relationships with Agriculture Stakeholders, producers and all levels of government
- Recognize Northern Development Initiative Trust's (NDIT) funding partnership
 - very informative meeting with NDIT
 - gained a greater insight into NDIT and where regional agriculture projects might fit into NDIT funding opportunities
- Working with, and appreciate RDBN Grant Writer to leverage funding
- Met with Ministry of Agriculture staff
 - Smithers
 - Prince George
- As a past Ministry of Agriculture (MoA) employee very conscious of Ministry role and working together
- Met with local Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) Range Officers in Burns Lake and Vanderhoof
- FLNRO has also added Rural Development and has formed an exciting working relationship with staff in Vanderhoof
- Re-establishing working relationships with individuals at the Investment Ag Foundation
- A former Ministry associate First Nations Agrologist currently the Agri-First Canada Project Manager who is working on a province wide project “First Nations Food Systems” funded through FN Health Authority and has 73 communities participating in the project and some within the RDBN

Meetings on Emergency Preparedness

- Working with RDBN Protective Services staff in emergency services planning
- Met with FLNRORD Range staff and MoA staff to discuss 2017 and what “learning tools” might be brought forward from the wildfire events
- Registered in Emergency Management Justice Institute courses
- Agriculture Coordinator Workplan
 - Livestock brochures
 - emergency mock situation round table session
 - RDBN Agriculture Emergency Plan
- Investigating raising the awareness of small mixed farms in their preparation for emergency events
- Utilizing guides that BC Ministry of Agriculture has produced for:
 - BC Beef Producers
 - BC Dairy Producers
 - BC Small Mixed Farms
- While travelling within the region, it has been like picking out puzzle pieces and making connections
- Meeting with producers and agriculture organizations
 - goal to learn about agriculture strengths and issues
 - Issues - sort to fit within workplan
 - logistically can not address all issues

POWERPOINT PRESENTATION (CONT'D)

- Once an issue has a "fit in the work plan"
 - task to research resources
 - where can partnerships be formed
 - what/is funding available
 - what other pieces of the issue need to be tracked down to find solutions and make them actionable items.
- The view of agriculture summarized in: "It All Starts Here, Inside, Outside and Underground!"
- A view of BC Agriculture Fresh to Me, Fresh To You
 - represents how the Farmers of the Regional District of Bulkley-Nechako supply Fresh From BC's Farmers.
- Agriculture Awareness and Promotion is an activity practiced wherever travelled to deliver the message of "Buying local preserves My Agriculture, My Community, My Health & My Future"

Regional Sustainable Food System Focuses on:

- Local seasonal foods
- Health of the population
- Building communities
- Local economic development
- Supporting local producers, processors, distributors & retailers
- As the Agriculture Coordinator - role is built on Regional Agriculture Sustainability
 - Environmental Health
 - Economic Vitality
 - Social Equity & Human Health
- The overlaps of these 3 themes have:
 - Food processing, distribution and marketing
 - Food production
 - Food consumption
- Regional Sustainable Food Systems focuses on:
 - Local seasonable food
 - how could the seasons be extended
 - climate change opportunities
- Health of the population
 - includes working with schools and First Nations communities
- Building Communities
 - large region
 - goal is to work with every community
- Local economic development
 - new opportunities
 - building agriculture businesses
 - agricultural support for businesses
- Supporting local producers, processors, distributors & retailers
 - strengthening agriculture
 - more local produce in retail outlets
 - Going back to: "Buying local preserves My Agriculture, My Community, My Health & My Future."

POWERPOINT PRESENTATION (CONT'D)

Farmers' Market

- Attended the Bulkley Valley Farmers' Winter Market and met some of the individuals associated with the market
- Met some of the participants of the Burns Lake Farmers' Market
- Heard successes and issues at both markets
- Would like to bring all of the region's Farmers' Markets together for a strategic planning workshop where ideas can be shared and each individual market could work as small groups to address local market strengths, weaknesses, opportunities and threats
- Farmers' Markets are a great resource for communities as fresh local produce promotes healthy eating.
- Need to support and grow the regions Farmers' Markets.

Garlic Festival???

- Lots of garlic is being grown and some producers have added some value-added garlic products to their garlic marketing
- Climate change may allow soft neck garlic growing, which adds more value-added market potential
- While visiting garlic producers asked about organizing a local garlic festival
- Garlic festivals are happening throughout BC. Why not in the RDBN?
- Would like to establish a non-profit society
 - Choose a high-visibility site
 - invite regional garlic producers
 - local entertainment
 - encourage some "garlic cooking" and have a fun one-day event
 - First year would have to source funding
 - Second year Garlic Festival could be eligible for NDI's "Fabulous Festivals and Event" funding opportunity

Honey Production

- Honey production is a producer group which works on quite an individual basis
- One issue commonly expressed by producers was the sourcing of queen bees
 - One solution - importing queen bees from other countries
- By Law in BC, Beekeeping is regulated under the Animal Health Act
- Role of RDBN Agriculture Coordinator:
 - Apprised a few non-registered apiarists who to contact to complete registration
 - Not policing
 - Concerned about the health of the bee industry and protection of the bee colonies within the region.

Haskap Berries

- An emerging agriculture product - Haskap Berries
- At least 3 growers in the region and a potential distillery to make such products as Haskap Liqueurs
- To sustain a distillery will mean more berry production
- One issue is the supply of root stock
- The industry is growing in BC and the region is part of the growth
- Working with FLNRORD currently planning a Distillery and Brewing Workshop
 - When date established will promote within the region.

POWERPOINT PRESENTATION (CONT'D)

Craft Brewery Expansion

- Definite interest in craft brewery expansion, distillery and possibly a grain malting plant
- One of the speakers at Distillery & Brewing Workshop will be from the Gambrinus Malting Plant in Armstrong
- Have the potential to increase grain production and malt a variety, for example Honey Malt for local brewery industry or possible exportation
- With a malting plant, they do have grain beds that do not always meet quality standards and this grain is accessible for livestock feed

Ideas

- Have received calls and ideas to research
 - Current idea is Laying Hens and establishing an egg grader to support "Local produce"
 - These hens are pasture fed but potential flock would be housed birds
 - BC Egg Marketing Board and quota allocation are one of the issues being researched
 - How to achieve quota allocation in the RDBN and permission to run an egg grading facility
- This is an actionable item - working on finding some solutions and growing an industry

Exciting News for March!

- The Beef Industry within the Regional District is the largest producer group
 - Building relationships with Regional Cattlemen and BC Cattlemen's Association
 - Attending Cattlemen's AGM in Jan & Feb, 2018
- Have been in contact with the General Manager of the BC Cattlemen's Association
- Spoke in regard to two issues:
 - 1) BC Livestock Premise ID's
 - a) How it assisted in the 2017 Wildfires
 - b) How there is a need to promote them in the region
 - 2) Proposed Prince George Beef Cattle processing plant
- Proposed Beef Strategy Workshop
 - General Manager of BC Cattlemen's Association plans to be in attendance to announce exciting news for the BC Beef Industry
 - RDBN cattle producers will get an early preview and strategize how they can take advantage of the opportunity
- A past presentation from the Shavings Committee to the RDBN Agriculture Committee identified the issue of a lack of shavings provincially and is a growing issue in the livestock industries
 - Insufficient bedding, wet and muddy conditions not only affect animal health and feed efficiency but the excess tag, (manure and dirt clinging to the hide) can be an issue at the slaughter plants
 - The Nechako Valley Cattlemen's Association has a 3-year contract with PAC-BIO, which will be ending in August 2018
 - Bio-generator plants & wood pellet mills are reducing shavings available, increasing the cost and producers are running with a minimal amount
 - An option to address the lack of shavings has been to shift calving times to later in the spring
 - Having kiln-dried shavings is not only important for beef in corral bedding packs and calving areas but also for dairy, swine, horse, poultry and other livestock
- This is an issue identified in the job application process
- Recognize and familiar with the issue, now finding the resources to find a solution!

POWERPOINT PRESENTATION (CONT'D)

Potential New Business!

- Livestock Wood Shaving Mill
 - Source a drying Kiln
 - Requires storage for dried shavings
 - Loading and trucking facility
- FLNRORD, NDIT and RDBN Agriculture Coordinator piecing together the resources to find a solution
 - Couple of potential business owners in discussion with NDIT.
- Current Nechako Valley Cattlemen's Association shaving contract is 1,000 loads per year at 7.6 tonnes per load
- New opportunities in beef industry could mean beef backgrounding and increasing feedlots which could push the beef shaving usage in the region to potentially over 150,000 tonnes per year
- Short-term solution is getting a Livestock Shaving Business running at this minimal capacity
- Long-term is sourcing the fibre and possibly increasing agro-forestry agriculture

Freight Farms

- Lots of enthusiasm for the role of Agriculture Coordinator and have discovered a huge potential for the Region
- Introducing Freight Farms!
 - Farming in a shipping container
 - 365 days/year
 - Over 1 acre of growth achieved in one container
 - Growing leafy greens, lettuces, kale, swiss chard, etc. or herbs and many other unit tested products in a vertical, hydroponic system
 - The containers originate in Boston, Massachusetts, United States
 - Ready to arrive on site, hook up water and electricity
 - Unit takes 5-10 gallons of water per day
 - Uses 125 kWh of electricity per day
 - Single-phase power
 - Many units have been converted to run on solar energy
 - Freight Farms has units throughout the United States, Caribbean, Europe, Vietnam, the United Arab Emirates and Canada
 - Units have run successfully in temperatures from -51 °C to +54 °C
 - Unit is heated with LED lights and are divided into two zones
 - Planting and seeding zone
 - Vertical Growing zone.
 - Each unit can house 4,000 plants and can be harvested 52 weeks/year
 - Unit is computer controlled and with their computer program "FarmHand" you are in contact with your unit wherever you go
 - Freight Farm offers a 2-day farming course and work closely with Freight Farmers for the success of their Freight Farm business
 - Each Freight Farm is 40' x 9' x 8'. The unit cost and delivery to RDBN with Freight Farm computer and training is approximately \$100,000 US
 - Business models show a unit could potentially pay for itself in 2 years
 - WHAT COULD BE THE POTENTIALS HERE?
- This is where partnerships are starting to see results.
- FLNRORD has developed a non-profit funding model and are presenting to NDIT
- One non-profit group looking at this currently
- Have started a promotions list that included First Nations Communities, and School Districts. (For example, SD #91 Nechako Lakes is working on a marketing project and FLNRORD and RDBN Ag Coordinator are planning a meeting to show a Freight Farm Business model)
- Stated to CAO "Challenged to work on having at least 10 units in the RDBN within 6 months"

POWERPOINT PRESENTATION (CONT'D)

Seeds are Growing! Where will they grow in 2018?

- Many other puzzle pieces to find and make the connections
- This position has so far been a fantastic opportunity searching for puzzle pieces, creating the connections with resources and working on the successful completion of actionable items
- Over the past two months "Seeds are starting to grow"
- "Puzzle pieces" are connecting and "seeds are planted" and those still to "plant" just leave the question
 - *Where will they grow in 2018!*

Director Fisher mentioned the importance of identifying and being aware of the needs and drivers of regional agriculture communities and the RDBN responding to support community needs.

Director Beach spoke of connecting with the Burns Lake Community Garden in regard to the possibility of a Freight Farm. Alternate Director McGuire also noted that the Village of Granisle may be interested. Discussion took place in regard to small scale container farming products currently available. Ms. Evans spoke of opportunities in connecting with the Farmers' Market in Burns Lake.

Director Fisher commented that developing emergency management workshops throughout the region and combining them in conjunction with fire smart initiatives. Ms. Evans noted that staff are developing a plan for moving forward within the communities and noted that she will be working with commercial and small mixed farms to prepare for emergency events. Chair Miller mentioned that there are potential funding opportunities identified by the Union of B.C. Municipalities for education in regard to emergency management.

Discussion took place in regard to establishing an egg grader to support local producers. Director Fisher spoke of Day Break Farms an established egg producer in Terrace. Ms. Evans noted that the intent is to support smaller operations in getting their eggs to local markets. She has had a request from a local producer requesting information in regard to moving forward with egg production.

PowerPoint Presentation
-Agriculture Coordinator
Update

Moved by Alternate Director McGuire
 Seconded by Director Greenaway

AG.2018-1-3

"That the Agriculture Committee receive the Agriculture Coordinator's PowerPoint Presentation."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Canada's Agriculture Day

Discussion took place in regard to the following ideas for promoting Canada's Agriculture Day in the region:

- Utilizing the RDBN website for local regional agriculture initiatives
- Encourage supporting/eating local produce
- Education in regard to "where our food comes from"
 - Did you know "what buying local" means and the impact to the community
- Focus on agriculture and connection to the land and peoples food that is consumed

REPORTS (CONT'D)

- Be proactive and host community lunches with local produce
 - Alternate Director McGuire encouraged the 3 E's
 - Educate, Encourage, Engage
 - Supporting an additional agriculture day in the region in early May when local communities are planting their gardens to promote the growing season in the region

Director Repen spoke of grow agriculture capacity in the Regional District. Chair Parker identified the importance and need to support local production and then look at investigating and moving forward with expanding production beyond local markets. Director Miller spoke of developing the ability to store and process food in the region. He noted the need to educate people in regard to the land base supporting the food supply chain for the populace in the region, province, national and internationally.

Director Bachrach questioned if there has been research conducted in regard to how large the local market currently is, how large the local food production to the local market is and where there is room to grow to outstretch demand. Ms. Evans noted that the local seasonal product is well supported but without local storage facilities, residents rely on imported produce during non-growing months. She commented that the large beef industry in the region does have a substantial amount being exported. Ms. Evans spoke noted that depending on the product there are different levels locally consumed and exported.

Canada's Agriculture Day
Tuesday, February 13, 2018

Moved by Director Beach
 Seconded by Director Greenaway

AG.2018-1-4

"That the Agriculture Committee receive the Agriculture Coordinator's January 2, 2018 memo titled "Canada's Agriculture Day, Tuesday, February 13, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fraser Lake Biomass Ash
Project

Moved by Director Miller
 Seconded by Director Lindstrom

AG.2018-1-5

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter of support for the Fraser Lake Biomass Ash Project's application to the Rural Dividend Application."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Miller spoke of the opportunity provided to the region from the Fraser Lake Biomass Ash Project.

REPORTS (CONT'D)

Invitation to FPInnovations
to Attend a Future RDBN
Board Meeting

Moved by Director Fisher
Seconded by Miller

AG.2018-1-6

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to FPInnovations BC Provincial Leader inviting them to attend a future Regional District of Bulkley-Nechako Board meeting to provide an update in regard to the Fraser Lake Biomass Ash Project."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Regional Beef Producers
Strategic Planning Workshop
-March 2, 2018

Moved by Alternate Director McGuire
Seconded by Director Newell

AG.2018-1-7

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed with planning the Regional Beef Producers Strategic Planning Workshop March 2, 2018; and further, that the Regional District of Bulkley-Nechako Board of Directors authorize applying for grant opportunities to contribute funding toward the cost of this event."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Agriculture More Than Ever

Moved by Director Miller
Seconded by Director MacDougall

AG.2018-1-8

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed with registering the RDBN as a Partner with Agriculture More Than Ever."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Climate Change Regional
Adaptation Program

Moved by Alternate Director McGuire
Seconded by Director Beach

AG.2018-1-9

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to prepare an RDBN Expression of Interest for the Climate Change Regional Adaptation Program for the April 1, 2018 funding intake for Canadian Agricultural Partnership program funding."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Chair Miller spoke of a report that the Omineca Beetle Action Coalition (OBAC) received in the past in regard to Climate Change Regional Adaptation which contained a good analysis and good modeling for the region. Chair Miller also identified the impact of weeds to the agriculture community.

Ms. Evans commented that if the RDBN is successful with its application the time line for forming a committee will be fall/winter 2018.

REPORTS (CONT'D)**BC Ministry of Agriculture
-Agricultural Advisory
Committee Workshops**

Moved by Director Fisher
Seconded by Director Miller

AG.2018-1-10

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize registering for the BC Ministry of Agriculture Agricultural Advisory Committee Kelowna Workshop; and further, that, staff proceed with booking flights and hotels for the Chair and Agriculture Coordinator."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Agriculture Report &
Correspondence**

Moved by Director MacDougall
Seconded by Director Beach

AG.2018-1-11

"That the Agriculture Committee receive the following:
-Agriculture Coordinator's January 2, 2018 memo titled
"Columbia Basin Agriculture Forum;"

CORRESPONDENCE

-the Ministry of Forests, Lands, Natural Resource Operations
and Rural Development re: Zero-Energy Hydraulic Ram Pump
for Off-Grid Irrigation;
-Northern Development Initiative Trust – 2017 Q4 Newsletter."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to the very interesting research from FLNRORD in regard to Zero-Energy Hydraulic Ram Pump for Off-Grid Irrigation.

**SPECIAL IN CAMERA
MEETING MOTION**

Moved by Director McGuire
Seconded by Director Miller

AG.2018-1-12

"In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90 (1)(a), personal information about an identifiable individual who is being considered for a position as an officer, employee or agent of the municipality or another position appointed by the municipality (Solid Waste Management Plan Advisory Committee), may 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 MacDougall
Seconded by Director Petersen

AG.2018-1-13

"That the meeting be adjourned at 12:18 pm."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REGIONAL DISTRICT OF BULKLEY-NECHAKO**AGRICULTURE COMMITTEE MEETING**
(Committee Of The Whole)**Thursday, November 9, 2017**

PRESENT: Chair Mark Parker

Directors Taylor Bachrach
Chris Beach – left at 2:53 p.m.
Eileen Benedict
Mark Fisher
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall – left at 2:55 p.m.
Bill Miller
Rob Newell
Jerry Petersen
Darcy Repen
Gerry Thiessen – left at 2:44 p.m.

Directors Absent Shane Brienen, District of Houston
Tom Greenaway, Electoral Area "C" (Fort St. James Rural)

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
John Illes, Chief Financial Officer
Debbie Evans, Agriculture Coordinator
Jason Llewellyn, Director of Planning
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Parker called the meeting to order at 2:38 p.m.

AGENDAMoved by Director Repen
Seconded by Director Beach**AG.2017-7-1**

"That the Agriculture Committee Agenda of November 9, 2017 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Agriculture Committee**
Meeting Minutes
-October 26, 2017Moved by Director Benedict
Seconded by Director Newell**AG.2017-7-2**

"That the Minutes of the Agriculture Committee Meeting of October 26, 2017 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEMS

1. Introduction of Regional Agriculture Coordinator

Chair Parker thanked staff and the Agriculture Committee and introduced Debbie Evans, Agriculture Coordinator.

Ms. Evans provided a brief outline of her agriculture experience:

- Grew up in the north Okanagan
- Degree in Agriculture from the University of B.C.
- Worked with a show herd in Richmond, B.C.
- Dairy farm background
- Joined Ministry of Agriculture – Youth Development Specialist
 - o Worked with 4-H, Cattlemen's Okanagan
 - o Youth, First Nations and women in agriculture programs
 - o Workshops
- Four years as Executive Director, BC 4-H
 - o 17.5 years with the 4-H program
- Managed a dairy farm in Wainwright, Alberta
 - o Milked 450 cows
 - o 1500 Holstein cows
 - o 75% of Alberta's calf/cow population is in the area
 - o \$96,000 in cull cow sales in last year in Wainwright, AB
 - o Feed mill/mineral mill
 - o Three broiler barns
 - 39,000 birds per barn
 - o Farmed 20 sections of land
 - o Amazing opportunity
- Salmon Arm Fair Coordinator for 2 years

Chair Parker welcomed Ms. Evans to the Regional District of Bulkley-Nechako.

2. Development of Agriculture Coordinator Work Plan for 2018

2018 Agriculture Coordinator Work Plan

- RDBN SWOT (Strategic Workforce Opportunities Team) participation
- Coast Field and Forest Cooperative
 - o Putting forward an application for proposed usage of Lake Kathlyn School:
 - Agriculture research component
 - Intensive fruits and vegetable growing
 - Folk school proposal
 - Tech hub proposal
 - French immersion component
- Youth engagement – Priority
 - o Assist agriculture groups to build youth and aboriginal youth engagement
 - o Support youth engagement programs
 - o Support/assist in senior levels of high school and college agriculture education initiatives
 - Need young people for succession into farming and agriculture
- Allow time to assist community groups and provide support
- Promotion of the Agriculture Coordinator position
 - o Make connections and contact with all the community agriculture groups and individuals across the region
 - Determine the needs of the agriculture sector
 - o Skeena Cattlemen's representative would also like to connect with the Agriculture Coordinator

2. Development of Agriculture Coordinator Work Plan for 2018 (CONT'D)

- o How to initiate contacts and connections?
 - Social media
 - Meetings/Delegation with municipalities within the region
 - Newspapers and radio advertising
 - RDBN Newsletter
 - Directors to promote the Agriculture Coordinator
 - Local media/radio contacts
- Assist in bringing local farm products to market
 - o Eg. mobile (beef) inspection programs to assist in bringing products to market
- Roles and contribution of local government in regard to the agriculture sector
- Coordination of workshops and forums
 - o Agriculture Forum – February 2018 - Priority
 - o Some grant funding options – dates for submission – November 14, 2017
 - o Agriculture Forum potential Topics for Discussion:
 - Premise ID's – Emergency Events
 - Succession planning
 - Youth component
 - Farmers Markets
 - BC Association of Farmers' Markets
 - Webinar series
 - Coffee Table Workshops – Training Opportunities
 - o Staff to determine grant funding opportunities and possible dates to be brought forward for consideration by the Agriculture Committee
- Agriculture Land Commission – Agriculture Land Reserve

Water Sustainability Act – Water Licensing Regulations and Ground Water Registration

Chair Parker received an e-mail November 8, 2017 from the Ministry of Environment to arrange a teleconference to discuss the Water Sustainability Act - Water Licensing regulations and process. Chair Parker will bring forward the information at a future meeting.

Ms. Evans noted that she has made contact with the Ministry of Agriculture and Ministry of Forests, Lands, Natural Resource Operations and Rural Development in regard to emergency planning for livestock. Discussion took place in regard to existing youth programs in the region: Nechako Senior Secondary School Greenhouse Living Classroom – School District 91 Nechako Lakes, Hazelton Farm School, Groundbreakers Collective, School District 54 Bulkley Valley – Geodome project.

Ms. Evans mentioned that on February 23, 2018 Farm Credit Canada is hosting a free Trends and Trades Opportunity in the Beef Market and Communicating for.... Workshop in Vanderhoof.

Agriculture Grant Funding Opportunities

Moved by Director Repen
 Seconded by Director Newell

AG.2017-7-3

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to submit relevant grant funding opportunities for an agriculture forum in early 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2. Development of Agriculture Coordinator Work Plan for 2017 (CONT'D)

**2017 Agriculture Coordinator
Work Plan**

Moved by Director Miller
Seconded by Director Newell

AG.2017-7-4

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to bring forward a 2017 Agriculture Coordinator Work Plan for review."

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

**SPECIAL IN CAMERA
MEETING MOTION**

Moved by Director Miller
Seconded by Director Newell

AG.2017-7-5

"In accordance with Sections (1)(c) of the *Community Charter*, it is the opinion of the Regional District of Bulkley-Nechako Board of Directors that matters pertaining to labour relations or other employee relations (Agriculture Coordinator) be held in confidence, and therefore exercise their option of excluding the public for this meeting."

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

ADJOURNMENT

Moved by Director Benedict
Seconded by Director Repen

AG.2017-7-6

"That the meeting be adjourned at 3:02 pm."

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

Mark Parker, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, January 11, 2018**

PRESENT: Chairperson Bill Miller

Directors Taylor Bachrach
Chris Beach
Eileen Benedict
Shane Brienen
Mark Fisher
Tom Greenaway
Dwayne Lindstrom
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen

Directors Absent Thomas Liversidge, Village of Granisle
Gerry Thiessen, District of Vanderhoof

Alternate Director Linda McGuire, Village of Granisle

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Nellie Davis, Proposal Writer – arrived at 11:08 a.m., left at 11:10 a.m.
Debbie Evans, Agriculture Coordinator
John Iles, Chief Financial Officer
Jason Llewellyn, Director of Planning
Rory McKenzie, Director of Environmental Services – left at 11:08 a.m.
Corrine Swenson, Manager of Regional Economic Development – arrived at 10:44 a.m.
Wendy Wainwright, Executive Assistant

Media Flavio Nienow, Lakes District News – arrived at 11:02 a.m.

CALL TO ORDER

Chair Miller called the meeting to order at 10:41 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Benedict
Seconded by Alternate Director McGuire**C.W.2018-1-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of January 11, 2018 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – November 9, 2017

Moved by Director Petersen
Seconded by Director Newell

C.W.2018-1-2

"That the Committee of the Whole meeting minutes of November 9, 2017 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Service 2300 Stuart Nechako
Economic Development

Moved by Director Petersen
Seconded by Director Parker

C.W.2018-1-3

"That the Committee of the Whole receive the Chief Financial Officer's January 11, 2018 memo titled "Request for Direction – Service 2300 Stuart Nechako Economic Development"; and further, that the service area Directors: Vanderhoof, Fort St. James, Fraser Lake, and Electoral Areas "C" (Fort St. James Rural), "D" (Fraser Lake Rural) and "F" (Vanderhoof Rural) meet to discuss options to bring forward at a future RDBN Board Meeting."

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

Houston Smithers
Rebroadcasting Society

Moved by Director Fisher
Seconded by Director Repen

C.W.2018-1-4

"That the Committee of the Whole receive the Chief Financial Officer's January 11, 2018 memo titled "Houston Smithers Rebroadcasting Society"; and,

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to bring forward to the RDBN Board of Directors a draft amendment bylaw to "Smithers/Houston/Telkwa Television Rebroadcasting Local Service Establishment Bylaw 630, 1990" to increase the maximum taxation by 25%; and further, that the annual grant for the Houston-Smithers Rebroadcast Society be increased by 20% and that this amount be included in the 2018 RDBN Budget."

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

Draft 2018 Budget

Moved by Director MacDougall
Seconded by Director Bachrach

C.W.2018-1-5

"That the Committee of the Whole receive the Chief Financial Officer's January 11, 2018 memo titled "Draft 2018 Budget" as amended to include the updated Schedule 9; and January 7, 2018 Supplementary memo titled "Initial 2018 Change in Assessments."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

John Illes, Chief Financial Officer provided an overview of the Draft 2018 RDBN Budget.

Discussion took place in regard to Environmental Services proposed purchase of a lowbed. Rory McKenzie, Director of Environmental Services noted that staff researched the need to purchase a lowbed for landfill equipment to mitigate costs to the RDBN to complete such works as the clean out of the Burns Lake Transfer Station septage receiving beds and the moving of the wood waste piles.

Director McGuire brought forward the RDBN – 2018 Budget Initiative for the Northwest BC Resource Benefit Alliance (RBA). Chair Miller mentioned that the funding is to be used in moving forward in negotiations with the province. The RBA is requesting capacity funding from the province to offset the cost of negotiations.

Discussion took place in regard to the addition of staff and increase of CPI (Consumer Price Index) impacts to the budget.

Director Fisher requested that a responsive analysis be developed in order for the Regional Board to determine the cumulative changes from decisions made to add, adjust initiatives and/or implement new initiatives in the budget.

Strategic Wildfire Prevention Initiative Funding Program

Moved by Director Beach
Seconded by Director Greenaway

C.W.2018-1-6

"That the Committee of the Whole receive the Proposal Writer's January 2, 2018 memo titled "Strategic Wildfire Prevention Initiative Funding Program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Spruce Beetle Omineca PAC -December, 2017

Moved by Director Beach
Seconded by Director McGuire

C.W.2018-1-7

"That the Committee of the Whole receive correspondence from the Spruce Beetle Omineca PAC re: December 2017 Update."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

INVITATION

UNBC Cumulative Impacts
Research Consortium - 2018
CIRC Forum – Jan 18-19, 2018
-Prince George, B.C.

Moved by Director Beach
Seconded by Director Lindstrom

C.W.2018-1-8

“That the Committee of the Whole recommend that the RDBN Board of Directors authorize Director Fisher’s attendance at the UNBC Cumulative Impacts Research Consortium re: 2018 CIRC Forum on January 18-19, 2018 in Prince George, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

INVITATIONS

Northern Development Initiative
Trust - #TrueNorth Business
Forum – Jan 16, 2018
-Prince George, B.C.

Moved by Director Benedict
Seconded by Director Beach

C.W.2018-1-9

“That the Committee of the Whole recommend that the RDBN Board of Directors authorize Chair Miller and Director Newell’s attendance at Northern Development Initiative Trust’s #TrueNorth Business Forum on January 16, 2018 in Prince George, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BC Chamber of Commerce
-Cabinet Ministers Breakfast
Series presents: The
Honourable Melanie Mark
– Jan 30, 2018 -Vancouver, B.C.

Moved by Director Benedict
Seconded by Director MacDougall

C.W.2018-1-10

“That the Committee of the Whole receive the invitation from the BC Chamber of Commerce re: Cabinet Ministers Breakfast Series presents: The Honourable Melanie Mark on January 30, 2018 in Vancouver, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BC Chamber of Commerce
-Cabinet Ministers Breakfast
Series presents: The
Honourable Melanie Mark
– Jan 30, 2018 -Vancouver, B.C.

Moved by Director Beach
Seconded by Director Bachrach

C.W.2018-1-11

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize Director Fisher’s attendance at the BC Chamber of Commerce re: Cabinet Ministers Breakfast Series presents: The Honourable Melanie Mark on January 30, 2018 in Vancouver, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

**Car Pooling Incentive/
Initiative**

Director Bachrach noted that discussion had taken place at a past RDBN Meeting in regard to staff researching carpooling incentives and/or initiatives. Ms. de Weerd mentioned that staff have conducted some research and discovered that there are no local governments or other levels of government in the province that provide a car pooling incentive. Ms. de Weerd mentioned that staff intend to bring forward further information in regard to car pooling during the RDBN Remuneration Bylaw review to potentially begin in April, 2018.

ADJOURNMENT

Moved by Director MacDougall
Seconded by Director Beach

C.W.2018-1-12

"That the meeting be adjourned at 11:21 a.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, November 9, 2017**

PRESENT: Chairperson Bill Miller

Directors Taylor Bachrach
Chris Beach
Eileen Benedict
Shane Brienen – left at 2:17 p.m.
Mark Fisher
Dwayne Lindstrom
Thomas Liversidge
Rob MacDougall
Rob Newell
Mark Parker
Jerry Petersen
Darcy Repen
Gerry Thiessen

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

Staff Melany de Weerd, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
John Illes, Chief Financial Officer
Janette Derksen, Deputy Director of Environmental Services – arrived at 1:13 p.m., left at 1:53 p.m.
Jason Llewellyn, Director of Planning
Debbie Evans, Agriculture Coordinator – arrived at 2:18 p.m.
Wendy Wainwright, Executive Assistant

Others Anne Marie Sam, Nak'azdli First Nation
Michael Riis-Christianson, Burns Lake – arrived at 12:00 p.m., left at 12:26 p.m.

CALL TO ORDER

Chair Miller called the meeting to order at 11:43 a.m.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Beach
Seconded by Director Liversidge**C.W.2017-9-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of November 9, 2017 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES****Committee of the Whole Minutes – October 12, 2017**Moved by Director MacDougall
Seconded by Director Petersen**C.W.2017-9-2**

"That the Committee of the Whole meeting minutes of October 12, 2017 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

Anne Marie Sam, Nak'azdli First Nation RE: Indigenous Communities and Industrial Camps Report

Chair Miller welcomed Anne Marie Sam, Nak'azdli First Nation.

Ms. Sam recognized the traditional territory of the Ts'il Kaz Koh (Burns Lake Band).

The Nak'azdli First Nation recognized in 2010 when the camp was being built for Mount Milligan Mine the impacts and potential future impacts to the Nak'azdli First Nations community and surrounding communities. Nak'azdli First Nation partnered with the District of Fort St. James, Lake Babine Nation and Tl'azt'en Nation to track impacts to the communities in regard to requirements under the Environmental Assessment approval process in comparison to identifying what is important to the community.

Ms. Sam provided a brief overview of her past visit to the Regional District of Bulkley-Nechako as the BC New Democratic Party Candidate for the Nechako Lakes during the May, 2017 election. She is also a student at the University of British Columbia in the Mining Engineer program. She began the program to assist in understanding the development of Mount Milligan Mine. The mine site is also located in her grandfather's hunting and trapping territory. She spoke to the need for economic development and to build opportunities for economic development together and inclusive of communities. She spoke of having very little involvement in the Environmental Assessment (EA) process in regard to Mt. Milligan and shortly after that process moved forward there were three EA processes undertaken for proposed Liquefied Natural Gas (LNG) and five 500-1000 man camps in the area. Ms. Sam brought forward concerns to the Carrier Sekani Tribal Council Chiefs in regard to monitoring the impacts to the communities from industrial development in the area. Ms. Sam presented the social community impacts to the past Minister of Energy Mines and Natural Gas, the Honourable Rich Coleman in regard to community concerns not reviewed under the EA process, service levels at the hospital, liquid and solid waste disposal, traffic impacts, etc. She noted that Nak'azdli First Nations experienced impacts within their community in regard to an increase in prostitution and illegal drug dealing.

Indigenous Communities and Industrial Camps

Promoting Healthy Communities in Settings of Industrial Change

- Bringing First Nations, Industry and Government working together to develop solutions
- Benefits of economic development
 - o Communities attract members to return home
 - o If members do come home there needs to be services available
- Investment in local infrastructure
 - o How do we plan for retention in the north?
- Impacts:
 - o to health services
 - Northern Health indicated they did not have information in regard to the impacts of work camps to communities
 - o Availability for low income rentals diminishes
- Industry indicated that they were not responsible for employees once they were off site of the work camp
- Can have economic benefits to the business community but there is a lack of capacity to plan for the impacts to communities

DELEGATION (CONT'D)

Anne Marie Sam, Nak'azdli First Nation RE: Indigenous Communities and Industrial Camps Report

Ms. Sam provided a PowerPoint Presentation.

Preventing Violence & Promoting Wellbeing

"We want to be 10 steps ahead, not recovering from it." - Nak'azdli First Nations Member

Two key report findings (available online):

1. Social and cultural effects of industrial camps not effectively considered in planning for economic development
2. Model of temporary industrial camps relies on mobile workforce disconnected from the region, reinforcing and recreating historical patterns of capacity strains and violence

Prevent Violence & Promoting Wellbeing in Remote Communities

- BC Government Cross-Ministry Working Group working on the issues
- Formation of Joint Taskforce to implement preparedness strategies in remote & vulnerable communities
- Community coordinators whose job is to prepare the communities for industrial camps (especially crisis response plans)
- Received funding March 31, 2017 to continue implementing the Indigenous Communities and Industrial Camps report
- Lake Babine Nation hired two positions to continue works
- Nak'azdli First Nation conducted ending violence and community workshops

Strategies for communities – community, industry and agency

- Sexual assault, trafficking and drugs and alcohol
- Childcare
- Transportation
- Health
 - o 22% higher rate of Sexually Transmitted Infections (STI's) in northern B.C.
- Cultural continuity
- Infrastructure

Ms. Sam noted the need to update the EA process to include community consultation and for communities to have the ability to have controlled assessments and develop a process to address community concerns. She spoke of the importance of the work in northern BC, she has presented to the District of Fort St. James Council, Washington D.C. US, Ottawa, ON, Saskatoon, SK, UN Human Rights Conference in Williams Lake in May, 2017. Ms. Sam noted the impacts to women in regard to industrial development and promoting healthy safe guards for women as being a key focus of the discussions. She mentioned encouraging women to work in a camp setting but providing safe guards for them in regard to harassment in an environment where men greatly outnumber women in the workforce.

Ms. Sam commented that in discussions with Chair Miller in regard to the Northwest BC Resource Benefits Alliance (RBA) there is a need to bring forward the impacts to communities to the provincial government and for more resources to be provided to the communities to mitigate the impacts of industrial development.

Director Repen spoke of his experience working for industry and mine development in his role as a camp paramedic in northeast B.C. and the impacts he identified in regard to health services. He mentioned the number of days employees work consecutively during the construction of an industrial development can often be substantial in comparison to the operation of a mine with a two week on and two week off schedule. He commented that the workforce being pushed to work beyond a logical limit has a large impact to the health and welfare of employees and their

DELEGATION (CONT'D)

Anne Marie Sam, Nak'azdli First Nation RE: Indigenous Communities and Industrial Camps Report

families. Director Repen identified the need to change legislation in regard to the number of days a person can work consecutively. Ms. Sam noted that in conducting research for the report they found that the stress level, health and mental health of the men working in a camp setting often impacts family health once they return home.

Discussion took place in regard to Mt. Milligan providing a legacy to the area communities. Ms. Sam mentioned that Nak'azdli First Nation signed an Impact Benefit Agreement in April, 2016 after the project was completed. The focus was to develop capacity for Nak'azdli First Nation members to be guardians of the area and be on the land. Mt. Milligan clearly identified that they did not wish to build infrastructure. A Community Sustainability Committee has been formed to identify ideas in which the company can invest in the community. Ms. Sam noted that the company had initially agreed to build houses in the community but the parent company of the mine was sold and the direction changed and a camp was built at the facility. Ms. Sam also noted that they are working to increase its community employee numbers at the mine. Centerra Gold purchased Thompson Creek Minerals (owner of Mt. Milligan) in 2016 and Nak'azdli First Nation is developing a relationship with the new company.

Chair Miller spoke of the lack of follow up after the EA process is completed to ensure that there is monitoring of the requirements being fulfilled. Ms. Sam commented that in building the camp at the Mt. Milligan Mine site they formed a company mandated socioeconomic committee to review and monitor the impacts but it only studied the employees while they were at the camp. She mentioned that the Auditor General has reported that there is a need for follow-up in the EA process. Ms. Sam noted that the Guardian program is assisting in identifying issues and follow-up reporting. Nak'azdli First Nation is also ensuring that they are on the ground with government regulators when they are on the mine site to conduct their own monitoring and follow-up.

Discussion took place in regard to the number of local hires at the mine site during construction and operations.

Ms. Sam mentioned that during their research it was identified that there was an increased number of sexual assaults during the life of the camp located on reserve near Fraser Lake and the medical facilities in the area were not equipped with the appropriate testing kits. The information was brought forward to Northern Health that the services need to be provided in the communities. Director Brien commented that as a representative of the Northwest Regional Hospital District Board he would bring the issue forward.

Nak'azdli First Nation held a community meeting for its members living off reserve in Vancouver. The women identified at the meeting that they needed to remove themselves from the lifestyle of addictions that they were experiencing while living in the Fort St. James area. Ms. Sam noted that Nak'azdli First Nation has identified the need to provide services in their community to support people with addictions and other lifestyle concerns. Moving to a larger community/city such as Vancouver does not lessen the vulnerability that people experience.

Chair Miller thanked Ms. Sam for attending the meeting and commented that the report aligns with issues within other communities throughout the region and the initiatives being undertaken by the RBA.

Break for lunch 12:26 p.m.

Reconvened at 1:02 p.m.

REPORTS

Northwest BC Resource
Benefits Alliance
– Authorization for Directors
to Attend November 24, 2017
Meeting in Terrace, B.C.

Moved by Director Benedict
Seconded by Director Repen

C.W.2017-9-3

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize attendance of the CAO and any Directors wishing to attend the Northwest BC Resource Benefits Alliance meeting in Terrace, B.C. on November 24, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Solid Waste Management Plan
-Authorization for Directors to
Attend Site Visits

Moved by Director Bachrach
Seconded by Director Liversidge

C.W.2017-9-4

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize Directors to attend site visits along with the consultants during the review of the Solid Waste Management Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

PRE-BUDGET PLANNING SESSION

Chair Bill Miller, Electoral Area "B" (Burns Lake Rural)

Chair Miller commented that the Regional Board may identify and provide recommendations and priorities for staff during the Pre-Budget Planning Session.

Regional Board Recommendations and Priorities

Administration

- Pre-election Orientation Package
 - o Information package for individuals that have been declared candidates for an election
 - Including information in regard to various committees, societies and specifics for each electoral area
- Information Technology (IT) - Finance Department
 - o Communications
 - No further initiatives at this time
 - o Review digital agenda process
 - Finance Department will bring forward a report for consideration including potential costs and staff impacts
- Service Sharing
 - o Equipment sharing
 - o Building/Bylaw Service/Inspection
- Intercommunity Transit
 - o Ongoing responsibility Regional Transit Committee and staff
- With improvement of communication potential opportunities for decentralization of Administration
 - o Under Regional District and located within other communities

PRE-BUDGET PLANNING SESSION (CONT'D)

Finance

- Information Technology – High Priority
 - o Options for Digital Agenda's Report
 - o Internet Security/High Speed Internet Report
- Carbon Emission Reporting
 - o Discussion to determine potential projects for carbon reserve funds
 - o Staff will bring forward a report
 - o Community Energy Association Delegation coming to a future Regional District meeting to discuss electric vehicle super charger stations.

Regional Economic Development

- Tourism - #4 RDBN Strategic Workforce Opportunities Team Priorities
 - o Destination BC Cooperative Marketing Partner Program
 - 360° Virtual Reality Technology
 - Very good advertising
 - o Staff to contact Destination BC to determine cost and investigate 360° virtual reality technology initiative and how to potentially move forward in RDBN
 - o Potential summer student program
- Promote housing prices/family lifestyle/availability/ease of development and cost of development
 - o Promote opportunities for residents/business/small manufacturing/retirees
- Chamber of Commerce Initiative – good initiative
- Coordinate Workshops Entrepreneurship – ensure not repeating service
 - o Support to candidates preparing a business plan for the RDBN Startup Business Contest
- Work with small, medium and large business to start up in the region
 - o Green manufacturing of waste material to create employment and products
 - Environmental Services Department and Solid Waste Management Plan Review
 - Forestry initiatives – eg. Wooden spoons made from aspen trees
 - Collaborate and work together across RDBN Departments

Planning and Land Use Management

Jason Llewellyn, Director of Planning provided a brief overview of the following:

- **Planning and Land Use Management**
 - o Similar service allocation as 2017
 - o Work plan may be adjusted depending on the uncertainty in regard to pipeline development and pipeline construction in the region
- **GIS and House Number**
 - o Similar service allocation as 2017
 - o IT review of GIS system
- **Building Inspection and Bylaw Enforcement Function**
 - o Half time Building Inspector/Bylaw Enforcement Officer added
 - o In discussions with member municipalities in regard to Building Inspection services
 - o Focus on illegal building enforcement
- **Emergency Preparedness and Response Function**
 - o Similar service allocation as 2017
 - o Regional ESS (Emergency Support Services) strategy with member municipalities
 - Maybe requirements for additional resources for ESS
 - Further discussions required and on going
 - o Flood risk assessment and mitigation plan for Ebenezer Flats – grant funding applied for currently
 - o Hold an emergency response exercise for staff and stakeholders
 - 2019 hold an emergency response exercise for elected officials

PRE-BUDGET PLANNING SESSION (CONT'D)

Director Repen spoke of meeting with the Salvation Army in regard to the provision of ESS. He suggested staff contacting the Salvation Army Regional representative to discuss options.

- **Fire Protection Services Function**

- o In depth analysis of Fire Departments in the region and reviewing their long term sustainability
- o Staff will bring forward recommendations in 2018
 - potential budget implications in 2019

Staff will continue to follow up with Equity Mine issues and Emergency Response Planning. Staff has provided an open invitation and will follow up with the Ministry of Energy, Mines and Petroleum Resources to attend a future RDBN Board meeting to discuss Equity Mine and gravel pits in the Smithers area.

Discussion took place in regard to the upcoming legalization of cannabis in Canada. Mr. Llewellyn indicated that staff are awaiting the province's decision in regard to provincial regulations for the legalization of cannabis in order to determine any changes required to RDBN zoning bylaws. For the production of medical marijuana the RDBN has amended its zoning bylaws accordingly to address the production and growing of medical marijuana where it is allowed under provincial regulation.

Environmental Services

Chair Miller noted that the Solid Waste Management Plan will be a focus for the Environmental Services Department in 2018.

Director Lindstrom complimented staff on the condition of the Electoral Area "D" Transfer Station.

Request for Quotes will be completed in regard to the purchase of new equipment for the Environmental Services Department.

Staff will bring forward reports in regard to the budget items discussed at a future RDBN meeting.

Pre-Budget Planning Session Moved by Director Benedict
Seconded by Director Beach

C.W.2017-9-5 "That the Committee of the Whole receive the Pre-Budget Planning Session Report."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE & INVITATION

Correspondence and Invitation Moved by Director MacDougall
Seconded by Director Brienen

C.W.2017-9-6 "That the Committee of the Whole receive the following:

- o correspondence from the Ministry of Transportation and Infrastructure – Expert Hired to Consult with Taxi Industry and Help Develop Made-in-B.C. Solution; and,
- o invitation titled "The BC Chamber Cabinet Ministers Breakfast Series: The Honourable Bruce Ralston, Minister of Jobs, Trade and Technology – November 17, 2017 – Surrey, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE & INVITATION

Director Repen spoke of issues in regard to taxi services in Telkwa. He mentioned that he had recently spoken with a resident from Telkwa in regard to the province, through the transit framework, developing a solution that would also address future modes of transportation such as self-driving vehicles and a micro transit system.

SUPPLEMENTARY AGENDA

CORRESPONDENCE

Mount Milligan's Environmental Assessment Amendment and Application for Review under Sec. 31 – Temporary Water Withdrawal

Mr. Llewellyn provided an overview of the District of Vanderhoof and Mount Milligan's request for support for its Environmental Assessment Amendment and Application for Review under Sec. 31. Mount Milligan is addressing an issue in regard to its water supply for the mine. They are requesting that the BC Environmental Assessment Office consider, from January 1 to April 30, 2018 the use of water from Esker and Philip Lakes located in close proximity to the mine under Section 31. This request is to avoid shutdown of the Mount Milligan mine in order to pursue a longer term amendment to its Environmental Assessment Certificate. The Ministry of Energy, Mines and Petroleum Resources has indicated that a formal process would begin at the earliest, February, 2018, which Mount Milligan has indicated that if they have not found an alternate water supply by the beginning of 2018 they will need to suspend operations.

Director Thiessen voiced concerns in regard to the serious impacts to the region should Centerra Gold owners of Mount Milligan have to suspend operations. Approximately 25% of Mount Milligan's over 500 employees live in the RDBN. The loss of income and revenue for residents and businesses in the region would be substantial. He commented that due to the lack of snow pack in the past few years there has been a significant impact to the available water for mine operations. Director Thiessen mentioned that in communications at a public meeting held by Centerra Gold the proposed water usage from the lakes will draw down the lake levels by approximately 4 cm during the January 1 to April 31, 2018 timeframe. He spoke of the importance of Mount Milligan to the region and the need to support its Environmental Assessment Amendment and Application for review under Section 31 of the *BC Environmental Assessment Act*. Director MacDougall commented that the issue has recently been brought to his attention as well and he reiterated the importance of Mount Milligan to the region.

Director Repen requested that the information be forwarded to the Village of Telkwa Council to consider providing a letter of support.

Discussion took place in regard to Section 31 of the *BC Environmental Assessment Act* legislation and a formal Environmental Assessment Process and the potential length of time required for the EA process.

CORRESPONDENCE (CONT'D)

District of Vanderhoof
-Letter to BC Environmental
Office re: Mount Milligan's
Environmental Assessment
Amendment and Application for
Review Under Sec. 31

Moved by Director Petersen
Seconded by Director Brienen

C.W.2017-9-7

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter of support in regard to the District of Vanderhoof's letter to the BC Environmental Office in support of Mount Milligan's Environmental Assessment Amendment and Application for Review Under Section 31 of the BC *Environmental Assessment Act*."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Municipal Insurance Authority
& RDBN Celebrating 30 Years

Director Benedict commented that while in attendance at the Municipal Insurance Authority's AGM at the UBCM 2017 Convention the Regional District was presented a wooden plaque celebrating 30 years as a Chartered Member of the MIA.

Softwood Lumber Agreement
Update

Chair Miller provided an update in regard to a recent conference call with Susan Yurkovich, President, BC Lumber Trade Council in regard to the Softwood Lumber Agreement.

- Final decision came forward
- American industry has implemented an average 20.83% duty
 - includes anti-dumping and tariff
 - most of the industry is a reduced percentage
- Industry will start the appeal process immediately
- Next step - appeal to the International trade commission
 - American body
 - Will not find in Canada's favour
 - The Commission will try to find injury or threat of injury to American industry if tariff removed
- The American Industry is making more money than they have made in 35 years
- Spot Index currently \$549 Canadian for random length S-P-F (Spruce-Pine-Fir)
- Break even \$180 per 1000 board feet of lumber
- At this point there are still Canadian industry profits
 - Offset is the price of lumber
- Long term impacts
 - Potentially does make Canadian lumber more expensive in the US by 20.83%
 - Gives other countries the ability to build market share in the US
- Next move – COFI (Council of Forest Industries) and the province is planning a trip to Asia to increase market share

NEW BUSINESS (CONT'D)

- o Questioned: where does the money go?
 - Into a Customs Protections Association
 - The funds will be held until final litigation is complete
- o Last time the Softwood Lumber Agreement was negotiated 80% of the funds were returned to the Canadian Industry 20% to the American Industry
 - The 80% of the funds returned to Canadian Industry – a number of those industries invested the money back into the US
 - The funds originally came from stumpage revenue, public ownership and directly from communities
 - Contractors and suppliers took a 5-10% reduction

ADJOURNMENT

Moved by Director Repen
Seconded by Director Beach

C.W.2017-9-8

"That the meeting be adjourned at 2:24 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO

RURAL DIRECTORS COMMITTEE MEETING

Thursday, January 11, 2018

PRESENT: Chair Eileen Benedict

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

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

Other Taylor Bachrach, Mayor, Town of Smithers

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

AGENDA Moved by Director Parker
Seconded by Director Greenaway

RDC.2018-1-1 "That the Rural Directors Committee Agenda for January 11, 2018 be approved."

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

SUPPLEMENTARY AGENDA Moved by Director Petersen
Seconded by Director Newell

RDC.2018-1-2 "That the Supplementary Agenda be dealt with at this meeting."

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

MINUTES

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

RDC.2018-1-3 "That the minutes of the Rural Directors Committee meeting of December 14, 2017 be received."

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

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REPORTS

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

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

Services Budget Update Moved by Director Newell
Seconded by Director Miller

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

Referrals

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

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

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

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

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

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SUPPLEMENTARY AGENDA

REPORTS

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

RDC.2018-1-8

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

RDC.2018-1-9

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

RDC.2018-1-10

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Connectivity Research

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

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ADJOURNMENT

Moved by Director Miller
Seconded by Director Greenaway

RDC.2018-1-11

"That the meeting be adjourned at 1:30 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Eileen Benedict, Chair

Wendy Wainwright, Executive Assistant

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

RURAL DIRECTORS COMMITTEE MEETING

Thursday, December 14, 2017

PRESENT: Chair Eileen Benedict

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

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

Other Taylor Bachrach, Mayor, Town of Smithers – arrived at 3:46 p.m.

CALL TO ORDER

Chair Benedict called the meeting to order at 3:40 p.m.

AGENDA

Moved by Director Newell
Seconded by Director Parker

RDC.2017-11-1

"That the Rural Directors Committee Agenda for December 14, 2017 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Rural Directors Committee
Meeting Minutes
-November 9, 2017

Moved by Director Petersen
Seconded by Director Greenaway

RDC.2017-11-2

"That the minutes of the Rural Directors Committee meeting of November 9, 2017 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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REPORT

Environmental Services Gas Tax Opportunity

Moved by Director Newell
Seconded by Director Parker

RDC.2017-11-3

1. "That the Rural Directors Committee receive the Chief Financial Officer's December 14, 2017 memo titled "Environmental Services Gas Tax Opportunity"; and,
2. That the Rural Directors recommend that the Regional District of Bulkley-Nechako Board of Directors:
 - a. approve the use of \$400,000 of the 2018 Community Works Funds (Gas Tax) for the purchase of the Environmental Services 2018 tangible capital purposes and the remaining 2018 Community Works Funds be allocated by population to the Rural Areas; and,
 - b. approve the withdrawal of up to \$400,000 from the Gas Tax Reserve; and,
 - c. That the distribution of taxation revenue to the Environmental Service budget be adjusted to reflect the contribution from the rural areas."

(All/Directors/Majority) DEFEATED

Director Petersen provided a brief overview of the history of Federal Gas Tax Funds (Community Works Fund) and the ability for Electoral Area Directors to access funding. Discussion took place in regard to the criteria of the current Community Works Fund Agreement being expanded and providing more ability to allocate funds to community projects. The Rural Directors Committee expressed its wish to have the entire 2018 allocation of the Community Works Fund Agreement continue to be distributed for projects that benefit its rural area population as is current practice. Rural Directors indicated that they had projects that they would potentially want to assist with funding. Discussion took place in regard to allocating all Gas Tax Funds and impacting the upcoming term of office.

Economic Development Services

Moved by Director Petersen
Seconded by Director Newell

RDC.2017-11-4

"That the Rural Directors Committee receive the Chief Financial Officer's December 14, 2017 memo titled "Economic Development Services."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Newell
Seconded by Director Miller

RDC.2017-11-5

"That the meeting be adjourned at 3:51 p.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

WASTE MANAGEMENT COMMITTEE MEETING
(Committee Of The Whole)

Thursday, December 14, 2017

PRESENT: Chair Mark Fisher

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

Director Rob MacDougall, District of Fort St. James
Absent

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

CALL TO ORDER

Chair Fisher called the meeting to order at 2:48 p.m.

AGENDA

Moved by Director Repen
Seconded by Director Beach

WMC.2017-4-1

"That the Waste Management Committee receive the December 14, 2017 Agenda."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Waste Management
Committee Meeting Minutes
-October 12, 2017

Moved by Director Parker
Seconded by Director Repen

WMC.2017-4-2

"That the Minutes of the Waste Management Committee for December 14, 2017 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS

Solid Waste Management Plan Summary of Work Completed

Rory McKenzie, Director of Environmental Services provided an overview of the memo titled "Solid Waste Management Plan Summary of Work Completed." Staff is currently reviewing the draft Current System Assessment Report provided by the SWMP consultants. Maura Walker, RDBN SWMP consultant attended the Recycle BC consultation process November 15-16, 2017. As a component of the public consultation process, the Solid Waste Management Plan Advisory Committee Expression of Interest Application and survey were distributed and advertised in local newspapers. Staff is currently receiving responses. Staff has provided invitations to First Nations and key stakeholders to participate on the SWMP Advisory Committee. The SWMP Advisory Committee workshop date of January 17, 2018 has been changed to January 24, 2018; allowing the consultant to provide an update to the Regional Board.

Discussion took place regarding the capacity of municipal staff to participate on the advisory committee. Mr. McKenzie commented that participants will be a cross section representation of the region and will not necessarily be from all municipalities.

Staff will provide a report to the Regional Board on January 11, 2018 to review the potential SWMP Advisory Committee members.

Solid Waste Management Plan Summary of Work Completed Moved by Director Brien
Seconded by Director Bachrach

WMC.2017-4-3 "That the Waste Management Committee receive the Director of Environmental Services' November 29, 2017 memo titled "Solid Waste Management Plan Summary of Work Completed."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Recycle BC's Proposed Program Changes

Mr. McKenzie identified that Recycle BC's proposed changes to its curbside programs which require communities to have a minimum population of 5,000 residents will have a significant impact to the RDBN's smaller communities such as Vanderhoof. He mentioned that staff has brought the issue to the attention of Recycle BC and they have indicated they will review Vanderhoof on an individual basis.

Director Miller requested clarification regarding voluntary consolidation. Janette Derksen, Deputy Director of Environmental Services explained that communities are collecting recyclables and consolidating the material to be transported to a material recovery location. She commented that discussion has taken place in regard to communities along Highway 16 utilizing voluntary consolidation. Concerns were brought forward regarding the potential costs for smaller communities to transport recyclables for consolidation to communities to then be shipped to material recovery locations. The Solid Waste Management Plan review process will investigate options for voluntary consolidation. Recycle BC has indicated it intends to invite the RDBN to propose recommendations of locations that would be suitable for depot status such as Fraser Lake. This would allow a location for residents to bring their recyclables to a depot where curbside collection may not be an option.

Director Repen brought forward concerns regarding northern BC residents paying the same fees as residents in southern BC for product recycling and not receiving the same service levels. He noted that Recycle BC is phasing out the use of single use blue bags which is concerning. Ms. Derksen commented that single use blue bags are being phased out due to the product being non-recyclable. Discussions and feedback has taken place in regard to the blue bin and cart with lid collection systems. Director Repen spoke of the challenges associated with the cost to municipalities to purchase equipment to provide recycling services in communities. Frustrations were brought forward in regard to the inequitable administration of Recycle BC's programs to

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Recycle BC's Proposed Program Changes (Cont'd)

rural BC with populations under 5000 people. Discussion took place regarding the possible collaboration between municipalities and other Regional Districts to lobby for change for equitable recycling service for rural BC residents.

Ms. Derksen noted that feedback is being collected in regard to Recycle BC's proposed program changes and the RDBN has submitted feedback through the BC Product Stewardship Council. Recycle BC has indicated that the financial changes may not be adjusted based on Recycle BC's data collection and budget being approved by its Board of Directors. The challenges and impacts of the world markets concerning recycling was discussed.

Recycle BC's incentive program for curbside and depot collection was discussed and the possibility for municipalities to collaborate to have Recycle BC collect product to transport to a material collection facility.

Discussion took place in regard to lobbying the provincial government for adequate and equitable recycling in the region. Chair Fisher spoke of the Regional Board developing strategies moving forward and collaborating with neighboring and rural Regional Districts to receive adequate service levels from Recycle BC. Director Liversidge spoke to bringing the issue forward to the North Central Local Government Association. Director Repen mentioned that in meeting with the Ministry of Environment at UBCM 2017 concerns were raised in regard to some of the stewardship programs.

Director Miller noted that the environmental handling fee that is paid by the consumer on purchased products needs to be allocated to recycling initiatives and the producers, Recycle BC and the province need to be responsible and accountable. Chair Fisher spoke of investigating options to find solutions in regard to the inadequacy of service levels in the region.

A number of stewardship programs cover the cost of transportation of their products, if this didn't take place it would be cost prohibitive in the north to transport products to material recovery facilities.

Discussion took place in regard to the transport of products for a number of stewardship programs being paid by the stewards and it would be cost prohibitive to transport products in northern B.C.

Recycle BC's Proposed Program Changes

Moved by Director Newell
Seconded by Director Repen

WMC.2017-4-4

"That the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to contact its solicitor to determine the legality of Recycle BC charging a fee and not providing adequate recycling service."

(All/Directors/Majority)

DEFEATED

Discussion took place in regard to contacting neighboring Regional Districts to potentially request a meeting with the Province concerning recycling initiatives in the region.

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Recycle BC's Proposed Program Changes (Cont'd)

Advocacy for Recycling Initiatives

Moved by Director Bachrach
Seconded by Director Miller

WMC.2017-4-5

"That the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to contact the Regional District of Kitimat-Stikine and the North Coast Regional District to explore opportunities for joint advocacy in regard to recycling initiatives."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DISCUSSION ITEM

Tipping Fees

Discussion took place in regard to reviewing tipping fees for RDBN Solid Waste Management Facilities during the Solid Waste Management Plan review process.

Tipping Fees

Moved by Director Bachrach
Seconded by Director Beach

WMC.2017-4-6

"That the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to discuss with Tetra Tech Canada (Consultants) to explore options in regard to tipping fees during the Solid Waste Management Plan review process."

Opposed: Director Benedict
Director Greenaway
Director Liversidge
Director Newell
Director Petersen

CARRIED

(All/Directors/Majority)

ADJOURNMENT

Moved by Director Beach
Seconded by Director Repen

WMC.2017-4-7

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Fisher, Chair

Wendy Wainwright, Executive Assistant

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

PRESENT: Chair Mark Fisher

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

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

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

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

CALL TO ORDER

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

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

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

(All/Directors/Majority)

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

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Waste Management
Committee Meeting Minutes
-July 20, 2017

Moved by Director Beach
Seconded by Director Benedict

WMC.2017-3-3

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

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

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

Knockholt Landfill Phase 3 Expansion Project

Purpose of Project

- ▶ Develop a new Phase of the landfill footprint (3a) with an estimated lifespan of 7 years;
- ▶ Phases 3b and 3c to be developed in the future giving Phase 3 an overall lifespan of 33 years;
- ▶ Annual landfilled tonnage approximately 15,000 metric tonnes;
- ▶ Natural clay liner;
- ▶ Expansion area 7,500 m².

Phase 3 - 2016 construction works includes the following:

- ▶ Go beyond the original plan to only pre-develop the bottom half of Phase 3 and pre-develop all of Phase 3. Excavate, haul and stockpile 9,000 m³(1200 tandem loads) of topsoil from Phase 3 (value \$480, 000);
- ▶ This will be enough topsoil for final cover of Phases 1, 2, and 3;
- ▶ Excavate, haul and stockpile 12,000 m³ of un-useable clay (due to high moisture content) from Phase 3 and place in Phase 4 borrow pit area;
- ▶ Slope and ditch Phase 3 so it will drain and dry up for the construction year of 2017.

2016 Budget and Expenditures:

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

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

- ▶ Excavate, haul and place 20,000 m³ of good quality clay for final cover on Phase 1 and Phase 2;
- ▶ Excavate, haul and place remaining 10,000 m³ of clay in Phase 4 borrow pit;
- ▶ Make two 75 m long perforated HDPE (dr11) pipes using thermal fusion technology and tie into the existing manholes for leachate collection;
- ▶ Place non-woven geotextile and 1000 m³ drain rock on HDPE pipe and build herringbone drainage lines to the pipe;
- ▶ Work done over and above original plan;
 - ▶ Build 250 metres of all-weather road 8 metres wide from scales to the new turning pad;
- ▶ Build a 1200 m² all-weather turning pad for trucks to turn around on and dump garbage into Phase 3(a) the pad will be recycled for the next pad in Phase 3(b)
- ▶ Haul 3000 m³ of topsoil and place it on Phase 1 & 2 in a 30 cm spread
- ▶ The road, turning pad and placement of topsoil were all done within the budget.

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

2017 Project Budget and Expenditures:

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

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

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

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

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

Chair Fisher thanked Mr. McKenzie for his presentation.

DISCUSSION ITEM

Solid Waste Management Plan

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

DISCUSSION ITEM (CONT'D)

Solid Waste Management Plan (Cont'd)

The formation of the Advisory Committee may consist of:

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

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

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

SUPPLEMENTARY AGENDA

REPORT

Solid Waste Management Plan Project Schedule

Moved by Director Miller
Seconded by Director Repen

WMC.2017-3-4

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Benedict
Seconded by Director Repen

WMC.2017-3-5

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

(All/Directors/Majority) CARRIED UNANIMOUSLY



**Regional District of Bulkley-Nechako
Board of Directors
January 25, 2018**

To: Chair Miller and the Board of Directors
 From: Corrine Swenson, Manager of Regional Economic Development
 Date: January 17, 2018
 Regarding: Minerals North Tradeshow Booth

This year Minerals North is being held in Houston on April 26 and 27. Tradeshow booths are available at a cost of \$450 each.

Previous years, the RBDN has secured two booth spaces to make one large space and partnered with the municipalities to share in booth costs and staffing the booth. Municipal partners contributed \$100 each towards booth rental and supplies. Please note it would only be necessary to rent two booth spaces if there were more than two municipal partners.

There are funds in the 2017 Regional Economic Development Draft Budget to purchase two booths to exhibit at Minerals North.

Staff are seeking direction from the Board of Directors to exhibit at Minerals North and invite municipalities to partner at a cost of \$100.

RECOMMENDATION:	(All/Directors/Majority)
Direction.	



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Regional District of Bulkley-Nechako
Board of Directors
January 25th, 2018

To: Chair Miller and the Board of Directors
From: Corrine Swenson, Manager of Regional Economic Development
Date: January 17, 2018
Regarding: RDBN Economic Development Capacity Building - Workshop Opportunity

The RDBN has been supporting capacity building for economic developers in the region by offering workshop opportunities. Previous opportunities included Performance Measurement, Regional Data Warehouse, Investment Readiness, and Social Media. A workshop opportunity, *Revitalizing Our Communities Together with Michael Shuman*, has become available that has sparked great interest from the Bulkley-Nechako economic developers.

Workshop Overview

*Michael Shuman Revitalizing Our Communities Together
Hosted by the Skeena Watershed Conservation Coalition
Date: Tues. Feb 27, 2018
Time: 9 am to 4 pm (lunch included)
Location: Hazelton, B.C*

Revitalizing Our Communities Together is a one day facilitated workshop offering compelling discussion and learning on how to revitalize and move our local economies forward, together. It will provide inspiration, tools and pathways to activate new economic development ideas and ensure participants walk away with the things they need to step into action.

Participants will be motivated by guest speaker Michael Shuman, a globally recognized expert on community economics and adjunct instructor in community economic development for Simon Fraser University, plus pre-booked one-on-one meetings with Mr. Shuman will be available by request.

Having been given the opportunity to participate in two workshop opportunities, 10 out of 18 respondents chose Michael Shuman, 4 chose another workshop opportunity and 4 could not attend. From these responses, we believe this workshop will be well attended and a good option for the RDBN to support.

The Regional Economic Development Draft Budget includes \$4,500 for Economic Development Capacity Building, which would cover the cost of attendance. To participate in the workshop, the cost to the RDBN would be \$1,000, this will include registration for up to ten participants. If there are additional participants from the RDBN interested in attending, the cost will be \$150/person. Staff anticipate 10-15 participants from the RDBN therefore, the maximum cost will be \$1,750. Participants will be responsible for their own travel arrangements and costs.

Does the RDBN Board support this initiative?

Recommendation:

(All/Directors/Majority)

That the Regional District of Bulkley-Nechako Board of Directors will provide the opportunity for up to 15 economic developers in the region to attend the *Michael Shuman Revitalizing Our Communities' Together*, taking place in Hazelton, for a maximum cost of \$1,750.

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEMORANDUM**

TO: Chairperson Miller and Board of Directors

FROM: Wendy Wainwright, Executive Assistant

DATE: January 17, 2018

SUBJECT: Committee Meeting Recommendations
 – December 14, 2017
 – January 11, 2018

Following are recommendations from the December 14, 2017 and January 11, 2018 Committee meetings for the Regional Board's consideration and approval.

Waste Management Committee Meeting – December 14, 2017

Recommendation 1:

Re: Advocacy for Recycling Initiatives

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to contact the Regional District of Kitimat-Stikine and the North Coast Regional District to explore opportunities for joint advocacy in regard to recycling initiatives."

Recommendation 2:

Re: Tipping Fees

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to discuss with Tetra Tech Canada (Consultants) to explore options in regard to tipping fees during the Solid Waste Management Plan review process."

Committee of the Whole Meeting – January 11, 2018

Recommendation 3:

Re: Houston Smithers Rebroadcasting Society

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to bring forward to the RDBN Board of Directors a draft amendment bylaw to "Smithers/Houston/Telkwa Television Rebroadcasting Local Service Establishment Bylaw 630, 1990" to increase the maximum taxation by 25%; and further, that the annual grant for the Houston-Smithers Rebroadcast Society be increased by 20% and that this amount be included in the 2018 RDBN Budget."

Recommendation 4:

Re: UNBC Cumulative Impacts Research Consortium – 2018 CIRC Forum – Jan 18-19, 2018 – Prince George, B.C.

"That the Regional District of Bulkley-Nechako Board of Directors authorize Director Fisher's attendance at the UNBC Cumulative Impacts Research Consortium re: 2018 CIRC Forum on January 18-19, 2018 in Prince George, B.C."

Committee of the Whole Meeting – January 11, 2018 (CONT'D)

Recommendation 5:

Re: Northern Development Initiative Trust - #TrueNorth Business Forum - Jan 16, 2018 – Prince George, B.C.

“That the RDBN Board of Directors authorize Chair Miller and Director Newell's attendance at Northern Development Initiative Trust's #TrueNorth Business Forum on January 16, 2018 in Prince George, B.C.”

Recommendation 6:

Re: BC Chamber of Commerce-Cabinet Ministers Breakfast Series Presents: The Honourable Melanie Mark – Jan 30, 2018 -Vancouver, B.C.

“That the Regional District of Bulkley-Nechako Board of Directors authorize Director Fisher's attendance at the BC Chamber of Commerce re: Cabinet Ministers Breakfast Series presents: The Honourable Melanie Mark on January 30, 2018 in Vancouver, B.C.”

Agriculture Committee Meeting – January 11, 2018

Recommendation 7:

Re: Fraser Lake Biomass Ash Project

“That the Regional District of Bulkley-Nechako Board of Directors write a letter of support for the Fraser Lake Biomass Ash Project's application to the Rural Dividend Application.”

Recommendation 8:

Re: Invitation to FPInnovations to Attend a Future RDBN Board Meeting

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to FPInnovations BC Provincial Leader inviting them to attend a future Regional District of Bulkley-Nechako Board meeting to provide an update in regard to the Fraser Lake Biomass Ash Project.”

Recommendation 9:

Re: Regional Beef Producers Strategic Planning Workshop – March 2, 2018

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed with planning the Regional Beef Producers Strategic Planning Workshop March 2, 2018; and further, that the Regional District of Bulkley-Nechako Board of Directors authorize applying for grant opportunities to contribute funding toward the cost of this event.”

Recommendation 10:

Re: Agriculture More Than Ever

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed with registering the RDBN as a Partner with Agriculture More Than Ever.”

Agriculture Committee Meeting – January 11, 2018 (CONT'D)

Recommendation 11:

Re: Climate Change Regional Adaptation Program

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to prepare an RDBN Expression of Interest for the Climate Change Regional Adaptation Program for the April 1, 2018 funding intake for Canadian Agricultural Partnership program funding."

Recommendation 12:

Re: BC Ministry of Agriculture – Agriculture Advisory Committee Workshops

"That the Regional District of Bulkley-Nechako Board of Directors authorize registering for the BC Ministry of Agriculture Agricultural Advisory Committee Kelowna Workshop; and further, that, staff proceed with booking flights and hotels for the Chair and Agriculture Coordinator."

Rural Directors Committee Meeting – January 11, 2018

Recommendation 13:

Re: Bulkley Valley Christian School- Request for Grant in Aid– Electoral Area "A" (Smithers Rural)

"That Bulkley Valley Christian School Society be given \$2,600 grant in aid monies from Electoral Area "A" (Smithers Rural) for the purchase of an Automated External Defibrillator (AED)."

Recommendation 14:

Re: Fort St. James Secondary Sr. Girls Soccer Team- Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural)

"That the Fort St. James Secondary Sr. Girls Soccer Team be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with the Hawaii Soccer Tour 2018."

Recommendation 15:

Re: Houston Christian School Society - Request for Grant in Aid – Electoral Area "G" (Houston Rural)

"That the Houston Christian School Society be given \$2,500 grant in aid monies from Electoral Area "G" (Houston Rural) for the purchase of playground equipment."

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Rural Directors Committee Meeting – January 11, 2018 (CONT'D)

Recommendation 16:

Re: Vanderhoof Clippers/Fort St. James Falcons Speed Skating - Request for Grant in Aid – Electoral Areas “C” (Fort St. James Rural) and “F” (Vanderhoof Rural)

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

RECOMMENDATION:

(ALL/DIRECTORS/MAJORITY)

Recommendations 1 through 16 as written.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Miller and Board of Directors

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

DATE: January 17, 2018

SUBJECT: Items to be brought forward to the public agenda from Special (In-Camera) Meeting

As per the Regional Board recommendation, the following motion is being brought forward from the Special (In-Camera) meeting of January 11, 2018:

Recommendation 1:

RE: RDBN Solid Waste Management Plan Advisory Committee Recommendation

"That the Board of Directors approve the recommended appointments to the Solid Waste Management Planning Advisory Committee Membership as listed:

	Name:	Area	Sector	Function
1	Richard Burkholder	East	Rural Committee Member (Recycling)	Operations
2	Genevieve Paterson	West	Rural Committee Member	Operations
3	Garth Schienbien	Central	Rural Committee Member	Management (CNC)
4	Sheila McCutheon	East (Lg)	Local Government (District of Vanderhoof)	Finance
5	Dale Ross	Central	Local Government (Village of Burns Lake)	Operations
6	Roger Smith	West	Local Government (Town of Smithers)	Operations
7	Sharon Smith if available	West (Sm)	Local Government (Village of Granisle)	Management
8	Dave Christie	East (Sm)	Local Government (Village of Fraser Lake)	Management
9	Bernard Patrick	Central	First Nations (Lake Babine Nation)	Management
10	Shelly Wall	Central	First Nations (Cheslatta Carrier Nation)	Management
11	Ernie French-Downey	East	Takla First Nation	Operations

12	Mickey Philips	East	Saik'uz First Nation	Operations
13	George Halem	East	Nak'azdli Whut'en First Nation	Operations
14	Trinda Elwert	East	Recycling Group	Management
15	Earnest Harding	West	Recycling Groups	Management
16	Cindi Pohl	Regional	Waste Hauler	Finance
17	Darren Wahl	Regional	Waste Hauler/Processor	Management
18	Tim Bancroft	Regional	Large Waste Producer (SD91 &54)	Management
19	TBA	Regional	Northern Health (Smithers)	Management
20	Mark Fisher	West	Rural Director	W M Committee M
21	Eileen Benedict	Central	Rural Director	W M Committee M
22	Jerry Peterson	East	Rural Director	W M Committee M
23	Jon Solecki	Regional	Agricultural Sector	Operations
	Rory Mckenzie	NA	Staff	Operations
	Janette Derksen	NA	Staff	Operations
	Melany DeWeerd	NA	Staff	Management

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

Recommendation 1 as written.



Regional District of Bulkley-Nechako Memo Board Agenda – January 25, 2018

To: Chair Miller and Board of Directors
From: John Illes, Chief Financial Officer
Date: January 15, 2018
Re: FCM Membership Invoice 2018-2019

The Regional District has received the membership invoice for 2018-2019 from the Federation of Canadian Municipalities. There are two optional funds to which you can contribute: the Legal Defense Fund and the Travel Fund for elected officials from small communities.

Last year the board considered these requests and paid a portion of the recommended Legal Defense Fund.

Our current draft budget had an estimate of \$3100 for this invoice, the next draft budget will be updated with the amount approved by the Directors.

I would be pleased to answer any questions.

Recommendation:

(All/Weighted/Majority)

1. "That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer's memo dated January 15, 2018 titled '**FCM Membership Invoice 2018-2019**', and
2. "That the Board authorize staff to pay the annual FCM membership invoice in the amount of \$3861.03" and
3. "That the board direct staff (to/not to) pay for the optional Legal Defence Fund in the amount of \$540.18," and
4. "That the board direct staff (to/not to) pay for the optional Small Communities Travel Fund in the amount of \$234.86."



FEDERATION
OF CANADIAN
MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

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**Membership Invoice
2018-2019
Facture d'adhésion**

24, rue Clarence Street
Ottawa, Ontario K1N 5P3
T. 613-241-5221
F. 613-241-7440

de Weerdt, Melany
Regional District of Bulkley-Nechako
P.O. Box 820 37 3rd Avenue
Burns Lake, British Columbia / Colombie-
Britannique V0J 1E0
Canada

INVOICE/FACTURE: INV-08486-C2N8P6

DATE: 11/21/2017

ACCOUNT/COMPTE: 232

DUE DATE/DATE LIMIT: 04/01/2018

ITEM/DESCRIPTION	QTY/QTE	RATE/TAUX	TAX/TAXE	TOTAL
Base fee per your population/ Taux de base selon votre population	1	\$360.0000	\$18.00	\$378.00
Per capita dues calculated per your population/Frais de cotisation calculés selon votre population	22,368	\$0.1483	\$165.86	\$3,483.03
OPTIONAL Legal Defense Fund/OPTIONNEL Fonds de défense juridique	22,368	\$0.0230	\$25.72	\$540.18

SUBTOTAL/SOUS-TOTAL: \$4,191.64

GST/TPS: \$209.58

TOTAL: \$4,401.22

PAID AMOUNT/MONTANT PAYÉ: \$0.00

BALANCE DUE/MONTANT DÛ: \$4,401.22

PAYMENT/PAIEMENT

By cheque
payable to the **Federation of Canadian Municipalities**

Par chèque
à l'ordre de : **Fédération canadienne des municipalités**

24, rue Clarence Street
Ottawa, Ontario K1N 5P3

**By Electronic Funds Transfer/
Par transfert électronique de fonds**

Royal Bank of Canada (RBC)
90 Sparks St, Ottawa, ON K1P 5T7
Transit Number/Numéro de transit: 00006

Account Number/Numéro de compte: 1006063

accountsreceivable@fcm.ca/comptesrecevables@fcm.ca

Ref No. / No. de référence : 232



FEDERATION
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MUNICIPALITIES

FÉDÉRATION
CANADIENNE DES
MUNICIPALITÉS

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Invoice / Facture

24, rue Clarence Street, Ottawa,
Ontario, K1N 5P3
T. 613-241-5221 F. 613-241-7440

de Weerdt, Melany
Regional District of Bulkley-Nechako
P.O. Box 820
Burns Lake, British Columbia /
Colombie-Britannique V0J 1E0

Invoice / Facture: ORD-12794-Z6F2Q0

DATE: 11/20/2017

ACCOUNT/COMPTE: 232

DUE DATE/DATE LIMITE: 04/01/2018

ITEM/DESCRIPTION	QTY/QTE	RATE/TAUX	TAX/TAXE	TOTAL
OPTIONAL contribution towards a travel fund that supports the participation of elected officials from small communities in FCM's National Board of Directors	22,368	\$0.0100	\$11.18	\$234.86
			GST/TPS (5%):	\$11.18
			TOTAL:	\$234.86

PAYMENT/PAIEMENT

By cheque payable to:
Federation of Canadian Municipalities

Par chèque à l'ordre de:

Fédération canadienne des municipalités

24, rue Clarence Street
Ottawa, Ontario K1N 5P3

HST # / No. de TVH: 11891 3938 RT0001
QST # / No. de TVQ: 1202728231DQ0001

By Electronic Funds Transfer/Par transfert électronique de fonds

Royal Bank of Canada (RBC)
90 Sparks St, Ottawa, ON K1P 5T7

Transit Number/Numéro de transit: 00006

Account Number/Numéro de compte: 1006063

accountsreceivable@fcm.ca/comptesrecevables@fcm.ca

Ref No. / No. de référence : 232



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
January 25, 2018**

To: Chair Miller and the Board of Directors
From: Kristi Rensby, Finance/Administration Coordinator
Date: January 12, 2018
Regarding: Federal Gas Tax Funds – Electoral Area 'G' (Houston Rural)
 Topley Fire Protection Society

The Topley Fire Protection Society has completed a number of upgrades at the new Fire Hall building located in Topley. In addition to the Phase 3 project approved in December (LED lighting upgrade), they have also requested the Regional District of Bulkley-Nechako's assistance in the form of additional Federal Gas Tax Funds to replacing the inefficient windows and doors on the front of the Topley Fire Hall, which is an RDBN-owned asset.

The total cost of the Phase 4 upgrades is estimated at \$9,480 plus GST.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'G' allocation is \$170,299.44. Director Newell is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$9,480 plus GST from Area 'G' for this Community Energy Systems project. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

RECOMMENDATION:

1. That the RDBN Board of Directors authorize contributing up to \$9,480 plus GST of Electoral Area 'G' Federal Gas Tax allocation monies towards the energy efficiency upgrades at the Topley Fire Hall; and further,
(All/Directors/Majority)

2. That the RDBN Board of Directors authorize the withdrawal of up to \$9,480 from the Federal Gas Tax Reserve Fund.
(Participants/Weighted/Majority)

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Regional District of Bulkley-Nechako Memo Board Agenda – January 25, 2018

To: Chair Miller and Board of Directors
From: John Illes, Chief Financial Officer
Date: January 16, 2018
Re: Service 9105 Goetjen Road Street Lighting Service

Service 9105 a street lighting service in Rural Area "C" located very near Fort St. James established under bylaw 1012 was never utilized.

Under section 349 of the *Local Government Act* the Regional District can repeal an establishment bylaw.

Director Greenaway is supportive of repealing this bylaw and the District of Fort St. James has noted no concerns.

The Regional District can repeal this bylaw if 2/3 of the directors are supportive as well as the Municipal Inspector.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

"That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer's memo dated January 16, 2018 titled 'Service 9105 Goetjen Road Street Lighting Service'", and further

"That the Board of Directors consider giving bylaw 1817 three readings later in the agenda."

John Illes

From: Kevin Crook <cao@fortstjames.ca>
Sent: Friday, January 5, 2018 8:35 AM
To: John Illes
Subject: RE: Regional District Services for Goetjen Road Street Lighting

Hi John,

I'm not aware of any reasons the municipality would be impacted, or any other issues related to this.

Thanks for checking in.

Kevin Crook
Chief Administrative Officer
District of Fort St. James

From: John Illes [mailto:john.illes@rdbn.bc.ca]
Sent: Wednesday, January 3, 2018 3:27 PM
To: Kevin Crook <cao@fortstjames.ca>
Subject: Regional District Services for Goetjen Road Street Lighting

Hello Kevin – Happy New Year.

You might not know anything about this service and it doesn't even effect your municipality at all but I am hoping that you might have some local knowledge.

The Goetjen Road Street Lighting appears to be right next to the municipal boundary. We have stopped the services (providing the street lights) what looks like 10 years ago and are now contemplating rescinding the establishing bylaw.

Before I bring this to the board I wanted to make sure that the municipality was not impacted in anyway (I can't think of a way myself) or if there were any hot issues out there that I don't know about it.

Director Greenaway is supportive of rescinding the bylaw.

Thanks for any insight you can provide.

John Illes, CPA, CGA
Chief Financial Officer
Regional District of Bulkley Nechako
P 250-692-3195 F 250-692-3309

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Regional District of Bulkley-Nechako Memo Board Agenda – January 25, 2018

To: Chair Miller and Board of Directors
From: John Illes, Chief Financial Officer
Date: January 16, 2018
Re: Service 10501 Smithers, Telkwa, Houston Television
 Rebroadcasting

Service 10501 provides a grant to the Smithers – Houston Rebroadcasting Society.

Bylaw 630 currently has a maximum taxation limit of \$50,000 as of April 18, 1991. As per the *Regional Districts Establishing Bylaw Approval Exemption Regulation*, this bylaw can be amended to increase the taxation rate by 25% without requesting support of the electorate.

Bylaw 1818 proposes to amend this maximum amount to \$62,500. The Directors supported this recommendation in the Committee of the Whole meeting on January 11, 2018

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

“That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer’s memo dated January 16, 2018 titled ‘Service 10501 Smithers, Telkwa, Houston Television Rebroadcasting’”, and further

“That the Board of Directors consider giving bylaw 1818 three readings later in the agenda.”



Regional District of Bulkley-Nechako Memo Board Agenda – January 25, 2018

To: Chair Miller and Board of Directors
From: John Illes, Chief Financial Officer
Date: January 16, 2018
Re: Service 10201 Fort St. James Arena Grant

Service 10201 provides a grant to the District of Fort. St. James to support the arena from a defined portion of Area "D".

Bylaw 1120 currently has a maximum taxation rate of \$0.192 per \$1000 and its date of establishment is September 13, 1999. As per the *Regional Districts Establishing Bylaw Approval Exemption Regulation*, this bylaw can be amended to increase the taxation rate by 25% without requesting support of the electorate.

Bylaw 1819 proposes to amend this maximum rate to \$0.240/\$1000 (\$0.120 for operating and \$0.120 for capital costs). Director Greenaway is supportive of this bylaw.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

"That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer's memo dated January 16, 2018 titled 'Service 10201 Fort St. James Arena Grant'", and further

"That the Board of Directors consider giving bylaw 1819 three readings later in the agenda."



Regional District of Bulkley-Nechako Memo Board Agenda – January 25, 2018

To: Chair Miller and Board of Directors
From: John Illes, Chief Financial Officer
Date: January 16, 2018
Re: Service 10504 Burns Lake and Area Television, Radio and Internet Connectivity Reserve

Bylaw 1820 proposes to establish a reserve fund that would be utilized to provide capital purchases and/or repairs to television, radio or internet connectivity equipment in the Lakes District (Rural Areas "B" and "E" and the Village of Burns Lake).

The Burns Lake and Area Television Rebroadcasting Society provided a plan to the participating directors that would see the need for very large capital repairs for television rebroadcasting equipment, including the replacement of a complete tower in the near future.

This reserve fund is being established in order to provide tax payers with a predictable amount of taxation through this period of capital equipment replacement and to begin saving for connectivity projects.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

"That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer's memo dated January 16, 2018 titled 'Service 10504 Burns Lake and Area Television, Radio and Internet Connectivity Reserve', and further

"That the Board of Directors consider giving bylaw 1820 three readings and adoption later in the agenda."



Regional District of Bulkley-Nechako Memo Board Agenda – January 25, 2018

To: Chair Miller and Board of Directors
From: John Illes, Chief Financial Officer
Date: January 16, 2018
Re: Landfill Post-Closure Period Increase

The landfill post closure period has been increased by the province from 25 to a minimum of 30 years. This means that the Regional District must monitor the areas in and around closed landfills for an additional five years (and take any remedial action to correct any problems found).

Under Section PS 3270 of the *CPA Canada Public Sector Accounting Handbook*, the Regional District must report the liability for post closure costs in its financial statements. This increase in the amount of time for post closure monitoring will result in an increased liability on our financial statements. This increased liability will be matched by a non-monetary expense.

This means, that while our cash flow for each year will remain unchanged, our financial statements will show a greater liability and hence our “Net Assets” or if we were a for-profit company our “shareholders’ equity” would be negatively impacted.

This change, implemented by Ministry of Environment, suggests that the Directors should consider increasing the amount of money in our land closure reserve fund to compensate for this increased liability.

I am working on calculations to bring you an estimate of the impact these changes will make on our 2017 Financial Statements and a recommendation for an increase in reserves for the 2018 or the 2019 year’s budget.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

“That the Board of the Regional District of Bulkley-Nechako receive the Chief Financial Officer’s memo dated January 16, 2018 titled ‘Landfill Post-Closure Period Increase’

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John Illes

Subject: FW: Quick Question - amount of time EMA requires for landfill closure monitoring

From: Kukleva, Natalia ENV:EX [mailto:Natalia.Kukleva@gov.bc.ca]
Sent: Monday, January 8, 2018 1:27 PM
To: John Illes <john.illes@rdbn.bc.ca>
Cc: Protection Division, Environmental <envprotdiv@Victoria1.gov.bc.ca>
Subject: RE: Quick Question - amount of time EMA requires for landfill closure monitoring

Hi John,

Yes, the minimum post-closure period was changed to 30 years as per the excerpt below:

“8.3 POST-CLOSURE PERIOD

The post-closure period for which post-closure care will be required shall be determined based on the contaminating lifespan of the landfill. When determining the necessary funding level for post-closure care (a closure fund for public landfills and financial security for private landfills), a technical analysis of the expected contaminating lifespan shall be undertaken by a Qualified Professional. In the absence of technical rationale to determine the contaminating lifespan of the landfill, a lifespan of 50 years shall be used for landfills with less than 100,000 tonnes of MSW in place, 100 years shall be used for landfills with less than 1,000,000 tonnes of MSW in place and 200 years shall be used as the default for landfills with more than 1,000,000 tonnes of MSW in place. In no case shall the post-closure period be less than 30 years.

The whole guidance document is available at https://www2.gov.bc.ca/assets/gov/environment/waste-management/garbage/landfill_criteria.pdf

Thanks.
Regards,
Natalia Kukleva

Natalia Kukleva, M.Eng.,P.Eng.
Environmental Management officer
Clean Communities Section
Environmental Protection Division
Ministry of Environment
phone: 778-698-4857
fax: 250-356-7197
e-mail: Natalia.Kukleva@gov.bc.ca



**Regional District of Bulkley-Nechako
Board of Directors Memorandum
January 25, 2018**

To: Chair Miller and the Board of Directors
From: Kristi Rensby, Finance/Administration Coordinator
Date: January 11, 2018
Regarding: Report on Federal Gas Tax Projects Approved in 2017

In 2017, there were numerous projects considered for Federal Gas Tax funding support. A total of 21 met the criteria and resulted in applications being brought forward to the Board. All of those applications were approved in 2017 for funding, for a total investment commitment of \$1,035,453 in Federal Gas Tax monies in our region.

Attached is a listing of these projects.

Please note that this list consists only of projects with funding committed in 2017; it does not include expenditures for projects from previous years' commitments, nor any of the potential files currently being explored.

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

RECOMMENDATION:	(All/Directors/Majority)
<p>That the RDBN Board of Directors receive the Finance/Administration Coordinator's January 11th memorandum titled "Report on Federal Gas Tax Projects Approved in 2017".</p>	

Regional District of Bulkley-Nechako
Federal Gas Tax Funds
Projects Approved in 2017

Electoral Area "A"

- Town of Smithers (airport expansion)	400,000	
- Town of Smithers (parking lot upgrade)	75,000	
- BV Cross Country Ski Lodge (energy upgrades)	25,000	
- BV Pool (energy upgrade, lighting)	22,495	
- Town of Smithers (transit)	10,000	
- Village of Telkwa (community hall renovations)	60,736	
- Glacier Gulch (water diversion)	55,000	
- Smithers & Area Recycling	45,212	
- BV Child Development Centre (energy upgrade)	32,447	
- Town of Smithers (skatepark upgrade)	30,000	
- Central Park Building (cultural infrastructure)	35,000	
- Dze L K'ant Friendship Centre (energy upgrade)	5,647	
	<hr/>	\$796,537

Electoral Area "B"

- Thrift Store renovations (energy efficiency)	17,000	
- Topley Fire Hall (energy efficiency upgrades)	5,000	
	<hr/>	22,000

Electoral Area "C"

- Stuart Lake Golf (energy upgrade)	22,461	
- District of Fort St. James (marina upgrades)	30,000	
- Pope Mountain Arts Building (cultural)	698	
- Stuart Lake Outreach Group (energy efficiency)	20,187	
	<hr/>	73,347

Electoral Area "D"

- Village of Fraser Lake (transit)	25,896	
	<hr/>	25,896

Electoral Area "E"

- Wistaria Hall (recreation infrastructure)	75,000	
	<hr/>	75,000

Electoral Area "F"

- Cluculz Lake Community Hall (recreation)	18,150	
	<hr/>	18,150

Electoral Area "G"

- Topley Fire Hall (energy efficiency upgrades)	15,000	
- Topley Fire Hall (energy efficiency upgrades)	9,523	
	<hr/>	24,523

Total Gas Tax Funds Committed in 2017 \$1,035,453

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****Memorandum**

TO: Chair Miller and Board of Directors

FROM: Melany de Weerd, CAO

DATE: January 11, 2018

SUBJECT: Regional District of Bulkley-Nechako Board Voting

Background:

Recently members of the Board of Directors requested a quick reference tool in relation to regional district voting rules. This document has been produced and is provided for information as an attachment to this report.

RECOMMENDATION: (All/Directors/Majority)

Receive.

General rules: voting on resolutions and bylaws

A resolution or the reading, adoption, amendment or repeal of a regional district bylaw must be decided by a majority of the votes cast. The general rule is that every director who is present is entitled to vote and receives one vote. The decision is determined by a simple majority of votes cast (i.e., 50% plus 1).

Each director who is present at the time of a vote, and is entitled to vote on the matter must vote on the matter and must cast all available votes for the same objective.

If a director who is entitled to vote doesn't indicate 'yes' or 'no', the director is deemed to have voted 'yes' to the question.

If there is a tie vote on a question, including the vote of the person presiding, the question is defeated.

If only one director would be entitled to vote (eg, a service with only one jurisdiction participating), each director who is present is entitled to vote, and has one vote.

For exceptions, see the attached pages on participating areas, weighted voting, unanimous voting and 2/3's voting.

From LGA section 207

Participating Areas in Service(s) – (Weighted Voting)

Each Director who is present and who represents a participating area in the service is entitled to vote.

Where there is more than one participating area, these are weighted votes (ie some of our jurisdictions are entitled to one vote and others are entitled to two.)

When there is more than one participating area, only Directors who represent a participating area can vote. If a Director's area does not participate in the service, he/she is not entitled to vote, except as below.

If there is only one Director who represents the participating area (ie, only one jurisdiction or a portion of one jurisdiction is in the service), then all directors present vote, and each director present gets one vote (unweighted).

For contracts, the decision to contract out is taken by the Participating areas but the legal contract is corporate business of the RDBN and a weighted vote by all directors (see Weighted Voting).

Applies to voting on resolutions and bylaws on the following matters:

- Administration and operation of a service other than general administration (sec 209)
- Authorities in relation to a service other than general administration (sec 335)
- Reserve funds (Community Charter Div 4 of Part 6)
- Bylaw to establish an annual variable tax rate system, which may be established in relation to a regional district service (sec 390)

Participating Areas – (Directors Voting)

Each Director who is present and who represents a participating area is entitled to vote on resolutions and bylaws on the below listed land use matters. This is NOT a weighted vote.

- Bylaw to adopt a Regional Growth Strategy for an area less than the entire regional district (sec 212) with some exceptions (sec 212(2))

Participating Areas – (2/3 Majority)

Each Director who is present and who represents a participating area is entitled to vote on resolutions and bylaws on the below listed land use matters. This is NOT a weighted vote. A two-thirds majority must be achieved in order for a motion to pass

- Resolution to vary the time limit for a specific reapplication in relation to development approval procedures (sec 460)

See Directors' Manual on Planning and Land Use for further details.

***Currently no directors have opted out of RDBN Planning services; if any do, see Sec 213 re sec 381(2) & (3)

Other: Unanimous, 2/3 Majority Voting

Most matters at the board table are determined by a simple majority of votes cast (i.e., 50% plus 1), whether weighted or unweighted. On certain matters, however, a two-thirds majority must be achieved in order for a motion to pass. Matters requiring an affirmative vote of at least two-thirds of all directors include:

Unanimous vote in order for a motion to pass:

Waiver of special meeting notice	section 220 (3)
----------------------------------	-----------------

2/3 Votes Cast in order for a motion to pass:

Bylaw adopted at same meeting as third reading	section 228
Delegation of board power, duty or function	section 230 (1)
Membership in employers' organization	section 233 (3)
Termination of a regional district officer	section 241 (2)
Assistance for conservation of heritage property	section 276 (2)
Declaration of emergency	section 295
Approval vote for entire proposed service area	section 342 (4)
Establishing bylaw approval — dispensing with electoral area director consent	section 347 (3)
Amendment or repeal of establishing bylaw — dispensing with electoral area director consent	section 349 (2)
Property tax exemptions	section 391 (3)
Heritage property tax exemptions	section 392 (2)
Repayment of heritage property tax exemptions	section 393 (5)
Riparian property tax exemptions	section 394 (2)
Repayment of riparian property tax exemptions	section 395 (5)
Amendment or repeal of loan authorization bylaw — dispensing with electoral area director consent	section 406 (3)
Part 14 — variation of time limit to reapply for bylaw amendment or permit: 2/3 vote of eligible local government members	section 460 (3)
Part 15 — variation of time limit to reapply for bylaw amendment or permit	section 590 (2)

Weighted Voting – Financial Matters

Each Director who is present is entitled to a weighted vote (ie, one or two votes based on population; see Regional District of Bulkley-Nechako Voting Table). (sec 210(1); sec 196(2)).

Applies to voting on resolutions and bylaws on the following matters:

- authorizing persons to enter into contracts on behalf of the regional district;
- authorizing the acquisition, expropriation or disposal of real property;
- adopting the financial plan under section 374 [*annual financial plan*];

- Authorizing Borrowing and liabilities: (under Regional District Financial Management Part 11, Borrowing and Liabilities Division 6):
 - Liabilities under agreements
 - Bylaw to provide for revenue anticipation borrowing
 - Bylaw for short term capital borrowing
 - Loan authorization bylaws (Participating area approval may be required depending on purpose of loan)
 - Financial municipal undertakings
 - Security issuing bylaws
 - Reserve funds where the entire RDBN is the participating area (Community Charter Div 4 of Part 6)
 - Bylaw to establish an annual variable tax rate system where the entire RDBN is the participating area (sec 390)
 -



Regional District of Bulkley-Nechako

(incorporated February 1, 1966)

Voting Unit: 3,000 population

	2016 Census Including subsequent population changes certified by the Minister ¹	Number of Directors (voting strength/5)	Voting Strength (population/ voting unit)
Districts:			
Fort St. James	1,598	1	1
Houston	2,993	1	1
Vanderhoof	4,439	1	2
Town:			
Smithers	5,401	1	2
Villages:			
Burns Lake	2,070	1	1
Fraser Lake	988	1	1
Granisle	303	1	1
Telkwa	1,327	1	1
Electoral Areas:			
A	5,256	1	2
B	1,958	1	1
C	2,850	1	1
D	2,212	1	1
E	1,735	1	1
F	3,665	1	2
G	1,101	1	1
Totals:	37,896	15	19

Populations certified as necessary by the Minister of Municipal Affairs and Housing under sections 196 and 197 of the *Local Government Act* as per the definition in the Schedule to the Community Charter.

Effective November 1, 2017.

These population figures are to be used only in the determination of voting strength and Director representation.

1. Population includes people residing on Indian Reserves and boundary extensions to December 31, 2016.



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

To: Chairperson Miller and Board of Directors (January 25, 2018)

From: Rory Mckenzie - Director of Environmental Services

Date: January 11, 2018

Subject: Fort St. James Transfer Station- Bobcat Skid-steer Loader Purchase Request

The Regional District of Bulkley-Nechako (RDBN) currently owns eight skid-steer loaders (Bobcats), one being located at each of the seven transfer stations in the Regional District and the eighth one is utilized as a spare to fill in when one of the seven bobcats is broke down and in the shop for repairs.

The Environmental Services department is planning on trading in the current spare bobcat after the budget is approved at the end of March 2018. However, the old spare bobcat has a major mechanical problem that will cost the RDBN more to repair it than would be received as the trade in amount. The cost to repairs is estimated to be \$10- \$12,000. The trade in value is estimated to be \$8,000.

The Fort St. James Transfer Station bobcat is due to be replaced this year with a new bobcat. Staff is proposing to keep the Fort St. James Transfer Station's Bobcat for another year or two utilizing it as the spare. This practice of keeping the oldest of the seven bobcats for a year or two as the spare has worked out well over the last 15 years.

Given this, contained in the first draft version of the Environmental Services Budget is a line item valued at \$65,000 for the purchase of a new Bobcat for use at the Fort St. James Transfer Station.

Proposed Bobcat Skid-steer Loader Purchase Process

Environmental Services staff is requesting that the Board of Directors authorize staff to proceed with the purchase of a new bobcat prior to formal adoption of the 2018 budget. This pre-approval on this purchase would allow the RDBN to avoid the repair cost mentioned and trade in the spare bobcat as is. This request is contingent on the total cost being equal to or less than the value presented in the draft budget which is \$65,000.

RECOMMENDATION

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "Fort St. James Transfer Station Bobcat Skid-steer Loader Purchase Request" and dated January 25, 2018.
2. Further, that the Board of Directors authorize staff to proceed with the immediate purchase of a new Bobcat Skid-steer Loader for use at the Fort St. James Transfer Station prior to formal adoption of the 2018 budget, is contingent on the total cost being equal to or less than \$65,000.



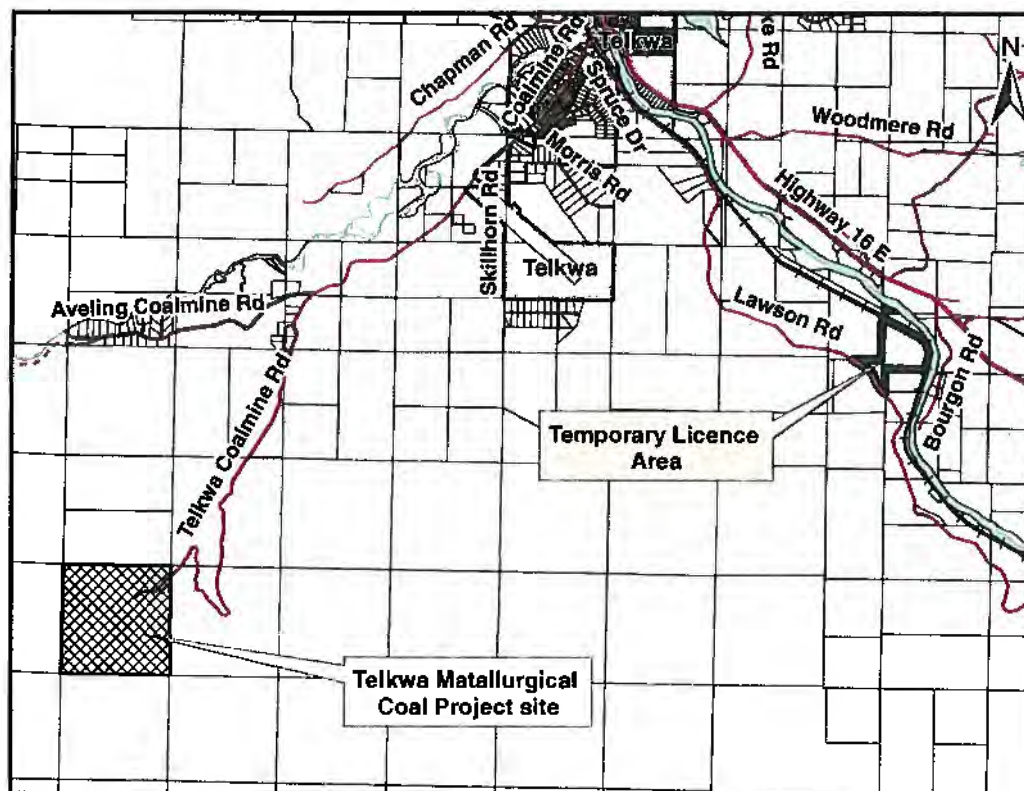
MEMORANDUM

To: Board of Directors
 From: Jennifer MacIntyre, Planner I
 Date: January 11, 2018
 Re: Land Referral File No. 6409021
 (Carbon Development Corp./ Telkwa Coal Ltd.)

This referral from the Province is for a Temporary Licence for Investigative Use purposes to allow Carbon Development Corporation/ Allegiance Coal Limited to conduct geotechnical drilling and other activities to evaluate the site for a rail loadout facility.

The application area is located on Crown lands between Lawson Road and CN Railway, approximately 7 kilometres southeast from the Village of Telkwa. The application area is approximately 48.3 ha. in size.

Location Map



The geotechnical study consists of 4 drill sites that are each proposed to be 56.25 m² in size. The work program is anticipated to take 2 to 3 weeks to complete. The proposed investigative area was chosen due to its proximity to the railway corridor and a short haul (18 kilometres) from the proposed Telkwa Metallurgical Coal Project (Tenas Pit).

If the development of the Project occurs the mine will require rail loadout facilities for the transport of coal to overseas markets. The Company estimates one hauling truck per hour, each day for the 28 year lifespan of the mine. The impact to local roads from the proposed mine may be significant. Also, the proposed facility may result in negative impacts associated with coal dust, vibration, and noise. The impact to local residents is unknown at this time as there is little information provided regarding the proposed facility's design and operation.

The Application area is zoned Agricultural (Ag1) and the proposed use is not allowed in the Ag1 Zone. Zoning will need to be addressed prior to the operation of a proposed rail load out facility. The area is within the Agricultural Land Reserve and the facility may not be allowed pursuant to the Agricultural Land Commission Act and Regulations. The Province and applicant are encouraged to consult with the Agricultural Land Commission regarding any necessary approval processes.

There is a known archaeological site located within the Temporary Licence Area. The Province should consult with their Archaeological Branch regarding this site as part of the process to consider this application.

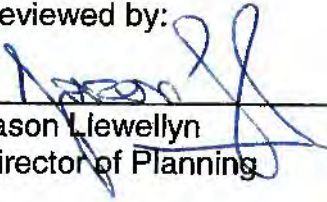
Staff have no concerns regarding the proposed investigations. However, there will be notable staff concerns, a requirement for much more information and public consultation, should the applicant make an application to use the land for the proposed facility. However, as this application is to conduct limited geotechnical testing staff have no notable concerns.

Recommendation:

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 6409021.

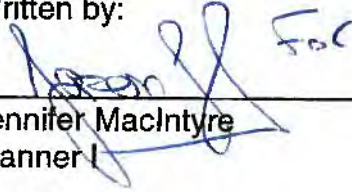
Board of Directors – All/Directors/Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:



Jennifer MacIntyre
Planner I



REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 6409021

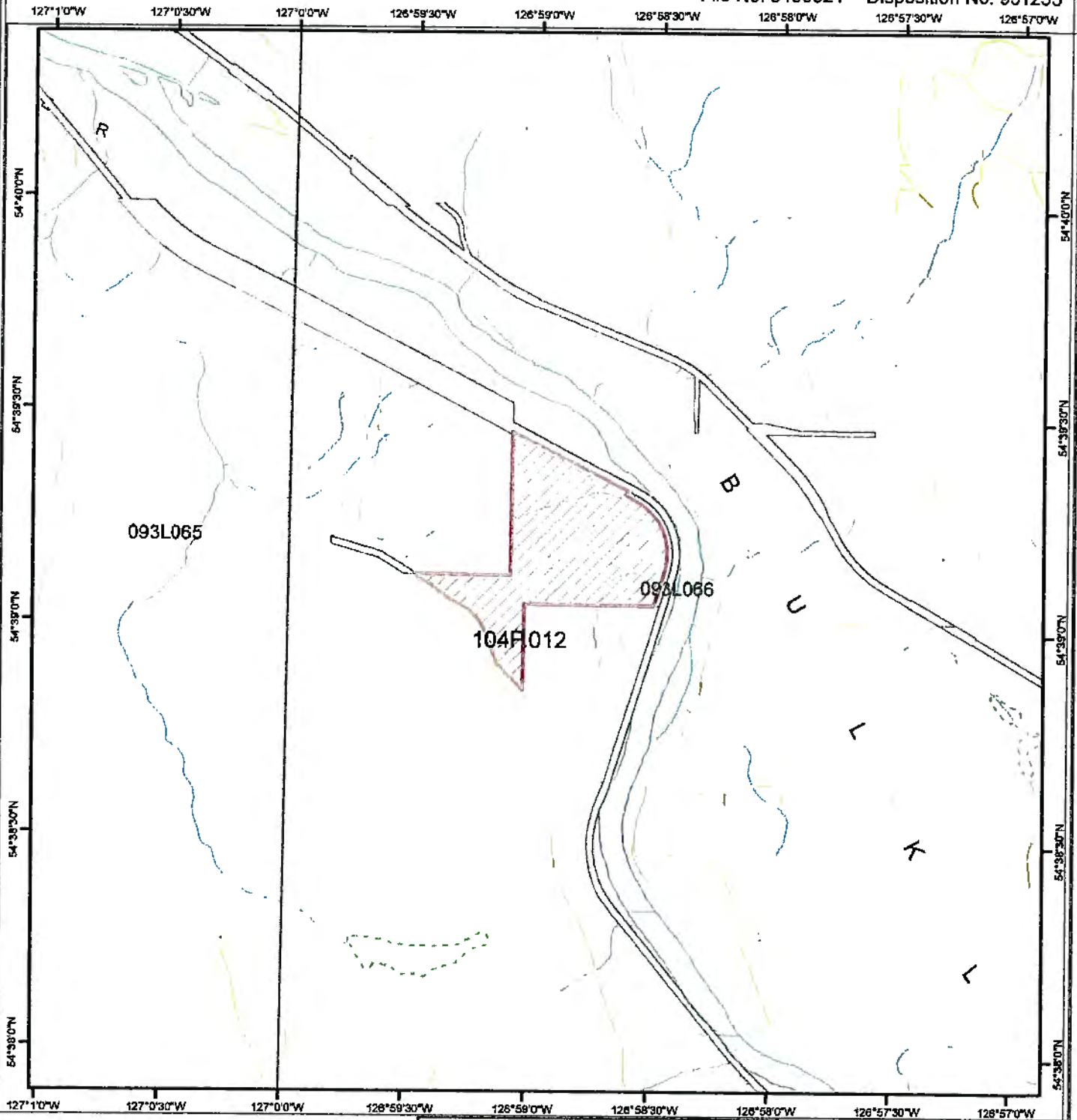
Electoral Area:	A
Applicant:	Carbon Development Corp.
Existing Land Use:	Vacant
Zoning:	Agricultural (Ag1) under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
Proposed Use Comply With Zoning:	Geotechnical testing - N/A
Plan Designation	Agriculture (AG) under Smithers, Teklwa Rural Official Community Plan, Bylaw No. 1704, 2014.
Agricultural Land Reserve:	Within the ALR
Access Highway:	Lawson Road
Archaeological Site:	YES according to Provincial mapping
Building Inspection:	Within Building Inspection Area
Fire Protection:	Outside Rural Fire Protection Area
Other comments:	<p>Staff have no concerns regarding the proposed investigations. However, the RDBN can be expected to have concerns regarding the impacts of any rail loadout facility. The RDBN requests that the Province insure that the RDBN receives a referral regarding any future application to the Province related to the use of the land as a rail loadout facility, and that the applicant be required to provide the following information with their application.</p> <ul style="list-style-type: none"> ▪ A site plan showing the manner in which the land is to be developed and used. ▪ A detailed written description of the activities and uses proposed for the land. ▪ An impact assessment and mitigation plan that deals with noise, vibration, dust and any other potential impacts. ▪ An impact assessment and mitigation plan for the haul route. ▪ The results of public consultation regarding the proposed facility. The applicant is encouraged to consult with the RDBN regarding the nature of this consultation.

The Province should consult with their Archaeological Branch regarding the known archaeological site as part of the process to consider this application.




The Province and Applicant are encouraged to consult with the Agricultural Land Commission regarding any necessary approval processes.

Interest Holder: CARBON DEVELOPMENT CORPORATION

File No: 6409021 Disposition No: 931255



Scale: 1:24,000
 Type: LICENCE
 Sub Type: TEMPORARY LICENCE
 Purpose: INDUSTRIAL
 Subpurpose: MISCELLANEOUS

-  Application Area
-  Indian Reserves
-  Parks and Protected Area

Referral Map



BRITISH COLUMBIA
www.gov.bc.ca

Date: 27 Oct 2017
Area: 48.31 ha +/-



BCGS Mapsheet(s): 93L.066

Telkwa Coal - Investigative Plan for Industrial Temporary License

1. Background

1.1. Project Overview:

A small geotechnical program is proposed to assess the potential for development of a rail loadout facility for the Telkwa Coal project, owned by Carbon Development Corporation and Telkwa Coal Ltd.

The program would consist of 4 sonic drill sites, utilizing track mounted drill equipment. Each site would be a maximum area of 7.5m x 7.5m in size.

The company will be approaching the adjoining private land owner to determine if existing access on private land may be utilized to access the proposed drill sites. To address the possibility that this authorization may not be obtained, the investigative plan includes a potential temporary trail, approximately 1 km in length, to access the drill sites.

Minor tree removal would be required for conducting the drilling, even if a new trail is required for accessing the sites. Existing clearings would be utilized if the trail is constructed, resulting in timber volumes of <50 m³.

The work program is anticipated to take 2 to 3 weeks to complete.

1.2. Current Zoning / Land Use

The proposed license area lies between the Lawson Road and the CNR mainline, within the Agriculture / Wildlife zone of the Bulkley Valley LRMP. There are no overlaps with conservation areas, identified Wildlife habitat or endangered plant areas.

The proponent is unaware of any zoning or land use restrictions that would limit or preclude the proposed use of the land.

1.3. First Nation Consultation

Telkwa Coal Ltd, (through their agreement with Carbon Development Partnership) is working directly with the Office of the Wetsu'wet'en (OW) on all aspects of the project and have signed an engagement agreement with them.

A copy of the investigative application was provided to David deWit, David Belford and Mike Ridsdale of the OW on September 8, 2017.

2. Location

2.1. Description

The proposed investigative area is located ~7 km southeast of the Village of Telkwa. It is accessed via the Lawson Road with existing roads/trails located on adjoining private land.

The proposed license area overlaps District Lot 1144 and a portion of Section 7, TP6. The northeastern boundary is adjacent to the CNR mainline and the Lawson Road is adjacent to the southwest boundary. The southeast and northwest boundaries adjoin private land.

Topography is level to very gently sloping at an elevation of 520 m. ASL. The property is moderately forested with several openings. An east west trail accessing the open areas runs from adjoining private land on the west across the middle of the proposed license area. An intermittent stream lies to the north and roughly parallel to this trail. An additional trail enters from private land to the south, cutting across the southeast corner of the proposed license area.

The center of the proposed license is at Lat: 54.6521 / Long: -126.9864.

2.2. Location Justification

The Telkwa Coal project is located ~10 km southwest of the Village of Telkwa. The area was subject to small scale coal mining from 1918-1985. Extensive coal exploration conducted in the 1980's and 1990's, led to the project entering the BC Environmental process in the early 1990's. The EA process was not completed and the project underwent a change of ownership. In 2016, Telkwa Coal Ltd entered into an agreement with the project owner and made application for geotechnical investigations in early 2017, as well as completing a preliminary feasibility for development.

Development of the mine will require rail load out facilities for transport of the coal to overseas markets. The proposed investigative area has been selected because it is adjacent to the existing rail line, near existing gazetted roads and provides a short haul distance from the proposed mine.

3. Location

3.1. Improvements

No permanent infrastructure or installations are proposed. All activities are temporary in nature.

3.2. Access

All drill sites can potentially be accessed utilizing existing roads and trails. The most southerly site would be accessed directly from the Lawson Road, the two most northerly sites could be accessed via an existing road on CNR land; and the middle site could be accessed from an existing road/trail that initiates on adjoining private land and extend into the proposed license area.

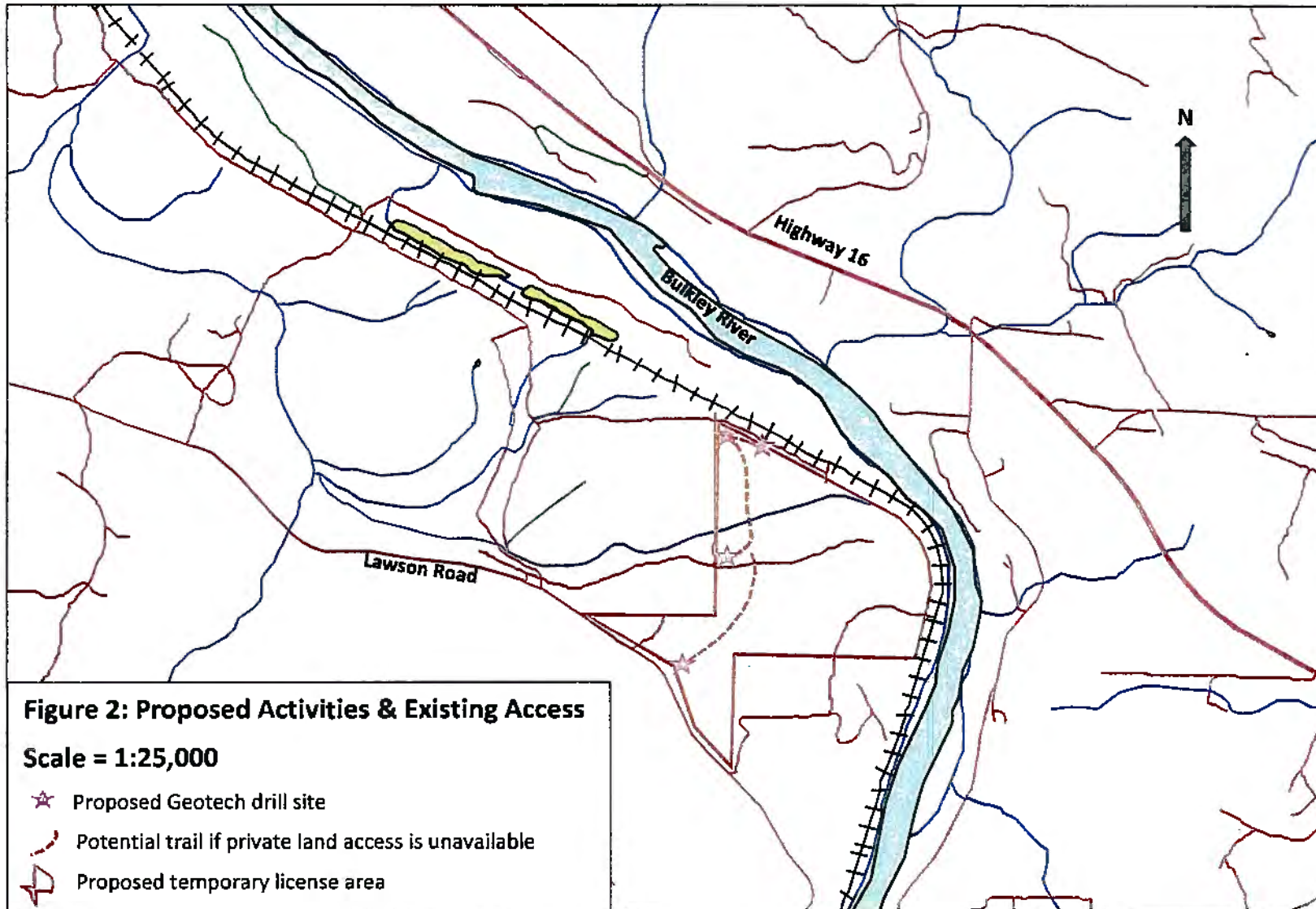
If authorization for use of access on adjoining land cannot be obtained, construction of ~1 km of trail from the Lawson Road is proposed (as illustrated on accompanying maps)

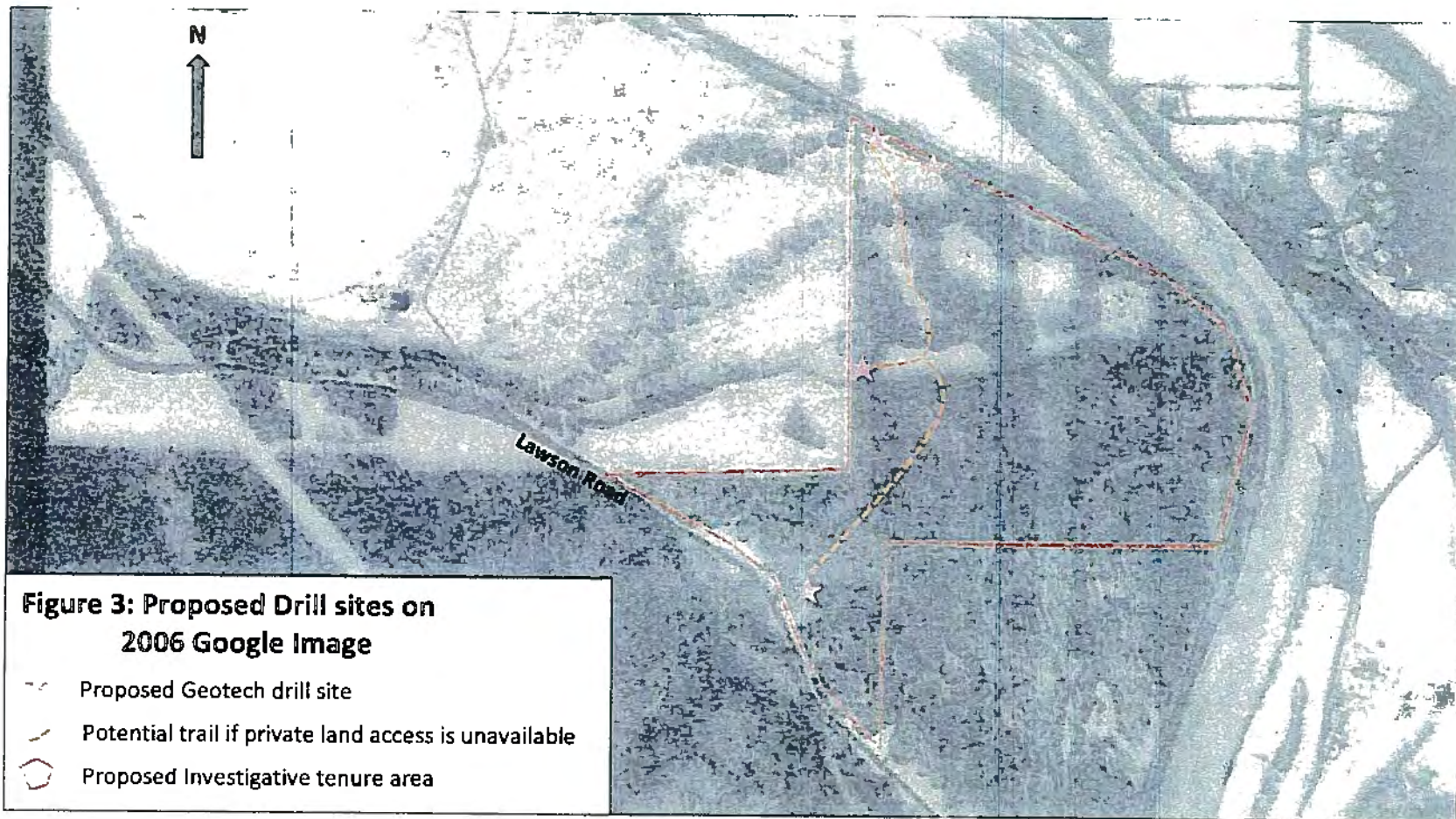
3.3. Water Use

A water truck will provide water for the drilling. No onsite water source will be utilized.

4. Schedule

Activity	Sonic drilling	Access Trail Construction
Description of Activity	Drilling of overburden soils using track mounted equipment	If authorization for use of access on adjoining private land can't be obtained, an exploration trail <3.5 m width with minimal soil excavation will be constructed to access the 2 northerly drill sites.
Season	Will depend when authorization is issued, possibly late fall/winter.	If private land access is given, will work with land owner to limit impacts. If new trail construction, timing will depend when authorization is issued, possibly late fall or winter.
Potential Impact	Negligible, as program is very short in duration with minimal surface disturbance.	Similar to sonic drilling. Possible increased access if new trail is established.
Mitigation / Management of Potential Impacts	Very wet ground conditions will be avoided.	Very wet ground conditions will be avoided. If new trail constructed, it will be blocked to limit use by others, with pull back of vegetation & installation of barriers if needed.







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MEMORANDUM

To: Board of Directors
From: Jennifer MacIntyre, Planner I
Date: January 11, 2018
Re: **Mines File No. 13755-02-030**
(Carbon Development Corp./ Telkwa Coal Ltd.)

Overview:

This application is for a Coal Licence. If granted, the licence will allow the licensee exclusive rights to explore for and develop the coal resources within the boundaries of the application area. The application area is 3.4 kilometres south of the Village of Telkwa on the Telkwa Coalmine Road and Aveling Coalmine Road. The application area is 675 ha. in size. A limited amount of coal can be produced from a coal licence, as necessary for testing purposes only. Staff have been informed that additional authorizations will be required prior to the applicant proceeding with further activity beyond the proposed testing.

The application states that the company collected preliminary data and undertook field work relating to wildlife and vegetation in the area in 2017. The application states that they want to start their drilling program to confirm coal occurrence and quality, and other geotechnical information in May, 2018.

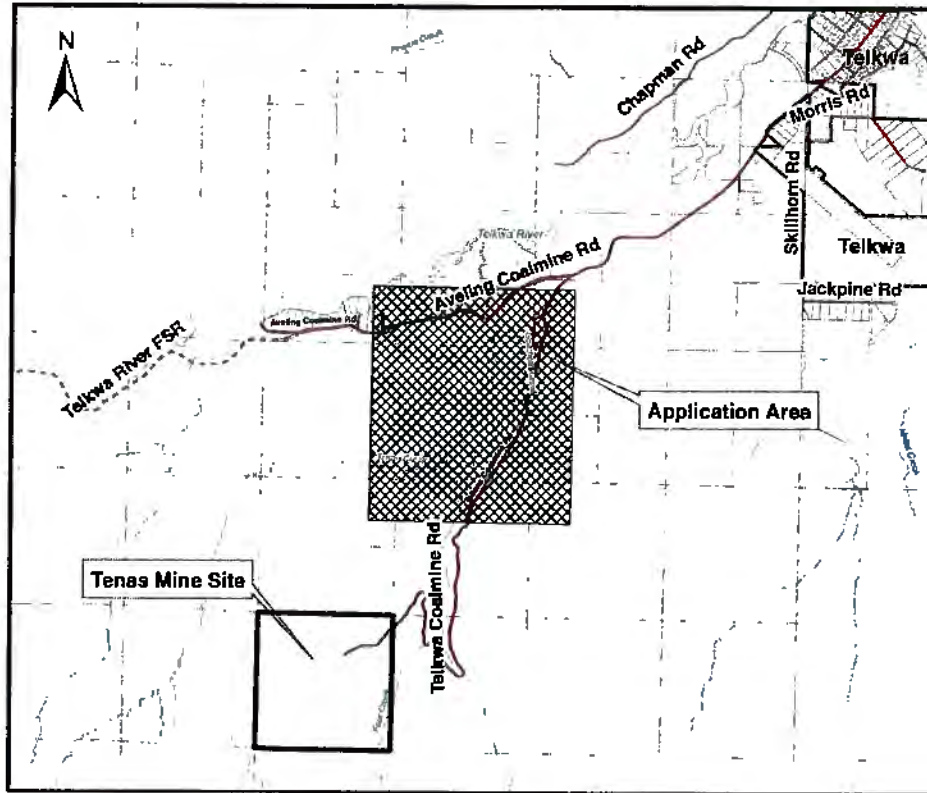
RDBN Staff met with the applicants in late 2017. Representatives of the applicant indicate that the plan is to develop the Tenas Mine Site located at the end of Telkwa Coalmine Road, 2 km south of the application area as shown on the location map on the following page. A representative of the applicant indicates in their attached letter that:

"The area where the coal license application was submitted will be used for road access, powerlines and water pipeline corridors in support of the project. There will be no drilling or mining of coal that will occur within this license block. There may be construction activities and borrow of gravel resources from area depending on road, powerline, and/or pipeline alignments. Telkwa Coal Limited is committed to obtaining agreements with the respective land owners prior to any work on private land."

The discrepancy between the application made and the stated objective of the applicant cause staff concern. If approved the application would allow the licensee exclusive rights to explore for and develop the coal resources within the boundaries of the application area. Therefore, staff must consider this referral on that basis.

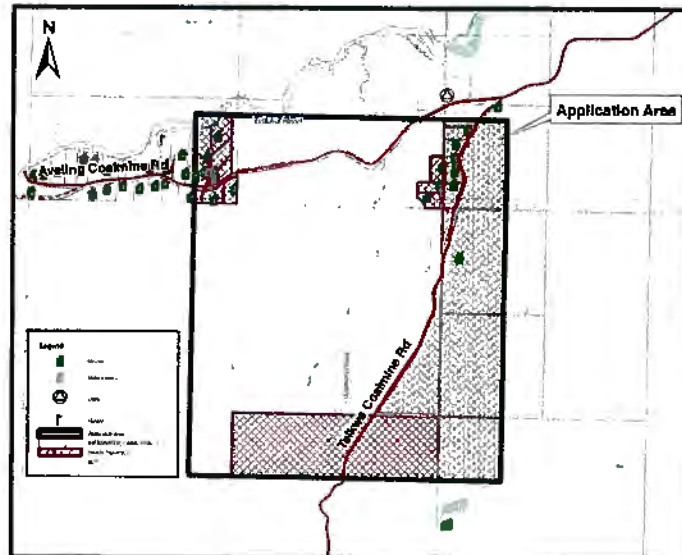


Location Map



Land Use:

The surrounding land use is primarily residential and agriculture. The application area is zoned Rural Residential (R6), Large Holdings (H2) and Rural Resource (RR1) and a portion of the area is within the Agricultural Land Reserve. There are 18 known residences within the application area and approximately 38% of the land (257 ha.) is privately owned.

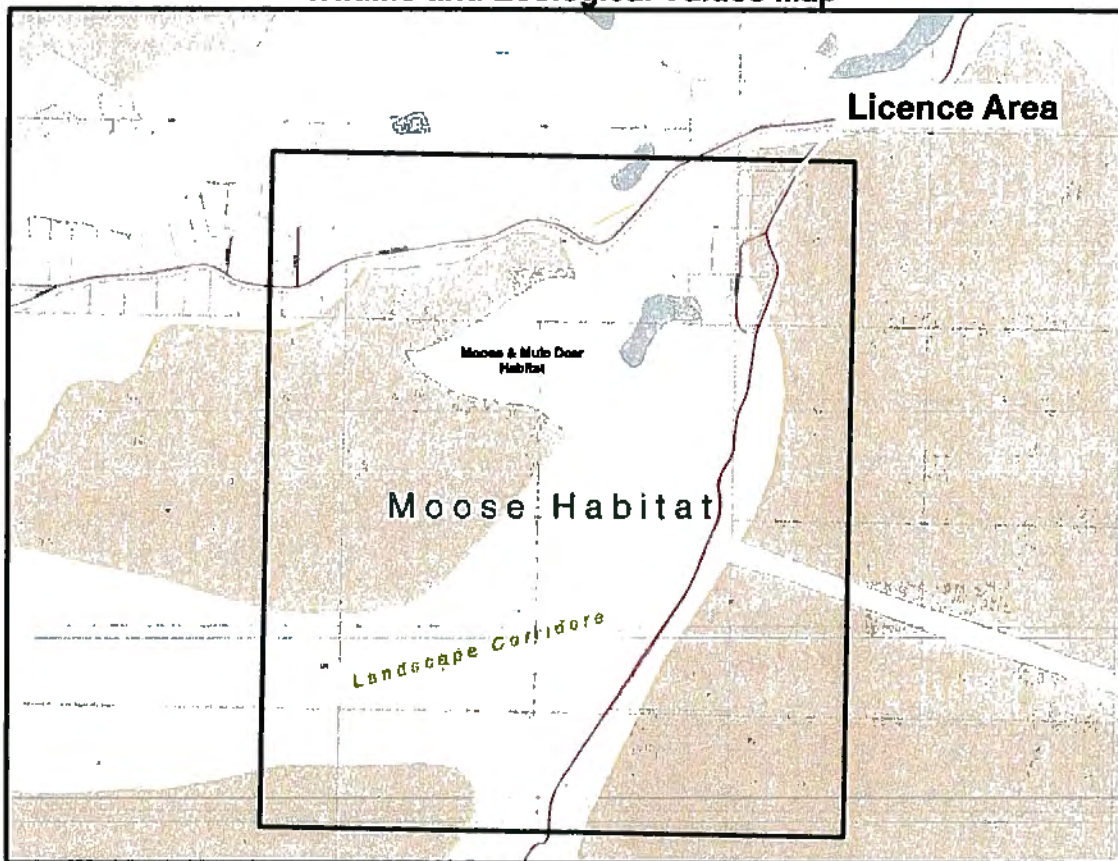


Environmental Values:

Tenas and Goathorn Creeks and a number of residential wells are found within the application area. Also, ecosystem and wildlife values identified by the Ministry of Environment and mentioned in Schedule C of the "*Smithers Telkwa Official Community Plan, 1704, 2014*" (OCP) are found within the application area. These values include:

- High valued moose and mule deer habitats and sensitive ecosystems of black cottonwood and white spruce.
- A Landscape Corridor designated to maintain connectivity within the landscape, reduce habitat fragmentation, permit movement and dispersal of plant and animal species, and maintain within a managed forest setting, forests dominated by mature tree cover and containing most of the structure, function, micro climatic conditions and biota associated with old growth forests.

Wildlife and Ecological Values Map



Discussion:

The application contains limited information regarding the specific nature and location of the works to be undertaken, and the number and location of test drilling sites (if any). Given the lack of clarity regarding the nature of the proposed works, the ecosystem and wildlife values in the area, and the notable amount of private property and residential development in the area, staff are not able to recommend a positive response to the referral.

Staff recommend that the Province do the following:

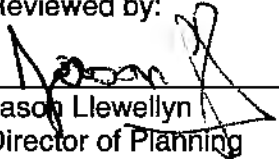
- Work with the applicant to confirm the nature and location of the works proposed, and the future use of the land.
- Require the applicant to undertake a community engagement process to receive feedback from the community on the proposed activities.
- Evaluate the mitigation necessary to ensure there are no environmental and social impacts associated with the proposed activity.

Recommendation:

That the attached comment sheet be provided to the Province as the Regional District's comments on Mines application 13755-02-030.

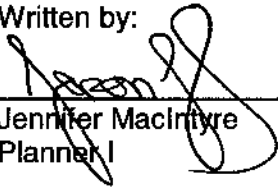
Board of Directors – All/Directors/Majority

Reviewed by:



Jason Llewellyn
Director of Planning

Written by:

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Jennifer MacIntyre
Planner I



REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON Mines File No. 13755-02-030

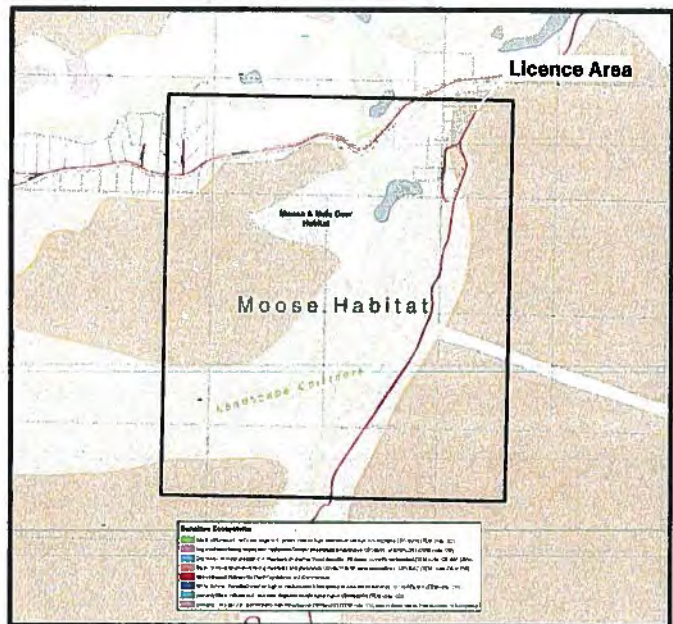
Electoral Area:	A
Applicant:	Carbon Development Corporation
Existing Land Use:	Residential, Agriculture, Forested
Zoning:	Rural Residential (R6), Large Holdings (H2), and Rural Resource (RR1)
Plan Designation:	Rural Residential (RR), Resource (RE), and Agriculture (AG)
Proposed Use Comply With Zoning:	RDBN has no jurisdiction over mines
Agricultural Land Reserve:	Portions of the Application area are within the ALR
Access Highway:	Telkwa Coalmine Road and Aveling Coalmine Road
Archaeological Site:	Not according to provincial mapping
Building Inspection:	Within the Building Inspection area
Fire Protection:	Within the Rural Fire Protection area

Other comments:

The significant ecosystems and wildlife values identified by the Ministry of Environment and mentioned in Schedule C of the "Smithers Telkwa Official Community Plan, 1704, 2014" (OCP) include sensitive ecosystems of Black Cottonwood, White Spruce and Moose and Mule Deer habitat. Also, the area contains a Landscape Corridor designated to maintain connectivity within the landscape, reduce habitat fragmentation, permit movement and dispersal of plant and animal species, and maintain within a managed forest setting, forests dominated by mature tree cover and containing most of the structure, function, micro climatic conditions and biota associated with old growth forests.

The Regional District Board recommends that the Province do the following:

- Work with the applicant to obtain more information regarding the nature and location of the works proposed, and the future use of the land.
- Require the applicant to undertake a community engagement process to receive feedback from the community on the proposed activities.
- Evaluate the mitigation necessary to ensure there are no environmental and social impacts associated with the proposed activities.





TELKWA COAL
LIMITED

January 13, 2018

Jason Llewellyn
Director of Planning
Regional District of Bulkley Nechako
37-3rd Ave, PO Box 820
Burns Lake, BC, V0J 1E0

SUBJECT: CLARIFICATION FOR COAL LICENSE APPLICATION AND INVESTIGATIVE USE PERMIT REFERRED TO THE REGIONAL DISTRICT FOR COMMENT

Dear Mr. Llewellyn:

As per our meeting on December 7, 2017 between Allegiance Coal Limited and your team, several clarifications were requested by your team after reviewing the submissions forwarded by the Ministry of Mines (MEM) and the Ministry of Forests, Lands, Natural Resource Operation and Rural Development (MFLNRORD). These were:

- The Ownership structure, and
- Intended uses for the areas.

Understanding the Ownership Structure

Allegiance Coal Limited is aware that the Ownership Structure is a point of confusion for stakeholders. In summary, Carbon Development Corporation was the owner of the coal licenses and mine permit application. This company had existed as a wholly owned subsidiary in the Shemitt organization and was purchased by Altius Minerals in 2015 and hence become a wholly owned subsidiary of Altius Minerals. Telkwa Coal Limited (TCL) has a farm-in agreement with Carbon Development Corporation to purchase the coal licenses by completion of a series of milestones over the coming years. In late 2016, Allegiance Coal Limited purchased Telkwa Coal Limited and the associated farm-in agreement for the coal licenses, and Telkwa Coal Limited became a wholly owned subsidiary of Allegiance Coal Limited.

Since the meeting, Telkwa Coal Limited has a signed agreement with Carbon Development Corporation to purchase the coal licenses and now is the registered owner of the coal licenses. In the future, all applications for any coal licenses and regulatory applications will come from Telkwa Coal Limited and Altius Minerals or Carbon Development Corporation will no longer be referenced. This should simplify matters.

Telkwa Coal Limited confirms that it is only interested in developing metallurgical coal projects and has no intention of producing thermal coal from the region.

Intended Uses

The area where the Investigative Use Permit was submitted is proposed to be used for future rail infrastructure to support coal transport to the Ridley terminals. There will be no mining at this location and there will only be construction type excavations and infrastructure to support the train load out and rail access.

The area where the coal license application was submitted will be used for road access, powerlines and water pipeline corridors in support of the project. There will be no drilling or mining of coal that will occur within this license block. There may be construction activities and borrow of gravel resources from area depending on road, powerline, and/or pipeline alignments. Telkwa Coal Limited is committed to obtaining agreements with the respective land owners prior to any work on private land.

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I hope this information provides your team with the answers required to have an informed decision on these two applications.

If you have any further questions or concerns please let me know at 778-886-8809 or send me an email at awaterman@allegiancecoal.com.au.

Sincerely yours,

Angela Waterman

Director of Environment and Government Relations, Allegiance Coal Limited / Telkwa Coal Limited

CC:

Dan Farmer, Chief Operating Officer, Allegiance Coal Limited / Telkwa Coal Limited

Mark Fisher, Bulkley Nechako Regional District

Darcy Repen, Mayor of Telkwa



APPLICATION FOR A COAL LICENCE *Coal Act (Section 12)*

Mineral Titles BC - www.MineralTitles.gov.bc.ca

Before filing an application for a coal licence please ensure that you have a Client Number
If your contact information changes, ensure that an application form is resubmitted

Print Form

Reset Form

OFFICE USE ONLY

Event No. 3228053

MINERAL TITLES BC
VICTORIA, BC

FEB 16 2017

FILE NO. 13755-02-103

LOG IN NO. 80170023

RECORDING STAMP

OFFICE USE ONLY Please refer to application guidelines to assist with completion of this form

APPLICATION NUMBER	FILE NUMBER	TRANS. NO.
<u>419134</u>	<u>13755-02-1030</u>	<u>3</u>

1. APPLICANT INFORMATION (All fields mandatory)

LAST NAME <u>Carbon Development Corporation</u>	FIRST NAME (LEGAL) <u>c/o Rod Churchill</u>	CLIENT NUMBER <u>147444</u>
ADDRESS <u>P.O. B0x 8263, Station A</u>	CITY <u>St. John's</u>	PROVINCE / STATE <u>Newfoundland and Labrador</u>
	POSTAL / ZIP CODE <u>A1B 3N4</u>	COUNTRY <u>Canada</u>
PHONE NUMBER <u>709-579-8290</u>	CELL PHONE NUMBER <u>709-699-7777</u>	EMAIL <u>CDC-Lands@altriusminerals.com</u>

ARE YOU ACTING AS AN AGENT - if yes, please complete the information below

LAST NAME	FIRST NAME (LEGAL)	CLIENT NUMBER
ADDRESS	COMPANY	CITY PROVINCE / STATE
	POSTAL / ZIP CODE	COUNTRY
PHONE NUMBER	CELL PHONE NUMBER	EMAIL

2. LOCATION

PROJECT NAME (optional)	MINE DIVISION	LAND DISTRICT(S)	CLERK DIVISION
<u>TELKWA</u>	<u>Omineca</u>	<u>Range 5 Coast</u>	<u>Omineca</u>

LICENCE APPLICATION - GRID ID INFORMATION

COAL LICENCE 1 - DESCRIPTION OF LOCATION (maximum of 20 adjoining units per licence)

Units Produced and Natural Gas Generation

NTS: Map #	Map letter	Sheet	Block	Unit(s) (max. 5 per row)	Total # of units	NTS: Map #	Map letter	Sheet	Block	Unit(s) (max. 5 per row)	Total # of units	Hectares
093	L	11	G	061 062	2	093	L	11	H	070	1	225
093	L	11	G	071 072	2	093	L	11	H	080	1	225
093	L	11	G	081 082	2	093	L	11	H	090	1	225
												0
											SUBTOTAL: (Based on \$7/ha)	4725 \$

419134

NOTE: FOR SUBSEQUENT LICENCE APPLICATIONS PLEASE COMPLETE FORM B FOUND ON PAGE 4

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3. PROJECT OVERVIEW AND INTENT

SITE CHARACTERISTICS

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ADD ROW	EXPLORATION/DEVELOPMENT	ANTICIPATED START DATE/TIMELINE		NOTICE OF WORK	COMMENTS	
		Start Date	End Date			
<input type="checkbox"/>	Other	May 1, 2017	September 10, 2016	No - not planning to submit	various baseline field activities for wildlife and vegetation	DELETE THIS ROW
<input type="checkbox"/>	Drilling Program	May 1, 2018	September 10, 2016	No - planning to submit	Exploration program to confirm outcrop location and geotechnical information	DELETE THIS ROW

ADD ROW	INFRASTRUCTURE/CAMPS	ADDITIONAL INFORMATION	
<input type="checkbox"/>		None required	DELETE THIS ROW

ADD ROW	SITE ACCESS	ADDITIONAL INFORMATION	
<input type="checkbox"/>	Trail/Road Use	will use existing logging roads and trails on site	DELETE THIS ROW

ADD ROW	SURVEY ACTIVITIES	COMMENTS	
<input type="checkbox"/>	Yes	Any exploration work will be surveyed; handheld GPS will be used for environmental baseline work	DELETE THIS ROW

FIRST NATIONS PRE-ENGAGEMENT SUMMARY (Please attach reports below)

ADD ROWS	DATES		FIRST NATION AND REPRESENTATIVES	APPLICANT REPRESENTATIVES	METHOD OF COMMUNICATION	SUPPLEMENTAL MATERIALS ATTACHED	
	Start Date	End Date					
<input type="checkbox"/>	December 5, 2016	December 16, 2016	David deWit	Mark Gray	in person meeting	No	DELETE THIS ROW

4. DATA AND SUPPLEMENTAL MATERIAL

ADDITIONAL INFORMATION - Please attach reports when possible

Of the options listed below, please indicate which you have attached to your application:

- Land Statusing (alienated lands)
- Environment (watershed, soil)
- First Nation Engagement (reports)
- Integrated Land and Resource Registry (ILRR) Information
- Wildlife
- PDF MAPS
 - Plan (map) and description under section 12 of the Coal Act
 - Maps large scale (1:20k)/small scale (1:250k)
 - PDF/KML
 - If yes: Please include topographic information as well as including labels for features and roads
 - Cumulative activity
 - Proposed footprint, facilities, infrastructure, activity sites
- GIS Shapefiles and/or Geodatabase
- Reports (May include: ILRR, Geological, Wildlife, Environmental)
- Other

ACKNOWLEDGEMENT

I hereby apply, pursuant to section 12 of the Coal Act, to the Minister for a licence to explore for and develop coal on the location as described in Part 2.

As required pursuant to section 12(2) of the Coal Act, this application is accompanied by the following:

- the prescribed application fee (\$25.00 per licence) (Maximum of 20 adjoining units per licence)
- a prescribed rent in respect of the location (Refer to section 2 "Total")
- a plan (map) and description of the location under section 11 of the Coal Act

I, the Applicant named below, hereby acknowledge and understand that it is an offence to knowingly provide false information under the Coal Act. I also acknowledge that a coal licence does not grant any rights to the natural gas (including coal bed methane).

NAME OF APPLICANT	POSITION OF APPLICANT
Rod Churchill for Carbon Development Corp.	Lands Manager

I Agree

Date/Time Field 2017-01-17 16:24:35



ADMINISTRATION OF PROVINCIAL COAL RIGHTS
MINISTRY OF ENERGY AND MINES
Mines and Mineral Resources Division, Mineral Titles Branch

In most areas of British Columbia, coal rights are held by the Province (Crown) and are administered by the Mineral Titles Branch of the Ministry of Energy and Mines. There are some exceptions where, as a result of historic land grants, coal rights are privately owned (Freehold). The Mineral Titles Branch administers the Provincial coal rights under the provisions of the *Coal Act* and *Coal Act Regulations*, and conveys rights to the resource through coal licences and coal leases.

A person may apply for a coal licence by submitting an application to the Chief Gold Commissioner, together with the application fee and the first year's annual rent. Before a coal licence is issued, a status of the coal rights is completed within the application area to determine whether the rights are privately held or held by the Province. If the status determines the coal rights are held by the Province, the application is referred to First Nations, local governments and government agencies for their review and comment. A licensee, under the *Coal Act* and licence, has the exclusive rights to explore for and develop Provincial coal resources on a licence location. A limited amount of coal can be produced from a coal licence, but for testing purposes only.

Even with a coal licence, the licensee is still required to obtain additional authorizations to proceed with any mechanized work on the ground. The licensee is required to obtain approval from the District Inspector of Mines prior to commencing any mechanized work on their coal licence. The District Inspector of Mines has an established referral and consultation process that must be completed prior to approving a work permit. This process includes referral to local governments and provincial agencies, and consultation with First Nations in the area and may coincide with the coal licence application referral. If exploration progresses to a point where a licensee wishes to produce more than the limit allowed on a coal licence, for testing purposes, the licensee would be required to convert their licence to a coal lease.

A person may apply for a coal lease by submitting an application to the Chief Gold Commissioner, together with the application fee and the first year's annual rent. The *Coal Act* and *Regulations* outline other information that is required to accompany the coal lease application. Coal lease applications are processed through the Mine Development Review (MDR) which also processes other authorizations for the mine. A coal lease application will not be processed until a MDR has been established. A lessee, under the *Coal Act* and coal lease, has the exclusive right to explore for, develop and produce coal on the lease location.

If you have any questions regarding the administration of provincial coal rights, please contact the Mineral Titles office at 1-866-616-4999 or Mineral.Titles@gov.bc.ca.



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MEMORANDUM

To: Board of Directors
From: Jennifer MacIntyre, Planner I
Date: January 4, 2018
Re: Land Referral File No. 7407646 (Reimer)

This application is regarding a Crown Grant to obtain additional land for extensive agriculture purposes. These lands are located near Elias and Keillor Roads approximately 11 kilometres southeast of the District of Vanderhoof. The application areas are approximately 80.18 ha. in size.



This Licence of Occupation will allow the applicant to expand their land holdings and to establish fencing, harvest merchantable timber, and clear land for forage production.

PLANNING DEPARTMENT COMMENTS

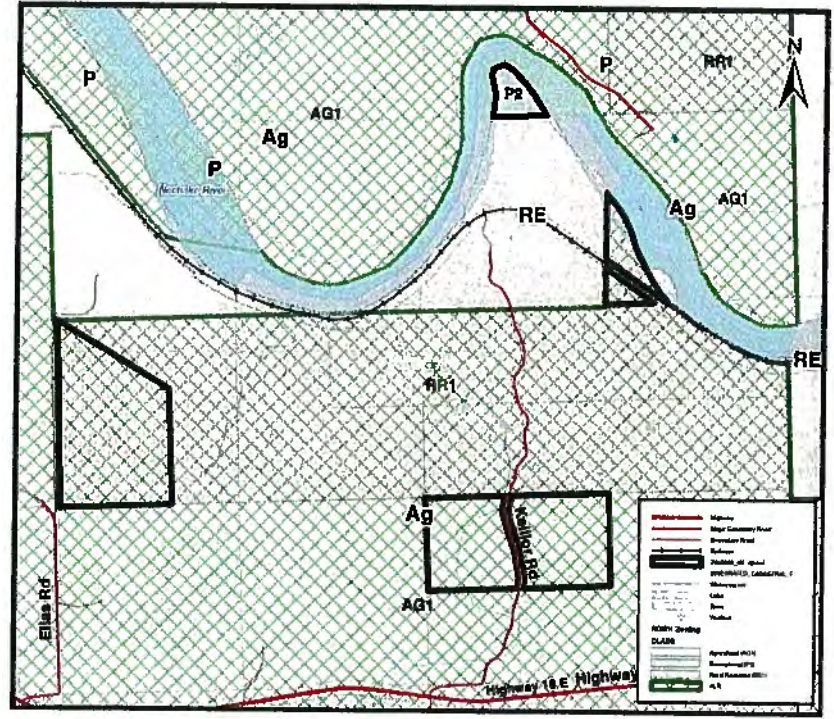
Recreation Zoned Lands

The northern most portion of the application area, which is a point of land located at a bend in the Nechako River, is designated for Parks and Recreation (P) pursuant to Vanderhoof Rural Official Community Plan, Bylaw No. 1517, 2009. It is also zoned Recreational (P2). This zone does not allow Agriculture as a permitted use. It appears that this land has been cleared and is actively being used for agricultural purposes in conjunction with the lands to the south. The Province has been informed of the use and will visit the site in the spring.

Advisory Planning Commission Comments

The Planning Department does not usually ask for comment on Crown Land Referrals from Advisory Planning Commissions (APC). However, given the unique aspect of this referral staff asked that the Area F APC provide its comment on the application.

The APC recommended that the two northernmost portions of Crown Land that are located along the river not be granted to the applicant. The APC was concerned that these two smaller parcels are not practically farmed. Also, these two parcels have no legal road access. Access is further challenged by the railway. There was also concern expressed regarding the Province allocating small disconnected pieces of land to land owners who have no farming operations in the area. It was suggested that these lands be offered to the neighbouring farmer.



The APC did not see notable recreation value in the parcel zoned Recreation (P2).

Staff Comment

The Planning Department supports the position of the Area F APC. It is recommended that the two northern most parcels legally described, as "Part of SW ¼, Section 25, Township 1, Range 4, lying south of Nechako River; and NE of ¼ Section 24, Township 1, Range 4, lying northeast of the Nechako river and excluding Plan A107" not be granted to the applicant.

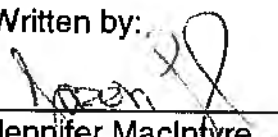
Recommendation

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 74007646.

Rural Directors – All/Directors/Majority

Reviewed by:

 Jason Llewellyn
 Director of Planning

Written by:
 For
 Jennifer MacIntyre
 Planner I



REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 7407646

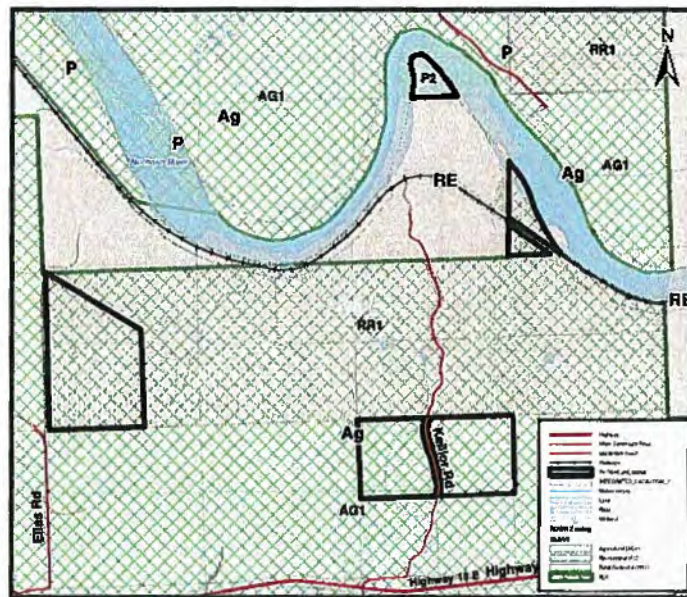
Electoral Area: F

Applicant: Lenore Reimer

Existing Land Use: Vacant, Forested

Zoning: Rural Resource (RR1), Agriculture (Ag1) and Recreational (P2) Zones under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.

Plan Designation: Agriculture (AG) Resource (RE) and Parks and Recreation (P) under Vanderhoof Rural Official Community Plan, Bylaw No. 1517, 2009.



Proposed Use Comply With Zoning: No

If not, why? Agriculture is not a permitted use under the P2 Zone.

Agricultural Land Reserve: Portions are within the ALR

Access Highway: Elias Road and Keillor Road

Archaeological Site: None according to provincial mapping

Building Inspection: Within the Building Inspection Area

Fire Protection: Outside the Rural Fire Protection Area

Other comments: It is recommended that the Province not approve a Crown Grant for the properties legally described, as "Part of SW ¼, Section 25, Township 1, Range 4, lying south of Nechako River; and NE of ¼ Section 24, Township 1, Range 4, lying northeast of the Nechako river and excluding Plan A107."

There is concern that it is not realistic for the applicant to actively farm these lands given the access issues. Also, there

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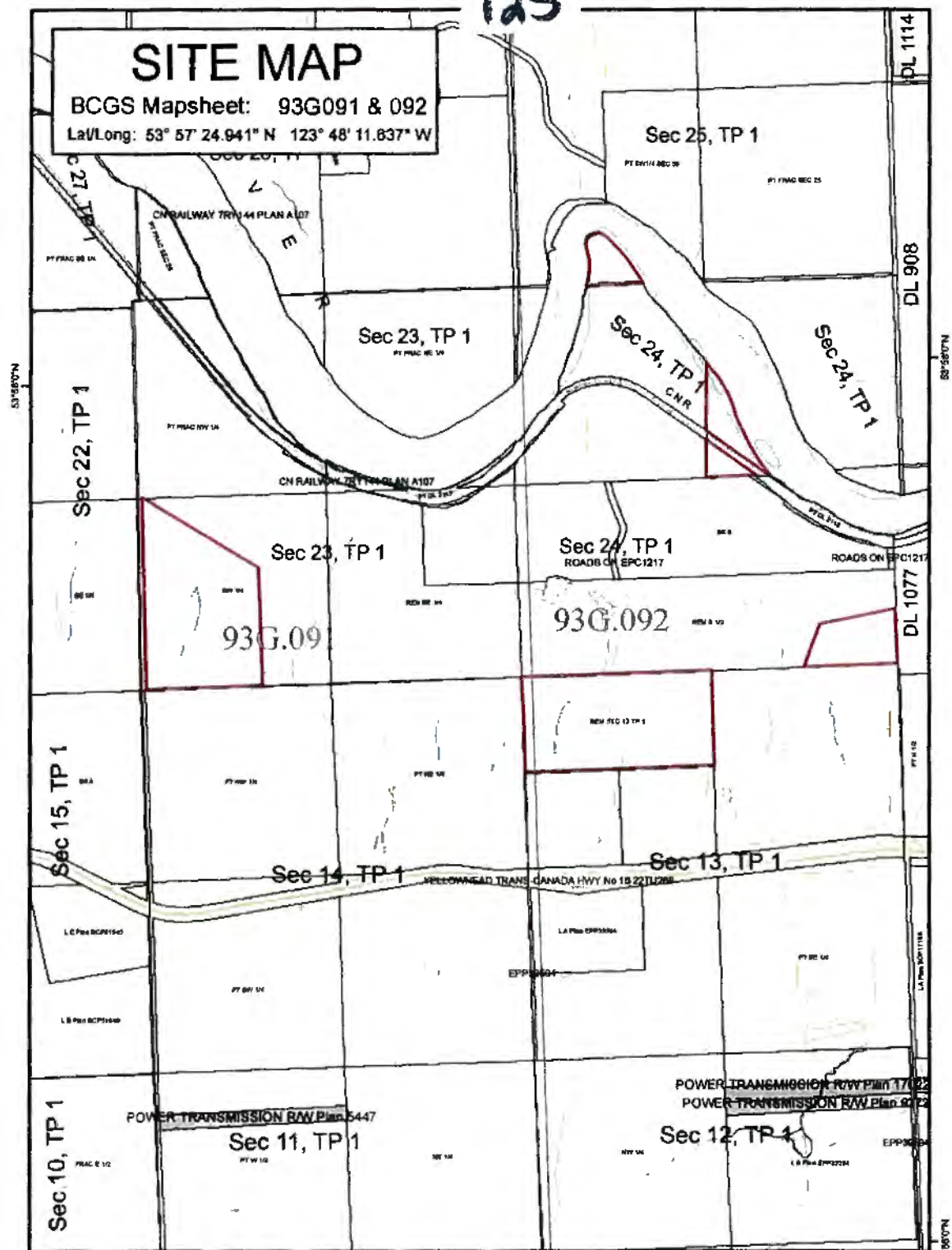
is concern regarding the apparent random allocation of small disconnected pieces of land to land owners who have no farming operations in the area. These parcels should be reserved for use by neighbouring farmers.

It is noted that the parcel legally described as "*Part of SW ¼, Section 25, Township 1, Range 4, lying south of Nechako River*" is zoned Recreational (P2). This zone does not allow Agriculture as a permitted use.

1a5

SITE MAP

BCGS Mapsheet: 93G091 & 092
Lat/Long: 53° 57' 24.941" N 123° 48' 11.837" W



File Number: 7407646

Site # 1 of 1 - APPLICATION Area = 80.18 Ha.

TYPE: CROWN GRANT
SUBTYPE: DIRECT SALE
LOCATION: SINKUT RIVER

PURPOSE: AGRICULTURE
SUBPURPOSE: EXTENSIVE
IMAGERY: N/A

Produced by
Ministry of Forests, Lands &
Natural Resources Operations
Northern Services Centre
ForestCentreBC
Date September 20, 2017

Scale: 1:20,000
* if printed on 8.5x14 page

Projection: BC Albers
Datum: NAD 83

0 250 500 750
Meters

Legend

Crown Land Application	Protected Area
Primary Energy Parcel	Protected Park
Subdivision	Protected Area
Municipality	CIC Ecological Reserve
Surveyed Rights of Way	Recreation Area
Surveyed Road R/W	Base Mapping Features (BNG)
Gas/Oil R/W District Lot	River or Stream
Power Transmission R/W	River or Stream - Dry
Gas/Oil R/W	Lake
Telecom R/W District Lot	Reservoir - Damless
Miscellaneous R/W	Obsolete Data
Transportation Corridors	Center - 20m Interval
Highway	Transportation - Lines (BNG)
Railway	Airfield
Surveyed Road R/W	Road
	Forest Service Road
	Base Parcel
	Trail
	Rail Line

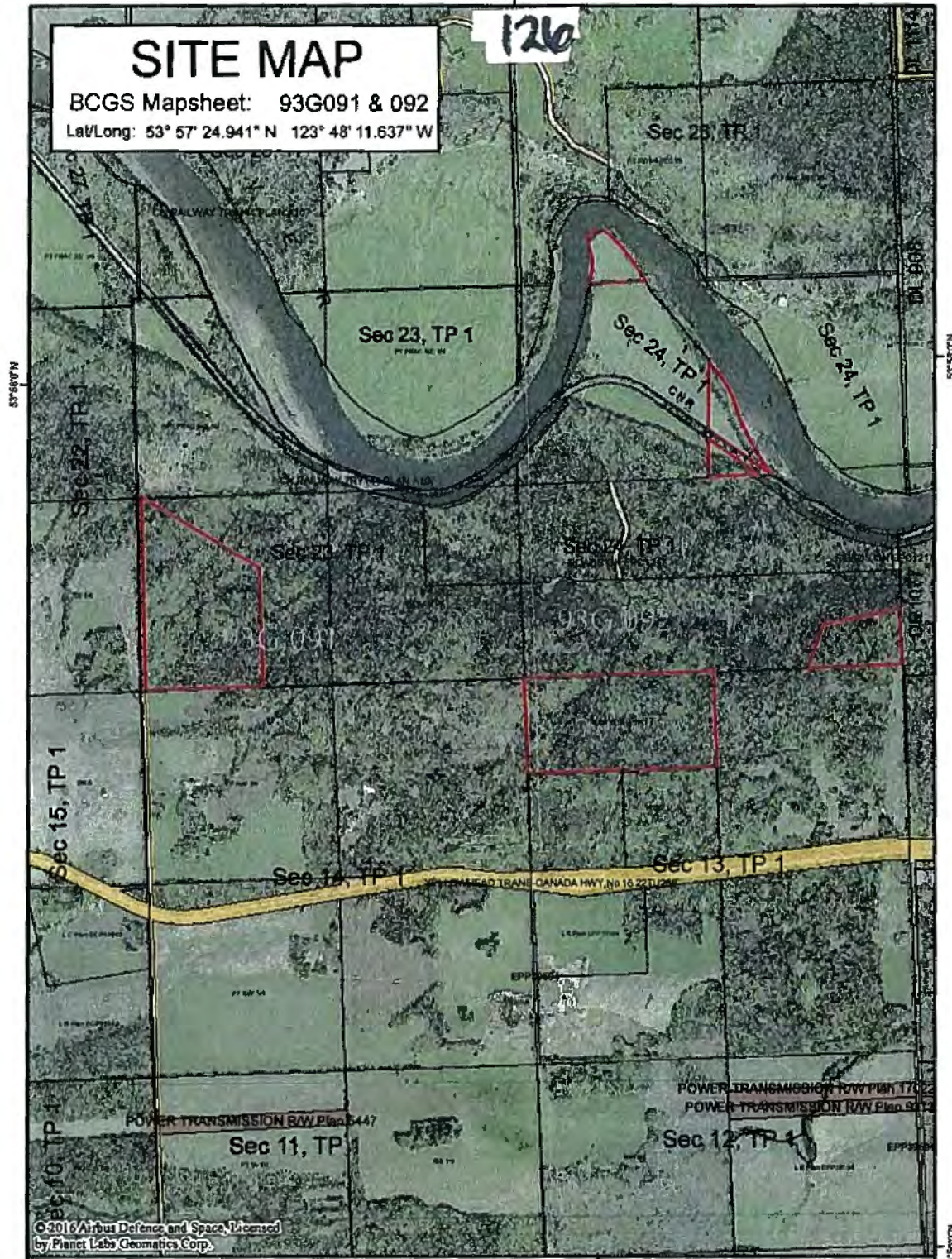
All measurements are approximate



SITE MAP

BCGS Mapsheet: 93G091 & 092
 Lat/Long: 53° 57' 24.941" N 123° 48' 11.637" W

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File Number: 7407646

Site # 1 of 1 - APPLICATION Area = 80.18 Ha.

TYPE: CROWN GRANT

PURPOSE: AGRICULTURE

SUBTYPE: DIRECT SALE

SUBPURPOSE: EXTENSIVE

LOCATION: SINKUT RIVER

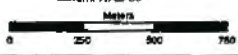
IMAGERY: Spot 6/7 - 2014-2015

Produced by
 Ministry of Forests, Lands &
 Natural Resource Operations
 Northern Service Centre
 FrontCounterBC
 Date: September 29, 2017

Scale: 1:20,000

* if printed on 3.5X14 page

Projection: BC Albers
 Datum: NAD 83



Legend

- | | |
|-------------------------|------------------------------|
| Crown Land Application | Protected Areas |
| Primary Survey Parcel | Provincial Park |
| Boundary | Protected Area |
| Municipality | OIC Ecological Reserve |
| Surveyed Rights of Way | Recreation Area |
| Surveyed Road RW | Base Mapping Features (BMC) |
| Canada RW (Double Lot) | River or Stream |
| Power Transmission RW | River or Stream - Dry |
| Gas/Oil RW | Lake |
| Telecom RW (Double Lot) | Reservoir - Deline |
| Miscellaneous RW | Clearcut/Road |
| Transportation Corridor | Contour - 20m Interval |
| Highway | Transportation - Lines (ODM) |
| Railway | Afters |
| Surveyed Road RW | Road |
| | Forest Service Road |
| | Road Permit |
| | Trail |
| | Rail Line |

All measurements are approximate.





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MEMORANDUM

To: Board of Directors
From: Jennifer MacIntyre, Planner I
Date: January 8, 2018
Re: Subdivision Referral File No. A-01-18 (Dahlie Road)

INTRODUCTION

This memo is regarding a subdivision application being considered by the Ministry of Transportation and Infrastructure (MoTI).

The property legally described as "Lot 5, District Lot 4266, Range 5, Coast District, Plan 2094, Except Plans PRP13594 and PRP13870" is located adjacent to the Town of Smithers at Dahlie Road and Hudson Bay Mountain Road. The property is approximately 12.5 ha. in size.

Subdivision Plan

The proposed subdivision would create the following parcels,

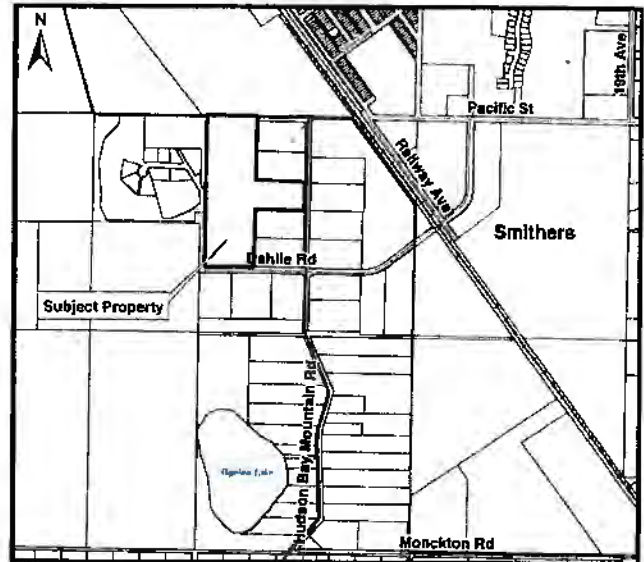
- Proposed Lot A: 2.0 ha.
- Proposed Lot B: 2.0 ha.
- Proposed Lot C: 2.0 ha.
- Proposed Lot D: 2.0 ha.
- Proposed Remainder: 4.5 ha.

Parkland Dedication

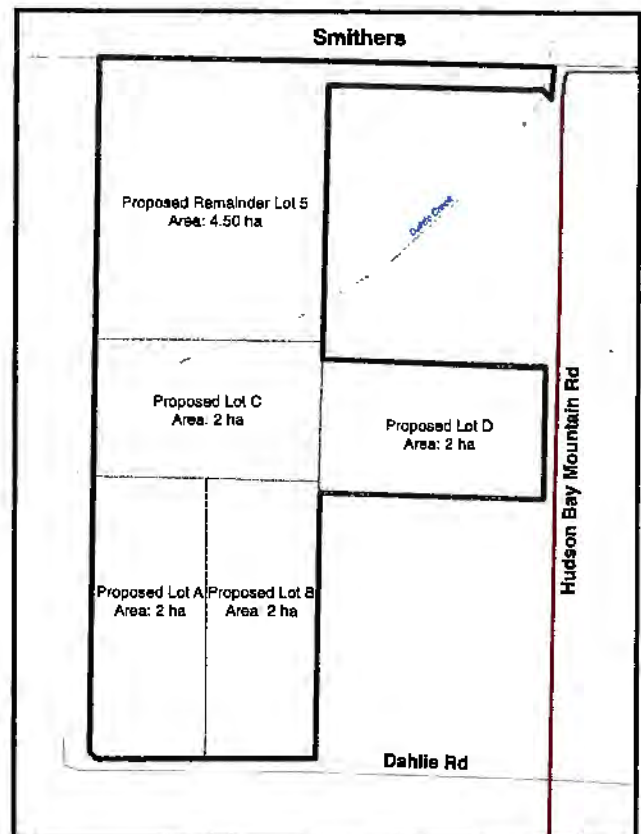
The proposed 5 lot subdivision triggers the allowance for parkland dedication pursuant to Section 510 of the *Local Government Act*. Subdivisions of 3 lots or greater where the smallest lot being created is 2 hectares or smaller can be required to provide, without compensation, up to 5% of the lands for park in a location acceptable to the RDBN.

The purpose of this report is to determine if the Board wishes to require the property owner to dedicate up to 5% (0.63 ha.) of the subject property for future park use.

General Location Map



Subdivision Map



DISCUSSION

OCP and Zoning

The subject parcel is designated Rural Residential (RR) pursuant to the applicable Official community Plan, and is zoned Small Holdings (H1). The H1 zone requires a minimum parcel size at subdivision of 2 ha. (4.94 acres). The proposed subdivision is in compliance with the minimum parcel size requirement.

Parkland Dedication

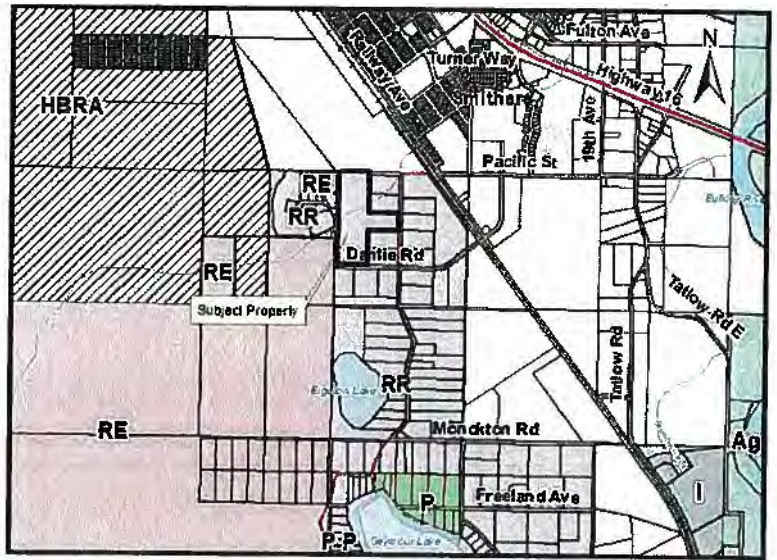
In staff's opinion there is no clear benefit from requiring parkland dedication as part of this subdivision.

The Board has not established a parks function and has no plans relating to park land development in this area. The argument can be made that requiring the parkland dedication at this time will provide future options for the Board should a parks function be established in the future. However, in staff's opinion this possibility is not adequate justification for requiring parkland dedication at this time.

There is an allowance for local governments to accept an amount of cash equivalent to the market value of the 5% of lands to be dedicated, where a local government has a parks function. Should the Board establish a parks function in the future staff would recommend the development of a parkland acquisition strategy and policy regarding the acceptance of cash in lieu of parkland. However, as noted, as there is no parks function and no strategy for park development, staff cannot recommend that the property owner be required to dedicate parkland as part of their proposed subdivision.

Should the Board wish to obtain parkland as part of this subdivision process MoTI would not approve the subdivision as proposed. The subdivision would have to be redesigned to accommodate the RDBN's request for parkland dedication. Also, a number of procedural issues would have to be resolved with MoTI.

OCP Map



Recommendation

That the Regional District of Bulkley-Nechako not require the property owner to provide parkland dedication as part of the subdivision of Lot 5, District Lot 4266, Range 5, Coast District, Plan 2094, Except Plans PRP13594 and PRP13870.

All Directors/Majority

Reviewed by:

Jason Lewellyn
Jason Lewellyn
Director of Planning

Written by:

Jennifer MacIntyre
Jennifer MacIntyre
Planner

PROPOSED SUBDIVISION PLAN

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Of Lot 5 District Lot 4266 Range 5 Coast
District Plan 2084 Except Plans PRP1394
and PRP13870

BCOS 82.075



The intended plot size of this plan is 100mm by 200mm by
reference to Figure (D) over when plotted at a scale of 1:1000





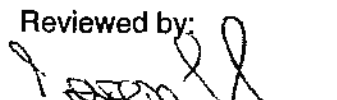
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MEMORANDUM

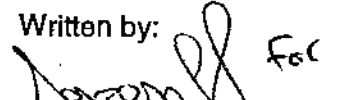
To: Chair Miller and Board of Directors
From: Jennifer MacIntyre, Planner I
Date: January 5, 2018
Re: Recent Agricultural Land Commission Decisions

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 or Resolution for these applications.

File #	Elec. Area	Applicant	Description	Board Recommendation	Commission Decision
1194	D	Edward Serle and Janice Serle (Property 1); Kimberly Anne Watt-Senner and Gary Alvin Senner (Property 2)	Boundary Adjustment to create the following lot sizes <ul style="list-style-type: none">• Property 1 (currently) is 25.2 ha will become Proposed Lot 2 at ~5.8 ha• Property 2 (currently) is 0.8 ha will become Proposed Lot 1 at ~20.2 ha	Approval	Conditional Approval
1198	F	Ministry of Forests, Lands, Natural Resource Operations and Rural Development and Jared Johnson	To include the property legally described as "unsurveyed Crown land in the vicinity of Fountain Lake together with that Part of District Lot 2789, Range 5, Coast District	Forwarded direct to the ALC	Conditional Approval

Development Services - All/Directors/Majority

Reviewed by:

Jason Llewellyn
Director of Planning

Written by:
 F&C
Jennifer MacIntyre
Planner I



Memorandum

To: Chair Miller and the Board of Directors
 From: Jason Llewellyn, Director of Planning and Protective Services
 Date: January 16, 2018
 Regarding: Regional Emergency Support Services (ESS)

PURPOSE:

In 2017 the Board directed staff to work with RDBN member municipalities to develop a regional ESS strategy based on the establishment of joint municipal / RDBN ESS teams, and report back to the RDBN Board of Directors with recommendations regarding implementation of the strategy. As an alternative to the proposed joint municipal / RDBN ESS teams the Town of Smithers has requested that the RDBN take responsibility for providing ESS within municipal boundaries as an RDBN service.

In order to facilitate moving forward with developing a regional ESS model in consultation with RDBN member municipalities staff require direction from the Regional District Board regarding the Town of Smithers' request that the RDBN provide ESS within municipal boundaries as an RDBN service. This report discusses the Town of Smithers request and recommends that the RDBN proceed with developing a regional ESS strategy based on the establishment of joint municipal / RDBN ESS teams, and not consider providing ESS within municipal boundaries as an RDBN service.

WHAT IS ESS

Under the *Emergency Program Act*, and *Local Authority Emergency Management Regulation Section 2 (3)*, all local governments are required to do the following:

"(f) coordinate the provision of food, clothing, shelter, transportation and medical services to victims of emergencies and disasters, whether that provision is made from within or outside of the local authority."

Emergency Support Services (ESS) is a community-based provincial emergency response program designed to preserve the well-being of people who are effected by an emergency event ranging in scale from events such as an individual house fire to disasters involving mass evacuations.

Typical ESS activities includes the following:

- Providing food, clothing, accommodations & incidentals for up to 72 hours (unless extended) to individuals displaced by an emergency event such as a house fire.
- Operating a Reception Centre in the event of an evacuation. This includes:
 - registering evacuees and organizing the provision of food and water, and other essentials as needed;
 - arranging temporary lodging as necessary;
 - providing information and other assistance to evacuees as needed; and
 - keeping track of evacuees receiving assistance, or registered, and providing daily updates to the EOC.
- Operating Group Lodging in the event of an evacuation. This includes:
 - providing food and water, sleeping facilities, and other essentials in a safe and secure location;
 - providing specialized care, including multicultural services and transportation;
 - arranging for basic health services such as first aid and emotional support;
 - being prepared to provide child minding services and pet care.

THE CURRENT ESS SITUATION IN THE RDBN

The RDBN currently relies upon municipal ESS teams, where they exist, to provide ESS service to the rural area as necessary. The RDBN directs a notable amount of staff time and financial resources towards working with and training municipal ESS volunteers throughout the region. The following figure demonstrates the RDBN's funding in support of municipal ESS volunteer training. These numbers do not include staff time.

RDBN Expenses for ESS Training			
2014	2015	2016	2017
\$5,720.21	\$8,950.27	\$11,909.01	\$8,158.00

The RDBN has entered into 2 formal agreements regarding the establishment of shared ESS teams. One agreement is with the Town of Smithers and the Village of Telkwa. The other is with the District of Fort St. James. In these agreements the RDBN contributes to volunteer training in exchange for use of the municipal ESS teams. Similar arrangements exist with other municipalities even though no formal agreements exist.

ESS capacity in the region has increased notably over the last few years. However, there are serious challenges relating to the notable variance in ESS capacity between municipalities, the limited resources invested in ESS across the region, and the lack of coordination between ESS teams. In staff's opinion the RDBN's overall ESS capacity needs to increase, the RDBN's access to ESS teams needs to be ensured, and all jurisdictions need to equally and adequately contribute to supporting a regional ESS system.

THE PROPOSED REGIONAL ESS MODELS

As directed staff approached RDBN member municipalities to develop a regional ESS strategy based on the establishment of joint municipal / RDBN ESS teams. However, the discussions with municipalities have focused on the Town of Smither's counter proposal that the RDBN take responsibility for providing ESS within municipal boundaries. Staff have attempted to identify options for a regional model which involves the establishment of joint municipal / RDBN ESS teams in a collaborative manner which meets the needs of the Town of Smithers, and other municipalities. It appears that the majority of municipalities are supportive of this approach. However, the Town of Smithers is firm in their position that the RDBN should take responsibility for providing ESS within municipal boundaries as an RDBN service. The two models in question are discussed below.

Joint Municipal / RDBN ESS Teams

As directed, staff propose the establishment of joint municipal / RDBN teams. The RDBN would assume primary responsibility for general administration and coordination, volunteer training, and coordination of the purchase of ESS supplies. The municipalities would assume primary responsibility for volunteer recruitment, ESS team engagement, and the provision of a local ESS Director to oversee ESS response activities within the area. Each local government would retain responsibility for ESS response within their jurisdiction. The number of sub-regional teams proposed is yet to be determined in consultation with municipalities.

The regional ESS model proposed by RDBN staff involves the following elements.

- Joint RDBN / municipal ESS teams.
- Written agreements between municipalities and the RDBN including detailed commitments for support of ESS teams.
- Similar training and operational procedures for all ESS teams.
- Mutual Aid agreements between the joint ESS teams.
- Protocols for ESS deployment and joint ESS response.

The above details regarding the organization of the proposed joint municipal / RDBN ESS teams is highly tentative and subject to further discussion, and agreement with all municipalities.

In staff's opinion greater cooperation between the RDBN and its member municipalities will provide for equitable and appropriate ESS service levels across the region. Similarly trained ESS teams would be interchangeable throughout the region allowing for an efficient and effective response to larger events, and the rotation of ESS volunteers.

In RDBN staff's opinion this is the most equitable and efficient approach as each jurisdiction retains responsibility for ESS response within their jurisdiction and ESS related tasks can be assigned based on the most efficient use of resources. Tasks which benefit from economies of scale (purchasing, training, general administration, etc.) can be performed by the RDBN and tasks which are more efficiently and effectively performed at the local level (volunteer recruitment and engagement, vendor agreements, etc.) can be performed by municipalities.

The greatest challenge with the establishment of joint municipal / RDBN ESS teams is that this approach relies upon the long term commitment of each jurisdiction to support their ESS teams. This commitment includes assigning adequate staff and financial resources to ESS in the long term. At the local level municipal level ESS related tasks do not justify the hiring of a full time position; however, the necessary work cannot be adequately accomplished "off the side of someone's desk."

The Provision of ESS as an RDBN Service

The Town of Smithers proposes that ESS be provided as an RDBN service. Under this model the RDBN would assume sole responsibility for the provision of ESS throughout the region, including within municipalities. The municipal responsibility would be to provide financial support for the RDBN service through taxation.

In staff's opinion, providing ESS as an RDBN service would allow the RDBN to ensure that service levels across the region are consistent, and are equitably funded. The budget for the service and the service levels provided would be at the discretion of the RDBN Board.

There are a number of concerns with this model that should be given close consideration.

- The RDBN would be assuming the responsibilities, liabilities, and challenges associated with providing ESS in municipalities for the long term. This includes the potential evacuations of entire municipalities. It also includes the unknown responsibilities that would come with changes in Provincial legislation, Provincial policy, or Provincial funding relating to ESS.
- ESS response capacity would be focused at the RDBN offices in Burns Lake given the lack of a municipal role in ESS program maintenance and response. This lack of local response capacity would pose notable challenges, especially when multiple ESS response activities are occurring at the same time throughout the region. Adequately solving this challenge will not be cost effective, and will involve increased RDBN staff resources.
- Performing certain ESS related tasks from Burns Lake would be highly inefficient and ineffective. This is most true when it comes to volunteer recruitment and

retention. Adequately solving this challenge will not be cost effective, and will involve increased RDBN staff resources.

- Municipalities would lose control of the response levels and standards provided within their community. These policy decisions would be at the sole discretion of the RDBN Board.

BOARD DIRECTION

In staff's opinion the manner in which ESS is provided and funded in the Province is inefficient and the taxation burden to local governments is excessive. This is particularly true for rural and small communities, like those in the RDBN, that have limited taxation revenue and the additional challenges associated with relative geographic isolation. It is reasonable for local governments to be prepared to provide ESS support for smaller emergencies and deal with evacuations involving limited dwellings. However, the resources necessary to maintain the ESS capacity necessary to respond adequately to a mass evacuation is significant and very challenging.

Staff cannot recommend that the RDBN Board agree to assume the burden associated with taking on ESS responsibilities within municipalities given the systemic problems associated with the manner in which ESS is provided in the Province. Further, in staff's opinion the most cost effective manner in which to provide ESS is in a collaborative manner with municipalities taking on the tasks which are more efficiently performed at the local level, and the RDBN taking on roles which benefit from centralization.

Should the RDBN Board wish to consider providing ESS within municipalities, as an RDBN service, staff can work with all RDBN member municipalities to determine the level of interest and report back to the Board with further recommendations and cost estimates.

Recommendation

That the RDBN Board direct staff to:

1. inform the Town of Smithers that the RDBN is not interested in providing ESS within municipal boundaries as an RDBN service; and
2. proceed with negotiations with municipalities for a regional ESS model that involves joint municipal / RDBN ESS teams.

All/Directors/Majority

Written By:


Jason Llewellyn
Director of Planning and Protective Services



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Regional ESS Strategy

Meeting between the RDBN and Municipal Staff November 1, 2017 Meeting Notes

Date & Time: 10:00am, November 1, 2017

Location: Regional District of Bulkley-Nechako Board Room

Attendees:

Melany DeWeerd	CAO RDBN
Jason Llewellyn	RDBN Director of Protective Services
Haley Jeffrey	RDBN Emergency Services Manager
Anne Yanciw	CAO Smithers
Jessica Bagnall	Smithers NDIT Intern
Ryan Coltura	ESSD Smithers
Tom Clement	CAO Vanderhoof
Sharon Smith	CAO Granisle
Michael Glavin	CAO Houston
Rod Holland	CAO Fraser Lake
Sheryl Worthing	CAO Burns Lake
Rob Krause	Fire Chief Burns Lake
Kevin Crooke	CAO Fort St. James
Debbie Joujan	CAO Telkwa

1. Town of Smithers Presentation

Town of Smithers staff provided a PowerPoint Presentation outlining the following:

- the need for a regional ESS strategy;
- the challenges and time commitments associated with being an Emergency Support Services Director (ESSD);
- the challenges maintaining an ESS team; and
- a proposed regional ESS model including the RDBN taking responsibility for performing roles currently provided by the ESSD appointed by the municipalities. The Town outlined how this centralized model provided was beneficial.

2. RDBN Response to Town of Smithers ESS Model

The RDBN agreed that a regional strategy may be the best approach. The key challenges developing a regional strategy is determining which ESS related functions are undertaken by the RDBN and which are undertaken by municipalities. The RDBN's approach has been to create the most efficient and effective model. In RDBN staff's opinion, the most cost effective and efficient model is the ESS Strategy that was proposed to the municipalities earlier in the summer. This model involves the RDBN providing administrative support, bulk buying of supplies, and training. The

municipalities would be responsible for volunteer retention and recruitment, maintaining vendor agreements, and the provision of a local ESSD.

There was notable discussion regarding the specific tasks associated with ESS and whether they are best provided centrally by the RDBN or locally by municipalities.

3. UBCM ESS Grant Funding

The Town of Smithers brought forward the idea of coordinating the \$25,000 UBCM ESS grant applications from each local government. This concept would allow the money to be pooled to fund the RDBN implementing an ESS model as proposed by the Town of Smithers.

The RDBN said that it has obtained Board support for a grant application that is based on the RDBN's most likely roles under a regional model. The RDBN grant is for volunteer and vendor management software, reception centre kits, training and exercises. The RDBN recommended that municipalities apply for funding to support volunteer retention and recruitment if they were not aware of any other critical ESS needs that may be addressed through the grant.

4. Action items

It was agreed that the following process would progress the ESS strategy development.

- The RDBN will send the CAOs a document containing a detailed breakdown of the proposed ESS model based on the discussions that occurred at the meeting with the goal of creating the most cost effective model possible. Staff will evaluate the municipal feedback and revise the model as appropriate, and recommend a work plan for moving the ESS strategy forward. It is hoped that the RDBN and all municipalities can agree on a single model moving forward.
- The RDBN and municipalities will draft staff reports on the regional model to their respective political bodies seeking direction to move forward on finalizing a strategy.
- The RDBN and municipalities will meet with ESSD's and volunteers to obtain input on the proposed strategy.
- The RDBN will send the municipalities copies of the RDBN's draft UBCM grant application.



December 20, 2017

Jason Llewellyn, Director of Planning and Protective Services
Regional District of Bulkley-Nechako
PO BOX 820, Burns Lake BC
V0J 1E3

Dear Mr. Llewellyn,

RE: Regional Emergency Support Service Comments

As requested, we have reviewed the submitted Regional Emergency Support Service (ESS) Model Distribution of Responsibilities document to provide our comments. As indicated in previous discussions, the Town of Smithers encourages moving towards a regional model for the following reasons:

- to provide a devoted position to ESS programming;
- to eliminate cost duplication and create economies of scale;
- to provide region wide agreements for suppliers and lodging; and
- to provide effective lines of communication and deployment.

We appreciate that the Regional District of Bulkley-Nechako is looking into potential options for ESS in the region, and to provide an opportunity for discussion on this matter. In response, we believe that the model proposed by RDBN would not comprehensively deliver the changes that are necessary to achieve an effective regional team. A comprehensive regional model must have one governing agency responsible for the program.

At this time, we have chosen to use the anticipated grant funds to strengthen the Bulkley ESS team by collaborating with the Village of Telkwa. We believe that strengthening our own sub-regional team and its administration is a progressive step that could build towards a comprehensive regional program.

Attached is a breakdown on what this comprehensive regional model could look like to provide the necessary support for Bulkley ESS.

Sincerely,

Anne Yanciw
Chief Administrative Officer

**Proposed Regional
Emergency Support Services Model
Distribution of Responsibilities**

	Regional District Admin	Sub-Regional ESS Teams	Municipality
Resources			<ul style="list-style-type: none"> ▪ financial support through regional taxation
Volunteer Recruitment	<ul style="list-style-type: none"> ▪ advertising templates ▪ community advertising ▪ ESS orientation packages ▪ public information templates ▪ volunteer screening ▪ volunteer placement ▪ orientation completion ▪ public education 	<ul style="list-style-type: none"> ▪ community outreach ▪ attending trade shows ▪ conducting school presentations 	<ul style="list-style-type: none"> ▪ provide space on municipal website for ESS promotion
Volunteer Management	<ul style="list-style-type: none"> ▪ maintenance of volunteer management records provided by the sub-regional team ▪ debriefing ▪ volunteer appreciation and recognition ▪ volunteer records management ▪ register team members with EMBC 	<ul style="list-style-type: none"> ▪ team meetings ▪ worker care ▪ assist with volunteer management tasks as delegated by the Regional District Administration 	
Training	<ul style="list-style-type: none"> ▪ coordinate ESS training courses ▪ host training exercises ▪ cover training expenses ▪ organize next weekend ▪ providing policy and process information and training 	<ul style="list-style-type: none"> ▪ encourage volunteers to attend ESS training ▪ assist with training tasks as delegated by the Regional District Administration 	

Supplier Engagement	<ul style="list-style-type: none"> ▪ supplier letter templates ▪ thank you supplier letter templates ▪ maintain an up to date supplier list 	<ul style="list-style-type: none"> ▪ RC /GL identification and surveying ▪ assist with supplier engagement tasks as delegated by the Regional District Administration 	
Administrative Duties	<ul style="list-style-type: none"> ▪ volunteer management software ▪ centralized record keeping ▪ ESS form ordering and distribution ▪ reception centre kit material ordering and distribution ▪ plotter or bulk printing ▪ developing local partner relationships (Victim Services, Red Cross) ▪ filing response paperwork with province 	<ul style="list-style-type: none"> ▪ reception centre kit inventory ▪ submitting volunteer expense claims to the province or RDBN ▪ assist with administrative tasks as delegated by the Regional District Administration 	<ul style="list-style-type: none"> ▪ incorporate ESS into local emergency plan
Regional ESS Strategy	<ul style="list-style-type: none"> ▪ coordination of contracts, agreements, or memorandum of understandings between municipalities and RDBN ▪ facilitating process to further develop strategy ▪ facilitating meetings / communications ▪ maintenance of ESS strategy ▪ report out annual statistics to local governments 	<ul style="list-style-type: none"> ▪ work with the RDBN and municipalities as necessary ▪ assist with regional ESS strategy tasks as delegated by the Regional District Administration 	<ul style="list-style-type: none"> ▪ work with the RDBN and sub-regional ESS teams as needed ▪ shared service review meetings

ESS Director team management	<ul style="list-style-type: none"> ▪ recruit and provide support to ESSD ▪ facilitates training of ESSD ▪ coordinate regional ESSD coordination calls 	<ul style="list-style-type: none"> ▪ primary ESSD for Bulkley Valley Team ▪ ESS team contact person ▪ ensure that all volunteers comply with EMBC policy and standards of conduct ▪ participate in regional ESSD conference calls ▪ undertake volunteer evaluations ▪ primary contact between ESS response and EOC 	
ESS Director Response	<ul style="list-style-type: none"> ▪ provide support as necessary 	<ul style="list-style-type: none"> ▪ obtain task number before response ▪ call outs / activation ▪ scheduling ▪ paperwork completion ▪ ensure volunteers receive operational and emotional debriefing 	
Facility	<ul style="list-style-type: none"> ▪ will provide storage space for reception centre kits and associated paperwork ▪ enter into agreements for group lodging and reception centre facilities 	<ul style="list-style-type: none"> ▪ provide a safe place from which ESS volunteers can provide service ▪ provide facilities for storage of reception centre kits and associated paperwork ▪ facilities must be accessible 24 hrs a day 7 days a week ▪ must have designated training area for courses 	<ul style="list-style-type: none"> ▪ provide facilities if available
Team Response		<ul style="list-style-type: none"> ▪ respond to ESS activations ▪ register evacuees ▪ provide referrals ▪ set up and operation ▪ reception centre/group lodging as needed 	

Proposed Joint Municipal / RDBN Regional Emergency Support Services Model Distribution of Responsibilities

	Municipal	Regional
Volunteer Recruitment	<ul style="list-style-type: none"> ▪ volunteer screening ▪ volunteer placement ▪ orientation completion ▪ community outreach and advertising ▪ public education 	<ul style="list-style-type: none"> ▪ advertising templates ▪ ESS orientation packages ▪ Public information templates
Volunteer Management	<ul style="list-style-type: none"> ▪ volunteer appreciation and recognition ▪ team meetings ▪ volunteer records management ▪ register team members with EMBC ▪ worker care and debriefing 	<ul style="list-style-type: none"> ▪ maintenance of volunteer management records provided by the municipality ▪ worker care and debriefing
Training	<ul style="list-style-type: none"> ▪ encourage volunteers to attend RDBN provided ESS training 	<ul style="list-style-type: none"> ▪ coordinate ESS training courses ▪ host training exercises ▪ cover training expenses ▪ organize nest weekend ▪ providing policy and process information and training
Supplier Engagemer	<ul style="list-style-type: none"> ▪ maintain an up to date supplier list ▪ distribute supplier thank you letters ▪ approach suppliers ▪ RC /GL identification and surveying 	<ul style="list-style-type: none"> ▪ supplier letter templates ▪ thank you supplier letter templates
Administrative Duties	<ul style="list-style-type: none"> ▪ filing response paperwork with province ▪ reception centre kit inventory ▪ developing local partner relationships (Victim Services, Red Cross) ▪ submitting volunteer expense claims to the province or RDBN 	<ul style="list-style-type: none"> ▪ volunteer management software ▪ centralized record keeping ▪ ESS form ordering and distribution ▪ reception centre kit material ordering and distribution ▪ plotter or bulk printing
Regional ESS Strategy	<ul style="list-style-type: none"> ▪ work with the RDBN and municipalities as necessary 	<ul style="list-style-type: none"> ▪ coordination of contracts, agreements, or memorandum of understandings between municipalities and RDBN ▪ facilitating process to further develop strategy ▪ facilitating meetings / communications ▪ maintenance of ESS strategy

ESS Director team management	<ul style="list-style-type: none"> ▪ primary and alternate ESSD appointed by municipality ▪ ESS team contact person ▪ ensure that all volunteers comply with EMBC policy and standards of conduct ▪ participate in regional ESSD conference calls ▪ undertake volunteer evaluations ▪ primary contact between ESS response and EOC 	<ul style="list-style-type: none"> ▪ provides support to ESSD ▪ facilitates training of ESSD ▪ coordinate regional ESSD coordination calls
ESS Director Response	<ul style="list-style-type: none"> ▪ obtain task number before response ▪ call outs / activation ▪ scheduling ▪ paperwork completion ▪ ensure volunteers receive operational and emotional debriefing 	<ul style="list-style-type: none"> ▪ provide support as necessary
Facility	<ul style="list-style-type: none"> ▪ provide a safe place from which ESS volunteers can provide service ▪ provide facilities for storage of reception centre kits and associated paperwork ▪ facilities must be accessible 24 hrs a day 7 days a week ▪ must have designated training area for courses 	<ul style="list-style-type: none"> ▪ will provide storage space for reception centre kits and associated paperwork ▪ enter into agreements for group lodging and reception centre facilities



Memorandum

To: Chair Miller and the Board of Directors
 From: Jason Blackwell (Regional Fire Chief)
 Date: January 16, 2018
 Regarding: Road Rescue Bylaws

PURPOSE:

To provide the Board with information regarding Emergency Management BC (EMBC) reimbursement policy for road rescue service provided by fire departments.

BACKGROUND:

EMBC has recently informed the RDBN that they are not issuing task numbers to reimburse fire departments for road rescue services in areas covered by a local government road rescue service. The Province previously reimbursed fire departments for road rescue outside of Fire Protection Area boundaries regardless of any road rescue bylaws. EMBC will only reimburse for road rescue services, where the service is not provided by a local government, at a rate of \$330.00/hour for apparatus and crew, including a portion of the cost for equipment damaged while on scene.

EMBC has indicated that the amount of money raised through taxation for the service, and whether the funds are adequate to cover the cost associated with providing the service are not relevant to their position. If the service is provided by the RDBN the responding fire departments do not qualify for EMBC reimbursement.

It is not clear whether this is a new policy interpretation or whether EMBC has recently paid closer attention to the existence of road rescue bylaws. A quick survey of other fire departments has shown that separate bylaws for road rescue are rare as this service is commonly tied to fire protection service boundaries. The Kootenay Boundary Regional District has separate road rescue bylaws and is facing the same situation as the RDBN. They are currently considering amending or repealing their road rescue bylaw.

RDBN ROAD RESCUE BYLAWS

The following 3 fire departments are partially funded by RDBN road rescue bylaws.

Topley Rural Fire Department

"Topley Rural Road Rescue and Medical First Responders Service Establishment Bylaw No. 1745, 2015" establishes road rescue and medical first responders service as an RDBN service. The service area includes large portions of electoral Areas G and B. The Topley Fire Department receives \$7,000 per year in taxation from the service area. As road rescue is provided as a RDBN taxpayer funded service EMBC will not issue

task numbers and reimburse the Topley Fire Department for road rescue within this service area.

District of Fort St. James

“RDBN Electoral Area C (Fort St. James Rural) Road Rescue Contribution Service Establishment Bylaw No. 1651, 2012” establishes road rescue as an RDBN service. The service area includes all of Electoral Area C. The Fort St. James Fire Department receives \$18,000 per year in taxation from the service area. As road rescue is provided as a RDBN taxpayer funded service EMBC will not issue task numbers and reimburse the District of Fort St. James Fire Department for road rescue within Electoral Area C.

District of Vanderhoof

“Area F Emergency Extrication Contribution Local Service Area Establishment Bylaw No. 1113, 1999” establishes road rescue as an RDBN service. The service area includes all of Electoral Area F. The District of Vanderhoof Fire Department receives \$3,000 per year in taxation from the service area. As road rescue is provided as a RDBN taxpayer funded service EMBC will not issue task numbers and reimburse the District of Vanderhoof Fire Department for road rescue within Electoral Area F.

DISCUSSION:

The loss of EMBC reimbursement to the impacted fire departments is notable. The service area funding and EMBC reimbursements for 2017 are outlined in the table below. EMBC provided their reimbursements for each of the three fire departments from April-December 2017. Unfortunately, a full year’s worth of EMBC reimbursement data was not available at the time of the writing of this report.

Funding	Topley Fire Dept	Fort St. James Fire Dept.	Vanderhoof Fire Dept.
EMBC Reimbursement	\$3,500	\$3,600	\$11,800
Service Area Bylaw	\$8,000	\$18,000	\$3,000

The Protective Services Department will work with the three fire departments to develop recommendations to the Board regarding the amendment or repeal of the above noted road rescue bylaws. Staff will then report back to the Board for Direction.

Provincial Road Rescue Service Review

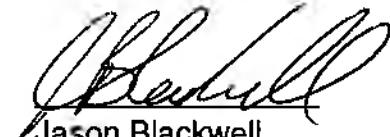
In 2017, EMBC awarded funding to the Fire Chiefs Association of British Columbia to develop a proposed governance framework for road rescue services in B.C. This contract was recently awarded to Firewise Consulting who are currently consulting with members of the Fire Chiefs Association. Staff are attempting to identify the opportunities for local governments to provide input into this review of road rescue services. Staff will report to the Board with this information once it is received.

Recommendation

Receipt

All/Directors/Majority

Written By:


Jason Blackwell
Regional Fire Chief

Reviewed by:


Jason Llewellyn
Director of Planning and
Protective Services

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1651

A BYLAW TO ESTABLISH THE AREA "C" (FORT ST. JAMES RURAL) ROAD
RESCUE 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 contributing funds to the District of Fort St. James for the provision of road rescue services within Electoral Area "C" (Fort St. James Rural);
- C. The approval of the Inspector of Municipalities has been obtained under Section 801 of the *Local Government Act*; and
- D. Participating area approval has been obtained under Section 801.3 of the *Local Government Act* and Section 86(2) of the *Community Charter*.

NOW THEREFORE the Board of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

1) Service

The Electoral Area "C" (Fort St. James Rural) Road Rescue Service (the "**Service**") is established by this Bylaw for the purpose of contributing funds to the District of Fort St. James for the provision of road rescue services within Electoral Area "C" in the Service Area.

2) Boundaries

The boundaries of the Service Area are the boundaries of Electoral Area "C" in the Regional District of Bulkley-Nechako (the "**Service Area**").

3) Participating Areas

The "Participating Area" is Electoral Area "C".

4) Cost Recovery

As provided in Section 803 of the *Local Government Act*, the annual cost of providing the Service shall be recovered by property value taxes imposed in accordance with Division 4.3 of Part 24 of the *Local Government Act*.

5) Maximum Requisition

In accordance with Section 800.1(1)(e) of the *Local Government Act*, the maximum amount that may be requisitioned annually for the cost of the Service is the amount that could be raised by a property value tax rate of \$0.06 per \$1,000 applied to the net taxable value of land and improvements in the Service Area or \$11,000, whichever is greater.

6) Citation

This Bylaw may be cited for all purposes as the "Regional District of Bulkley-Nechako Electoral Area "C" (Fort St. James Rural) Road Rescue Contribution Service Establishment Bylaw No. 1651, 2012."

READ A FIRST TIME THIS 20 day of September, 2012

READ A SECOND TIME THIS 20 day of September, 2012

READ A THIRD TIME THIS 20 day of September, 2012

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1651 at third reading.

Gail Chapman
Corporate Administrator

APPROVED by the Inspector of Municipalities this 24 day of October, 2012.

RECEIVED elector approval this 3rd day of December, 2012.

ADOPTED THIS 13 day of December, 2012.

[Signature]
Chair

Gail Chapman
Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1113

Being a bylaw to establish a local service within Electoral Area "F" to contribute to the District of Vanderhoof for emergency extrication

WHEREAS a Regional District may, by bylaw, establish a local service under the provision of Section 798(1)(g) of the Municipal Act for the provision of assistance in the case of emergencies, and Section 798(1)(m) allows the Regional District to contribute to the costs of this service when performed by another person or association;

AND WHEREAS the Board of Directors of the Regional District of Bulkley-Nechako wishes to establish a local service for the purpose of contributing to the District of Vanderhoof for its provision of emergency extrication within Electoral Area "F";

AND WHEREAS the Board of Directors has submitted the proposal to establish the local service to the electors within the proposed participating area of Electoral Area "F" and assent of the electors has been obtained in accordance with Section 809(1) of the Municipal Act;

NOW THEREFORE, the Board of Directors of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

1. The Regional District hereby establishes, within Electoral Area "F", a local service for the purpose of contributing to the District of Vanderhoof for its provision of emergency extrication within Electoral Area "F".
2. The boundaries of the service shall be the boundaries of Electoral Area "F" and the local service shall be known as "Area "F" Emergency Extrication Contribution Local Service Area".
3. The annual costs of providing this local service shall be recovered by a requisition of money to be collected by a property value tax in accordance with Section 816(1)(a) of the Municipal Act on improvements only.
4. The maximum amount that may be requisitioned annually for the costs of this local service shall be TWO THOUSAND FIVE HUNDRED (\$2,500) DOLLARS per annum.

PAGE 2 OF BYLAW NO. 1113

- 5. This bylaw may be cited as "Area "F" Emergency Extrication Contribution Local Service Area Establishment Bylaw No. 1113, 1999".

READ A FIRST TIME this 22 day of April, 1999

READ A SECOND TIME this 22nd day of April, 1999

READ A THIRD TIME this 22 day of April, 1999

I, hereby, certify that this a true and correct copy of Bylaw No. 1113.

Gail Chapman
Deputy Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 15th
day of June, 1999

TWO (2) COUNTER PETITIONS WERE RECEIVED WHICH REPRESENTS LESS THAN 5 % (PERCENT) OF THE ESTIMATED ELIGIBLE ELECTORS IN ELECTORAL AREA "F" OBTAINED this 4th day of June, 1999

RECONSIDERED AND ADOPTED this 8th day of July, 1999

H.L. Hill
Chairperson

Deputy Gail Chapman
Corporate Administrator

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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".

BEAL

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 23 day of July, 2015

READ A SECOND TIME this 23 day of July, 2015

READ A THIRD TIME this 23 day of July, 2015

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1745 at third reading.

Lois Chapman
Corporate Administrator

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 18th day of September, 2015.

ASSENT OF ELECTORS OBTAINED this 1st day of November, 2015.

ADOPTED THIS 19th day of November, 2015.

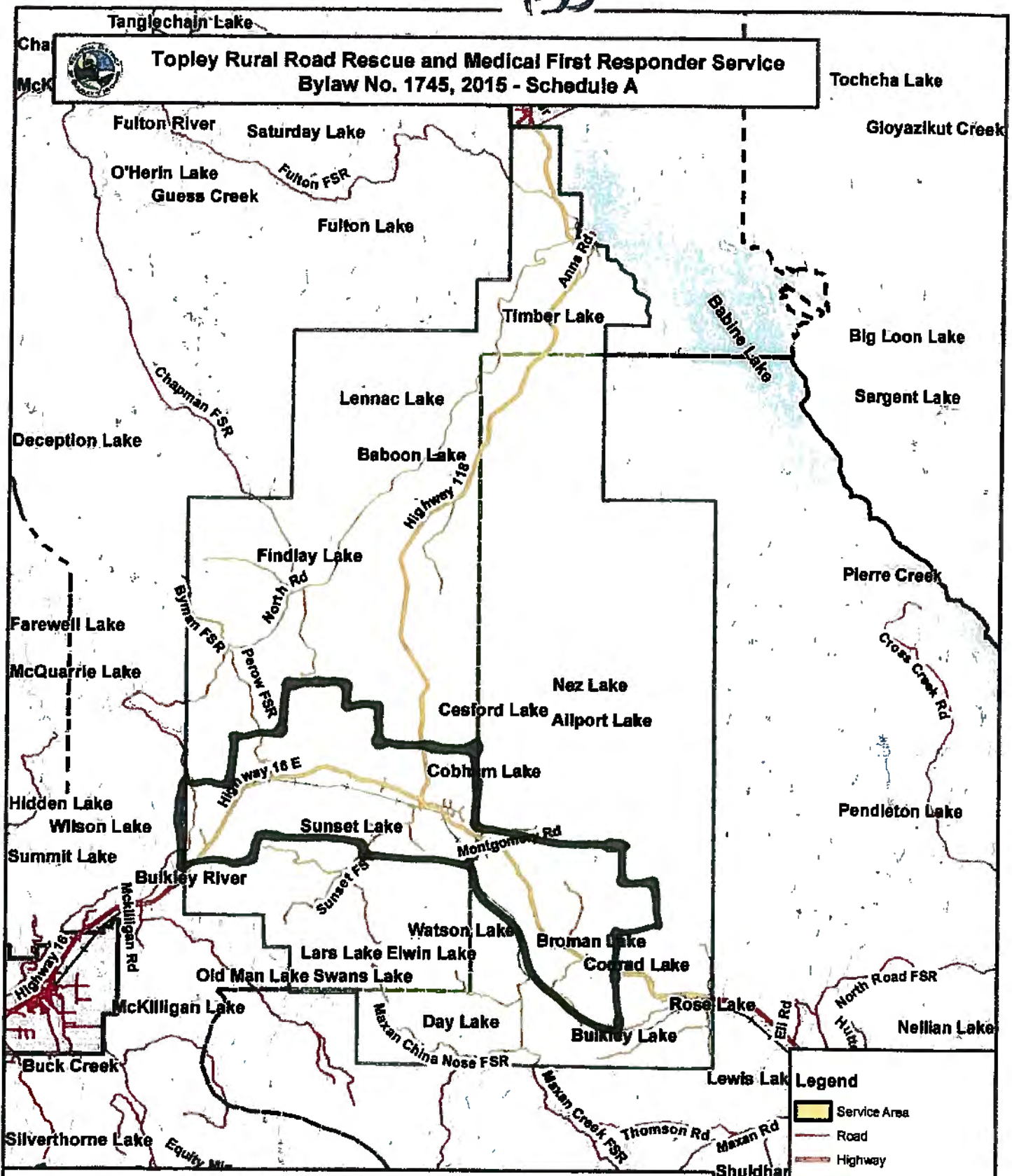

Chair


Corporate Administrator

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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

Hail Chapman
Corporate Administrator

July 22, 2015
Date

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

SCALE 1:300,000

MEMORANDUM

To: Regional District Board
From: Jason Llewellyn, Director of Planning
Date: January 15, 2018
Re: Building Inspection Service to the District of Houston

INTRODUCTION:

The District of Houston has requested that the Regional District of Bulkley Nechako (RDBN) provide building inspection service to the District on a full time basis. This report discusses this request and recommends that the services be provided.

DISCUSSION:**The Proposed Agreement**

The District of Houston has received an average of 23 building permit applications per year over the last 5 years. The fee for the service for 2018 is approximately \$37,000. This cost may change slightly as the 2017 Building Inspection costs are finalized.

A draft agreement with the District of Houston regarding the service is attached to this report. This is the same agreement used with other municipalities who receive building inspection service from the RDBN (Telkwa, Burns Lake, Granisle, Fort St. James, Fraser Lake). This agreement is set to expire on December 31, 2020, which is the same expiration date in agreements with other municipalities.

Building Inspection Function Impact

In 2017 the RDBN budgeted for and hired a new Building Inspector / Bylaw Enforcement Officer. This staffing increase was recommended, in part, because of the expected future shortage of qualified building inspectors and subsequent increased municipal demand for building inspection services from the RDBN. It was also anticipated that this position could transition into a full time building inspector position if building inspection workload increased. An increased demand for building inspection service to municipalities was expected as a result of the Province introducing mandatory qualification requirements for building inspectors. This increase is currently being realized. In 2017 the RDBN entered into an agreement to provide building inspection service to the Village of Telkwa, and the District of Houston has now made this request. Providing building inspection service to the Village of Telkwa and the District of Houston increases the number of building permits processed by the building inspectors by approximately 20%.

The Planning Department can adequately provide building inspection service to the District of Houston provided that the building inspection related workload for the Building Inspector / Bylaw Enforcement Officer position is increased from 50% to 75%.

Bylaw Enforcement Function Impact

Increasing the building inspection related workload for the Building Inspector / Bylaw Enforcement Officer position from 50% to 75% means reduced bylaw enforcement capacity by the Planning Department. Bylaw enforcement efforts would be primarily limited to the investigation of complaints and low level enforcement action only on priority bylaw infractions. The Planning Department's capacity to assume additional workload is very limited; therefore, any increased bylaw enforcement efforts will result in reduced service delivery in other areas, delayed completion of ongoing projects, or increased overtime costs.

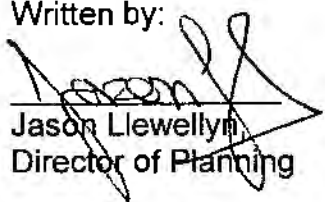
It is staff's intention to re-evaluate the RDBN's bylaw enforcement capacity, and staffing options in 2018. The Board can expect to receive staff's recommendations as part of the budgeting process for 2019. If the Board wishes to maintain or increase bylaw enforcement capacity for 2018 changes to Department work plans and priorities will be necessary, or additional staffing resources will be required at this time.

Recommendation

That the Regional District Board:

1. authorize the RDBN to enter into an agreement with the District of Houston for the provision of building inspection service, as outlined in the January 15th, 2018 staff report from the Director of Planning; and
2. that 75% of the Building Inspector / Bylaw Enforcement Officer position be allocated to the Building Inspection function.

Written by:


Jason Lewellyn
Director of Planning



**BUILDING INSPECTION
SERVICE AGREEMENT**

BETWEEN

**REGIONAL DISTRICT OF BULKLEY-
NECHAKO**

AND

DISTRICT OF HOUSTON



BUILDING INSPECTION SERVICE AGREEMENT

THIS AGREEMENT made this day of 2018

BETWEEN:

REGIONAL DISTRICT OF BULKLEY-NECHAKO
37 3rd Avenue, Box 820
Burns Lake, BC, V0J 1E0

(hereinafter called the "RDBN")

OF THE FIRST PART

AND:

DISTRICT OF HOUSTON
3367 12th Street, Box 370
Houston, BC, V0J 1Z0

(hereinafter called the "District")

OF THE SECOND PART

WHEREAS the RDBN and District, under Section 263 (1)(b) and 334 of the *Local Government Act*, may enter into an agreement to provide the municipality a service that is a work or service within the powers of the Municipality;

AND WHEREAS the RDBN and District are willing to enter into an agreement for the RDBN to provide Building Inspection Service within the boundaries of the District;

NOW THEREFORE the parties hereto in consideration of the performance of the covenants hereinafter contained and for other valuable consideration, the sufficiency and receipt of which is hereby acknowledged, covenant and agree as follows:

Term:

1. This Agreement is for a term of 3 years commencing on February 1st, 2018 and terminating on December 31st, 2020.

Intent:

2. The intent of this Agreement is to outline the manner and terms by which the RDBN shall provide Building Inspection Service to the District. The parties, as independent jurisdictions, agree that the RDBN shall provide Building Inspection Service to the District for the benefit of both the RDBN and District.
3. Both parties agree that Building Inspection Service shall be delivered in accordance with this Agreement.
4. This Agreement forms a contract between the RDBN and the District, with the RDBN being the contractor for the District. The Building Inspectors for the RDBN shall be representatives of the District during the course of their duties under this Agreement, and all terms of the *Local Government Act* and the *Community Charter* respecting building inspection shall apply.

Termination or Amendment:

5. Either party may terminate this Agreement by delivering to the other party written notice, a minimum of six (6) months in advance of the termination date.

Waiver

6. This Agreement is binding upon the parties hereto and their successors and assignees. The waiver by a party of any failure on the part of the other party to perform in accordance with any of the terms or conditions of this Agreement is not to be construed as a waiver of any future or continuing failure, whether similar or dissimilar.

Definitions:

7. In this Agreement:

“Building Bylaw” means the District of Houston Building Regulations Bylaw No. 906, 2005, as amended, or a replacement building bylaw.

“Building Inspection Service” means administering and enforcing the Building Bylaw, and performing the role of the building inspector in relation to Division 8 of the *Community Charter*. This includes the following:

- a. receiving, reviewing and renewing applications for permits under the Building Bylaw;

-
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- b. issuing permits;
 - c. processing permit renewal applications;
 - d. carrying out building inspections;
 - e. following up on apparent Building Bylaw violations and lapsed permits and using best efforts to resolve these occurrences and close files;
 - f. issuing stop work orders and correction notices as necessary;
 - g. reporting unresolved Building Bylaw violations to the District;
 - h. handling requests from members of the public to review or obtain copies of the contents of building inspection files, including requests under the *Freedom of Information and Protection of Privacy Act* (British Columbia).

Provision of Building Inspection Service:

8. The RDBN shall be responsible for the following.
 - a. Providing Building Inspection Service for the area incorporated as the District of Houston from the RDBN office.
 - b. Providing the Building Inspection Service according to the policies of the Council of the District and in accordance with accepted procedures established by the Director of Planning, Chief Administrative Officer (CAO), or designate of the RDBN.
 - c. Maintaining all building inspection files open for review by the District during ordinary business hours.
 - d. Ensuring that enforcement action involving stop work orders are undertaken with the knowledge of the District. In the case where an imminent threat to public safety or damage to property exists a stop work order may be issued without District knowledge. The District will be advised as soon as reasonably possible.
 - e. Designating the Director of Planning, Building Inspector, and CAO for the RDBN as the sole contacts with District staff with respect to the provision of Building Inspection Service.
 - f. Providing a monthly report on building inspection activity within the District.
 - g. Reporting to the CAO of the District any infractions to building or zoning bylaws noted during inspections.
9. The RDBN will deliver the building inspection service in a diligent manner utilizing qualified building officials having suitable training and being properly supervised.

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10. The District shall be responsible for the following.
 - a. Designating the Building Inspectors for the RDBN by Council as building inspectors for the municipality and as persons to enforce the Building Bylaw as authorized agents under Section 16 of the *Community Charter*.
 - b. Designating the Chief Administrative Officer for the District as the contact with RDBN staff with respect to the provision of Building Inspection Service.
 - c. Providing all necessary information to the Building Inspector including, but not limited to, community plans, zoning bylaws, and municipal service information on an ongoing basis as necessary. The District shall also provide the required interpretation and administration of these bylaws and documents associated with the provision of the Building Inspection Service on an ongoing basis.
 - d. Dealing with any enforcement action involving fines or Court action.
 - e. Required Building Permit fees calculated by the Building Inspectors in accordance with the District's fee schedule, shall be made to and collected by, the District.
11. The RDBN and the District acknowledge the powers contained within the *Local Government Act* that can only be exercised exclusively by the District Council.
12. The RDBN will provide the Building Inspection Service in accordance with RDBN procedure unless a specific request for an alternative procedure is made by the District. The RDBN may require this request in writing.
13. The District shall not adopt any procedures in relation to the provision of the Building Inspection Service inconsistent with those of the RDBN without the prior written consent of the RDBN.
14. The RDBN and the District shall communicate annually to exchange information pertaining to outstanding permit files. The RDBN and District shall jointly establish goals for closing outstanding files.
15. In the event of the absence of the Building Inspector/s necessary to provide the Services the RDBN is not required to provide Building Inspection Service until adequate resources are available. The RDBN shall make all reasonable efforts to ensure that required staffing levels are provided.
16. The District Mayor or Councillors shall not contact the Building Inspectors directly regarding Building Inspection Services.

163Service Delivery Cost Recovery:

17. In consideration for providing the Services under this Agreement:
- a. The RDBN shall receive an annual fee (paid quarterly) for the Building Inspection Service calculated in accordance with the table attached as Schedule A to this agreement.
 - b. The RDBN shall receive a fee of \$45.00 per hour for Building Inspector time spent preparing evidence or attending in court to give evidence of alleged violations of the Building Bylaw or BC Building Code, on behalf of the District.
 - c. The fee identified in Section 17a. shall be amended annually on the same basis as the fee identified in Section 17a. and shall take effect January 1st of each year.

Cost of Claims:

18. The District shall reimburse the RDBN for any deductible amount that the RDBN is obliged to pay in relation to a claim arising from services provided within the municipality.
19. The District shall reimburse the RDBN for any damages award or portion thereof that actually results from a claim and that is not covered by the RDBN's errors and omissions insurance.
20. The District shall reimburse the RDBN for any staff costs actually incurred by the RDBN in dealing with a claim arising from services provided within the municipality.

Binding Effect:

21. This Agreement shall endure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

Dispute Resolution:

22. In the event of any dispute or disagreement arising from the interpretation or application of this Agreement, or in the event of any breach or alleged breach by either party first written notice may be provided by either party to the other party describing the nature of the breach or alleged breach, or the disagreement or dispute. In the event that such notice is given, the parties shall:
- a. immediately proceed to negotiate in good faith to resolve the matter to the mutual satisfaction of both parties; and
 - b. if a resolution satisfactory to both parties is not achieved within 60 (sixty) days of the first written notice being delivered to either party, then either party may

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serve a second written notice upon the other party that the matter is to be referred to binding arbitration; and

- c. a single arbitrator shall be appointed by Agreement of the parties within 90 (ninety) days of the second written notice being delivered, and failing such Agreement, the arbitrator shall be appointed pursuant to the *Commercial Arbitration Act* to hear both parties to the dispute and the decision of that arbitrator shall be final, conclusive and binding on both parties, with costs payable in respect of the arbitration to be determined by the arbitrator.

Law Applicable:

- 23. This Agreement is to be construed in accordance with and governed by the laws applicable in the Province of British Columbia. Nothing in this Agreement shall negate or fetter the legal authority of either party.

IN WITNESS WHEREOF the parties hereto have hereunto affixed their seals on the day and year first above written.

The Corporate Seal of the RDBN was affixed hereto in the presence of:

Chairperson

Chief Administrative Officer

The Corporate Seal of the DISTRICT OF HOUSTON was affixed hereto in the presence of:

Mayor

Chief Administrative Officer

Building Inspection
Calculation of Municipal Cost Sharing for 2018 (based on 2017 cost estimate)
Including Houston

	2013	2014	2015	2016	2017	5 Year Average
Building Inspection Costs	277,179	290,062	304,889	329,350	379,584	316,213

Jurisdiction	Number of Permits					5 Year Average			
	2013	2014	2015	2016	2017	Permits	Percent	Cost Share	Plus 10%
Granisle	2	2	5	2	3	2.8	1.4%	4,559	5,015
Houston	18	26	24	26	19	22.6	11.6%	36,799	40,479
Fraser Lake	6	9	7	2	5	5.8	3.0%	9,444	10,388
Burns lake	18	7	25	17	13	16.0	8.2%	26,053	28,658
Telkwa	18	24	13	10	14	15.8	8.1%	25,727	28,300
Fort St. James	18	27	45	20	13	24.6	12.7%	40,056	44,061
Municipal Total	80	95	119	77	67	87.6	45.1%	142,638	156,901
Electoral Areas	124	115	101	91	102	106.6	54.9%	173,575	
Total	204	210	220	168	169	194.2	100.0%	316,213	

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Planning Department Enquiries Report, Month of December, 2017

Planning Enquiries

For the Directors' information, the Planning Department has kept track of and tabulated the number of planning enquiries from the public that were processed by the department for the month of December, 2017. During this month the Planning Department responded to 135 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other.

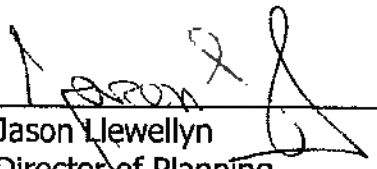
Subject Area	August 2017	Sept 2017	October 2017	November 2017	December 2017
Development Services	51	28	33	31	19
Electoral Area Planning	73	48	86	54	34
House Numbering	12	20	5	28	4
Maps	58	46	48	37	17
Bylaw Enforcement	12	16	20	5	1
Other	46	52	39	21	61
Total	249	210	231	176	135

Recommendation

"That the Board receive the December 2017 Planning Department Enquiries Report."

(All Directors)

Respectfully submitted,


Jason Llewellyn
Director of Planning

REGIONAL DISTRICT OF BULKLEY-NECHAKO
Planning Department

January 2018 - Action List - Page 1 of 2

PAGE #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Pages 62 - 79 Supp Board Agenda 20-Apr-17	BC Building & Safety Standards	Arrange Delegation	Jason	Ongoing	
Page 803 Board Agenda May 25 2017	Cluculz Lake Volunteer Fire Dept	Follow up with recommendations Investigate RD's responsibility for Fire Dept. Operations	Jason Blackwell	Ongoing as part of comprehensive Fire Department review	
Pages 165 - 201 Board Agenda 20-Jul-17	9-1-1 System Maintenance Contract Renewal	Facilitate	Haley	Completed	Nov. 30, 2017
Pages 62 - 79 Board Agenda Sept 21 2017	FLNRO Equity Mine Dam Plan	Arrange Delegation	Jason	Ongoing	
Pages 132 - 145 Board Agenda Oct 26 2017	Oil & Gas Commission TransCanada Delegations	Tchesinkut Lake Workcamp pre-application research	Jennifer	Ongoing	
Page 210 - 229 Board Agenda Nov 23 2017	Mount Milligan EA Certificate Amendment	Participate in Working Group Send letter to EAO	Jason	Ongoing	
Page 130-134 Board Agenda Dec 14 2017	DVP A-03-17 Henning Electoral Area "A"	Register DVP on title	Maria/Jason	Completed	Jan. 2, 2017
Page 135-141 Board Agenda Dec 14 2017	DVP B-02-17 Wiebe (Giesbrecht) Electoral Area "B"	Register DVP on title	Maria/Jason	Completed	Jan. 2, 2017
Page 142-146 Board Agenda Dec 14 2017	Rezoning Bylaw 1812 Wiebe (Giesbrecht) Electoral Area "B"	Close file	Dev Services	Ongoing	

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REGIONAL DISTRICT OF BULKLEY-NECHAKO
Planning Department

January 2018 - Action List - Page 2 of 2

PAGE #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Page 147-165 Board Agenda Dec 14 2017	9-1-1 Fire/Rescue Services Agreement	Renew contract with RDFFG	Haley	Ongoing	
Page 166-167 Board Agenda Dec 14 2017	Proposed UBCM Emergency Operation Centre Funding Application	Enter into agreement with UBCM for any grants received for specified services	Haley	Ongoing	
Page 168-175 Board Agenda Dec 14 2017	Luck Bay Fire Protection Agreement	Renew Luck Bay fire protection agreement	Jason Blackwell	Out for signatures	

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December 15, 2017

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

TransCanada Corporation
201 – 760 Kinsmen Place
Prince George, BC
V2M 0A8

Tel: 1-855-633-2011
Fax: (403) 920-2443
Email:
coastalgaslink@transcanada.com
Web: www.coastalgaslink.com

CGL4703-CGP-RDBN-PR-LTR-2072

Re: Coastal GasLink presentation to RDBN Board, September 21, 2017.

Dear Chair Miller,

On behalf of the Coastal GasLink Pipeline Project, thank you for the opportunity to present to the RDBN Board on September 21, 2017. We appreciate the opportunity to share information, and to gain valuable feedback from Board members.

As part of our follow-up to the meeting, we had committed to sending a preliminary permitting schedule, and a record of some of the important construction planning updates that we currently have available. This letter and response is also in reference to the letter from the RDBN sent to the OGC, dated November 10, 2017.

Temporary Use Permit Applications

We understand that regional districts need to plan for any Temporary Use Permit applications in advance to ensure that the Board and staff are equipped to make decisions. As we have explained, the Coastal GasLink construction schedule is fully dependent on a Final Investment Decision (FID) from our client, LNG Canada. In July of 2016, LNG Canada announced a delay to their project. In the meantime, they are advancing the planning for their project in anticipation of a decision by their joint venture partners. Coastal GasLink has been reviewing our construction schedules, and working with our front-running Prime Contractors to plan our project more effectively. As these contractors are a key part of the detailed planning, much of the final decision-making cannot be completed until contracts have been awarded. The project is broken up into 8 construction sections, and will be carried out by 4 different Prime Contractors. The way we've designed our work packages will allow the contractors to have their crews work in both summer and winter months.

Coastal GasLink will require Temporary Use Permits from local governments across the certified project corridor. This includes TUPs for camps, multi-use sites, stockpile sites, and laydown sites. The following table is a preliminary TUP permit application schedule as of December 2017:

Site Application	Application Submission Date	Date Required by
Stockpile 10A	Oct/Nov 2018	August 1, 2019
Stockpile 11A	Oct/Nov 2018	August 1, 2019
Laydown 26	Oct/Nov 2018	August 1, 2019

December 15, 2017

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Laydown 26A	Oct/Nov 2018	August 1, 2019
Laydown 43	Oct/Nov 2018	August 1, 2019
Tchesinkut Lake Camp	April/May 2019	January 15, 2020
Stockpile (either Goosly or Parrot Lakes)	April/May 2019	January 15, 2020
Laydown Hwy 35	April/May 2019	January 15, 2020
Laydown 27	April/May 2019	January 15, 2020
Laydown 28	April/May 2019	January 15, 2020
Huckleberry Camp	Oct/Nov 2019	August 1, 2020
Laydown 23	Oct/Nov 2019	April 2019
Multi-Use 9A	TUP not required	August 1, 2020
Stockpile Titanium Peak	TUP not required	August 1, 2020

As we stated in the presentation in September, these sites and the schedule are subject to change, as there has not been an investment decision to definitively proceed with the project. Our permit applications need to be sequenced to the timing of use for each site, need to match the requirements of the Prime Contractors (who are not yet awarded), and need to account for the permit term (3 years). It is anticipated the last of these sites will not be vacated until Q1 of 2022 and final reclamation completed in the summer of 2022. As a result, it is not practical to initiate the application process at this time as the permits would expire before the project would be complete. If there are any issues with a particular site that the RDBN has currently, we are willing to discuss them in detail. These locations have been available in a detailed map book on the dedicated Sharepoint website created for RDBN during the regulatory process. The general reference maps of ancillary sites used in the September 21, 2017 presentation have also been attached to this letter for your convenience.

Construction Camps

The EAC Application contemplated camps and ancillary facilities in its assessment of environmental, economic, social, heritage and health effects of the Project. Coastal GasLink's camp requirements are formed from the mitigations committed to in that process and from detailed discussions we are currently having with our leading Prime Contractors and camp contractors. The current construction camps planned within the RDBN, approximate peak workforce, and duration include the following locations:

Vanderhoof Airport - 850 persons at peak, over 120,000 man days
 Lejac - 550 persons at peak, over 140,000 man days
 Tchesinkut Lake - 600 persons at peak, over 100,000 man days.
 Huckleberry - 850 persons at peak, over 120,000 man days.
 Multi-use Site 9A - 150 persons at peak, over 35,000 man days.

These camps will reflect current construction workforce standards, including separate quarters for men and women, catering, laundry, games rooms and exercise facilities. The camp population will include the construction workforce, field management and supervisory staff, technical and administrative support, camp catering and maintenance services, security, medical personnel and logistics services. Medical services on site will include paramedics, first aid attendants, and access to the services of a nurse practitioner. Security personnel will also be on site at all times, and camps will be equipped with their own fire suppression capability. Members of the workforce may travel into communities and use facilities and services during non-work hours, and we are reviewing transportation options for this to attempt to minimize traffic.

Coastal GasLink has adopted TransCanada policies and processes to ensure safe and harassment-free camp and work environments. These rules prohibit the use or possession of illegal drugs, and will have no tolerance for harassment. Firearms will be prohibited on site. The Project will set out clear guidelines for behaviour to all workers that will be enforced by camp management and by Prime Contractors. This is for the benefit of everyone in camp and in northern B.C. communities.

Coastal GasLink's camps will have their own power sources, water supply and waste management systems. However, we are investigating the use of grid power, hauling in water and utilizing centralized sewage treatment systems for multiple camps. Although we've discussed liquid waste capacity with a number of municipalities, recent guidance from the Ministry of Environment has indicated that liquid waste must be treated on site in camps that are over 100 persons. Therefore, with regard to liquid waste disposal, it is Coastal GasLink's intention to treat sewage on site at construction camps where practical, generating a dewatered biosolid. RDBN staff have previously indicated to us that some biosolids may be accepted at RDBN landfills depending on volumes. However, we understand that the regional district prefers the use of composting methods for biosolids so this has been taken into consideration. The solid waste from the camps will be hauled to local landfills that have capacity, and we would expect regular tipping fees to apply. The Project has committed to avoid any solid waste incineration as part of the mitigation included in Section 6 of the Environmental Assessment. The approximate solid and liquid waste volumes by camp location for Coastal GasLink were provided to RDBN staff in 2015, and are attached again in the appendices to this letter for reference.

Fire Protection and Emergency Response

TransCanada has an Emergency Management Program that includes Corporate, Operations and Project related areas. The program is routinely reviewed and revised as necessary and is tested through drills on an ongoing basis. The Emergency Response Program is based on an Incident Command System structure. This system can be activated to respond to a variety of potential emergencies such as fire, natural disaster, security events, etc. When activated, this program assembles subject matter experts in various disciplines such as Emergency Response, Safety, Environment, Operations, Engineering, Supply Chain Management, Communications, etc. to ensure the appropriate resources are engaged to mitigate the emergency as effectively and expeditiously as possible.

During the pipeline construction phase, Coastal GasLink will be utilizing experienced and qualified pipeline contractors, who are designated as Prime Contractors. In addition, construction workers are provided extensive training during onboarding and throughout construction to reduce environmental, safety, and security risk. Prime Contractors are responsible to develop, as part of their Project/Site Specific Safety Plans, comprehensive Emergency Response Plans. These Plans must include various emergency situations and scenarios and identify procedures and resources required to isolate, control and manage emergencies. The Prime Contractors, as part of their planning and preparation to commence the construction process will consult local resources to identify and engage the available resources and to share information. The plans will ensure that emergency response management is executed in compliance with applicable laws, regulations

and in accordance with contract obligations respecting TransCanada policies and procedures. Where there are gaps noted (for example, camps where there is no Fire Protection service in proximity), then the appropriate resources would be brought in by the contractors. The Prime Contractors will typically be self-sufficient for all but major emergencies. The Prime Contractor Emergency Response Plans will also contain Communication Plans which will include local governments and emergency service providers where applicable. These Emergency Response Plans would be shared with regional organizations of concern when they have been developed and prior to construction commencing, and must be submitted for approval to regulatory authorities.

TransCanada strives to maintain good communications throughout construction and operations. We operate more than 91,000 kilometres of pipeline throughout North America and we are eager to maintain good relationships with local organizations and vendors who are our neighbours. Our people working for TransCanada during the operations phase will likely be drawn from and live in the local communities. Prior to a pipeline going into service, TransCanada's Regional Emergency Operations Plans are updated to integrate the new asset into its operations. As standard practice, the development of these plans includes consultation and communication with local governments and emergency service providers. Following the development of the plans, emergency scenarios and the company responses will be communicated and shared with these organizations. As well, local governments will be informed of any practice drills that occur as a regular course of our operations.

Coastal GasLink and our Prime Contractors will work with local organizations as soon as possible and when it has the appropriate information to do so. We cannot provide specific Emergency Response Plans until contracts are in place with our Prime Contractors. Because Prime Contractors are a key component of this discussion, we believe it is important for communication protocols to be established with their involvement.

Invasive Plants

The Environmental Assessment Certificate (EAC) for the Coastal GasLink Project conditions the development of an Invasive Plants Management Plan (Condition 16). This Plan was developed with extensive consultation from government agencies, Aboriginal groups, and stakeholders and was approved as part of the Project's Environmental Management Plan by the Environmental Assessment Office (EAO) on April 29, 2016. The Plan will be implemented applying industry standards and best management practices during construction, reclamation and throughout the operations phase.

The primary objective is to prevent the introduction of noxious and invasive plants (weeds) to Project sites but also to manage weeds discovered during monitoring activities throughout construction, reclamation and operations. The plan also provides details on alternative methods of weed control, avoiding the use of herbicides and pesticides, in accordance with British Columbia's *Integrated Pest Management Act* and commitments documented during Coastal GasLink's ongoing Aboriginal and stakeholder consultation. Furthermore, it is our expectation that equipment will arrive to site clean and free of debris. Our interest is to work in co-operation with you and other stakeholders to use effective weed management strategies at every phase.

With regards to the Northwest Invasive Plant Council (NWIPC), Coastal GasLink last met with them in November 2015. Coastal GasLink and NWIPC discussed project scope and potential opportunities for partnership. Coastal GasLink plans further discussions with NWIPC on sharing database information and potential opportunities to contract with the organization during the construction phase. At that time, Coastal GasLink representatives also invited NWIPC to submit an application to the project's Community Investment program, but no application has been received to date. Coastal GasLink provided \$15,000 to the Invasive

Species Council of BC in 2013 to deliver training programs in northern B.C. communities, with the involvement of NWIPC.

Timber Salvage

The EAC also conditions Coastal GasLink to develop a Timber Salvage Strategy (Condition 21) and underwent the same consultation and approval process. The strategy is about minimizing the volume of waste timber to gain the most value from a shared resource. The strategy includes the following details:

- timber volume estimates for the Certified Pipeline Corridor;
- marketing commitments and plans for the timber cleared;
- salvage activities for the timber volume that will not be marketed; and,
- the approach for a reconciliation report including a scaled volume comparison to the timber volume estimate to FLNR and EAO on at least an annual basis until harvest activities are complete.

Section 13.0 (Forest Pest Management) of the Timber Salvage Plan addresses how we will approach forest pests, such as the Spruce Beetle. The Timber Salvage Plan also describes mitigation to avoid and minimize the spread of forest pests during construction-associated timber management and hauling. Pest infestation monitoring and stand evaluation of risk will be ongoing to ensure Coastal GasLink activities have not created conditions for forest pest spread. Infested timber will not be transported during critical times to avoid distributing forest pests into new geographic areas.

Local Contracting and Employment

Coastal GasLink goes beyond the industry standard when it comes to emphasizing local contracting and employment on the Project. Local businesses, including those in the RDBN, have already participated in opportunities for the Project. The Socio-economic Effects Management Plan was approved by the EAO on May 13, 2016, and includes mitigation for concerns on the economy and on the labour force, among other social impacts. The Project continues to develop plans and work with our contractors to ensure that qualified Aboriginal and local individuals are considered for opportunities.

Most business opportunities on Coastal GasLink will be provided through Prime Contractors or their sub-contractors. To ensure meaningful opportunities for B.C. communities, TransCanada requires that each Prime develop a Local and Aboriginal Participation plan. These plans describe how contractors will identify and utilize local business capacity. A large portion of the prime contractors' hiring will be through construction labour unions. We are currently working closely with our leading contractors on their labour strategies. These strategies include advanced work and planning with the unions to ensure that Aboriginal and local people in Northern BC have preferential hiring.

The Project continues to connect with businesses and individuals at Chamber events, business forums, and job fairs across Northern BC. Throughout these efforts, we have been collecting local vendor information through our vendor databases, and will be sharing this information with our contractors. Coastal GasLink plans to notify communities when our prime contractors are selected, and we will tour the region with our contractors to promote both local contracting and local employment through networking opportunities. During construction, Coastal GasLink will continue to oversee the prime contractor to ensure a quality product, a safe worksite and the implementation of Local and Aboriginal Participation plans.

Many communities, including those in the RDBN, communicated how important it is for Coastal GasLink to invest in education and training opportunities to ensure individuals are ready when the project moves to the construction phase. As a result, the Project developed the *Pathway to Pipeline Readiness Program* as a set of principles to enable spending on skills training. The program aims to support Northern B.C.'s skilled labour force, and to grow workers' transferable skills. We recognize that building the capacity of individuals along our pipeline route is essential to maximizing local benefits and building a better project.

Since 2014, Coastal GasLink has committed over \$1.8 million to education and training initiatives in Northern BC (increased to over \$3 million when combined with other TransCanada projects). These investments include major funding partnerships with College of New Caledonia, and Northwest Community College for bursaries and equipment purchases. They also include major funding partnerships with Indigenous training organizations to upgrade essential skills, and job readiness. These investments have been made in advance of a Final Investment Decision because we recognize that training and labour force preparation takes time. In the coming months, Coastal GasLink will be announcing new partnerships that will support individuals in the RDBN region to gain construction-related work experience, and to help entrepreneurs with the support they need to capitalize on new business opportunities. Further direct training will be included as part of the construction phase, and is related to the labour strategies of the Prime Contractors and their respective labour unions. This includes safety training and on-boarding, union-sponsored training opportunities, and the hiring of apprentices in select trades.

Public Relations During Construction

Coastal GasLink takes all public concerns seriously, and takes responsibility for answering questions related to our project. The project email address and public phone number are available to contact us at any time, along with Public Affairs, Indigenous Relations, and Land staff who regularly engage with landowners, stakeholders and Aboriginal groups. The SEEMP contains a section dedicated specifically to engagement during construction. SEEMP section 3.4 includes an Issues Management Process (see figure below) that describes how Coastal GasLink responds to public inquiries.



Coastal GasLink takes accountability for responding, documenting and tracking issues, as part of the regulatory reporting process. If RDBN Directors or staff receive public complaints regarding Coastal GasLink, we'd ask that they be directed to:

Coastal GasLink toll-free number: 1-855-633-2011

Email: CoastalGasLink@TransCanada.com

RDBN Directors and staff are also welcome to forward any inquiries to Coastal GasLink Public Affairs staff members. In addition to the Public Affairs team that RDBN is in regular contact with, Coastal GasLink has plans to hire additional Public Affairs staff if a FID is reached. For the RDBN records, the current staff includes the following representatives:

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Name:	Title:	Location:	Phone:	Email:
Kiel Giddens	Regional Manager, Public Affairs	Prince George	250-596-8058	kiel_giddens@transcanada.com
Catie Underhill	BC Public Affairs Liaison	Calgary	403-920-4534	catie_underhill@transcanada.com
Rachel Kulasa	BC Public Affairs Liaison	Calgary	403-920-6499	rachel_kulasa@transcanada.com
Trevor Halford	Director, BC Public Affairs	Vancouver	778-328-5305	trevor_halford@transcanada.com

South of Houston Alternate Route Amendment

On November 8, 2017, the Project filed an amendment application to add an alternate route option called the South of Houston Alternate Route (SHAR) to the Certified Pipeline Corridor with the B.C. Environmental Assessment Office (EAO), and filed with the B.C. Oil and Gas Commission (OGC) shortly thereafter. The requested amendments would add the proposed SHAR to the existing Certified Pipeline Corridor and one of the two potential route options would be chosen for construction.

After extensive consultation with local communities and Aboriginal groups, the South of Houston Alternate Route was identified to help minimize potential adverse effects on traditional and cultural land use on a portion of the current route. As part of our ongoing engagement, Coastal GasLink notified these Aboriginal groups in May 2016 and August 2017 of our intent to study an alternate route about 4 km south of our certified pipeline corridor (southwest of Burns Lake and south of Houston), and about 42 km in length. Since that time, we have completed important environmental and engineering fieldwork that has helped us identify an alternate route option which best reduces those impacts identified by Aboriginal groups. Coastal GasLink appreciates RDBN's participation in the EAO Working Group for the SHAR amendment application.

In closing, thank you to the RDBN Board and staff for the interest in Coastal GasLink. It is our hope that RDBN views Coastal GasLink as a welcome industry partner and a project of choice among major LNG-related projects in BC. We believe the Project continues to represent a transformational economic opportunity for Northern BC communities. We will continue to keep RDBN informed of our plans moving forward, and please don't hesitate to contact us if we can be of further assistance.

Sincerely,

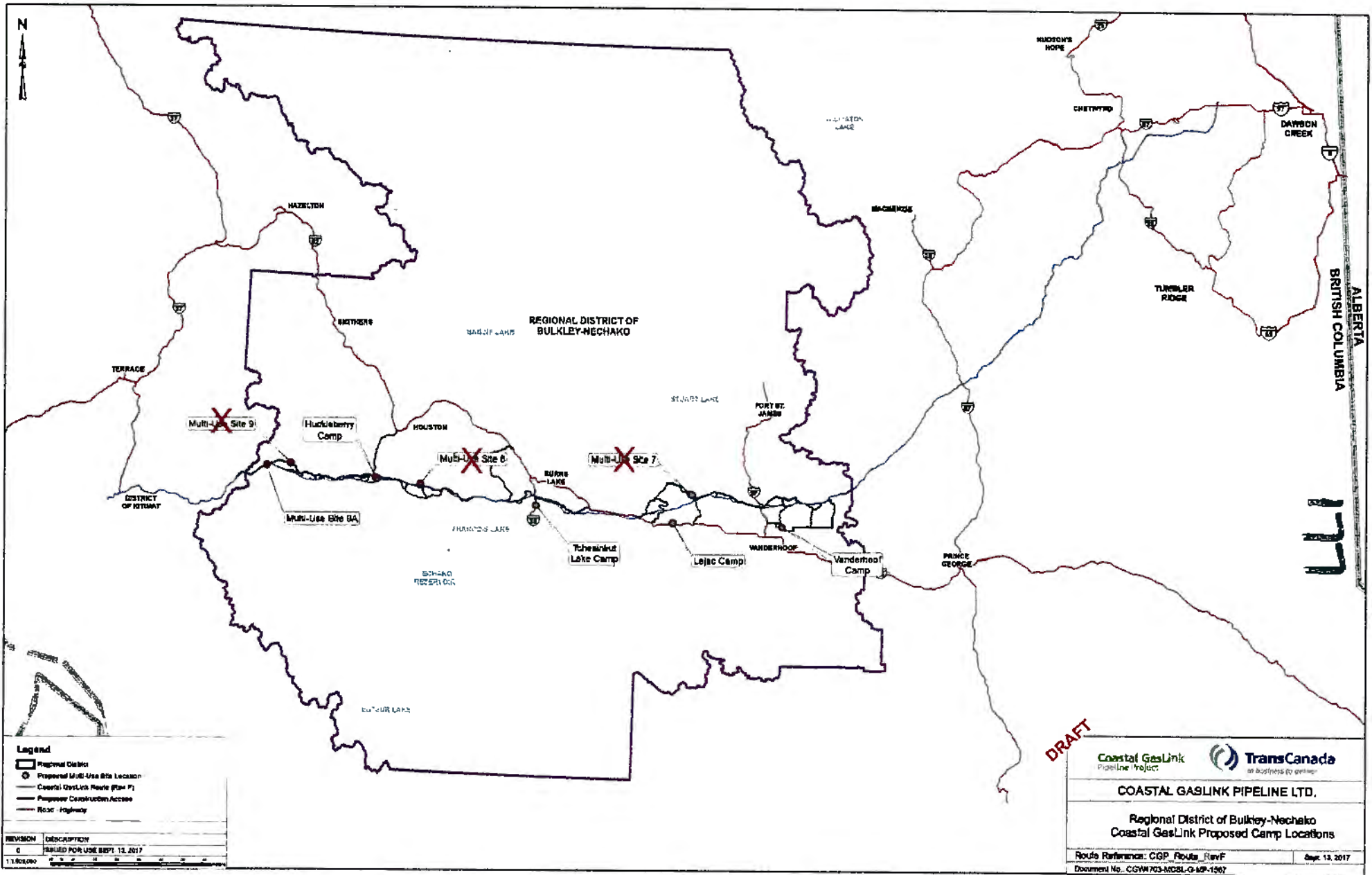


Kiel Giddens
 Regional Manager, Public Affairs
 Coastal GasLink Pipeline Project

cc: James O'Hanley, Vice President, Applications
 BC Oil and Gas Commission
James.O'Hanley@bcogc.ca

December 15, 2017

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 Page 7 of 7



- Legend**
- Proposed District
 - Proposed Multi-Use Site Location
 - Coastal GasLink Route (Plan F)
 - Proposed Construction Access
 - Road / Highway

REVISION	DESCRIPTION
0	ISSUED FOR USE SEPT. 13, 2017

DRAFT

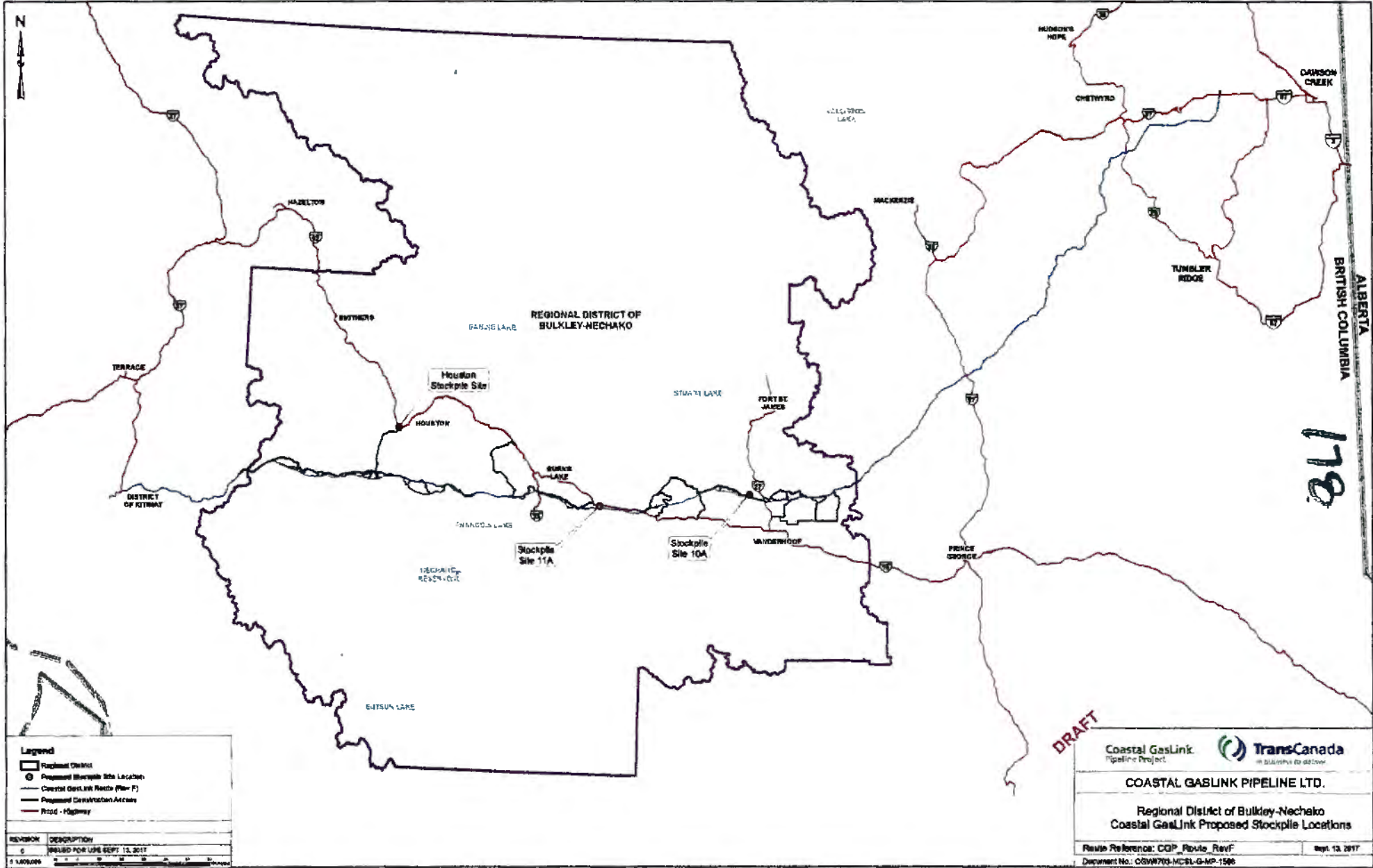
Coastal GasLink
Pipeline Project

TransCanada
an business to business

COASTAL GASLINK PIPELINE LTD.

**Regional District of Bulkley-Nechako
Coastal GasLink Proposed Camp Locations**

Route Reference: CGP Route RevF Sept. 13, 2017
Document No.: CGW703-MCBL-GMP-1967



Legend

- Regional District
- Proposed Stockpile Site Location
- Coastal GasLink Route (Plan P)
- Proposed Construction Access
- Road - Highway

REVISION	DESCRIPTION
0	ISSUED FOR LIFE SEPT 13, 2017

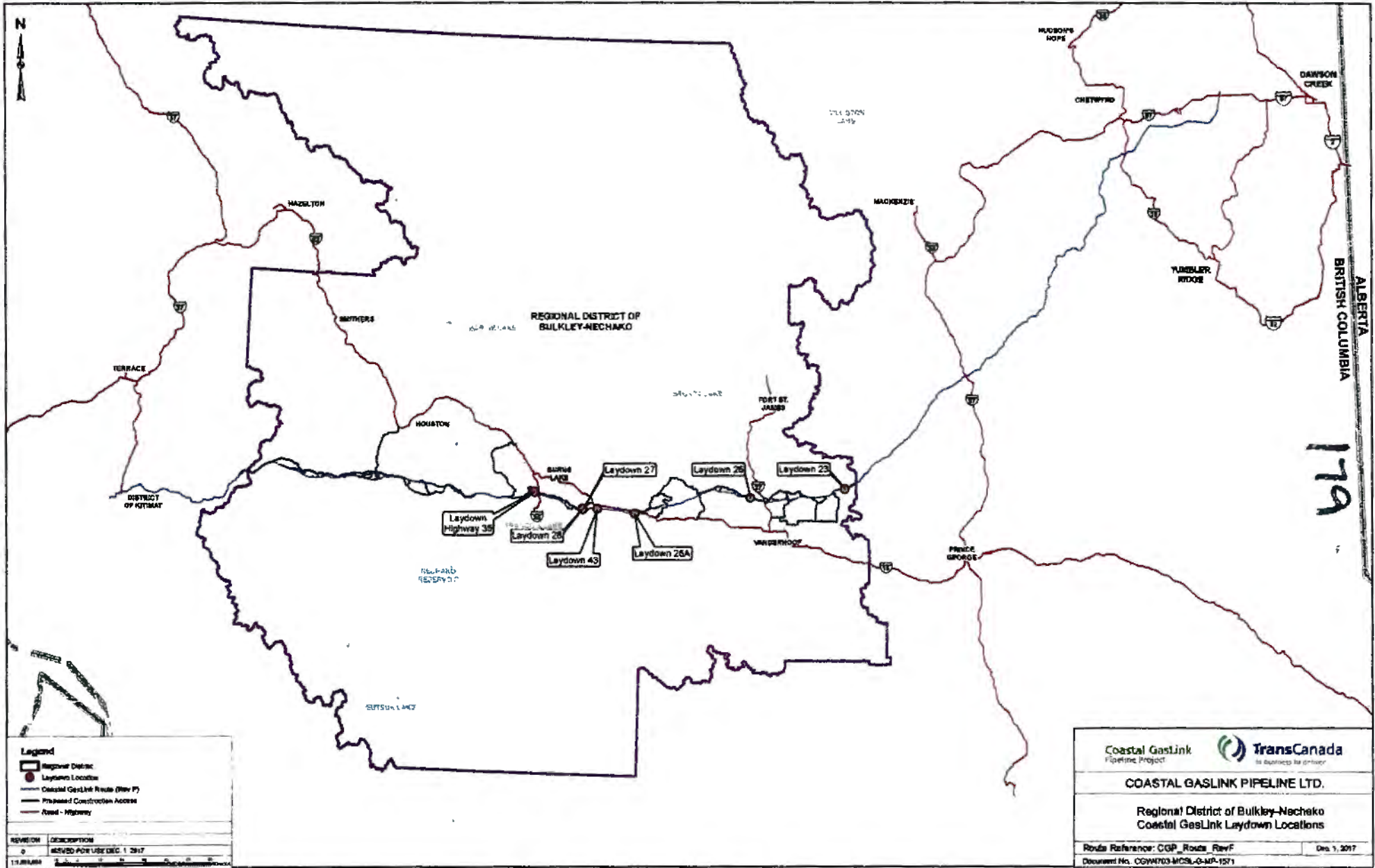
DRAFT

Coastal GasLink Pipeline Project TransCanada in business to deliver

COASTAL GASLINK PIPELINE LTD.

Regional District of Bulkley-Nechako
Coastal GasLink Proposed Stockpile Locations

Revision Reference: CGP_Route_RevF Sept 13, 2017
Document No.: CGW700-NC-SL-G-MP-1506



Legend

- Regional District
- Laydown Location
- Coastal GasLink Route (Rev F)
- Proposed Construction Access
- Road - Highway

REVISION	DESCRIPTION
0	REVISED FOR USE DEC. 1 2017

11/28/2017

Coastal GasLink
Pipeline Project

TransCanada
In partnership with

COASTAL GASLINK PIPELINE LTD.

Regional District of Bulkley-Nechako
Coastal GasLink Laydown Locations

Route Reference: CGP_Route_RevF
Document No. CGW703-MCSL-G-MA-1571

Dec. 1, 2017

CGL Camp Solid Waste Summary

(Preliminary, Dec 6, 2015)

Camp Name	Construction Section	Nearest Community	Regional District	Peak beds pioneer phase	Solid Waste Volumes (kg/day)	Peak beds construction phase	Solid Waste Volumes (kg/day)	Peak beds testing phase	Solid Waste Volumes (kg/day)	Total Occupied Person Days	Solid Waste Total Volumes (kg) Low Case	Solid Waste Total Volumes (kg) High Case
Wilde Lake	CS	Dawson Creek	Peace River	N/A		150	750	N/A		30,000 - 60,000	150,000	300,000
Chetwynd (previously Benke)	1	Chetwynd	Peace River	100	500	750	3750	200	1000	100,000 - 150,000	500,000	750,000
Main 1B	1	Chetwynd	Peace River	100	500	250	1250	50	250	20,000 - 40,000	100,000	200,000
Main 2B	2	Tumbler Ridge	Peace River	100	500	600	3000	150	750	75,000 - 100,000	375,000	500,000
Main 4A	3	Mackenzie	Fraser Fort -George	75	375	525	2625	200	1000	85,000 - 125,000	425,000	625,000
Main 5B	3	Prince George	Fraser Fort -George	100	500	500	2500	100	500	100,000 - 140,000	500,000	700,000
Vanderhoop	4	Vanderhoop	Bulkley Nechako	75	375	500	2500	100	500	30,000 - 60,000	150,000	300,000
Lejac/Main 7	5	Fraser Lake	Bulkley Nechako	100	500	800	4000	100	500	150,000 - 200,000	750,000	1,000,000
Tchesinkut Lake	6	Burns Lake	Bulkley Nechako	100	500	500	2500	100	500	50,000 - 100,000	250,000	500,000
Main 8	6	Houston	Bulkley Nechako	100	500	400	2000	150	750	75,000 - 200,000	375,000	1,000,000
Main 9	7	Houston	Bulkley Nechako	150	750	450	2250	N/A		50,000 - 75,000	250,000	375,000
Main 9A	8	Houston	Bulkley Nechako	100	500	100	500	N/A		10,000 - 20,000	50,000	100,000
P2	8	Houston	Kitimat Stikine	150	750	500	2500	100	500	50,000 - 100,000	250,000	500,000
Main 10 A	8	Kitimat/Terrace	Kitimat Stikine	100	500	N/A		N/A		5,000 - 15,000	25,000	75,000
P4	8	Kitimat/Terrace	Kitimat Stikine	250	1250	450	2250	200	1000	75,000 - 125,000	375,000	625,000
Kitimat M5	8	Kitimat	Kitimat Stikine	300	1500	700	3500	200	1000	150,000 - 200,000	750,000	1,000,000

Camp occupancies are estimated and considered preliminary
 The solid waste quantities are based on an average of 5kg/person /day
 The camp-related solid waste quantities do not include construction waste.
 Incineration and recycling are expended to reduce solid waste volumes by about 90%.
 The remaining solid waste would be ash, from the incinerator.

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CGL Camp Liquid Waste Summary

(Preliminary, Dec. 6, 2013)

Camp Name	Construction Section	Regional Community	Regional District	Peak beds numbers phase	Liquid Waste Volumes* (L/3/day)	Peak beds Construction phase	Liquid Waste Volumes* (L/3/day)	Peak beds (existing) phase	Water and Sewer Volumes (m ³ /day) not combined	Occupied person days	Total Liquid Waste Volumes* (L/3) Low Case	Total Liquid Waste Volumes* (L/3) High Case
Wide Lake	CS	Dawson Creek	Peace River	N/A		150	30	N/A		30,000 - 60,000	6,000	12,000
Chetwynd (previously Benke)	1	Chetwynd	Peace River	100	20	750	150	200	40	100,000 - 150,000	20,000	30,000
Main 1B	1	Chetwynd	Peace River	100	20	250	50	50	10	20,000 - 40,000	4,000	8,000
Main 2B	2	Tumbler Ridge	Peace River	100	20	600	120	150	30	75,000 - 100,000	15,000	20,000
Main 4A	3	MacKenzie	Fraser Fort -George	75	15	525	105	200	40	85,000 - 125,000	17,000	25,000
Main 5B	3	Prince George	Fraser Fort -George	100	20	500	100	100	20	100,000 - 140,000	20,000	28,000
Vanderhoof	4	Vanderhoof	Bulkley Nechako	75	15	500	100	100	20	30,000 - 60,000	6,000	12,000
Lajac/Main 7	5	Fraser Lake	Bulkley Nechako	100	20	800	160	200	20	150,000 - 200,000	30,000	40,000
Tchesinkut Lake	6	Burns Lake	Bulkley Nechako	100	20	500	100	100	20	50,000 - 100,000	10,000	20,000
Main 8	6	Houston	Bulkley Nechako	100	20	400	80	150	30	75,000 - 200,000	15,000	40,000
Main 9	7	Houston	Bulkley Nechako	150	30	450	90	N/A		50,000 - 75,000	10,000	15,000
Main 9A	8	Houston	Bulkley Nechako	100	20	100	20	N/A		20,000 - 20,000	2,000	4,000
P2	8	Houston	Kitimat Stikine	150	30	500	100	100	20	50,000 - 100,000	10,000	20,000
Main 10 A	8	Kitimat /Terrace	Kitimat Stikine	100	20	N/A		N/A		5,000 - 15,000	1,000	3,000
P4	8	Kitimat /Terrace	Kitimat Stikine	250	50	450	90	200	40	75,000 - 125,000	15,000	25,000
Kitimat M5	8	Kitimat	Kitimat Stikine	300	60	700	140	200	40	150,000 - 200,000	30,000	40,000

Camp occupancies are estimated and considered preliminary

The liquid waste quantities are based on an average of 200 liters/person /day (0.2 cubic metres)

* Potable water requirements are assumed to be the same as liquid waste quantities i.e. 200 liters/person /day (0.2 cubic metres)

Initial potable water quantities will be hauled from local municipalities, until water wells and associated water treatment facilities are set up

Initial waste water quantities will be hauled to local municipalities, until waste water treatment facilities are set up on site

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37, 3RD AVE, PO Box 820
 BURNS LAKE, BC
 V0J 1E0

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REGIONAL DISTRICT
 OF BULKLEY-NECHAKO

"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

November 10, 2017

James O'Hanley, Vice President, Applications,
 BC Oil and Gas Commission
 6534 Airport Road
 Fort St. John, BC, V1J 4M6

Sent by e-mail to james.ohanley@bcogc.ca

Re: LNG Pipeline Development Concerns

The Board of the Regional District of Bulkley-Nechako (RDBN) would like to thank you and Corey Jonsson for meeting with the Board on September 21st, 2017. We appreciate your commitment to increased dialogue and collaboration between our organizations. We also appreciate your offer to discuss with the Environmental Assessment Office (EAO) the LNG pipeline development issues which the RDBN believes have not yet been adequately addressed.

To assist in your discussions with the EAO we have prepared this letter which summarizes the concerns that continue to exist. Also, attached to this letter is a chronology of the comments provided by letter by the RDBN to the EAO (during the certificate approval process) and the OGC (during the permitting process).

The Board emphasizes that the RDBN is not objecting to LNG Pipeline development in our region. The potential opportunity associated with LNG development is recognized; however, it is our responsibility to work with the Province and industry in an attempt to maximize the potential benefits to our residents, and minimize the negative impacts and potential risks, associated with the construction and operation of the pipeline. We are hopeful that this letter and your discussions with the EAO will ultimately benefit the pipeline development process and our residents.

Please note that the issues discussed below focus on the Coastal Gaslink Pipeline (CGL). The RDBN has been notably involved in the associated approval processes for the CGL Pipeline as it is proposed to be developed through the heart of our region. We wish to note that the issues discussed below are applicable to some degree to all potential pipelines developed in our region.

M:\Planning\Referrals\OGC Referrals\general info\2017 issues\Nov 10 2017 letter to OGC

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

INQUIRIES@ROBN.BC.CA

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TF: 800-320-3339

Worker Camps and Pipeline Facilities Locations Contrary to RDBN Bylaws.

At present at least one work camp and a number of other facilities associated with the CGL pipeline cannot legally occur as proposed. There is a formal process for TransCanada to ask the RDBN Board to permit these use to occur; however, this approval is discretionary and is not guaranteed. Therefore, it is important that TransCanada initiate the process to determine if these facilities can be located as proposed as soon as possible.

The RDBN has consistently requested that the outstanding land use issues be addressed; however, the only formal requirement is that contained in the Socio-Economic Effects Management Plan (SEEMP) prepared by TransCanada. This plan states that TransCanada will make the necessary Temporary Use Permit applications 3 months prior to the start of construction. CGL representatives have verbally indicated to the RDBN that their plan is to submit applications 6 months prior to construction.

Unfortunately, these timelines do not ensure adequate opportunity for meaningful public consultation, and evaluation and resolution of any outstanding public or Board concerns that may arise. Also, the application timeline would not likely provide CGL adequate opportunity to identify alternative facility locations, and obtain OGC approvals, should the Board not approve the proposed land uses.

The RDBN advises that TransCanada immediately initiate the application process to allow the RDBN Board to determine if the work camps and other pipeline facilities can be located as proposed.

Liquid Waste Disposal

The RDBN continues to believe that TransCanada should explore options for cooperation with the RDBN or member municipalities in the disposal of liquid waste from work camps. The Socio-Economic Effects Management Plan (SEEMP) prepared by TransCanada states that TransCanada must provide "Waste and Water Management Information" a minimum of 3 months before construction. However, exploring options for cooperation with the RDBN or member municipalities cannot occur within this limited timeline and will only be possible if TransCanada takes advantage of an available option well in advance of construction.

It would be a shame if money is spent unnecessarily on hauling waste long distances, or building on-site disposal facilities which will be abandoned, rather than investing in improving local community infrastructure.

Invasive Plant Control

The RDBN again recommends that TransCanada provide annual funding to the Northwest Invasive Plant Council (NWIPC) as do numerous agencies with right of ways that facilitate the spread of invasive plants. The CGL pipeline will facilitate the long term spread of invasive plants, and these invasive plants will spread from the pipeline onto adjacent lands. The cost of combating these inevitable invasive plants outbreaks from the pipeline will be at the expense of the residents of the RDBN if TransCanada does not contribute to the NWIPC.

Fire Protection and Emergency Response

The RDBN has asked that TransCanada address fire protection and emergency response issues in a proactive manner. Unfortunately, the Socio-Economic Effects Management Plan (SEEMP) prepared by TransCanada states that TransCanada must provide "Emergency Response Planning Information" a minimum of 3 months before construction, and there is no requirement that the RDBN approve, or otherwise be involved in, the plan development process.

The RDBN continues to advise that TransCanada immediately develop emergency response plans in consultation with the RDBN that address fire protection and emergency response based on an understanding of the services available in the region, and in consultation with the RDBN. Specific areas of interest to the RDBN include consistent communications protocols for work camps, evacuation plans for workers that do not use resources needed by local residents, and confirmation that TransCanada is not relying on the use of local fire departments where that service is not available.

Log and Wood Fiber Utilization

The long term loss of forested lands associated with pipeline construction represents a negative impact to the long term sustainability of the region's forest products industries. The impact of this loss should be mitigated through the full use of wood fibre harvested along the pipeline route. The RDBN has expressed concern that where the cost of harvesting and transportation are too high the wood fibre will not be utilized in support of the forest products industries. The RDBN requests that TransCanada be required to ensure that all wood fibre harvested for pipeline construction is utilized.

An additional issue related to the use of wood fibre, relates to the potential facilitation of the spread of the Spruce Beetle. Our understanding is that the Spruce Beetle takes advantage of fallen logs and wood debris in their reproduction process; therefore, an increase in the availability of such materials facilitates Spruce Beetle population growth. For this reason the RDBN requests that TransCanada be required to ensure that all wood fibre harvested for pipeline construction is utilized, and that wood debris is not left in place.

Employee Training and Apprenticeships and the Use of Local Business

The Socio-Economic Effects Management Plan (SEEMP) prepared by TransCanada states that TransCanada must prepare a "procurement strategy" that provides opportunities for qualified Aboriginal and local contractors, and a "Coastal GasLink training program," some time prior to construction. There is no requirement that the RDBN be involved in the plan development process.

The RDBN remains concerned that there are no specific commitments regarding the use of local employment in the pipeline construction process, and there are no specific commitments regarding the provision of apprenticeship positions for local employees.

The RDBN also remains concerned that there are no specific commitments regarding the use of local business, and there are limited specific commitments regarding the actions that will be taken to allow local business to take advantage of the opportunity offered by pipeline construction.

Public Communications During Construction

The RDBN is concerned that industry and the OGC will not have an adequate plan in place to accept, evaluate, and respond to public complaints associated with pipeline construction. It is expected that the Province and industry may look to the RDBN to play a role in accepting public complaints and representing those concerns to the OGC and industry. This will allow the Province and industry to avoid being directly accountable for adequately responding to the public regarding negative impacts associated with the pipeline construction process.

The Socio-Economic Effects Management Plans (SEEMPs) approved by the Province outlines the process that industry must use to engage with stakeholders during construction. However, the SEEMPS are largely silent regarding the specific manner in which industry will accept, evaluate and respond to the general public. There is also no indication of the role the OGC or the EAO will play in ensuring that public concerns are adequately addressed.

The RDBN recommends that TransCanada be required to develop specific procedures and processes by which they and the Province will accept, evaluate, and respond to public complaints associated with pipeline construction.

The Board of the Regional District of Bulkley-Nechako looks forward to addressing these issues with the OGC and the EAO.

Sincerely,



Bill Miller, Chair
Regional District of Bulkley-Nechako

cc: David Kmet, Sr. Lends Representative, TransCanada Corporation, 450 – 1st Street SW, Calgary, AB, Canada, T2P 5H1 (Dave_Kmet@transcanada.com)

Chronology of RDBN Letters to the Environmental Assessment Office (EAO) and the Oil and Gas Commission (OGC)

Work Camps and Pipeline Facility Locations Contrary to RDBN Bylaws.

In a letter to the EAO dated February 18, 2014 the RDBN requested that land use and zoning regulation issues be evaluated as part of the EAO approval process for the Coastal Gaslink (CGL) Pipeline because work camps, temporary storage areas, contractor storage yards, disposal sites, compressor stations, borrow sites (if crushing occurs), and other used may not be permitted in certain areas. This was requested in order to avoid potential for project delay or unnecessary inconvenience.

In a letter to the EAO dated April 17, 2014 the RDBN expressed concern to the EAO that the OGC permitting process will not address the socioeconomic and infrastructure impacts associated with workcamps, and other pipeline facilities.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern that the OGC permitting process is not expected to address the outstanding socioeconomic and infrastructure impacts associated with the specific location of worker camps and other facilities, and there are no proposed EA Certificate conditions relating to the location of pipeline construction facilities. The RDBN recommended to the EAO that the RDBN Board be required to approve the proposed facility locations.

In a letter to TransCanada, copied to the OGC, dated July 21, 2014 the RDBN responded to an OGC permit referral. The RDBN noted that certain facility locations may not occur where proposed and asked that the issues surrounding work camp and pipeline facility locations be addressed immediately as part of the OGC permitting process.

In a letter to TransCanada, copied to the OGC, dated June 2, 2015 the RDBN requested that TransCanada be required to make application for Temporary Use Permits at least 6 months prior to construction. The EAO approved the TransCanada proposal that applications can be made 3 months in advance of construction.

In a letter to TransCanada, copied to the OGC, dated October 26, 2015 the RDBN responded to an OGC permit referral. The RDBN noted that facility locations were not legal and asked that issues surrounding work camp and pipeline facility locations be addressed immediately as part of the OGC permitting process.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

Liquid Waste Disposal

In a letter to the EAO dated July 21, 2014 the RDBN responded to an OGC permit referral by requesting that TransCanada begin working with municipalities to identify their capacity to accept liquid waste, identify any facility upgrades that may be necessary, and discuss the fees that may be associated with utilizing municipal facilities. It was also suggested that the option to develop a regional facility be considered. This was described as an opportunity for the region to obtain upgrades to infrastructure for the benefit of the region's residents. This same opportunity may be available for municipal water systems. The RDBN's Environmental Services Department offered to facilitate the necessary discussions between the municipalities and the pipelines.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN requested that the EAO require that TransCanada consult with the RDBN and member municipalities to determine opportunities for, and actions necessary to accommodate, their taking of liquid waste.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN responded to a referral regarding a draft Chemical and Waste Management Plan. The RDBN noted that the plan did not deal with the location and method of waste disposal. It was recommended that the plan deal with disposal issues following consultation with the RDBN,

In letters to TransCanada, copied to the OGC, dated October 26, and December 10, 2015 the RDBN responded to OGC permit referrals again requesting that TransCanada begin working with municipalities to identify their capacity to accept liquid waste, identify any facility upgrades that may be necessary, and discuss the fees that may be associated with utilizing municipal facilities. It was also suggested that the option to develop a regional facility be considered.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

Invasive Plant Control

In a letter to the EAO dated February 18, 2014 the RDBN recommended to the EAO that TransCanada make a commitment to provide funding to the Northwest Invasive Plant Council as the pipeline can be expected to facilitate the spread of invasive plants.

In a letter to the EAO dated April 17, 2014 the RDBN expressed concern to the EAO regarding the spread of invasive plants along the pipeline and again recommended that TransCanada be required to make a commitment for funding to the Northwest Invasive Plant Council, as do other right of way holders.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern regarding the spread of invasive plants along the pipeline and recommended that TransCanada be required to make a commitment for funding to the Northwest Invasive Plant Council, as do other right of way holders.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN requested that the EAO require TransCanada to provide funding to the Northwest Invasive Plant Council.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN responded to a referral regarding a draft Invasive Plant Management Plan for the CGL pipeline. The RDBN requested that the plan include a commitment for funding to the Northwest Invasive Plant Council.

In letters to TransCanada, copied to the OGC, dated October 26 and December 10, 2015 the RDBN responded to an OGC permit referrals. The RDBN requested that TransCanada commit to provide annual funding the Northwest Invasive Plant Council to help support their weed control efforts in the RDBN.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

Fire Protection and Emergency Response

In a letter to the EAO dated February 18, 2014 the RDBN requested to the EAO that TransCanada develop an emergency response plan based on an understanding of the role of the RDBN in an emergency, and fire protection capacity, in the rural area.

In a letter to the EAO dated April 17, 2014 the RDBN recommended to the EAO that fire protection and emergency response should be discussed with the RDBN and an emergency response plan should be developed in conjunction with the RDBN.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern that the CGL fire protection plans incorrectly rely on local fire departments responding to work camps which are located outside of rural fire protection areas. The RDBN requested that the EAO require TransCanada to develop a fire response plan that is based on an understanding of the fire services that will be available from the RDBN. The RDBN also requested that an emergency response plan be developed which includes an evacuation plan for the work camps showing how workers will be transported and the nature of the accommodations they will be provided.

In a letter to TransCanada, copied to the OGC, July 21, 2014 the RDBN responded to an OGC permit referral and expressed concern with the TransCanada plan to rely on the construction contractors to develop the emergency management plans at the time of construction. The RDBN requested that TransCanada develop emergency management plans that address fire protection and emergency response in consultation with the RDBN.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN requested that the EAO require TransCanada to develop an emergency management plan, fire suppression plan, and work camp evacuation plan following meaningful consultation with the RDBN. The EAO approved the TransCanada proposal that these plans be developed 3 months in advance of construction. There is no requirement for TransCanada to consult with the RDBN on the development of these plans.

In a letter to TransCanada, copied to the OGC, dated June 2, 2015 the RDBN responded to a referral regarding a draft Fire Suppression Contingency Plan for the CGL pipeline. The RDBN pointed out that the CGL plan continued to incorrectly rely on local fire departments responding to work camps which are outside of the Fire Protection boundary where there is no fire department response. The RDBN recommended a Fire Suppression Contingency Plan be developed following meaningful discussion with the RDBN and an understanding of the fire protection services that are available to CGL.

In a letter to TransCanada, copied to the OGC, dated October 26, 2015 the RDBN responded to an OGC permit referral. The RDBN expressed concern that TransCanada had not yet consulted with the RDBN regarding fire protection, emergency response and the development of emergency response plans that include communications protocols and emergency evacuations.

In a letter to TransCanada, copied to the OGC, dated December 2015 the RDBN responded to an OGC permit referral. The RDBN requested that TransCanada consult with the RDBN regarding fire protection, emergency response, and their emergency management plan.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

Wood Fiber Utilization

In a letter to the EAO dated February 18, 2014 the RDBN expressed concern to the EAO that the cutting of trees and the long term loss of forested lands associated with the CGL pipeline represents a negative impact to the long term sustainability of the region's forest industries. The RDBN expressed concern that where the cost of harvesting and transportation are too high the logs will not be utilized in support of the forest products industries. The RDBN said it would like TransCanada to ensure that wood fibre is utilized in support of the forest products industries even if it cannot be sold or otherwise economically processed.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern that the proposed certificate conditions did not adequately address the RDBN's desire to ensure that wood fiber is adequately utilized.

In a letter to TransCanada, copied to the OGC, dated July 21, 2014 the RDBN responded to an OGC permit referral and requested that TransCanada ensure that wood fiber is utilized in support of the forest products industries even if it cannot be sold or otherwise economically processed.

In a letter to TransCanada, copied to the OGC, dated October 26, 2015 the RDBN responded to an OGC permit referral. The RDBN expressed concern that TransCanada would not agree to ensure that wood fibre is utilized in support of the forest products industries even if it cannot be sold or otherwise economically processed.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

Employee Training and Apprenticeships

In a letter to the EAO dated April 17, 2014 the RDBN expressed concern that there are limited specific commitments regarding the steps that will be taken by TransCanada to ensure that local employment is maximized and that apprenticeship positions for local employees are provided. The RDBN said that the specific actions that TransCanada is committing to undertake to maximize local training and employment needs to be further discussed and confirmed.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern to the EAO that the draft certificate conditions regarding training commitments are vague, do not ensure appropriate training of local residents, and do not include the requirement for consultation with the RDBN.

In a letter to TransCanada, copied to the OGC, dated July 21, 2014 the RDBN responded to an OGC permit referral with concerns that there are limited specific commitments regarding the steps that will be taken to ensure local employment and apprenticeship positions for local employees. The RDBN also expressed concern that there were no plans to include the RDBN in their process to plan for local worker training and employment.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN requested that the EAO require TransCanada to allow the RDBN an opportunity to review and comment on TransCanada's education and training plan.

In a letter to TransCanada, copied to the OGC, dated October 26, 2015 the RDBN responded to an OGC permit referral. The RDBN expressed concern that there are limited specific commitments regarding the steps that will be taken to ensure local employment and apprenticeship positions for local employees. The RDBN said that the specific actions that TransCanada will undertake to maximize local training and employment needs to be further discussed.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

Use of Local Business

In a letter to the EAO dated April 17, 2014 the RDBN said that TransCanada should do all that is possible to scale the size of contracts and operations in a manner that allows local business to take advantage of the opportunity offered by pipeline construction. This includes early communication with local business. The RDBN stated that the specific actions to be taken by TransCanada need to be discussed and confirmed.

In a letter to the EAO dated July 18, 2014 the RDBN expressed concern to the EAO that the draft certificate conditions regarding the use of local business are vague, do not ensure that meaningful efforts will be made to maximize the use of local business during the construction process.

In a letter to TransCanada, copied to the OGC, dated July 21, 2014 the RDBN responded to an OGC permit referral by reminding TransCanada to do all that is possible to scale the size of contracts and operations in a manner that allows local business to take advantage of the opportunity offered by pipeline construction. The RDBN noted that the specific actions TransCanada commits to undertake need to be further discussed. The RDBN also noted their

concern that TransCanada has not agreed to include the RDBN in their process to plan for the use of local business.

In a letter to TransCanada, copied to the OGC, dated June 29, 2015 the RDBN requested to the EAO that TransCanada's previous commitment to communicate with First Nations regarding subcontracting opportunities be expanded to include the commitment to also communicate with the general population on subcontracting opportunities. The RDBN also asked that TransCanada be required to provide the RDBN with an opportunity to review and comment on the Local and Aboriginal Participation Plan.

In a letter to TransCanada, copied to the OGC, dated October 26, 2015 the RDBN responded to an OGC permit referral. The RDBN said that TransCanada should do all that is possible to scale the size of contracts and operations in a manner that allows local business to take advantage of the opportunity offered by pipeline construction. This includes early communication with local business. The RDBN requested that the specific actions to be taken by TransCanada be discussed and confirmed.

In a letter to the OGC dated March 13, 2017 the RDBN responded to an OGC permit extension referral. The RDBN noted that the RDBN's previous comments on the permits remained valid.

RECEIVED 192

JAN 10 2018

REGIONAL DISTRICT OF
BULKLEY NECHAKO



TransCanada
In business to deliver

January 4, 2018

Sent Via: Mail

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

TransCanada Corporation
450 - 1st Street S.W.
Calgary, AB, Canada T2P 5H1

Tel: 1-855-633-2011

Email:

coastalgaslink@transcanada.com

Doc: CGW 4703-HMA-LA-LTR-0565

RE: NOTIFICATION LETTER
Coastal GasLink Pipeline Project (Section 8)
Permit Extension Application
Location: 93-L-4/BLK G
File Number: 12-3313
Disposition: Crown Disposition - Regional District

This letter is to advise you that in compliance with Section 32 (3) of the *Oil and Gas Activities Act (OGAA)* Coastal GasLink Pipeline Ltd. (**Coastal GasLink**) intends to submit a permit extension application to the BC Oil and Gas Commission (**the Commission**). This permit was previously applied for in 2015, approved in 2016 and there no changes to the pipeline project and its relationship to your land interest. This is only an application to extend the permit expiry date. Your interest in relation to the Project is shown on the enclosed map with the ID number noted above.

Coastal GasLink has approval to construct and operate a sweet natural gas pipeline and associated facilities, approximately 670 km in length, starting from the area near the community of Groundbirch, approximately 40 km west of Dawson Creek, BC. to the proposed LNG Canada Development Inc. liquefied natural gas export facility near Kitimat, BC. The current permit approval will expire on April 29, 2018, and will be renewed for a total of one year.

In July 2016, LNG Canada (our customer) announced that due to the challenges of the current global energy market, their joint venture participants need more time prior to making a final investment decision (FID) on their proposed liquefied natural gas export facility near Kitimat. As a result, construction of the Coastal GasLink project which will supply gas to their project, will also be delayed. For further information about the Coast GasLink Pipeline Project please visit our project website at www.coastalgaslink.com.

Coastal GasLink
Pipeline Project

Should you have any questions regarding this application, please do not hesitate to contact one of the following representatives.

Sandra Dixon – Associate Project Manager
Email: sandra.dixon@rpsgroup.com

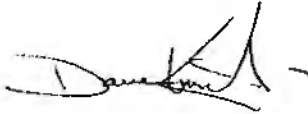
RPS
Phone: 403-385-4255

Dave Kmet – Team Lead - BC LNG Land
Email: dave_kmet@transcanada.com

Coastal GasLink Pipeline Project
Phone: 403-920-7061

Yours truly,

Coastal GasLink Pipeline Ltd.



Dave Kmet
Team Lead - BC LNG Land
Coastal GasLink Project

DK/sd
Encl.
CGW4703-MCSL-G-MP-1572-001



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REGIONAL DISTRICT
OF BULKLEY & NECHAKO

Planning Department YEAR-END REPORT FOR 2017

Regional District of Bulkley-Nechako PLANNING DEPARTMENT

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WITHIN OUR REGION”

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

PLANNING DEPARTMENT

YEAR END REPORT FOR 2017

This report provides an overview of the responsibilities of the Planning Department, the work undertaken by the Planning Department in 2017, and the statistics summarizing the applications and referrals processed by the Planning Department in previous years.

1.0 PLANNING DEPARTMENT OVERVIEW

The Planning Department's responsibilities include a range of interconnected activities that can be divided into the following categories.

- Long Range Planning
- Current Planning
- Geographic Information Systems
- Building Inspection
- Special Projects
- Bylaw Enforcement

- 1.1 **Long Range Planning** includes the preparation, review, and administration of the Regional District's seven Official Community Plans (OCPs). It also includes the development of planning studies, policy development, and participation in the review of Provincial planning initiatives



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1.2 Current Planning involves the administration of the following land use and development related bylaws.

- RDBN Zoning Bylaw No. 700, 1993
- RDBN Floodplain Management Bylaw No. 1300, 2004
- RDBN Manufactured Home Park Bylaw No. 740, 1993
- RDBN Development Procedures Bylaw No. 1422, 2007
- RDBN Board of Variance Bylaw No. 1623, 2012
- RDBN Advisory Planning Commission Bylaw No. 1501, 2009
- RDBN Unsightly Premises Bylaw No. 1649, 2012

This work includes processing, evaluating and developing recommendations to the Regional District Board regarding the following land use and development applications:

- OCP amendments and rezoning applications
- development variance permit applications
- development permit applications
- temporary use permit applications
- ALR exclusion, inclusion, subdivisions and non-farm use applications
- liquor license applications
- special event permit applications

Current Planning also involves advising the Regional District Board and the Rural Directors Committee regarding the RDBN response to Crown Land referrals; Recreation Sites and Trails referrals; Ministry of Energy, Mines, and Petroleum Resources referrals; Oil and Gas Commission and ALR referrals.

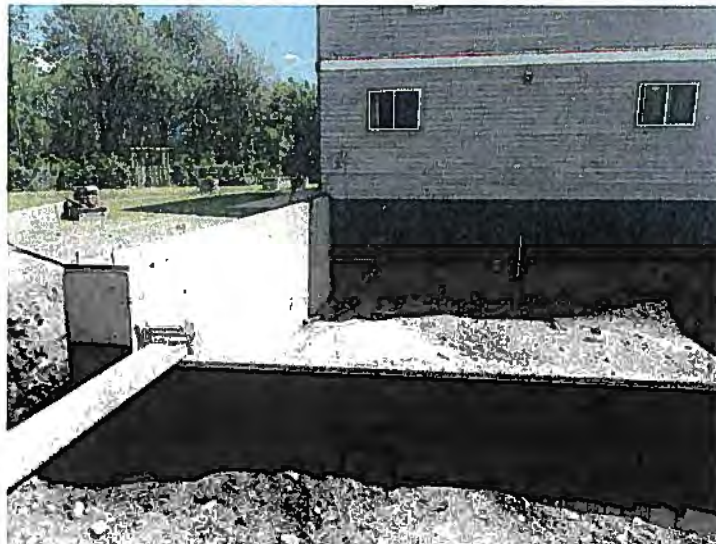
Current Planning also involves responding to public inquiries on planning and other related issues.



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- 1.3 Geographic Information Systems (GIS)** involves the digital storage, management, and mapping of spatial and other data, and management of house numbering. This activity provides vital support to all Regional District departments. Residents also rely on this service to obtain house numbering, maps, information on regulations, and other information regarding their property and community. Many people rely on the RDBN's web based mapping for this information.
- 1.4 Building Inspection** involves implementation and enforcement of "RDBN Building Bylaw No. 1634, 2012" and "RDBN Floodplain Management Bylaw No. 1300, 2004" in the rural area, through the building permit and inspection process. The Building Inspectors also play a role in bylaw enforcement.

The RDBN also provides building inspection services to the municipalities of Granisle, Burns Lake, Fort St. James, Telkwa, and Fraser Lake on a contract basis.



- 1.5 Special Projects** includes a wide variety of projects that do not fit within the regular program of the Department and typically relate to unexpected events or activities that require immediate attention or involve the Board directing staff to undertake a project. This most often includes participation in the Province's Environmental Assessment process as directed, and reporting to the Regional District Board on Provincial initiatives that potentially impact the Regional District. Typically, this work is undertaken by the Director of Planning.
- 1.6 Bylaw Enforcement** includes the activities necessary to ensure adequate compliance to Regional District land use, development, and building bylaws. Activities include responding to and investigating public and internal complaints, working with the public to resolve bylaw infractions, reporting to the Board, and undertaking formal enforcement action through the Courts or as permitted through legislation.

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2.0 ACCOMPLISHMENTS FOR 2017

2.1 Long Range Planning Accomplishments

In 2017 the Planning Department undertook the following long range planning projects.

Zoning Bylaw Review

Work in 2017 focused on the mapping for the proposed new zoning bylaw. Given other priorities little work was done on this project in 2017. It is hoped that the public consultation and formal bylaw adoption process will begin in 2018.

Electoral Area B and E OCP Review

The Electoral Area B and E OCP was completed and adopted following an extensive public and stakeholder consultation process. This process was undertaken in conjunction with the review of the Village of Burns Lake OCP.

Village of Burns Lake OCP and Regulatory Bylaw Review

The Village of Burns Lake OCP and development bylaw review process was completed. In staff's opinion the project was a success.

Electoral Area D OCP Review

The Endako, Fraser Lake and Fort Fraser Rural Official Community Plan review process was started in 2017. A draft plan has been prepared based on preliminary input. The next step in the process is to review the preliminary draft plan with the community members on the working group. In 2018, the plan will be presented to the public for input and further consideration.

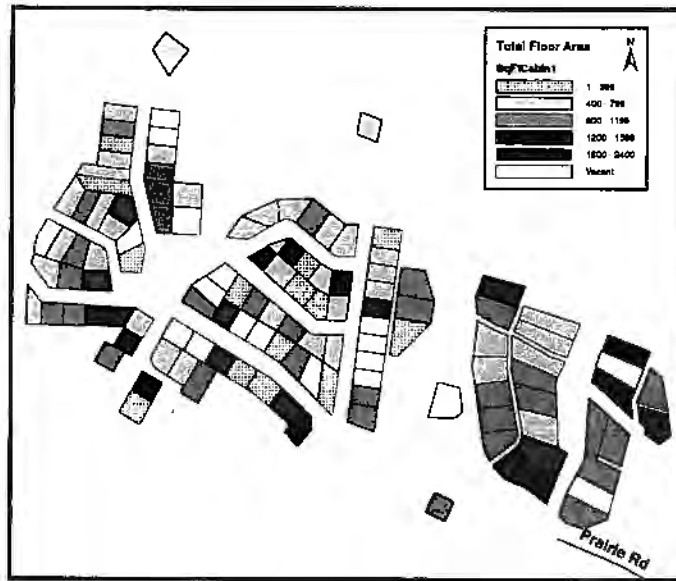


Village of Fraser Lake OCP

In January the Board approved the contract for the Planning Department to undertake an OCP review and regulatory bylaw review for the Village of Fraser Lake. Some public information and consultation has occurred and staff are finalizing a preliminary draft of the OCP to present to the working group.

Electoral Area A R8 Zone Review

In 2016, staff were directed to undertake a review of the R8 Zone which applies to the Prairie Village development at the Hudson Bay Mountain Ski Hill. A land use study and inventory of all parcels was undertaken in 2016. In 2017 the Planning Department initiated a rezoning process to amend the R8 zone. This process was completed in 2017.



2.2 Current Planning Accomplishments

In 2017 (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.

Fees and Charges Review

The Planning Department undertook a review of land use and development related fees and charges for other local government in the northern half of the province. This information will be used as part of the process to recommend amendments to the RDBN Development Procedures Bylaw in 2018.

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2.3 Geographic Information Systems (GIS) Accomplishments

In 2017 (in addition to maintaining GIS data and systems, and responding to civic address inquiries and various public mapping requests) the Planning Department did the following GIS Work.

- Provided monthly 9-1-1 data updates to the Prince George Fire Operations Communications Centre.
- Provided quarterly updates to the Provincial Government Digital Road Atlas.
- Provided on-going updates to the TELUS Master Street Address Guide.
- Prepared and corrected new zoning maps for the proposed new zoning bylaw.
- Prepared maps and property information for various bylaws and referendums.
- Prepared for changes to the BC Assessment database format.
- Undertook a quality control project regarding Fire Protection Area Boundaries.
- Prepared new OCP maps and Zoning maps for the Village of Granisle.



2.4 Building Inspection Accomplishments

Building Inspection Work

In 2017 the Planning Department successfully provided building inspection services to rural residents, as well as the District of Fort St. James, the Village of Granisle, the Village of Burns Lake, and the Village of Fraser Lake. In 2017 the RDBN also entered into a new contract to provide building inspection services to the Village of Telkwa.

Building Inspection services were provided to the District of Vanderhoof for a number of months while they recruited a new building inspector.

A detailed accounting of the building permit applications is provided in a subsequent section of this report.

Owner / Builder Authorizations

In 2017 the Planning Department reported to the Board, and worked with the Provincial Government regarding the new regulations for owner / builders, and the negative impact that these regulations are having on the region's housing supply and construction industry. Efforts to have the Building and Safety Standards Branch reconsider their position will continue into 2018.

BC Energy Step Code

In 2017 the Planning Department reported to the Board and engaged with the Building and Safety Standards Branch regarding the BC Energy Step Code. The Energy Step Code is a Provincial Government initiative designed to have local governments implement requirements for all new buildings to be net zero by 2032.

2.5 Special Projects Accomplishments

In 2017 the Planning Department undertook the following special projects work.

Parks and Recreation Service

The Planning Department researched, and presented to the Board, a number of options regarding the provision of a parks and recreation service in the RDBN.

Electoral Area A Glacier Gulch Water Diversion Project

In 2017 the Planning Department researched and reported to the Board with recommendations regarding the rebuilding of water diversion infrastructure in the Lake Kathlyn area.

Electoral Area A Smithers – Telkwa (Cycle 16) Trail

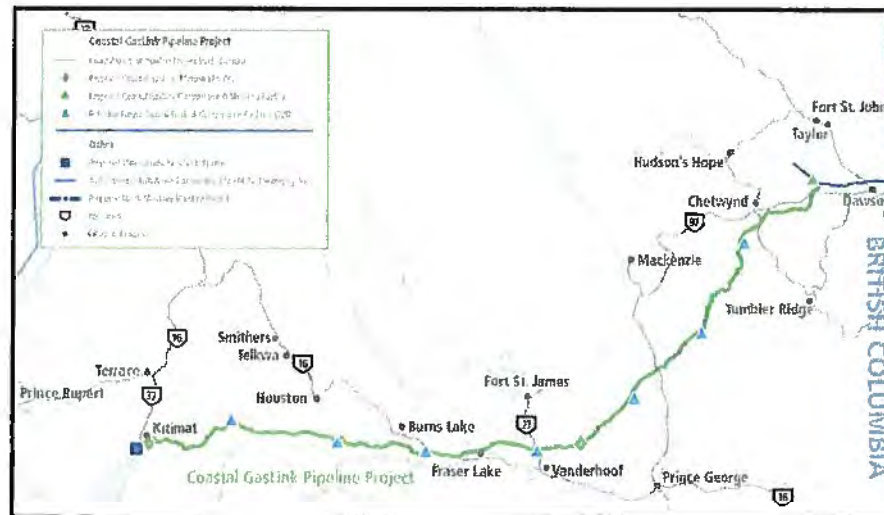
The Board directed that staff explore the role of the Regional District in the development of a trail from Smithers to Telkwa, and directed that staff participate in meetings of the society as appropriate. Planning Department staff subsequently reported to the Board to receive new direction regarding future work with the society.

Blackwater Gold Mine Environmental Assessment Application

In 2017 staff continued to monitor the Blackwater Gold Environmental Assessment (EA) Process. The working group process currently involves a number of technical environmental discussions relating to the impact on Cariboo, and the realignment of the transmission line route.

Coastal Gaslink (CGL) Pipeline Project

In 2017 staff continued to report to the Board on the status of the CGL Pipeline project, and respond to Oil and Gas Commission referrals with the Board's concerns. This involved the consideration of a pipeline route amendment south of Houston. Staff also reported to the Board, and received direction, regarding the OGC approval process and their communications with the Environmental Assessment Office.



Mount Milligan Mine Environmental Assessment Application

Staff reported to the Board and received direction to participate on the working group established to review the application to amend the Environmental Assessment Certificate for the Mount Milligan Mine. This amendment relates to the mine's need to find an acceptable alternative water source for mine operations.

2.6 Bylaw Enforcement

In 2017 (in addition to day to day activities such as responding to public complaints, explaining RDBN regulations, and responding to inquiries) the Planning Department did the following enforcement related activities. It is noted that bylaw enforcement capacity was limited in 2017 as the Bylaw Enforcement Officer position was vacant for the majority of the year.

Supreme Court Injunction for Gala Bay Springs

On direction from the Board staff worked with the Regional District's solicitor to undertake the process to obtain an injunction prohibiting the Gala Bay Springs Water Company from operating their water bottling business on a residential property contrary to the Zoning Bylaw. All of the necessary paperwork and affidavits have been submitted to the Courts and are waiting for proceedings to begin.

Select Enforcement Files

The following are a select example of the bylaw enforcement issues addressed by the Planning Department in 2017. A detailed accounting of the enforcement issues dealt with in 2017 is provided in a subsequent section of this report.

- **Unsightly Premises in Electoral Area G.** Staff continue to deal with a property owner regarding the clean-up of a property in the area. At this time no further enforcement action is anticipated.



- **Unsightly Premises in Electoral Area G.** Staff continue to deal with an unsightly premise, which is likely to be before the Board for direction in the spring. The property is very unsightly, and the property owner has made little to no effort to clean up the land despite numerous requests by staff.



- **Notice on Title - Section 57 Community Charter in Electoral Area A.** A second dwelling was constructed on the property contrary to zoning and without the benefit of a building permit. At the Board's direction, staff registered a notice on title concerning a contravention of the building bylaw in accordance with Section 57 of the Community Charter,

3.0 2017 PLANNING STATISTICS

This section contains statistics, and historical data, regarding the activities that make up the bulk of the day-to-day work undertaken by the Planning Department.

3.1 Planning Department Enquiries

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

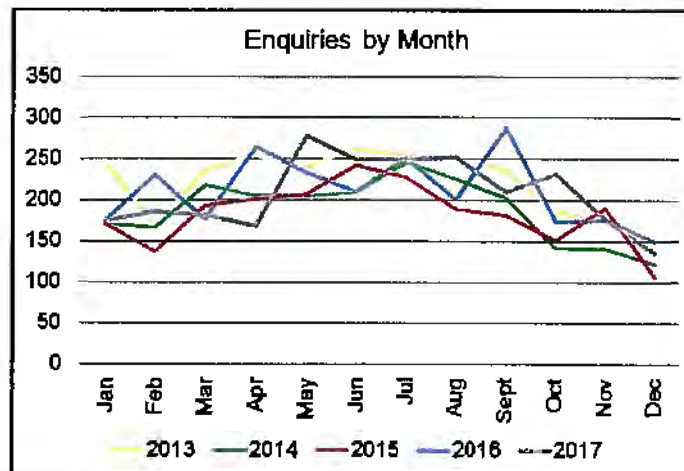
- Development Services (ALR, environmental assessments, subdivision, Crown land)
- Electoral Area Planning (Zoning, OCPs, Permits)
- House Numbering
- Mapping Requests
- Bylaw Enforcement
- Other (animal control, road maintenance, sewage etc.)

In 2017, the Planning Department answered 2,491 enquiries. This number is slightly lower than the 2,529 answered in 2016 but higher than the 2,197 enquiries responded to in 2015.

Table 1

Subject Area	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec	Total
<i>Dev. Serv.</i>	34	44	26	25	46	31	33	51	28	33	31	19	401
<i>Elect. Area Plng.</i>	45	50	57	51	73	75	59	73	48	86	54	34	705
<i>House Numbering</i>	23	6	4	7	7	23	30	12	20	5	28	4	169
<i>Maps</i>	29	27	38	30	25	46	46	58	46	48	37	17	447
<i>Bylaw Enf.</i>	5	4	4	8	61	8	4	12	16	20	5	1	148
<i>Other</i>	39	55	52	47	66	66	77	46	52	39	21	61	621
Total	175	186	181	168	278	249	249	252	210	231	176	136	2491

Figure 1



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3.2 Agricultural Land Reserve (ALR) Applications

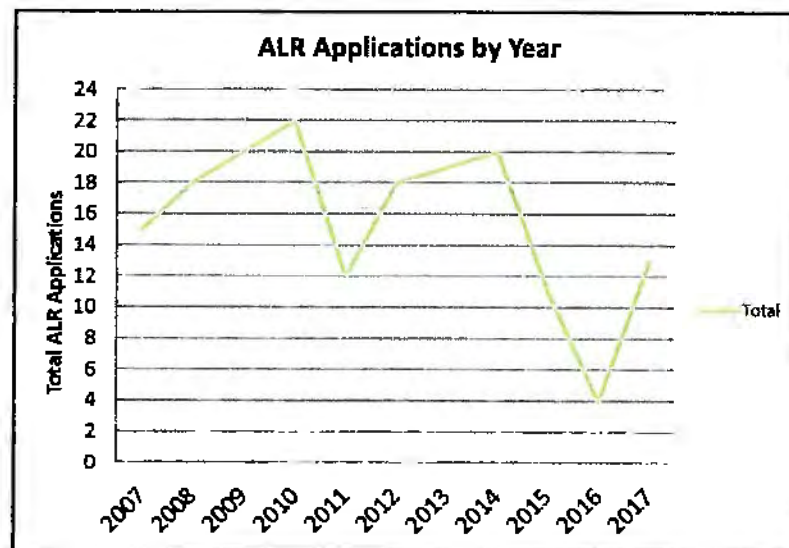
The Regional District received 13 ALR applications in 2017. The number of applications is returning to normal after the significant decrease in 2016, when 4 applications were received. The 2016 decrease was likely the result of changes to the ALC application process and a significant increase of the application fee.

The Board recommended denial of four applications and did not authorize submission to the ALC for one application. Eight are pending ALC decisions.

Table 2

		2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Total		15	18	20	22	12	18	19	20	11	4	13
Board Recommendations	Denial	4	4	3	5	2	3	2	2	2	2	4
	Approval	8	14	12	12	4	13	11	4	2	1	3
	Conditional Approval	0	0	2	2	1	0	2	2	0	0	1
	Pending	3	0	1	1	1	1	2	7	3	0	1
	Interests unaffected	0	0	2	2	4	1	1	4	1	0	3
	Withdrawn	0	0	0	0	0	0	1	1	2	1	0
	Submission of appl. not authorized by the Board	0	0	0	0	0	0	0	0	1	0	1
Commission Decisions	Denial	6	2	1	1	2	2	0	1	0	0	0
	Approval	1	6	10	7	3	1	0	3	1	0	2
	Conditional Approval	4	1	2	4	2	2	1	0	0	0	2
	Pending	0	7	7	10	5	12	17	15	2	1	8
	Withdrawn	1	2	0	0	0	1	1	1	8	3	0
	Submission of appl. not authorized by the Board	0	0	0	0	0	0	0	0	1	0	1

Figure 2



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3.3 Official Community Plan Amendments and Rezoning Applications

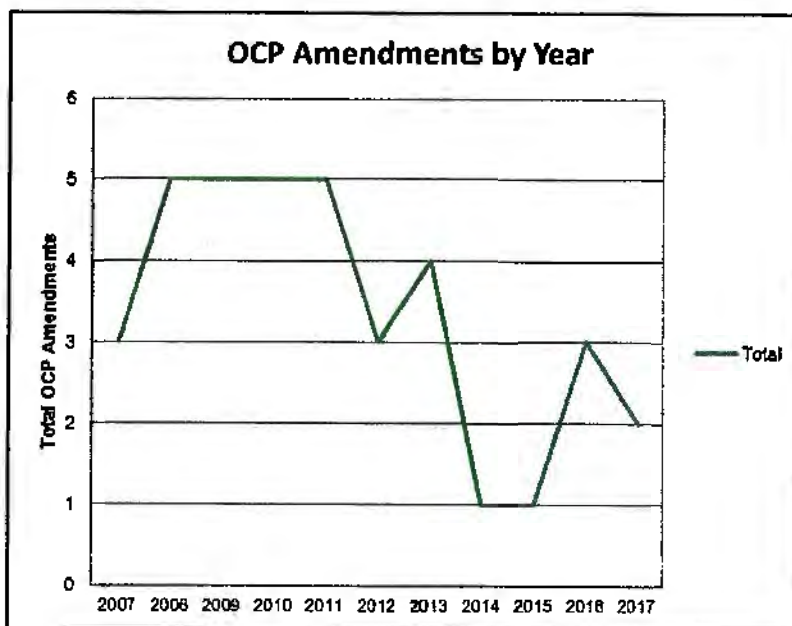
Official Community Plan Amendment applications are usually linked to rezoning applications. There were two OCP amendment applications made in 2017. One was adopted and one is still in process.

Eleven rezoning applications were received in 2017. This is an increase compared to the eight rezoning applications received in 2016 and 2015. Seven of the 11 applications have been approved, two were denied and one is still in process.

Table 3 Official Community Plan Amendments

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Total	3	5	5	5	5	3	4	1	1	3	2
<i>Board Decisions</i> Denied	1	0	0	0	0	0	0	0	0	1	0
Adopted	0	2	2	3	1	0	0	0	0	0	1
In Process	2	3	2	2	3	3	4	1	1	2	1
Withdrawn	0	0	1	0	1	0	0	0	0	0	0

Figure 3

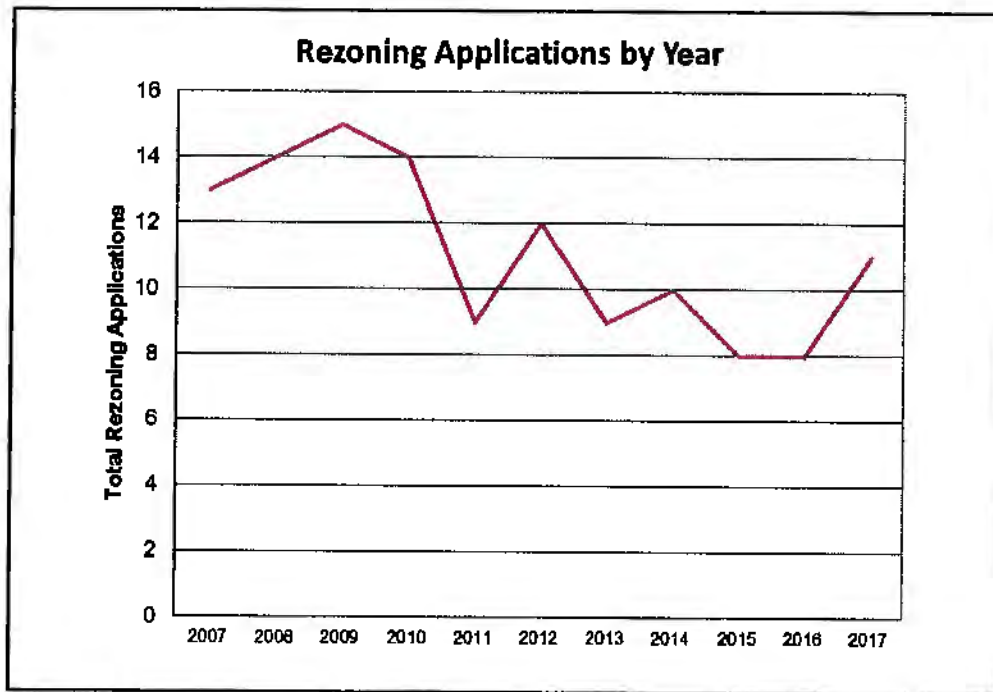


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Table 4 Rezoning Applications

		2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
	Total	13	14	15	14	9	12	9	10	8	8	11
Board Decision	Denied	2	0	0	1	1	0	0	0	1	3	2
	Adopted	5	8	4	7	3	7	3	2	2	0	7
	In Process	6	5	10	6	3	5	6	8	3	5	1
	Withdrawn	0	1	1	0	2	0	0	0	2	0	1

Figure 4



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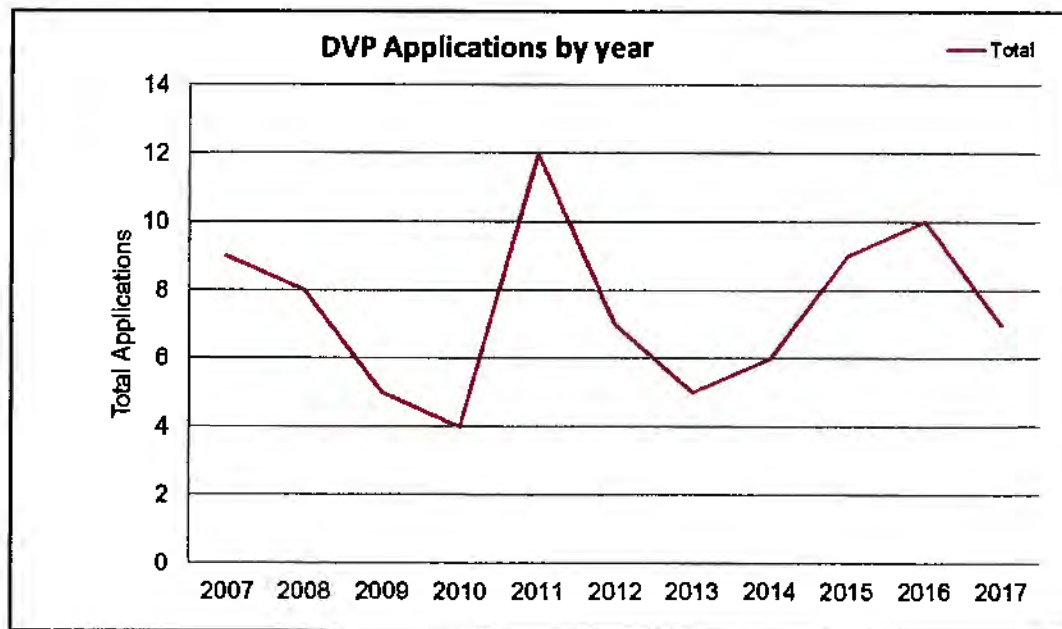
3.4 Development Variance Permit Applications (including floodplain exemption applications)

Seven Development Variance Permit applications were received in 2017, which is less than the 10 received in 2016 and 9 received in 2015. Three applications concerned varying the minimum parcel size, and another three applications concerned relaxation of the setback from property boundaries. The last application concerned building a large accessory building before a residence and was withdrawn by the applicant early in the process.

Table 5

		2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
	Total	9	8	5	4	12	7	5	6	9	10	7
Board Decision	Denied	0	1	0	0	0	0	0	0	0	0	1
	Issued	8	6	4	4	8	6	4	5	5	7	5
	In Process	0	0	0	0	3	0	1	1	3	2	0
	Withdrawn	1	1	1	0	1	1	0	0	1	1	1

Figure 5



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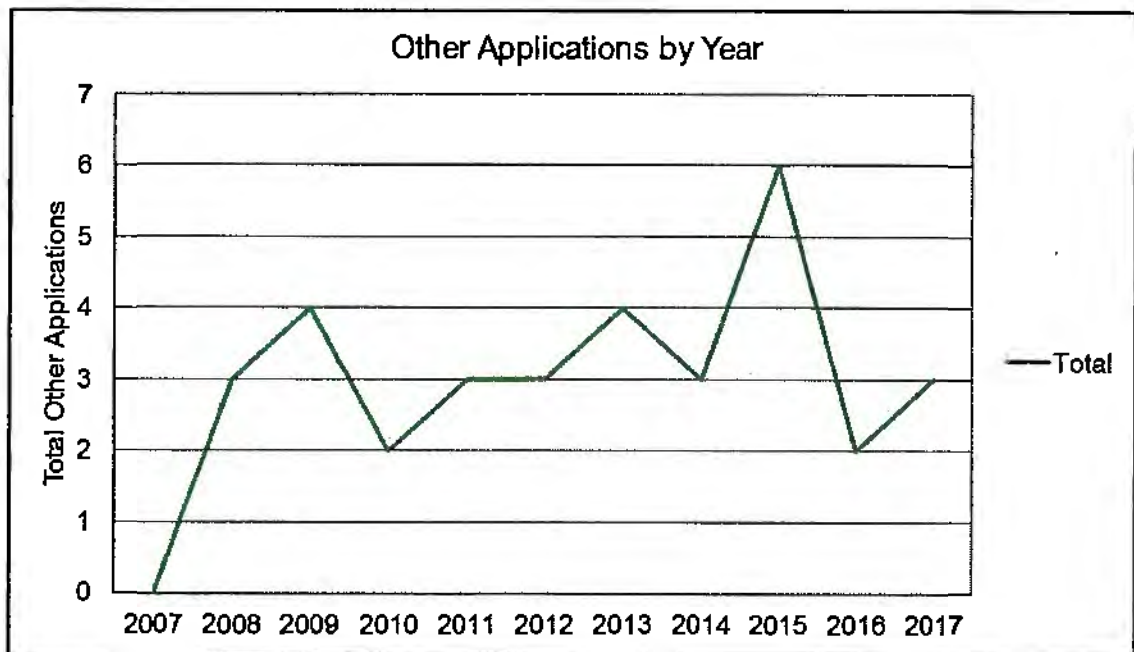
3.5 Other Applications

The Regional District received and processed three temporary use permit applications in 2017. This is an increase from the one temporary use permit application received in 2016. One application concerned the establishment and operation of a trailer sales business and was denied by the Board. One application asked for a permit extension for gravel crushing from 2 weeks to 5 weeks per year. The last application concerned an asphalt plant and the permit was issued for a one-year term.

Table 6

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Total	0	3	4	2	3	3	4	3	6	2	3
Board of Variance	0	0	0	0	0	0	0	0	0	0	0
Special Events	-	1	1	1	1	2	3	0	0	0	0
Pump and Haul	0	1	0	0	0	0	0	0	0	0	0
Temporary Use Permit	0	1	2	1	2	1	1	3	6	1	3
Strata conversion	-	-	1	0	0	0	0	0	0	0	0
Development Permits	-	-	-	-	-	-	-	-	-	1	0

Figure 6



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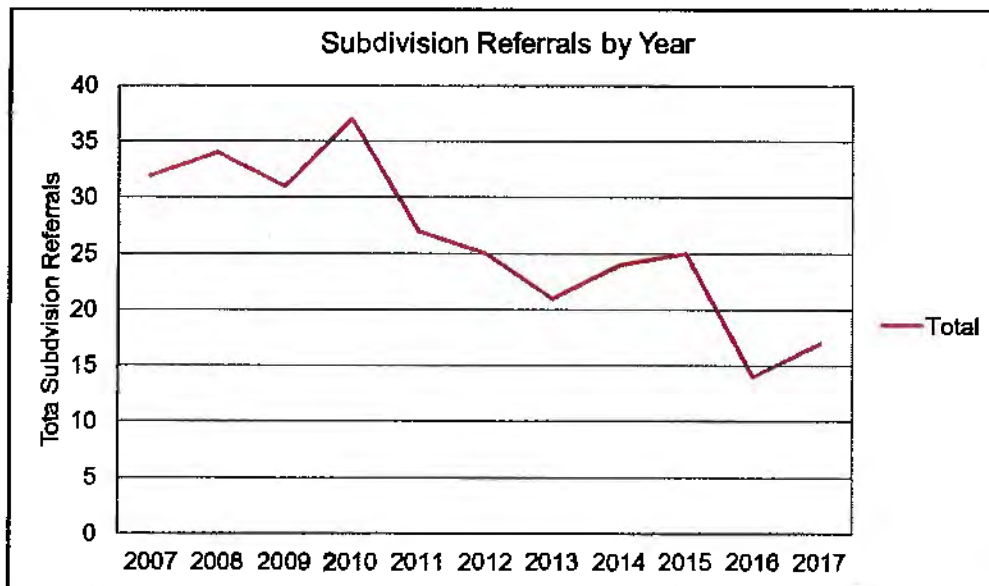
3.6 Subdivision Referrals

The Regional District received 17 subdivision referrals from the Ministry of Transportation and Infrastructure in 2017, which is an increase from 14 subdivision referrals in 2016. Eleven referrals were provided positive referral responses. Six referrals were not in accordance with Regional District zoning or ALR regulations.

Table 7

		2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Total		32	34	31	37	27	25	21	24	25	14	17
Staff Recommendations	Denied/does not comply	7	4	4	6	5	3	4	8	6	4	6
	No Objections /Complies	22	22	16	30	21	22	17	16	18	9	11
	Conditional Approval	3	8	11	1	1	0	0	0	1	1	0

Figure 7



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3.7 Other Referrals

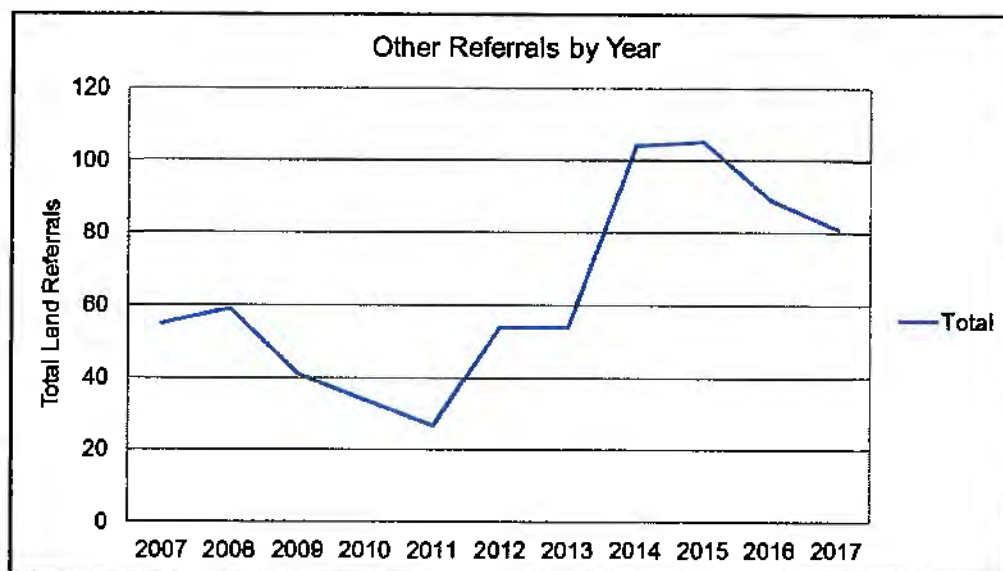
The Regional District received 81 referrals in 2017, which is slightly lower than the 89 received in 2016, and the 105 received in 2015. Eight woodlot referrals were received in 2017 which is twice the amount received in 2016 but still fewer than the 15 received in 2015.

The number of Oil and Gas Commission referrals received has decreased by half to 20 in 2017, compared to 42 in 2016. In accordance with Board policy most Oil and Gas Commission Referrals are dealt with directly with the applicable Area Director, and are not processed through the RDBN Board.

Table 8

	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
Total	55	59	41	34	27	54	54	104	105	89	81
Crown Land	-	-	-	-	-	-	-	41	33	29	44
Mining	-	-	-	-	-	-	-	4	4	3	3
Water License	-	-	-	-	-	-	-	3	9	11	6
Woodlot	-	-	-	-	-	-	-	12	15	4	8
Oil and Gas Commission	-	-	-	-	-	-	-	41	40	42	20
Miscellaneous (Telus, municipal)	-	-	-	-	-	-	-	3	4	0	0

Figure 8



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3.8 Bylaw Enforcement Files

Bylaw enforcement files are created where enforcement action is warranted and no immediate resolution is forthcoming following discussions with the property owner. A file is not created if the staff investigation determines that a bylaw infraction has not occurred, if further action is not justified, or if the infraction is resolved or likely to be resolved through discussions with the property owner. It is noted that there were numerous bylaw enforcement issues dealt with which did not result in a file being created.

There were no new bylaw enforcement file created and 6 enforcement files resolved in 2017. At the end of 2016 there were 20 unresolved enforcement files. Five of the active files relate to zoning infractions, 5 relate to unsightly premises, 2 relate to both zoning and unsightly premises, and 0 relate to derelict buildings.

Table 9

	2010	2011	2012	2013	2014	2015	2016	2017			
Carried forward from previous years	9	12	20	20	24	26	24	20			
New Files	15	8	3	9	8	2	1	0			
Total Unresolved	16	19	20	24	26	24	20	13			
Resolved	7	5	3	5	6	4	5	7			

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3.9 Building Inspection Statistics

In 2017 there were 102 building permits issued in the rural area. This is an increase from the 91 permits issued in 2016.

The number of single family dwellings constructed in the rural area in 2017 was 25. This is an increase from the 23 constructed under permit in 2016. The number of single family dwellings constructed in municipalities in 2017 was 26. This is a decrease from the 28 constructed under permit in 2016. It is noted that 53% of new dwelling construction in the region occurred in Electoral Area A, and 22% occurred in Electoral Area F.

Construction value under permit in 2017 totaled \$\$13,699,821.70, which is also a notable increase from the 2016 value of \$6,983,200. The increased permit value is related to the medical marijuana production facility in Electoral Area A, higher construction costs in general and an increase in building permit activity. It is noted that the medical marijuana production facility has been issued a building permit, but is not yet under construction.

A total of 48 permits were issued under contract for municipalities in 2017. This is an increase from the 41 permits issued in 2016. This increase results from the Village of Telkwa receiving building inspection services in 2017.

Fort St. James	= 13 permits
Burns Lake	= 13 permits
Fraser Lake	= 5 permits
Granisle	= 3 permits
Telkwa	= 14 permits

Attached are the Building Inspector's Year End Summary Report and Statistics for 2017.

Written by



Jason Llewellyn
Director of Planning

Planning statistics compiled by Maria Sandberg, Planner
Building statistics compiled by Jason Berlin, Building Inspector

Building Inspector's Report Year End Summary, 2017

1. Building Permit Summary for the Regional District of Bulkley-Nechako

There were 2 building permit applications submitted this reporting period with a total construction value of \$21,000.00 December 2017. There have been 102 permits issued to date in 2017 with a total construction value of \$13,699,821.70. The total permit fees collected or invoiced for during the entire year amounted to \$84,353.33. Our budgeted amount for permit fees in 2017 was \$55,000.00.

2. Building Permit Summary for the Village of Burns Lake

There were no building permit applications submitted this reporting period for December 2017. There have been 13 permits issued to date in 2017 with a total construction value of \$1,160,406.45.

3. Building Permit Summary for the Village of Fraser Lake

There were no building permit applications submitted this reporting period for December 2017. There have been 5 permits issued to date in 2017 with a total construction value of \$276,462.00.

4. Building Permit Summary for the Village of Granisle

There were no building permit applications submitted this reporting period for December 2017. There have been 3 permits issued to date in 2017 with a total construction value of \$53,800.00.

5. Building Permit Summary for the District of Fort St. James

There were no building permit applications submitted this reporting period for December 2017. There have been 13 permits issued to date in 2017 with a total construction value of \$1,179,312.00.

6. Building Permit Summary for the Village of Telkwa

There were no building permit applications submitted this reporting period for December 2017. There have been 14 permits issued to date in 2017 with a total construction value of \$1,449,000.00.

7. Year End Summary

Please find attached statistical tables and summaries of the 2017 construction year within the Regional District. The tables indicate that a total of 25 single-family dwellings were constructed in 2017. This figure does not include single-wide mobile homes or dwellings constructed outside of the Building Bylaw area.

**RDBN BUILDING PERMITS
2017 TO 1991**

Year	Number of New Permits	Construction Value	Permit Fees
2017	102	\$13,699,821.70	\$84,353.33
2016	91	\$6,983,200.00	\$42,514.60
2015	101	\$8,555,443.86	\$47,927.04
2014	115	\$12,102,759.90	\$71,234.66
2013	116	\$12,781,476.10	\$73,477.25
2012	124	\$7,135,121.00	\$42,303.80
2011	113	\$6,033,276.00	\$37,558.29
2010	127	\$7,715,376.08	\$47,302.34
2009	109	\$5,699,262.00	\$35,608.26
2008	156	\$7,736,291.00	\$48,200.71
2007	156	\$7,943,975.00	\$50,074.55
2006	114	\$6,792,777.99	\$42,177.71
2005	104	\$5,252,087.50	\$33,126.50
2004	95	\$4,152,246.66	\$25,407.73
2003	101	\$3,903,938.33	\$23,709.91
2002	115	\$4,490,349.00	\$27,595.30
2001	118	\$6,540,615.00	\$33,590.92
2000	140	\$5,907,653.00	\$30,817.42
1999	143	\$6,905,487.00	\$35,848.75
1998	196	\$11,258,109.00	\$47,904.54
1997	203	\$12,353,126.00	\$50,643.00
1996	201	\$10,468,444.00	\$42,982.00
1995	212	\$15,145,921.00	\$55,405.48
1994	180	\$11,714,675.00	\$39,208.25
1993	148	\$8,099,809.00	\$25,562.00
1992	136	\$11,439,095.00	\$21,203.00
1991	109	\$4,364,600.00	\$15,187.00

ELECTORAL AREA COMPARISONS, 2017 VS. 2016

Electoral Area	2017				2016			
	# of Applications	# of New Residences	Total Value of Construction	Total Permit Fees	# of Applications	# of New Residences	Total Value of Construction	Total Permit Fees
A	39	13	7,832,266.00	48,194.20	44	15	3,695,400.00	22,433.80
B	17	2	1,006,000.00	6,391.00	14	0	358,000.00	2,208.00
C	10	5	1,806,355.70	10,918.13	6	1	482,000.00	2,892.00
D	5	1	371,500.00	2,360.00	6	1	53,000.00	500.00
E	0	0	0	0	0	0	0	0
F	27	4	2,520,700.00	15,442.00	14	5	1,582,800.00	9,568.80
G	4	0	163,000.00	1,048.00	7	1	812,000.00	4,912.00
TOTAL	102	25	13,699,821.70	84,353.33	91	23	6,983,200.00	42,514.60

CONSTRUCTION STARTS OF SINGLE-FAMILY DWELLINGS IN THE RDBN

YEAR	CONSTRUCTION VALUE (\$)	PERMIT VALUE (\$)	SINGLE-FAMILY DWELLINGS CONSTRUCTED IN THE ELECTORAL AREA							TOTAL SINGLE FAMILY DWELLINGS	PERMITS ISSUED
			A	B	C	D	E	F	G		
2017	13,699,821.70	84,353.33	13	2	5	1	0	4	0	25	102
2016	6,983,200.00	42,514.60	15	0	1	1	0	5	1	23	91
2015	8,555,443.86	47,927.04	13	0	4	3	0	7	2	29	101
2014	12,102,759.90	71,234.66	16	1	4	3	0	8	1	33	115
2013	12,781,476.10	73,477.25	16	3	2	3	0	13	0	37	116
2012	7,135,121.00	42,303.80	19	0	2	2	0	11	1	35	124
2011	6,033,276.00	37,558.29	12	2	8	1	0	7	0	30	113
2010	7,715,376.08	47,302.34	14	2	4	4	0	13	3	40	127
2009	5,699,262.00	35,608.26	13	2	2	5	0	6	2	30	109
2008	7,736,291.00	48,200.71	26	4	1	4	0	12	4	51	156
2007	7,943,975.00	50,074.55	23	4	1	3	0	12	1	44	156
2006	6,792,777.99	42,177.71	21	2	3	2	0	12	2	42	114
2005	5,252,087.50	33,126.50	7	4	5	5	0	8	1	30	104
2004	4,152,246.66	25,407.73	7	3	1	2	0	6	0	19	95
2003	3,903,938.33	23,709.91	11	5	0	0	0	5	1	22	101
2002	4,490,349.00	27,595.00	5	2	3	2	0	5	1	18	115
2001	6,540,615.00	33,591.00	7	8	3	4	0	6	0	28	118
2000	5,907,653.00	30,817.00	18	8	8	1	0	2	1	38	140
1999	6,905,487.00	35,849.00	19	6	7	5	0	11	3	51	143
1998	11,258,109.00	47,905.00	33	18	7	5	0	10	5	79	196
1997	12,353,126.00	50,644.00	38	10	7	3	0	12	10	80	203
1996	10,468,444.00	42,983.00	34	17	11	5	0	10	5	81	201
1995	15,145,921.00	55,405.00	41	17	16	7	0	15	6	102	212
1994	11,714,675.00	39,208.00	40	16	14	6	0	8	6	90	180
1993	8,000,000.00	25,400.00	31	10	12	4	0	16	2	75	150
1992	11,439,000.00	21,299.00	35	6	9	3	0	8	3	64	136
1991	4,300,000.00	15,000.00	20	5	2	0	0	7	2	36	106
1990	6,000,000.00	19,700.00	43	6	5	1	0	3	0	58	127
1989	4,600,427.00	17,214.00	30	2	4	2	0	4	0	42	109
1988	3,698,604.00	14,028.00	17	8	4	1	0	4	1	35	118
1987	2,780,000.00	11,000.00	6	6	3	1	2	2	1	21	135
1986	3,753,780.00	13,508.00	15	1	5	0	0	6	2	29	139

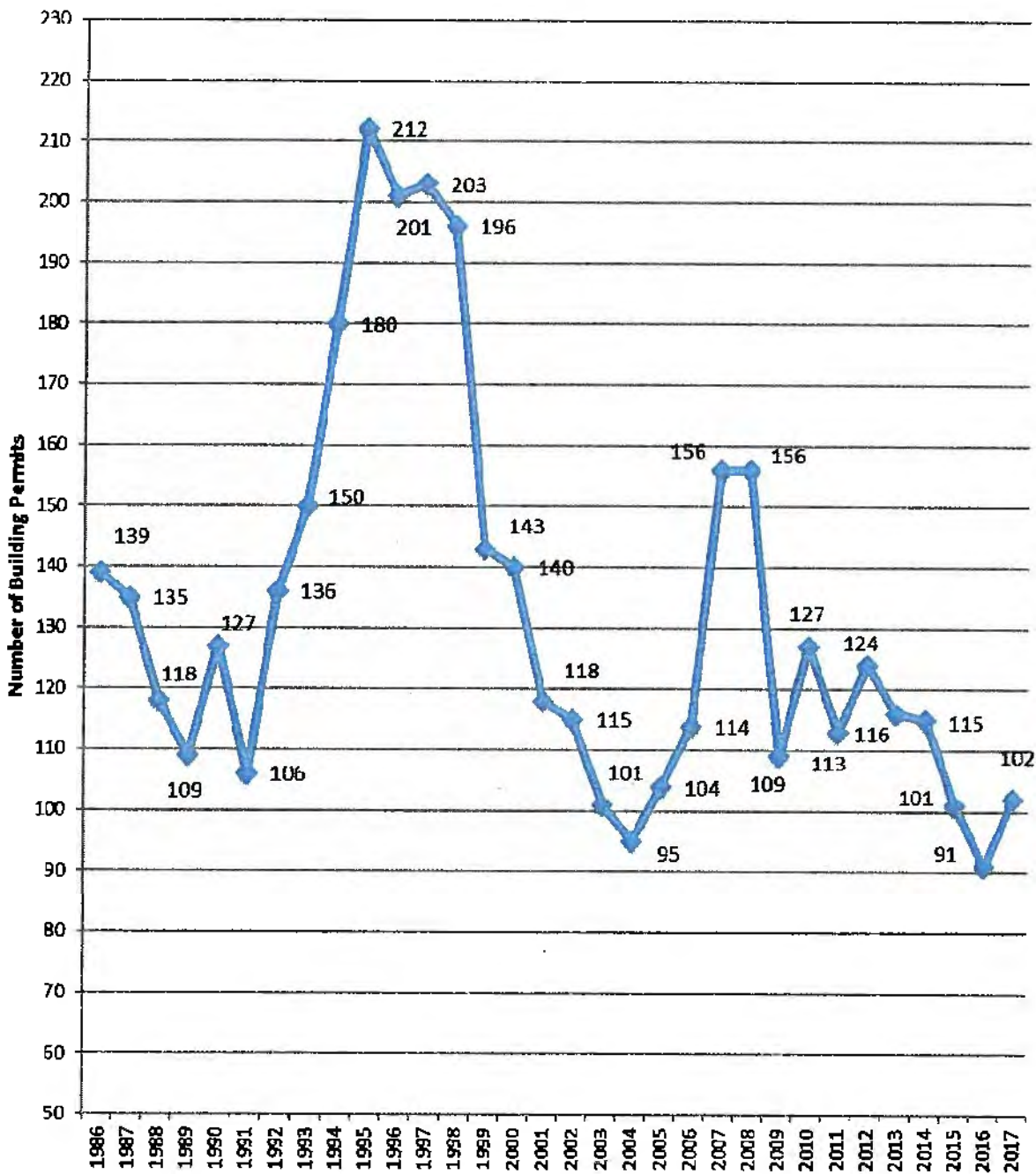
SINGLE FAMILY DWELLINGS CONSTRUCTED WITHIN THE MUNICIPALITIES OF THE RDBN

MUNICIPALITIES	2000	2001	2002	2003	2004	2005	2006	2007	2008	2009	2010	2011	2012	2013	2014	2015	2016	2017
SMITHERS	5	1	1	3	4	12	11	28	18	8	11	14	9	9	11	5	9	8
TELKWA	1	0	0	1	3	0	2	3	5	1	11	5	8	5	5	5	6	6
HOUSTON	4	3	0	0	2	5	4	4	2	3	2	2	1	2	1	2	5	1
GRANISLE	0	0	0	0	0	0	0	0	0	0	0	0	1	0	0	0	0	0
BURNS LAKE	5	3	1	1	0	1	3	2	1	2	1	1	0	0	0	0	0	3
FRASER LAKE	1	1	0	1	2	0	0	1	3	0	1	3	1	0	0	0	0	0
VANDERHOOF	16	3	3	10	15	23	27	17	17	8	13	11	11	6	14	2	6	7
FORT ST. JAMES	1	2	0	1	0	1	2	2	1	1	3	2	0	4	1	2	2	1
TOTALS	33	13	5	17	26	42	49	57	47	23	42	38	31	26	32	16	28	26

Notes to Housing Starts Tables:

- 1) The tables refer to new single-family dwellings only and do not include multi-family units such as apartments, duplexes, etc.
- 2) The tables do not account for new single-wide mobile homes.
- 3) The tables do not account for new dwellings constructed outside of the Building Bylaw area, or on First Nation reserves.

Number of Building Permits Issued per Year in the RDBN: 1986-2017 not including municipalities



Board-Direction

219

RECEIVED

JAN 12 2018

REGION 1 DISTRICT
BULK MAIL

MEMORANDUM

TO: Regional District Chairs and CAOs

From: Art Kaehn, Chair, Regional District of Fraser-Fort George & Electoral Area Representative, UBCM Executive

Date: January 10, 2018

Subject: **Regional District Chairs/CAO Forum**
March 20-21, 2018 – Hotel Grand Pacific, Victoria

It's time to begin planning for the annual Regional District Chair/CAO Forum.

As has been done in the past, the forum has been scheduled in advance of the Municipal Finance Authority's financial forum and annual general meeting and will be held:


1:00pm - 5:00pm, Tuesday, March 20, 2018
8:00am - 1:00pm, Wednesday, March 21, 2018

Pender Island Ballroom
Hotel Grand Pacific, 463 Belleville Street, Victoria

Attached is a Registration Form with the hotel booking information for those who would like to get the paperwork completed early. For those that wish to wait to register closer to the event, please book these dates into your calendar; in addition, it is strongly suggested that your hotel accommodation be reserved early (the room block releases on **February 19, 2018**). UBCM will be coordinating the logistics and registration process.

The agenda for the day needs to be finalized in order that necessary resources or speakers can be arranged. Likely the Ministry will again seek to participate on new issues at the Ministry relative to Regional Districts and there will probably be a presentation by UBCM on issues or programs that affect the Regional Districts.

At this point, I am soliciting topics that your RD would like to see on the agenda, speak to, or arrange for speakers and materials. Please send suggestions by email to Paul Gipps, care of Amanda Molloy, at amolloy@fvrd.ca. Regional Districts are asked to be prepared to arrange for speakers and materials for their suggested agenda topics. Please forward your suggestions no later than **Friday, January 26, 2018**.



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REGIONAL DISTRICT CHAIRS/CAO FORUM

1:00pm - 5:00pm, Tuesday, March 20, 2018
8:00am - 1:00pm, Wednesday, March 21, 2018

Pender Island Ballroom
Hotel Grand Pacific
463 Belleville Street, Victoria, BC

REGISTRATION FORM

NAME: _____

TITLE: _____

REGIONAL DISTRICT: Choose one _____

EMAIL ADDRESS: _____

SPECIAL DIETARY REQUIREMENTS: _____

REGISTRATION FEES: As has been done in the past, costs will be invoiced on a per capita basis after the event. Sponsorships have been requested, but are as yet unconfirmed.

ACCOMMODATION: As the Regional District Chairs/CAO Forum is being held in conjunction with the MFA Financial Forum and AGM, MFA has a block of rooms that has been set aside at the Hotel Grand Pacific at a discounted nightly rate of \$122 + taxes/single.

Please contact the hotel at 1-800-663-7550 or by email at reserve@hotelgrandpacific.com and quote "MAR18MFA".

These rates will only be available until **February 19, 2018**. PLEASE BOOK EARLY.

PLEASE COMPLETE AND RETURN THIS REGISTRATION FORM TO:

ATTENTION: Sasha Prynne
EMAIL: sprynn@ubcm.ca
MAIL: 525 Government Street, Victoria, BC V8V 0A8

DEADLINE FOR REGISTRATION: Friday, March 9, 2018. Early registration is always appreciated to assist in planning for the event.

An agenda will be distributed as the details are finalized. If you require additional information or need to follow-up your registration, please call 250-356-5133 or email sprynn@ubcm.ca.

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Board- Direction
(letter of support)

Cheryl Anderson

From: Melany Deweerdt
Sent: January-05-18 9:25 AM
To: Cheryl Anderson
Subject: FW: Proposed Conference: Slash to Biochar

From: Melany Deweerdt
Sent: January 5, 2018 9:30 AM
To: Mark.Fisher <Mark.Fisher@rdbn.bc.ca>; Gerry Thiessen <mayor@district.vanderhoof.ca>
Cc: Bill Miller <bill.miller@rdbn.bc.ca>
Subject: RE: Proposed Conference: Slash to Biochar

Good morning,

We will include this on the Board agenda for January 25th.

Thanks,

Melany A. de Weerd Chief Administrative Officer Regional District of Bulkley-Nechako
Phone: (250) 692-3195
www.rdbn.bc.ca

-----Original Message-----

From: Mark.Fisher
Sent: January 4, 2018 8:19 PM
To: Gerry Thiessen <mayor@district.vanderhoof.ca>
Cc: Melany Deweerdt <Melany.Deweerdt@rdbn.bc.ca>; Bill Miller <bill.miller@rdbn.bc.ca>
Subject: FW: Proposed Conference: Slash to Biochar

Hi Gerry,

Wondering if we are having a forestry meeting next Thurs.

If so, can we get this on a Sup agenda? They are just looking for a letter of support.

Details in the attachment, as well as in the original message below. I could get more from Len, or I'm sure he'd be happy to talk to you more too if needed.

If not on the sup then, Bill/Melany, could we get this on the main agenda on the 25th please.

Thanks.

Mark

Mark Fisher
Area A Director (Smithers / Telkwa Rural) Regional District Bulkley Nechako mark.fisher@rdbn.bc.ca
250-877-8434 (c)
250-846-9045 (h)

On 18-01-04 8:04 PM, "Mark.Fisher" <Mark.Fisher@rdbn.bc.ca> wrote:

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>Hi Len,
>This is great.
>I will try to bring it forward at our committee meeting next week but
>the agenda is set so I may not be able to.
>If not, then to our next Board meeting on Jan 25.
>I will also discuss with our Forestry Committee Chair (Vanderhoof Mayor
>Gerry Thiessen) to see if potential for any type of other support or
>collaboration.
>In general there is definitely support at our table (and at the
>NWRRegional Hospital District board table) for this approach, these
>ideas. The challenge is local governments limited roll in policy. The
>RD has had forestry forums in the past however, and had some success in
>advocacy with things directly related to RD things such as land use
>planning, economic development, etc.
>Also, my two sense would be to ensure to include Northern Development
>Initiative Trusts, as well as the Chamber of Commerces in the discussions.
> There is a specific forestry diversification fund that could help any
>tangible capital projects develop.
>Thanks again.
>Look forward to hearing more about this.
>Feel free to let me know if you want to chat more.
>Thanks.
>Mark
>
>Mark Fisher
>Area A Director (Smithers / Telkwa Rural) Regional District Bulkley
>Nechako mark.fisher@rdbn.bc.ca
>250-877-8434 (c)
>250-846-9045 (h)
>
>
>
>
>On 18-01-03 9:34 PM, "Len Vanderstar" <lvanderstar1761@citywest.ca> wrote:
>
>>Mark,
>>
>>I was speaking with Taylor Bachrach and he suggested that I approach
>>you with respect to a Regional District letter of support for a
>>proposed conference/workshop to assist in grant applications (I have
>>submitted three grant applications to date with letters of support forthcoming).
>>As you are well aware, there has been a lot of forestry slash pile
>>burning in recent years with excessive poor utilization of wood and
>>generally poor air quality throughout the fall months. Voices for Good
>>Air, an affiliate of Clean Air Now <https://can-bv.ca> wishes to
>>change this for environmental and economic reasons.
>>
>>Could you please circulate the attached work plan among
>>Bulkley-Nechako Directors for review with a request that a short
>>letter of support be provided to me in a timely fashion.
>>
>>We are striving to host the conference in November 2018, location



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>>still to be determined (Smithers or possibly Prince George depending
>>on venue availability and registration numbers).

>>

>>I thank you for the consideration,

>>

>>Len Vanderstar

>>Member Director

>>Voices for Good Air, an affiliate of Clean Air Now

>>250-847-9729 (h)

>>

>

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ORGANIZATION NAME:

VOICES FOR GOOD AIR



IN ASSOCIATION WITH:

Bulkley Valley Research Centre

PROJECT NAME:

Slash to Biochar: Colloquium & Workshop

This workplan prepared by Voices of Good Air serves as a letter of support, in partnership with the Bulkley Valley Research Centre.

RATIONALE

There is heightened attention and a strong desire in the province to address:

- reduction of smoke production associated with slash pile disposal to address air quality;
- the need to reduce wood waste from BC's logging operations;
- the opportunity to increase the promotion of rural economic development by secondary manufacturing;
- exploring emerging technologies for forest product development;
- the necessity for the reduction of greenhouse gases.

Biochar proponents and investors wish to collaborate and explore:

- available technologies
- policy & regulatory environments
- market demand

with respect to this emerging industry. Participants will share and discuss the benefits & costs of shifting from the practices of burning forest slash to a cleaner methods of biochar processing.

Collectively convening the science and business communities along with government organizations and citizens is the commencement point for change to better utilize our forests, improve our air-sheds and to do our part to help mitigate the impacts we have upon climate change. The symposium is a transparent process to collectively share the vision for an enhanced economy and a better environment.

The colloquium & workshop aims to produce a summary of submitted papers and presentations, identify technological gaps, and to provide a set of recommendations for policy and regulatory changes that will enable the beginning of a flourishing forestry-slash Biochar industry.

BUDGET BREAKDOWN

Total cost for planning, coordination, delivery, subsidized travel expenses for key note speakers, facility rental and proceedings is anticipated to be: \$75,000

\$25,000 funding application has been submitted to the Forest Enhancement Society.

\$25,000 funding application has been submitted to the Forest Innovation Program – Can. Wood Fibre Centre.

\$25,000 funding application has been submitted to the BC Rural Dividend Program.

Conference planning, partnership pursuit, and coordination will be performed by the Bulkley Valley Research Centre in Smithers, BC.

The present administration and service rates associated with the BV Research Centre are as follows:

Administration:

Yearly project budget > \$10,000 up to \$49,999 is 12%; 15% if < \$10,000

Project administration includes project initiation, closeout, overhead, internal coordination, contract administration, bookkeeping, financial reporting & communications.

Service:

Project Management & Coordination: Senior \$90/hr; Junior \$60/hr

Technical Support: Senior \$90/hr; Junior \$60/hr

PROJECT DESIGN AND WORK PLAN

Project format is that of a symposium that is being referred to as a **Slash to Biochar Colloquium & Workshop**. Specific activities include:

- Fund raising
- Conference agenda setting
- Partnering
- Invitations & marketing
- Facility bookings
- Conference proceedings (collating & distribution)
- Associated administration

COMMUNICATION AND DISTRIBUTION OF PROCEEDINGS

Conference partners and participants that will be making presentations and/or submissions will have their material collated for distribution and website posting (BV Research Centre & Clean Air Now websites).

Conference proceedings will also include recommended next steps and outcomes from various break-out sessions.



Office of the Mayor
2760 Cameron Road, West Kelowna, British Columbia V1Z 2T6
Tel (778) 797.2210 Fax (778) 797.1001

226 Board - Direction /
Receive

December 13, 2017

Dear Local Governments of British Columbia,

With cannabis sales becoming legal in 2018, there must be a formal agreement that will divide the tax revenue on cannabis sales in a fair and equitable manner. Current discussions regarding revenue sharing involve the Federal and Provincial governments with no inclusion of local governments. Ultimately, the legalization will entail additional costs for local governments both in social and policing costs. A Federation of Canadian Municipalities (FCM) paper is stating that the impact may affect policing, fire services, building codes, city planning, municipal licensing and standards, public health, social services, communications, law, etc.

City of West Kelowna Mayor and Council is requesting your support, by writing to the Province to lobby them to agree to 50% of the provincial share of the cannabis tax sharing formula be provided to local governments. This is an adequate and equitable share to help support costs and services incurred by local governments.

Thank you for your consideration.

Sincerely, on behalf of Council,

A handwritten signature in black ink that reads "Doug Findlater".

Doug Findlater
Mayor

Board-
Direction (Receive)

227

Cheryl Anderson

From: John Richards <jrichards@campaign-office.com>
Sent: January-08-18 10:02 AM
To: Cheryl Anderson
Subject: B.C. / Yukon Command Royal Canadian Legion
Attachments: letter&rates05.pdf

Hello Cheryl & Council

First off, I want to thank you very much for the support with our Annual Military Service Recognition Book, we appreciate it.

This annual publication recognizes those brave individuals who sacrificed so much for the freedoms that we enjoy today. Thousands of copies will be distributed free of charge to all Legion Branches and advertisers, select schools and libraries, and will be available on-line for anyone to view or print.

<https://www.legionbcyukon.ca/what-we-do/military-service-recognition-book>

The Royal Canadian Legion has honoured these deserving citizens with unwavering support. The Military Service Recognition Book is a fitting tribute to our Veterans and will be an invaluable resource to our young people, whose pride and character will be enhanced by learning about the very important role played by our Veterans, the Royal Canadian Legion, and the contributions of its members and supporters.


As you will find attached, proceeds raised from this annual campaign also provide funding for the benefit of Veterans and Military Service Personnel including programs for trauma and post-traumatic stress injuries of modern day veterans in addition to supporting the Legion's Community Activities in the more than the 150 communities that they serve throughout BC and the Yukon.

With this coming year marking the 100th Anniversary of the end of World War I (November 11, 1918), which we now know as Remembrance Day, many business supporters are taking a moment to recognize this symbol of Canadian national achievement and sacrifice.

We would be honoured to have **REGIONAL DISTRICT OF BUCKLEY-NECHAKO** pay tribute to such a significant part of our history by helping with a **1/4 PAGE COLOR AD FOR \$595 AGAIN** in our very special books.

Here is a copy of your 1/4 page color from the last year's book printed to review.

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

*In Flanders fields the poppies blow
Between the crosses, row on row,
That mark our place; and in the sky
The larks, still bravely singing, fly
Scarce heard amid the guns below.*

*We are the dead. Short days ago
We lived, felt dawn, saw sunset glow,
Loved, and were loved, and now we lie
In Flanders fields.*

- **LT-Col. John McCrae (1872 - 1918)**

REGIONAL DISTRICT OF BULKLEY-NECHAKO

P.O. BOX 810, BURNS LAKE, BC V0J 1E0
PHONE: (250) 692-3185 OR 1-800-326-3329
FAX: (250) 692-3302
www.rdnbc.ca

MUNICIPALITIES:		ELECTORAL AREAS:	
SMITHERS	FORT ST. JAMES	A - SMITHERS RURAL	E - FRANCOIS/FOOTSA LAKE
VANDERHOOF	FRASER LAKE	B - BURNS LAKE RURAL	F - VANDERHOOF RURAL
HOUSTON	TELKWA	C - FORT ST. JAMES RURAL	G - HOUSTON RURAL
BURNS LAKE	GRANISLE	D - FRASER LAKE RURAL	

A WORLD OF OPPORTUNITIES
WITHIN OUR REGION

If you have any questions or concerns, please do not hesitate to contact me.

Best Regards,

John Richards
 BC/Yukon Command
 Royal Canadian Legion Campaign Office
 ☎ 1-866-354-6277
www.legionbcyukon.ca
 ✉ bccl@fenety.com





229
Legion

www.legionbcyukon.ca

**British Columbia / Yukon Command
The Royal Canadian Legion**

“Military Service Recognition Book”

Dear Sir/Madam:

Thank you for your interest in the **BC/Yukon Command / The Royal Canadian Legion**, representing **British Columbia** and the **Yukon’s Veterans**. Please accept this written request for your support, as per our recent telephone conversation.

Our **BC/Yukon Command Legion** is very proud to be printing another **9,000 copies** of our Annual **“Military Service Recognition Book”**, scheduled for release by Remembrance Day 2018, to help identify and recognize many of the brave **Veterans** of British Columbia and the Yukon who served our Country so well during times of great conflict. This annual publication goes a long way to help the Legion in our job as the **“Keepers of Remembrance”**, so that none of us forget the selfless contributions made by our **Veterans**.

We would like to have your organization’s support for this Remembrance project by sponsoring an advertisement space in our **“Military Service Recognition Book.”** Proceeds raised from this important project will allow us to fund the printing of this unique publication and will also help our Command to improve our services to **Veterans** and the more than 150 communities that we serve throughout British Columbia and the Yukon. The Legion is recognized as one of Canada’s largest **“Community Service”** organizations, and we are an integral part of the communities we serve. This project ensures the Legion’s continued success in providing these very worthwhile services.

Please find enclosed a rate sheet for your review, along with a detailed list of some of the many community activities in our **149 Branches and 80 Ladies Auxiliaries** in the **BC/Yukon Command**. Whatever you are able to contribute to this worthwhile endeavor would be greatly appreciated. For further information please contact **BC/Yukon Command Office** toll free at **1-866-354-6277**.

Thank you for your consideration and/or support.

Sincerely,

**Penny Aujla
Events and Marketing Coordinator**

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Legion

www.legionbcyukon.ca



British Columbia / Yukon Command The Royal Canadian Legion

"Military Service Recognition Book"

<u>Ad Size</u>	<u>Advertising Prices</u>		
	<u>Cost</u>	<u>GST</u>	<u>Total</u>
Full Colour Outside Back Cover	\$1,885.71 +	\$94.29 =	\$1,980.00
Inside Front/Back Cover (Full Colour)	\$1,676.19 +	\$83.81 =	\$1,760.00
Full Colour 2-Page Spread	\$3,138.10 +	\$156.90 =	\$3,295.00
Full Page (Full Colour) 7" X 9.735"	\$1,571.43 +	\$78.57 =	\$1,650.00
Full Page 7" X 9.735"	\$1,047.62 +	\$52.38 =	\$1,100.00
½ Page (Full Colour) 7" X 4.735"	\$909.52 +	\$45.48 =	\$955.00
½ Page 7" X 4.735"	\$623.81 +	\$31.19 =	\$655.00
¼ Page (Full Colour) 3.375" X 4.735"	\$566.67 +	\$28.33 =	\$595.00
¼ Page 3.375" X 4.735"	\$442.86 +	\$22.14 =	\$465.00
1/10 Page (Business Card-Full Colour)	\$309.52 +	\$15.48 =	\$325.00
1/10 Page (Business Card) 3.375" X 1.735"	\$261.90 +	\$13.10 =	\$275.00

G.S.T. Registration # R10 793 3913

All typesetting and layout charges are included in the above prices.

A complimentary copy of this year's publication will be received by all advertisers purchasing space of 1/10 page and up, along with a Certificate of Appreciation from the BC/Yukon Command.



PLEASE MAKE CHEQUE PAYABLE TO:

BC/Yukon Command
The Royal Canadian Legion
(BC/Y RCL)
(Campaign Office)
P O Box 5555
Vancouver, BC V6B 4B5





Board-Receive

January 11, 2018

Ref: 231876

Bill Miller
Chair
Regional District of Bulkley–Nechako
PO Box 820
Burns Lake BC V0J 1E0

RECEIVED
JAN 17 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Chair Miller:

Thank you for your letter regarding the difficulties northern local governments have with recruiting qualified building inspectors, the challenges faced by homeowners who wish to build their own homes and the Energy Step Code. As mentioned in my previous correspondence, it was a great pleasure to meet with your delegation at the 2017 Union of British Columbia Municipalities Convention.

The new Building officials qualifications were introduced to ensure a level of consistency across the province in enforcement of the British Columbia Building Codes and Regulations. In addition to the flexibility provided by the *Building Act's* four-year transition period, the Ministry of Municipal Affairs and Housing is working on new ways to help small and northern communities address recruitment challenges prior to February 2021. We will explore opportunities to enable building officials with Level 1 or Level 2 qualifications to rely on architects and engineers to assure the Building Code's compliance of complex buildings; and, we are looking at short-term training opportunities to prepare unqualified individuals to work as building officials at an entry level.

Another way to address your concerns is for local governments to enter into a building inspection service agreement with another jurisdiction. There may be challenges with this approach, but the Municipal Insurance Association of British Columbia has indicated a willingness to support its members with a sample agreement and advice on appropriate indemnification.

British Columbia's enhanced builder qualifications reflect the goal of giving homebuyers greater confidence that their homes are built to the Province of British Columbia's minimum building and safety standards.

.../2

Bill Miller, Chair

Page 2

The Owner Builder Authorization (OBA) was introduced to ensure owner builders have sufficient construction knowledge to obtain permits, call for inspections and supervise their trades, as well as knowledge of the owner builder provisions under the *Homeowner Protection Act*. The OBA supports quality construction and consumer protection, given the lack of warranty for owner builders. It ensures that potential subsequent buyers do not face risks or unnecessary costs due to potential construction defects.

BC Housing's website provides information about the OBA eligibility requirements and the examination process, including a study guide and education registry where you can search online for a variety of optional courses to help applicants prepare for the exam. Applicants can schedule to take the multiple choice exam at one of the regional test centres situated throughout British Columbia. Since program inception, the average province-wide exam passing rate is 76 percent. Applicants denied an OBA can appeal the decision through BC Housing or the Safety Standards Appeal Board. More information about the OBA program and exam is available online at: <https://www.bchousing.org/licensing-consumer-services>. Please feel free to contact BC Housing by telephone at: 1 800 407-7757, or by email at: licensinginfo@bchousing.org.

The Energy Step Code is voluntary for local government adoption. The Ministry is working with local governments that elect to adopt the Energy Step Code through the Energy Step Code Council, along with industry representatives. Separate from the Energy Step Code, any consideration of changes to the provincially regulated British Columbia Building Code, including its energy efficiency requirements, is subject to rigorous review and public consultation.

Thank you again for writing.

Sincerely,



Selina Robinson
Minister



BRITISH
COLUMBIA

Board-Receive

JAN 05 2018

Mr. Bill Miller
Chair
Regional District of Bulkley-Nechako
PO Box 820
Burns Lake BC V0J 1E0

RECEIVED

JAN 16 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Mr. Miller:

I would like to thank the Regional District of Bulkley-Nechako for bringing your concerns forward at this year's Union of British Columbia Municipalities Convention held in Vancouver. I regret that my schedule did not allow us to meet in person. I understand from Parliamentary Secretary Jennifer Rice that your meeting with her was very informative and I am writing to follow up on the discussion regarding holding mine operators accountable for potentially disastrous actions and the amount of support the regional district receives from the province for emergency preparedness and flood mitigation.

In that discussion, the regional district requested provincial support to get a better understanding of how to hold mine operators accountable. Ministry staff can assist the regional district in coordinating with other ministries, however, it's always a good approach to contact mine operators directly as a first step. To assist you with this issue, Mr. Howard Davies, Regional Director of the Health, Safety, and Permitting Branch, with the Ministry of Energy, Mines and Petroleum Resources, is available. He can be reached by telephone at: 250 847-7653 or by email at: Howard.Davies@gov.bc.ca.

Following on this summer's flood and wildfires, Emergency Management BC and BC Wildfire Service held a series of after-action review sessions. Feedback and contributions from communities affected by the wildfires of this past summer will assist the provincial government's future responses.

I appreciate these important opportunities to exchange ideas and share information. Through a continued partnership, I am confident that we can work together to increase the well-being of the Regional District of Bulkley-Nechako and its citizens.

Sincerely,

Mike Farnworth
Minister of Public Safety
and Solicitor General

pc: Ms. Jennifer Rice
Mr. Robert Turner
Mr. Howard Davies

Cheryl Anderson

Subject: FW: Letter to Premier Horgan
Attachments: 698867-miller0001.pdf

From: OfficeofthePremier, Office PREM:EX [<mailto:Premier@gov.bc.ca>]
Sent: January 5, 2018 4:05 PM
To: inquiries <inquiries@rdbn.bc.ca>
Subject: RE: Letter to Premier Horgan

Dear Mr. Miller:

Thank you for your letter to Premier Horgan regarding response time for input and feedback from Regional Boards. We appreciate your taking the time to write.

This is just a note to inform you that we have shared your letter with the Ministry of Municipal Affairs and Housing and have requested that they follow up with you directly regarding this matter. Please be assured that the ministry will respond to your letter at their earliest opportunity.

Thank you, again, for writing. We do appreciate hearing from you.

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37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

REGIONAL DISTRICT
OF BULKLEY-NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

December 19, 2017

The Honourable John Horgan
Premier
P.O. Box 9041 Stn. Prov. Govt.
Victoria, B.C.
V8W 9E1

Dear Premier Horgan,

RE: Limited Response Time for Input

The Regional District of Bulkley-Nechako Board of Directors, at its October 26, 2017 Board meeting, discussed various correspondence that it receives from both provincial ministries and the Union of B.C. Municipalities where feedback is being requested on specific issues within a specific timeframe. Often the deadline to provide input is short. The Regional Board meets ~~twice monthly~~ and often the timeframe has lapsed prior to the meeting date, therefore, the Board as a whole is not provided the opportunity to discuss the matters and collectively provide input prior to the deadline.

The Regional District of Bulkley-Nechako is requesting, when possible, that a longer period for input be provided when the provincial government is seeking input to allow the Regional Board to engage in meaningful dialogue and respond effectively.

Thank you for your consideration of this request.

Yours truly,

Bill Miller
Chair

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

INQUIRIES@RDBN.BC.CA

WWW.RDBN.BC.CA

PH: 250-892-3195

FX: 250-892-3305

TF: 800-320-3339

Board-Receive

236



BURNS LAKE COMMUNITY FOREST LTD.

153 Francois Lake Drive, Box 788
Burns Lake, B.C. V0J 1E0
(250) 692-7724
info@blcomfor.com

December 1, 2017

Bill Miller
Regional District of Bulkley-Nechako
37 - 3rd Avenue
Burns Lake, B.C. V0J 1E0

RECEIVED

DEC 14 2017

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Bill Miller,

Re: Support of the Northwest BC Resources Benefits Alliance

On behalf of Comfor Management Services Ltd. and subsidiary Burns Lake Community Forest Ltd., I am pleased to provide this letter of support to the Northwest B.C. Resource Benefits Alliance (RBA) for a revenue sharing agreement with the provincial government.

We believe and fully support that that a revenue sharing agreement would be beneficial to economic development, as well as the necessary community services and infrastructure expenses for our northern communities. Local governments cannot sustain these costs without a proportionate share of the revenues collected.

We encourage the provincial government to reach an agreement with the RBA in the best interest of our local businesses and communities. If you have any questions or concerns, please do not hesitate to contact me.

Sincerely,

Frank Varga, RPF
General Manager
Burns Lake Community Forest Ltd
(250) 692-7724 ext. 227

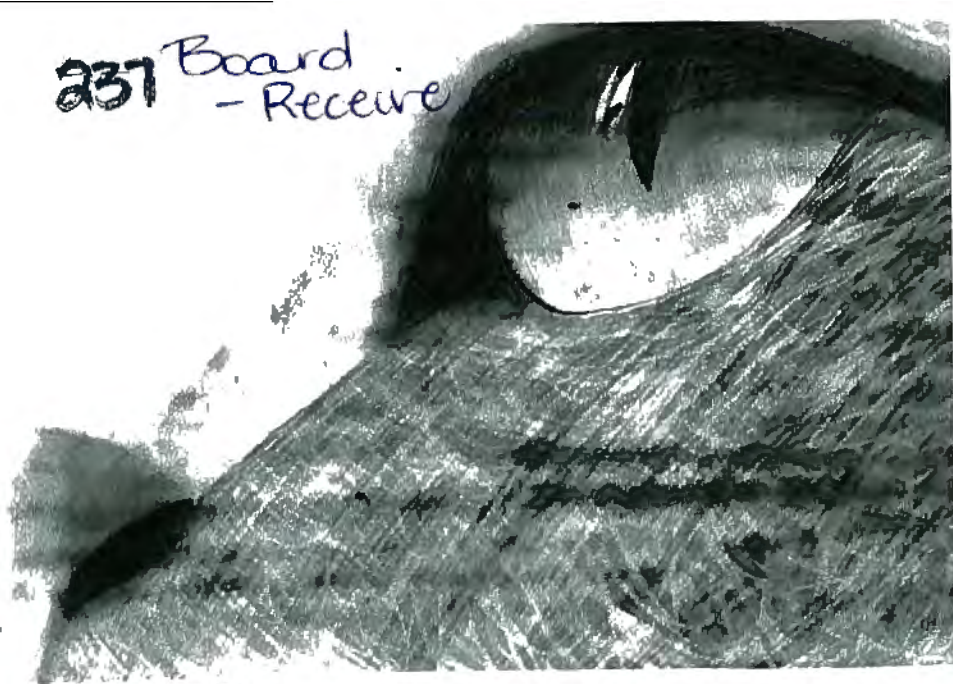


237 Board
- Receive

RECEIVED

JAN 15 2018

REGIONAL DISTRICT OF
BULKLEY NECHAKO



Lakes ANIMAL FRIENDSHIP



Help · Heal · Home

- **ADOPT** ~ don't buy a pet
- **SPAY / NEUTER** your pet
- **FOSTER** an animal in need
- **VOLUNTEER** with your local rescue group
- **DONATE** to support animal welfare efforts
- **ENCOURAGE** others to do the same

This card features artwork by the student superheroes of the Lakes District. All proceeds help the dogs and cats of Northern BC. Thank you for being a champion of care and compassion for the critters of our communities!

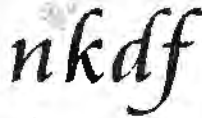
Lakes Animal Friendship Society
www.lakesanimalfriendship.ca
www.facebook.com/LakesAnimalFriendship

Dear RDBN

Thank you for your support in 2017.
Happy, healthy animals are part of happy, healthy families and communities.

We hope these vegan muffins from Old and Bold provide a small token of our gratitude.

Lakes Animal Friendship Society



Nechako-Kitamaat
Development Fund Society

250-964-4066 manager@nkdf.org www.nkdf.org

PRESS RELEASE

NKDF grants \$283,975 for New Projects in Kitamaat, Fraser Lake and Vanderhoof

December 19th, 2017 – At the December 5th, 2017 meeting of the Nechako-Kitamaat Development Fund Society Board, Directors approved \$283,975.00 in funding for four new projects.

The grant recipients are as follows:

- Haisla Nation Council was granted \$90,000.00 toward the film project that will turn the internationally-acclaimed novel *Monkey Beach*, by award-winning Haisla writer Eden Robinson, into a film. *Monkey Beach* will be the first major Indigenous feature film shot on location in Canada that celebrates a renowned novel and showcases Haisla culture.
- The Fraser Lake Fire Rescue Training Society was approved funding in the amount of \$93,975.00 to assist with the purchase of a Wildfire Sprinkler Protection Unit (SPU). The unit will be used to train emergency services personal, industry first responders, and Wildland Firefighters from the entire Northwest and Northeast areas of BC. This SPU will be available for use in the event of a Wildfire in Northern BC.
- An amount of \$40,000.00 was awarded to Nechako View Seniors Citizens Housing Society for costs including architect, Mechanical (plumbing and electrical), Surveyor and a Geotechnical study for Phase 1 of the development of a 35-unit Seniors Complex.
- The District of Vanderhoof was granted \$60,000.00 for the construction of a Visitor Information Centre at the Vanderhoof Historical Park.

Bruce Raiston, Minister of Jobs, Trade and Technology says, "These four NKDF investments enhance Haisla culture, tourism infrastructure, seniors housing and wildfire protection, each contributing to the region's economic stability and quality of life. Kitamaat author Eden Robinson's acclaimed novel *Monkey Beach* introduced Haisla culture to a wide audience. And now, thanks in part to NKDF, this important story will be turned into a feature film that people all over the world can enjoy."

"Reaching from the east end of our operational footprint through to the west end, funds from the Nechako Kitamaat Development Fund offer opportunities that impact our communities in a positive way. Rio Tinto is pleased to be part of the economic development these project have to offer. We look forward to seeing the benefits offered by each of these initiatives," explained Patrice Bergeron, Director of Operations Rio Tinto BC Works.

Wayne Salewski, Nechako-Kitamaat Development Fund Society Chair says, "The Directors are pleased with the quality and diversity of applications. From the film project in Kitaamat Village to the seniors housing project in Vanderhoof, these demonstrate well how the NKDF funds support the needs of each community. We are pleased to support the Wildfire Sprinkler Protection Unit project and look forward to the value this project will generate in the region."

These new approvals bring the total Nechako-Kitamaat Development Fund Society grants awarded for the 2017-2018 funding cycle to \$497,063.00. NKDF grants \$500,000.00 each funding cycle. Due to some project slippage, NKDF has \$16,000.00 remaining for this fiscal, to grant at the March Board meeting. The Board of Directors welcomes applications for small requests. The deadline to apply is February 1, 2018. For more information please visit <http://www.nkdf.org/>

For more information on past projects funded throughout the NKDF investment area please visit <http://www.nkdf.org/projects> or Facebook at <https://www.facebook.com/NKDFS>

The Nechako-Kitamaat Development Fund Society was jointly established in 1997 with a combined contribution of \$15 million by the government of British Columbia and the former Alcan Inc., now Rio Tinto. The Fund's investment area includes lands impacted by the original Kemano project and focuses on the communities in the Ootsa, Lakes, Nechako and Haisla regions of the north.

The Society encourages applications from local governments and legally incorporated non-profit organizations. NKDF invests in projects that create sustainable employment, diversify the economy, and improve the basic infrastructure needed for community stability, quality of life and growth.

-30-

More information on the NKDF Society is available by visiting <http://www.nkdf.org/> or contacting the manager:

Dan Boudreau
Phone: 1.877.478.3863 or 250.964.4066
Fax: 1.888.648.3875
Email: manager@nkdf.org

Cheryl Anderson

Subject: FW: NCLGA Resolution Package 2018 & Bid Reminder
Attachments: Resolutions Package 2018.pdf

From: Kaila Nielsen [<mailto:knielsen@nclga.ca>]
Sent: January 5, 2018 11:03 AM
Cc: Oliver Ray <oray@nclga.ca>; 'Shaely Wilbur (swilbur@dawsoncreek.ca)' <swilbur@dawsoncreek.ca>
Subject: NCLGA Resolution Package 2018 & Bid Reminder

Good morning CAO's,

Attached you'll find the 2018 Resolutions Package. As mentioned in the NCLGA October Board Report that was sent out in hardcopy, this year we have set a friendly deadline of February 9th for resolution submissions to allow us to create a more robust advocacy process.

Also, as a reminder, here is a link to the NCLGA Bid Package for hosting the 2019 AGM :
<http://nclga.ca/conventions/host-convention>. The deadline for submitting a Host Bid is February 26th.

Thank you,

Kaila Nielsen
Communications Coordinator

"The Elected Voice of Central & Northern BC"
North Central Local Government Association
206 - 155 George Street
Prince George, BC V2L 1P8
Office: (250) 564-6585

Twitter: @NCLGA
Website: <http://www.nclga.ca>



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Resolutions Package 2018:
North Central Local Government
Association

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243 Foreword

The North Central Local Government Association (NCLGA) made changes to its resolutions process following the creation of its new, Four-Year Strategic Plan in September 2014.

After years of roundtable discussions, strategic planning sessions at AGMs, and careful deliberation by the NCLGA Board and its committees, a series of changes have been put in place to ensure a more standardized and effective resolutions process.

Many of these changes bring the NCLGA's procedures up-to-date with other local government organizations, such as the Union of British Columbian Municipalities (UBCM), and the Federation of Canadian Municipalities (FCM). Other changes establish lines of responsibility for resolutions, and open up channels of communication. The NCLGA hopes that with these changes, we may bring closure to a substantial amount of resolutions, both new and old.

Finally, the NCLGA is now opening up its call for resolutions earlier than usual. This gives local governments more board meetings to discuss, formulate, edit, and submit substantial and informed resolutions that will guide both our regional and provincial work going forward.

Highlights:

- Federal, provincial, or local categorization
- Requirement of additional background information
- Formatting requirements
- Three-year timeline
- Increased communication to sponsor communities
- Packages to be distributed in December, early call for resolutions

244 Resolutions 101

Resolution: a written motion adopted by a deliberative body.

Resolutions are used as marching orders for the NCLGA. Each year, local government councils and boards submit resolutions to the NCLGA. These are specific calls to action, instructing the NCLGA to do something on behalf of all member communities in the region. Resolutions submitted before the deadline (March 19th, 2018) are discussed at the AGM & Convention each May. There, it is decided by the membership which resolutions to adopt or not. Adoption of the resolution signals the full support of all NCLGA member communities. This adds significant strength to the NCLGA's calls for change when advocating for the resolution's proposed action.

Resolutions follow a specific format, and must be submitted by a member community in order to reach the floor at the NCLGA AGM & Convention. The NCLGA does not take resolutions from non-members. After the AGM & Convention, all adopted resolutions are sent to UBCM for further advocacy. However, only resolutions that address issues of a province-wide concern are adopted by UBCM.

- The deadline for submitting resolutions to NCLGA is 60 days before the AGM & Convention (**March 19th, 2018**). This year, however, we have set a **friendly deadline of February 9th, 2018** to allow us to create a more robust advocacy process.
- Only NCLGA members may submit resolutions. Resolutions are not accepted from hospital districts, industry, or other organizations.
- Resolutions may be sent back to communities asking for specific changes to be made (punctuation, formatting, etc). For example, the enactment clause must specifically ask the NCLGA to do something. If NCLGA is not mentioned in this clause, resolutions will be sent back and the member will be asked to change the wording.
- If resolutions come in that are very similar in nature, sponsor communities may be asked to agree to a merged resolution. In this instance, both communities will receive recognition as having sponsored it – this streamlines the resolutions process and reduces time spent debating resolutions at the AGM & Convention.
- If the resolution is of a regional nature (pertaining to a northern highway for example), be aware that UBCM may reject it as being “too regional” and will request that NCLGA advocate for it on their own.

Structure of a Resolution

All resolutions consist of a preamble and an enactment. The preamble describes the issue, and the enactment outlines the action being requested. A resolution should answer three questions:

- (a) What is the problem?
- (b) What is causing the problem?
- (c) What is the best way to solve the problem?

Preamble

The preamble begins with "WHEREAS," and is a concise sentence about the nature of the problem or the reason for the request. It answers questions (a) and (b) above, stating the problem and its cause, and should explain, clearly and briefly, the reasons for the resolution.

The preamble should contain no more than two "WHEREAS" clauses. If explaining the problem requires more than two clauses, then provide supporting documents to describe the problem more fully. Do not add extra clauses.

Enactment

The enactment begins with the phrase "THEREFORE BE IT RESOLVED," and is a concise sentence that answers question (c) above, suggesting the best way to solve the problem. The enactment should propose a specific action by UBCM. Keep the enactment as short as possible, and clearly describe the action being requested. The wording should leave no doubt about the proposed action.

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Resolution Writing Tips

- a) Address one subject in the text of the resolution. Since your community seeks to influence attitudes and inspire action, limit the resolution to one specific subject or issue.
- b) Use simple, action-oriented language and avoid ambiguous terms. Explain the situation briefly and state the desired action clearly.
- c) Provide factual background information. Even a carefully written resolution may not be able to convey the full scope of the problem or the action being requested. Provide factual background information to ensure that the resolution is understood fully.

Submit background information in one of the following two formats:

- i. **Supplementary Memo**

A brief, one-page memo from the sponsor local government, which outlines the background that led to the adoption of the resolution by the council or board.

- ii. **Council/Board Report**

A report on the subject matter, presented to council or board in conjunction with the resolution. If it is not possible to send the entire report, then extract the essential information and submit it with the resolution.

- d) Construct a brief, descriptive title. A title identifies the intent of the resolution and is usually drawn from the "enactment clause." For ease of printing in the Resolutions Book and for clarity, the title should be no more than three or four words.
- e) Focus on issues that are regional. The issue identified in the resolution should be relevant to other local governments across the NCLGA region. This will support productive debate and assist NCLGA to represent your concern effectively to the provincial or federal government on behalf of all NCLGA regional districts and municipalities.

S.M.A.R.T Criteria for Resolutions

Specific – Target a specific area for improvement.

This criterion stresses the need for a specific goal rather than a more general one. This means the goal is clear and unambiguous. To make resolutions specific, they must tell the NCLGA membership exactly what's expected, why it's important, who's involved, where it's going to happen and which attributes are important.

A specific goal will usually answer the five 'W' questions:

- **What:** What do I want to accomplish?
- **Why:** Specific reasons, purpose or benefits of accomplishing the goal.
- **Who:** Who is involved?
- **When:** What is the timeline?
- **Where:** Identify a location/region.

Measurable – Quantify, or at least suggest an indicator of, progress.

A resolution is measurable when you are able to identify the following question: "How will I know when the resolution is accomplished?"

The second criterion stresses the need for concrete criteria for measuring progress. The thought behind this is that if a resolution is not measurable, it is not possible to know whether the NCLGA is making progress toward successful completion.

Assignable – Specify who will do it.

Without a group held to account, who takes responsibility for completing the resolution? Assign the resolution to specific parties in order to create accountability. Usually, responsibility for the resolution is assigned to one or more of the following parties: the sponsoring community; NCLGA; and/or UBCM.

Realistic – State what results can realistically be achieved, given available resources.

The fourth criterion stresses the importance of resolutions that are realistic and also attainable. Resolutions that fall outside the purview of local government are not considered realistic. To determine if the resolution is realistic, ascertain if other local governments have accomplished anything similar in the past, and figure out what conditions would have to exist to accomplish this resolution.

Timely – Specify when the result(s) can be achieved.

Each resolution submitted to the NCLGA will remain active for a maximum of three (3) years. Resolutions may be resubmitted, with updated background information as to why it's still relevant, once the three-year period has passed. This change is made for two reasons: firstly, situations are not static. Partnerships, legislation, funding, and more can change rapidly. By providing a timeline for resolutions, it compels communities to update the resolution to reflect the current circumstances.

Secondly, it makes the NCLGA's workload more realistic. If every community submitted just one resolution per year, in Year One, staff would have 41 resolutions to work on. In Year Three, staff would have 123 resolutions. By Year Five, staff would have 205 resolutions. At this point, expectations become unachievable. The NCLGA's resolutions process is being reformatted with the promise of making resolutions effective – each and every resolution submitted and endorsed at the AGM will be meaningfully acted upon.

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Sample Resolution

SHORT TITLE

SPONSOR COMMUNITY

WHEREAS the quick brown fox jumped over the lazy dog;

← Semicolon after first "WHEREAS" clause.

AND WHEREAS the lazy dog does not enjoy games of leapfrog:

← Colon after second "WHEREAS" clause.

THEREFORE BE IT RESOLVED that the quick brown fox will refrain from jumping over the lazy dog.

[A second enactment clause, if absolutely required:]

AND BE IT FURTHER RESOLVED that in the future the quick brown fox will invite a different partner to participate in games of leapfrog.

ASD

NCLGA Gold Star Resolution

Each year, a gold star is awarded to the sponsor community with the best resolution. The criteria for qualifying for the Gold Star Resolution are as follows:

- Resolution must be properly titled.
- Resolution must employ clear, simple language.
- Resolution must clearly identify a problem, reason and solution.
- Resolution must have two or fewer recital (WHEREAS) clauses.
- Resolution must have a short, clear, stand-alone enactment (THEREFORE) clause.
- Resolution must focus on a single subject, and must be of local government concern region-wide.
- Resolution must include appropriate references to policy, legislation and regulation.
- Resolution must be received prior to the deadline of March 3rd, 2017.
- Resolution must have a recommendation of endorsement by the NCLGA Executive.

Examples of Well-Written Resolutions

SHADOW POPULATIONS

NCLGA EXECUTIVE

WHEREAS local governments in rural British Columbia are experiencing a growing number of people living adjacent to their borders which is placing additional service provision pressures on these communities;

AND WHEREAS the local governments are not presently allowed to include this "shadow" population in their overall population count even though municipal services are utilized by them:

THEREFORE BE IT RESOLVED that the NCLGA and UBCM lobby the Provincial Government to amend the Community Charter to allow local governments the ability to conduct municipal census similar to Alberta's Municipal Government Act's Determination of Population Regulation 63/2001 and Amendment 10/2013.

Background Information:

Province of Alberta, Municipal Government Act, Determination of Population Regulation Alberta Regulation 63/2001
http://municipalaffairs.gov.ab.ca/documents/msb/Determination_of_Population_Regulation.pdf

Shadow population

- (1) A municipal authority may apply to the Minister to have the shadow population included as part of the municipal census if the shadow population in a municipality is
 - (a) greater than 1000 persons, or
 - (b) less than 1000 persons but greater in number than 10% of the permanent population.
- (2) An application under subsection (1) must be made prior to the municipal authority conducting the municipal census.
- (3) The shadow population for a municipal authority must be verified every 3 years by a count held in the period starting on April 1 and ending on June 30 of the same year.
- (4) The Minister shall determine whether the shadow population may be included as part of the municipal authority's municipal census.
- (5) If the Minister permits a municipal authority to use the shadow population as part of the municipal census, the municipal authority must submit the results of the count of the shadow population, in the form set out in Schedule 3, to the Minister before September 1 of the year in which the municipal census is conducted.

STREETLIGHTS AND CARBON NEUTRALITY

PORT CLEMENTS,
QUEEN CHARLOTTE,
MASSET,
NEW HAZELTON,
STEWART

WHEREAS BC Municipalities, who signed the Climate Action Charter, were supposed to achieve carbon neutrality by 2012 and streetlights represent a significant portion of electrical usage, especially for small northern communities;

AND WHEREAS BC Hydro owns a significant percentage of the streetlights under the 1701 designation, especially in smaller communities, which is preventing those communities from being able to address their carbon footprint by changing to LED streetlights;

THEREFORE BE IT RESOLVED that the NCLGA and the UBCM supports lobbying the provincial government to make the necessary changes to BC Hydro to allow all communities to reach locally appropriate solutions to switch BC Hydro owned streetlights to LED lights.

Background Information:

Municipalities who signed the Climate Action Charter are required to be carbon neutral either through changes in operations, by purchasing carbon credits or through some combination thereof. This creates a challenge, especially in small communities who do not have the resources or the density of population to make some of the options cost effective. Streetlights represent a large electrical use for most municipalities. BC Hydro owns most streetlights (classified as Schedule 1701 – Overhead Street Lights) in small communities and in some larger communities as well. LED technology represents at minimum a 45% savings in electrical consumption and carbon emissions (the estimates vary between 45-65%). Currently, for any streetlight fixture owned by BC Hydro, there is no mechanism to allow Municipalities to have them changed to LED fixtures even if the community is willing to fund the retrofit 100%. Small communities are not significant enough power consumers to have Key Account Managers within BC Hydro to advocate on their behalf. Additionally, BC Hydro doesn't currently have a tariff in place to recognize the reduced power consumption of LED lighting. Creating a tariff involves the BC Utilities Commission and is a slow process.

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Haida Gwaii has had funding in place since the beginning of 2012 to replace 1701 Streetlights with LED fixtures and have been negotiating with BC Hydro to allow them to switch to LED lights since March of 2012. The north end of Haida Gwaii runs exclusively on diesel generated hydro whose rates are subsidized by the rest of British Columbia residents therefore making the conversion to LED in all British Columbians interest.

Although BC Hydro is a large organization and the wheels often turn much slower where several levels of bureaucracy are involved, LED streetlights are not new technology. NCLGA and UBCM need to strongly encourage BC Hydro to move quicker on this issue and to work with small communities, regardless of the amount of power consumption involved, to reach solutions that support BC Hydro's green initiatives and BC Municipalities obligations under the Climate Action Charter.

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ALL-TERRAIN VEHICLE OPERATION ON PUBLIC ROADS

WELLS

WHEREAS small rural communities could benefit economically as service centres for the growing recreational sport of All-Terrain Vehicle (ATV) touring;

AND WHEREAS legislation in British Columbia currently prohibits the operation of All-Terrain Vehicles on highways, roads and streets for recreational purposes:

THEREFORE BE IT RESOLVED that the NCLGA and UBCM lobby the Provincial Government to amend current legislation to permit Local Governments to regulate the operation of ATVs on municipal roads and streets within their boundaries.

Background Information:

Provincial legislation currently provides local governments with the power to regulate the use of snowmobiles on municipal streets. Some municipalities such as the District of Wells take advantage of this empowerment to promote our community as a winter tourism destination by providing snowmobile enthusiasts not only with an excellent winter trail system, but also with the ability to directly access services in our town such as accommodation, restaurants and fuel.

The resolution being proposed is to encourage the Provincial Government to extend this same successful municipal empowerment to include the regulation of recreational All-Terrain Vehicles on municipal streets. Just as with snowmobiles, each Local Government could have the authority, by bylaw, to determine how, where and when ATV on-street use could be permitted within their boundaries. Obviously, this may not be suitable for many urban areas and in such situations local governments need not enact such bylaws. However, for rural communities with a strong economic dependence on recreational tourism such legislation could provide an additional tool with which to promote their communities and sustain their businesses. For this reason we ask your support for this resolution.



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Board-Receive

RECEIVED
DEC 19 2017
REGISTRATION UNIT OF
BULKLEY NECHAKO

December 12th, 2017

Re: NCLGA Board Report

Dear Mayors, Chairs, Councillors and Directors,

This is a brief NCLGA Board Report to keep you updated on your area association's most recent news:

NCLGA Staff Changes: Our Executive Director, Oliver Ray, has been with us on a five year contract which ends on June 30th 2018. He has formally indicated that he will not be renewing his contract, but will instead be making up for lost time in his art studio. We appreciate all he has done for the NCLGA and look forward to following his next steps as an amazing and inspiring artist. We are also grateful to have Kaila Nielsen on the NCLGA Team as our Communications Coordinator. She is a much needed asset to the organization and has played an integral role for the past year. The NCLGA is currently reviewing staffing options for next term and creating our operational 2018-2019 budget.

Resolutions Bylaw: According to the NCLGA's Constitution and Bylaws, particularly bylaw 21 (1) and 21 (6), resolutions can be derived from gatherings like the Northern Mayors and Chairs Roundtable or the Rural Roundtable and presented to the membership at an NCLGA annual general meeting. We wanted to remind each of you of this fact because the resolutions process is what drives the NCLGA's advocacy efforts. We strive to create the best resolutions process of all the area associations in BC. Your NCLGA Constitution and Bylaws are available on the NCLGA website.

Mayors, Chairs and CAOs Roundtable Update: Official invitations have been sent out to this event and we've already had a very strong response. We're expecting a full house again this time around. We are very proud to be welcoming Chief Terry Teegee (Assembly of First Nations/ BC) to discuss reconciliation, as well as elected officials from the Provincial government and members of the COFI team for an interactive discussion around the future of forestry in the region. The event is supported, financially, by the Northern Voices Endowment Fund, and I look forward to seeing you all there.

Bid on Hosting the 2019 Convention: Attached to this report is a call for bids to host the NCLGA's 2019 Convention. The quick notes are: 1.) the event adds \$250,000 to your local economy, 2.) it occurs in the beginning of May, and 3.) we have simplified and reformulated the execution of this event to make it much less cumbersome and more rewarding for host community organizers. We look forward to seeing your bids! The deadline for submissions is February 26th.

Flights to the 2018 Convention: We are already ahead of last year's numbers for your NCLGA convention in May. This is great news, and means we will surely have a very robust attendance with a lot of divergent and interesting perspectives, opportunities and solutions. Fort Nelson is our most northern member and getting to and from that wonderful community can take more earnest planning.

Northern Thunderbird Air is providing chartered aircraft according to demand, to help delegates get to the convention. Geraldine Craven from the Regional District of Bulkley Nechako has been working with them on this. It isn't an easy or straightforward process, however, and requires commitments from roughly 20 travelers per plane.

If you aren't driving or taking a regularly scheduled flight to Fort Nelson next May, Geraldine has offered to give you her insights and info around chartering a plane:

Geraldine Craven
Administration Clerk/Receptionist
Phone: (250) 692-3195
Toll Free: 1 800 320-3339
Email: geraldine.craven@rdbn.bc.ca

Registration and the draft agenda for your 2018 NCLGA convention is available on the NCLGA website.

Website Reminder: Almost anything you need to know about your area association is available at www.nclga.ca. From policy manuals, how to bid on conventions and the community leadership awards to lists of members, strategic planning and resolutions, it is a one stop shop for local government leaders and stakeholders alike. We have also created a searchable component to the website to assist in your advocacy efforts and resolution writing.

If you have any questions about these topics or any other NCLGA related issues, please don't hesitate to connect with any of your NCLGA Board members:

Shaely Wilbur, Councillor	City of Dawson Creek	President
Gord Klassen, Councillor	City of Fort St. John	1 st Vice President
Laurie Walters, Councillor	City of Williams Lake	2 nd Vice President
Laurey-Anne Roodenburg, Councillor	City of Quesnel	Past President
Cheryl Shuman, Councillor	City of Dawson Creek	Director At Large
Sarrah Storey, Councillor	Village of Fraser Lake	Director At Large
Lara Beckett, Director	Regional District of Fraser-Fort George	Director at Large

Brad Sperling, Director	Peace River Regional District	Appointed Regional Representative
Dave MacDonald, Mayor	District of Port Edward, North Coast Regional District	Appointed Regional Representative
Lynne Christiansen, Councillor	City of Terrace, Kitimat-Stikine Regional District	Appointed Regional Representative
Joan Sorley, Director	Cariboo Regional District	Appointed Regional Representative
Shane Brienen, Mayor	District of Houston, Bulkley-Nechako Regional District	Appointed Regional Representative
Pat Crook, Mayor	District of Mackenzie, Regional District of Fraser-Fort George	Appointed Regional Representative
Lorraine Gerwing, Councillor	Fort Nelson, Northern Rockies Regional Municipality	Appointed Regional Representative

We greatly appreciate your hard work and dedication to making central and northern BC the best place in the world to live, work and play.

Sincerely,


 Shaely Wilber
 NCLGA President

*Wishing you all the best
 over the holiday season &
 blessings in the New year.*



North Central Local Government Association

**Annual General Meeting &
Convention Request for Bids
(2019)**

2019 NCLGA Annual General Meeting & Convention

Established in 1955, North Central Local Government Association is a non-profit, non-partisan association comprised of all elected officials in North Central British Columbia. We work to connect communities, identify common challenges and facilitate positive change. As our name implies, we are a coalition of cities, towns, Aboriginal communities, villages and regional districts. Our jurisdiction covers 70% of BC's landmass and includes nearly 60% of the province's Aboriginal population. Although forestry remains paramount, recent multi-billion dollar energy and mining projects make our region, per capita, one of the most heavily invested areas in North America.

The NCLGA is the local area association to over 265 local government leaders and represents over 41 communities in the north central region of British Columbia. The Annual General Meeting and Convention is an incomparable opportunity to welcome industry, government, First Nations and other key decision makers from across the province to your community. Hosting the AGM & Convention not only provides a significant economic impact (\$250,000+), but it gives you the opportunity to set the agenda for the event – from sessions and speakers to official tours, the host community has significant input into specific programming over the course of the three day event. Hosting the convention also gives you the opportunity to showcase your community, and show off what exactly makes it a great place to live, work, and invest.

The NCLGA AGM & Convention is a fantastic event, and we encourage your community to consider hosting north central BC's top decision makers in 2019!

**If necessary, the NCLGA can provide seed money to a successful host community to help begin the planning process.*

Host Community Responsibilities

The NCLGA is responsible for all area association business sessions during the AGM. This includes the election of officers, resolutions debate, annual reporting, etc. Many of the other conference items, at least in part, fall under the purview of the Host Community.

Firstly, the Host Community should organize an internal convention planning group as soon as they are notified of their successful bid. This is usually a small group of 2 to 4 individuals, including at least one elected official.

As well, the Host Community will need to appoint a staff person who will be able to commit a modicum of hours toward convention planning for several months prior to the actual event. In the three months before the conference takes place, this individual will see their time requirements increase.

Below is a list of general responsibilities and pertinent information that falls under the purview of the successful Host Community:

1. Formulating event agenda and budget. This is a very straightforward process which uses templates provided from past NCLGA conferences. The only difficulty is setting up a planning committee and coming up with interesting, engaging content.
2. Securing a venue as per event requirements (to accommodate up to 400 delegates). It is best to have a single venue where all meals, addresses, and sessions take place, ideally with an adequate amount of round tables (eight chairs per table) and a stage. The tradeshow area (between 20 – 30 booths) should be as close as possible to the main seating area.
3. Work with NCLGA staff to organize a registration page (through CivicInfo BC) and provide a contact person locally who can answer intermittent- usually quite simple- questions about the registration process.

**The NCLGA will have a page dedicated to relevant conference info on their website and NCLGA staff will update it regularly.*

4. Arranging audio visual services for the conference. The NCLGA will let host communities know the exact requirements, and most local A/V companies either have what is needed or they can get it easily.
5. If applicable, developing/ implementing a Partners' Program/ Tour (for spouses, friends, associates who are not actually conference delegates).
6. Providing a minute-taker during business sessions, as well as a parliamentarian.
7. Securing blocks of accommodation for delegates (for approx. 300 – 400 people).
8. Creating the convention logo/ theme.
9. Work with NCLGA staff to liaise with committed sponsors as the process unfolds (although the NCLGA is ultimately responsible for raising sponsorship dollars). The host's primary function around sponsorship is simply to provide invoices and receipts, (cheques are made payable to the host community) and to finalize details with sponsors.

As a non-profit organization, this is the NCLGA's principle fundraising event. All profits belong to the NCLGA, and are critical to our operational budget. Keep in mind, however, that the dollars spent in the host community far outweigh the profits returned to the NCLGA.

10. Developing and coordinating a variety of simple but important event details (i.e. catering, gift bags, tradeshow layout, signage, etc). These aren't huge items at all, but

they require local knowledge and local contacts, which is why they fall under host community duties.

Detailed information pertaining to these points will follow upon successfully securing your bid to host the NCLGA AGM and Convention. Essentially, the past agendas, sponsorship packages and budgets are used as templates. All previous event documentation is made available to the Host Community, and NCLGA staff will meet with appropriate Host Community staff representatives as often as required.

This is not a complex event to organize, although its size and scope do require the appointment of a dedicated Host Community employee. The NCLGA works with Lindsey Borek of Platinum Events to help insure a smooth registration process, efficient sponsor follow-up/ invoicing and the overall execution of the event. If you have any questions about the role of Platinum Events or the Convention in general, do not hesitate to contact the NCLGA office at 250-564-6585.

***Please submit your bid via email, indicating your community's staffing, accommodation and venue capabilities (and any other relevant information you would like to highlight) to the NCLGA's Executive Director, Oliver Ray: oray@nclga.ca.**

The deadline for submissions is 6:00 p.m., February 26nd, 2018, and the NCLGA Board of Directors will choose the 2019 Host Community at their Board meeting the following month.

geraldine.craven

262

From: Minister, MAH MAH:EX <MAH.Minister@gov.bc.ca>
Sent: December 22, 2017 11:07 AM
Subject: Holiday Greetings from the Honourable Selina Robinson, Minister of Municipal Affairs and Housing

Dear friends,

I wanted to take the time to thank you for all the incredible work you are doing to address the problems facing people in our communities. Whether it is on transit and transportation, or local government and housing, you have been on the front lines, making the hard choices and getting things done.

It was so great to see so many of you at the Union of British Columbia Municipalities Convention this year. As usual, the organizers did a fantastic job of bringing everyone together to discuss issues that are facing people across the province. We heard your concern about the influence of big money on local elections and we moved quickly to address it.

Many communities faced devastating wildfires this year, and your leadership is important as the people and businesses in your community recover. To support recovery, BC Assessment is working with local governments to clearly identify properties damaged by the wildfires.

In just a few months, we have done a lot together. We have already secured over 1000 modular homes with 24/7 support services for communities across the province, with more on the way.

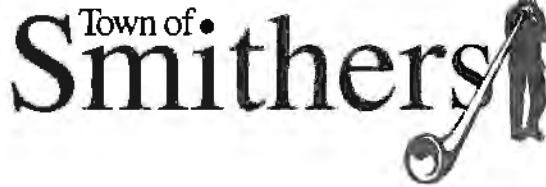
We have also been working with you to move forward on 1,700 new affordable rental units. And this is just the beginning of what we will do together on housing.

It has been exciting to see all the amazing projects that were put forward and approved as part of our new community gaming grants capital projects program. We are also looking forward to seeing how the 60 organizations that were awarded grants put them to good work.

Thank you for all you do to support people and serve the communities. I wish you a very Happy Holidays.

Sincerely,

Selina Robinson
Minister of Municipal Affairs
and Housing



263 Board
RECEIVED
- Receive
JAN 11 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO

PO Box 879, 1027 Aldous Street, Smithers, BC V0J 2N0
Telephone (250) 847-1600 ~ Fax (250) 847-1601 ~ www.smithers.ca

January 10, 2018

FILE: 8500-01

Director R. Newell
Area 'G'
Regional District of Bulkley-Nechako
Box 820
Burns Lake, B.C. V0J 1E0

Dear Director Newell:

RE: Houston/Smithers Commuter Service

At the Smithers and District Transit Committee meeting held December 1, 2017, your email recommending transit commuter service between Smithers and Houston was discussed.

The Committee agreed that a commuter service between Houston and Smithers would have a lot of potential and could answer the needs of Smithers' businesses in recruiting employees.

It was mentioned that, if the intent is to transport workers from Smithers to Houston (i.e. teachers and mill workers) the bus could be running too late to serve commuters going in the opposite direction.

C. Fudge, Regional Transit Manager with BC Transit, was in attendance at the meeting and advised that BC Transit completed a high-level cost analysis for such a service a couple of years ago and that the idea was discussed again when planning the Highway 16 Action Plan services. He suggested that, if your request were to be addressed, BC Transit's planners would need to do a more complete study to determine demand and costs, and it could then be added into BC Transit's expansion cycle.

The Committee, and then ratified by Smithers Council at the January 9, 2018, Council meeting, decided to revisit your request after the annual review of Highway 16 Action Plan transit services has taken place, at which time the Committee will have a better understanding of the success of the new transit routes that have been recently implemented.

Yours truly,

Leslie Ford
Director of Finance

LF/jm

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Board-Receive
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264

JAN 16 2018

REGIONAL DISTRICT OF
BULKLEY NECHAMO

geraldine.craven

From: PAHS / SSVA (CFIA/ACIA) <PAHS-SSVA@inspection.gc.ca>
Sent: January 16, 2018 1:03 PM
To: PAHS / SSVA (CFIA/ACIA)
Subject: Update on the Plant and Animal Health Strategy for Canada | Mise à jour concernant la Stratégie sur la santé des végétaux et des animaux pour le Canada

Le texte français suit le texte anglais

Since the Plant and Animal Health Strategy (the Strategy) was endorsed in 2017, partners have been working to establish the separate coordinating councils to lead the coordination of implementation, as outlined in the Strategy, focused on plant and animal health respectively. This will allow each sector to further refine implementation plans and coordinate activities according to sector-specific needs, priorities and capacities on an ongoing basis.

Animal Health

Positive discussions continue with the National Farmed Animal Health and Welfare Council for it to lead the coordination of the Strategy's animal health implementation activities. As an existing multi-partner council with an animal health mandate that aligns with the direction set out by the Strategy, the Council has agreed in principle to take on this role.

Plant Health

Plant health partners are well positioned to collaboratively establish a multi-partner plant health coordinating council fitting their sector needs. Strategy partners will have to develop options for consideration on the structure and function of the council. Discussions are beginning, but it is anticipated that first steps for this critical need will commence in the coming weeks. Should you be interested in taking part, please contact us at PAHS-SSVA@inspection.gc.ca.

Short term activities

In addition to establishing the multi-partner councils, a series of potential short-term activities are planned in order to achieve early results through collaboration. Strategy partners continue to work on these short-term activities that will serve to demonstrate how we can achieve more by working in partnership.

For more information, please visit www.inspection.gc.ca/CanPAH.

Further updates will continue from this email account either jointly or separately on specific animal or plant health issues.

Regards,

The Plant and Animal Health Strategy Team on behalf of partners

Depuis que la Stratégie sur la santé des végétaux et des animaux (la Stratégie) a reçu l'appui des ministres en 2017, les partenaires travaillent sur l'établissement des conseils de coordination individuels afin de diriger la coordination de la mise en œuvre, comme souligné dans la Stratégie, axée sur la santé des végétaux et des animaux respectivement. Ceci



Board-Receive

File: 0530-01

December 5, 2017

Honourable George Heyman
Minister of Environment and Climate Change Strategy
PO Box 9047 Stn Prov Govt
Rm 112, Parliament Buildings
Victoria, BC V8W9E2

RECEIVED

JAN 03 2018

REG. DISTRICT OF
BULKLEY NECHAKO

Subject: Prevention of Quagga and Zebra Mussels

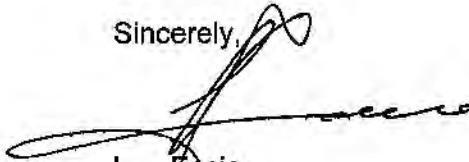
Dear Minister Heyman:

At a recent meeting of Council on December 4, 2017, Council passed a resolution in support of the District of Sicamous' concerns and threat of Quagga and Zebra mussels in the Province. Sicamous submitted a resolution at UBCM that was endorsed requesting more funding from the Provincial Government to increase awareness and education for the threat of Quagga and Zebra mussels into BC Lakes.

As expressed in the District of Sicamous' letter of November 29, 2017, the Village concurs that the impacts these bivalve molluscs can inflict in our BC waters is of a huge concern. We wholeheartedly agree with the District and recommend that the Province take the necessary steps to ensure continuing health and well-being of our waters and work towards a solution for the eradication of this invasive species.

We respectfully request that you consider the requests made on this very important issue.

Sincerely,



Leo Fazio
Mayor

enclosure

cc: Mark Zarcharias, Deputy Minister (via email: DM.ENV@gov.bc.ca)
Wendy Booth, UBCM President (via email: wndbooth@gmail.com)
UBCM Members (via emails)
Council

266
DISTRICT OF CLEARWATER

Board-Receive

December 6, 2017

DEC 11 2017
REGIONAL DISTRICT OF
BULKLEY NECHAKO



Honourable George Heyman
Minister of Environment and Climate Change Strategy
Via E-mail: ENV.Minister@gov.bc.ca
PO Box 9047 Stn Prov Govt
Rm 112, Parliament Buildings
Victoria, BC V8W9E2

Re: Prevention of Quagga and Zebra Mussels

Dear Minister Heyman,

On behalf of the District of Clearwater, I would like to express my concern about the threat of Quagga and Zebra mussels. Sicamous submitted a resolution at UBCM that was endorsed requesting more funding from the Provincial Government to increase awareness and education regarding the threat of Quagga and Zebra mussels in BC Lakes.

The effects to ALL BC Lakes would be devastating:

- Zebra and quagga mussels filter water to the point where food sources such as plankton are removed, altering food webs. This also causes clearer water, allowing sunlight to penetrate deeper, increasing growth of aquatic vegetation. One mussel can produce one million mussels per year.
- Impact on fish and wildlife by increasing toxic algal blooms.
- Large colonies affect spawning areas, impacting the survival of fish eggs.
- Affects recreational activities by cutting swimmers feet as a result of their sharp shell.
- Non-reversible once infested with mussels, all BC Lakes will be contaminated and there is currently no solution to destroy the mussels.
- Cost to BC government, taxpayers and businesses will be billions if mussels get into our eco-system.
- Eco-system compromised, water intakes plugged, fish destroyed, beeches destroyed.
- No long-term research provided on drinking water quality.
- Negative tourism impact

Solutions:

- Guard the borders - cost BC millions to guard the borders 24/7, 365 days per year to prevent infestation or boat border crossing hours.
- Train border patrols – this is a serious issue, they must collect the correct information from boaters (of all kinds such as zodiacs, blow up paddle boards).
- More conservation officers, with more authority.
- More docks.
- This is no longer a campaign, it should now be a department of the government with funding to continue prevention.

DISTRICT OF CLEARWATER

P 250.674.2257

F 250.674.2173

E admin@docbc.ca

PO Box No. 157

209 Dutch Lake Road

Clearwater BC V0E 1N0

districtofclearwater.

2167

- This is no longer a provincial problem, it is a federal problem, lakes that are contaminated in Canada should not be allowed to let boats leave without inspection to prevent contaminating other lakes.
- Transport Canada should prevent float planes from hopping provinces and states.
- Education – major media campaign announcing BC's commitment to keeping our waters pristine (TV, billboards, newspapers, social media)
- All Municipalities and Regional Districts should run a banner on their website home pages – "British Columbia is Committed to keeping their lakes Quagga and Zebra Mussel free. Please respect our Lakes and boarder crossing patrols. STOP at the boat inspection stations". This should have a link to a website explaining the seriousness of this issue, and explain fines for breaking the law by transporting invasive species.
- All BC tourism sites should also announce and run the banner on their sites. Tourism will stay healthy if BC lakes stays healthy.
- Boaters registration, should include education.
- Immediate allocations of funds dedicated to research, to enable BC biologists to work on a solution with Manitoba & US studies research groups. Let's work on removing them, together.
- Collaborate with infested US bordering Lakes on research and prevention of cross contamination.
- Collaborate with Alberta and Saskatchewan to stay mussel free

Funding:

BC government will find the funds (billions) if we lose the battle against mussels, as we'll need to manage the problem. This is how we can help fund the prevention now (millions):

- Out of province user pay at all BC boat ramps
- Lake passes for BC boaters
- All fines are allocated back to the program
- Boat registration increase some funding back to project

Thank you for your consideration of this issue.

Regards,



John Harwood
Mayor

Cc: Mark Zarcharias, Deputy Minister (via email: DM.ENV@gov.bc.ca)
Wendy Booth, UBCM President (via email: wndbooth@gmail.com)
UBCM Members (via email)

RECEIVED 268

DEC 14 2017
REGIONAL DISTRICT OF
BULKLEY NECHAKO



Office of the Mayor

December 13, 2017

Honourable George Heyman
Minister of Environment and Climate Change Strategy
PO Box 9047 Stn Prov Govt
Rm 112, Parliament Buildings
Victoria, BC V8W9E2

Dear Honourable Heyman,

Re: Pravention of Quagga and Zebra Mussels

On behalf of the Town of Oliver we write to express our concern about the threat of Quagga and Zebra mussels. Sicamous submitted a resolution at UBCM that was endorsed requesting more funding from the Provincial Government to increase awareness and Education for the threat of Quagga and Zebra mussels into BC Lakes.

The effects to ALL BC Lakes would be devastating:

- Zebra and quagga mussels filter water to the point where food sources such as plankton are removed, altering food webs. This also causes clearer water, allowing sunlight to penetrate deeper, increasing growth of aquatic vegetation. One mussel can produce one million mussels per year.
- Impact fish and wildlife by increasing toxic algal blooms.
- Large colonies affect spawning areas, impacting the survival of fish eggs.
- Affects recreational activities by cutting swimmers feet as a result of their sharp shell
- Non-reversible once infested with mussels, all BC Lakes will be contaminated and there is currently no solution to destroy them.
- Cost to British Columbia will be Billions, to government, taxpayers and businesses if mussels manage to get into our eco-system
- Eco-system compromised, water intakes plugged, fish destroyed, beaches destroyed
- No long-term research provided on drinking water quality
- Negative tourism impact

Solutions:

- Guard the borders - cost British Columbia Millions to guard the borders 24/7 365 days per year to prevent infestation or Boat border crossing hours, that work.
- Train border patrols – this is a serious issue, they must collect the correct information from boaters (of all kinds such as zodiacs, blow up paddle boards)
- More conservation officers, with more authority
- This is no longer a campaign, it should now be a department of the government with funding to continue prevention
- This is no longer a provincial problem, it is a federal problem, lakes that are contaminated in Canada should not be allowed to let boata leave without

269

- inspection to prevent contaminating other lakes.
- Transport Canada should now prevent float planes from hoping provinces and states
- Education – Major Media campaign announcing BC's commitment to keep our waters pristine. TV, Billboards, News paper, social media
- All Municipalities and Regional Districts should run a banner on their website home pages – "British Columbia is Committed to keeping their lakes Quagga and Zebra Mussel free. Please respect our Lakes and boarder crossing patrols, STOP at the boat inspection stations". This should have a link to a website explaining the seriousness of this issue, and explain fines for breaking the law by transporting invasive species.
- All British Columbia tourism sites should also announce and run the banner on their sites. Tourism will stay healthy if BC lakes stays healthy.
- Boaters registration, should include education
- Immediate allocations of funds dedicated to research, to enable BC biologists to work on a solution with Manitoba & US studies research groups. Let's work on removing them, together.
- Collaborate with infested US bordering Lakes on research and prevention of cross contamination.
- Collaborate with Alberta and Saskatchewan to stay mussel free

Funding:

BC government will find the funds (billions) if we lose the battle against mussels, as we'll need to manage the problem. This is how can we help fund the prevention now (millions):

- Out of province user pay at all BC boat ramps
- Lake passes for BC boaters
- All fines are allocated back to the program
- Boat registration increase some funding back to project

Thank you for your consideration of this issue.

Regards,



Ron Hovanes,
Mayor

Cc: Mark Zarcharias, Deputy Minister (via email: DM.ENV@gov.bc.ca)
Wendy Booth, UBCM President (via email: wndbooth@gmail.com)
UBCM Members (CiviciInfo)



City of Parksville
Office of the Mayor

Board-Receive

RECEIVED

JAN 03 2018

REGIONAL DISTRICT OF
BULMER

December 19, 2017

The Honourable George Heyman
Minister of Environment and Climate Change Strategy
PO Box 9047 Stn Prov Govt
Victoria, BC V8W 9E2

Dear Minister Heyman:

RE: Prevention of Quagga and Zebra Mussels

At the December 18, 2017, regular meeting, Parksville City Council passed a resolution to express concern regarding the threat that quagga and zebra mussels pose to BC lakes.

The District of Sicamous submitted a resolution at UBCM that was endorsed requesting more funding from the provincial government to increase awareness and education regarding this issue. Quagga and zebra mussels are highly invasive; only one mussel can produce one million mussels per year. Should BC become infested with these mussels, the impact will not ever be reversible. All BC lakes would be contaminated and there is currently no solution to destroy the mussel population.

It is our belief that the effects of these mussels would be devastating to BC freshwater eco-systems. Zebra and quagga mussels filter water to the point where food sources such as plankton are removed, altering food webs. This also causes clearer water, allowing sunlight to penetrate deeper, increasing growth of aquatic vegetation. Toxic algal blooms may negatively impact native fish and wildlife. Large mussel colonies affect spawning areas, impacting the survival of fish eggs.

With the eco-system compromised, beaches will be destroyed. Water intakes may become clogged with mussel colonies and there is no research on how these mussel populations may affect water quality. Recreational users may no longer wish to access lakes due to the environmental changes, which would negatively impact the vital tourism industry in BC. The cost to British Columbia government, taxpayers and businesses will be billions if these mussels manage to infiltrate our eco-system.

.../2

Fortunately, there is still time to prevent this disaster. The District of Sicamous submitted a comprehensive list of preventative measures to keep these mussels out of BC waterways, including stricter border patrols, increased conservation staffing, inter-governmental collaboration and improved boater education. It is our hope that the Government of BC will heed this warning and implement some of these suggestions before it is too late.

Yours truly,



MARC LEFEBVRE
Mayor

Cc: Council Members
Mark Zarcharias, Deputy Minister (via email: DM.ENV@gov.bc.ca)
Wendy Booth, UBCM President (via email: wndbooth@gmail.com)
UBCM Members (via email)



City of
Dawson Creek
BRITISH COLUMBIA
"The Capital of the Peace"

27a

Board-Receive

RECEIVED

JAN 02 2017
REGIONAL DISTRICT OF
RULKLEY NECHAY

December 19, 2017

FILE: 1-1-4

Honourable George Heyman
Minister of Environment and Climate Change Strategy
Via E-mail: ENV.Minister@gov.bc.ca
PO Box 9047 Stn Prov Govt
Rm 112, Parliament Buildings
Victoria, BC V8W9E2

Dear Honourable Heyman,

Re: Prevention of Quagga and Zebra Mussels

On behalf of the City of Dawson Creek, I write to express our concern about the threat of Quagga and Zebra mussels. Sicamous submitted a resolution at UBCM that was endorsed requesting more funding from the Provincial Government to increase awareness and Education for the threat of Quagga and Zebra mussels into BC Lakes.

The effects to ALL BC Lakes would be devastating:

- Zebra and quagga mussels filter water to the point where food sources such as plankton are removed, altering food webs. This also causes clearer water, allowing sunlight to penetrate deeper, increasing growth of aquatic vegetation. One mussel can produce one million mussels per year.
- Impact fish and wildlife by increasing toxic algal blooms.
- Large colonies affect spawning areas, impacting the survival of fish eggs.
- Affects recreational activities by cutting swimmers feet as a result of their sharp shell
- Non-reversible once infested with mussels, all BC Lakes will be contaminated and there is currently no solution to destroy them.
- Cost to British Columbia will be Billions, to government, taxpayers and businesses if mussels manage to get into our eco-system
- Eco-system compromised, water intakes plugged, fish destroyed, beaches destroyed
- No long-term research provided on drinking water quality
- Negative tourism impact

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Thank you for your consideration of this issue.

Regards,

A handwritten signature in black ink, appearing to be 'Dale Bumstead', enclosed within a circular scribble.

Dale Bumstead

Mayor

Cc: Mark Zarcharias, Deputy Minister (via email: DM.ENV@gov.bc.ca)
Wendy Booth, UBCM President (via email: wndbooth@gmail.com)
UBCM Members (via emails)

RECEIVED

JAN 12 2018
REGIONAL DISTRICT OF
BULKLEY NECHAKO



Board-Receive

FROM THE OFFICE OF THE MAYOR

January 9, 2018

Honourable George Heyman
BC Minister of Environment and Climate Strategy
PO Box 9047 Stn Pov Govt
Rm 112, Parliament Buildings
Victoria BC V8W9E2

Honourable Minister:

Re: Open Burning Smoke Control Regulations

Smithers Town Council greatly appreciated the chance to meet with you and your staff last September at UBCM. At the meeting, we expressed our strong concerns regarding the proposed changes to British Columbia's Open Burning Smoke Control Regulations (OBSCR). We would like to follow up on this important issue.

The proposed change to three-zone sensitivity classification system will worsen our air quality issues in Smithers. Under the proposed regulatory changes, there are no venting requirements for burning taking place more than 20 kilometers from communities. Due to our geography and population distribution, it is clear that the 20-kilometre radius is insufficient to protect our population from the negative impacts of burning during poor venting conditions.

Each year there are between 20,000 - 30,000 slash piles burned in the Bulkley Valley – Lakes District airshed, the majority of which are located in the proposed Low Smoke Sensitivity Zone. Under the proposed regulatory changes, these piles could be burned even during very poor venting conditions, with predictable negative impacts on Smithers air quality.

The Ministry of Environment has the tools necessary to mitigate the impacts of slash burning on communities such as ours. We strongly urge you to reconsider the proposed changes to the Open Burning Smoke Control Regulations. Instead of relaxing the regulations, we believe they must be strengthened to provide greater protection for families in our community.

1027 Aldous Street PO Box 879
Smithers, BC, Canada V0J 2N0



Email: mayor@smithers.ca
Telephone: (250) 847-1600

We are working hard at the municipal level to reduce the impact of residential wood-stove use on local air quality. This work has included significant investments in an updated micro-emissions inventory (co-funded with your Ministry), a door-to-door survey of wood stove users in 2017, an enhanced wood stove exchange program, and improved public communications. Coupling these municipal efforts with effective provincial regulation and management of industrial wood smoke will substantively improve the air quality of our airshed and the quality of life enjoyed by Smithers families.

Again, we urge you to reconsider the proposed changes to BC's Open Burning Smoke Control Regulations.

Respectfully submitted,

Taylor Bachrach
Mayor

Cc:

Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development
Nathan Cullen, Member of Parliament, Skeena-Bulkley Valley
Bulkley Valley Lakes District Airshed Management Society
Regional District of Bulkley Nechako



7170 Cheam Avenue
PO. Box 70
Agassiz, British Columbia
Canada V0M 1A0

Tel: (604) 796-2235
Fax: (604) 796-9854
Web: www.district.kent.bc.ca

276
Board-Received
RECEIVED

JAN 17 2018
REGIONAL DISTRICT OF
BULKLEY NECHAS

January 16, 2018

The Honourable Selina Robinson
Minister of Municipal Affairs and Housing
Parliament Buildings
Victoria, B.C. V8V 1X4

Dear Minister Robinson:

RE: Cannabis Sales Revenue Sharing

A letter dated March 16, 2017 (copy attached) was sent from the Union of B.C. Municipalities (UBCM) to The Honourable Suzanne Anton, Minister of Justice and Attorney General, in regards to concerns related to the legalization of marijuana in Canada. Of particular interest, the letter expressed the concerns of B.C. municipalities that marijuana taxation revenue be fairly distributed among all orders of government, including local governments. As it is very troubling that there has been no apparent progress in this regard, I am writing on behalf of the District of Kent Council today to personally reiterate that increased costs and responsibilities related to marijuana legalization without any confirmed source of additional funding will place a huge burden on local governments.

With the legalization of cannabis sales now imminent, the need for a formal agreement that will divide the tax revenue on cannabis sales in a fair and equitable manner is critical for municipalities. From our perspective, smaller municipalities with limited funding opportunities available for new responsibilities will be particularly impacted by these changes. The legalization will result in additional costs for local governments in social and policing costs. A Federation of Canadian Municipalities (FCM) paper is stating that that the impact may affect policing, fire services, building codes, city planning, municipal licencing and standards, public health, social services, and communications.

Current discussions regarding revenue sharing involve the Federal and Provincial governments with no inclusion of local governments. Therefore, we implore you to address this matter soon and present a formal funding agreement for B.C. municipalities. Fifty percent (50%) of the provincial share of the cannabis tax sharing formula being provided to local governments is suggested as an adequate and equitable share to support costs and services incurred by local governments.

Thank you for your time and consideration to this matter of urgent concern to all B.C. municipalities.

John Van Laerhoven
Mayor

cc: The Honourable David Eby, Attorney General
UBCM Municipalities



March 16, 2017

The Honourable Suzanne Anton
 Minister of Justice and Attorney General
 Room 232, Parliament Buildings
 Victoria, B.C. V8V 1X4

RE: Legalization of Marijuana

Dear Minister,

I write to you today regarding local government concerns related to the legalization of marijuana in Canada. BC local governments have adopted resolutions requesting direct involvement in the process to establish a regulatory approach to marijuana, and that marijuana taxation revenue be fairly distributed among all orders of government, including local governments. I would like to request a meeting at your convenience to discuss these issues, and other local government concerns that we may address through collaborative solutions.

To this point, UBCM has not been presented with an opportunity to directly engage in meaningful discussion with the provincial government regarding a framework for legal access to marijuana, and in particular a marijuana distribution framework. With federal legislation expected in the near future, it is important that local governments and the Province begin discussion on how to best prepare for the ensuing changes.

Potential costs and responsibilities related to marijuana legalization without any confirmed source of additional funding could place a large burden on local governments, who may bear substantial enforcement and oversight costs, and at this point only receive 8-10% of overall taxation revenue. Previous experience with medical marijuana has shown that, without funding, local governments face difficulties in enforcing laws, leading to the unregulated environment that exists today. As such, UBCM would greatly appreciate an opportunity to discuss the concerns of BC local governments as they pertain to marijuana legalization. Bhar Sihota, UBCM Policy Analyst, may be reached at (604) 270-8226 Ext. 114 or bsihota@ubcm.ca to arrange a meeting.

We look forward to partnering with you in the development of an effective regulatory framework for legal access to marijuana.

Sincerely,

A handwritten signature in black ink, appearing to read "Murry Krause".

Murry Krause
 President, Union of BC Municipalities

cc: *The Honourable Peter Fassbender, Minister of Community, Sport, Cultural Development, and Minister Responsible for TransLink*

geraldine.craven

2796

Board-Receive
RECEIVED

DEC 19 2017

From: EP.RPY / SAR.PYR (EC) <ec.ep.rpy-sar.pyr.ec@canada.ca>
Sent: December 18, 2017 8:22 AM
Subject: Changes to Schedule 1 (the "Legal List") of the Species at Risk Act

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Hello,

On December 16, 2017 a proposal to amend Schedule 1 of the *Species at Risk Act* (SARA) for 13 terrestrial species was published in part I of the *Canada Gazette*: <http://gazette.gc.ca/rp-pr/p1/2017/2017-12-16/html/reg2-eng.html>. This marks the beginning of a 30-day public comment period during which you can share your comments on the proposal either by writing to ec.LEPreglements-SARAreulations.ec@canada.ca or calling 1-800-668-6767. The public comment period will end on January 18, 2018.

The proposed amendments would change Schedule 1 (the List of Wildlife Species at Risk) of SARA by adding certain species, by changing some species' statuses (e.g. from "Endangered" to "Threatened"), and by changing the way some species are divided on the list. For species found in British Columbia, this includes the addition of:

- Grizzly Bear, Western population (Special Concern),
- Wolverine (Special Concern),
- Audouin's Night-stalking Tiger Beetle (Threatened),
- Gypsy Cuckoo Bumble Bee (Endangered),
- Yellow-banded Bumble Bee (Special Concern), and
- Roell's Brotherella Moss (Endangered)

The proposal also includes changing the status of Barn Owl, Western population from Special Concern to Threatened, dividing the American Badger *jeffersonii* subspecies into Eastern and Western Populations, and dividing the Western Toad into "calling" and "non-calling" populations.

Please also note that on November 15, 2017 an order to amend Schedule 1 of SARA was published in part 2 of the *Canada Gazette*: <http://gazette.gc.ca/rp-pr/p2/2017/2017-11-15/html/sor-dors229-eng.html>. This order follows the proposal published in part I of the *Canada Gazette* and the associated comment period which ended on April 10, 2017. Among other amendments, this order added 4 bird species found in British Columbia to Schedule 1 of SARA:

- Bank Swallow (Threatened)
- Barn Swallow (Threatened)
- Bobolink (Threatened)
- Western Grebe (Special Concern)

All species in this order are migratory birds protected under the *Migratory Birds Convention Act* (MBCA). The MBCA and its regulations protect migratory birds, their nests and eggs against possessing, buying, selling, exchanging, giving or making it the subject of a commercial transaction, wherever they are found in Canada. These protections remain in effect when a migratory bird is listed in Schedule 1 of SARA.

Notifications regarding additional potential changes to SARA can be expected early in 2018.

Further information regarding SARA and species at risk is available on the *Species at Risk Public Registry*, including an explanation of the listing process (found here: <https://www.registrelep-sararegistry.gc.ca/default.asp?lang=En&n=EOF272D5-1>). For general inquiries please do not hesitate to contact our regional office in British Columbia via email at ec.ep.rpy-sar.pyr.ec@canada.ca.

Respectfully,

Conservation Planning Unit

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Canadian Wildlife Service – Pacific Region
Environment and Climate Change Canada
5421 Robertson Road, Delta, BC, V4K 3N2

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DEC 14 2017

INDIAN DISTRICT OF
FRASER NECHAKO



**STELLAT'EN FIRST NATION
HOCKEY GROUP**

Board-Received

To Whom It May Concern,

October 17, 2017

The Prince George Aboriginal Youth Hockey Championships is scheduled from March 30th to April 1, 2017. The parents and children of Stellat'en First Nation have come together again to work on various fundraising efforts which consist of raffles, Loonie auctions, Purdy's sales, Mixing Spoon Sales, Weekly Bingo's, and monetary donations.

It is with great enthusiasm we look to sponsors for help in raising funds required to ensure this an exciting and memorable yet affordable event for all involved. Money raised will help cover the cost for tournament fees, meals, accommodation and travel from Fraser Lake, BC to Prince George, BC. Our goal this year is to raise a total of \$12,000.00 to assist approximately 20 children and their parents.

This would not be possible without the help of generous sponsors such as you. If you are interested in donating a raffle item, loonie auction prize or a monetary donation it would be greatly appreciated. Donations may be dropped off at the Stellat'en Administration office or mailed to:

Stellat'en First Nation
Box 760
Fraser Lake, BC
V0J 1S0.

If you would like items picked up or need to make other arrangements please call the number listed below. If you have any questions or would like more information about our teams and our fundraising, please feel free to contact myself or follow us on our Facebook group Stellat'en First Nation Novice Hockey Team.

Vanessa Louie Work:250-699-6091 Cell: 250-981-0801 Email: vanessalouie11@hotmail.com
Kim Albinet Work:250-6998747 Cell: 250-617-0372 Email: kimg19@hotmail.com

We thank you for your time and consideration and look forward to hearing from you.

Sincerely,

Vanessa Louis
Parent/Volunteer

From: Cathy Peters <ca.peters@telus.net>
Sent: December 13, 2017 2:06 PM
To: inquiries
Subject: Globe and Mail article: more important news re sexual assault cases/missing persons-
trafficking will be connected/involved
Attachments: Identifying Sex Trafficking Victims in the ED.PDF; Resources for physicians_Final.pdf
Importance: High

REGIONAL DISTRICT OF
BULKLEY NECHAKO

Dear Chair Bill Miller and City Councillors,

I am alerting every City Council in British Columbia about these 2 timely articles that came out in the news last Friday regarding sexual assault cases and missing persons cases. Human trafficking can be an integral part of sexual assault and sex crimes. A City Council is the "eyes and ears" of what is happening in communities. This is a very serious issue/crime that is growing fast, and there are simple things we can do to stop it. Prevention is my strategy and "Education is our greatest weapon"- (quote from Joy Smith of the Joy Smith Foundation to stop human trafficking/sexual exploitation in Canada).

1. Robyn Doolittle did another thorough investigation piece. Please note it is Calgary Police and Ontario Police departments that are being proactive in addressing and re-addressing sexual assault cases called "Unfounded".

<https://www.theglobeandmail.com/news/investigations/unfounded-37272-sexual-assault-cases-being-reviewed-402-unfounded-cases-reopened-so-far/article37245525/>

2. Toronto Chief of Police admits to 4000 missing persons cases received a year. I believe that this is a strong indication of human trafficking/sexual exploitation that is being missed. We need to start "connecting the dots" with this "growth crime" of human sex trafficking. <http://www.cp24.com/mobile/news/saunders-orders-investigation-into-how-tps-handles-missing-persons-reports-1.3713395>

Please investigate suicide statistics. Human trafficking can actually be the cause for the suicide.

The "Metoo" hashtag movement is huge and viral. Sexual assault and sexual crimes are on the increase (in contrast to other crimes).

Prominent politicians, movie stars, celebrities are now being charged for sexual assault; this is a tsunami building.

My concern in British Columbia is that human trafficking/sexual exploitation, youth and child exploitation is not being addressed or seen as a priority as it is in the rest of the country. Buyers of sex, traffickers, facilitators are acting with impunity here. Hence my work, advocacy to raise awareness with every City Council, MLA, MP and police agency in BC.

I am working with medical professionals, and they are seeing exploitation on shifts in the ER room (if they know human trafficking indicators). Police are not making the connections and are not recognizing human trafficking when they bring individuals to the hospital (police need basic training on this issue).

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The more I speak, the more I learn. I believe this issue is of the most urgent nature since the last taboo, our children are now being targeted by a very hungry and growing sex industry.

I have included the 2 (informative) handouts given to ER doctors at a recent hospital presentation. Please share them with your RCMP, city police agencies, stakeholders staff/team/officers.

ASK: Please share this information email with your local police, educators, health practitioners, stakeholders. Encourage all stakeholders to get training on this issue.

Please give me feedback on what your Council is doing proactively to address this crime, including how many buyers of sex, traffickers, facilitators have been charged in your communities.

Please write a letter of recommendation that I present at your next LGA and then the UBCM (Whistler). I can speak alone or bring in a panel of experts.

Sincerely, Mrs. Cathy Peters BC's anti-human trafficking educator, speaker, advocate
#302-150 W. 15th St., North Vancouver, BC V7M 0C4

Mission statement: A Modern Equal Society does not buy and sell women and children.

My goal: to traffick-proof every community in BC and insure there is not another Robert Pickton situation.

Identifying Victims of Human Trafficking

- Younger age
- May present fearful, anxious, submissive, tense, nervous, disoriented, aggressive, agitated, hostile and uncooperative
- Multiple sexual partners
- Multiple episodes of STI's
- Inappropriate attire for a health care visit (eg, lingerie)
- Tattoos or other types of branding
- Unusual dynamic between patient and partner (controlling behaviour: speaks for the patient, provides interpretation, won't separate from patient)
- Older male partner
- Signs of sexual abuse: intra-oral bruising, lacerations, vulvar/ perineal bruising, vaginal lacerations, anal lacerations, gynaecological fistulas, cervical and rectal prolapse
- Signs of physical abuse: lacerations, bruises, fractures, burns, fractured teeth
- Delay in care
- Lack of any official identification papers or cards
- No medical Insurance
- Vague answers about their situation
- Inconsistent History
- No eye contact
- No control of their money
- Services paid for by untraceable means (eg. cash, prepaid credit card)
- Malnourishment
- Signs of depression or PTSD
- New expensive clothing
- Drug or alcohol addiction
- Unable to provide home address, unfamiliar with surroundings, truancy, foster care, criminal record/ criminal activity or juvenile detention
- Involved in commercial sex trade
- Patient appears to be monitored by trafficker (through texting, phone calls GPS-enabled phone)

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Human Trafficking/Sexual Exploitation, Youth and Child Exploitation in BC Resources/Contacts :

Victim Service Contacts and Assistance to Physicians:

- Fraser Health Forensic Nurse Service 1-855-814-8194 (24/7)

-Office to Combat Trafficking in Persons (OCTIP) at 1-888-712-7974 (24/7, interpretation available) or 604-660-5199 email : octip@gov.bc.ca

-Vancouver Rape Relief and Women's Shelter at 604-872-8212; info@rapereliefshelter.bc.ca (24/7)

-Deborah Gates Safe Shelter (Salvation Army) at 1-855-332-4283 (24/7)

info@deborahsgate.ca

website: <https://www.deborahsgate.ca/>

-Resist Exploitation Embrace Dignity (REED) at 604-753-9929 (Faith Based)

-RCMP: Victims of Human Trafficking National Headquarters (Ottawa) at 1-866-677-7267 (24/7)

-Covenant House- crisis program for ages 16-24, at 604-685-7474; info@covenanthousebc.org

-Plea Community Services Society assisting youth at 604-708-2647; onyx@plea.bc.ca (24/7)

-Children of the Street Society in Coquitlam- founder Diane Sowden, at 604-777-7510; info@childrenofthestreet.com

childrenofthestreet.com

Extensive RESOURCE LIST FOR EVERY COMMUNITY IN BC

-VictimLinkBC Ministry of Public Safety, BC at 1-800-563-0808 (24/7)

-Youth Against Violence- info@youthagainstviolenceline.com at 1-800-680-4264 (24/7)

-BC Counsel for Families : bccf@bccf.ca at 604-678-8884 (offers parent support groups)

Authorities Contacts:

-New Westminster Police Department Major Crimes Unit (24 hours) *Power-Based Crime Unit under development*

-RCMP Human Trafficking Coordinator for BC/Yukon at 604-598-4603

Contact Jassy Bindra (RCMP) at 778-282-1215; jassy.bindra@rcmp-grc.gc.ca

CrimeStoppers at 1-800-222-TIPS (8477)

-Ministry of Child Protection Services 1-800-663-9122 or 604-660-4927 (24 hours)

or 604-310-1234 if a child in danger would like to reach Ministry of Child and Family Development

- **Human Trafficking Screening Protocol (by FHA Forensic Nursing Service):**

What type of work do you do? Can you leave your job or situation if you want? Can you come and go as you please? Have you been threatened if you try to leave? Have you been physically harmed in any way? What are your working or living conditions like? Where do you sleep and eat? Do you sleep in a bed, cot or on the floor? Have you been deprived of food, water, sleep or medical care? Do you have permission to eat, sleep or go to the bathroom? Are there locks on your doors and windows so you cannot get out? Has anyone threatened your family? Has your identification for documentation been taken from you? Is anyone forcing you to do anything that you do not want to do?

Evaluation of safety: Are you feeling safe right now? Is it safe for me to talk to you? Do you have any concerns for your safety? Is there anything I can do for you? Are they or their loved ones being threatened?

- **Signs of Sex trafficking for parents to look for:** new expensive clothing, secretive social life, won't introduce boyfriend, falling grades
- **Five Warning Signs of Recruitment:** age difference, gifting, lifestyle changes, isolation, gut feeling
- **Indicators of human trafficking and sexual exploitation:** www.traffickingresourcecenter.org
- **Canadian Federal Law: The Protection of Communities and Exploited Persons act (Bill C-36):** criminalizes the buyer of sex, the predator, trafficker, and facilitator. Recognizes the seller of sex is a victim; usually female and is not criminalized. Exit strategies are in place to assist the victim out of the sex trade.
- **Resources/Books/Videos:**

Documentaries: "Enslaved and Exploited", "Red Light, Green Light" by Canadian film producers Jared and Michelle Brock.

Books: "Invisible Chains" by Benjamin Perrin, UBC Law Professor. "Half the Sky" by Nicolas Kristoff- New York bestseller describing the global sex trade. "The Natasha's", "The John's" by W5 award winning Canadian journalist Victor Malarek. "Pornland" by international porn researcher Dr. Gail Dines, New York bestseller on porn culture. "No Choice, No Job" by Dr. Janice Raymond-global expert on sex trade research. "Prostitution in Nevada" by Dr. Melissa Farley- a 2 year study of the prostitution culture in Nevada, USA. "Girls Like Us" by Rachel Lloyd- a memoir by a survivor of the sex trade. "Paid For: My Journey through Prostitution" by Rachel Moran describes her prostitution experience in Ireland. "Walking Prey- How America's youth are vulnerable to sex slavery" by Holly Austin Smith. "Your Brain On Porn- internet Pornography and the Emerging Science of Addiction" by Gary Wilson.

Online: thetraffickedhuman.org is a website that gives an overview of the issue in BC. Human trafficking online course from BC OCTIP (Office to Combat Trafficking in Persons). Dr. Jackson Katz TEDtalk on men, violence and silence. The Joy Smith Foundation-resource list (Canadian and International.) Dr. Gail Dines TEDtalk on porn culture. Trisha Baptie TEDtalk- a survivor from the downtown east side. Cybertip.ca- stay safe online. "fightthenewdrug" website addressing youth porn use and addiction. "CNN special report (2015) "Children for Sale: The Fight to End Human Trafficking" by Jada Pinkett Smith.

Board-Review
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DEC 11 2017

REGIONAL DISTRICT OF
SULKLEY NECHAKO

geraldine.craven

From: BC Chamber of Commerce <bccc=bcchamber.org@mail240.suw121.mcdn.ca> on behalf of BC Chamber of Commerce <bccc@bcchamber.org>
Sent: December 11, 2017 11:53 AM
To: inquiries
Subject: News Release - Site C will energize BC for the next hundred years.

[View this email in your browser](#)



Site C will energize BC for the next hundred years

Vancouver, December 11, 2017 – The BC Chamber of Commerce applauds Premier John Horgan and the BC Government for their difficult decision to continue construction on the \$8.8 billion hydroelectric Site C dam.

“In the long-run, Site C’s affordable energy is a huge competitive advantage for business in the province, said Val Litwin, President and CEO of the BC Chamber of Commerce. “BC’s hydroelectric system gives businesses and residents certainty that reliable and clean power will be available when it is needed.”

The BC Chamber has long supported the Site C and believes the reliable, low-cost energy generated by the project will be an essential part of BC’s ability to compete in the decades – and generations – ahead. BC’s continued economic growth and prosperity depend on its ability to remain competitive in an increasingly global marketplace. With projections that over one million additional people will live in BC in the next 20 years, and that significant economic expansion across the province will

occur, BC's ability to meet the increasing energy needs will be crucial when it comes to attracting and retaining businesses.

"Site C will energize BC for the next hundred years – but perhaps even more exciting is the step BC has taken today toward lowering its carbon footprint over that same timeline," said Val Litwin, President and CEO of the BC Chamber.

When operational, Site C will produce over 5,000-gigawatt hours and electricity annually – enough to power approximately 400,000 homes. Site C will also provide over 1,000 megawatts of capacity – enough to support 900 megawatts of wind power, an important part of BC's clean technology sector, which includes wind and solar power. The BC Chamber's Annual "Collective Perspective" Report (2017) shows BC's clean energy technology sector is considered to be the second-most-important growth sector over the next 10 years.

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About the BC Chamber

The BC Chamber is the province's largest and most broadly-based business organization driving insights to its partners, government and Chamber network. With 36,000 members hailing from every nook and cranny of the province, the BC Chamber knows what's on BC's mind.

Media Contact

Stephanie Rea
Interim Director of Communications
BC Chamber of Commerce
(Direct) 604-638-8114
srea@bcchamber.org

DEC 22

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Board - Receive

REGIONAL DISTRICT OF
BULKLEY NECHAKO



Cycle 16 November 2017 Newsletter

Building a paved non-motorized trail linking the communities of Smithers and Telkwa



Message from the President

One of Cycle 16's notable milestones this year was the completion of the conceptual design by McElhanney Engineering which was sponsored by the Ministry of Transportation. The design outlined three potential routes which were unveiled at Cycle 16's Open House on April 5th, 2017. The proposed trail will be separate from the highway by a mandated nine metre clearance from the fog line (the white line on the side of the highway). There are several stretches where the right of way does not offer this clearance and the Society is in

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conversation with the landowners involved about the possibility of acquiring a strip of land from them.

The potential routes were discussed with the Ministry of Transportation's Highway Design Team out of Prince George when they were in town this summer. The team saw pros and cons with each of the proposals and their message to us was that there is no straightforward route.

After careful consideration, the Board has chosen to pursue the route that has a proposed bridge crossing just east of the intersection of Highway 16 and Babine Lake Road. Our decision was driven by the following factors:

- There are fewer landowners to negotiate with.
- There are fewer roads and driveways for the path to cross. This would be safer and construction costs would be lower.
- The terrain is more favourable and has a sunnier aspect, which might extend the riding season.
- The highway right of way is mostly wider which means less land we need to acquire.
- A bridge will provide a safe crossing and will be an attractive iconic feature that trail users might be drawn to.

The Board will be giving **priority to the Smithers to Laidlaw Road** portion of the trail over the upcoming months.

Smithers Rotary donated a generous \$15,000.00 to fund the feasibility study which included development of the conceptual design.

Many thanks to Hans Saefkow for the artistic rendering of the proposed bridge and trail.

Tony Harris

Where did you cycle in 2017? Enter our photo contest!

Post your photos by **December 10, 2017**, and you could win a copy of Lonely Planet's "Epic Bike Rides of the World" OR a Cycle 16 t-shirt!

Send your pictures in to the [Cycle 16 Facebook page](#) OR email to info@cycle16.ca and we will enter your name in the draw for prizes. Open to all Cycle 16 members. Entries so far range from right here in the Bulkley Valley to California; Germany and beyond. Let us know where you went and what you liked!

New Board Member

We recently welcomed Alison Watson to our Board of Directors. Alison, a professional planner, will be helping us move forward with the project. We are delighted to have her on the team.

Other directors are: Tony Harris, President; Jeremy Shriber, Vice-President; Mary Brise, Secretary; and Janet Harris, Greg Brown, and Jill Dunbar; directors at large.

Parade and Fall Fair Booth

Cycle 16 members had a great time at the BVX parade in August. Folks of all ages dressed up in some amazing cow-themed costumes and partied along the streets of Smithers on roller blades, scooters, bikes, and on foot to spread the word. Thanks to all who participated! We had a booth all weekend at the fair and had great success signing up new members, chatting with many folks about the project and garnering comments from the public about benefits the trail will have for them. We would like to thank the many members who volunteered at the booth during the weekend. Many thanks also go to the Bulkley Valley Credit Union for sponsoring our parade banner!



Lifetime Membership!

Cycle 16 directors have voted to make membership **LIFELONG!** We have signed up over 700 members since April of this year so we are getting closer to our goal of 1000. Encourage your friends and colleagues to join - a large membership shows a strong community interest in the project.

Memberships are available on our website, www.cycle16.ca. You can also pick them up in Smithers at McBike & Sport, Local Supply Company, Nature's Pantry and Dan's Source for Sports during Christmas in the Valley or any other time.

February Social

Save the date! On Friday, February 9, 2018 (International Winter Bike to Work Day), join us for **an evening of biking slideshows and socializing**, at the Old Church in Smithers. Stay tuned for details.

Cycling Quote from Frances Willard, 1865

"Tens of thousands who could never afford to own, feed and stable a horse, had by this bright invention enjoyed the swiftness of motion which is perhaps the most fascinating feature of material life."

Frances Willard (1839–1898), author of "A Wheel Within a Wheel: How I Learned to Ride the Bicycle," learned to ride a bicycle late in life and noted how dress reform was needed to do it well. Bloomers were a controversial new fashion that were better adapted for cycling than full skirts. **Bicycles gave women freedom of movement, enabling them to leave the home.**

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wendy.wainwright

From: Melany Deweerdt
Sent: Friday, December 22, 2017 12:36 PM
To: wendy.wainwright
Subject: FW: FCM Voice December 22: 2017 Year in review | Promoting diverse voices | First Nation-municipal cooperation | Scholarship extended | More

agenda

Melany A. de Weerd
Chief Administrative Officer
Regional District of Bulkley-Nechako
Phone: (250) 692-3195
www.rdbn.bc.ca

From: FCM Communiqué [mailto:communique@fcm.ca]
Sent: December 22, 2017 8:47 AM
To: Melany Deweerdt <Melany.Deweerdt@rdbn.bc.ca>
Subject: FCM Voice December 22: 2017 Year in review | Promoting diverse voices | First Nation-municipal cooperation | Scholarship extended | More

FCM NEWS | December 22nd, 2017

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Voice

Canada's Voice of
Municipal Government

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2017

A breakthrough year for cities and communities



2017: a breakthrough year for communities of all sizes

2017 has been a remarkable year for FCM — and for communities of all sizes.

From historic federal investments in municipal priorities, to the first National Housing Strategy in decades, FCM has driven unprecedented results for Canadians. And we've led important national conversations on key issues, from cannabis legalization to climate resilience.

FCM has also helped build local capacity through our impressive national and international programs. Whether it's asset management, economic development or reconciliation with Indigenous peoples, we've helped strengthen communities at home and abroad.

As we celebrate the holiday season, let's take a minute to celebrate our successes this year. [Here is a 2017 year in review](#) you can use to tell the story of a breakthrough year for cities and communities.

Promoting diverse voices across Canada

Throughout 2017, the Diverse Voices for Change initiative worked with five municipalities: Halifax (NS), Montreal (QC), Edmonton (AB), London (ON), and Sioux Lookout (ON) to increase the number of women from diverse communities' in local government decision-making. Women from urban Indigenous, immigrant and racialized communities engaged in focus groups, civic engagement and strategy-building workshops and webinars.

FCM also contributed to Status of Women Canada's #ClaimYourPlace campaign throughout October to highlight Women's History Month and the [pledge to end gender-based violence](#).

A year of progress for First Nation-municipal cooperation

First Nations and municipalities across Canada demonstrated inspiring commitment to mutually beneficial partnerships in 2017 through the Community Economic Development Initiative (CEDI) and the Community Infrastructure Partnership Project (CIPP).

In Saskatchewan, the Beardy's and Okemasis First Nation and the Twin Rivers District Planning Commission signed a Friendship Agreement on September 30, 2017. This commits the First Nation and eight neighbouring municipalities to foster a positive working relationship on common local interests.

In 2017, CEDI saw four First Nation-municipal partnerships established across the country, all working on joint community economic development initiatives.

Sign up to FCM's First Nation – Municipal newsletter to follow our partners' progress in 2018.

Funding available for electric vehicle infrastructure

The Government of Canada is accepting proposals for the second phase of a program supporting electric vehicle chargers and alternative fuel infrastructure. The goal is to increase the number of rapid charging stations for electric vehicles, as well as hydrogen and natural gas refuelling stations along key freight corridors. The program will prioritize projects that fill gaps in the existing network. Proposals are due on March 18, 2018.

Application deadline for FCM's women's scholarship extended

Get the word out in your municipality! The deadline to apply to FCM's Mayor Andrée Boucher Memorial Scholarship is extended to January 15. This \$4,500 scholarship provides two female students interested in women's contribution to local politics with financial support to pursue their education. Apply now!

FPAC – Helping the Canadian forestry industry stay strong

Canada's forest industry operates in more than 600 communities across Canada, supporting 230,000 direct jobs. Due to many complex factors, caribou populations are declining and need our support. But the workers and communities that rely on the forest sector cannot be forgotten. FPAC is supporting a plan that helps caribou and keeps our Canadian forestry industry strong. Contact FPAC directly to find out more.



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- Over the next 2 weeks, FCM will be posting highlights from 2017 on [#CDNmuni2017](#) – a breakthrough year for cities and communities. Share, comment and spread the word about community successes! [#CDNmuni](#)
- Do you know a post-secondary student who has researched an issue related to advocating for women in politics, or how to get women involved in government? They may be eligible for this \$4,500 scholarship: <http://bit.ly/2zUWsWZ>
- NEW THIS YEAR at [#FCM2018SCC](#): award winners at FCM's Sustainable Communities Awards to present green initiatives live onstage with TED talk-style presentations. Register your [#CDNmuni](#) rep today! <http://bit.ly/2ArmUeu>

Find us: [f](#) [in](#) [t](#) [v](#)

FCM

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24 Clarence Street, Ottawa, Ontario K1N 5P3 | T. 613-241-5221 | F. 613-241-7440

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2916
newgold™ Blackwater Project

WORKING TOGETHER FOR OUR FUTURE

Winter 2017-18 NEWSLETTER

Contact:

New Gold Inc.
Blackwater Project

Vanderhoof Office:
139 1st Street East
PO Box 440
Vanderhoof, BC V0J 3A0
Tel: 250 567 3276

Vancouver Office:
610-1100 Melville Street
Vancouver, BC V6E 4A6
Tel: 604 696 4100

Website:
www.newgold.com

Highlights in this Issue:

- Blackwater Project Community Team
- New Gold Supports BC Wildfire Service
- Rainy River Update
- Feature Partner: Avison Management
- Environmental Assessment Update
- The Great Pumpkin Walk
- What's coming up!



Blackwater Project Community Team

Team members are:



Shauntese Constantinoff
External Project Relations
Coordinator
shaun.constantinoff@newgold.com



Val Erickson
Community Relations
Advisor
val.erickson@newgold.com



Bill McIntosh
Economic Development
Manager
bill.mcintosh@newgold.com



Barb Taylor
Office Administrator
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Martha Manuel
First Nations Coordinator,
Social Responsibility
martha.manuel@newgold.com



Janice Baker
Project Office
Coordinator
janice.baker@newgold.com



TSX/NYSE
American:
NGD

New Gold Supports BC Wildfire Service

New Gold provided support to provincial wildfire control efforts by hosting BC Wildfire Service firefighters and crews at the Blackwater Project camp. Our close location to fires facilitated a prompt response for crews requiring access to wildfires in the Bulkley Nechako and Cariboo Regional Districts, including wildfires west of Tatlelkuz Lake and near Big Bend Creek.

The Blackwater camp was mobilized in a matter of days by the Nechako Plateau Construction Group, a camp management partnership between Lhoosk'uz Dene Nation, Ulkatcho First Nation and Tahtsa Timber Ltd. The Blackwater camp hosted up to 151 wildfire crew members and support staff.



New Gold's Rainy River Update

Rainy River Starts Operations

New Gold's Rainy River Project in Fort Francis Ontario achieved commercial production operations on November 1, 2017, becoming New Gold's fourth producing mine.

Rainy River Mine Benefits

(November 30, 2017)

- **Business Opportunities**
 - 79% of awarded contracts providing local benefits
 - Awarded contracts with 10 Indigenous communities
 - Created first time small businesses
- **Direct Employment**
 - 70% Local
 - 26% Indigenous
- **Training Collaborations**
 - Partnerships with communities
 - Site based training programs
 - Funding provided by governments
 - Successful long-term employment
- **Life of Mine Expectations**
 - 14 year mine life
 - 560 direct employment
 - 2,000 indirect employment
 - 325,000 ounces of gold per year



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During three weeks in September, a crew consisting of personnel from Avison Management, Lhoosk'uz and Ulkatcho First Nations, Tahtsa Timber, and Northland First Aid worked to reclaim exploration trails and drill pads in the Blackwater project area. The reclaimed features were situated in important wildlife habitat, and as such the focus was to return the landscape to its original slope, assist in the reestablishment of ground cover, prevent vehicle access, and restrict predator sightlines along trails. When works were complete, access points were closed to motorized traffic, ensuring minimal future disruption in wildlife habitat areas. In all, ten drill pads and approximately five kilometres of exploration trail were recontoured, seeded with a seed blend of native species, and closed to future access.

In addition, the crew repaired culverts and other drainage control features along the length of the 16.5 km main access road on the ore body of the main Blackwater proposed mine site. Various other seasonal maintenance activities were performed, ensuring the project area is ready for winter and for the spring breakup season in 2018.

Scott Klassen, Field Technician, Avison Management Services



Field crew planting endangered whitebark pine seedling

New Gold Careers:
newgold.com/careers/

Environmental Assessment Update

The Blackwater Project is currently going through the final stages of the Environmental Assessment process. The Project entered the application review stage of a coordinated federal and provincial Environmental Assessment process on January 12, 2016.

New Gold participated in a provincial government open house in May 2017 regarding the project's transmission line, and has been working with Indigenous groups, the Province and the Federal governments to respond to comments on the proposal and develop appropriate environmental assessment conditions.

Provincial and Federal Environmental Assessment approvals are expected in 2018.

Three websites have more information:

- BC EAO website: <http://www.eao.gov.bc.ca>
- CEAA website: <http://www.ceaa.gc.ca>
- Blackwater Project website: www.newgold.com



WORKING TOGETHER FOR OUR FUTURE

New Gold in the Community

The Great Pumpkin Walk

The New Gold Blackwater Project was a sponsor of the 2017 Great Pumpkin walk and was one of the local businesses that set up tables in Riverside Campground to approximately 2,000 costumed kids. Local school children carved over 800 pumpkins that lit up the trails in the camp ground.



Backhoe Halloween Costume

Other community support includes:

- District of Vanderhoof Canada Day
- Aboriginal Days
- First Nation Elder's Gathering
- Fraser Lake RCMP Golf Scholarship
- Regional District of Bulkley Nechako Business Forum
- Nechako Valley Sporting Association – Fishing Forever
- Nechako Valley Exhibition Society Annual Exhibition Music Program
- Vanderhoof Golfer Association Junior Golf Program
- Special Olympics, Prince George – Golf Tournament
- Nechako Valley Community Arts Council – Kiln and Art Display Space
- Fraser Lake Festival of the Arts – Annual Arts Festival
- Fraser Lake Fire Rescue Training Society – Training Facility
- Lakes District Family Enhancement Society – Food Bank Shelving
- UNBC Synthetic Biology Club – iGem Competition
- Carrier Sekani Family Services – Building Revitalization
- Vanderhoof & Districts Minor Hockey Association – Coaching Clinics
- Nechako Valley Sporting Association – Waterlily Trail Maintenance
- District of Vanderhoof – Public Skating

What's Coming Up!

New Gold will be participating in:

- Regional District of Bulkley Nechako Strategic Workforce Opportunities Team – January 10, 2018
- Community Leaders Project Update - January 16, 2018
- BC Natural Resource Forum - January 16 - 18, 2018
- AME Round Up - January 22 - 25, 2018
- Minerals North 2018 - April 25 - 27, 2018



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Initial 2018 SWPI Intake Announced

Dec. 13, 2017

An initial intake for the 2018 [Strategic Wildfire Prevention Initiative](#) has been announced. Applications to the Prescription, Operational Treatment and FireSmart Planning program streams will be accepted and reviewed after the intake deadline of February 23, 2018.

Applications for fuel management prescriptions supported by a current and approved Community Wildfire Protection Plan, and for operational treatment projects supported by a current and approved prescription, will be considered for funding.

The FireSmart Planning program stream will refocus activities on the seven FireSmart disciplines: education, vegetation management, legislation and planning, development considerations, interagency cooperation, emergency planning, and cross training.

Program materials for the February intake of these program streams will be available on UBCM's webpage by the end of December 2017.

The Community Wildfire Protection Plan program stream will be paused in anticipation of the [provincial review of 2017 wildfire and flood response](#), currently underway.

Since 2004, the initiative has supported communities to mitigate risk from wildfire in the wildland urban interface, providing funding and technical support to projects conducted by First Nations and local governments.

SWPI is managed through the Strategic Wildfire Prevention Working Group, composed of the First Nations' Emergency Services Society, the Ministry of Forests, Lands, Natural Resource Operations & Rural Development, and the Union of BC Municipalities. Funding is provided by the Province of BC and is administered by UBCM.

Future intakes to SWPI will be subject to the outcomes of the provincial wildfire reviews.

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Abandoned and Wrecked Vessels

Dec. 13, 2017

The federal government has introduced several new initiatives regarding abandoned and wrecked vessels. This article provides information on the National Strategy to Address Abandoned and Wrecked Vessels; on Bill C-64, *Wrecked, Abandoned or Hazardous Vessels Act*; and on the call for proposals for the Abandoned Boats Program.

National Strategy to Address Abandoned and Wrecked Vessels

In November 2016, the Government of Canada launched the \$1.5 billion Oceans Protection Plan to improve marine safety and responsible shipping, protect Canada's marine environment and help advance Indigenous reconciliation.

The [National Strategy to Address Abandoned and Wrecked Vessels](#) is focused on prevention and removal of these problem vessels, and is a key element of the Oceans Protection Plan. The following six measures make up the Strategy:

- **Proposed Bill C-64, *Wrecked, Abandoned or Hazardous Vessels Act*.**
- **Inventory and Assessments.** An on-going inventory of wrecked and abandoned vessels will be developed. This publically accessible inventory will be kept up to date and will include risk assessments to guide and help prioritize future actions on high-risk vessels.
- **Improving vessel owner identification.** The effectiveness of the proposed new legislation will rely on the ability to identify vessel owners. The federal government is working with provinces and territories to collaborate on ways to further enhance the pleasure craft licensing system, and has launched a study to assess gaps in Canada's commercial vessel registration systems.
- **Long-term funding for the removal of wrecked and abandoned vessels.** The federal government is looking at options to establish vessel-owner financed funds to address large and small high-risk vessels over the longer-term.
- **Abandoned Boats Program.** Transport Canada's five-year, \$6.85 million *Abandoned Boats Program* will assist communities in the assessment, removal and disposal of existing high-priority abandoned and/or wrecked small boats posing hazards in Canadian waters; educate small-boat owners about how to responsibly manage their end-of-life boats; and support research on boat recycling and environmentally responsible boat design.
- **Small Craft Harbours Abandoned and Wrecked Vessels Removal Program.** \$1.325 million over five years to Harbour Authorities and other eligible recipients to remove and dispose of abandoned and/or wrecked vessels located in small craft harbours owned by the Department of Fisheries and Oceans.

Review of Bill C-64

BC local governments may be interested in the [following sections of the Act](#) that are most relevant to them. This information was gathered from a review of the legislation, as well as the November 29th Transport Canada consultation on the National Strategy to Address Abandoned and Wrecked Vessels.

In summary, the *Act* will:

- Strengthen owner liability for their vessels, including costs for clean up
- Address irresponsible vessel management, including prohibiting vessel abandonment
- Enhance federal powers to take proactive action on problem vessels, including undertaking hazard assessments to inform measures
- Introduce compliance and enforcement regime with offences and penalties
- Clarify roles and responsibilities between Transport Canada, Fisheries and Oceans, and the Canadian Coast Guard

The second reading of the *Act* is expected in early 2018.

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Abandoned Boats Program

Transport Canada is currently accepting applications under a second call for proposals for assessment and removal of projects under the [Abandoned Boats Program](#). The application deadline is **March 15, 2018**.

The Abandoned Boats Program (ABP) provides grant and contribution funding to assist in the removal of abandoned and/or wrecked small boats posing a hazard in Canadian waters.

UBCM Website

Information and updates on Abandoned and Wrecked Vessels can now be found on the UBCM [website](#), including presentations from the November 29th Transport Canada consultation on the National Strategy to Address Abandoned and Wrecked Vessels.



Former Kamloops Councillor Passes Away

Dec. 20, 2017



Former Kamloops Councillor Marg Spina passed away on December 15 following a yearlong battle with cancer. First elected in 2008, Ms. Spina also served on the Thompson-Nicola Regional District Board, the Union of B.C. Municipalities Executive and as president of the Southern Interior Local Government Association.

Ms. Spina was the driving force behind the creation of an autism therapy centre in Kamloops. Mayor Ken Christian praised Spina's contributions while in office, referencing her "caring hands and open heart" along with her advocacy for seniors and those with special needs. UBCM President Wendy Booth spoke of Spina's constructive approach to issues during her time on UBCM Executive. "Her passion for communities and the work of local government will be missed," said Booth.

Spina resigned from Council in June of this year following the announcement that her cancer was incurable. In a statement Spina's family thanked the doctors and staff at Royal Inland Hospital and Marjorie Willoughby Snowden Hospice House for the care provided to her. A memorial service will be held in January of 2018.

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Register for the 2018 LGLA Leadership Forum

Dec. 20, 2017

Have you registered and booked your room for the 2018 LGLA Leadership Forum? Regular registration rates of \$325 apply until January 5. Rooms at the Radisson are filling up fast. Take a few moments to register before the holidays to avoid missing out.

Highlights from this year's program include:

- A keynote from Shachi Kurl, Executive Director of the Angus Reid Institute;
- Sessions by Jann Enns and Janice Otremba on social media survival strategies and channeling negative pressure into positive change;
- Panels on responsible conduct, economic development, 2017 forest fires, local government – First Nations partnerships, and women in local government and much more.

Registration includes all forum sessions, welcoming reception, two hot breakfasts, lunch on day two, and refreshment breaks throughout, and several networking opportunities. Minister of Municipal Affairs & Housing Selina Robinson as well as the Green Party Spokesperson for Municipal Affairs, Adam Olson, will also participate in the program.

Please contact Erin Morrison, LGLA Program Manager, with your questions.

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Representative Sought For Road Safety Committee

Dec. 20, 2017

UBCM is calling for expressions of interest from local government representatives who wish to sit on the provincial Road Safety Strategy Steering Committee. The Committee is a multi-stakeholder body tasked with overseeing and setting strategic direction on road safety priorities in British Columbia.

The Committee's oversight extends to five working groups that deal with safe commercial and passenger vehicles; safe roads in communities; research and data; safe road users (including cyclists and pedestrians); and education and awareness. Representatives include those from the RCMP, BC Association of the Chiefs of Police, ICBC, Office of the Provincial Health Officer, and provincial ministries.

The Committee meets four times per year, with some ad hoc teleconference calls, and delivers an annual progress report. Those interested may send an expression of interest to Jared Wright, Director of Advocacy & Government Relations.

Please note that UBCM's call for expressions of interest will end January 10. The Committee meets on January 25, 2018.

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bc211 Expands Access to Community Services

Dec. 20, 2017

bc211 is a free, confidential, multi-lingual telephone, texting and online referral service connecting people in need to community, social, health and government services, such as mental health supports, shelter and housing, legal aid, addictions treatment, newcomer services, and more. The service has recently been expanded to serve most areas of the province.

Established in partnership with the United Way, the service is available 24 hours a day every day in 160 different languages via phone, text, webchat, and online. The bc211 database currently houses 13,000 records, providing access to services across BC and Canada.

Available since 2010 in the Lower Mainland, Fraser Valley, and Sunshine Coast, bc211 service has expanded this year to include Vancouver Island, Powell River, Okanagan Similkameen, north Okanagan, Columbia-Shuswap, East Kootenay, Trail, Thompson-Nicola, Cariboo, and District and northern BC.

The service was originally imagined as a call centre, but with the rise of text and social media, new channels have been established in addition to trained and certified call centre staff.

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Community Emergency Preparedness Fund

Applications are now being accepted for Emergency Operations Centres & Training and Structural Flood Mitigation.

The Community Emergency Preparedness Fund (CEPF) is a suite of funding programs intended to enhance the resiliency of local governments and their residents in responding to emergencies. Funding is provided by the Province of BC and is administered by UBCM.

CEPF was announced as part of an \$80 million announcement from the Ministry of Transportation & Infrastructure.

***Please note:** All applications to CEPF must be submitted by email or mail using the application forms that will be provided below. CEPF will not be using the online PIMS application process at this time, or for this intake - we apologize for any confusion this may have caused.*

Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning

The intent of this funding stream is to support eligible applicants to ensure they have accurate knowledge of the flood hazards they face and to develop effective strategies to mitigate and prepare for those risks.

- 2017 Flood Planning Program & Application Guide [PDF - 73 KB]
- Please note the Province of BC has revised the Provincial Flood Hazard Area Land Use Management Guidelines and the following document will take effect on January 1, 2018:
Provincial Flood Hazard Area Land Use Management Guidelines October 2017

Emergency Social Services

The intent of this funding stream is to support eligible applicants to build local capacity to provide emergency social services through training, volunteer recruitment and retention, and the purchase of equipment.

- 2017 ESS Program & Application Guide [PDF - 228 KB]

Emergency Operations Centres & Training

The intent of this funding stream is to support the purchase of equipment and supplies required to maintain or improve Emergency Operations Centres (EOC) and to enhance EOC capacity through training and exercises.

The application deadline is February 2, 2018.

- 2018 EOC Program & Application Guide [PDF - 60 KB]
- Application Form [DOCX - 50 KB] This document must be filled out electronically, but the last page must have a valid electronic signature OR be printed and signed.

Structural Flood Mitigation

The intent of this funding stream is to support eligible applicants to prevent, eliminate or reduce the impacts of hazards through construction of structural flood mitigation projects. Ongoing operational costs are not eligible.

The application deadline is April 13, 2018.

- 2018 Structural Flood Program & Application Guide [PDF - 73 KB]
- Application Form [DOCX - 52 KB] This document must be filled out electronically, but the last page must have a valid electronic signature OR be printed and signed.
- Please note the Province of BC has revised the Provincial Flood Hazard Area Land Use Management Guidelines and the following document will take effect on January 1, 2018:
Provincial Flood Hazard Area Land Use Management Guidelines October 2017

Evacuation Route Planning

As of December 2017, this funding stream remains under development.

Additional Information

Answers to some commonly asked questions are available by downloading the CEPF FAQ [PDF - 205 KB]

For more information, contact Rebecca Bishop at 250 387-4470.

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From: Cam McAlpine, Bioeconomy 2018
<info=bioeconomyconference.com@mail233.atl81.rsgsv.net> on behalf of Cam McAlpine, Bioeconomy 2018 <info@bioeconomyconference.com>
Sent: December 11, 2017 10:02 AM
To: inquiries
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ABOUT THE CANADIAN BIOECONOMY CONFERENCE AND EXHIBITION
The International Bioenergy Conference and Exhibition is being reborn as the
Canadian Bioeconomy Conference and Exhibition.

The new name reflects a growth in the use of woody biomass from legacy industries such as wood pellet production and cogeneration to a full value-chain of products such as biofuels, biogas, biochemicals, biopharmaceuticals and other bioproducts.

The new conference will continue its predecessor's legacy of excellence in showcasing the innovation of the companies, organizations and researchers who make Canada a global leader of the forest bioeconomy

The theme of this year's conference is The New Bioeconomy: Adding Value to Biomass. The conference will look at some of the key challenges and opportunities facing the industry today, and includes:

- A **program** full of industry experts, analysts and thought leaders.
- The biggest bioeconomy-focused **trade show** in Canada.
- Facilitated Business-to-Business sessions, FREE with your conference registration.
- A pre-conference **Wood Products Safety Workshop.**

Join us in Prince George, June 6-8, 2018.



Regional District of Bulkley-Nechako

Action List - September, 2017 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Committee of the Whole Meeting September 7, 2017	Delegation Thank You Letter	Write a thank you letter to Linda Robertson, Manager, Skeena Region and Bruce Low, Regional Manager, Prince George, Ministry of Indigenous Relations and Reconciliation.	Wendy	Completed	November 8, 2017
C.W.2017-7-12 Committee of the Whole Meeting September 7, 2017	UBCM 2017 Staff Attendance	Registration and travel arrangements for Cheryl Anderson, Manager of Administrative Services to attend the 2017 UBCM Convention Sept 25-29, 2017 in Vancouver, BC.	Ger/Cheryl	Completed	
C.W.2017-7-14 Committee of the Whole Meeting September 7, 2017	John Rustad, MLA Nechako Lakes - Attendance at UBCM Minister Meetings	Write a letter to John Rustad, MLA Nechako Lakes providing a list of Regional District of Bulkley-Nechako UBCM Minister Meetings and topics of discussion; and further that if he wishes to attend the meetings he is welcome to do so as an observer.	Cheryl	Completed	
Rural Directors Committee Meeting September 7, 2017	Delegation Thank You Letter	Write a thank you letter to Theresa Fresco, Assistant Regional Manager, Upper Fraser.	Wendy	Completed	November 8, 2017
RDC.2017-8-3 Rural Directors Committee Meeting September 7, 2017	The Grendel Group - Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$4,000 grant in aid monies from Electoral Area "A" (Smithers Rural) for the Grendel Group to purchase specialized kitchen equipment for its "From the Garden to the Kitchen" project.	Wendy/Kristi	Completed	September 26, 2017

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Regional District of Bulkley-Nechako

Action List - September, 2017 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2017-8-6 Rural Directors Committee Meeting September 7, 2017	Fort St. James Primary Care Services - Request for Grant in Aid -Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$1,250 grant in aid monies from Electoral Area "C" (Fort St. Rural) for the Fort St. James Primary Care Services for attendance at the St. Paul's Medical Conference in Whistler, B.C.	Wendy/Kristi	Completed	September 26, 2017
Board Meeting September 21, 2017	Delegation Thank You Letter	Write a thank you letter to Kiel Giddens, BC Public Affairs Liaison and Howard Backus, Manager, Coastal GasLink Execution Planning, TransCanada Pipelines.	Wendy	Completed	November 10, 2017
Board Meeting September 21, 2017	Delegation Thank You Letter	Write a thank you letter to James O'Hanley, Vice President, Applications and Corey Jonssen, Director of Stakeholder Relations, BC Oil and Gas Commission.	Wendy	Completed	November 10, 2017
2017-13-7 Board Meeting September 21, 2017	BC Oil and Gas Commission Follow up Letter	Write a letter to the BC Oil and Gas Commission (OGC) in regard to bringing forward the Regional Boards concerns to the Environmental Assessment (EA) Office; and further, that concerns in regard to the usage of timber be addressed.	Jason L	Completed	
2017-13-9 Board Meeting September 21, 2017	RDBN Relationship Protocol Draft	Bring forward the RDBN Relationship Protocol Draft to the working group for finalization as amended.	Deneve/Melany	In Progress	
2017-13-12 Board Meeting September 21, 2017	Federal Gas Tax Funds Electoral Area "A" (Smithers Rural) -Lake Kathlyn Protection Society - Glacier Gulch Water Diversion	1. Write a letter and contribute \$55,000 of Electoral Area "A" Federal Gas Tax allocation monies to the Lake Kathlyn Protection Society for the replacement of the Glacier Gulch water diversion infrastructure; 2. That the RDBN Board of Directors authorize the withdrawal of up to \$55,000 from the Federal Gas Tax Reserve Fund.	Kristi	In Progress	

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Regional District of Bulkley-Nechako

Action List - September, 2017 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-13-13 Board Meeting September 21, 2017	Solid Waste Management Plan Review and Update - Request for Proposal Award	Award the Solid Waste Management Plan Review and Update Proposal contract to Tetra Tech Canada Inc. based on the recommendations provided from the Environmental Services staff.	Rory	Completed	
2017-13-16 Board Meeting September 21, 2017	Notice on Title: RE: Section 57 <i>Community Charter</i> , Lot 2, District Lot 4266, Range 5, Coast District, Plan 1329 (1698 Hudson Bay Mountain Road)	The Corporate Officer shall file a notice in the Land Title Office stating that a Resolution has been passed under Section 57 of the <i>Community Charter</i> by the RDBN Board relating to land legally described as Lot 2, District Lot 4266, Range 5, Coast District, Plan 1329 and that further information respecting the resolution may be inspected at the offices of the Regional District of Bulkley-Nechako.	Jason L	Completed	
2017-13-20 Board Meeting September 21, 2017	District of Vanderhoof - Request for Letter of Support - Provincial Woodstove Exchange Program	Write a letter of support to the District of Vanderhoof for the Provincial Woodstove Exchange Program.	Cheryl	Completed	September 22, 2017
2017-13-21 Board Meeting September 21, 2017	Smithers Branch, Navy League of Canada - Request for Letter of Support for New Sea Cadets	Write a letter of support to the Smithers Branch of the Navy League of Canada Babine 204 Royal Canadian Sea Cadets for its grant applications for a new cadet hall.	Wendy/Cheryl	Completed	September 27, 2017

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Regional District of Bulkley-Nechako

Action List - October, 2017 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Committee of the Whole Meeting October 12, 2017	Delegation Thank You Letter	Write a thank you letter to Alistair Schroff, Lakes Animal Friendship Society.	Cheryl	Completed	December 19, 2017
C.W.2017-8-3 Committee of the Whole Meeting October 12, 2017	North Central Local Government Association Letters re: Greyhound Service Reduction	Write a letter to the Passenger Safety Transportation Board outlining its concerns about Greyhound Canada Transportation Corp's application to reduce service in central and northern B.C.	Cheryl	Completed	October 13, 2017
RTC.2017-4-3 Regional Transit Committee October 12, 2017	Memorandum of Understanding to Amend the AOA Service Specifications	That the Memorandum of Understanding to Amend the AOA Service Specifications be signed.	Deneve/Cheryl	Completed	
RDC.2017-9-3 Rural Directors Committee Meeting October 12, 2017	Lakes District Arts Council - Request for Grant in Aid Electoral Area "B" (Burns Lake Rural)	Write a letter and contribute \$2,000 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for the Lakes District Arts Council for costs associated with events during the 2017/18 season.	Cheryl/Kristi	Completed	November 8, 2017
RDC.2017-9-4 Rural Directors Committee Meeting October 12, 2017	District of Fort St. James Request for Grant in Aid - Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$5,000 grant in aid monies from Electoral Area "C" (Fort St. Rural) for the District of Fort St. James for costs associated with equipping its new fire truck.	Cheryl/Kristi	Completed	November 8, 2017
RDC.2017-9-5 Rural Directors Committee Meeting October 12, 2017	Nechako Valley Community Services Society- Request for Grant in Aid -Electoral Area "F" (Vanderhoof Rural)	Write a letter and contribute \$500 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) for its 3rd Annual Christmas Dinner for seniors.	Cheryl/Kristi	Completed	November 8, 2017

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Regional District of Bulkley-Nechako

Action List - October, 2017 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2017-9-7 Rural Directors Committee Meeting October 12, 2017	BC Natural Resources Forum - January 16-18, 2018 - Prince George, B.C.	Registration and travel arrangements for the attendance of Rural Directors wanting to attend the BC Natural Resources Forum - January 16-18, 2018 in Prince George, B.C.	Ger	Completed	
2017-14-4 Board Meeting October 26, 2017	2017 Regional Business Forum Report	Staff to invite the previously approved order of municipalities to host the next Business Forum: Fraser Lake, Vanderhoof and Smithers; and further, that the Business Forum continue to be held every second year with the next Forum being held in 2019.	Corrine	In Progress	
2017-14-6 Board Meeting October 26, 2017	Grant Opportunity: Northern Development Initiative Trust - Building Façade Improvement Program	1. Inform NDIT that the RDBN supports submitting an application to Northern Development Initiative Trust (NDIT) – Building Façade Improvement Program for grant funding to encourage economic development by providing grants to commercially zoned businesses in Fort Fraser, Endako and Grassy Plains for building façade improvement projects. 2. That the Regional District of Bulkley-Nechako Board of Directors agree to enter into a contract with NDIT, should the funding be approved, and provide overall grant management for the project.	Nellie/Corrine	Completed	
2017-14-7 Board Meeting October 26, 2017	Tweedsmuir Recreation Commission - NDIT Application - North West RAC	Inform NDIT that the Regional District of Bulkley-Nechako Board of Directors supports the Tweedsmuir Recreation Commission's application to Northern Development Initiative Trust (NDIT) – Community Halls and Recreation Facilities in the amount of \$15,000.	Nellie/Corrine	Completed	
2017-14-8 Board Meeting October 26, 2017	Colleymount Recreation Commission - NDIT Application - North West RAC	Inform NDIT that the Regional District of Bulkley-Nechako Board of Directors support the Colleymount Recreation Commission's application to Northern Development Initiative Trust (NDIT) – Community Halls and Recreation Facilities in the amount of \$10,590.	Nellie/Corrine	Completed	
2017-14-9 Board Meeting October 26, 2017	Cluculz Lake Community Association – Northern Development Application -Prince George RAC	Inform NDIT that the Regional District of Bulkley-Nechako Board of Directors support the Cluculz Lake Community Association's application to Northern Development Initiative Trust (NDIT) – Community Halls and Recreation Facilities in the amount of \$30,000.	Nellie/Corrine	Completed	

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Regional District of Bulkley-Nechako

Action List - October, 2017 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-14-10 Board Meeting October 26, 2017	Federal Gas Tax Funds -Electoral Area "A" (Smithers Rural) Smithers & Area Recycling Society -- Styrofoam Densifier	1. Write a letter and contribute up to \$45,212.34 of Electoral Area "A" Federal Gas Tax allocation monies to Smithers & Area Recycling for the purchase and installation of a Styrofoam densifier; and further; 2. That the RDBN Board of Directors authorize the withdrawal of up to \$45,212.34 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	
2017-14-11 Board Meeting October 26, 2017	Federal Gas Tax Funds -Electoral Area "A" (Smithers Rural) Bulkley Valley Child Development Centre Society - Doors & Windows	1. Write a letter and contribute up to \$32,447 of Electoral Area "A" Federal Gas Tax allocation monies to Bulkley Valley Child Development Centre Society on condition they receive a third quote and meet all eligibility requirements for the purchase and installation of energy efficient doors and windows; and further, 2. "That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$32,447 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	
2017-14-12 Board Meeting October 26, 2017	Federal Gas Tax Funds -Electoral Area "E" (Francois/Ootsa Lake Rural) Tweedsmuir Recreation Commission - Wistaria Hall	1. Write a letter and contribute up to \$75,000 of Electoral Area "E" Federal Gas Tax allocation monies to the Tweedsmuir Recreation Commission for the foundation repair project at the Wistaria Hall; and further, 2. "That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$75,000 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	
2017-14-17 Board Meeting October 26, 2017	Oil and Gas Commission and TransCanada Delegations	1. Send to the Oil and Gas Commission (OGC) the letter attached to the staff report from the Director of Planning dated October 16, 2017; 2. Undertake pre-application research to identify the land use issues and impacts associated with the proposed Tchesinkut Lake Work Camp, and work with TransCanada in an attempt to address the issues identified in a proactive manner.	Jason L		1. Completed 2. On going

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Regional District of Bulkley-Nechako

Action List - October, 2017 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-14-23 Board Meeting October 26, 2017	UBCM: Emergency Preparedness Fund - Flood Risk Management, Flood Mapping & Flood Mitigation Planning	1. Submit the application to UBCM's Community Emergency Preparedness Fund – Flood Risk Management, Flood Mapping & Flood Mitigation Planning for grant funding to create a Flood Mitigation Plan for the area at Ebenezer Flats and Kidd Road. 2. That the Regional District of Bulkley-Nechako Board of Directors agree to enter into a contract with UBCM, should the funding be approved, and provide overall grant management for the project.	Nellie/Haley/Jason L.	Completed	
2017-14-24 Board Meeting October 26, 2017	UBCM: Emergency Support Services Funding	Submit the application to UBCM's Community Emergency Preparedness Fund's Emergency Social Services program for the following activities: - An evaluation and purchase of volunteer and supplier management software, and associated web site development; - The provision of an ESS functional exercise and training activities; - The purchase of reception centre kits, group lodging kits, and computers and printers for use in reception centres. That the Regional District of Bulkley-Nechako Board of Directors will provide overall grant management; And, that the Regional District of Bulkley-Nechako Board of Directors authorize RDBN staff to enter into an agreement with UBCM for any grants received for the above purposes.	Nellie/Haley/Jason L.	Completed	
2017-14-28 Board Meeting October 26, 2017	Invitations	Registration and travel arrangements for the following: 1. Director Newell's attendance at the BC Broadband Association Conference, May 1-2, 2018 in Richmond, B.C.; 2. Two Director's attendance at the Canadian Bioeconomy Conference & Exhibition, June 6-8, 2018 in Prince George, B.C.; 3. RDBN Chair's attendance at the Council of Forest Industries Conventions April 4-6, 2018 in Prince George, B.C.	Ger	In Progress	

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Regional District of Bulkley-Nechako

Action List - October, 2017 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2017-14-33 Board Meeting October 26, 2017	2018 NCLGA Convention Attendance Authorization and Airline Charter	Registration and travel arrangements for the attendance of the Chief Administrative Officer and Rural Directors to the North Central Local Government Association Conference on May 8-10, 2018 in Fort Nelson, B.C. and further, That the regional District of Bulkley-Nechako Board of Directors authorize staff to book the airline charter, as quoted, through Northern Thunderbird Air Inc. for the 2018 NCLGA Convention in Fort Nelson, B.C.	Ger	In Progress	
2017-14-34 Board Meeting October 26, 2017	Union of B.C. Municipalities - Electoral Area Directors' Forum	Registration and travel arrangements for the attendance of two Electoral Area Directors to the UBCM Electoral Area Directors Forum January 30-31, 2018 in Richmond, B.C.	Ger	Completed	
2017-14-39 Board Meeting October 26, 2017	Letter to all Provincial Ministries RE: Timelines for Response and Recommendations	Write a letter to all Provincial Ministries requesting that a change be made to the current practice of short timelines being provided to the Regional District of Bulkley-Nechako Board of Directors for recommendation and response to requests; and further that the timelines be extended to allow sufficient time for the Regional Board to consider the matter and respond effectively.	Cheryl	Completed	December 19, 2017
2017-14-40 Board Meeting October 26, 2017	Submit NCLGA & UBCM Resolution in 2018 RE: Timelines for Request for Response and Recommendations	Submit a resolution to the North Central Local Government Association and Union of B.C. Municipalities (UBCM) requesting that a change be made to the current practice of short timelines being provided to the Regional Board for recommendation and response to requests; and further that the timelines be extended to allow sufficient time for Regional Boards to consider the matter and respond effectively.	Cheryl	In Progress	

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Board-Ratify

Sort order: Control account, vendor number, report group
 Selection: Checks from Dec 01 2017 to Dec 31 2017 with
 All control accounts
 Vendor number [] to [ZZZZZZ]
 All report groups
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Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
ACE002	ACE HARDWARE								
PA	30926	12/08/17			30926	-174.18	0.00		
	Vendor (ACE002) totals:					-174.18	0.00		
ACT002	ACTION SERVICES								
PA	TP-346-001	12/20/17			TP-346-001	-189.00	0.00		
	Vendor (ACT002) totals:					-189.00	0.00		
ALL002	ALL WEST GLASS - BURNS LAKE								
PA	TP-343-001	12/08/17			TP-343-001	-3.75	0.00		
	Vendor (ALL002) totals:					-3.75	0.00		
ALL005	ALLPOINTS FIRE PROTECTION								
PA	TP-344-001	12/14/17			TP-344-001	-871.50	0.00		
	Vendor (ALL005) totals:					-871.50	0.00		
ALT003	ALTERNATIVE GROUNDS								
PA	TP-343-002	12/08/17			TP-343-002	-309.75	0.00		
PA	TP-346-002	12/20/17			TP-346-002	-231.65	0.00		
	Vendor (ALT003) totals:					-541.40	0.00		
ARO001	ARO AUTOMOTIVE & INDUSTRIAL								
PA	TP-344-002	12/14/17			TP-344-002	-420.09	0.00		
	Vendor (ARO001) totals:					-420.09	0.00		
BAC002	BACKROAD MAPBOOKS								
PA	30960	12/20/17			30960	-1,323.00	0.00		
	Vendor (BAC002) totals:					-1,323.00	0.00		
BCH002	BC HYDRO								
PA	TP-344-003	12/14/17			TP-344-003	-7,976.83	0.00		
	Vendor (BCH002) totals:					-7,976.83	0.00		
BCT001	BCTRANSIT								
PA	30961	12/20/17			30961	-11,314.00	0.00		
	Vendor (BCT001) totals:					-11,314.00	0.00		
BEC002	CHRISTINA BECKER								
PA	30927	12/08/17			30927	-100.00	0.00		
	Vendor (BEC002) totals:					-100.00	0.00		
BIG001	NATHAN HUISMAN								
PA	30962	12/20/17			30962	-1,575.00	0.00		
	Vendor (BIG001) totals:					-1,575.00	0.00		
BLA001	BLACK PRESS GROUP LTD								
PA	TP-346-003	12/20/17			TP-346-003	-5,584.48	0.00		
	Vendor (BLA001) totals:					-5,584.48	0.00		
BLR001	BL RETURN-IT RECYCLING DEPOT								
PA	TP-344-004	12/14/17			TP-344-004	-2,798.25	0.00		
	Vendor (BLR001) totals:					-2,798.25	0.00		
BUL004	BULKLEY VALLEY COMMUNITY ARTS C								
PA	30928	12/08/17			30928	-2,000.00	0.00		
	Vendor (BUL004) totals:					-2,000.00	0.00		
BUL008	BULKLEY VALLEY HOME CENTRE LTD								
PA	TP-343-003	12/08/17			TP-343-003	-27.99	0.00		
	Vendor (BUL008) totals:					-27.99	0.00		
BUL011	BULKLEY VALLEY WHOLESALE								
PA	TP-343-004	12/08/17			TP-343-004	-87.87	0.00		

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BUL011	BULKLEY VALLEY WHOLESALE (Continued)								
	Vendor (BUL011) totals:					-87.87	0.00		
BUL012	BULKLEY VALLEY ECONOMIC								
PA	TP-347-001	12/27/17			TP-347-001	-3,333.33	0.00		
	Vendor (BUL012) totals:					-3,333.33	0.00		
BUL020	BULKLEY VALLEY CROSS COUNTRY								
PA	30979	12/22/17			30979	-5,081.50	0.00		
	Vendor (BUL020) totals:					-5,081.50	0.00		
BUR001	BURNS LAKE AUTOMOTIVE SUPPLY								
PA	TP-344-005	12/14/17			TP-344-005	-341.84	0.00		
	Vendor (BUR001) totals:					-341.84	0.00		
BUR012	BURNS LAKE PUBLIC LIBRARY								
PA	TP-347-002	12/27/17			TP-347-002	-15,326.67	0.00		
	Vendor (BUR012) totals:					-15,326.67	0.00		
BUR014	BURNS LAKE REBROADCAST SOCIETY								
PA	TP-347-003	12/27/17			TP-347-003	-2,500.00	0.00		
	Vendor (BUR014) totals:					-2,500.00	0.00		
BUR028	BURNS LAKE HOME HARDWARE								
PA	TP-343-005	12/08/17			TP-343-005	-32.10	0.00		
PA	TP-344-006	12/14/17			TP-344-006	-150.00	0.00		
	Vendor (BUR028) totals:					-182.10	0.00		
BVA001	B V AQUATIC CENTRE MANG. SOCIE								
PA	30980	12/22/17			30980	-8,998.00	0.00		
PA	TP-347-004	12/27/17			TP-347-004	-40,707.25	0.00		
	Vendor (BVA001) totals:					-49,705.25	0.00		
CAM007	CAMUS PHOTOGRAPHY								
PA	30929	12/08/17			30929	-315.00	0.00		
	Vendor (CAM007) totals:					-315.00	0.00		
CAR007	CARVELLO LAW CORPORATION								
PA	TP-346-004	12/20/17			TP-346-004	-1,624.88	0.00		
	Vendor (CAR007) totals:					-1,624.88	0.00		
CAS002	CASCADES RECOVERY INC.								
PA	TP-346-005	12/20/17			TP-346-005	-4,887.81	0.00		
	Vendor (CAS002) totals:					-4,887.81	0.00		
CHE002	PARKLAND REFINING (BC) LTD.								
PA	TP-343-006	12/08/17			TP-343-006	-7,428.20	0.00		
	Vendor (CHE002) totals:					-7,428.20	0.00		
CLU002	CLUCULZ LAKE COMMUNITY								
PA	30981	12/22/17			30981	-13,579.86	0.00		
	Vendor (CLU002) totals:					-13,579.86	0.00		
CLU003	CLUCULZ LAKE VOL. FIRE DEPT								
PA	TP-347-005	12/27/17			TP-347-005	-1,497.58	0.00		
	Vendor (CLU003) totals:					-1,497.58	0.00		
COM009	COMMUNITY ARTS COUNCIL OF FSJ								
PA	30945	12/08/17			30945	-10,193.40	0.00		
PA	30983	12/29/17			30983	-898.46	0.00		
	Vendor (COM009) totals:					-10,991.86	0.00		
COU001	COUNTRY HOMES								

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Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Gurr. amount	Max Payable (If changed)	Disc. Base (If changed)
COU001	COUNTRY HOMES (Continued)								
PA	30947	12/15/17			30947	-918.75	0.00		
	Vendor (COU001) totals:					-918.75	0.00		
CUR001	CURTIS CUNNINGHAM PHOTISTRY								
PA	30963	12/20/17			30963	-2,079.00	0.00		
	Vendor (CUR001) totals:					-2,079.00	0.00		
D&M001	D&M INDUSTRIAL SUPPLIES								
PA	30930	12/08/17			30930	-141.01	0.00		
	Vendor (D&M001) totals:					-141.01	0.00		
DAV003	DAVERN ENTERPRISES								
PA	TP-343-007	12/08/17			TP-343-007	-1,034.25	0.00		
	Vendor (DAV003) totals:					-1,034.25	0.00		
DEW002	Melany de Weerd								
PA	30982	12/22/17			30982	-586.80	0.00		
	Vendor (DEW002) totals:					-586.80	0.00		
EAG001	EAGLE AUTOMOTIVE CENTER								
PA	TP-344-007	12/14/17			TP-344-007	-508.65	0.00		
	Vendor (EAG001) totals:					-508.65	0.00		
ECO003	ECONOMIC DEV. ASSOC. OF CANADA								
PA	30964	12/20/17			30964	-471.87	0.00		
	Vendor (ECO003) totals:					-471.87	0.00		
FOR005	FORT FRASER HALL SOCIETY								
PA	30931	12/08/17			30931	-210.00	0.00		
	Vendor (FOR005) totals:					-210.00	0.00		
FOR008	FORT FRASER VOL. FIRE DEP.								
PA	TP-347-006	12/27/17			TP-347-006	-1,516.67	0.00		
	Vendor (FOR008) totals:					-1,516.67	0.00		
FOR015	FORT ST. JAMES LIBRARY								
PA	TP-347-007	12/27/17			TP-347-007	-1,145.83	0.00		
	Vendor (FOR015) totals:					-1,145.83	0.00		
FOR033	FORT SAINT JAMES TV SOCIETY								
PA	TP-347-008	12/27/17			TP-347-008	-13,667.67	0.00		
	Vendor (FOR033) totals:					-13,667.67	0.00		
FOU002	FOUR STAR COMMUNICATIONS INC								
PA	TP-347-009	12/27/17			TP-347-009	-118.13	0.00		
	Vendor (FOU002) totals:					-118.13	0.00		
FRA009	FRASER LAKE BUILDING SUPPLIES								
PA	30948	12/15/17			30948	-330.00	0.00		
	Vendor (FRA009) totals:					-330.00	0.00		
FRA014	FRASER LAKE LIBRARY BOARD								
PA	TP-347-010	12/27/17			TP-347-010	-2,013.00	0.00		
	Vendor (FRA014) totals:					-2,013.00	0.00		
FRA016	FRASER LAKE REBROADCASTING SOC								
PA	TP-347-011	12/27/17			TP-347-011	-5,583.33	0.00		
	Vendor (FRA016) totals:					-5,583.33	0.00		
GIE005	WANDA GIESBRECHT								
PA	30949	12/15/17			30949	-75.00	0.00		
	Vendor (GIE005) totals:					-75.00	0.00		

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HIL003	HILL STOP TRUCK WASH								
PA	30965	12/20/17			30965	-56.99	0.00		
Vendor (HIL003) totals:						-56.99	0.00		
HOT001	HOTSYNC COMPUTER SOLUTIONS								
PA	TP-343-008	12/08/17			TP-343-008	-4,305.00	0.00		
PA	TP-344-008	12/14/17			TP-344-008	-6,363.00	0.00		
PA	TP-346-006	12/20/17			TP-346-006	-1,208.88	0.00		
Vendor (HOT001) totals:						-11,876.88	0.00		
HOU008	HOUSTON LINK TO LEARNING								
PA	30950	12/15/17			30950	-611.04	0.00		
Vendor (HOU008) totals:						-611.04	0.00		
HOU018	HOUSTON BOTTLE DEPOT								
PA	TP-343-009	12/08/17			TP-343-009	-3,346.04	0.00		
Vendor (HOU018) totals:						-3,346.04	0.00		
IGI001	IGI RESOURCES								
PA	TP-344-009	12/14/17			TP-344-009	-766.86	0.00		
Vendor (IGI001) totals:						-766.86	0.00		
IMA001	SR IMAGE IMPACT								
PA	30932	12/08/17			30932	-952.00	0.00		
Vendor (IMA001) totals:						-952.00	0.00		
IMP002	IMPERIAL DATA								
PA	30951	12/15/17			30951	-266.56	0.00		
Vendor (IMP002) totals:						-266.56	0.00		
IND006	INDUSTRIAL TRANSFORMERS								
PA	TP-346-007	12/20/17			TP-346-007	-2,501.76	0.00		
Vendor (IND006) totals:						-2,501.76	0.00		
INF001	INFOSAT COMMUNICATIONS								
PA	TP-344-010	12/14/17			TP-344-010	-55.95	0.00		
Vendor (INF001) totals:						-55.95	0.00		
INT001	INTERIOR ELECTRICAL AUTOMATION								
PA	TP-344-011	12/14/17			TP-344-011	-157.50	0.00		
Vendor (INT001) totals:						-157.50	0.00		
JER001	JERRY'S DIESEL PERFORMANCE								
PA	30966	12/20/17			30966	-10,500.00	0.00		
Vendor (JER001) totals:						-10,500.00	0.00		
KAL003	KAL TIRE - BURNS LAKE								
PA	TP-344-012	12/14/17			TP-344-012	-8,095.82	0.00		
Vendor (KAL003) totals:						-8,095.82	0.00		
KIL001	DIANE KILLMAN								
PA	30967	12/20/17			30967	-851.00	0.00		
Vendor (KIL001) totals:						-851.00	0.00		
LAK002	LAKE KATHLYN PROTECTION SOCIETY								
PA	30944	12/08/17			30944	-32,848.51	0.00		
PA	30959	12/19/17			30959	-15,423.45	0.00		
Vendor (LAK002) totals:						-48,271.96	0.00		
LAK004	LAKES DISTRICT AIRPORT SOCIETY								
PA	TP-347-012	12/27/17			TP-347-012	-6,250.00	0.00		
Vendor (LAK004) totals:						-6,250.00	0.00		

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LAK012	LAKES DISTRICT MUSEUM SOCIETY								
PA	TP-347-013	12/27/17			TP-347-013	-3,083.33	0.00		
	Vendor (LAK012) totals:					-3,083.33	0.00		
LAK014	LAKES DISTRICT PRINTING								
PA	TP-346-008	12/20/17			TP-346-008	-438.14	0.00		
	Vendor (LAK014) totals:					-438.14	0.00		
LAK032	LAKES DISTRICT FILM								
PA	TP-347-014	12/27/17			TP-347-014	-150.00	0.00		
	Vendor (LAK032) totals:					-150.00	0.00		
LDF001	LD FREE CLASSIFIEDS								
PA	TP-343-010	12/08/17			TP-343-010	-2,890.31	0.00		
	Vendor (LDF001) totals:					-2,890.31	0.00		
M4E001	M 4 ENTERPRISES								
PA	TP-344-013	12/14/17			TP-344-013	-879.20	0.00		
	Vendor (M4E001) totals:					-879.20	0.00		
MAX001	MAXXAM ANALYTICS INC								
PA	TP-346-009	12/20/17			TP-346-009	-667.80	0.00		
	Vendor (MAX001) totals:					-667.80	0.00		
MED001	MEDICAL SER. PLAN								
PA	30920	12/05/17			30920	-4,800.00	0.00		
	Vendor (MED001) totals:					-4,800.00	0.00		
MIL004	MDB INSIGHT INC.								
PA	30968	12/20/17			30968	-26,220.00	0.00		
	Vendor (MIL004) totals:					-26,220.00	0.00		
MIN002	MINISTER OF FINANCE								
PA	30924	12/08/17			30924	-600.00	0.00		
PA	30925	12/08/17			30925	-600.00	0.00		
PA	30933	12/08/17			30933	-600.00	0.00		
	Vendor (MIN002) totals:					-1,800.00	0.00		
MON006	MONSTER INDUSTRIES								
PA	TP-346-010	12/20/17			TP-346-010	-890.40	0.00		
	Vendor (MON006) totals:					-890.40	0.00		
MRC001	M.R. CONCEPTS								
PA	30969	12/20/17			30969	-2,855.48	0.00		
	Vendor (MRC001) totals:					-2,855.48	0.00		
NAP001	NAPA AUTO PARTS - BL								
PA	TP-343-011	12/08/17			TP-343-011	-129.56	0.00		
	Vendor (NAP001) totals:					-129.56	0.00		
NAP003	NAPA AUTO PARTS - HOUSTON								
PA	TP-346-011	12/20/17			TP-346-011	-63.59	0.00		
	Vendor (NAP003) totals:					-63.59	0.00		
NEC025	NKDF SOCIETY								
PA	30970	12/20/17			30970	-2,002.00	0.00		
	Vendor (NEC025) totals:					-2,002.00	0.00		
NOR022	NORTHWEST FUELS LTD.								
PA	TP-343-012	12/08/17			TP-343-012	-2,197.89	0.00		
PA	TP-346-012	12/20/17			TP-346-012	-1,490.17	0.00		
	Vendor (NOR022) totals:					-3,688.06	0.00		

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NOR027	N.W. INVASIVE PLANT COUNCIL								
PA	30934	12/08/17			30934	-2,168.46	0.00		
	Vendor (NOR027) totals:						-2,168.46	0.00	
OKT001	OK TIRE								
PA	30952	12/15/17			30952	-281.13	0.00		
PA	30971	12/20/17			30971	-58.24	0.00		
	Vendor (OKT001) totals:						-339.37	0.00	
OUE001	OUELLETTE BROS								
PA	30953	12/15/17			30953	-90.00	0.00		
	Vendor (OUE001) totals:						-90.00	0.00	
PAC004	PACIFIC NORTHERN GAS LTD.								
PA	TP-343-013	12/08/17			TP-343-013	-4,020.76	0.00		
PA	TP-344-014	12/14/17			TP-344-014	-350.36	0.00		
	Vendor (PAC004) totals:						-4,371.12	0.00	
PAC007	PACIFIC TRUCK & EQUIPMENT INC								
PA	TP-346-013	12/20/17			TP-346-013	-1,945.79	0.00		
	Vendor (PAC007) totals:						-1,945.79	0.00	
PAC009	PACIFIC COASTCOM								
PA	TP-346-014	12/20/17			TP-346-014	-2,900.80	0.00		
	Vendor (PAC009) totals:						-2,900.80	0.00	
PAY002	PAYNE'S SEPTIC SERVICE (2010)								
PA	30935	12/08/17			30935	-126.00	0.00		
	Vendor (PAY002) totals:						-126.00	0.00	
PRA002	PRAGMATIC CONFERENCING								
PA	TP-344-015	12/14/17			TP-344-015	-125.29	0.00		
	Vendor (PRA002) totals:						-125.29	0.00	
PUR001	PURELY H2O								
PA	TP-344-016	12/14/17			TP-344-016	-132.00	0.00		
	Vendor (PUR001) totals:						-132.00	0.00	
RED004	RED ROCKET SERVICES								
PA	TP-344-017	12/14/17			TP-344-017	-105.00	0.00		
	Vendor (RED004) totals:						-105.00	0.00	
RED005	RED SPADE ENT LTD.								
PA	30972	12/20/17			30972	-177.11	0.00		
	Vendor (RED005) totals:						-177.11	0.00	
REI001	REITSMA'S HOME HARDWARE								
PA	30955	12/15/17			30955	-38.65	0.00		
	Vendor (REI001) totals:						-38.65	0.00	
ROS003	ROSENAU TRANSPORT LTD.								
PA	TP-343-014	12/08/17			TP-343-014	-57.57	0.00		
PA	TP-344-018	12/14/17			TP-344-018	-19.71	0.00		
	Vendor (ROS003) totals:						-77.28	0.00	
SCH008	SCHLAMP LOGGING CONTRACTORS L1								
PA	30956	12/15/17			30956	-404.25	0.00		
	Vendor (SCH008) totals:						-404.25	0.00	
SCH009	LIAM SCHULZE								
PA	30936	12/08/17			30936	-50.00	0.00		
	Vendor (SCH009) totals:						-50.00	0.00	

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Vendor Name / Number	Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (If changed)	Disc. Base (If changed)
SMI007 SMITHERS PUBLIC LIBRARY									
PA	TP-347-015	12/27/17			TP-347-015	-7,067.00	0.00		
Vendor (SMI007) totals:						-7,067.00	0.00		
SMI009 SMITHERS & AREA RECYCLING									
PA	30957	12/15/17			30957	-19,622.66	0.00		
PA	TP-346-015	12/20/17			TP-346-015	-5,310.11	0.00		
Vendor (SMI009) totals:						-24,932.77	0.00		
SMI028 SMITHERS COHOUSING ASSOCIATION									
PA	30937	12/08/17			30937	-1,000.00	0.00		
Vendor (SMI028) totals:						-1,000.00	0.00		
SOU003 SOUTHSIDE VOLUNTEER FIRE DEPT.									
PA	TP-347-016	12/27/17			TP-347-016	-1,992.00	0.00		
Vendor (SOU003) totals:						-1,992.00	0.00		
SOU007 SOUTHSIDE SENIORS HOUSING SOC.									
PA	30938	12/08/17			30938	-4,750.00	0.00		
Vendor (SOU007) totals:						-4,750.00	0.00		
SPO001 SPOTLESS UNIFORM LTD.									
PA	TP-344-019	12/14/17			TP-344-019	-32.36	0.00		
Vendor (SPO001) totals:						-32.36	0.00		
SSQ001 SSQ FINANCIAL									
PA	30921	12/05/17			30921	-1,280.86	0.00		
Vendor (SSQ001) totals:						-1,280.86	0.00		
STA008 STARLAND SUPPLY LTD									
PA	TP-343-015	12/08/17			TP-343-015	-20.92	0.00		
Vendor (STA008) totals:						-20.92	0.00		
STE013 STEADY-ARC									
PA	30939	12/08/17			30939	-596.47	0.00		
Vendor (STE013) totals:						-596.47	0.00		
STO005 STOREY PHOTOGRAPHY									
PA	30940	12/08/17			30940	-735.00	0.00		
Vendor (STO005) totals:						-735.00	0.00		
SUD001 SUDS N' DUDS									
PA	30941	12/08/17			30941	-190.14	0.00		
Vendor (SUD001) totals:						-190.14	0.00		
SUN002 SUN LIFE FINANCIAL									
PA	30922	12/05/17			30922	-21,881.92	0.00		
Vendor (SUN002) totals:						-21,881.92	0.00		
SWE001 SWEEPING BEAUTIES JANITORIAL									
PA	TP-347-017	12/27/17			TP-347-017	-2,073.27	0.00		
Vendor (SWE001) totals:						-2,073.27	0.00		
TAY002 TAYLOR BROS HARDWARE									
PA	TP-344-020	12/14/17			TP-344-020	-182.81	0.00		
Vendor (TAY002) totals:						-182.81	0.00		
TEC003 TECHNICAL SAFETY BC									
PA	TP-344-021	12/14/17			TP-344-021	-89.25	0.00		
Vendor (TEC003) totals:						-89.25	0.00		
TEL002 TELUS COMMUNICATIONS INC.									
PA	30923	12/05/17			30923	-3,221.90	0.00		

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TEL002 TELUS COMMUNICATIONS INC. (Continued)									
Vendor (TEL002) totals:						-3,221.90	0.00		
TEL007 TELUS MOBILITY									
PA	TP-346-016	12/20/17			TP-346-016	-1,118.28	0.00		
Vendor (TEL007) totals:						-1,118.28	0.00		
TET001 TETRA TECH CANADA INC									
PA	30942	12/08/17			30942	-9,990.30	0.00		
PA	30978	12/20/17			30978	-6,520.88	0.00		
Vendor (TET001) totals:						-16,511.18	0.00		
TIM002 TIMBERLINE ELECTRIC									
PA	30958	12/15/17			30958	-553.60	0.00		
Vendor (TIM002) totals:						-553.60	0.00		
TOP005 TOPLEY FIRE PROTECTION SOC.									
PA	TP-347-018	12/27/17			TP-347-018	-2,620.84	0.00		
Vendor (TOP005) totals:						-2,620.84	0.00		
TOW001 TOWN OF SMITHERS									
PA	30946	12/08/17			30946	-75,000.00	0.00		
PA	30984	12/29/17			30984	-5,000.00	0.00		
Vendor (TOW001) totals:						-80,000.00	0.00		
TOW003 TOWER COMMUNICATIONS									
PA	TP-344-022	12/14/17			TP-344-022	-2,450.01	0.00		
Vendor (TOW003) totals:						-2,450.01	0.00		
TRE004 TREEHOUSE HOUSING ASSOCIATION									
PA	30943	12/08/17			30943	-500.00	0.00		
Vendor (TRE004) totals:						-500.00	0.00		
TRU002 TRUE CONSULTING									
PA	30973	12/20/17			30973	-22,797.08	0.00		
Vendor (TRU002) totals:						-22,797.08	0.00		
USB001 US BANK CANADA									
PA	TP-345-001	12/20/17			TP-345-001	-17,566.44	0.00		
Vendor (USB001) totals:						-17,566.44	0.00		
VAL005 VALLEY DIESEL									
PA	30974	12/20/17			30974	-2,098.90	0.00		
Vendor (VAL005) totals:						-2,098.90	0.00		
VAN005 VANDERHOOF & DISTRICTS CO-OP									
PA	TP-346-017	12/20/17			TP-346-017	-18,302.15	0.00		
Vendor (VAN005) totals:						-18,302.15	0.00		
VIL004 VILLAGE OF BURNS LAKE									
PA	30975	12/20/17			30975	-56,144.00	0.00		
Vendor (VIL004) totals:						-56,144.00	0.00		
WAS001 WASTE MANAGEMENT OF CANADA CO									
PA	TP-344-023	12/14/17			TP-344-023	-1,390.01	0.00		
PA	TP-346-018	12/20/17			TP-346-018	-1,407.00	0.00		
Vendor (WAS001) totals:						-2,797.01	0.00		
WEI002 WEIGH TRONIX CANADA, ULC									
PA	30976	12/20/17			30976	-3,584.00	0.00		
Vendor (WEI002) totals:						-3,584.00	0.00		
WEL002 WELLMAN'S CAR AND TRUCK WASH									

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WEL002 WELLMAN'S CAR AND TRUCK WASH (Continued)									
PA	TP-343-016	12/08/17			TP-343-016	-33.34	0.00		
Vendor (WEL002) totals:						-33.34	0.00		
WIE004 Ken Wiebe									
PA	TP-344-024	12/14/17			TP-344-024	-197.80	0.00		
Vendor (WIE004) totals:						-197.80	0.00		
WIL004 WILLIAMS MACHINERY									
PA	TP-344-025	12/14/17			TP-344-025	-126.28	0.00		
Vendor (WIL004) totals:						-126.28	0.00		
XER001 XEROX CANADA LTD.									
PA	TP-343-017	12/08/17			TP-343-017	-4,730.47	0.00		
PA	TP-346-019	12/20/17			TP-346-019	-246.36	0.00		
Vendor (XER001) totals:						-4,976.83	0.00		
YIN001 YINTAH CONSULTING									
PA	30977	12/20/17			30977	-787.50	0.00		
Vendor (YIN001) totals:						-787.50	0.00		
Control account (1) totals:						-843,482.44	0.00		
REC002 RECEIVER GENERAL									
PA	30954	12/15/17			30954	-28,341.15	0.00		
PA	30985	12/30/17			30985	-30,685.66	0.00		
Vendor (REC002) totals:						-59,026.81	0.00		
Control account (2) totals:						-59,026.81	0.00		
Report Total						-702,489.25	0.00		

127 vendor(s) printed

1st, 2nd & 3rd Reading

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REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1817

Being a bylaw to repeal "Goetjen Road Street Lighting Local Service Establishment Bylaw No. 1012, 1997"

WHEREAS "Goetjen Road Street Lighting Local Service Establishment Bylaw No. 1012" established a service to provide street lighting within a portion of Electoral Area "C";

AND WHEREAS the street lights were not installed or operated because the subdivision was not completed, and taxation is not needed;

AND WHEREAS pursuant to Section 349(1)(b) of the Local Government Act, the Director of Electoral Area "C" has consented, in writing, to the adoption of this Bylaw;

NOW THEREFORE, the Regional Board of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as "Goetjen Road Street Lighting Local Service Establishment Repeal Bylaw No. 1817, 2018."
2. Bylaw No. 1012 cited as "Goetjen Road Street Lighting Local Service Establishment Bylaw No. 1012, 1997" and all bylaws enacted in amendment thereto are hereby repealed.

Certified a true and correct copy of "Goetjen Road Street Lighting Local Service Establishment Repeal Bylaw No. 1818, 2018."

Corporate Administrator

READ A FIRST TIME this day of , 2018

READ A SECOND TIME this day of , 2018

READ A THIRD TIME this day of , 2018

CONSENT OF THE DIRECTOR OF ELECTORAL AREA "C" RECEIVED this

329

day of _____, 2018

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this _____ day of _____, 2018

ADOPTED this _____ day of _____, 2018

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 1817 as adopted.

Corporate Administrator

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157, 2nd & 3rd Reading

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1818

A bylaw to amend the tax limit for the Smithers/Houston/Telkwa Television Rebroadcasting Local Service

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 630 the Smithers/Houston/Telkwa Television Rebroadcasting Local Service;

AND WHEREAS the Regional District wishes to increase the maximum annual tax requisition for this service from FIFTY THOUSAND (\$50,000.00) DOLLARS to SIXTY-TWO THOUSAND FIVE HUNDRED (\$62,500) DOLLARS;

AND WHEREAS pursuant to Section 349 (1)(b) of the *Local Government Act*, at least 2/3rds of the participants have consented, in writing, 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. 630, is hereby repealed and the following substituted therefore:

"4. The maximum amount that may be requisitioned annually shall be SIXTY-TWO THOUSAND FIVE HUNDRED (\$62,500) DOLLARS."

- 2. This bylaw may be cited as the "Smithers/Houston/Telkwa Television Rebroadcasting Local Service Establishment Amendment Bylaw No. 1818, 2018."

READ A FIRST TIME this day of , 2018

READ A SECOND TIME this day of , 2018

READ A THIRD TIME this day of , 2018

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1818.

Corporate Administrator

ADOPTED this day of , 2018

Chairperson

Corporate Administrator

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1819

A bylaw to amend the tax limit for the "Fort St. James Arena Local Service"

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 1120 the Fort St. James Arena Local Service;

AND WHEREAS the Regional District wishes to increase the maximum annual tax requisition for this service from \$0.192 per \$1,000 to \$0.240 per \$1,000;

AND WHEREAS pursuant to Section 349 (1)(b) of the Local Government Act, the sole participant has consented, in writing, 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 5 of Bylaw No. 1120, is hereby repealed and the following substituted therefore:

"4. The maximum amount that may be requisitioned annually for this service shall be \$0.240 per \$1,000 on the net taxable value of land and improvements in the Local Service area, wherein \$0.120 per \$1,000 will be granted for capital improvements of the arena only and \$0.120 per \$1,000 will be granted for the operation of the Fort St. James Arena."

- 2. This bylaw may be cited as the "Fort St. James Arena Local Service Establishment Amendment Bylaw No. 1819, 2018."

READ A FIRST TIME this day of , 2018

READ A SECOND TIME this day of , 2018

READ A THIRD TIME this day of , 2018

333

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1819.

Corporate Administrator

ADOPTED this day of , 2018

Chairperson

Corporate Administrator

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1st, 2nd, 3rd Reading
& Adoption

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1820

A bylaw to establish a Major Capital Purchase, Repair and Replacement Reserve Fund for Television and Radio Rebroadcasting and Internet Connectivity in the Lakes District

WHEREAS pursuant to the provisions of Section 374 of the *Local Government Act* and Section 188 of the *Community Charter*, the Board of the Regional District of Bulkley-Nechako may by bylaw establish a reserve fund;

AND WHEREAS the Board of the Regional District of Bulkley-Nechako has determined that a repairs and maintenance reserve fund be established for the Burns Lake and Area Television Rebroadcasting Local Service;

NOW THEREFORE the Board of the Regional District of Bulkley-Nechako, in open meeting assembled enacts as follows:

1. There shall be and is hereby established a Major Capital Purchase, Repair and Replacement Fund Reserve, under the provisions of Section 374 of the *Local Government Act* and Section 188 of the *Community Charter*, to be known as the "Burns Lake and Area Television, Radio and Internet Connectivity Capital Reserve."
2. Money from the annual budget or as otherwise provided in the *Local Government Act* and the *Community Charter* may from time to time be paid into the Capital Reserve Fund.
3. Money in the Capital Reserve Fund shall only be used for capital purchase, repair and replacement of television, radio, and Internet connectivity equipment and infrastructure.
4. This bylaw may be cited for all purposes as "Burns Lake and Area Television, Radio and Internet Connectivity Capital Reserve Bylaw No. 1820, 2018."

READ A FIRST TIME this day of , 2018

READ A SECOND TIME this day of , 2018

READ A THIRD TIME this day of , 2018

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1820.

Corporate Administrator

ADOPTED this day of , 2018

Chairperson

Corporate Administrator