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REGIONAL DISTRICT  
OF BULKLEY-NECHAKO

# AGENDA

MEETING NO. 11

July 19, 2018

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"A WORLD OF OPPORTUNITIES  
WITHIN OUR REGION"

## 2

### VISION

“A World of Opportunities  
Within Our Region”

### MISSION

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

### Strategic Priorities 2017-2019

#### Now

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

#### Next

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

#### Board Advocacy

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

**AGENDA**

Thursday, July 19, 2018



<b><u>PAGE NO.</u></b>	<b><u>CALL TO ORDER</u></b>	<b><u>ACTION</u></b>
	<b><u>AGENDA – July 19, 2018</u></b>	<b>Approve</b>
	<b><u>MINUTES</u></b>	
<b>9-32</b>	<b>Board Meeting Minutes – June 21, 2018</b>	<b>Adopt</b>
	<b><u>BUSINESS ARISING OUT OF THE MINUTES</u></b>	
	<b><u>DELEGATIONS</u></b>	
	<b><u>MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT</u></b>	
	<b>Dawn Stronstad, RPF, Stewardship Forester, Nadina District</b>	
	<b>RE: Lakes TSA Timber Supply Review</b>	
	<b><u>TETRA TECH</u></b>	
	<b>Carey McIver, Carey McIver &amp; Associates</b>	
	<b>Lauren Quan, Project Engineer, Tetra Tech Canada Inc.</b>	
	<b>Re: SWMP Overview</b>	
	<b><u>ADMINISTRATION REPORTS</u></b>	
<b>33</b>	<b>Nellie Davis, Regional Economic Development Coordinator – RDBN Northern Development Application – Connecting British Columbia Program</b>	<b>Recommendation (Page 33)</b>
<b>34</b>	<b>Rory Mckenzie, Director of Environmental Services – RDBN Environmental Services BC Rural Dividend Program Application</b>	<b>Recommendation (Page 34)</b>
<b>35-37</b>	<b>Corrine Swenson, Manager of Regional Economic Development – Visit Bulkley-Nechako Advertising for 2019 (Page 36)</b>	
<b>38-43</b>	<b>Cheryl Anderson, Manager of Administrative Services – The Smithers Mountain Bike Association – Request for Grant in Aid - Electoral Area “A” (Smithers Rural)</b>	<b>Recommendation (Page 38)</b>

<b><u>PAGE NO.</u></b>	<b><u>ADMINISTRATION REPORTS (CONT'D)</u></b>	<b><u>ACTION</u></b>
44	Cheryl Anderson, Manager of Administrative Services – Regional Transit Service – Grant in Aid (Page 44)	Recommendation (Page 44)
45-46	Cheryl Anderson, Manager of Administrative Services – District of Fort St. James – Grant in Aid – Electoral Area “C” (Fort St. James Rural)	Recommendation (Page 45)
47-51	Cheryl Anderson, Manager of Administrative Services – Fraser Lake Saddle Club – Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)	Recommendation (Page 47)
52-58	Cheryl Anderson, Manager of Administrative Services – Fort Fraser Community Recreation Society – Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)	Recommendation (Page 52)
59-63	Cheryl Anderson, Manager of Administrative Services – Fraser Lake Arts Council – Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)	Recommendation (Page 59)
64-69	Cheryl Anderson, Manager of Administrative Services – Upper Nechako Wilderness Council - Request for Grant in Aid – Electoral Area “F” (Vanderhoof Rural)	Recommendation (Page 64)
70-73	Cheryl Anderson, Manager of Administrative Services – Houston Unis’tot’en Preservation Society – Request for Grant in Aid – Electoral Area “G” (Houston Rural)	Recommendation (Page 70)
74-76	Nellie Davis, Regional Economic Development Coordinator – Regional Economic Development Proposal Writing Quarterly Report	Receive
77-78	2018 UBCM Minister Meeting Requests	Receive
	<b><u>ENVIRONMENTAL SERVICES REPORTS</u></b>	
79-81	Rory Mckenzie, Director of Environmental Services – Nak’azdli Recycling Program - Review and Restructuring Options	Recommendation (Page 80)
82-99	Janette Derksen, Deputy Director of Environmental Services – Regional Solid Waste Advisory Committee (RSWAC) Minutes	Receive

<b><u>PAGE NO.</u></b>	<b><u>DEVELOPMENT SERVICES</u></b>	<b><u>ACTION</u></b>
	<b><u>ALR Applications</u></b>	
100-107	ALR Application No. 1205 (Butz) Non-Farm Use within the ALR Electoral Area "A"	Direction (Page 100)
	<b><u>Provincial Referrals</u></b>	
108-111	Land Referral File No. 0272313 Naomi Himechi Electoral Area "G"	Recommendation (Page 109)
112-119	Land Referral File No. REC230132 MFLNRO – Rec Sites Electoral Area "A"	Recommendation (Page 113)
120-124	Land Referral File No. 7410010 Michael & Christina Dowling Electoral Area "F"	Recommendation (Page 121)
125-130	Land Referral File No. 7404687 Crystal French Electoral Area "C"	Recommendation (Page 126)
	<b><u>ELECTORAL AREA PLANNING</u></b>	
	<b><u>Correspondence</u></b>	
131-138	RE: Housing Needs Reports and Residential Rental Tenure Zoning Bulletins	Receive
139-145	RE: Application for 2018 Community Excellence Awards	Receive
	<b><u>PROTECTIVE SERVICES</u></b>	
	<b><u>Memos</u></b>	
146-156	Jason Blackwell, Regional Fire Chief RE: Cluculz Lake Volunteer Fire Department	Recommendation (Page 147)
157-170	Jason Llewellyn, Director of Protective Services RE: Regional Emergency Support Services	Recommendation (Page 161)
171-172	Rebecca Goertzen, Protective Services Assistant RE: Monthly 9-1-1 Call Report – June 2018	Receive

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<u>PAGE NO.</u>	<u>OTHER</u>	<u>ACTION</u>
	<u>Building Inspector's Report</u>	
173	For June 2018	Receive
	<u>Planning Department Enquiries Report</u>	
174	For June, 2018	Receive
<u>VERBAL REPORTS</u>		
<u>RECEIPT OF VERBAL REPORTS</u>		
<u>ADMINISTRATION CORRESPONDENCE</u> (All grey highlighted items may be received as a block)		
175-176	Innovation Central Society – Request for Letter of Support – Northern Investment Group	Direction
177-178	Smithers District Chamber of Commerce - Smithers District Music Strategy – Municipal Government Recommendations	Direction
179	Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Bulkley-Nechako Workforce Opportunities Table - Request for Letter of Support	Direction
180-181	Northern BC Tourism Association – Northern BC Tourism Summit – Sponsorship Opportunities	Direction/Receive
182-185	Royal Canadian Legion – Annual Military Service Recognition Book – Sponsorship Opportunities	Direction/Receive
186	UBCM Resolution – Expansion of Community Forest Program	Ratify
187	Emergency Management BC – Plaque re: Seasonal Hazards Response 2017	Receive
188-189	Greyhound – Greyhound Canada to Downsize its Canadian Business Based on a 41% Decline in Ridership Since 2010	Receive
190-193	Union of BC Municipalities – Submission of Resolutions	Receive

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

194	Fraser Lake Elementary-Secondary School - Grant in Aid – Follow Up Report – Sr. Girls Soccer Team	Receive
195-196	Fort St. James Secondary School – Grant in Aid – Report/Update from FSJSS Grade 9 Haida Gwaii Trip	Receive
197-202	Trans Canada Yellowhead Highway Association - 2018 Annual General Meeting	Receive
203	Fortis BC – Safe Digging	Receive
204	Northern Development Initiative Trust - Lakes District Fairgrounds Concession Renovation	Receive
205-206	qathet Regional District – Powell River Regional District to be Renamed to qathet Regional District	Receive
207	The Township of Spallumcheen – Employer Health Tax Impact on Local Government	Receive
208-211	Fort Fraser Local Community Commission Meeting Minutes – May 8, 2018	Receive
212-214	Fort Fraser Local Community Commission Meeting Minutes – June 14, 2018	Receive
215-218	BC Community Forest Association – July 2018 Member's Newsletter	Receive
219-224	BC Wildfire Newsletter – July 1, 2018 to July 14, 2018	Receive
225-228	Coastal Gaslink Pipeline Project – Coastal GasLink Pipeline Project Conditionally Awards \$620 Million in Contracting Opportunities to B.C. First Nations	Receive
229-254	Union of B.C. Municipalities • Senate Passes Bill C-45 with Amendments • Cambodian Delegates' Victoria Study Tour • SWPI to Transition to CRIP • New Organics Infrastructure Program Fund • Community Climate Change Adaptation Workshops • BC Community Road Safety Toolkit • UBCM Submission to FOIPPA Review	Receive

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

- Cannabis Legalization Legislation Passes Final Vote
- Local Government Representation for PRIMECorp
- Municipal Natural Assets Initiative
- Community Overdose Crisis Grants
- 2018 Convention Code of Conduct Finalized
- Remembering Duncan Councillor John Horgan
- Convention Registration Opens July 3<sup>rd</sup>
- Environmental Assessment Revitalization Discussion Paper
- Election Resources for Candidates
- Input Sought for Convention Forums
- Deadline for Executive Nominations
- Small, Rural and Remote Child Care Survey
- Emergency Preparedness Grant Intake
- Housing Needs & Rental Zoning Bulletins
- Funding & Resources Update
- University of BC – Wildfire and Fuels in the Wildlan-Urban Interface

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

- |         |   |         |
|---------|---|---------|
| 255-256 | BC Council of Forest Industries – COFI PG<br>Community Dinner – September 18, 2018<br>- Prince George, B.C. | Receive |
| 257     | Move the North: 2018 Physical Activity Summit<br>- October 26, 2018 – Prince George, B.C.                   | Receive |

**ACTION LISTS**

- |         |   |         |
|---------|---|---------|
| 258-268 | Action Lists <ul style="list-style-type: none"> <li>• April, 2018</li> <li>• May, 2018</li> </ul> | Receive |
|---------|---|---------|

**FINANCIAL**

- |         |  |        |
|---------|--|--------|
| 269-278 | Operating Accounts<br>- Accounts Paid June, 2018 | Ratify |
|---------|--|--------|

**READING FILE****SUPPLEMENTARY AGENDA****NEW BUSINESS****ADJOURNMENT**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEETING NO. 10****Thursday, June 21, 2018**

**PRESENT:** Chair Bill Miller

Directors Taylor Bachrach – via teleconference 10:36 a.m. - 11:51 a.m.  
 Eileen Benedict  
 Shane Brienen – arrived at 10:38 a.m.  
 Mark Fisher  
 Tom Greenaway  
 Dwayne Lindstrom - arrived at 10:40 a.m.  
 Thomas Liversidge – arrived at 10:42 a.m.  
 Rob MacDougall  
 Rob Newell  
 Mark Parker  
 Jerry Petersen  
 Darcy Repen  
 Gerry Thiessen - arrived at 10:40 a.m.

Director Absent Chris Beach, Village of Burns Lake

Alternate Director Susan Schienbein, Village of Burns Lake – left at 1:23 p.m.

Staff Melany de Weerd, Chief Administrative Officer  
 Cheryl Anderson, Manager of Administrative Services  
 Nellie Davis, Regional Economic Development Coordinator – arrived at 1:04 p.m., left at 1:17 p.m.  
 Steve Davis, Building Inspector/Bylaw Enforcement Officer– left at 10:38 a.m.  
 Janette Derksen, Deputy Director of Environmental Services – arrived at 11:37 a.m. left at 12:04 p.m.  
 Jordanna Evans, Regional Economic Development Support Assistant-arrived at 1:04 p.m., left at 1:17 p.m.  
 Kim Fields, Accounting Clerk – left at 10:38 a.m.  
 Shari Janzen, Regional Economic Development Support Assistant-arrived at 1:04 p.m., left at 1:17 p.m.  
 Jennifer MacIntyre, Planner – arrived at 12:45 p.m., left at 1:03 p.m.  
 Rory Mckenzie, Director of Environmental Services – arrived at 11:37 a.m. left at 12:04 p.m.  
 Kristi Rensby, Finance/Administration Coordinator – arrived at 11:36 a.m., left at 11:59 a.m.  
 Eric Rewald, GIS Technician – left at 11:34 a.m.  
 Corrine Swenson, Manager of Regional Economic Development –left at 11:59 a.m., returned at 1:04 p.m., left at 1:17 p.m.  
 Wendy Wainwright, Executive Assistant

Others Mark Halwa, Sandbox Systems – left at 11:34 a.m.

**CALL TO ORDER** Chair Miller called the meeting to order at 10:36 a.m.

**AGENDA &  
SUPPLEMENTARY AGENDA**

Moved by Director MacDougall  
Seconded by Director Benedict

2018-10-1

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of June 21, 2018 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES**

Board Meeting Minutes  
-May 24, 2018

Moved by Director Newell  
Seconded by Director Petersen

2018-10-2

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of May 24, 2018 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee  
Meeting Minutes

Moved by Director Benedict  
Seconded by Director Greenaway

2018-10-3

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

- Agriculture Committee Meeting Minutes  
-June 7, 2018 (Unapproved);
- Agriculture Committee Meeting Minutes  
-April 19, 2018;
- Committee of the Whole Meeting Minutes  
--June 7, 2018 (Unapproved);
- Committee of the Whole Meeting Minutes  
- May 3, 2018;
- Regional Transit Committee Meeting Minutes  
-May 24, 2018 (Unapproved);
- Regional Transit Committee Meeting Minutes  
-February 22, 2018;
- Rural Directors Committee Meeting Minutes  
- June 7, 2018 (Unapproved);
- Rural Directors Committee Meeting Minutes  
- May 3, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW STAFF INTRODUCTION**

Chair Miller introduced Steve Davis, Building Inspector/Bylaw Enforcement Officer and Kim Fields, Accounting Clerk to the Regional Board.

**DELEGATION**

**SANDBOX SYSTEMS – Mark Halwa RE: Internet Connectivity Project Discussion**

Chair Miller welcomed Mark Halwa, Sandbox Systems.

Mr. Halwa provided an outline of his background. He also mentioned that he had been contacted by Northern Development Initiative Trust in regard to developing a broadband strategy for the RDBN, along with connecting with Director Newell and Corrine Swenson, Manager of Regional Economic Development at the 2018 BC Broadband Conference.



## **DELEGATION (CONT'D)**

### **SANDBOX SYSTEMS – Mark Halwa RE: Internet Connectivity Project Discussion**

In the past three years Mr. Halwa has been developing a strategy for Haida Gwaii to make the infrastructure that was in place work and to ensure that it will be sustainable.

Mr. Halwa provided a PowerPoint Presentation.

#### **Connecting the RDBN – Developing a Broadband Strategy for un/underserved Areas Scope of Work**

- Increased connectivity
  - Guiding principles – Vision, Benefits, Goals & Objectives
- Current state of connectivity throughout the RDBN
- Sustainable options for high-speed service to as many residents as possible

#### **Deliverables**

<b>Deliverable</b>	<b>What question will it answer?</b>
Strategic Perspective	What does the RDBN hope to achieve with increased connectivity?
State of Connectivity	What exists and how does it compare?
Areas eligible for funding	What's available – what's involved?
Cost Estimates	Capital expenditures/Operational expenditures & the business model
Options and Analysis	What can the RDBN do?
Strategy	What should the RDBN do?

#### **Schedule**

- June 21, 2018 – Initial meeting, area mapping and population statistics
- August, 2018 - Strategic perspective and state of connectivity (mapping)
- September, 2018 – Funding availability and cost estimates
- November, 2018 – Final report

#### **Question #1:**

##### **- What problem is trying to be solved?**

- Connectivity is critical for:
  - economic growth
  - safety and emergency services in the region
- Government Services are becoming only accessible using online services
- Cost to residents to have adequate/available high speed internet service is often cost prohibitive
  - Having to travel to get connectivity incurs added and increased costs
- Provincial and Federal Government lack awareness of the unreliable connectivity and cell service available
- Available backbone, last mile and ISP information imprecise
- Unreliable service and access to connectivity:
  - disadvantaging the youth (1-20 year olds) in northern BC
  - 20-50 year olds -impacts to career opportunities/living expenses – good connectivity enables people to live in rural areas
  - restricts and disadvantages those accessing information, research, education, banking and various government and other services
- Extensive service gaps currently
- Connectivity needs to be sustainable
- Vital for businesses to have connectivity to operate
- High volume use impedes and/or limits access to connectivity

## **DELEGATION (CONT'D)**

### **SANDBOX SYSTEMS – Mark Halwa RE: Internet Connectivity Project Discussion**

#### **What's the opportunity?**

- Supporting private industry
- Supporting the best possible model for sustainable connectivity
- Increase attraction and retention
- Ability to increase health care through telehealth medicine
- Potential reduction to infrastructure in heavily populated areas if people are encouraged to work and live in rural northern BC
- Important to have upload and download speeds that will sustain the region for the long term
- Industry partnerships to provide possible infrastructure/service

Discussion took place regarding private providers having the ability to provide adequate reliable service levels for the long term. Director Thiessen spoke of the lobby efforts at past Union of B.C. Municipalities Conventions in regard to the need and importance of connectivity in the region. Director Newell mentioned while attending the 2018 BC Broadband Conference "smart or intelligent cities" was a topic for discussion and referenced "smart regional districts" could be an advantage for the north.

#### **What does "good" look like?**

- Work towards and or become or ahead of a "smart city"
- Determine the benchmark needed
  - Connectivity level that allows people to access the necessary upload and download speeds to operate and participate on the global markets
- Service levels that will not require upgrading in the long term (10 years)
  - Investing large amounts of funding needs to ensure that there is a functioning system in 10 years
- Higher service levels than the base level
- Combination of affordable broadband options for fast access
  - Wireless
  - Fibre
  - Satellite
- Functional access to the internet at all times
- Everyone in the RDBN should have the same affordable, quality access to connectivity

Director Liversidge spoke of the system in Granisle and the high cost of bandwidth due to the limited number of subscribers. He noted that the CRTC (Canadian Radio-television and Telecommunications) has had to mandate the cost of bandwidth in order for it to be cost effective for the Village of Granisle. Mr. Halwa mentioned the importance of having backbone infrastructure and fibre in close proximity to residences in order to provide infrastructure and services that can adapt and change for the future.

#### **What is the most appropriate delivery for the RDBN?**

- Important to have services beyond communities into the rural areas
- Connect rural areas to municipalities/service areas
- Service levels need to be able to accommodate those that use the internet to work from home
- Step 1 – Bring and build the feeder fibre network to communities
- Step 2 – Connect residences

Chair Miller spoke of the importance of local government ensuring and being the voice for its residents. He also reiterated the need for a long term operating commitment that builds capacity for the future.

Chair Miller thanked Mr. Halwa for attending the meeting.

**ADMINISTRATION REPORTS**

FCM Special Advocacy Fund

Moved by Director Fisher  
 Seconded by Director Benedict

2018-10-4

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's June 12, 2018 memo titled "FCM Special Advocacy Fund."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Union of B.C. Municipalities  
Meeting Requests 2018

The following UBCM Meetings were discussed:

- Honourable Lana Popham, Minister of Agriculture
  - o Staff have requested a meeting outside of UBCM – awaiting a response from Minister Popham
- Honourable Michelle Mungall, Minister of Energy, Mines and Petroleum Resources and Jennifer Rice, Parliamentary Secretary for Emergency Preparedness
  - o Equity Mine Tailings Pond
- Honourable George Heyman, Minister of Environment and Climate Change Strategy
  - o curbside collection (5,000 population)
  - o Northern ICI
  - o Agricultural waste/plastic – support for Economic Development opportunities
  - o Also include MoE topics of discussion in meeting request with FLNRORD and MoTI
- Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development
  - o Resource Road maintenance
  - o Impacts of Caribou Recovery Program and Species at Risk regulations
  - o Limited Entry Hunting (restricted access for goats, how are agencies interacting, protecting vs. limited entry draws)
  - o Abbott Report; Coordination between Ministry and Wildfire BC – needs to be more collaborative
  - o Rural Development – What can we do in our backyard?
  - o Internet Connectivity
  - o curbside collection (5,000 population)
  - o Northern ICI
  - o Agricultural waste – support for Economic Opportunities
- Honourable Adrian Dix, Minister of Health
  - o Fort St. James Hospital Replacement
- Honourable Mike Farnworth, Minister of Public Safety and Solicitor General
  - o Emergency Response
  - o Road Rescue Bylaws
- Honourable Claire Trevena, Minister of Transportation and Infrastructure
  - o Resource Road maintenance
    - Used for tourism/recreation and resource extraction
  - o Colleymount Road Deterioration (no plans for upgrades)
  - o Active Transportation Networks (Telkwa Trail)
  - o local government consultation (local upgrade/maintenance projects)
- CN
  - o CN Rail emergency response capacity
  - o The Regional Board to meet with CN in its entirety

**ADMINISTRATION REPORTS (CONT'D)**

Committee Meeting  
Recommendations  
- May 24 and June 7, 2018

Moved by Director MacDougall  
 Seconded by Director Brienen

2018-10-5

"That the Regional District of Bulkley-Nechako Board of Directors approve Recommendations 1 through 17 as written:

**Regional Transit Committee Meeting – May 24, 2018**

**Recommendation 1:**

**Re: Highway 16 Bus Stop Analysis Updates**

"That the Regional Transit Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve bus stop signage in Table 1 as outlined in the Regional Transit Coordinator's May 8, 2018 memo."

**Recommendation 2:**

**Re: Highway 16 Bus Stop Analysis Updates**

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to further investigate the feasibility of the following Proposed Stop Locations:

- Van Horne Frontage Road – Electoral Area "A"
- Include and prioritize: Quick Road West and Walcott Road– Electoral Area "A" rather than Hungry Hill Rest Area and Pottinger Frontage Road – Electoral Area "A"
- Bye Frontage Road – Electoral Area "G" to be further discussed with the Electoral Area Director; and further, that the Stop Type be "By Request."

**Committee of the Whole Meeting – June 7, 2018**

**Recommendation 3:**

**Re: Appreciation for Term in Office for Elected Officials**

"That the Regional District of Bulkley-Nechako authorize staff to plan and organize an end of term BBQ at Chair Miller's residence after an RDBN Meeting for late afternoon/evening."

**Recommendation 4:**

**Re: Appreciation for Term in Office for Elected Officials**

"That the Regional District of Bulkley-Nechako approve ordering one coat for each elected official wanting a coat in 2018 (outgoing and incoming); and further, that the Height 3 & 1 coat in the Chief Administrative Officer's May 30, 2018 report be the coat for consideration."

**ADMINISTRATION REPORTS (CONT'D)**

**Committee of the Whole Meeting – June 7, 2018 (Cont'd)**

**Recommendation 5:**

**Re: Rail Safety UBCM Resolution**

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to replace the Rail Safety resolution approved on May 24, 2018 for consideration at the Union of B.C. Municipalities 2018 Convention with the resolution proposed in the Director of Protective Services June 7, 2018 memo titled “Rail Safety UBCM Resolution” as amended to include all railways and rail operators.”

**Rural Directors Committee – June 7, 2018**

**Recommendation 6:**

**Re: CICK 93.9 FM Smithers Community Radio Society – Request for Grant in Aid – Electoral Area “A” (Smithers Rural)**

“That CICK 93.9 FM Smithers Community Radio Society be given \$2,000 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with Board development and volunteer training.”

**Recommendation 7:**

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

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

**Recommendation 8:**

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

“That the Lakes District Arts Council be given \$2,000 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for costs associated with events during the 2018/19 season.”

**Recommendation 9:**

**Re: Stuart Lake Sailing Club School - Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)**

“That the Stuart Lake Sailing Club be given \$500 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with sail camps on Stuart Lake.”

**Recommendation 10:**

**Re: Music on the Mountain Society - Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)**

“That the Music on the Mountain Society be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with the 2018 Music on the Mountain Festival.”

**ADMINISTRATION REPORTS (CONT'D)**

**Rural Directors Committee – June 7, 2018 (CONT'D)**

**Recommendation 11:**

**Re: Fraser Lake Elementary – Secondary School – Track Team - Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)**

“That the Fraser Lake Elementary Secondary School – Track Team be given \$1,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Track Team attending Provincial Championships in Langley, B.C.”

**Recommendation 12:**

**Re: Fraser Lake Elementary – Secondary School – Sr. Girls Soccer Team-Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)**

“That the Fraser Lake Elementary Secondary School – Sr. Girls Soccer Team be given \$2,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with attending Provincial Championships in Penticton, B.C.”

**Recommendation 13:**

**Re: Fraser Lake Elementary – Secondary School – Golf Team- Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)**

“That the Fraser Lake Elementary Secondary School – Golf Team be given \$1,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Golf Team attending Provincial Championships in Osoyoos, B.C.”

**Recommendation 14:**

**Re: School District 91 - Request for Grant in Aid – Electoral Area “E” (Francois/Ootsa Lake Rural)**

“That School District 91 be given \$4,200 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) for costs associated with the Southside (Area E) WOW Bus Service.”

**Recommendation 15:**

**Re: Nechako Valley Search and Rescue Society - Request for Grant in Aid – Electoral Area “F” (Vanderhoof Rural)**

“That the Nechako Valley Search and Rescue Society be given \$2,500 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for its 3 bay heated garage project.”

**Recommendation 16:**

**Re: 2018 UBCM Session Proposal Support to Agriculture in the RDBN**

“That the 2018 UBCM Session Proposal titled “Support to Agriculture in the RDBN” be ratified as amended to include additional presenters to participate in the session along with the RDBN.”



**ADMINISTRATION REPORTS (CONT'D)**

**Rural Directors Committee – June 7, 2018 (CONT'D)**

**Recommendation 17:**

**Re: Invitation to the Honourable Lana Popham, Minister of Agriculture**

“That the Regional District of Bulkley-Nechako Board of Directors invite the Honourable Lana Popham, Minister of Agriculture to the RDBN to discuss the proposed changes to the Agriculture Land Commission; and further, that if Minister Popham is unable to attend a Meeting in the RDBN that the Chair of the Agriculture Committee and one Director meet with Minister Popham in Victoria, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Financial Information Act Statements

Moved by Director Benedict  
 Seconded by Alternate Director Schienbein

2018-10-6

“That the Regional District of Bulkley-Nechako Board of Directors receive the Senior Financial Assistant’s June 12, 2018 memo titled “Financial Information Act Statements” and approve the Financial Information Act Statements for the year ended December 31, 2017.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Internet Connectivity Study

Moved by Director Brienens  
 Seconded by Director Newell

2018-10-7

“That the Regional District of Bulkley-Nechako Board of Directors approve entering into an agreement with Sandbox Systems Inc in the amount of \$24,000 plus travel expenses, and further, that up to \$12,000 will be allotted from the special projects contingency budget.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Federal Gas Tax Funds -Electoral Area “D”, (Fraser Lake Rural) - Village of Fraser Lake– C.H. Foote Memorial Arena

Moved by Director Parker  
 Seconded by Director Lindstrom

2018-10-8

“That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to \$46,710.34 of Electoral Area “D” Federal Gas Tax allocation monies towards the recreation infrastructure improvement project at the Fraser Lake Arena, and further,

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2. “That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$46,710.34 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Federal Gas Tax Funds  
-Electoral Area "A", (Smithers  
Rural) - Village of Telkwa

Moved by Director Fisher  
 Seconded by Director Repen

2018-10-9

"That the Regional District of Bulkley-Nechako Board of Directors authorize contributing up to an additional \$21,957.95 of Electoral Area "A" Federal Gas Tax allocation monies to the Village of Telkwa towards the Recreation Infrastructure renovation project at the Telkwa Community 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 \$21,957.95 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Remuneration Bylaw 1837

Moved by Director Brienens  
 Seconded by Director Greenaway

2018-10-10

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's June 12, 2018 memo titled "Remuneration Bylaw 1837"; and further, that "The Regional District of Bulkley-Nechako Board of Directors consider giving Bylaw 1837 three readings and adoption later in the agenda."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Proposed Bylaw "RDBN  
Procedure Bylaw No. 1832,  
2018"

Moved by Director Thiessen  
 Seconded by Director MacDougall

2018-10-11

"That the Regional District of Bulkley-Nechako Board of Directors give three readings and adoption to "Regional District of Bulkley-Nechako Procedure Bylaw No. 1832, 2018", a bylaw to regulate the meetings and conduct of the Regional Board and Committees further in the agenda."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Rob Newell, Director Electoral  
Area "G" – BC Broadband  
Conference 2018 – Minerals  
North 2018

Moved by Director Greenaway  
 Seconded by Director Petersen

2018-10-12

"That the Regional District of Bulkley-Nechako Board of Directors receive Rob Newell, Director, Electoral Area "G" following reports:

- BC Broadband Conference 2018
- Minerals North 2018."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**ENVIRONMENTAL SERVICES**

**Cost Recovery Study - Scope of Work and Fee Estimate**

Moved by Director Fisher  
 Seconded by Director MacDougall

2018-10-13

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' June 11, 2018 memo titled "Cost Recovery Study – Scope of Work and Fee Estimate."
2. That the Regional District of Bulkley-Nechako Board of Directors approve Tetra Tech Canada Inc. to proceed with the "Cost Recovery Study – Scope of Work and Fee Estimate" for a cost of \$22,760.00 excluding taxes."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ENVIRONMENTAL SERVICES (CONT'D)**

**Nechako Healthy Community Alliance (NHCA) Contract Scope Change**

Moved by Director Petersen  
 Seconded by Director Thiessen

2018-10-14

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Deputy Director of Environmental Services' June 11, 2018 memo titled "Nechako Healthy Community Alliance (NHCA) Contract Scope Change"; and further,
2. That the Regional District of Bulkley-Nechako Board of Directors approve the contract scope change with the Nechako Healthy Community Alliance for the proposed term of May 1 to July 31, 2018 to shift the program to focus on education and promotion of the new residential recycling program at the cost of \$10,234.38; and further,
3. That the Board of Directors authorize staff to rescind the contract after the proposed education and promotion program is completed at the end of the term May 1 - July 31, 2018."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ENVIRONMENTAL SERVICES CORRESPONDENCE**

**TRUE Consulting – Weekly Field Review Report - Fort Fraser Water Distribution Improvements**

Moved by Director Parker  
 Seconded by Director Newell

2018-10-15

"That the Regional District of Bulkley-Nechako Board of Directors receive the following Environmental Services Correspondence: -  
 -"TRUE Consulting – Weekly Field Review Report – Fort Fraser Water Distribution Improvements;  
 -Recycle BC – 116 Recycle BC Depots Collecting Other Flexible Plastic Packaging."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place in regard to Recycle BC's App and providing a link on the RDBN webpage for educational purposes.

**Break for lunch 12:04 p.m.**

**Reconvened at 12:42 p.m.**

**DEVELOPMENT SERVICES (All Directors)**

**ALR APPLICATION**

ALR Application No. 1205  
(Butz) Non-Farm Use within  
the ALR, Electoral Area "A"

Moved by Director Fisher  
Seconded by Director MacDougall

2018-10-16

1. "That Agricultural Land Reserve Non-Farm Use Application No. 1205 (Butz) be recommended to the Agricultural Land Commission for approval."
2. That the following Supplementary Agenda items be received:
  - APC Meeting Minutes for ALR No. 1205 (Butz)
  - Ministry of Agriculture Referral Comment ALR Application No. 1205 (Butz)."

(All/Directors/Majority)

**DEFEATED**

Moved by Director Repen  
Seconded by Director Liversidge

2018-10-17

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to investigate a penalty schedule for individuals that build without permits and/or request permission to build after the fact."

(All/Directors/Majority)

**DEFEATED**

Jennifer McIntyre, Planner 1 noted that the applicants in 2017 decommissioned the illegal suite located above the garage built in 2015 and also obtained a building permit for the garage.

ALR Application No. 1206  
(Frohlick) Subdivision within  
the ALR, Electoral Area "A"

Moved by Director Fisher  
Seconded by Director Repen

2018-10-18

1. "That the Regional District of Bulkley-Nechako Board of Directors not authorize the submission of Agricultural Land Reserve Subdivision Application No. 1206 (Frohlick) to the Agricultural Land Commission."
2. That the APC Meeting Minutes and Ministry of Agriculture Referral Comment for ALR No. 1206 (Frohlick) on the Supplementary Agenda be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**PROVINCIAL REFERRALS**

Land Referral File No.  
7410005 Thompson Creek  
Metals – Electoral Area "C"

Moved by Director Greenaway  
Seconded by Director MacDougall

2018-10-19

"That the comment sheet titled "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7410005" be provided to the Province as the Regional District's comments on Crown Land Application File 7410005."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**PROVINCIAL REFERRALS (CONT'D)**

Land Referral File No.  
6403084 – 0895651 BC Ltd.  
(Tetachuk Lodge) – Electoral  
Area “E”

Moved by Director Benedict  
 Seconded by Alternate Director Schienbein

2018-10-20

“That the comment sheet titled “Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6403084” be provided to the Province as the Regional District’s comments on Crown Land Application File 6403084.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MEMO**

Tenas Coal Project  
Requirement for an  
Environmental Assessment as  
Per Section 6 of the  
Environmental Assessment Act,  
Electoral Area “A”

Moved by Director Repen  
 Seconded by Director Liversidge

2018-10-21

“That the Regional District of Bulkley-Nechako Board of Directors defer the Planner 1’s June 12, 2018 memo titled “Tenas Coal Project Requirement for an Environmental Assessment Office as per Section 6 of the *Environmental Assessment Act*, Electoral Area “A”.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING**

**Bylaws for Third Reading & Adoption**

OCP Amendment & Rezoning  
File No. E-01-18 Bylaws No.  
1834 & 1835 Antilla Ventures Ltd.  
Electoral Area “E”

Moved by Director Benedict  
 Seconded by Alternate Director Schienbein

2018-10-22

1. “That “Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1834, 2018” and “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1835, 2018” be given third reading and adoption this 21<sup>st</sup> day of June, 2018.”

2. That the Public Hearing for Official Community Plan Amendment Bylaw No. 1834, 2018” and “Rezoning Bylaw No. 1835, 2018 on the Supplementary Agenda be received.”

(Two-thirds/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING (CONT'D)**

**Bylaws for Third Reading & Adoption (Cont'd)**

Regional District of Bulkley-  
 Nechako Zoning Bylaw No.  
 700, 1993 Section 4.02  
 Permitted Uses in All Zones  
 Rezoning Bylaw No. 1833

Moved by Director Liversidge  
 Seconded by Director Benedict

2018-10-23

1. That the Regional District of Bulkley-Nechako Board of Directors receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1833, 2018."
2. "That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1833, 2018" be given third reading and adoption this 21<sup>st</sup> day of June, 2018."

(Two-Thirds/Directors/Majority) CARRIED UNANIMOUSLY

Regional District of Bulkley-  
 Nechako Zoning Bylaw No.  
 700, 1993 Amendment to  
 Address Cannabis Legalization  
 Rezoning Bylaw No. 1836

Moved by Alternate Director Schienbein  
 Seconded by Director MacDougall

2018-10-24

1. That the Regional District of Bulkley-Nechako Board of Directors receive the Report of the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1836, 2018."
2. "That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1836, 2018" be given third reading and adoption this 21<sup>st</sup> day of June, 2018."

(Two-Thirds/Directors/Majority) CARRIED UNANIMOUSLY

**EMERGENCY SERVICES**

Search and Rescue and  
 and Road Rescue Services

Moved by Director Petersen  
 Seconded by Director Brienens

2018-10-25

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to submit the resolutions attached to the June 7, 2018 staff report regarding Search and Rescue and Road Rescue to the Union of B.C. Municipalities."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Emergency Services Reports  
 and Planning Enquiries Report

Moved by Director Parker  
 Seconded by Alternate Director Schienbein

2018-10-26

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

- Monthly 9-1-1 Call Report – May 2018
- Building Inspector's Report for May 2018
- Planning Department Enquiries Report for May, 2018."

(All/Directors/Majority) CARRIED UNANIMOUSLY

## VERBAL REPORTS

### Fraser Basin Council Meeting -Addressing the New Normal 21<sup>st</sup> Century Disaster Management in BC -Executive Summary

Director Greenaway attended a Fraser Basin Council Meeting and discussion took place in regard to the review and report commissioned by the Government of B.C. and co-chaired by George Abbott and Maureen Chapman, Hereditary Chief of the Skawahlook First Nation. Director Greenaway provided a copy of the Executive Summary of the report "Addressing the New Normal 21<sup>st</sup> Century Disaster Management in BC" report.

He also mentioned that a wildlife management strategy update was provided by Chris Hamilton, Resource Stewardship Division, FLNRORD. Director Greenaway suggested that Mr. Hamilton attend a future RDBN meeting to provide an update.

### Stuart Lake Hospital Replacement

Director Greenaway mentioned, along with Directors MacDougall and Petersen that they had recently met with John Rustad, MLA, Nechako Lakes and the Honourable John Horgan, Premier and the Honourable Scott Fraser, Minister of Indigenous Relations and Reconciliation. One of the topics discussed was the Stuart Lake Hospital replacement project. Premier Horgan visited Takla Lake, Binche, Nak'azdli, Tlaz't'en First Nations and Fort St. James.

### Medical Marijuana Grow Facility -Woodmere Nursery -Telkwa, B.C.

Director Repen commented that the medical marijuana facility located at the Woodmere Nursery in Telkwa, B.C. is nearing completion. It is projected that there will be 30-40 jobs and a number of employees will be located in the Telkwa area.

### Telkwa Coal

Director Repen noted that Telkwa Coal is continuing to move forward in its process and may also provide a significant number of jobs in the area. He remarked that in the future there may be good economic growth and employment in Telkwa and area.

### Chair Miller – Update

#### Cheslatta Carrier Nation Public Information Session

- Attended on June 19<sup>th</sup> at the Burns Lake Band office
- Information and an update was provided on the settlement and reconciliation negotiation between the Province and Cheslatta Carrier Nation
- Good participation
- Provided the history of the Cheslatta people

#### Provincial Government Advisory Council - Review of BC Wild Salmon Stocks

- The review panel does not currently include members north of Kamloops, B.C.
- Concerns were brought forward regarding northwestern BC not having representation on the panel
- Chair Miller spoke with Wayne Salewski, Chair, Nechako Environment and Water Stewardship Society in regard to his potential willingness to sit on the committee
- Important for the RDBN to have an appointee on the committee

### Proposed Road from Mount Davidson to Kluskus Road -Potential Bridge

Director Thiessen spoke to a potential road being built from Mount Davidson to Kluskus Road. Director Thiessen requested that discussion take place with Area Directors potentially impacted by the building of the proposed road.

**VERBAL REPORTS**

Director MacDougall noted the need for discussions in regard to Forestry Service Road maintenance, timber movement and timber relevancy.

Receipt of Verbal Reports

Moved by Director Greenaway  
Seconded by Director Fisher

2018-10-27

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW STAFF INTRODUCTION**

Chair Miller introduced Jordanna Evans and Shari Janzen, Regional Economic Development Support Assistants to the Regional Board. He also commented that Nellie Davis is now the Regional Economic Development Coordinator and Deneve Vanderwolf is the Regional Transit Coordinator/Planning Technician.

**ADMINISTRATION CORRESPONDENCE**

Burns Lake Mountain Biking Association– Request for Letter of Support

Moved by Alternate Director Schienbein  
Seconded by Director Lindstrom

2018-10-28

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Burns Lake Mountain Biking Association for its Gaming Grant application."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Burns Lake Community Forest Ltd.– Request for Letter of Support

Moved by Alternate Director Schienbein  
Seconded by Director Benedict

2018-10-29

"That the Regional District of Bulkley-Nechako Board of Directors write a letter of support to the Burns Lake Community Forest for its Management Plan & Mountain Pine Beetle Mitigation Efforts."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Administration Correspondence

Moved by Director MacDougall  
Seconded by Director Brien

2018-10-30

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

- Tchesinkut Watershed Protection Society- Opposition to Proposed TransCanada Work Camp
- Nechako-Kitamaat Development Fund Society- Regional Strategies for Economic Stability
- District of Houston – Thank You for Supporting Houston 2018 Minerals North
- Union of B.C. Municipalities – 2017 Resolutions
- Ministry of Forests, Lands, Natural Resource Operations & Rural Development – Telkwa Caribou Wildlife Habitat Area 6-333 Amendment Notice



**ADMINISTRATION CORRESPONDENCE**

- Nechako Watershed Roundtable Co-Chair & Secretariat Briefing Note – March 2018
- CN – 2018 Edition of *CN in your Community*
- Township of Spallumcheen – Cannabis Production Facilities on Agricultural Land Reserve Lands
- City of New Westminster – Changes to the Strata Property Act
- Bulkley Valley – Lakes District Airshed Management Society – Meeting Minutes- May 3, 2018
- Federation of Canadian Municipalities
  - Shaping the Future of Rural Canada
  - A National Opportunity
- Federation of Canadian Municipalities
  - Community Resilience: New Federal Fund Answers FCM's Call
- New Gold Blackwater Project – Spring 2018 Newsletter
- Union of B.C. Municipalities
  - Call for Nominations: UBCM Executive
  - Intake for Core Infrastructure Funding
  - Executive Meeting Highlights
  - Indigenous Initiatives and Agreements Resource
  - Call for Nominations: UBCM Executive
  - Forest Inventory Program Review
  - Funding & Resources Update
  - Resolutions Deadline
  - Rural and Remote Child Care
  - Resolutions Changes for 2018
  - Actions on Resolutions Directed to UBCM
  - UBCM Forestry Workshop Summary
  - Flood and Wildfire Review Findings Released
  - 2018 Local Government Awareness Week
  - 2018 Community Excellence Awards
  - Community Gaming Grants Webinar
  - Climate & Energy Action Awards.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

**INVITATIONS**

Invitations

Moved by Director Fisher  
Seconded by Director Newell

2018-10-31

“That the Regional District of Bulkley-Nechako Board of Directors receive the following invitations

- Resource Breakfast Series – Registration Now Open – September 11-13, 2018 in Whistler, B.C.
- BC Hydro – UBCM – 2018 BC Hydro Meetings – September 11-13, 2018 – Whistler, B.C.
- Ministry of Jobs, Trade and Technology – TechDev101 Workshop – Burns Lake, B.C. – June 25, 2018.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

**INVITATIONS (CONT'D)**

BC Hydro - UBCM  
-2018 BC Hydro Meetings  
-September 11-13, 2018  
-Whistler, B.C.

Moved by Director Fisher  
Seconded by Director Repen

2018-10-32

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to request a meeting with BC Hydro at UBCM September 11-13, 2018 in Whistler, B.C. in regard to the following topics: Support for Buy Back Program and Community Collaboration – opportunities for government and industry to work together."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ministry of Jobs, Trade and  
Technology – TechDev101  
Workshop – Burns Lake, B.C.  
-June 25, 2018

Moved by Director Benedict  
Seconded by Director Petersen

2018-10-33

"That the Regional District of Bulkley-Nechako Board of Directors receive the invitation from the Ministry of Jobs, Trade and Technology re: TechDev101 Workshop in Burns Lake, B.C on June 25, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Resource Breakfast Series  
-Registration Now Open  
-September 11-13, 2018  
-Whistler, B.C.

Moved by Director Thiessen  
Seconded by Director Greenaway

2018-10-34

"That the Regional District of Bulkley-Nechako Board of Directors authorize the following attendance at the Resource Breakfast Series on September 11-13, 2018 in Whistler, B.C.:

- Mining Breakfast – Tuesday, September 11, 2018
  - o Chair Bill Miller and Director Newell
- Energy Breakfast – Wednesday, September 12, 2018
  - o Chair Bill Miller and Director Greenaway
- Forestry Breakfast – Thursday, September 13, 2018
  - o Chair Bill Miller and Director Parker."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**FINANCIAL**

Operating Accounts  
-May, 2018

Moved by Director MacDougall  
Seconded by Director Benedict

2018-10-35

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid May, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **ADMINISTRATION BYLAWS**

### **Bylaw for First, Second, Third Reading & Adoption**

No. 1832– RDBN Procedure  
 Bylaw

Moved by Director Greenaway  
 Seconded by Director Thiessen

2018-10-36

“That “Regional District of Bulkley-Nechako Procedure Bylaw No. 1832, 2018” be given first, second, third reading and adoption this 21<sup>st</sup> day of June, 2018.”

(All/Directors/Two-thirds)

CARRIED UNANIMOUSLY

No. 1837– RDBN Directors’  
 Remuneration and Expense  
 Bylaw

Moved by Director Thiessen  
 Seconded by Director Parker

2018-10-37

“That “Regional District of Bulkley-Nechako Directors’ Remuneration and Expenses Bylaw No. 1837, 2018” be given first, second, third reading and adoption this 21<sup>st</sup> day of June, 2018 as amended to include meals within the RDBN.”

(All/Directors/Two-thirds)

CARRIED UNANIMOUSLY

### **Bylaw for Adoption**

No. 1823– Area “F” Emergency  
 Extrication Contribution Local  
 Service Area Establishment  
 Repeal Bylaw

Moved by Director Petersen  
 Seconded by Director Thiessen

2018-10-38

“That “Area “F” Emergency Extrication Contribution Local Service Area Establishment Repeal Bylaw No. 1823, 2018” be adopted this 21<sup>st</sup> day of June, 2018.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

No. 1824–Lakes District  
 (Electoral Areas “B” and “E”)  
 Emergency Response  
 Contribution Local Service  
 Establishment Repeal Bylaw

Moved by Director Benedict  
 Seconded by Director Lindstrom

2018-10-39

“That “Lakes District (Electoral Areas “B” and “E”) Emergency Response Contribution Local Service Establishment Repeal Bylaw No. 1824, 2018” be adopted this 21<sup>st</sup> day of June, 2018.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **READING FILE**

### **Reading File**

Moved by Director MacDougall  
 Seconded by Director Repen

2018-10-40

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

### **CORRESPONDENCE:**

- Association for Mineral Exploration – Long Weekend Update
- BC Community Forest Association – Post conference News June 2018
- BC Healthy Communities – Steve, it's Your BCHC May eNews!
- BC Rural Centre – June 2018 Newsletter
- Canadian Railways – 2018 CN in Your Community Publication
- Canadian Garden Council – Canada's Largest Garden Party Begins in 10 days
- Canada Wood Council – The 2018 Community Recognition Awards Call for Nominations is now Open!
- Clean Energy Review – Mayors to Vie for \$70 Million Climate Carrot
- Federation of Canadian Municipalities – Connect Update:
  - June 12, 2018 – Capital Project Funding / New Funding / Storm water Webinar / Celebrating PCP Members
  - June 11, 2018 – There's Still Time to Register for Local Asset Management Training
  - June 5, 2018 – New Brownfield Webinar / Proven Sustainability Solutions / Annual Conference Wrap-up
  - May 22, 2018 – Asset Management Guidebook / Tips for Your Wastewater System Upgrade
- Federation of Canadian Municipalities – Tools for Tomorrow's Canada:
  - June 4, 2018 – FCM Elects Next President – Vicki-May Hamm
  - June 3, 2018 – FCM Conference Delegates Make Their Voices heard
  - June 2, 2018 – Municipalities are Canada's "heart and soul"
  - June 1, 2018 – FCM Annual Conference Kicks off: Don't Miss a Thing
- Federation of Canadian Municipalities –
  - June 11, 2018 – Voice – FCM Annual Conference / Program News / Brownfields Webinar
  - May 29, 2018 – Presidents Corner - May 2018
  - May 22, 2018 – Shaping the Future of Rural Canada – A National Opportunity
  - May 22, 2018 – Community Resilience: New Federal Fund Answers FCM's Call
- Green Technology Training – Tackling Affordable Housing: The Tiny House Movement / Upcoming Live Training
- Green Technology News – More Solar, More Wind, New Questions
- Ministry of Forests, Lands, Natural Resource Operations and Rural Development BC Wildfire Service – Open Burn Prohibition to be Rescinded in Fire Center.
- Ministry of Transportation and Infrastructure – Bulkley Stikine District – June 1, 2018 – Load Restrictions in Lakes Service Area



## **READING FILE (CONT'D)**

- Ministry of Transportation and Infrastructure – Bulkley Stikine District – June 1, 2018 – Load Restrictions in the Bulkley Nass Service Area 25
- North Central Local Government Association – Rural Roundtable Follow-up – PRRD Flood and Fire Review
- Northern BC Tourism –
  - June 1, 2018 - Minister's Tourism Engagement Council Announced
  - May 30, 2018 – Meet our New Content and Social Media Specialist
  - May 29, 2018 – It's Tourism Week!
  - May 25, 2018 – Special Announcement on Accessible Tourism
- Resource Works – Newsletter
  - June 7, 2018 - Resource Funding the Green Transition
- Rio Tinto Alcan - Nechako Reservoir Flow Facts:
  - June 2 to June 8, 2018
  - May 26 to June 1, 2018
  - Update – May 17, 2018
  - Update – May 22 2018
  - May 19 to May 25, 2018
- Whistler Centre for Sustainability – Spring Newsletter.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **SUPPLEMENTARY AGENDA**

### **REPORT**

Nechako Lakes District Soccer, Burns Lake – Request for Grant in Aid- Electoral Area “D” (Fraser Lake Rural)

Moved by Director Parker  
Seconded by Director Lindstrom

2018-10-41

“That Nechako Lakes District Soccer, Burns Lake be given \$500 grant in aid funds from Electoral Area “D” (Fraser Lake Rural) for costs associated with Provincial Tournament expenses.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **ADMINISTRATION CORRESPONDENCE**

ABC Communications – Request for Letter of Support re: Reduction of Spectrum Holdings

Moved by Director Fisher  
Seconded by Director Petersen

2018-10-42

“That the Regional District of Bulkley-Nechako Board of Directors write a letter of support in regard to preserving rural broadband services to the Minister of Innovation, Science and Economic Development (ISED); and further, that the RDBN Board of Directors write a letter to ISED in regard to the consultation process.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION CORRESPONDENCE (CONT'D)**

Administration Correspondence Moved by Director MacDougall  
 Seconded by Director Parker

2018-10-43

“That the Regional District of Bulkley-Nechako Board of Directors receive the following correspondence:  
 -Ministry of Municipal Affairs and Housing – Meetings with Provincial Government Staff – 2018 UBCM Convention  
 -Nechako-Kitamaat Development Fund Society - NKDF Grants \$293,764 for Seven New Projects in Vanderhoof, Fraser Lake and Southside.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS**

BC Advisory Council for Wild Salmon Protection

Moved by Director Newell  
 Seconded by Director Thiessen

2018-10-44

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to the BC Advisory Council for Wild Salmon Protection in regard to the need for northern representation on the council; and further, that the Regional District of Bulkley-Nechako Board of Directors recommend that the BC Advisory Council for Wild Salmon Protection appoint Wayne Salewski, Chair, Nechako Environment and Water Stewardship Society to the advisory council.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CN Railway

Moved by Director Repen  
 Seconded by Director Newell

2018-10-45

“That the Regional District of Bulkley-Nechako Board of Directors invite Joslyn Young, Manager, Public Affairs, BC Region, Corporate Services CN Railway to attend a future RDBN meeting to discuss and test CN Railways Emergency Identification system phone number; and further, that an invitation be sent to the Federal Ministry of Transportation to attend the meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RBA Stakeholder Meetings In Vancouver, July 2018

Moved by Director Greenaway  
 Seconded by Director Lindstrom

2018-10-46

“That the Regional District of Bulkley-Nechako Board of Directors authorize and support Chair Miller’s attendance at the RBA Stakeholder Meetings in Vancouver, B.C., July, 2018.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**NEW BUSINESS (CONT'D)**

**BC Community Forest Association**

Chair Miller has recently spoken with Jennifer Gunter, Executive Director, BC Community Forest Association in regard to BC Community Forest Association being the driver for wildfire urban interface management. They are able to manage the fuel and fire mitigation around communities both municipal and in unincorporated areas. They discussed the need for the Province to expand the Community Forest Program to manage resources and values and protection of assets surrounding communities.

Chair Miller spoke to the possibility of bringing forward a resolution to UBCM that includes the following:  
 Therefore be it resolved that the government of British Columbia be petitioned to expand the community forest program by increasing both the number and size of community forests to help achieve wildfire protection promote rural development and strengthen relationships between indigenous and non-indigenous communities. Chair Miller will provide the information to the Regional Board and staff.

**UBCM Resolution re: BC Community Forest Program**

Moved by Director Lindstrom  
 Seconded by Director Thiessen

2018-10-47

"That the Regional District of Bulkley-Nechako Board of Directors support a resolution to the Union of B.C. Municipalities that includes the following:  
 Therefore be it resolved that the government of British Columbia be petitioned to expand the community forest program by increasing both the number and size of community forests to help achieve wildfire protection promote rural development and strengthen relationships between indigenous and non-indigenous communities."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**Adjacency – Community Forest Volume and Local Licensees**

Director MacDougall spoke of having further discussions in regard to adjacency and tying community forest volume to local licensees on a regional basis. He also spoke of having discussions regarding the control of volume and committing it to local sawmills.

Director Thiessen commented that each community forest needs to determine the outcome they want for their community. He also spoke to having discussions in regard to the value of timber in the region.

**Wildfire Update**

Melany de Weerd, CAO provided an update in regard to the current wildfire situation within the RDBN. Discussion took place in regard to the wildfire mitigation issues from fibre that remains in the bush.

**IN-CAMERA MOTION**

Moved by Director Greenaway  
Seconded by Director Parker

2018-10-48

"In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Sections 90(1)(C) labour relations or other employee relations and 90 (2)(b) the 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 (RBA) must be closed to the public therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director MacDougall  
Seconded by Director Brienon

2018-10-49

"That the meeting be adjourned at 2:13 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Bill Miller, Chair

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Wendy Wainwright, Executive Assistant





**Regional District of Bulkley-Nechako  
Board of Directors  
July 19, 2018**

To: Chair Miller and the Board of Directors  
 From: Nellie Davis, Regional Economic Development Coordinator  
 Date: July 6, 2018  
 Regarding: RDBN Northern Development Application- Connecting British Columbia Program

RDBN Staff are submitting an application to Northern Development Initiative Trust's (Northern Development) Connecting British Columbia Program – Connectivity Infrastructure Strategy Stream for funding for the Connectivity in the RDBN project. An RDBN Board resolution is required in order for the Northern Development Board to approve the application, and for the RDBN to enter into a contract with NDIT, should the funding be approved.

The RDBN is requesting \$15,000 towards the project being completed by Sandbox Systems Inc. The \$25,600 Project includes:

- A Final Report outlining current connectivity levels across the regions, specific gaps in service according to geographic location, and realistic solution proposals.
- Travel fees associated with the completion of the report.

Funding Organization	Amount	Status
Regional District Of Bulkley Nechako	\$600	Confirmed
BC Rural Dividend Fund	\$10,000	Confirmed
Northern Development	\$15,000	Pending
<b>Total</b>	<b>\$25,600</b>	

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

<b>Recommendation:</b>	<b>(All/Directors/Majority)</b>
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That the Regional District of Bulkley-Nechako Board of Directors supports the Regional District of Bulkley-Nechako's application to Northern Development Initiative Trust's – Connecting British Columbia Program – Connectivity Infrastructure Strategy, and;

That the Regional District of Bulkley-Nechako Board of Directors agree to enter into a contract with Northern Development, should the funding be approved.



**Regional District of Bulkley-Nechako  
Board of Directors  
July 19, 2018**

To: Chair Miller and the Board of Directors  
 From: Rory McKenzie, Director of Environmental Services  
 Date: July 10, 2018  
 Regarding: RDBN Environmental Services BC Rural Dividend Program Application

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RDBN Economic Development Staff have been assisting the Environmental Services Department to identify a funding source to support a potential position in the Environmental Services Department. The workload for this new position has been identified in the draft of the Solid Waste Management Plan (SWMP).

The BC Rural Dividend Fund has been identified as the only currently existing program that will consider funding new hires for project activities. The 2018 intake is open until July 31. This is the only intake planned for 2018/19 projects.

Notification for the BC Rural Dividend Fund will not occur until November, 2018. Staff are proposing an application to the program in preparation for a potential Environmental Services Term position that may be created, should the Solid Waste Management Plan and subsequent actions be approved. Should the SWMP and its associated actions not be approved, the RDBN will have the option to decline any approved funding without financial consequence. No agreements with the Province will be signed without Board approval of the proposed position and job description.

The BC Rural Dividend Program includes new hires as an eligible expense, with the Single Applicant stream offering 80% to the project budget to a maximum of \$100,000 to be spent within two years. Notification of the grant decision is expected in November 2018.

The project budget will include wages and associated costs for a new hire and approved SWMP initiatives to be undertaken by the new hire. If approved, \$100,000 will be funded through the Rural Dividend Fund. Leveraging funds, which will be \$25,000 over the two years (\$12,500 each in 2019 and 2020), will included for Board review and approval in Environmental Services budgets for 2019 and 2020. Staff are requesting approval to submit the application and, if approved, to provide \$25,000 towards the project.

<b>Recommendation:</b>	<b>(All/Directors/Majority)</b>
<p>That the Regional District of Bulkley-Nechako Board of Directors authorize the submission of an application to the BC Rural Dividend Program for the Solid Waste Management Plan Priority Actions Project, and that the Board support this project through its duration.</p>	



## Regional District of Bulkley-Nechako Board of Directors July 19, 2018

To: Chair Miller and the Board of Directors  
 From: Corrine Swenson, Manager of Regional Economic Development  
 Date: July 10, 2018  
 Regarding: Visit Bulkley-Nechako Advertising for 2019

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Included in the Regional Tourism Marketing Initiatives have been the purchase of ¼ page advertisements in both the MILEPOST and Northern BC Tourism Guide. Print advertising is one activity that promotes tourism in our region to increase the number of visitors to the RDBN and tourism revenue.

Staff are monitoring the effectiveness of print advertising by tracking visits to the website and Visitor Information Centres. A unique web address was created in an effort to track the number of website users who are directed from the print advertisements. In 2017, 355 users typed in the website link and in the first half of 2018 there have been 338 users

Other analytics of note regarding the website include:

Audience Overview	Jan-June, 2018	Jan-June, 2017	Change
Total Sessions	2,584	1,942	33% increase
Total Users	2,080	1,611	29% increase
Pages Views	5,002	3,850	30% increase

The Region's Visitor Information Centers (VIC) saw 30,213 visitors in 2017, a decrease from 33,778 visitors in 2016. It is believed the decrease in visitors was due in large part to the 2017 wildfire season and a discrepancy in stat collection at the VICs.

In addition to print advertising, Visit Bulkley Nechako has social media accounts on both Facebook and Instagram.

### Visit Bulkley Nechako Facebook Page

Metric	April 30 <sup>th</sup> , 2017	April 30 <sup>th</sup> , 2018	Change
Page Likes	192	500	160% Increase
Follows	193	505	162% Increase
Total Reach	12,413	78,853	535% Increase

### Instagram - #visitbulkleynechako

Use of the #visitbulkleynechako hashtag has been marketed through the Instagram GoPro Contest since 2016.

Metric	2016	2017	2018 to April 30th
Total Consumer Hashtag Use	863	1,640	2,233

Driving through the region to Alaska is a very popular activity with the tourists to Northern BC. The MILEPOST, and Northern BC Travel Guide are well utilized as a pre-planning tool and are picked up at the Visitor Information Centers along the way. The advertisements direct the reader to the [visitbulkleynechako.ca](http://visitbulkleynechako.ca) website for further information.

The Northern BC Travel Guide:

- Has a distribution of 80,000 to key locations such as:
  - Automobile associations, shopping malls, Alaska marine highway ferry system, hotels, motels, rv parks, casinos, regional airports, BC Ferries, and Travel Shows in Canada and the US.
- Is available on the HelloBC.com website which receives more than 8 million visits a year
- Is supported by Northern BC Tourism which has partnered with the RDBN on a number of occasions and projects – Tourism Matters Info Sessions, Image Bank, Outdoor Adventure Travel shows
- ¼ page ad costs \$1,413\*
  - \*estimates based on last year's costs

The MILEPOST

- 50,000 readers
- Includes a mobile App "Tour Guide" and interactive digital edition
- Tourism Working Group Members had indicated they would not be partnering in an advertisement for 2017 due to the increase in costs. Last year was the first time the MILEPOST charged the RDBN in American dollars. This resulted in a large increase to the cost and a one page advertisement was purchased instead of the two page advertisement like previous years.
- A ¼ page ad costs \$1,737 (USD)

Attached is the 2018 advertisement for your information.

If the Board wishes to purchase the print advertisements in 2019, the expenditures will take place in 2018, however this is a prepaid expense because the advertisements will appear in the 2019 edition.

Staff are requesting authorization to place 1/4 page advertisements in both the Northern BC Travel Guide and MILEPOST for 2019 for an approximate cost of \$4,500 (dependent on exchange rate and Northern BC Travel Guide costs being the same as last year).

**RECOMMENDATION:**

**(All/Directors/Majority)**

That the Regional District of Bulkley-Nechako Board of Directors authorize staff to purchase ¼ page advertisements in the 2019 Northern BC Travel Guide and the 2019 MILEPOST.



Babine Lake, accessed by side road from Burns Lake or via Highway 118 from Topley, is British Columbia's longest natural lake. (©Judy Nisdon, staff)

lot. RVs use the larger parking area across the highway at the College of New Caledonia. The Lakes District Museum holds community artifacts since the turn of the century. Take the Heritage Buildings walking circle tour for standing history within the village.

**Climate:** Average temperature in summer, 68°F/20°C; in winter, 12.9°F/-10.6°C. **Radio:** CFLD 760 AM, CJFW-5 92.9 FM, 99.1 CBXB FM **Newspaper:** *Lakes District News*. **Transportation:** Railroad—VIA Rail. **Bus**—Greyhound, BC Transit.

The Village of Burns Lake had its modest beginnings in 1911, as the site of railway construction. Forestry is the mainstay of the economy, along with ranching and tourism.

Burns Lake has 5 motels, 2 bed and breakfasts, a laundromat, library with internet access, food (Subway, A&W, etc.), a

shopping centre and specialty stores like Yarn and Sew On with quilting, knitting, crocheting and other sewing supplies. EV plug-ins at downtown parking lot at 313 Highway 16 West and Burns Lake Husky at 613 Highway 16 West.

The world-class Burns Lake Bike Park has more than 80 km/50 miles of trails for all ages and skill levels, a 4-cross track and pump track. Boer Mountain Recreation Area draws skilled riders with numerous trails of all levels. Kager Lake, 2.8 km/1 mile from Burns Lake, has camping, swimming and day-use area.

Camping is available at the municipal campground at Spirit Square Park, 2 blocks off Highway 16 on Highway 35; washrooms, playground, picnic tables and swimming area. Canoe, kayak and skateboard rental in summer. Skateboard park, playground and

free outdoor exercise equipment near vate lakeside campgrounds are located of town.

From Burns Lake, a side road leads to Babine Lake, the longest natural l the province and one of British Colu most important salmon-producing lake **Regional District of Bulkley-Nechako**. See display ad this page.

**Yarn and Sew On**. See display a page.

**Yellowhead Highway 16 Lc (continued)**

PG 140.6 (226 km) PR 307.1 (494 Car wash, Napa Auto Parts.

PG 140.7 (226.2 km) PR 307 (494 Sunshine Inn.

PG 141.1 (226.8 km) PR 306.6 km) Turnout with map and informatio to south.

PG 145 (233.3 km) PR 302.7 (487 DECKER LAKE Trading Post; above-gas tank, ice, pop, fireworks.

PG 150.9 (242.8 km) PR 296.8 km) Palling rest area to south is a larg ble-ended turnout with picnic tables, litter bins and a map.

PG 153.2 (246.5 km) PR 294.5 (4 Baker airport to south.

PG 161.7 (260.2 km) PR 286 (46 Duncan Lake gas.

PG 164.7 (265.2 km) PR 283 (45 Six Mile Summit (elev. 840m/2,75 to west. China Nose Mountain, wit west-facing cliff, is visible to the south

PG 165 (265.4 km) PR 282.7 (4 Double-ended turnout to north witl check, toilet and litter bins. Chain-o out to south with litter bin.

Long, 7 percent downgrade westbc PG 166.5 (267.9 km) PR 281.2 km) Turnout to south with litter bi bound chain-up area in winter for S Hill.

Long, 7 percent uphill grade w 7 km/1.2 mile passing lane eastbound.

PG 171 (275.1 km) PR 276.7 km) Turnout to north with litter bin of TOPLEY (pop. 300); food, gas, l Topley General Store has a grocery ar out food.



Quilting • Knitting • Crochet  
Cross Stitch • Sewing Notion  
Ukrainian Egg Pysanky Suppli

Monday - Friday 9:30-5:00 • Saturday 11  
#5- 870 Hwy 16 West Burns Lake  
lu2013@lakescom.net

www.yarnandsewon.com • 250.69

**BURNS LAKE ADVERTISE**

Regional District of  
Bulkley Nechako.....Ph. 250-  
Yarn and Sew On.....Ph. 250-

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

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

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

**DATE: June 29, 2018**

**SUBJECT: The Smithers Mountain Bike Association – Request for Grant  
in Aid – Electoral Area “A” (Smithers Rural)**

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Attached is a request for Grant in Aid monies from the Smithers Mountain Bike Association.

The Association is seeking \$1,500 - \$2,000 from Electoral Area “A” (Smithers Rural) grant in aid monies to repair trails.

Director Fisher has indicated that he is supportive of providing \$1,500 toward the application.

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

“That the Smithers Mountain Bike Association be given \$1,500 grant in aid monies from Electoral Area “A” (Smithers Rural) to repair trails.”

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

APPLICATION SUBMITTED BY:

Applicant Name: The Smithers Mountain Bike Assoc.

Mailing Address: Box 3400 Smithers B.C.  
NOJANO

E-mail Address: info@mbike.ca or Information@smithersmountainbike.ca

Contact(s): <sup>Application Review</sup> Peter Krause <sup>work</sup> 250-847-5009 / No Fax  
Name, Telephone/Fax Number

\_\_\_\_\_  
Name, Telephone/Fax Number

APPLICATION SUMMARY

Project or purpose for which you require assistance: Repair of Mtn bike Trails  
within the SMBA Trail network. (Tree Removal) after a  
wind storm event  
Amount of Grant Requested \$ 1500.00 or \$2000.00 would be  
Better.

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

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

(title)

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

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

## APPLICANT PROFILE

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

The SmBA (Smithers Mountain Bike Association)  
provides and maintains a large network of mountain  
bike trails in Smithers. These trails also get used by  
Local Trail Runners. The Local trail network is  
getting visitors from B.C., Alberta, Europe and the U.S.

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

The SmBA Trail network is attracting mtn bikers  
from out of the area. These visitors are staying in  
local hotels, shopping at the grocery stores and  
other local businesses. Mountain bikers have come from  
Prince Rupert, Terrace, Burns Lake, southern B.C., Alberta and  
Europe.

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

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

There are 10 Local business sponsors that  
donate \$1000 each. These funds get used to do the  
Trail up grades + maintenance that is over and above the Volunteer  
work done. These funds are already spent for 2018.  
Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.

175-225 Mt SmBA Registered members each year.  
Also Riders from the neighbouring communities  
The SmBA is been in operation for about 10 years



PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

capital project and/or equipment

special event

other purpose Repair (Removal of Downed Trees)  
of the Trail network after a big wind storm

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

The SmBA has had a Trail Builder working to do the trail maintenance and upgrades that we have annual funding for. This budget has been used up!

The SmBA is looking for funding to hire the trail builder for 1-2 weeks to repair the trails.

3. Describe how this proposal will benefit the community.

There are many downed trees on the trail network that need

to get the trail network back in trail standard shape

### Funding and Financial Information

1. Attach supporting financial information, i.e., budget/financial report. Ensure the following information is clearly itemized: *See below*

- Total cost of project/proposal;
- Grants/funding from other sources;
- Funding contributed by applicant through funding raising activities or other sources of revenue;
- Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

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

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

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)

60-70 hours of Trail Repair done by Local Trail maintenance + Builder under the SMBA.

60-70 hours at \$25 Per hour ~~\$600~~ To a Total of \$2000.00

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

\_\_\_ YES  NO If yes, complete the following chart.

Year:	\$ Amount	Purpose for which assistance was used

4. Does your organization:

a) Offer direct financial assistance to individuals or families? \_\_\_ YES  NO

b) Duplicate services that fall within the mandate of either a senior government or a local service agency? \_\_\_ YES  NO

c) Provide an opportunity for individuals to make direct contributions?  YES \_\_\_ NO

OR, is your organization:

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

**Don't forget to attach the required financial report.**

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

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

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

**DATE: July 11, 2018**

**SUBJECT: Regional Transit Service – Grant in Aid**

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At the June 7, 2018 Rural Directors Committee Meeting, discussion took place regarding grant in aid for 2018 Regional Transit operating costs. Subsequent to the meeting, Directors Miller and Newell each committed to providing \$1,000 from grant in aid funds for this purpose.

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

**“That RDBN Electoral Areas “B” (Burns Lake Rural) and “G” (Houston Rural) each contribute \$1,000 grant in aid monies toward 2018 operating costs for the Regional Transit Service.”**

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

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

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

**DATE: July 11, 2018**

**SUBJECT: District of Fort St. James – Grant in Aid – Electoral Area “C”  
(Fort St. James Rural)**

---

Attached is an invoice for advertising associated with a North Road Meeting in Fort St. James.

Director Greenaway has requested that the invoice be paid out of Electoral Area “C” (Fort St. James Rural) grant in aid monies.

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

“That the District of Fort St. James be given \$751.54 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for advertising costs associated with the North Road Meeting.”



## INVOICE

Billing Date: 01/06/2018

Regional District of Bulkley - Nechako  
 Box 820  
 Burns Lake, BC V0J 1E0

Account Number	Invoice Number	Due Date
00078	1345	01/07/2018

DESCRIPTION	UNIT PRICE	AMOUNT
Public Notice Ad North Road Meeting	1.000	715.750
<p style="text-align: center;">606003 - 1200 ?</p> <p style="text-align: center;">RECEIVED</p> <p style="text-align: center;">JUN 26 2018</p> <p style="text-align: center;">REGIONAL DISTRICT OF BULKLEY NECHAKO</p>		715.75
SUBTOTAL		715.75
GST # 10698 5401		GST 35.79
<b>PAYMENT DUE UPON RECEIPT OF INVOICE</b>		<b>TOTAL \$751.54</b>

OVERDUE ACCOUNTS WILL BE CHARGED INTEREST AT THE RATE OF 2% PER MONTH

-----X  
 PLEASE RETURN THIS PORTION WITH YOUR PAYMENT

INVOICE NUMBER	DATE
1345	01/06/2018
ACCOUNT	
Regional District of Bulkley - Nechako 00078	
AMOUNT DUE	AMOUNT PAID
\$751.54	\$

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

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

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

**DATE: July 11, 2018**

**SUBJECT: Fraser Lake Saddle Club – Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)**

---

Attached is a request for Grant in Aid monies from the Fraser Lake Saddle Club.

The Club is seeking \$500 from Electoral Area “D” (Fraser Lake Rural) grant in aid for costs associated with the BC Interior Gymkhana Invitational & Jackpot.

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

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

“That the Fraser Lake Saddle Club be given \$500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the BC Interior Gymkhana Invitational & Jackpot.”

**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** July 5, 2018 11:05 PM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"!



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

APPLICATION SUBMITTED BY:

**Fraser Lake Saddle Club**

Mailing Address:

17455 Turner Frontage Rd. Vanderhoof B.C.  
V0J 3A0

Email:

walgusray@yahoo.ca

Contact Person:

Robin McIntyre 250-567-4219

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*BC Interior Gymkhana Invitational & Jackpot.*

Amount Requested:

500.00

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

**No**

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

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

Yes



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

*Fraser Lake Saddle Club offers family fun activities on horseback for all ages and all skill levels. Our club holds monthly weekend gymkhanas, and weekly trail/obstacle nights. Fraser Lake is a rural community with countless "horse people" within, and surrounding the area. Our club is small, but mighty; we have a wonderful facility, fantastic members, and tireless volunteers. We are the only riding club in Fraser Lake. 1 hr. To the east Vanderhoof has a similar club, however 1 hr. To the west Burns Lake has no gymkhana club. We are looking forward to reaching out to riders interested in gymkhana from this community.*

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

*Most members of our club are within an hour driving time of our facility. Our club hosted a clinic this year, which brought a clinician from Merrit, and riders from surrounding areas. We are hoping to continue to host clinics, as well as more events, such as jackpot gymkhanas to promote what our club and facility have to offer.*

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

*Each member pays a fee at the beginning of each year. A family lay membership is \$50. This goes towards our groundkeeping costs, and insurance. We have a volunteer run concession, from which all profit goes toward end of year prizes. The club holds one big fundraiser each year; (50/50 draw) also from which all profits go to end of season banquet and prizes.*

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

*We have about 20 members. There are 3 members that are full time volunteers; However every member pitches when they can. We hold 2 work bees in the year, to help maintain the grounds that are so generously loaned to us. Every member must attend at least one. For every Gymkhana weekend we hold, there is a potluck and Camping on Saturday evening. This club is 55yrs young.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*special event*

Other Assistance Requested:

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

*Our club is looking forward to holding the BC interior gymkhana invitational this year (2018). We are reaching out to invites clubs from Terrace to Quesnel, to Dawson Creek; this is potentially 8-12 clubs/ up to 120 riders.*

*Our primary concern as hostesses is the needs of our riders and their horses. Our stabling facility is needing some minor changes. For this project we will need lumber and stall gates. Also for the weekend we will need to rent 2 port a potties for the weekend. Lastly; any extra \$ to put towards welcome bags, sportsmanship awards, and best turnout award, would really help this event, stand out.*

Describe how this proposal will benefit the community:

*I've been a member of this club only two years now. For \$50 I can bring my family of 5. Myself, my husband, 14, 10, and 4 yr old. We are all ages and all levels. We love it.*

*This area is surrounded by hundreds of miles of farmland, with countless horse owners.*

*I'm looking forward to a future with this club, and sharing it with others.*

## **FUNDING AND FINANCIAL INFORMATION**

files Submitted:

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

*No*

If not, please comment.:

*I filled out this whole thing only to just now realize I need a detailed financial report. Please do not discard this; I will have our financial report made up by our treasurer/secretary. I don't want to lose all this writing I've done so please accept this. I was directed to this site by my chamber of commerce; and they will help me to get you the financial report I'm sure.  
Sincerely, Robin McIntyre*

Name of Grant or Funding Agency1:

Amount Applied for 1:

Status of Grant Application1:

Name of Grant or Funding Agency2:

Amount Applied for2:

Status of Grant Application2:

Name of Grant or Funding Agency3:

Amount Applied for3:

Status of Grant Application3:

Name of Grant or Funding Agency4:

Amount Applied for4:

Status of Grant Application4:

51

Have you received assistance before from us.

No

Year, Amount and Purpose for assistance

Year, Amount and Purpose for assistance

Does your organization:

Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct

contributions?:

OR, is your organization: Part of a provincial or national

fund raising campaign?:

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

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

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

**DATE: July 12, 2018**

**SUBJECT: Fort Fraser Community Recreation Society – Request for Grant  
in Aid – Electoral Area “D” (Fraser Lake Rural)**

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Attached is a request for Grant in Aid monies from the Fort Fraser Community Recreation Society.

The Society is seeking \$5870.88 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Children’s Summer Day Program and upgrades.

Director Parker has indicated that he is supportive of providing \$3,170 toward the application.

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

**“That the Fort Fraser Community Recreation Society be given \$3,170 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Children’s Summer Day Program.”**

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

APPLICATION SUBMITTED BY:

Applicant Name: Fort Fraser Community Recreation Society

Mailing Address: Box 357  
Fort Fraser, BC V0J 1N0

E-mail Address: wistariacountry2013@hotmail.com

Contact(s): Colleen DeLong - 250-690-7570  
Name, Telephone/Fax Number

Laura Bennett - 250-690-7727  
Name, Telephone/Fax Number

APPLICATION SUMMARY

Project or purpose for which you require assistance: \_\_\_\_\_

Summer Center upgrades + programs.

Amount of Grant Requested \$ 5870.88

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

Colleen DeLong  
Colleen DeLong  
(signature of authorized signatory)

(title) Community Development Facilitator

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

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

Signature of Electoral Area Director

**APPLICANT PROFILE**

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

We provide recreational activities & events for all ages of the community. We promote healthy living by providing information programs & offer fitness programs. We promote economic development, tourism and Heritage at our Ft Fraser Recreation Center. Having the old caboose & playground is an asset to the community and an attraction for visitors. These services/benefits are not offered from any other organization in the community.

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

Fort Fraser Community and surrounding area including Nadleh Reserve.

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

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

No remunerations or funds paid to members of the organization.

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

10 members, about 15 more volunteers for different projects & events. The organization re-opened in 2015,

**PROJECT/PROPOSAL PROFILE**

1. Assistance is being requested for:

- \_\_\_\_\_ capital project and/or equipment
- ✓ special event (summer childrens programs)
- ✓ other purpose (upgrading grounds with tables)

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

We are reprinting our Ft Fraser Brochure for the  
Visitor information center. Adding picnic  
tables to the grounds for the use of Locals and  
Visitors. The society received a Canada Summer  
Jobs grant for the Childrens summer Day programs  
at the Recreation Center. In order to successfully offer  
the program the society will also be required to hire a  
temporary Coordinator to oversee the programs

3. Describe how this proposal will benefit the community.

There will be activities offered to the children  
all summer, meaning less traveling for the  
parents.

The picnic tables are needed around the  
area of playground for parents and  
also needed in the area where visitors  
stop and have lunch, or just to relax.

**Funding and Financial Information**

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:
  - Total cost of project/proposal;
  - Grants/funding from other sources;
  - Funding contributed by applicant through funding raising activities or other sources of revenue;
  - Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.
  
2. Have you applied for a grant/funding from other source(s)?  
 \_\_\_\_\_YES \_\_\_\_\_NO

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

*We did send donation assistance letter out, some were denied, received \$1000.00 from one, others we haven't heard back from. (This was for the Coordinator position)*

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)



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

\_\_\_\_\_ YES  NO If yes, complete the following chart.

Year:	\$ Amount	Purpose for which assistance was used

4. Does your organization:

a) Offer direct financial assistance to individuals or families? \_\_\_\_\_ YES  NO

b) Duplicate services that fall within the mandate of either a senior government or a local service agency? \_\_\_\_\_ YES  NO

c) Provide an opportunity for individuals to make direct contributions? \_\_\_\_\_ YES  NO

OR, is your organization:

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

**Don't forget to attach the required financial report.**

**Proposal Budget**

Children's Summer Day Program	\$2,500.00
Fort Fraser Brochure Reprint	\$670.88
Picnic tables for grounds at Center	<u>\$2,700.00</u>
<b>Total Proposal Budget</b>	<b>\$5,870.88</b>

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

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

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

**DATE: July 12, 2018**

**SUBJECT: Fraser Lake Arts Council – Request for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)**

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Attached is a request for Grant in Aid monies from Fraser Lake Arts Council.

The Council is seeking \$2,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Fraser Lake Festival of the Arts.

Director Parker has indicated that he is supportive of providing \$2,000 toward the application.

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

**“That the Fraser Lake Arts Council be given \$2,000 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Fraser Lake Festival of the Arts.”**

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**Cheryl Anderson**

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**From:** Regional District of Bulkley-Nechako <inquiries@rdbn.bc.ca>  
**Sent:** July 5, 2018 11:58 AM  
**To:** Cheryl Anderson  
**Subject:** New submission from "Grant in Aid Application"



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

APPLICATION SUBMITTED BY:

***Fraser Lake Arts Council***

Mailing Address:  
*BOX 596*

Email:  
Contact Person:

*fraserlakefestival@gmail.com*  
*250-699-1234*

**APPLICATION SUMMARY**

Project or purpose for which you require assistance:

*Fraser Lake Festival of the arts*

Amount Requested:

*2500*

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

**Yes**

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

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

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

**APPLICATION PROFILE**

Is your organization voluntary and non-profit?:

**Yes**

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

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*We are hosting our 4th annual Festival of the Arts on Aug 11-12, 2018, This year's event will build on the success of last year's Festival, by providing a similar, multi-day event with a wide variety of performances, several demos by local artists and entertainment. We are adding 4 different workshops that are at least 2 hours in length that will build on last years success of the Bob Ross workshop. Local artists, performers and musicians will be highlighted, and attendees, both residents and visitors alike, will have the opportunity to explore their own artistic abilities.*

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

*We have had artists from Quesnel, Ft St James and as far west as Smithers come and perform at our festival. We also have people from all over the north come to it and check out what we are all about.*

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

*There are no employees or any other person who are members of the Arts Council who receive any remuneration of any kind.*

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

*We have been in operation for 4yrs now and our membership is at 12 but have several more people who are not members but are still very involved.*

## **PROJECT PROPOSAL PROFILE**

RDBN Assistance Requested:

*special event*

Other Assistance Requested:

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

*We propose to host our 4th annual 2 day Art and Music festival. This year's event will build on the success of last year's Festival, by providing a similar, multi-day event with a wide variety of performances, several demos by local artists and entertainment. We are adding 4 different workshops that are at least 2 hours in length that will build on last years success of the Bob Ross workshop. Local artists, performers and musicians will be highlighted, and attendees, both residents and visitors alike, will have the opportunity to explore their own artistic abilities.*

Describe how this proposal will benefit the community:

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*The short-term economic benefits of this project will be felt-community wide. Firstly, the local artists and Artisans who have the opportunity to have their wares for sale will benefit not only during the festival, but also from increased exposure in the community.*

*Local musicians and performers will also be showcasing their talent, creating the opportunity for future engagements and performances.*

*Local businesses in the Village of Fraser Lake will also benefit from the influx of visitor traffic. This kind of economic diversification is important as communities in the region struggle with the financial impact of the decline in resource industries in the area. A diverse local arts culture and community that is united and working to create sustainable opportunities is an important part of creating vibrant, healthy communities.*

**FUNDING AND FINANCIAL INFORMATION**

files Submitted:

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

If not, please comment.:

Name of Grant or Funding Agency1: CATHERINE HARDER  
Amount Applied for 1: 4500  
Status of Grant Application1: Approved

Name of Grant or Funding Agency2: Village of Fraser Lake  
Amount Applied for2: 2075  
Status of Grant Application2: Approved

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

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

Have you received assistance before from us. Yes

Year, Amount and Purpose for assistance 2017, \$2500 for the Fraser Lake Festival of the arts  
Year, Amount and Purpose for assistance 2016, \$1500 for the Fraser Lake Festival of the arts

Does your organization:

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Offer direct financial assistance to individuals or families?:

Duplicate services that fall within the mandate of either:

a senior government or a local service agency?:

Provide an opportunity for individuals to make direct contributions?:

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

**Yes**

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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

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

**DATE: July 11, 2018**

**SUBJECT: Upper Nechako Wilderness Council – Request for Grant in Aid  
– Electoral Area “F” (Vanderhoof Rural)**

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Attached is a request for Grant in Aid monies from the Upper Nechako Wilderness Council.

The Council is seeking \$1,500 from Electoral Area “F” (Vanderhoof Rural) grant in aid for the design and development of the brand and online presence for the Upper Nechako Wilderness Council.

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

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

“That the Upper Nechako Wilderness Council be given \$1,500 grant in aid monies from Electoral Area “F” (Vanderhoof Rural) for the design and development of the brand and online presence for the Upper Nechako Wilderness Council.”



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

**APPLICATION SUBMITTED BY:**

**Applicant Name:** UPPER NECHAKO WILDERNESS COUNCIL (UNWC)

**Mailing Address:** 2500 - 500 ROAD

VANDERHOOF, BC V0J 3A1

**E-mail Address:** info@nechakolodge.com

**Contact(s):** Elisabeth Doerig, 250 412 2665

**Name, Telephone/Fax Number**

Debbie Still 250 483 6780 c 250 944 0517

**Name, Telephone/Fax Number**

**APPLICATION SUMMARY**

**Project or purpose for which you require assistance:** The project includes design and development

of the brand and online presence for the UNWC. The project will be completed under contract by local webdesign company Stanley Creative Company. We plan to work together with the District of Vanderhoof to promote tourism.

**Amount of Grant Requested \$** 1,500

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

Elisabeth Doerig, Director UNWC

  
(signature of authorized signatory)

(title)

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

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

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



### APPLICANT PROFILE

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

The goals of the UNWC are to encourage and promote wilderness tourism opportunities in the region for the benefit of its members and the surrounding communities; and to search for and obtain tourism investment for the region; and to protect and enhance wilderness resources in the region.

To our knowledge there is no other organization providing these services/benefits.

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

The UNWC's operating area covers the Vanderhoof Forest District south of Highway 16 benefitting RDBN electoral districts F (Vanderhoof) and D (Fraser Lake) as well as the RDBN as a whole.

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

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

No remuneration for members or directors of the UNWC.

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

The UNWC was formed in 2005 and presently has 10 member businesses.

### PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

- capital project and/or equipment
- special event
- other purpose ( Brand development and on line presence project )

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

Please see attached proposal with costs included. The proposal includes information about the types of promotional materials planned as well as costs associated with website and social media platform creation. It also includes the cost of maintaining and managing the website for a period of 2 years. This ensures that the success of the project is not jeopardized by having unskilled volunteers trying to maintain the website.

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3. Describe how this proposal will benefit the community.

A recognizable brand together with an attractive web presence will bring more visitors to our member resorts which will provide many spin-off benefits to the local economy and the region as a whole. Before and after staying at the wilderness resorts our guests will stop in town, benefitting restaurants, stores, gas stations etc. Vanderhoof and Fraser Lake, together with the UNWC's backcountry resorts will become appealing "small town" stop over points for the Prince Rupert - Japer travellers.

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### Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:
  - Total cost of project/proposal;
  - Grants/funding from other sources;
  - Funding contributed by applicant through funding raising activities or other sources of revenue;
  - Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.
2. Have you applied for a grant/funding from other source(s)?  
 YES  NO

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

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Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
UNWC	\$ 600.00	yes		
District of Vanderhoof	\$ 1500.00			yes
RDBN Grant in Aid	\$ 1500.00			yes
BC Rural Dividend Program	\$ 14,397.00			yes
Total cost of project	\$ 17,997.00			

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

\_\_\_\_\_ YES  NO If yes, complete the following chart.

Year:	\$ Amount	Purpose for which assistance was used

4. Does your organization:

a) Offer direct financial assistance to individuals or families? \_\_\_\_\_ YES  NO

b) Duplicate services that fall within the mandate of either a senior government or a local service agency? \_\_\_\_\_ YES  NO

c) Provide an opportunity for individuals to make direct contributions? \_\_\_\_\_ YES  NO

OR, is your organization:

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

**Don't forget to attach the required financial report.**

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

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

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

**DATE: July 11, 2018**

**SUBJECT: Houston Unis'tot'en Preservation Society – Request for Grant  
in Aid – Electoral Area “G” (Houston Rural)**

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Attached is a request for Grant in Aid monies from the Houston Unis'tot'en Preservation Society.

The Society is seeking \$4,000 from Electoral Area “G” (Houston Rural) grant in aid for costs associated with a five-day film shoot and production.

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

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

“That the Houston Unis'tot'en Preservation Society be given \$4,000 grant in aid monies from Electoral Area “G” (Houston Rural) for costs associated with a five-day film shoot and production.”

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RECEIVED

JUL 06 2018

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

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

**APPLICATION SUBMITTED BY:**

**Applicant Name:** Houston Unis'tot'en Preservation Society

**Mailing Address:** 4010 Bennett Road, RR#1, Houston BC, V0J 1Z1

**E-mail Address:** memuzz10@hotmail.com

**Contact(s):** Marion Shepherd and Pepita McKee (pepita@impactresolutions.ca)

**Name, Telephone/Fax Number:** Marion: phone and fax: 250-845-7973

**APPLICATION SUMMARY**

**Project or purpose for which you require assistance:** Kley'ate'ley Documentary Film for on behalf of the Houston Unis'tot'en Preservation Society. A five-day film shoot and production and project management services.

**Amount of Grant Requested** \$4, 000.00

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

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

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

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

### Applicant Profile

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

To preserve and foster Houston Unis'tot'en culture, language, practice, and tradition. To promote, educate, and encourage the development, viability, and equitable access of Houston Unis'tot'en within their territory. To foster development and continuance of Houston Unis'tot'en decision making and governance model within the territory. The purpose of the society may be pursued in conjunction with other bodies having complimentary interests to that of the society.

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

Houston B.C and the surrounding Unis'tot'en territories.

**3) Is your organization voluntary and non-profit?**

Yes, we are a non-profit organization. Our Society Act number registered, November 27th, 2014 is s-0063336. We have approximately 50 members.

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

Honorariums are provided to members to assist in their travel and accommodation during filming and care of staff and crew.

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

All the members are volunteers and Impact Resolutions currently provides in kind service donation support for the documentary film and project management support.,



## Project Profile

### Assistance is being requested for a:

Project: Kley'ate'ley Documentary Film for on behalf of the Houston Unis'tot'en Preservation Society. A four-day film shoot.

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

The consultants involved are Impact Resolutions Ltd. Impact Resolutions Ltd. team members have worked with the Kley'ate'ley and will be responsible for providing pre-production, production and post production activities. The project management and fundraising services have been provided by Impact Resolutions Ltd, In Kind. The money that is raised has been going towards the professional services of documentary film maker, Dafne Romero. An accomplished film director, with substantial experience as a producer, director, and editor, Dafne is a highly motivated leader. She has been able to harness her motivational skills for both individual and group development on this film project. She will be responsible for the final product in collaboration with the Houston Unis'tot'en Preservation Society.

### Description:

This 40-minute length documentary will have traditional songs and stories, accompanied with beautiful aerial and ground photography to highlight historical landmarks to complement the interviews, family's photographic archives and ancestral knowledge narratives. The Dark House historical film will depict the journey of the Kley'ate'ley, where the 2 rivers meet also known as Unistoten. This visual documentary will capture oral stories from Christine Holland (Tsu) Chief Knedabeece, Chief Lahdealya and Chief Nustell. The film will incorporate audiovisual images from the Nadina River, grave sites, the Grease Trail, archeological tools including various traditional landmarks, and traditional knowledge of medicine.

The narrative of the film will be recorded in the traditional language of the Kley'ate'ley. An important linguistic identity, this 'place-meme' is a contemporary concept and is a unit of cultural information and a durable, but ever evolving, cultural construct emergent from oral history. This place-meme is associated with the geographical location of Kley'ate'ley. It will bring vitality to important geographical areas of wealth and history of the Kley'ate'ley.

### Impacts/Benefits:

- This Documentary Film will develop the internal community healing process that is necessary before reconciliation with the municipal, regional, federal and provincial governments can be advanced.
- Reconciliation cannot be advanced with splinter groups. The second pillar upon which Reconciliation must be built is the restoration of prosperity within the Kley'ate'ley family.
- Aligns with Federal and Provincial values and builds local community capacity. Provides an opportunity for community members to access employment opportunities and educate themselves to advocate for the film.
- Provides opportunities for Kley'ate'ley clan members to build unity amongst those who are on and off reserve.

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**Regional District of Bulkley-Nechako  
Board of Directors  
July 19, 2018**

To: Chair Miller and the Board of Directors  
From: Nellie Davis, Regional Economic Development Coordinator  
Date: July 10, 2018  
Regarding: Regional Economic Development Proposal Writing Quarterly Report

Attached is the second Proposal Writing Quarterly Report. The purpose of the report is to inform you of organizations in the Region being supported through Proposal Writing Services, as well as the status of submitted applications.

<b>Recommendation:</b>	<b>(All/Directors/Majority)</b>
Receive.	



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## **Regional Economic Development Proposal Writing Report**

### **2018 Quarterly Report #2 – April to June 2018**

2018 Application Project Value to Date: **\$1,440,947**

2018 Total Grant Amount applied for to date: **\$738,823**

Total Approved Grants to date for 2018: **\$478,645** (26 out of 34 grant notifications received)

#### **New Requests for Assistance:**

Upper Nechako Wilderness Council  
Lakes District Family Enhancement Society  
Lakes District Pony Club  
Fort St. James Taekwon-Do Club  
Omineca Ski Club  
Autumn Services  
Fort Fraser Community Recreation Society  
Colleymount Recreation Society  
BV Amateur Radio Society

#### **Reports Submitted:**

NDIT Marketing Initiatives – Regional Marketing  
NDIT Community Foundation Matching Grants – Vanderhoof Community Foundation  
Labour Market Partnership Agreement – Bulkley-Nechako Workforce Opportunities Table

#### **Other Supports Offered:**

- Provided Access to Community Foundation Grant Search Software to: District of Vanderhoof
- Promoted funding opportunities on website and social media
- NDIT Resolutions of Support requested and submitted for:  
Nechako Sporting Association - Ski Division
- Assisted Agriculture Coordinator with sponsorship for Agriculture Forum

#### **Applications Under Construction:**

Community Gaming – Public Safety applications for multiple groups  
NDIT Connecting British Columbia Program for the RDBN  
Rec Sites and Trails BC Off-Road Vehicle Trail Fund for Fort St. James Snowmobile Club  
BC Rural Dividend applications for Stuart Lake Nordic Society, Upper Nechako Wilderness Council, Omineca Ski Club, Community Futures Nadina, RDBN Environmental Services

**Regional Economic Development Proposal Writer 2018 Quarterly Report #2 - April to June 2018**

**Approved Projects**

Applicant organization	Project name	Funding agency	Total project value	Amount applied for	Amount Approved
Regional District of Bulkley-Nechako Emergency Services	LiDAR Data for Flood Mapping Project	Union of British Columbia Municipalities	\$ 28,000	\$ 28,000	\$ 28,000
Regional District of Bulkley-Nechako Emergency Services	Risk Management Conference	Municipal Insurance Association of BC	\$ 2,085	\$ 2,085	\$ 2,085
Lakes District Family Enhancement Society	Regional Service Provision Pilot	Chinook Community Forest	\$ 233,380	\$ 50,000	\$ 2,000
Colleymount Recreation Commission	Hall Interior Revitalization	Chinook Community Forest	\$ 15,574	\$ 7,137	\$ 7,137
Colleymount Recreation Commission	Hall Interior Revitalization	Burns Lake Community Forest	see above	\$ 7,137	\$ 7,137
<b>Totals</b>			<b>\$ 279,039</b>	<b>\$ 94,359</b>	<b>\$ 46,359</b>

**Pending Projects**

Regional District of Bulkley-Nechako	Environmental Services - SWMP Actions	BC Rural Dividend Fund	\$ 125,000	\$ 100,000
Community Futures Nadina	Regional Skills Analysis and Action Plan	BC Rural Dividend Fund	\$ 88,250	\$ 70,000
Omineca Ski Club	Lighting Upgrade	BC Rural Dividend Fund	\$ 160,000	\$ 90,000
Upper Nechako Wilderness Council	Re-branding and Website Project	BC Rural Dividend Fund	\$ 17,997	\$ 14,997

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## 2018 UBCM Minister Meeting Requests

### Minister of Transportation and Infrastructure

- Resource Road maintenance
- Colleymount Road Deterioration (nothing budgeted for upgrades)
- Active Transportation Networks (Telkwa Trail; trails generally)
- local government consultation (local projects)

### Minister of Agriculture NOTE: WE NEED TO WAIT UNTIL THE DEADLINE TO SUBMIT THIS ONE.

- Beef Packing Plant PG
- Importance and Role of Northern Panel
- Importance and Role of Zones 1 and 2
- Follow up to meeting with Minister Popham during the summer

### Minister of Environment and Climate Change Strategy

- curbside collection (5,000 population)
- Northern ICI
- Agricultural waste – support for Economic Opportunities

### Minister of Forests, Lands, Natural Resource Operations and Rural Development

- Resource Road maintenance
- Impacts of Caribou Recovery Program and Species at Risk regulations
- Limited Entry Hunting (restricted access for goats, how are agencies interacting, protecting vs. limited entry draws)
- Abbott Report; Coordination between Ministry and Wildfire BC – needs to be more collaborative
- Rural Development – What can we do in our backyard?
- Internet Connectivity
- curbside collection (5,000 population)
- Northern ICI
- Agricultural waste – support for Economic Opportunities

### Minister of Energy and Mines and Petroleum Resources and Jennifer Rice

- Equity Mine Tailings Pond
- New Gold Blackwater Project

### Minister of Public Safety and Solicitor General

- Emergency Response
- Road Rescue Bylaws
- Funding for Search and Rescue

### CN

- CN Rail Emergency Response Capacity (see resolution)

### Ministry of Health

- Fort St. James Hospital Replacement
- Stuart Nechako Manor Upgrade

**BC Hydro**

- Support for Buy Back Program
- Community collaboration – opportunities for government and industry to work together



## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### MEMORANDUM

To: Chairperson Miller and Board of Directors (July 19, 2018)

From: Rory Mckenzie  
Director of Environmental Services

Date: July 4, 2018

Subject: Nak'azdli Recycling Program – Review and Restructuring Options

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#### Background

On June 13, 2018 representatives from the Nak'azdli Development Corporation (NDC), the District of Fort St. James, Recycle BC (RBC) and the RDBN met to discuss issues associated with the current recycling program. Under the existing contracts with Recycle BC (which expires December 31, 2018) the NDC are paid to collect printed paper and packaging from households (curbside) on the reserve and from households in the District of Fort St. James. They also operate a Recycle BC depot (which services Electoral area "C" Fort St. James Rural) on Necoslie Road close to the RDBN waste transfer station.

According to the NDC, the curbside program has low participation (110 out of 1,200 households) and the Recycle BC incentive only covers 50% of operating costs. The Recycle Depot on Necoslie Road needs major capital improvements and the current contract with RBC does not provide sufficient funds to undertake any upgrades.

Based on these issues the NDC expressed reservations with respect to renewing their contract with RBC. Everyone at the meeting including RBC expressed their support for maintaining recycling services in the area and discussed potential options to restructure the service on a more sustainable financial footing.

RBC requires notice of contract renewal by September 1, 2018, so it is essential that all viable options be identified, evaluated and presented to the decision makers by the end of August 2018.

#### Key Objectives

Recognizing that the NDC, District of Fort. St. James and RDBN staff and resources are limited, the RDBN Environmental Services staff are taking the lead on this project and are proposing to hire Carey McIver & Associates LTD, to complete a program review and prepare options for restructuring the recycling program no later than August 17, 2018.

#### Budget

The estimated budget to complete this study would be \$10,000 exclusive of GST. There is sufficient funds in the Environmental Services Contingency Budget to pay for this project.

#### Completion

This proposed study would be completed by August 17, 2018. After all three parties involved have had time to review the study they will meet as soon as possible to discuss the options and come to some kind of agreement that can then be ratified by the RDBN Board of Directors, Nak'azdli Development Corporation and the District of Fort St. James.



RECOMMENDATION

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "Nak'azdli Recycling Program – Review and Restructuring Options" dated July 19, 2018.
2. Further, that the Board of Directors approve Carey McIver & Associates Ltd. to proceed with the "Nak'azdli Recycling Program – Review and Restructuring Options" for a cost of \$10,000.00 excluding Gst.

Respectfully submitted,

Rory McKenzie  
Director of Environmental Services





## Nak'azdli Development Corporation

P.O. Box 985  
Fort St. James, B.C.  
V0J 1P0  
Telephone (250) 996-7115  
Fax (250) 996-7114

RECEIVED  
MAY 23 2018  
REGISTRATION DEPARTMENT OF  
BULKLEY NECHAKO

May 17, 2018  
Regional District of Bulkley Nechako  
PO Box 820  
Burns Lake B.C. V0J 1E0

Attn: Rory McKenzie,  
Director of environmental Services

**RE: Recycle Fort St. James**

Dear Sir,

I recently assumed the position of Chief Executive officer of the Nak'azdli Development Corporation and responsibility for the Fort St, James recycle program operated by Nak'azdli Whut'en. As you may not be aware, the Recycle BC income that we currently receive covers less than 50% of our operating cost with the remainder currently being directly by Nak'azdli Whut'en.

The Recycle BC contract expires on December 31, 2018 and we confirm that Nak'azdli Whut'en will not be renewing this contract in its current form.

Recycling in Fort St. James should in my opinion be a collaborative of the two levels of municipal government & Nak'azdli Whut'en and I am requesting that a three-party meeting be arranged to discuss how we can continue to provide the residents of Fort St. James with a recycle program.

I confirm having forwarded a similar letter to the District of Fort St. James and suggest that we arrange a three-way meeting in Fort St James to discuss this matter.

Await your reply,

Robert Motion,  
CEO



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

To: Chairperson Miller and Board of Directors (July 19, 2018)  
 From: Janette Derksen, Deputy Director of Environmental Services  
 Date: July 9, 2018  
 Subject: Regional Solid Waste Advisory Committee (RSWAC) Minutes

The Regional Solid Waste Advisory Committee (RSWAC) has met on February 21, March 7, April 11 and April 25 in Burns Lake to develop options for reduction/diversion, residuals management, and special wastes in the region. They also considered financial ramifications and looked at a draft plan. We are looking to have these minutes received.

The following documents are attached to be received by the Board of Directors:

- The Minutes from the RSWAC February 21<sup>st</sup> webinar.
- The Minutes from the RSWAC March 7<sup>th</sup> meeting.
- The Minutes from the RSWAC April 11<sup>th</sup> webinar.
- The Minutes from the RSWAC April 25<sup>th</sup> meeting.

**RECOMMENDATION**

(All/Directors/Majority)

1. That the Waste Management Committee receive the memorandum titled, "Regional Solid Waste Advisory Committee (RSWAC) Minutes" dated July 9, 2018.
2. Further, that the Waste Management Committee receive the following: "The Minutes from the RSWAC February 21<sup>st</sup> webinar." "The Minutes from the RSWAC March 7<sup>th</sup> meeting", "The Minutes from the RSWAC April 11<sup>th</sup> webinar" and "The Minutes from the RSWAC April 25<sup>th</sup> meeting".



## Regional Solid Waste Advisory Committee

Webinar #1 – Options Overview Minutes

Wednesday, February 21, 2018

10:00 am – 11:45 pm

Go-to-meeting

### RSWAC Members Present:

At the District of Vanderhoof Office: Chad Westbrook (DoV)

Mickey Philips (Saik'uz First Nation),  
Trinda Elwert (Nechako Waste Reduction Initiative),  
Jerry Petersen (Electoral Area 'F'—Vanderhoof Rural),  
Richard Burkholder (Vanderhoof)

At the Town of Smithers Office: Roger Smith (Town of Smithers),

Tim Bancroft (School Districts #54 & #91),  
Earnie Harding (Smithers and Area Recycling),  
Genevieve Paterson (Smithers),  
Mark Fisher (Electoral Area 'A'—Smithers Rural)  
David Belford (Wet'sutwet'en First Nation)  
Shane Wadden (Northern Health)

At the RDBN Office (BL):

Jon Solecki (Agriculture—Lakes District Cattlemen's Association),  
Shelley Wall (Cheslatta Carrier Nation),  
Dale Ross (Village of Burns Lake),

**Staff Present:** Janette Derksen (Deputy Director of Environmental Services), Rory McKenzie (Director of Environmental Services), Melany DeWeerd (Chief Administrative Officer), Elaine Wiebe (Environmental Services Assistant)

On their own connection:

Dave Christie (Village of Fraser Lake), Joined at 10:50 am (technical difficulties)  
Sharon Smith (Village of Granisle),  
Eileen Benedict (Electoral Area 'E'—Francois-Ootsa Lake Rural), Joined at 10:32 am (technical difficulties)  
Cindi Pohl (Waste Management),  
Ernie French-Downey (Takla First Nation)

**Consultants Present:** Lauren Quan (Tetra Tech), Carey Mclver (Carey Mclver & Associates)

### Overview of Workshop (Janette Derksen)

Janette went over what we were going to cover in today's workshop.

### Introductions

The committee went through the various locations and who was on the call.

Confidentiality was discussed. Topics discussed at our meetings and material sent out to members should be kept confidential. After items have been approved by the board, they are available on the RDBN website and are public knowledge at that point in time.

**Planning Process Recap**

Carey reminded us of the planning process, what needed to be done and the proposed meeting schedule.

**Current System Recap**

The group also reviewed the area covered in our Regional District, what waste is, solid waste management, waste prevention, waste collection. They also went over what Extended Producer Responsibility (EPR) programs were available in the region. And reviewed the solid waste facilities in the RDBN.

Genevieve Paterson asked if there were any statistics on the services offered in each municipality, e.g. the Village of Burns Lake offers commercial pick-up, whereas the Town of Smithers does not. Lauren answered that they didn't do a detailed analysis of who was providing what service, they just provided information that came up in conversation on their initial visit.

**Current System Performance**

In going over how we are performing at the present time, Carey pointed out that a mistake had been made and RDBN actually has a per capita disposal rate of 634 kg per person, not 717 kg. So still higher than the provincial average, but lower than previously shown!! We also looked at things that factored into northern regional districts having higher disposal rates, such as lack of waste diversion opportunities, low cost of waste disposal and the growth of oil and gas industry and associated personnel waste.

**Diversion Options**

A large portion of the waste in our 2008 study was organics. We could look at programs like "Love Food, Hate Waste" to do an educational component for food waste prevention.

Genevieve Paterson asked if there were examples of places you could take food before it spoiled, such as shelters, etc. Carey responded that Metro Vancouver was working on regulations to make that possible. But if we can get people not to buy so much in the first place, that would reduce the amount that gets wasted. Rory and Janette agreed that an education piece would make sense. Shane Wadden commented that in his experience, there are too many barriers to people composting if there isn't a program like the green bin for pick up. Carey replied that food waste prevention is trying to reduce the amount of waste before we get to composting. Jon Solecki commented that 50% of our population is rural. As such, a lot of folks don't run to town to buy groceries every day. They have to stock up. Also, they deal with a lot of their own waste instead of sending it to the landfill. For example, food waste can go to the chickens or pigs.

**Recycling**

Recycle BC was originally launched in 2014 as Multi-Material BC (MMBC). It is the EPR program for Printed Paper and Packaging (PPP). Northern BC has fairly low service levels from this stewardship program. Recycle BC has also changed the guidelines concerning the size of a community to be eligible to receive curbside collection. If we don't agree with this decision (which would effectively stop any more of our municipalities from being eligible for curbside collection), we need to lobby the province.

Genevieve asked about who Recycle BC services included. No, it doesn't include businesses. Down in the Southern part of the province, the ICI sector is well served by private collectors. The question was asked, "How is Recycle BC funded?" It is funded by eco fees and by producers. Working toward fairer user pay.

Jerry Petersen noted that Recycle BC is mandated to serve 75% of the population of the province. They can meet that need without coming to the north. Carey clarified that they are mandated to collect 75% of the product and that yes, they can meet that goal in the densely populated part of the province. A lot of the coverage in the north is from the municipalities that accepted the 2014 offers.

Earnie Harding spoke about existing rules about the boundaries of municipalities to the collection point. Carey pointed out that even if they were not able to get curbside in Houston, they could possibly get a full depot at the Knockholt Landfill, for instance. Genevieve asked about processing facilities, not just collecting the material to ship off to another part of the province. Is someone doing an analysis?? It is more cost effective to have a consolidated processing place instead of individual plants in each region.

Mark Fisher asked if Recycle BC should be all depots in our area? Or be selective about where they are? Carey responded that the RDBN board needs to decide what their policy is going to be. Recycle BC is really looking to local governments to be a partner.

The committee looked at organics diversion. What is it? And how could it be done here? It would probably make sense to start with a pretty low-tech, low-cost approach and see how it goes from there.

Mark Fisher mentioned that there needs to be a policy & bylaw discussion. He would like to see private sector involvement. A way to support initiatives. The RDBN board has had several delegations that have come to the board wanting municipal solid waste, but it hasn't worked out to deal with them.

#### **Technologies and Recovery Opportunities**

Lauren took over presenting and talked about different technologies that could be used in solid waste management, such as Mixed Waste Material Recovery Facilities (MRF), Anaerobic Digestion, Landfill Gas Capture, Thermal Technologies, Gasification and Waste-to-Energy. Overall, these technologies can be very expensive to build and require a lot of feedstock (raw material to supply or fuel a machine or industrial process).

Mark Fisher expressed interest in the potential for creating energy. He thought that if there was potential revenue through the sale, it might be worth looking into. Lauren answered that the cost to build facilities is much higher than the revenue.

#### **Residual Management Options**

The group looked at Landfills, what facilities are in the RDBN and how they are operated.

#### **Next Steps and Next Meeting**

- The next RSWAC meeting will be an in-person meeting at the RDBN Office in Burns Lake on March 7<sup>th</sup>.
- Tetra Tech will have an updated guiding principles prepared for the committee, along with a Technical Memo for these options that we talked about today, ready for March 5<sup>th</sup>.

**Adjournment ~ 11:45 am**



## Regional Solid Waste Advisory Committee

Workshop #2 – Option Selection Minutes

Wednesday, March 7, 2018

10:00 am – 2:00 pm

RDBN Board Room, Burns Lake BC

### RSWAC Members Present:

Richard Burkholder (Vanderhoof)  
 Cindi Pohl (Waste Management),  
 Mickey Philips (Saik'uz First Nation),  
 Tim Bancroft (School Districts #54 & #91),  
 Jon Solecki (Agriculture—Lakes District Cattlemen's Association),  
 Trinda Elwert (Nechako Waste Reduction Initiative),  
 Garth Schienbein (Burns Lake),  
 Earnie Harding (Smithers and Area Recycling),  
 Darren Wahl (Cascades Recovery),  
 Genevieve Paterson (Smithers),  
 Roger Smith (Town of Smithers),  
 Chad Westbrook (District of Vanderhoof)  
 Jerry Petersen (Electoral Area 'F'—Vanderhoof Rural),  
 Eileen Benedict (Electoral Area 'E'—Francois-Ootsa Lake Rural),  
 Mark Fisher (Electoral Area 'A'—Smithers Rural)  
 Dave Christie (Village of Fraser Lake) [via teleconference],  
 Sharon Smith (Village of Granisle) [via teleconference],

**Staff Present:** Janette Derksen (Deputy Director of Environmental Services), Rory McKenzie (Director of Environmental Services), Melany DeWeerd (Chief Administrative Officer), Elaine Wiebe (Environmental Services Assistant)

**Consultants Present:** Lauren Quan (Tetra Tech), Carey Mclver (Carey Mclver & Associates)

### Welcome & Introductions

Chair Eileen Benedict welcomed everyone and all present introduced themselves

### Recap of the Planning Process and Current System (Carey Mclver)

- Carey provided a review of the previously presented information on the planning process and current system for managing solid waste in RDBN.
- Carey touched on the current system, which included waste prevention, collection and extended producer responsibility (EPR) programs.

### Guiding Principles (Lauren Quan)

- Lauren provided an update on the plan's guiding principles. The final wording will be included in a future deliverable for review by the RSWAC.

### Recap of Current System Performance (Carey Mclver)

- Carey provided a recap of the performance of the RDBN solid waste management system.

**Overview of Diversion Options (Carey McIver)**

- Carey provided a recap of the diversion options presented to the RSWAC in a webinar and through a written Technical Memo (Technical Memo #3).

This included information on Recycle BC programs and what can be done to expand services in RDBN. Recycle BC's new stewardship plan (under review), is proposing that new curbside programs must meet certain criteria, including a minimum population of at least 5,000 residents. The District of Vanderhoof is very close to this number. If we would like to see a curbside program there, we would need to lobby the province to have an exception made. There are other communities facing a similar dilemma.

Garth Schienbein asked how many depots in the province are run by non-profits. Carey answered that it varies across the province.

Genevieve Paterson asked if there was a venue where all the recycling folks can come together. Yes, there are a number of opportunities, such as the Coast Waste Management Association meetings, the BC Product Stewardship Council, the BC Depot Operators meetings and the Recycling Council of BC Conference.

Genevieve asked if we were going to talk about the cardboard ban in the Solid Waste Management Plan. Carey said there are disposal bans on cardboard, tires and metal right now. Consultants are recommending the bylaw could include all items that are covered under stewardship programs. Janette added that the cardboard ban was put into place on July 1, 2016. We do not accept cardboard as garbage at any of our transfer stations or landfills. The RD does not support or subsidize any ICI cardboard programs.

*Organics and food waste:* The key question is "who is going to collect the organics?" The plan will consider the possibility of setting up a spot at the landfills that could accept organics. Carey talked about an example of what some communities in the Kootenays are doing to collect and process organics.

*Construction and demolition waste:* Cariboo Regional District has found a good place to divert their clean wood waste to. They have a co-gen plant that will take all that they can get. There have been efforts made to contact the co-gen plant in Fort St. James, but that connection hasn't been made yet. The next stage of Product Stewardship is supposed to include C & D materials. So there may be a provincial stewardship program in the next 5 – 10 years.

*Agricultural plastics:* Came up at our last meeting. There are programs to recycle limited agricultural plastics in other provinces (primarily grain bags and twine). Silage wrap and bale wrap is difficult to recycle.

*Public Education:* Use community based social marketing (CBSM) principles. Use Recycle BC top-up to further fund the education program. Expand from what is being done in the RDBN.

*Potential for Diversion:* If all options were implemented successfully, the RDBN could see the disposal rate decrease to under 600 kg per capita in the coming years.

Jerry Petersen asked how the consultants came up with the percentages of materials that could be diverted. Lauren answered that they made some assumptions based on waste composition studies and looking at the diversion achieved by these programs in other regions.

Garth Schienbein asked about the percentages used in the waste data. Where the 50% of paper and cardboard would fall. Carey answered that the number was taken from the 2008 waste composition study. Paper and cardboard and plastic containers would be classified as Printed Paper and Packaging (PPP). And the waste composition study did not separate out what waste was residential and what waste was ICI.

Mark Fisher asked if we would be looking at the bottom line impact of reduction on operational costs during the financial section. Carey answered that that is typically really hard to do. In order to impact landfill operations costs a huge amount of diversion would be required. If enough diversion is done, it does delay the cost of new construction. It might also be more expensive to landfill as new criteria comes into play for landfills. Rory McKenzie added that achieving higher diversion prolongs the construction costs for more years. Getting a landfill ready to receive garbage costs a lot of money.

Genevieve asked how long we were planning for. Lauren answered that this plan was looking at the next 10 years and then also looking ahead farther, up to 20 years.

Darren Wahl from Cascades Recovery offered to give an update on what's happening in the North for recycling. Processing challenges, etc. Pre-conditioning facility (PCF) in Prince George since 1994. Status quo, as far as cardboard and paper recycling. Never considered processing plastics in PG. Massive market trends this fall. It's impacting the industry as a whole. Fiber (paper) is the big challenge. China has introduced policies to limit contamination levels in exported recyclables. They want the world to clean up what they are sending to them. They are essentially no longer importing mixed plastics or mixed paper. They were receiving approximately 70% of the world's volumes of post-consumer recycling. The industry is looking for new markets for the product. Industry needs to invest in its own domestic consumption.

Mark Fisher pointed out that in the last ten years, a number of folks have realized that recycling is the low end, not the solution to solid waste. We have to be processing recycling here, not just baling and shipping south and overseas. What opportunities are there to that in the north? He was hoping to discuss that with this advisory committee. Darren responded that that was a tough one. He really likes what he's hearing around this table. He feels like programs like Recycle BC are going to be our saving grace here in the north.

#### **Lunch Break from 12:15 – 12:45**

After lunch, coloured cards were handed out to all advisory committee members and they were asked for vote on each Option. Green meant you agreed. Yellow meant you had questions. And Red meant you had concerns or disagreed.

#### **Reduction and reuse.**

Conduct a "Love Food, Hate Waste"-style of campaign: Green = 11, Yellow = 3, Red = 2

Mark Fisher: wasn't sure it was a good fit for local government. They don't always do a good job with education.

Tim Bancroft: We are the end of the line for food trucks. It's old food already when it hits our stores.

Jerry Petersen: Was taken back by the statistics presented on food waste. Perhaps it's not 40% here.

David Belford: Really more of an awareness program. Makes people think.

Eileen Benedict: There are restaurants in the communities that dispose of their food waste by having folks pick it up for their pigs. Perhaps by making others aware of this as a possibility, we could expand that.

Board resolution for a food donation program? Green = 6 Yellow = ? Red = ? (not as much support for this one)

#### Residential waste and recycling options:

1. Lobby province to change the Recycle BC curbside cut-off from 5,000 to 4,000. Green = 10, Yellow = 2, Red = 2

Genevieve Paterson: Concerned about the carbon foot print if we're shipping. Carey answered that the carbon footprint is there, although we haven't seen the analysis on shipping. A valid question, but it predates this discussion.

Earnie Harding: talked about the Kootenay Boundary folks and their system. Carey answered that they hopped on the 2014 bandwagon, which enabled them to develop their system. Rory added that Recycle BC did come to the RDBN in 2013. It was up to each municipality to decide on what they wanted to do.



2. Obtain board direction regarding local government depot collection service. 3. Depending on board direction, accept Recycle BC depot offer for funded depots at transfer stations. Green = 12  
Rory indicated that Recycle BC has told us that we have to put locations forward for depots before September of 2018. It would be wise to ask for all transfer stations and landfills.

#### ICI Waste Recycling Options:

1. Educate businesses on recycling options. Green = 10, Yellow = 2  
Jon Solecki: What does it cost? Is it necessary? Carey answered that we do disposal bans. And then let the private sector haulers come in and educate their customers. Bigger Regional Districts will spend money on this. But not always small or medium ones. Rory: at least do some low-key, inexpensive education. At least contact all the businesses.
2. Provide ICI only cardboard bins at transfer stations for small load ICI PPP or consider including small load ICI PPP with residential. & 3. Implement disposal restrictions on readily divertible materials. Green = 12  
Mark Fisher: Can we put in advocacy for ICI materials, particularly in the North? Carey answered that it's incredibly controversial. When MMBC came in, everyone was already collecting residential PPP.

#### Organic Waste Diversion:

1. Improve backyard composting program. Green = 8, Yellow = 5 and Red = 1.  
Mark Fisher feels that we need to go through Social Services so that those who can't afford to buy one can utilize the program.
2. Collaborate with municipalities to identify options to collect organics & 3. Assess requirements for centralized composting facilities to process collection organics. Green = 13, Yellow = 2, Red = 0  
Richard Burkholder: Wanted to include in-vessel composting as an option. Carey answered that she hasn't seen it work for small systems. The plan will be open to different processing technologies.

#### C&D Waste Diversion Options:

1. Work with local partners to identify potential processors and markets for high value materials. Green = 15.
2. Hold off on provision of services until the province announces how C&D materials will be incorporated into EPR. Advocate for materials to be included in EPR. Green = 15

#### EPR Options:

1. Obtain board direction to establish a policy framework for making decisions regarding participating in current and future EPR programs. Green = 14?

#### Household Hazardous Waste Options:

1. Obtain board direction regarding household hazardous waste disposal. 2. Establish all solid waste facilities to collect the same household hazardous waste.  
Committee identified that the issues seems to be more of an issue of education and promotion of existing facilities.

#### Other waste options:

1. Agricultural wastes, such as silage plastic, twine and net wrap are huge issues that would be great to be able to recycle.  
The RD could play an advocacy role here and investigate ways this could happen. Lumber wrap is a similar commercial/industrial waste that would be wonderful to recycle.

**Promotion and Education Options.** Green = 13, Yellow = 2.

1. Apply community based social marketing, use Recycle BC education and administration top-ups to support education and promotion.

Genevieve: Does Recycle BC partner with other groups?

Mark Fisher: Really thinks we need to be very specific about what we're doing. Need to make it "idiot proof".

**Recovery and Residuals Options:** Green all around

**Next Steps and Next Meeting**

- The next RSWAC meeting will be a Financial Webinar on April 11<sup>th</sup>.
- Next in person meeting April 25<sup>th</sup>.

**Adjournment ~ 2 pm**



## Regional Solid Waste Advisory Committee

Webinar #2 – Financial Overview Minutes

Wednesday, April 11, 2018

10:00 am – 12:00 pm

Go-to-meeting

### RSWAC Members Present:

In Vanderhoof: Trinda Elwert (Nechako Waste Reduction Initiative),  
Jerry Petersen (Electoral Area 'F'—Vanderhoof Rural),  
Richard Burkholder (Vanderhoof)

At the Town of Smithers Office: Roger Smith (Town of Smithers)  
Tim Bancroft (School Districts #54 & #91),  
Genevieve Paterson (Smithers),  
Mark Fisher (Electoral Area 'A'—Smithers Rural)

At the RDBN Office (BL):  
Garth Schienbein (Burns Lake),  
Eileen Benedict (Electoral Area 'E' – Francois/Ootsa Lake Rural)  
Shelley Wall (Cheslatta Carrier Nation) joined us at 11:07 am,

**Staff Present:** Janette Derksen (Deputy Director of Environmental Services),  
Rory McKenzie (Director of Environmental Services),  
Melany DeWeerd (Chief Administrative Officer) joined us at 10:13 am,  
Elaine Wiebe (Environmental Services Assistant)  
Laura O'Meara (Senior Financial Assistant).

On their own connection:

Dave Christie (Village of Fraser Lake),  
Sharon Smith (Village of Granisle),  
Cindi Pohl (Waste Management),  
Ernie French-Downey (Takla First Nation)

**Consultants Present:** Lauren Quan (Tetra Tech), Carey McIver (Carey McIver & Associates)

### Introductions

The committee went through the various locations and who was on the call.

We again recapped the planning process and the basics.

### Options and Costs

Then we dove into the options we had discussed at our previous meeting and the cost implications for each one.

*Reduction and reuse options:* the idea of using a “Love food, Hate waste”-style campaign to raise awareness. Also encouraging and promoting food donation for businesses and restaurants to food banks and farms. No capital costs for this project. Estimated operating cost: 0.1 FTE.

*Residential waste recycling options:* lobby the province to reduce or eliminate the proposed Recycle BC population cut-off for curbside service. No capital costs for this project. Current staff could handle this.

Jerry Petersen asked what the cut-off was. Lauren answered that it was the 5,000 population for municipalities that Recycle BC has put into their new plan.

*Residential Waste Recycling Options:* host Recycle BC depots at all RDBN public drop-off facilities (where practical). Estimated capital costs for 8 sites and 1 consolidation centre is \$794,000. Hiring staff to cover and including subsidies to local organizations for communication and education would be \$232,234 for a year.

Rory McKenzie asked if a situation like Fraser Lake with the Area D Transfer Station being 8 kms out of town could have a recycling depot in town instead. Could the municipality have the Recycle BC contract? Dave Christie agreed with this. Most people have to go through Fraser Lake to go out to the Transfer Station. Perhaps an added depot? At the transfer station and in town. The Village of Fraser Lake may be willing to partner on that.

Genevieve Paterson asked how do we take the control back with Recycle BC? Unfortunately, the answer to that is that in this situation, we can't. The offer is what it is. Rory added that there are rural areas like 'E', where people have to drive 20-30 minutes to get to a transfer station. They wouldn't have a lot of sympathy for people who are complaining about having to drive 2-3 km. Genevieve asked if we are going to lobby for a different Recycle BC population cut-off? Carey answered that we should do it now. Janette added that we have received Recycle BC's Extended Producer Responsibility Plan. They are looking for feedback from stakeholders and we (and others) will be providing that shortly. Mark Fisher let us know that they (advocacy group???) have a meeting booked with the Minister of Environment and they plan to bring it up then.

*ICI Waste Recycling Options:* Work with the private sector to educate businesses on recycling options. Implement disposal restrictions on readily divertible materials. Advocate for ICI PPP to be included in Extended Producer Responsibility (EPR) legislation in the north. And provide ICI only cardboard bins at transfer stations for small load ICI Old Corrugated Cardboard (OCC) or consider including small load ICI PPP with residential. No estimated capital costs. Estimated operating costs: 0.25 FTS staff as well as \$8,500 for bins at 5 sites.

Dave Christie mentioned that the number one complaint from businesses is that they are all small and they can't afford to get a cardboard bin of their own. Jerry Petersen agreed that that is the same issue in Vanderhoof. We need a solution. Eileen Benedict asked if there was a way to work with municipalities or haulers like Waste Management? We can't subsidize their business. Lauren Quan agreed that we need to find a solution that includes cost recovery for businesses. Trinda Elwert asked about schools and colleges and what they could do with their mixed paper now in Vanderhoof. Currently, they are able to put it in the Nechako Waste Reduction Initiative (NWRI)'s bins. Cindy Pohl answered that if Waste Management has someone to accept it, they would consider a cart system.

Jerry and Eileen asked about agricultural cardboard. When someone who has a farm, for example, gets a lot of product for their farm (which is a business) in cardboard boxes, are they allowed to include that cardboard in their household recycling that they take into the depot? Technically, no, that would be ICI and shouldn't be taken to a Recycle BC depot which is just for residential materials. Jerry said that it would be a problem if they were expected to separate everything. Rory: When we talk about ICI, it makes sense for businesses to be excluded. But institutions, like schools and hospitals, are public facilities that our tax dollars pay for. That doesn't make sense. Carey answered that that was a good point, but keep in mind that some private facilities muddy the water.

*Organic Waste Diversion Options:* Improve backyard composting program. And develop regional composting facilities. Estimated capital costs: \$1,612,400. Estimated operating costs: \$334,662 a year. Discussion took place about the cost of an organics facility. And that wouldn't even include the cost of collecting the material. And the greenhouse gases that would produce.

*Construction/Demolition Waste Diversion Options:* Work with local partners to identify potential processors and markets for higher value materials. Lobby for Province to include C&D materials into BC's EPR system. No estimated capital cost. Estimated operating cost: 0.1 FTE.

*EPR Options:* Establish a policy framework for making decisions regarding participation in current and future EPR programs. No capital costs for this project. Current staff could handle this.

*Household Hazardous Waste Options:* Increase public education and communication on proper handling and collection locations for HHW. No capital costs for this project. Current staff could handle this.

*Other Waste Options:* Work with local partners to encourage alternative management of agricultural plastics. Lobby the Ministry to create an EPR program for agricultural plastics. No capital costs for this project. Current staff could handle this.

*Education and Behavior Change Options:* Apply community based social marketing (CBSM) as a method to develop new and/or build on existing waste reduction and diversion programs and campaigns. No capital costs for this project. Current staff could handle this.

If available, use Recycle BC education and administration top-ups to support regional recycling education and promotions. No capital costs for this project. Estimated operating cost: when all facilities are in operation, \$42,000 a year.

*Disposal Options:* A. Continue operating 3 disposal sites, upgrade environmental controls and infrastructure as needed to meet MOE requirements. Estimated capital costs: \$1,436,000. Estimated operating cost: \$77,000.

B. Continue to assess LFG generation at Knockholt and Clearview Sub-Regional landfills. Minimize organics in MSW to reduce LFG generation. No capital costs. Estimated operating costs: identified in Option A.

C. Consider disposal charges for camp waste and other industries not already paying into the system. No capital costs for this project. Current staff could handle this.

D. Look for opportunities and partners to manage select materials with thermal treatment (such as clean wood in co-gen facilities). No capital costs for this project. Current staff could handle this.

E. Continue to work with the Ministry to assess and manage small closed landfills. No capital costs for this project. Current staff could handle this.

**Staff and Finances:** We then delved into these issues. Looked at current staffing organizational chart. There is a possibility of adding an Operations Foreman as well as an additional office staff who would deal with Diversion. We also looked at financial plans for five and years.

Richard Burkholder commented that when we implement Options 2 and 4 (Recycling and Organics Diversion) there will be some reduction in transportation costs. Lauren answered that they haven't looked into that detail yet. Carey added that we might not see a reduction.

**Policies and Bylaws:** Carey went over how policies and bylaws affect the implementation of the Solid Waste Management Plan. She talked about cost recovery and the different scenarios that could happen. Some examples of neighboring Regional District's and their bylaws were shown.

We were left with points to ponder for the next meeting. The updated SWMP will entail cost increases. Should cost recovery policy be reconsidered? Increase revenue from user fees? Increase revenue from taxes? Decrease other expenses?

*EPR Program Policy:* EPR shifts responsibility for end of life management to product manufacturers and retailers (producers) and away from local governments. How does RDBN want to share responsibility for managing products with and for the Stewards? Advocate for expansion of EPR programs (full cost coverage, increased return for products, increased access for rural areas). Advocate for new EPR programs. Actively partner with stewards or encourage others to provide services.

Mark Fisher asked what the process was. Do we actively propose to the board a specific recommendation? Carey answered that we can provide input to them. The board did vote to look at tipping fees. We need to have a full discussion at our next in-person meeting.

Eileen Benedict asked if Tetra Tech had looked at other RDs and illegal dumping. Carey agreed that that was a good point and that they will have that in the draft plan. It definitely is a problem in all areas. Garth Schienbein agreed that yes, we needed to look at tipping fees. Jerry Petersen added that people aren't excited about paying again and again. Carey answered that an increased level of service, but not increasing taxes, paying for it through user fees. Not double paying. Janette added that it would be necessary to look at the administration costs for user fees.

Mark added that the devil is in the details. For example, he hadn't heard about the data card option before.

Jerry asked who we would be consulting? Carey answered that we would be taking the draft plan out to the general public. Residents. Stakeholders. Business community. Municipal partners. First Nations.

Rory shared that their idea for consultation at this point in time is at least 3 meetings. One in the East (Vanderhoof, Fraser Lake, Fort St. James), one in the center (Burns Lake) and then one in the West (Smithers, Houston). Committee members would be welcome to join us. Meeting with municipalities too, as well as First Nations.

#### **Next Steps and Next Meeting**

- The next RSWAC meeting will be an in-person meeting at the RDBN Office in Burns Lake on April 25<sup>th</sup>.
- Tetra Tech will have the draft SWMP and the draft consultation plan prepared for the committee ready for April 20<sup>th</sup>.

**Adjournment ~ 12:05 pm**



## Regional Solid Waste Advisory Committee

Workshop #3 – Draft Plan Minutes

Wednesday, April 25, 2018

10:00 am – 2:00 pm

RDBN Board Room, Burns Lake BC

### RSWAC Members Present:

Richard Burkholder (Vanderhoof)  
 Cindi Pohl (Waste Management),  
 Mickey Philips (Saik'uz First Nation),  
 Jon Solecki (Agriculture—Lakes District Cattlemen's Association) [left at 11:51 am],  
 Trinda Elwert (Nechako Waste Reduction Initiative),  
 Earnie Harding (Smithers and Area Recycling),  
 Genevieve Paterson (Smithers),  
 Roger Smith (Town of Smithers),  
 Chad Westbrook (District of Vanderhoof)  
 Sharon Smith (Village of Granisle),  
 Jerry Petersen (Electoral Area 'F'—Vanderhoof Rural),  
 Eileen Benedict (Electoral Area 'E'—Francois-Ootsa Lake Rural),  
 Mark Fisher (Electoral Area 'A'—Smithers Rural)

**Staff Present:** Janette Derksen (Deputy Director of Environmental Services), Rory McKenzie (Director of Environmental Services), John Illes (Chief Financial Officer), Elaine Wiebe (Environmental Services Assistant)

**Consultants Present:** Lauren Quan (Tetra Tech), Carey Mclver (Carey Mclver & Associates)

### Welcome & Introductions

Chair Eileen Benedict welcomed everyone and all present introduced themselves.

### Recap of the Planning Process and Current System (Carey Mclver)

#### Draft Solid Waste Management Plan

The draft SWMP was supposed to be out earlier to allow committee to review it fully prior to the meeting. Our apologies for it not being out at the end of last week. We were hoping that people would be ready to vote yes or no at the end of this meeting. Final meeting will be sometime in June.

**Strategy 1—Increase Reduction and Reuse.** The RDBN's 2016 disposal number is 600 kg—released this year at RCBC conference. Jon Solecki asked why this number is important to us? Carey answered that this is what the plan does. Look at what we are doing now and what we can get down to.

(Lauren took over presenting)

#### Strategy 2—Expand Access to Residential Recycling

Earnie: Recycle BC/Green by nature. For collection. They use a 60 KM driving distance to a processing center. Why wouldn't Houston (at 56 km) be included in the Recycle BC program for curbside? Carey answered: Very good question. Why aren't they included? In the limits, but under the population. Rory: Asked if Earnie was trying to say that Houston should be include in the Smithers/Telkwa area because they're close enough? Carey: The draft plan is saying that each RDBN site will have a depot in the next two years. Janette pointed out that there

are different rules between depot and curbside. Implementation details that will be looked at as the plan goes along.

78% of the region lives in single family dwellings and only 6% are multi family.

### **Strategy 3—Increase Industrial, Commercial and Institutional Sector Recycling**

Earnie: You indicate that the EPR programs would be set up in the east and the west. SARS has been in the business for 14 years and has two facilities. The Bulkley Valley Bottle Depot hosts various EPR programs there. In the presentation you're saying you're going to approach other EPR programs. There are 6 other Bottle Depots in the region with EPR programs. It's almost like their efforts for the last 14 years is all for naught. The RDBN is putting in facilities and going after their business. There is a \$800,000 investment in equipment etc. Some haven't had an increase in the last twenty years. Lauren answered that the RD doesn't have interest in competing with existing businesses, but will look at places where services don't exist or where providers have problems finding a space. Carey: We are talking about consolidation services, in year 6 and 7 of the plan and how it rolls out. None of that is a done deal. It is suggesting to look at existing infrastructure and existing businesses and asses the need. And see what happens in coming years. Reassess the plan at year five. Mark: I hear what you're saying. And it's his concern as well. Finding that balance. It's not just education, but also supporting existing businesses, collaboration and partnership. Perhaps we need further criteria on how we support things. We have some framework on what we've done before. Fleshing that out a little bit. An area we should be focusing on, through the Economic Development department as well. They would know people who want to get into waste businesses and need support.

Rory: The RD isn't interested in stepping on the toes of private enterprise. If there is an adequate service in a town, we aren't interested in moving in and setting up business. The reason we're at the Smithers/Telkwa Transfer Station is because there wasn't a Recycle BC service in the area anymore. No private enterprise is interested in the recycling depot without a bottle depot. The reason we're moving into Vanderhoof is because no one is interested in a recycling centre, because the School District has the bottle depot there and it's financially feasible. The whole idea of the RD building a consolidation centre in Smithers is if there is a need for it. As long as there is a good one there, we don't need to do that.

### **Strategy 4—Increase Organics Diversion**

Jon Solecki: Specified Risk Material--how much is there in our district? How much of an issue is it? Lauren answered that it's not really a problem right now. But it could be a feed stock that could be accessed. Jon said that he just buries his because he can. But the smaller operations maybe can't. He doesn't agree with their being a tipping fee on that. Rory answered that there is no tipping fee. Out of region does. But not if you're in our area.

### **Strategy 5—Increase Construction and Demolition (C&D) Waste Diversion**

Jerry: we've tried in the past to process this kind of thing. We've had chippers come in that can handle nails, etc. They don't handle it. They break down, etc. Is this something that we can do again? Rory answered that most of our wood waste is painted or stained or treated. Had someone come in that had a co-gen plant. He looked at our wood pile. They didn't want it, because there is too much cost to get it ready to use. It's just not financially viable. Now we just haul it and bury it in the west. In the east we can take it to the landfill and burn it. We've allowed the general public to salvage the good wood out of our pile. Carey added, it's in the plan, but it's unlikely. Fraser-Fort George hasn't found anything to do with theirs either. Mark: There are problems with logistics around access to materials on site. It should be in the plan. Rory's done a good job at access to certain materials in lock block bays. Good sorting so that we can make it available to people. Facilitating more reuse and recovery.



Rory: is wanting to start to implement—to provide more concrete reuse bays, lot of stuff that goes into the metal pile. Generators, motorcycles, power tools etc. Big products that get thrown in the metal pile. Mark: If it were in the plan, it would back up policies. Carey—I think there's something we could write up. Public sorting, so there's not too much cost. Janette added that if there's sorting that needs to be done, then the attendant needs to be able to police that.

**Strategy 6—Support Expansion of Extended Producer Responsibility Programs**

**Strategy 7—Support Household Hazardous Waste (HHW) Diversion**

**Strategy 8—Support Recycling and Diversion of Agricultural Plastics**

Jon asked what this looked like in Manitoba. Lauren answered that it's Saskatchewan she read about last. It's mainly grain bags because that's an easy one. Similar to Recycle BC. The producers pay into the program. They have the municipalities have places for them to collect them. Jerry—it's something we've been dealing with for a number of years. There's no answer to it yet. Haven't come up with anything yet. Get charged an eco fee when you buy it. Mark—talking to someone in the district who has intentions to use silage wrap in a business. There's always new ways to deal with things.

**Strategy 9—Expand Regional Education and Behavior Change Programs**

Genevieve: What do we want to educate people on in the region? Are there any financial incentives for people to use facilities? Carey—That will be talked about in the financial portion.

#### Waste strategies

**Strategy 1—Continue to Operate the Clearview Sub-Regional Landfill**

**Strategy 2—Continue to Operate the Knockholt Sub-Regional Landfill**

**Strategy 3—Continue to Operate the Manson Creek Landfill**

**Strategy 4—Finalize Closure of Historical Landfills/Dumps**

Eileen: Tipping fees and the First Nations. Is there any discussion around how this would affect them? To figure out how they're going to work with the tipping fee? Carey: maybe cost recovery our tipping fee or service agreements. This isn't an easy thing, as it's a big decision. Having a cost recovery strategy lets you do other things. Like the cardboard ban.

Genevieve: Do communities that have good recycling programs have lower taxes? Carey: yes. Most lower mainland RD's it's 100% user fees. So we have 5% now. Maybe raising it to 10%. Let's look at how someone gets rewarded for recycling as much as they can.

Carey: This is an election year. We don't want to make it so expensive that people are angry. Let them come to the meeting and put the facts in front of them. Do you want user fees? Or do you want your taxes to go up?

Mark: last time, was it in the plan to do the studies? It didn't happen. So what will be the difference this time? Is the public ready to look at this a bit more? Is the board ready? In 1996, we didn't have the level of service that we do now with Recycle BC.

Trinda: It is good to show people what else is happening around the province. Good to have resources as we go to consultation phase.

Jerry: The main reason why we haven't implemented tipping fees is because we haven't been in a position to recycle it. Carey: it's changed a bit. Jerry: Yes, it has been a change. We're heading down that road.

Earnie: I'd like to point out one thing in your comparison. In the Peace River, they don't have a contract with Recycle BC. They have a set fee that they pay each processor and they have a key processor in Fort St John and he looks after all the marketing. All the products go off and are used. Carey: My understanding is that they've got 18 drop off facilities that are funded by Recycle BC. They are accessing that up in PRRD.

### **Break for lunch**

#### **Diversion Potential**

Richard asked if that's what they've seen elsewhere. Lauren and Carey answered it's based on the programs that they looked at. It's a bit of voodoo. You can see reports from Recycle BC that will track the tonnages.

#### **Plan monitoring and measuring**

Carey—New guides. It says you should have a committee that meets once or twice a year to review the plan. That doesn't always work. But you have to have review in the plan. As you go forward, is it important to keep the committee going? Because we have a committee with board members on it, we are doing good. In the first year or two, this committee should still be going. It all depends. Do what makes the most sense to get your programs done.

Genevieve asked how the operating costs can go down. Carey answered that there are certain costs that are fixed. And there are some economies of scale. Rory agreed that there is a fixed cost. John: That actually includes capital expenses like new haul trucks and new machinery at the sites. Mix of operating and capital expenses.

#### **Public Engagement--Phase 2**

What will work in our communities to get people out and interested in the plan update?

Genevieve. I think you need to be creative. In Smithers, if you set up at Bugwood Bean (local coffee stand) over Saturday and Sunday, you would see half of Smithers. If you go to where people are. Carey: Yes. It could be both. We could also utilize print and online ways to reach people.

Mark: We've got to have one in Smithers. Took a picture of the recycling at STTS. It got 10,000 reached on fb. If there's a creative way to do it!!

Jerry: in Vanderhoof, we should have an open house. It has to be well advertised ahead of time. It has to have a purpose. Carey: have ones that span over the afternoon and into the evening. Intercept services. Be at the rec centre when there's a hockey game.

Eileen: can't forget that half of the population is in the rural area. If we have these meetings in the municipalities, how are we going to get people to come? If people think there are going to be tipping fees, you could hold the meeting at the TS. Get a big tent!!

Mark: don't rush it. It's been a pretty quick process. Take your time. Staff, it's got to fit into their work plan too. Janette: even looking at when we can take it to the board, lots to do before the 24<sup>th</sup>.

Stretch it right to the end of June. Newsletter that goes out, telling people where they can go. A link to where you can read the whole plan. And have the survey open for a good length of time.

Rory: step one here, we have to take the SWMP back to our board of directors before we take it out to the public. Carey: right. Start planning your consultation plan now, but you don't go out until the board has approved the plan. The board will want to know what your consultation plan is.

Mark: is there money in the budget use to do some logistics, get someone to help out with that stuff. Rory: There's 8 municipalities in our district. 13 first nations. That's 21 presentations. Then three public. 24 meetings in

total. Over the next six weeks or so. Carey: TNRD—their consultation took four months. Went out to each area and municipality. Figure out how you can reduce it.

**Next steps and next meeting.**

Are you feeling comfortable today to endorse the plan to go forward to the board for approval? All in favor!!!  
Ready to go forward. Some changes to the plan and then off to the board.

**Adjournment ~ 1:35 pm**



## MEMORANDUM

To: Chair Miller and Board of Directors  
 From: Jason Llewellyn, Director of Planning  
 Date: July 9<sup>th</sup>, 2018  
 Re: Application No. 1205 – Non-Farm Use within the ALR

At the June 21<sup>st</sup>, 2018 Board meeting the Board defeated a motion to recommend Agricultural Land Reserve Non-Farm Use Application No. 1205 (Butz) to the Agricultural Land Commission for approval. The staff report considered by the Board is attached.

Staff require further direction on how to proceed with the application. The Board's options are outlined below.

Staff request that the Regional District Board do one of the following.

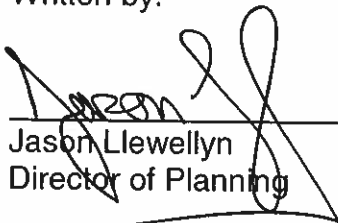
1. Pass a motion indicating that the Board does not authorize the application to the ALC pursuant to Section 25 (3) of the ALCA. This will ensure that the application is not considered further.
2. Pass a motion to forward the application to the ALC with a recommendation that the application not be supported. This will allow the ALC to make the final decision regarding the application.
3. Pass a motion to forward the application to the ALC with a recommendation that the application be supported (as recommended by staff).

### Recommendation

Direction

*Development Services – All/Directors/Majority*

Written by:

  
 \_\_\_\_\_  
 Jason Llewellyn  
 Director of Planning



Regional District of Bulkley Nechako  
 Planning Department Report  
**Application No. 1205 – Non-Farm Use within the ALR**  
 June 11, 2018

## APPLICATION

**Name of Owner:** Lorna and Thomas Butz

**Electoral Area:** A

**Subject Property:** Part East 1/2 District Lot 1123 Range 5 Coast District EXCEPT Plan 10258 and is approximately 48.07 ha. (118.8 acres) in size.

**O.C.P. Designation:** Agriculture (AG)

**Zoning:** Agricultural (Ag1) pursuant to Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993

**Existing Land Use:** Residential

**Location:** The subject property is located at 24543 Highway 16, approximately 20 kilometers northwest of the Town of Smithers.

The surrounding land use is a mix of residential and agricultural uses. The agricultural uses in the immediate area of the subject property are dairy, beef, and mixed farm uses. The majority of the surrounding properties are mainly 60 ha. in size.

### Proposal:

This is a non-farm use application to allow the construction of a secondary dwelling located above an existing garage.

## AGRICULTURAL CAPABILITY

*(Based on Canada Land Inventory mapping)*

45% of the Subject Property is:

- 70% Class 5 land limited by stoniness and topography
- 30% Class 4 land limited by stoniness

42% of the Subject Property is:

- 70% Class 5 land limited by stoniness and moisture deficiency
- 30% Class 4 land limited by stoniness

13% of the Subject Property is:

- 60% Class 3 land limited by cumulative and minor adverse conditions
- 30% class 5 land limited by stoniness and moisture deficiency

**Class 3** Land is capable of producing a fairly wide range of crops under good management practices. Soil and/or climate limitations are somewhat

restrictive.

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

**Class 5** Land is capable of production of cultivated perennial forage crops and specially adapted crops. Soil and or climate conditions severely limit capability.

**Previous Applications:**

**No. 961** District Lot 6666, Range 5, Coast District, Plan BCP10673

Application to subdivide off the non-arable 22.7 ha portion of the 69.6 ha property that lies north of Reiser Creek (2002).

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

**SURROUNDING APPLICATIONS**

**No. 712** District Lot 2290, Range 5 Coast District, except DTL R/W

Application to subdivide a 3.5 ha parcel from the original 107.4 ha (1988).

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

**No. 489** District Lot 2291, excepting any portion of the R/W if the Dominion Telegraph Line having a width of 100 feet, which may lie within the boundaries of these lands, Range 5, Coast District.

Application to subdivide 55.08 ha into one parcel of 1.62 ha and one parcel of 53.46 ha as divided by Telkwa High Road (1982).

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

**REFERRAL COMMENTS**

**Advisory Planning Commission**

Will appear on the supplemental agenda

**Ministry of Agriculture**

No comments received

**RDBN Agriculture Coordinator**

Approval Recommended for Reasons Outlined Below:

2<sup>nd</sup> unit will not have an impact on agricultural land and used as a farm hand dwelling could increase the use of this ALR property.

## PLANNING DEPARTMENT COMMENTS

### Background

The applicants built a 660 ft<sup>2</sup> garage with a 780 ft<sup>2</sup> illegal suite located above without a building permit in 2015. In 2017 prospective purchasers wanted the building legalized prior to purchase; therefore, the property owners decommissioned the suite and obtained a building permit for the garage.

The property owner says that the new prospective purchaser wishes to purchase the property on the condition that the space above the garage can be used as a suite for farm help. Therefore, the applicant has applied to allow a 2<sup>nd</sup> dwelling above the garage as a non-farm use.

### Zoning & OCP

The subject property is zoned Agricultural (Ag1), and the OCP designation is Agriculture (AG). This designation is intended to preserve these lands for the purposes of farming and other related activities.

Section 3.1.2(6) of the OCP states that:

*Non-farm use of agricultural land shall be avoided. Applications for exclusions, subdivisions, and non-farm uses within the Agricultural Land Reserve may only be considered under the following circumstances.*

- a) *There is limited agricultural potential within the proposed area.*
- b) *Soil conditions are not suitable for agriculture.*
- c) *Neighbouring uses will not be compromised.*
- d) *Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.*
- e) *The application is in the best interest of the local community.*
- f) *The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.*
- g) *And, traffic management issues will be considered and addressed appropriately.*

### Discussion

It is not uncommon for rural residents to want a 2<sup>nd</sup> dwelling on their rural property as a 'mortgage helper' to aid housing affordability, a "granny suite" to support an ageing relative, or a residence for farm help. Typically staff are supportive of these uses provided that the property can support the on-site sewage disposal.

The property owner says that the prospective purchaser has expressed an interest in raising horses, and wishes is to supplement their farming income by having a secondary suite, or housing for farm help.

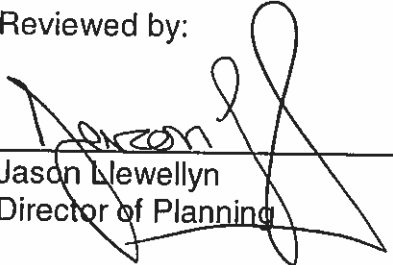
In staff's opinion allowing a second dwelling above the existing garage will not have any negative impact on the use of the land.

**Recommendation**


1. That Agricultural Land Reserve Non-Farm Use Application No. 1205 (Butz) be recommended to the Agricultural Land Commission for approval.
2. That the APC Meeting Minutes for ALR No 1205 (Butz) on the Supplementary Agenda be received.

*Development Services – All/Directors/Majority*

Reviewed by:

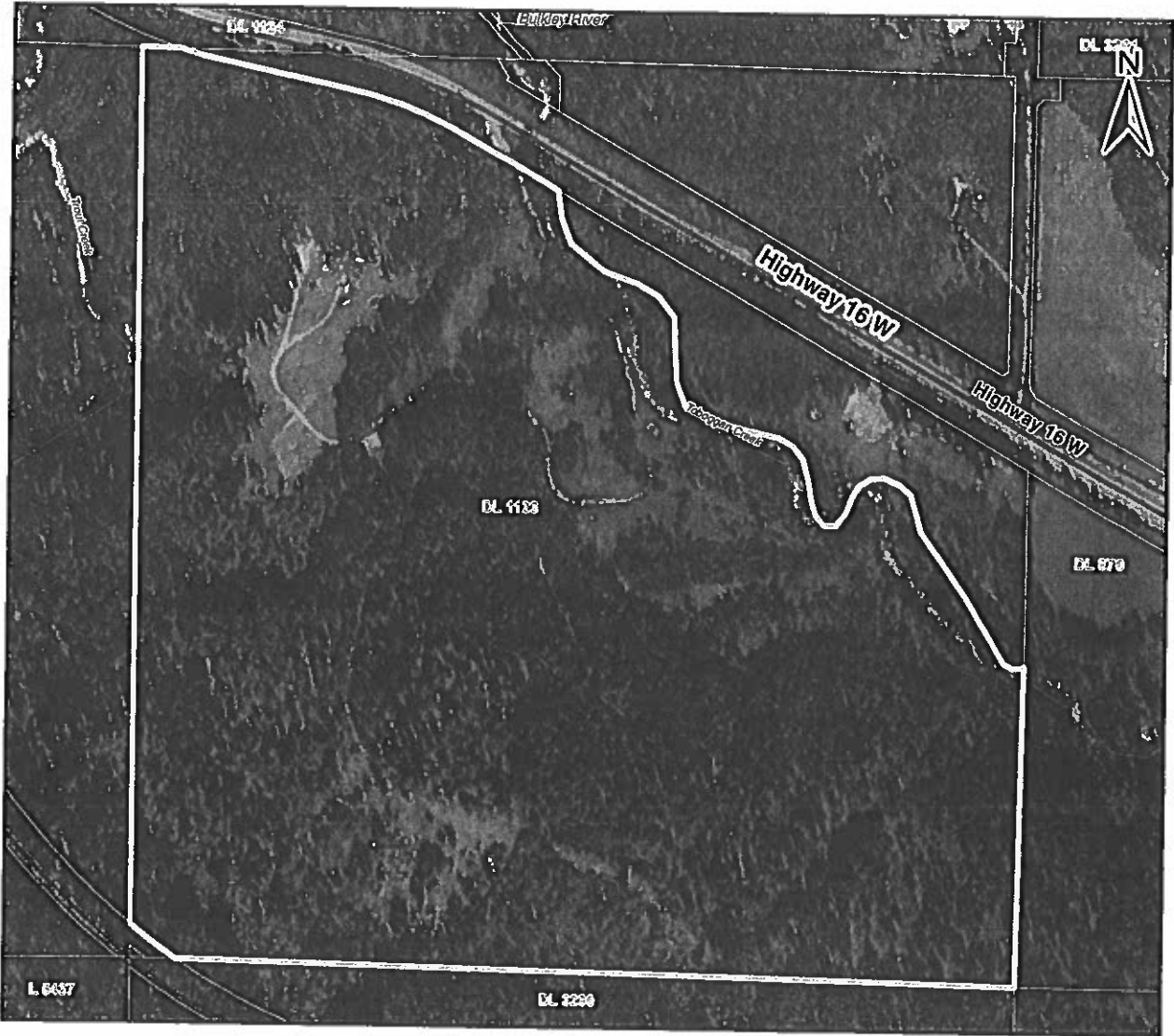
  
\_\_\_\_\_  
Jason Lewellyn  
Director of Planning

Written by:

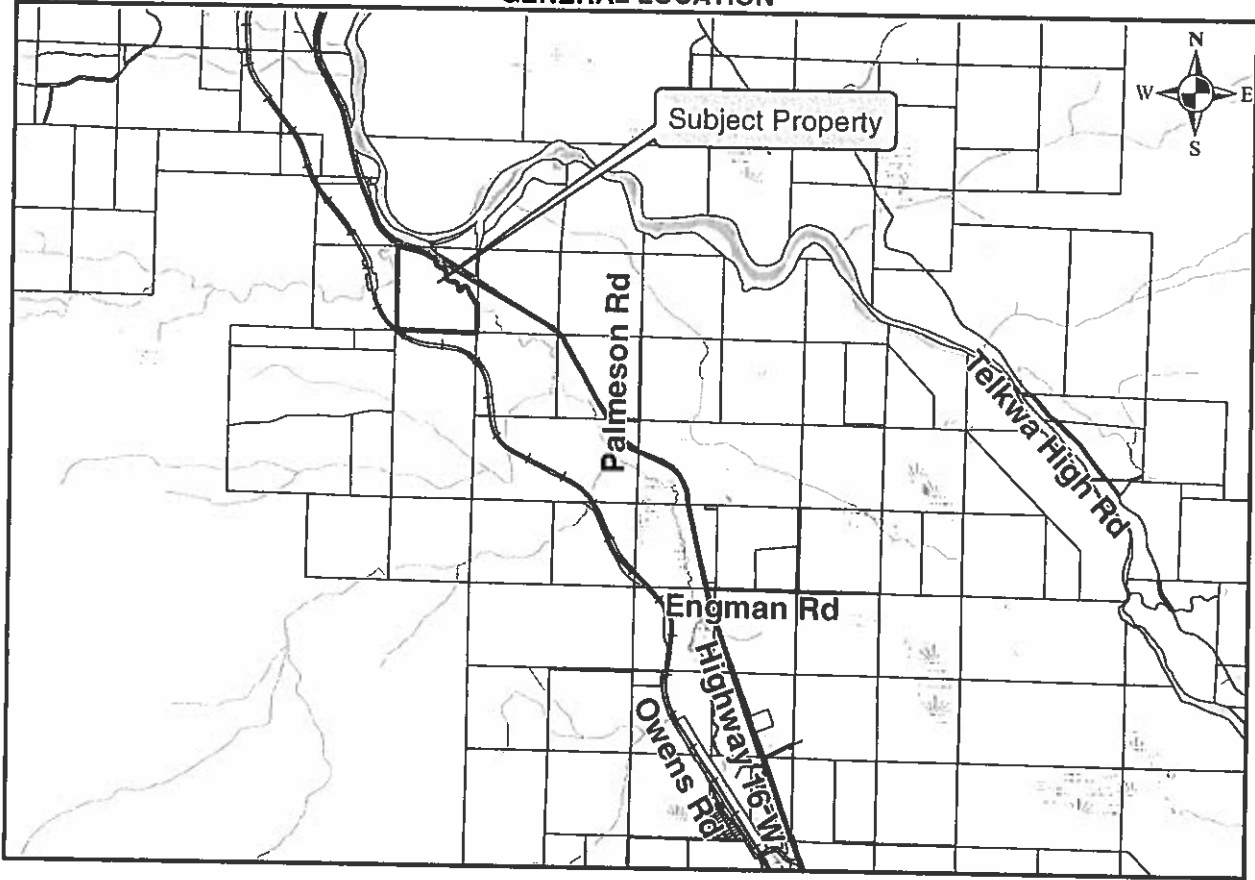
  
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Jennifer MacIntyre  
Planner I



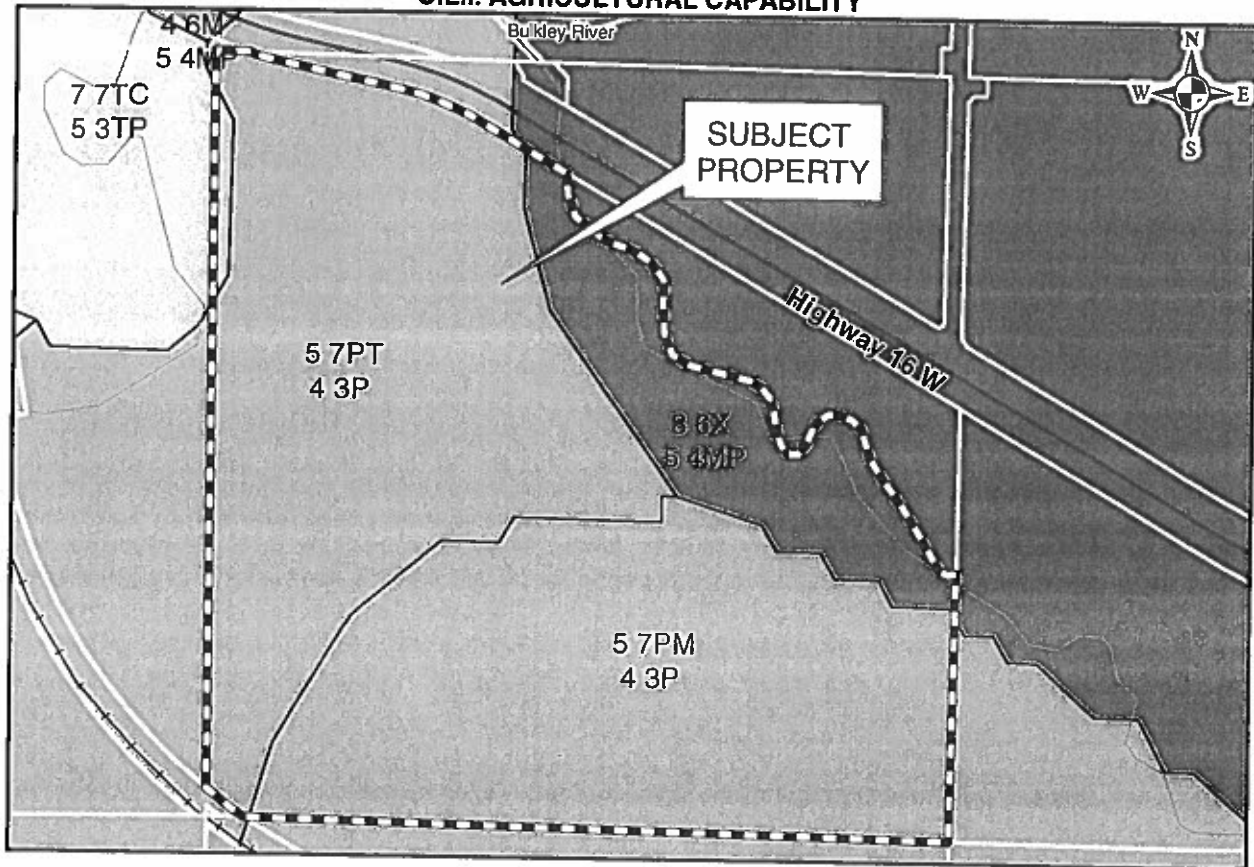
Specific Location



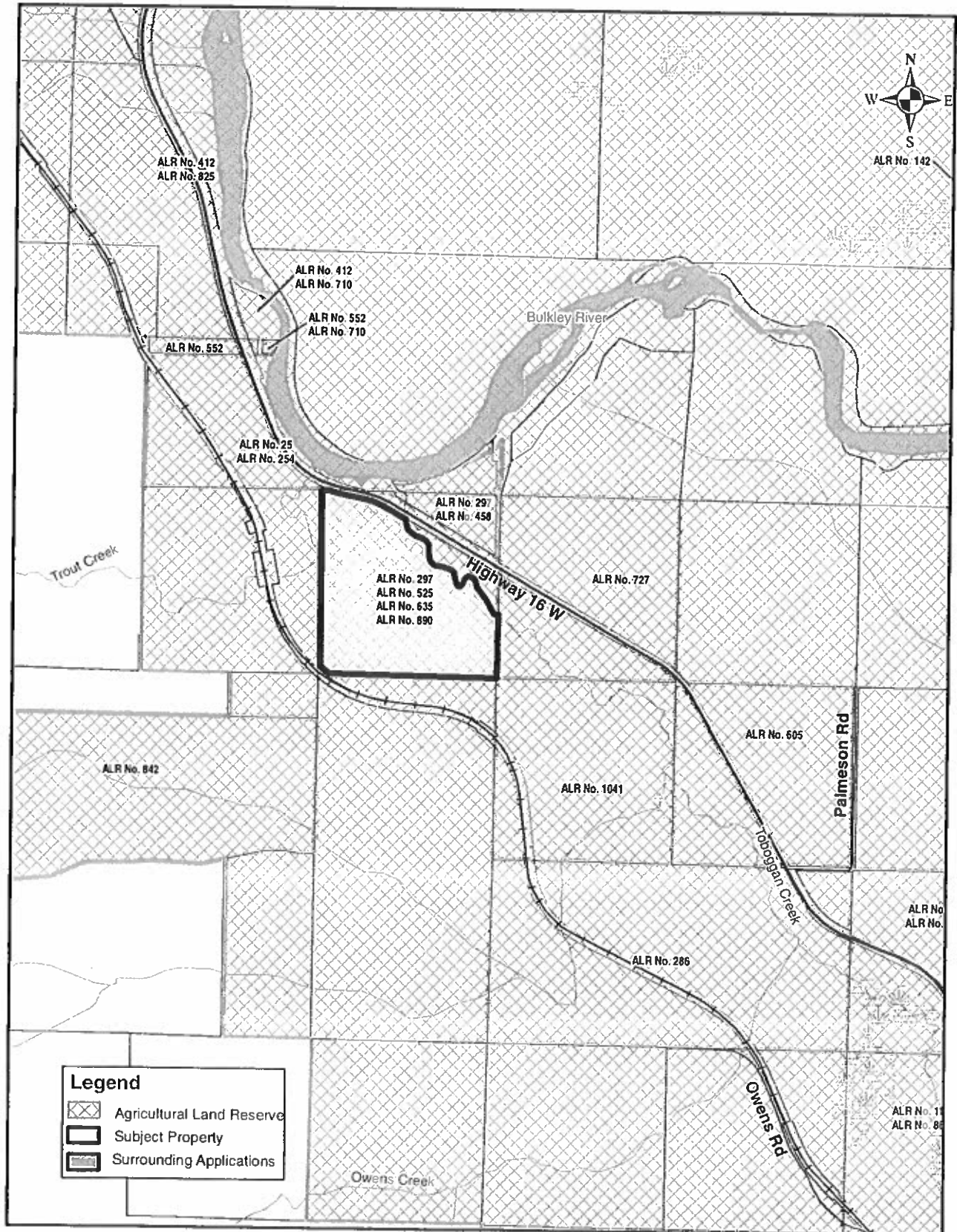
GENERAL LOCATION



C.L.I. AGRICULTURAL CAPABILITY



Surrounding Applications, ALR Status & Surrounding Development





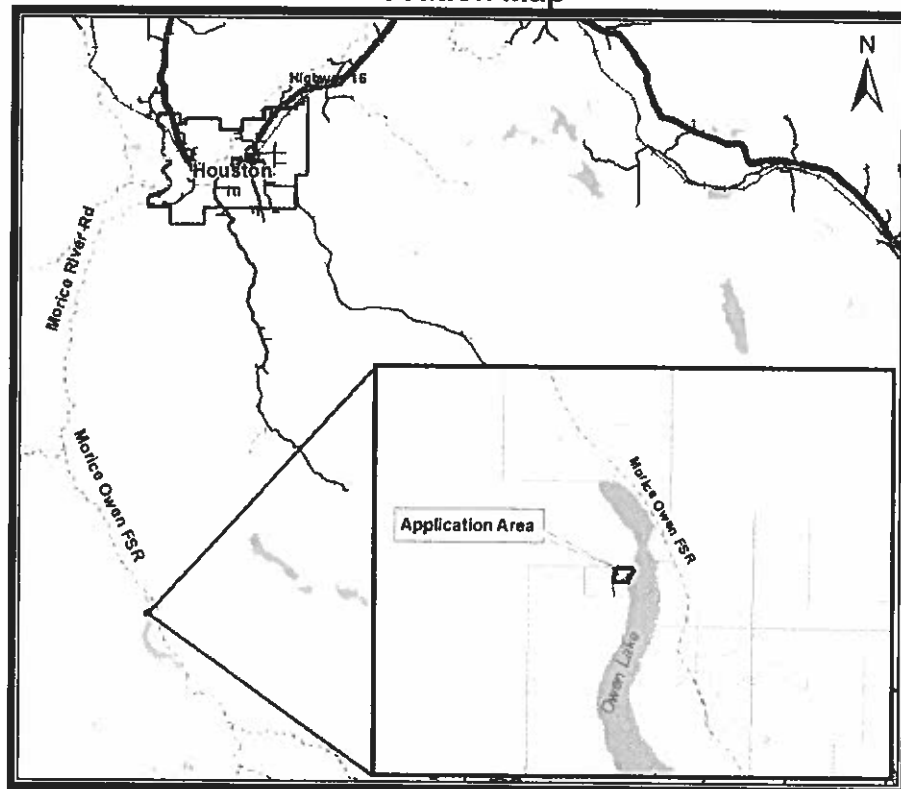
## MEMORANDUM

To: Board of Directors  
 From: Scott Brown, Planning Technician  
 Date: June 11, 2018  
 Re: Land Referral #0272313

This application is regarding a renewal for a Crown Land Application- Commercial Tourism Lodge. The subject property is legally described as BK B DL 3419 and is located on Owen Lake approximately 45 km south of Houston. The access to the property is via Morice Owen FSR to Owen Lake and then by boat to the property in question.

The original tenure has been in place since 1990 and includes an area that is approximately 4.644 ha in size which contains a main lodge and two guest cabins. Application #0272313 is a renewal of the existing tenure for a proposed 30 year term. The company has completed a management plan which indicates some renovation changes to existing facilities with no new additions to the property. The property is zoned Rural Resource (RR1), is designated RE in Houston, Topley & Granisle Rural OCP, proposed use complies with both. The property is outside of the Building Inspection Service area.

Location Map



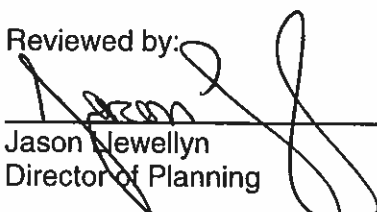
It is noted that isolated resorts and lodges increase the risk of interface fires, and represent a challenge to firefighters who must focus attention on protecting the building. This can increase firefighting costs and take away from the protection of other resources. It is recommended that the Province consult with their Wildfire Management Branch regarding the need to apply "Fire Smart" standards to the development to mitigate the interface fire risk.

**Recommendation**

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application #0272313

*Rural Directors – All/Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Jewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Scott Brown  
Planning Technician



## REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL #0272313

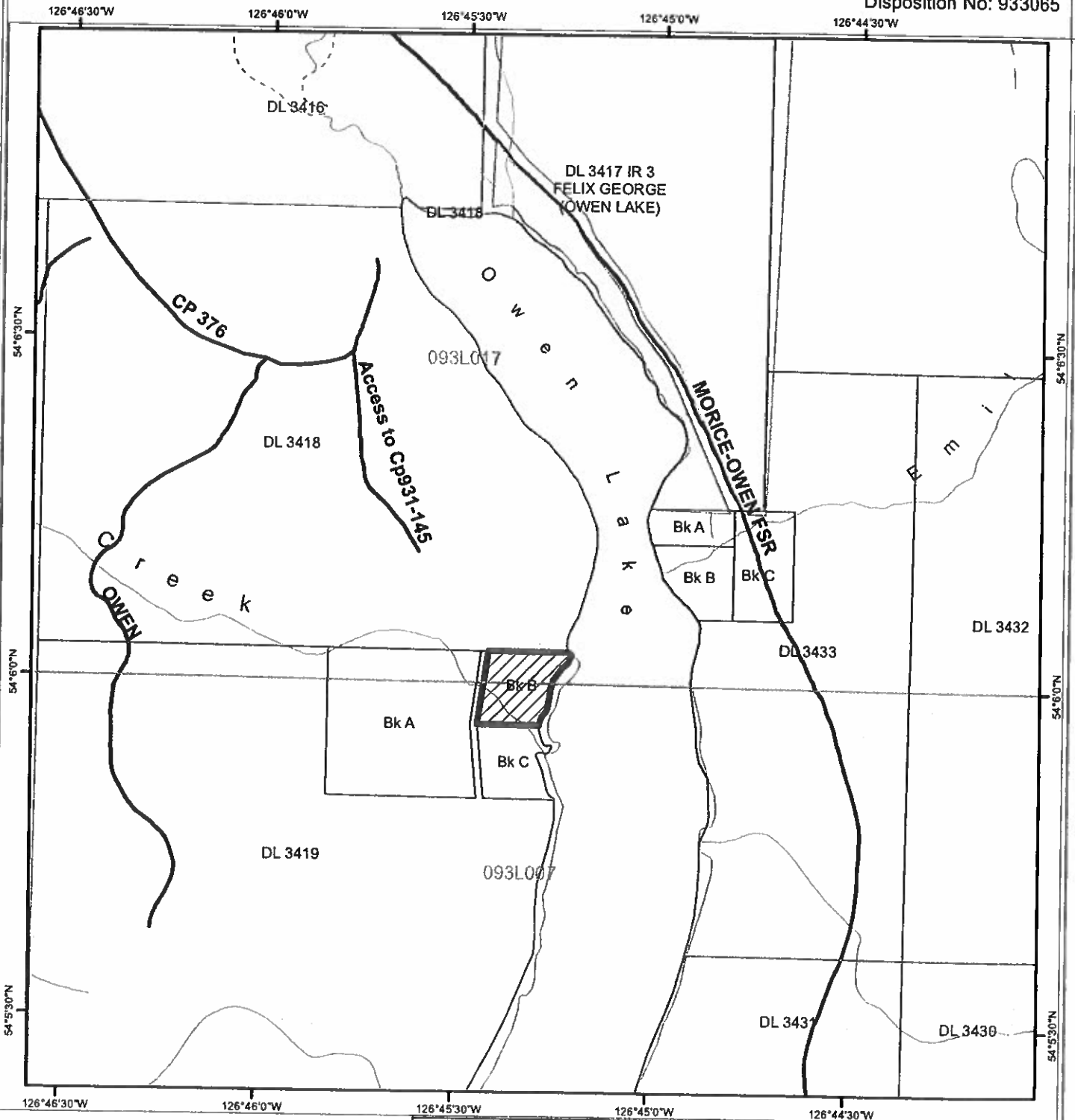
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<b>Electoral Area:</b>	G
<b>Applicant:</b>	Naomi Himechi, Nadina Mountain Wilderness Lodge
<b>Existing Land Use:</b>	Commercial
<b>Zoning:</b>	Rural Resource (RR1),
<b>Plan Designation Proposed Use Comply With Zoning:</b>	Yes
<b>If not, why?</b>	n/a
<b>Agricultural Land Reserve:</b>	Outside the ALR
<b>Access Highway:</b>	Morice Owen FSR
<b>Archaeological Site:</b>	None according to provincial mapping
<b>Building Inspection:</b>	Outside the Building Inspection Area
<b>Fire Protection:</b>	Outside the Rural Fire Protection Area
<b>Other comments:</b>	It is noted that isolated resorts and lodges increase the risk of interface fires, and represent a challenge to firefighters who must focus attention on protecting the buildings. This can increase firefighting costs and take away from the protection of other resources. It is recommended that the Province consult with their Wildfire Management Branch regarding the need to apply "Fire Smart" standards to the development to mitigate the interface fire risk.




Interest Holder: NAOMI HIMECH

File No: 0272313

Disposition No: 933065



Scale: 1:15,000  
 Type: LEASE  
 Sub Type: STANDARD LEASE  
 Purpose: COMMERCIAL RECREATION  
 Subpurpose: ECO TOURIST LODGE/RESORT

-  Application Area
-  Indian Reserves
-  Parks and Protected Area

### Referral Map



BRITISH COLUMBIA  
 www.gov.bc.ca

Date: 09 May 2018  
 Area: 3.99 ha

BCGS Mapsheet(s): 93L.007, 93L.017



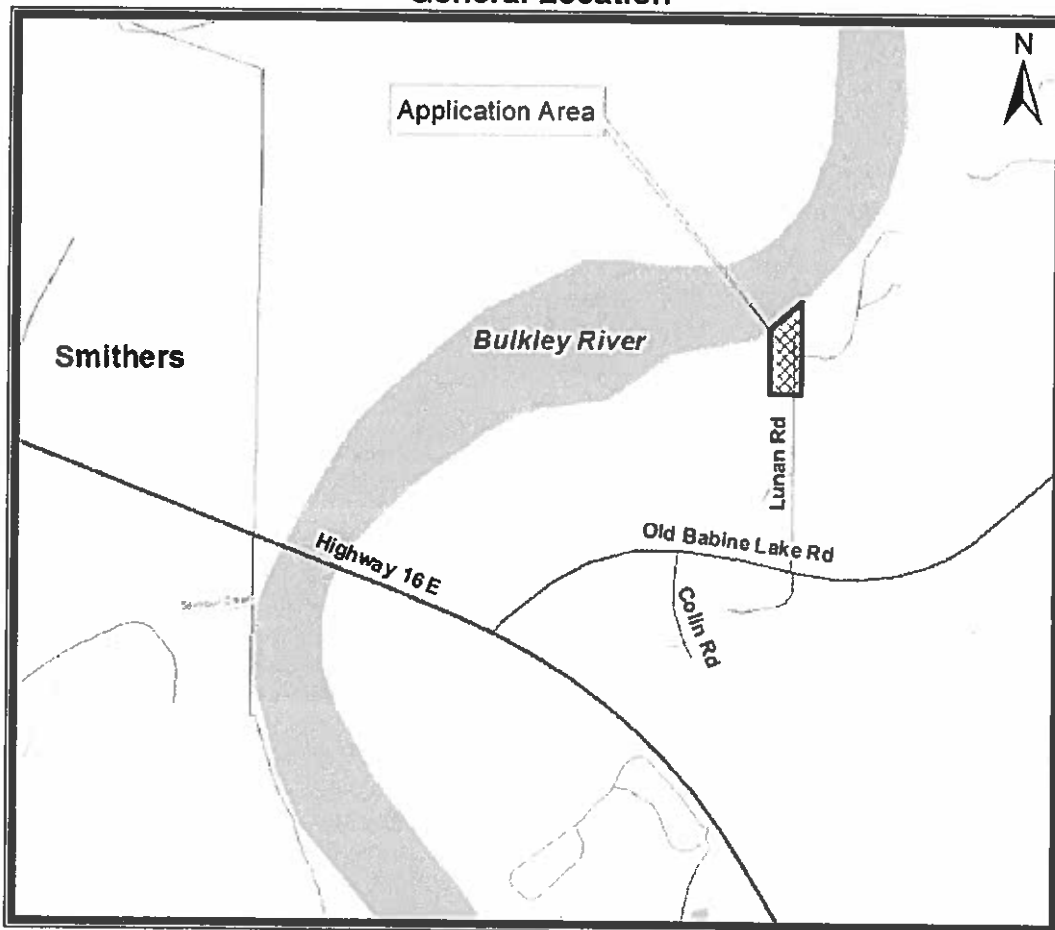
## MEMORANDUM

To: Board of Directors  
From: Scott Brown, Planning Technician  
Date: June 22, 2018  
Re: Recreation Referral File No. REC230132

This application is regarding a legal recreation site designation under Section 56 of the *Forest and Range Practices Act (FRPA)*. The Ministry of Forests Lands and Natural Resources – Rec Sites and Trails has made an application to develop and maintain a day use and boat launch site.

The Lunan Road Boat Launch is located on Ministry of Transportation right-of-way near the Town of Smithers. The boat launch is heavily used and is the primary access point for boaters in the area. The site sees high traffic from late June to late November.

### General Location





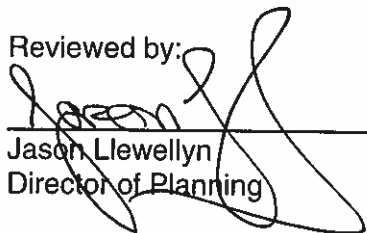
There have been long term concerns regarding the unregulated use of the site, and lack of facilities. Approval of this application will allow Rec Sites and Trails BC to include the site in a formal maintenance contract and establish rules regarding site use through the Forest Recreation Regulations. The proposal includes a new parking area, tables and toilet facilities. In order to accommodate this on site there is some proposed removal of vegetation.

**Recommendation**

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

*Rural Directors – All/Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Scott Brown  
Planning Technician



**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT  
SHEET ON CROWN LAND REFERRALS No.  
REC230132**

---

<b>Electoral Area:</b>	A
<b>Applicant:</b>	MFLNRO – Rec Sites and Trails
<b>Existing Land Use:</b>	Informal Boat Launch
<b>Zoning:</b>	Agricultural (Ag1) in RDBN Zoning Bylaw No. 700, 1993.
<b>Plan Designation:</b>	Agricultural (Ag) in Smithers Telkwa Rural OCP Bylaw No. 1704, 2014 Schedule “A”
<b>Proposed Use Comply With Zoning:</b>	n/a
<b>If not, why?</b>	n/a
<b>Agricultural Land Reserve:</b>	Yes
<b>Access Highway:</b>	Lunan Rd.
<b>Archaeological Site:</b>	No
<b>Building Inspection:</b>	N/A
<b>Fire Protection:</b>	Yes
<b>Other comments:</b>	The Regional District is in full support of this application.

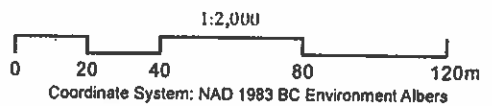
115



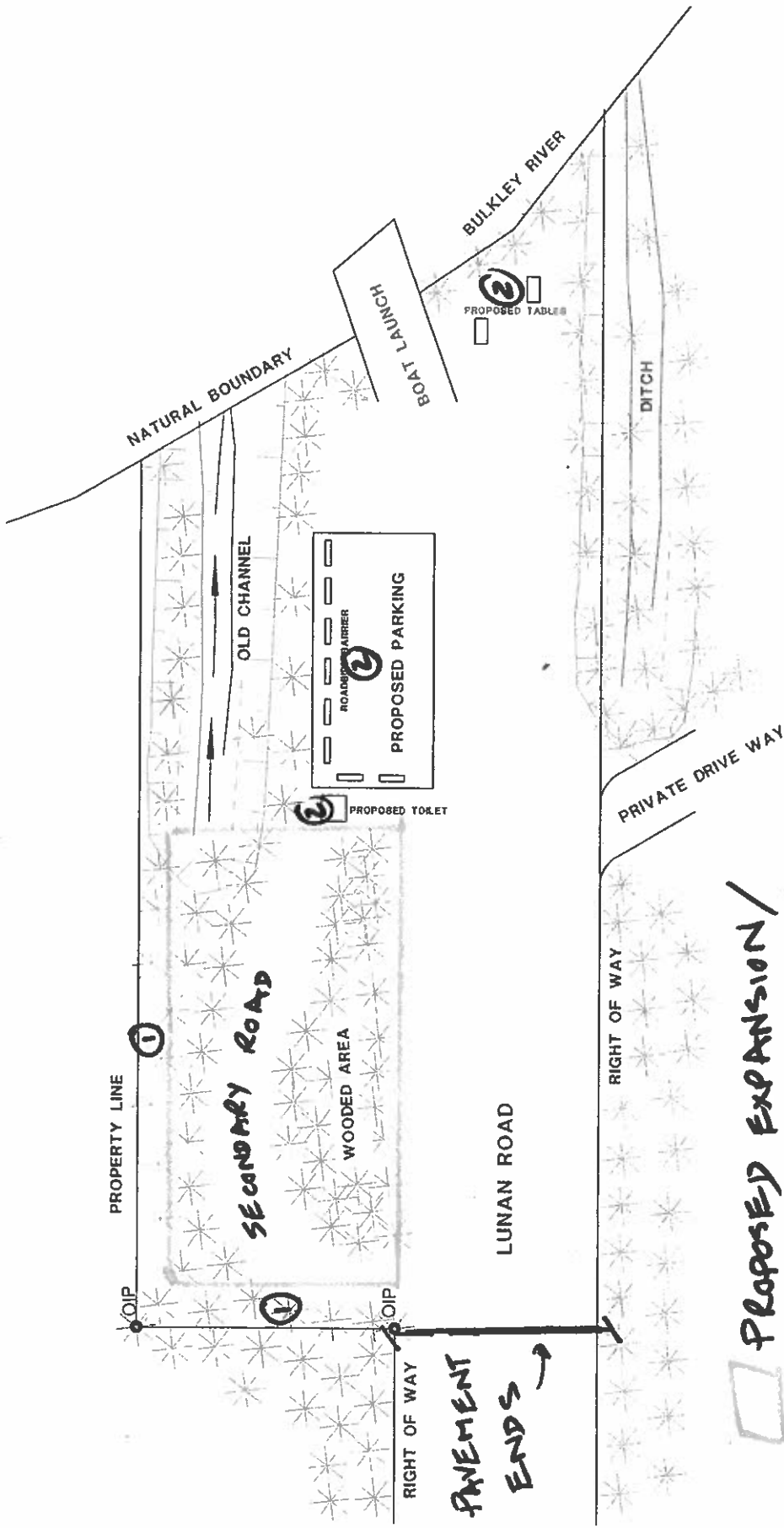
REC230132



Recreation Sites and Trails BC



Date: 2018/05/03



- PROPOSED EXPANSION / VEGETATION REMOVED
- ① BUFFER RETAINED (SCREENING)
- ② UNCONFIRMED LOCATIONS

March 5, 2018

## Lunan Road Recreation Site Establishment – Proposal to MoTI

---

Prepared by: Brandy Hughes, Recreation Officer, RSTBC, Nadina-Skeena District

For: Cailey Brown & Leanne Helkenberg, MoTI, Bulkley-Stikine District

Date: March 6, 2018

### Purpose

To obtain formal support from MoTI in legally-designating the Lunan Road right-of-way as a BC Recreation Site under Section 56 of the *Forests and Range Practices Act (FRPA)*.

### Overview

The Lunan Road Boat Launch is located in the Skeena-Stikine Natural Resource District in the Bulkley Timber Supply Area (TSA). The site is located on Crown Land currently tenured as a MoTI right-of-way. This is the primary access point for anglers, boaters, and fishermen using the Bulkley River due its close proximity to Highway 16 and Smithers, and ease of access as provided by MoTI. This site sees regularly use from late June to late November.

### Legal Designation under FRPA

RSTBC will conduct a formal referral process (eReferral) in legally-establishing the river-front portion of the right-of-way. This process will solicit important feedback from identified stakeholders and take place immediately following receipt of support from MoTI. Confirmation of support from MoTI is the first step in this process. Legal site designation has many benefits, including:

- The ability to include the recreation site in a formal maintenance contract.
- The authority to manage commercial and industrial use in consideration of the recreation values.
- The ability to partner with non-profit organizations and local businesses and governments in maintaining and upgrading the site.
- The ability to apply the Forest Recreation Regulations (FRPA) to the site in creating rules and objectives that are measurable and enforceable.
- The ability for RSTBC to spend money on the site.

Legal designation does not warrant any exclusive rights to RSTBC. The “designation” status indicates important recreational values and opportunities available to the public. It does not limit MoTI in any way from completing their obligations in managing the public road.

RSTBC recognizes the document *Policy on Use of Rights of Ways that Provides Access to Water*. RSTBC will work with MoTI in implementing these guidelines where sensible.

### Public Safety and Environmental Concerns

March 5, 2018

Currently, the Lunan Road site is lacking any infrastructure. As a result, human waste and garbage is not being appropriately managed for, unauthorized fire pits are a common occurrence, and poor parking behaviour is resulting in private landowner's driveways being blocked and unmanaged driving techniques having the potential to harm users or cause damage to property. Additionally, vehicles are seen parked on the river channel and driving in the river itself, causing potential harm to fish species and water quality.

#### Mitigation Strategies

In consideration of the concerns noted above, RSTBC will aim to make the site safer and aesthetically-pleasing to the visitor. This will include expanding the site to accommodate more vehicles and installing brand-new infrastructure and signs to complement the site. RSTBC will aim to complete the following this summer, prior to August 1, 2018:

- Create more space and parking through the removal / grubbing of vegetation and adding sufficient fill to coincide with the existing road grade.
- Cap the entire site, both existing and newly created, with high-quality crush with the intent of making the site hardier and smoother for wheelchairs users.
- Implement intuitive, angled parking for vehicles and trailers using directional signage and CRBs.
- Install an accessible outhouse, an accessible picnic table, and double-wide kiosk.
- Install garbage and recycling bins.
- Post directional, educational and cultural heritage signage.
- Promote the site as a family-oriented experience in mitigating the late-night users.

#### Stakeholder Support – Confirmed and In-Progress

RSTBC has received confirmed support from Freshwater Fisheries of BC in providing monetary support and expertise in developing wording for signage and preventing vehicles from using the river channel. Currently, there are no definite plans in place for this issue. This will be explored further this summer.

RSTBC continues to canvas for in-kind contributions from the Regional-District, the Town of Smithers, BV Adventures, and other local businesses. The rod and gun club has expressed interest in taking on the stewardship of this site.

The Office of the Wet'suwet'en was sent a formal Referral of Notification last October 2017. A decision has been made. They are supportive of the project and interested in hearing how the protection of the river channel and bed from vehicles is progressing.

#### Project Plan & Implementation

*\*See attached Lunan Road Boat Launch, Project Plan.*

RSTBC will implement the plan through a professional services contract with BV Solutions (Eric Becker). Eric will act as the project manager for the project in implementing the plan, supervising construction, and liaison with stakeholders, including MoTI. Eric worked for MoTI a few years back and comes highly recommended by BC Parks in site design and implementation.

March 5, 2018

RSTBC has developed a site design based on consultation with Mark Savage (MoTI), local landowners, Freshwater Fisheries Society of BC, and respective authorities at Regional Operations. This site design will be further reviewed and confirmed by Eric prior and during construction.

\*In recent discussions with MoTI, it's noted that placement of infrastructure can impede the plow truck from turning around and result in the outhouse entrance being blocked by snow. This will be clearly communicated to Eric. Ice jams are also a noted concern.\*

#### RSTBC Roles and Responsibilities

RSTBC will ensure user safety, environmental sustainability and enjoyment of this site through a formal site maintenance contract with a qualified contractor. This professional services contract (FS1) will see the contractor visiting the site one to two times per week during the Service Period (June – October). See attached *Appendix 3, Operational Standards for Recreation Sites and Trails*.

RSTBC will commit to providing septic services for the outhouse and notify MoTI of any subsequent works for the site as RSTBC monitors use patterns and develops plans for protecting the river channel and bed from vehicle use.

#### MoTI Support

RSTBC is requesting MoTI consider supporting this project in consideration of the site being a MoTI right-of-way and the importance of this site to the Bulkley Valley.

Ideas that come to mind include:

- Roadworks - MoTI will continue to provide road-works / maintenance services for the entire right-of-way, including the recreation site area.
- Material – the main cost associated with upgrading this site is purchasing material and transporting the material from the source to the site. Any support on this is appreciated.
- Garbage & recycling pick-up – this could coincide with other pickups in the area.
- CRBs – assist RSTBC in getting a deal on this item as part of a bulk order, or donating some if possible.
- Highway signs – two directional signs are planned for Highway 16. Cost is estimated at \$2,500.
- Upstream access blockade - there is an off-road trail between the bridge and Lunan Road that provides an alternate access point to the river channel. We ask MoTI to support RSTBC in blocking this access point at the highway.
- Continued support and guidance – MoTI has been very generous in helping us with this project since first bringing it forward almost two years ago. Mark Savage took the time to find the boundary pins for us and in doing so developing a site design for us.

#### Conclusion

We ask that MoTI provides a letter of support stating that MoTI understands the vision of this project, the value, and will permit RSTBC to develop, manage, maintain and designate Lunan road boat launch as an official recreation site.

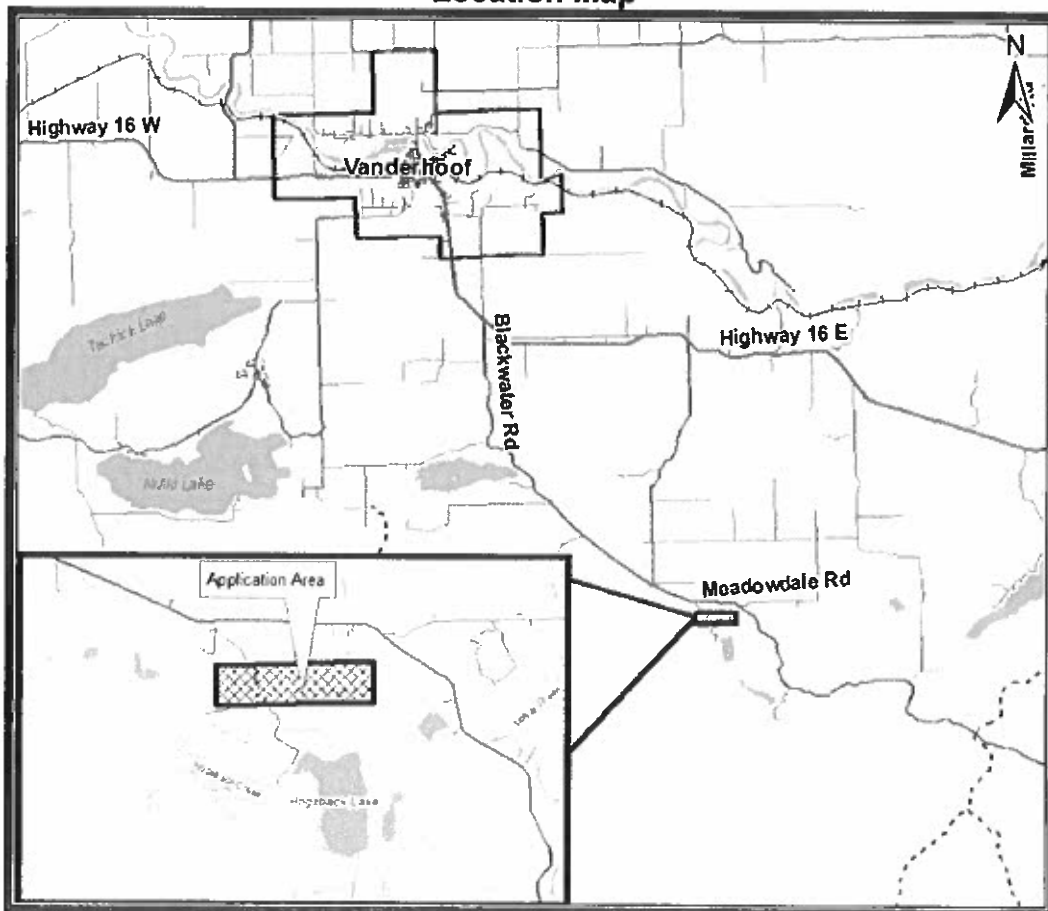


## MEMORANDUM

To: Board of Directors  
 From: Scott Brown, Planning Technician  
 Date: June 26, 2017  
 Re: Land Referral File No. 7410010 (Dowling)

This application is regarding a Crown Grant to obtain additional land for extensive agriculture purposes. The subject property is legally described as South  $\frac{1}{2}$  of South  $\frac{1}{2}$ . Section 15, Township 8, Range 4 Coast District and is located near Blackwater Road and Hogsback Creek, approximately 23 kilometres south east of the District of Vanderhoof. The application area is approximately 65 ha. in size.

**Location Map**



The intent of this application is to provide additional arable land to their existing farm operation located approximately 4km from the application area. This Crown Grant will allow the applicant to establish fencing, harvest merchantable timber, and clear land for forage production.



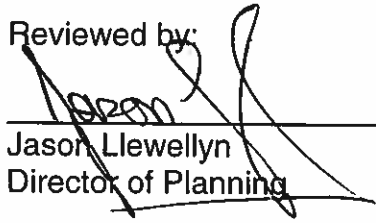
The application area is zoned Agricultural (Ag1) under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 and is within the Agricultural Land Reserve. The application complies with zoning.

**Recommendation**


That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7410010.

*Rural Directors – All/Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Llewellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Scott Brown  
Planning Technician



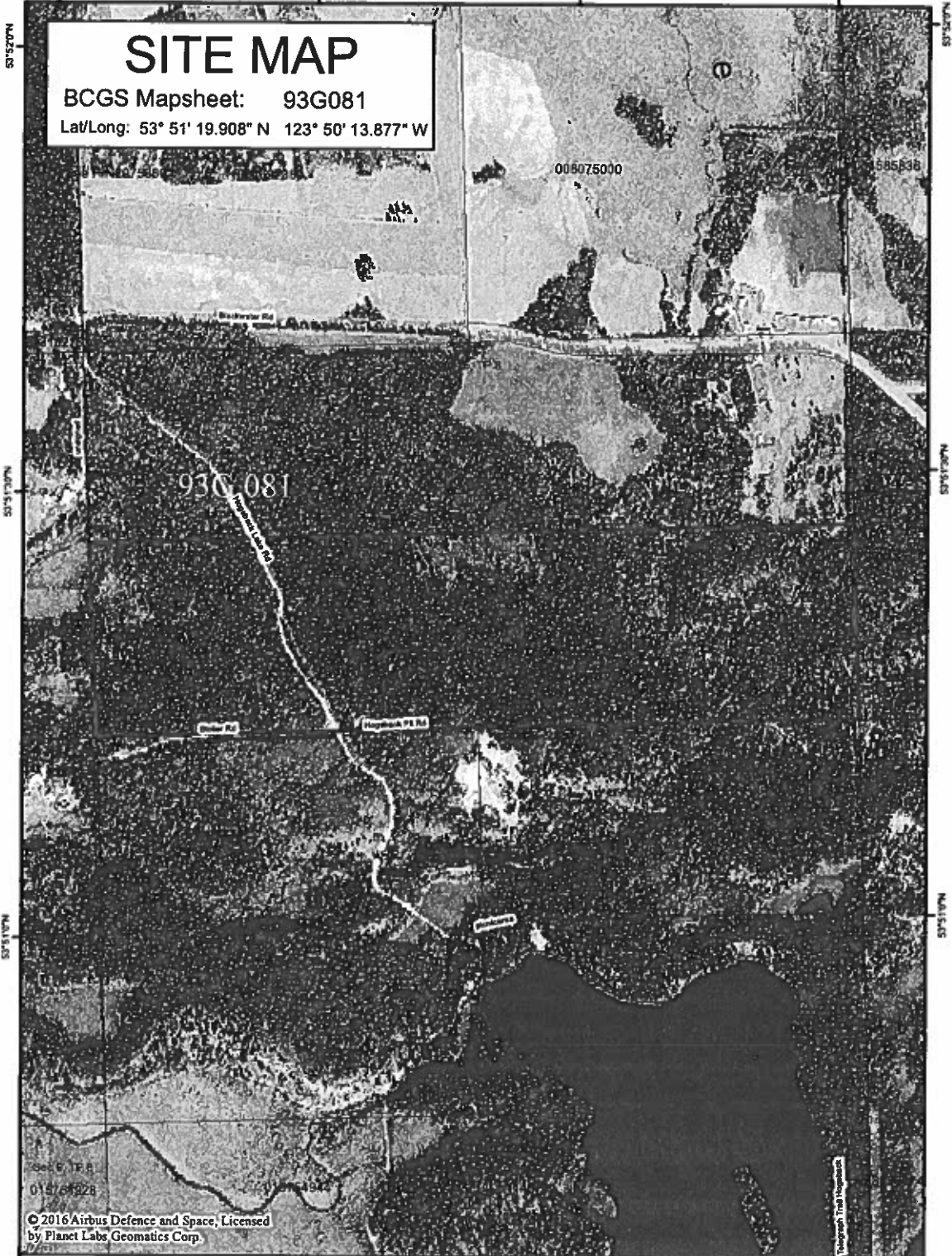
## REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 7410010

---

<b>Electoral Area:</b>	F
<b>Applicant:</b>	Michael and Christina Dowling
<b>Existing Land Use:</b>	Vacant, Forested
<b>Zoning:</b>	Agriculture (Ag1) under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
<b>Plan Designation</b>	Agriculture (AG) under Vanderhoof Rural Official Community Plan, Bylaw No. 1517, 2009
	Section 3.1.2 (11) states that "The Province is encouraged to implement innovative approaches to making appropriately located Crown lands available and affordable for agricultural use."
<b>Proposed Use Comply With Zoning:</b>	Yes
<b>If not, why?</b>	
<b>Agricultural Land Reserve:</b>	Within the ALR
<b>Access Highway:</b>	Blackwater Rd.
<b>Archaeological Site:</b>	None according to provincial mapping
<b>Building Inspection:</b>	Outside the Building Inspection Area
<b>Fire Protection:</b>	Outside the Rural Fire Protection Area
<b>Other comments:</b>	None

123

123°51'0"W 123°50'30"W 123°50'0"W 123°49'30"W



**SITE MAP**  
 BCGS Mapsheet: 93G081  
 Lat/Long: 53° 51' 19.908" N 123° 50' 13.877" W

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**File Number: 7410010**

Site # 1 of 1 - APPLICATION      Area = 65.25 Ha.

TYPE: CROWN GRANT      PURPOSE: AGRICULTURE

SUBTYPE: DIRECT SALE      SUBPURPOSE: EXTENSIVE

LOCATION: HOGSBACK ROAD      IMAGERY: Spot - 2014-2015

Produced by  
 Ministry of Forests, Lands &  
 Natural Resource Operations  
 Northern Service Centre  
 FrontCounterBC  
 Date: June 14, 2016

Scale: 1:10,000  
 \* if printed on 8.5X14 page

Projection: BC Albers  
 Datum: NAD 83

**Legend**

	Crown Land Application		Protected Area
	Primary Survey Parcel		Provincial Park
	Subdivision		Protected Area
	Municipality		OIC Ecological Reserve
	Surveyed Rights of Way		Restriction Area
	Surveyed Road RW		Base Mapping Features (20K)
	Gas/OI RW District Lot		River or Stream
	Power Transmission RW		River or Stream - Dry
	Gas/OI RW		Lake
	Telecom RW District Lot		Reservoir - Debris
	Miscellaneous RW		Glacier/ice field
	Transportation Corridors		Contour - 20m Interval
	Highway		Transportation - Line (20K)
	Railway		Airfield
	Surveyed Road RW		Road
			Forest Service Road
			Road Permit
			Trail
			Rail Line

All measurements are approximate.



## Development of quarter section to agricultural use:

Our initial plan will entail the logging / clearing of two areas of the property. The area west of Hogsback Road, is a level area, with a mixed stand of spruce, fir, poplar, and dead pine. It looks to be of good quality soil. The central area, east of Hogsback Road, has had some bug-kill logging done approximately 15 years ago. This area will entail clean up of the debris, and some logging /clearing. The area is already growing natural grasses, and has good potential for grazing. The eastern quarter of the property has a creek running through it, with ravines, and development options would need to be explored.

Phase 1 development phase would be the logging and clearing of the selected sites on the property. Ideally we could have all the required logging done during the winter, allowing for clearing and clean-up to be done when the ground is dry enough. We would explore the possibility of having the debris chipped in order to avoid burning. If burning was necessary, the timing would be dependent on Ministry of Forest allowances.

Phase 2 development would see some ground development, starting with the area west of Hogsback Lake Road. Once the ground work is done, we will seed with a forage mix for pasture. This will allow for the gradual fine clean up of the land in preparation of seeding to hay and the use of haying equipment on it.

Phase 3 development would see ground work being done on the east side of Hogsback Lake Road. We see this area being developed for grazing. Once the forage is established, we will develop more of our home property in to hay land.

Some perimeter fencing is in place and would need repairs or upgrading. Unfenced perimeter and cross-fencing would need to be established. Because of the close proximity to our own property, less than two kilometres by road, it is feasible to transport machinery and livestock to the property. A livestock handling area will be needed for unloading / loading.



125

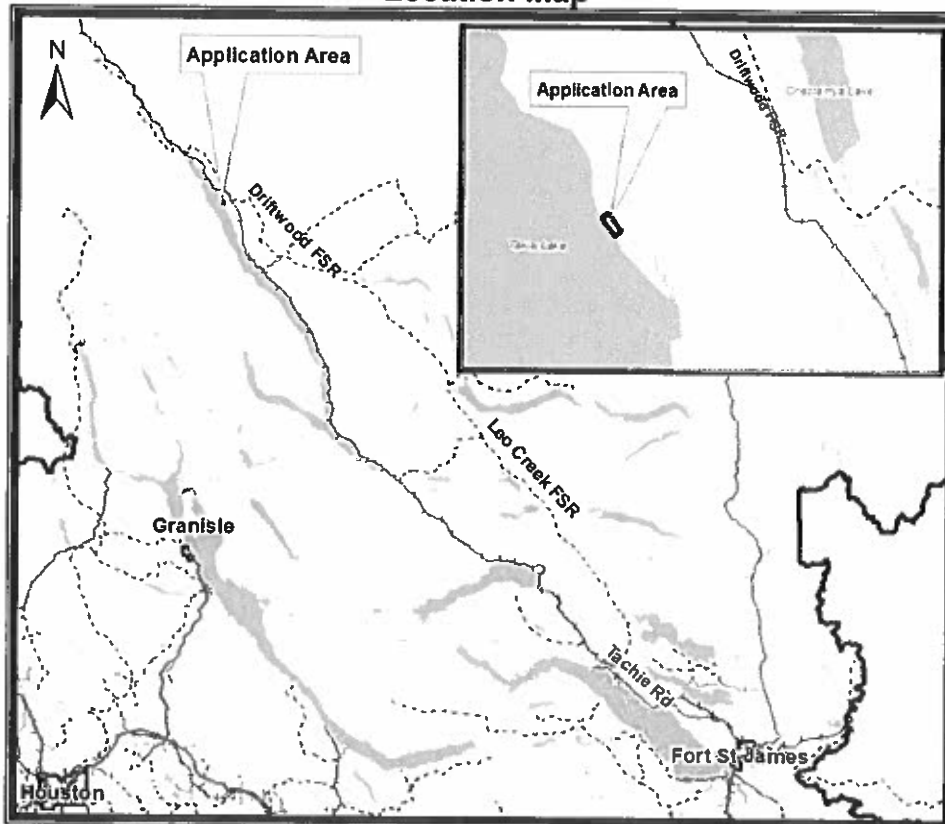
## MEMORANDUM

To: Board of Directors  
From: Scott Brown, Planning Technician  
Date: June 28, 2018  
Re: Land Referral #7404687

This application is for a Crown Land License of Occupation- Intensive site. The subject property is 2.02 hectares of unsurveyed crown land located in the vicinity of Lovell Cove on Takla Lake, approximately 35 km north of Takla Landing. The access to the property is via Driftwood FSR or by boat. The property is outside of zoning, OCP and building permit areas.

The applicant has applied to use for a License of Occupation under the Adventure Tourism/Commercial Recreation policy for a 45 year term. The applicant plans to operate an annual cultural camp for indigenous youth. Canvas tents will be set up for one week periods, at this time there are no plans for permanent structures. First aid and fire safety plans are to be followed and the applicant carries mandated liability insurance for the events.

Location Map



**Recommendation**


That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application #7404687

*Rural Directors – All/Directors/Majority*

Reviewed by:

  
\_\_\_\_\_  
Jason Newellyn  
Director of Planning

Written by:

  
\_\_\_\_\_  
Scott Brown  
Planning Technician

**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL #7404687**

---

<b>Electoral Area:</b>	C
<b>Applicant:</b>	Crystal French
<b>Existing Land Use:</b>	None
<b>Zoning:</b>	None
<b>Plan Designation Proposed Use Comply With Zoning:</b>	n/a
<b>If not, why?</b>	n/a
<b>Agricultural Land Reserve:</b>	Outside the ALR
<b>Access Highway:</b>	Driftwood FSR
<b>Archaeological Site:</b>	None according to provincial mapping
<b>Building Inspection:</b>	Outside the Building Inspection Area
<b>Fire Protection:</b>	Outside the Rural Fire Protection Area
<b>Other comments:</b>	None

1280

126°7'0"W

126°6'30"W

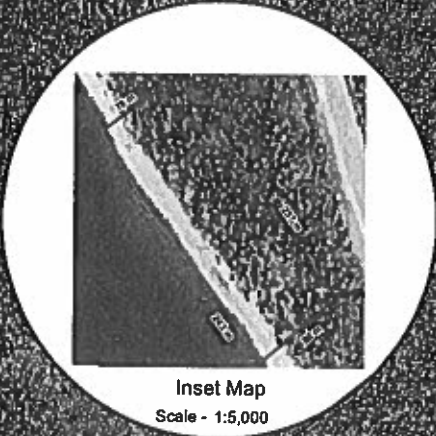
126°6'0"W

126°5'30"W

# SITE MAP

BCGS Mapsheet: 93M070

Lat/Long: 55° 37' 1.652" N 126° 6' 19.600" W



NAD 83  
NAD 83  
NAD 83  
NAD 83

NAD 83  
NAD 83  
NAD 83  
NAD 83

93M070

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## File Number: 7404687

Site # 1 of 1 - APPLICATION      Area = 2.02 Ha.

TYPE: LICENCE

PURPOSE: COMMUNITY

SUBTYPE: LICENCE OF OCCUPATION

SUBPURPOSE: COMMUNITY FACILITY

LOCATION: LOVELL COVE

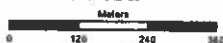
IMAGERY: Spol 2014-2015

Produced by  
Ministry of Forests, Lands &  
Natural Resource Operations  
& Rural Development  
Northern Service Centre  
FrontCounterBC  
Date: June 11, 2016

Scale: 1:10,000

\* if printed on 8.5X14 page

Projection: BC Albers  
Datum: NAD 83



### Legend

- |                                 |                                     |
|---------------------------------|-------------------------------------|
| Crown Land Application          | Protected Area                      |
| Primary Survey Parcel           | Provincial Park                     |
| Subdivision                     | Protected Area                      |
| Municipality                    | QC Ecological Reserve               |
| Surveyed Rights of Way          | Recreation Area                     |
| Surveyed Road RW                | <b>Base Mapping Features (20K)</b>  |
| Gas/Oil RW District Lot         | River or Stream                     |
| Power Transmission RW           | River or Stream - Dry               |
| Gas/Oil RW                      | Lakes                               |
| Telecom RW District Lot         | Reservoir - DeWote                  |
| Miscellaneous RW                | Glacier/icefield                    |
| <b>Transportation Corridors</b> | Contour - 20m Interval              |
| Highway                         | <b>Transportation - Lines (20K)</b> |
| Railway                         | Airfield                            |
| Surveyed Road RW                | Road                                |
|                                 | Forest Service Road                 |
|                                 | Road Permit                         |
|                                 | Trail                               |
|                                 | Rail Line                           |

All measurements are approximate.



129

May 8, 2018

To Whom This May Concern;

**Re: Request for Tenure of Property: Range 05 Coast Range 5 Land District, VICINITY OF LOVELL COVE & TAKLA LAKE LBF#7404687**

Please accept this letter as my request to tenure property: Range 05 Coast Range 5 Land District, VICINITY OF LOVELL COVE & TAKLA LAKE LBF#7404687.

I am a band member from Takla Lake First Nations who provides cultural and life skill services to first nation's youth. We host annual cultural camps and have traditional daily gatherings.

I am applying for this parcel of land to use for cultural teachings, spiritual connections and community gatherings. We will be using this property to host cultural camps annually for first nation's children and community.

At this time, when the land is in use, it will be to set up canvas wall tents for one week periods. In the future, we may submit a request for infrastructure, but at this time, only tent use is applicable.

When there are no fire bans, a safety regulated camp fire will be used to roast hot dogs and marshmallows. If fire bans are in effect, a camp fire WILL NOT be permitted.

During our camps we have Level 3 First Aid Attendants. Also for safety planning the RCMP and the nearest local medical centers are informed of our event. In addition, we ensure adequate transportation for emergency evacuations. We also carry liability insurance for the event each year because we are mandated by the Provincial and Federal Government, Ministry of Children and Family Development (MCFD) and Indigenous and Northern Affairs of Canada (INAC).

The land use is always respected, cleaned and well maintained as we are teaching the connectedness to Mother Nature and the importance of honouring the land, the animals and our spirituality.

I also have a support letter from Takla Lake First Nations attached for your records and for quicker processing of our application when it comes to first nations consultation.

Thank you for your consideration and please contact me if you have questions.

Sincerely,



Crystal French  
Date of Birth: July 13, 1981  
Takla Band No. 6080052801

130



# TAKLA NATION

HEALTH • PROSPERITY • TRADITION

Crystal French

Takla Nation Member

**Re: Support Letter for Application to retain Lovell Cove property**

Dear Crystal:

Chief and Council support your application to retain property in the vicinity of Lovell Cove, specifically TAKLA LK – Range 05, Coast Range 5 Land District LBF #7494787.

Supporting infrastructure and activity on our Traditional Territory is an important part of the Nation's work. Your plan to host cultural camps on the land will benefit our people, and the other First Nations people.

We wish you success.

Sincerely,

A handwritten signature in cursive script that reads "Sandra Teegee".

Deputy Chief Sandra Teegee on behalf of Chief John French

July 3, 2018



Ministry of  
Municipal Affairs  
and Housing

## Housing Needs Reports – Bulletin

The *Local Government Statutes (Housing Needs Reports) Amendment Act, 2018, S.B.C. 2018, c. 20* makes amendments to the *Local Government Act* and *Vancouver Charter*.

The legislation requires local governments, at least every five years, to:

- collect information necessary to identify current and projected housing needs;
- use that information to prepare and publish online a report, known as a *housing needs report*, showing current and projected housing needs for at least the next five years;
- consider the most recently collected information and housing needs report when amending community and regional plans.

The intent of these changes is to strengthen the ability of local governments to understand what kinds of housing are most needed in their communities. They will help ensure that local policies, plans and development decisions that relate to housing are based on recent evidence and responsive to current and future needs.

**The new requirements will come into force when the applicable regulations are adopted. Local governments will be notified when this occurs.**

A \$5 million, three year funding program will support local government efforts to meet this new requirement. The Ministry of Municipal Affairs and Housing (MAH) will also provide guidance to support the implementation of the new requirements, with a particular view to helping smaller local governments.

### BACKGROUND

Housing needs reports (sometimes known as housing need and demand assessments or studies), are a means for communities to better understand current and future housing needs. Such reports identify existing and projected gaps in housing supply by collecting and analyzing quantitative and qualitative information about local demographics, economics, housing stock, and other factors. Sometimes a report is part of a larger housing action plan or strategy.

### LEGISLATION

#### *Application*

This new requirement applies to all local governments in B.C., including municipalities and regional districts. It also applies to the local trust areas of the Islands Trust.

July 3, 2018



Ministry of  
Municipal Affairs  
and Housing

### *Collecting Information*

The legislation requires local governments to collect information about:

- current and projected population;
- household income;
- significant economic sectors;
- housing units - currently available or anticipated, and information about types of units.

### *Reporting Information*

The legislation requires that reports be based on the information collected, and include:

- number of housing units required to meet current housing needs, by type of housing unit;
- number of housing units required to meet anticipated housing needs for at least the next five years, by type of housing unit.

The legislation also allows the Province, by regulation, to require that additional information be included in reports, and to prescribe the format of reports.

When a housing needs report is complete, a local government is required to:

- receive the report at a council or board meeting that is open to the public;
- publish the report on an internet site that is publicly and freely accessible.

The public reporting requirements means that the public and other stakeholders such as non-profits, First Nations, private developers, and other government agencies will have access to better information when making decisions about investments in housing.

### *Official Community Plans (OCPs), Development Plans (DPs), Regional Growth Strategies (RGSs)*

A local government is required to consider the most recent housing needs report, and housing information on which it is based, when:

- developing an OCP/DP or RGS;
- amending an OCP /DP in relation to housing statements, map designations or policies;
- amending an RGS in relation to proposed housing actions;
- considering every five years whether an RGS must be reviewed.

This will ensure that when an OCP/DP or RGS is updated, it is informed by the latest available housing needs information. Reports can be part of a larger housing action plan or housing strategy that outlines the strategies and actions that a local government will undertake to meet the community's needs.

July 3, 2018



Ministry of  
Municipal Affairs  
and Housing

### *Timelines*

**The new requirements will take effect once the applicable regulations are adopted. Local governments will be notified when this occurs.**

From that point, a local government will be required to receive its first housing needs report within three years. The intent is to allow local governments a reasonable amount of time to collect, analyze and report on housing needs information for the first time.

Every subsequent housing needs report will be required at intervals of no more than five years. This timeframe aligns with the availability of new Census data, and the requirement in the *Local Government Act* for OCPs to anticipate housing needs over a five-year period.

### **REGULATIONS**

The legislation provides the Province with the authority to make regulations that could tailor information collection and reporting requirements. This includes:

- requiring local governments to collect additional information, e.g. more detailed data on current and projected demographics, economic trends, or housing supply;
- prescribing the format of housing needs reports;
- prescribing the types of housing units;
- differentiating requirements between local governments (e.g. by community size);
- exempting local governments and/or areas of local governments from the requirement (e.g. very small local governments or electoral areas with low populations).

Ministry staff will be undertaking consultation with local governments and other stakeholders in the coming months to develop requirements to be specified in the regulation.

### **RECENTLY COMPLETED HOUSING NEEDS ASSESSMENTS**

The legislation includes transitional provisions to accommodate local governments who are already working on, or who have recently completed a housing needs report, so that they will be considered to have met the legislated requirement for their first report. Ministry staff (see below) can provide more information as to whether these provisions apply to your local government.

### **INFORMATION SOURCES**

Housing needs-related information is available through sources such as BC Stats, StatsCan, CMHC, and Multiple Listing Services (MLS). Other information may be obtained from sources such as BC Housing, the BC Non-Profit Housing Association, local non-profits and businesses, surveys and interviews.

July 3, 2018



Ministry of  
Municipal Affairs  
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### **COORDINATING HOUSING NEEDS REPORTS**

Partnerships between two or more local governments to undertake this work could offer potential benefits and efficiencies. A regional district could also consider coordinating the collection and reporting of housing needs information on behalf of their members, as long as community-specific information and reporting is provided for each participating local government.

### **MORE INFORMATION**

Guidance material will be forthcoming later in 2018, which will include key considerations for local governments that are working to meet this requirement. In the meantime, please direct any questions about the new legislation to:

Ministry of Municipal Affairs and Housing  
Planning and Land Use Management Branch  
Telephone: 205-387-3394  
Email: [PLUM@gov.bc.ca](mailto:PLUM@gov.bc.ca)

Full text of the Act: <http://www.bclaws.ca/civix/document/id/bills/billscurrent/3rd41st:gov18-3>

More information about housing: <https://www2.gov.bc.ca/gov/content/housing-tenancy>

July 3, 2018



Ministry of  
Municipal Affairs  
and Housing

## Residential Rental Tenure Zoning – Bulletin

The *Local Government Statutes (Residential Rental Tenure Zoning), Amendment Act, 2018, S.B.C. 2018, c. 26* makes amendments to the *Local Government Act* and *Vancouver Charter*.

The legislation provides local governments with a new authority to zone for residential rental tenure (i.e. rental housing), and enact zoning bylaws that:

- require that new housing in residential areas be developed as rental units; and
- ensure that existing areas of rental housing are preserved as such.

The new rental zoning authority can only be used where multi-family residential use is a permitted use. Within these areas, local governments can now:

- set different rules in relation to restricting the form of tenure of housing units for different zones and locations within a zone; and
- require that a certain number, portion or percentage of housing units in a building be rental.

The intent of these changes is to give local governments greater ability to preserve and increase the overall supply of rental housing in their communities, and increase housing choice and affordability.

The new authority came into effect on May 31, 2018, on Royal Assent, and is now available for local governments to use.

### BACKGROUND

Until now, under B.C.'s land-use planning framework, local governments have not been permitted to zone for rental housing. Some local governments have requested this authority, and the 2018 report of UBCM's Special Committee on Housing (*A Home for Everyone: A Housing Strategy for British Columbians*) recommended the Province provide a rental zoning authority to local governments.

This is an innovative approach, as research undertaken to date has not identified a similar authority elsewhere in North America. Some jurisdictions permit *inclusionary zoning* which differs from rental zoning. The main difference is that rental zoning allows for the protection of existing areas of rental housing and the enabling of new rental development, whereas inclusionary zoning is typically aimed at ensuring affordability within new development.

### LEGISLATION

#### *Application*

This new rental zoning authority applies to all local governments in B.C., including municipalities and regional districts.

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This tool can be used at different geographic scales - e.g. blocks, lots, or individual buildings. Within a building, it can be used to require that all housing units, or a certain number, portion or percentage of housing units be rental. This means that communities of all sizes can be surgical in applying the authority to support local goals of neighbourhood completeness and diversity.

As noted above, rental zoning can only be used in locations where multi-family residential is a permitted use. These locations could be in zones that are strictly multi-family residential, or within comprehensive development or multi-use zones where multi-family residential is one of several permitted uses. Importantly, a local government can only limit tenure to residential *rental* tenure (i.e. it cannot not limit tenure to ownership and prevent rental).

One way in which rental zoning is expected to be used is to support rental housing close to current and future transit lines and other amenities.

#### *Non-Conforming Forms of Tenure*

The authority will work in conjunction with the existing provisions for non-conforming uses and non-conforming structures. It reflects the guiding principle that there be the least possible intrusion on property rights of owners occupying their homes when a rental zoning bylaw is adopted.

When a rental zoning bylaw is adopted, the intention is for the following to continue as non-conforming:

- the tenures of existing properties (e.g. strata units);
- the tenures of buildings that are "in-stream" (i.e. have received a development or building permit); and
- the tenure of any pre-sold strata units.

A change in property owners or tenants would not affect the non-conforming tenure status of a property.

The non-conforming tenure status of a property would no longer continue, and the property would be subject to a new rental zoning bylaw...

- when changes to a building include the addition of new housing units. Those units would be subject to the rental tenure provisions of a zoning bylaw; or
- after a strata corporation is wound up, upon disposition of the units and the land that previously belonged to the strata corporation.

#### *Strata Bylaws and Housing Cooperative Rules*

Existing strata properties in locations where a rental zoning bylaw is adopted will be considered to have non-conforming tenure. Where a rental zoning bylaw is adopted, that bylaw would not affect strata corporation bylaws or housing cooperative rules.



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### *Public Hearings*

Following a public hearing on a bylaw, a council/board cannot alter a part of a zoning bylaw that would require rental housing without further notice or public hearing. This aligns with the public hearing requirements for zoning bylaw changes to use and density, and ensures that local governments provide adequate information to the public.

### *Development Permits, Development Variance Permits and Boards of Variance*

The legislation establishes that development permits and development variance permits must not vary the application of a zoning bylaw in relation to residential rental tenure.

Similarly, the legislation requires that any variance that is permitted by a board of variance does not alter the application of provisions in a zoning bylaw respecting rental zoning. Specific to the *Vancouver Charter*, the board of variance shall not allow an appeal about a zoning by-law in relation to residential rental tenure of housing.

### *Heritage Properties*

The legislation requires that a local government hold a public hearing if a heritage revitalization agreement, or amendment to the agreement, proposes to alter provisions in a zoning bylaw relating to rental housing. It also establishes that a heritage alteration permit may not vary provisions in a zoning bylaw related to rental housing.

### *Enforcement*

The intention is that local governments will have access to the same suite of bylaw enforcement options for this new zoning authority as they already have for existing zoning authorities (e.g. ticketing, bylaw notices).

## **REGULATIONS**

The legislation provides the Province with the authority to make regulations prescribing when non-conforming forms of tenure are authorized to continue, and in relation to when a non-conforming form of tenure is no longer authorized.

## **IMPLEMENTING RENTAL ZONING**

Before a local government uses this provision, ideally they will first consider their local housing needs, including the appropriate number, type and location of rental units. Over time, this information will become more readily available given the new legislative requirement for housing needs reports (*Local Government Statutes (Housing Needs Reports) Amendment Act, 2018, S.B.C. 2018, c. 20*).

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A local government's Official Community Plan (OCP) may already include policies on rental housing that provide sufficient direction about where and how to update the zoning bylaw for rental housing. If not, the OCP would need to be amended accordingly.

Following from this, the local government would amend their zoning bylaw to limit tenure to rental in identified multi-family residential areas. The rezoning process would follow legislated requirements and would typically include a public hearing (if the proposed zoning amendments are consistent with the OCP, a public hearing may be waived).

A local government that chooses to use rental zoning must define "residential rental tenure" in its zoning bylaw. The definition can reflect the different needs and context of the community.

#### **RELATIONSHIP TO OTHER LAND-USE TOOLS**

The new rental zoning authority will complement existing provisions in the legislation, including those aimed at securing affordable rental units. For instance, existing density bonus provisions allow affordable housing units to be secured in exchange for a pre-determined density bonus, if a developer/land owner chooses the density bonus option. As well, conditions related to affordability, including rents or sales prices (or the form of tenure), can be secured over time through a housing agreement with the land owner.

#### **MONITORING**

Local governments are responsible for local land use planning and development. It will be up to them, when considering rental zoning, to make responsible decisions that take into account best practices related to matters such as community completeness, compactness and diversity.

The Province plans to monitor the adoption and use of rental zoning to determine how local governments are using it and how it is helping to secure the additional rental housing they need to meet local housing needs. Monitoring will also allow the Province to ensure that the tool is performing as intended.

#### **MORE INFORMATION**

Guidance material will be forthcoming later in 2018, which will include key considerations for local governments that are considering using this new authority. In the meantime, please direct any questions about the new legislation to:

Ministry of Municipal Affairs and Housing  
Planning and Land Use Management Branch  
Telephone: 205-387-3394  
Email: [PLUM@gov.bc.ca](mailto:PLUM@gov.bc.ca)

Full text of the Act: <http://www.bclaws.ca/civix/document/id/bills/billscurrent/3rd41st:gov23-3>

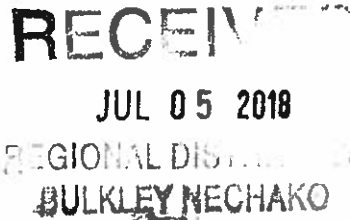
More information about housing: <https://www2.gov.bc.ca/gov/content/housing-tenancy>

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June 27, 2018

Chair Miller and Board  
Bulkley-Nechako Regional District  
Box 820  
Burns Lake, BC, V0J 1E0



**RE: Application for 2018 Community Excellence Awards**

Dear Chair Miller and Board,

Thank you for submitting the following application(s) for the 2018 Community Excellence Awards:

- Excellence in Service Delivery: Village of Burns Lake, and Electoral Areas B and E, Joint Official Community Plan Review

The Selection Committee will review all applications and the winners will be announced at the Community Excellence Awards reception held during UBCM's 2018 Convention.

This year, the award presentation and reception will take place from 5:00 to 6:00 pm on the evening of Tuesday, September 11, in the Emerald Ballroom of the Westin Hotel in Whistler, BC.

The award presentation and reception will be open to all UBCM delegates. There will be reserved seating for five representatives from each applicant community, however no RSVP is required.

We look forward to seeing you at the awards presentation and reception. If you have any questions, please contact 250 356-5193 or [awards@ubcm.ca](mailto:awards@ubcm.ca).

Sincerely,

A handwritten signature in cursive script, appearing to read "Danyta Welch".

Danyta Welch  
Manager, Local Government Program Service

cc: Jason Llewellyn, Director of Planning

## Community Excellence Awards 2018 Application Form

Please complete and return the application form by Friday, May 25, 2018. All questions are required to be answered by typing directly in this form. If you have any questions, contact awards@ubcm.ca or (250) 356-5193.

### SECTION 1: Applicant Information

Local Government: Regional District of Bulkley-Nechako (RDBN)

Complete Mailing Address: PO Box 820,  
Burns Lake, BC, V0J 1E0

Contact Person: Jason Llewellyn, MCIP,  
RPP

Position: Director of Planning

Phone: 250-692-1225

E-mail: jason.llewellyn@rdbn.bc.ca

### SECTION 2: Category

- Excellence in Governance.** *Governance processes or policies that are outcomes-based and consensus oriented; support and encourage citizen participation in civic decision-making; are efficient, equitable and inclusive, open and transparent; and exemplify best practices in accountability, effectiveness, and long term thinking.*
- Excellence in Service Delivery.** *Projects/programs that provide effective services in a proactive manner, demonstrate benefit to the community, and utilize performance measures, benchmarks and standards to ensure sustainable service delivery.*
- Excellence in Asset Management.** *Projects/programs that demonstrate a comprehensive system of asset management policies and practices, meeting and/or exceeding accepted best practices.*
- Excellence in Sustainability.** *Projects/programs that incorporate a long-term sustainability lens by considering cultural, social, economic and environmental issues in planning, policy and practice.*

### SECTION 3: Project/Program Details

**1. Name of the Project/Program:**

Village of Burns Lake, and Electoral Areas B and E, joint Official Community Plan Review.

- 2. Project/Program Summary.** Please provide a summary of your project/program in 150 words or less.

In 2016-2017 the RDBN, in conjunction with the Village of Burns Lake, undertook a joint review of the RDBN's Official Community Plan (OCP) for Electoral Areas B and E, and the OCP for the Village of Burns Lake. This project involved RDBN planning staff leading the process to review and develop the municipal OCP on a contract basis at the same time as they reviewed the OCP for the rural area adjacent to the municipality.

"Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2017" and "Village of Burns Lake Official Community Plan Bylaw No. 970, 2017" were both adopted in 2017.

- 3. Demonstrating Excellence.** Please describe how your project/program demonstrates excellence in meeting the purposes of local government in BC and provides promising practices for others to follow.

The project involved the RDBN and the Village of Burns Lake cooperating in the sharing of staff expertise and the merging of land use and development planning processes, resulting in the provision of improved planning services to the regions' residents.

The project allowed the RDBN planners to effectively and efficiently research, understand, and plan for the land use and development issues that exist in the region and overlap jurisdictions. This ensured that the goals, objectives, and policies of both OCPs were coordinated, complimentary, and consistent. The result is improved land use and development planning, and an improved working relationship between the Village of Burns Lake and the RDBN.

The project increased local capacity to deal with planning issues while achieving cost savings. These reduced costs allowed the municipality to undertake land use planning in a more timely manner utilizing local Registered Professional Planners with regional knowledge and understanding.

The project allowed for the sharing of resources, and coordination of processes allowing both the RDBN and the Village of Burns Lake to provide a higher level of service in a cost effective manner. For example, single public meetings were held for both the rural and municipal OCPs, and there were multiple opportunities for shared advertising and promotion.

Small municipalities in the north typically do not have Registered Professional Planners on staff given existing financial constraints. Planning work for small municipalities is commonly performed by staff whose training is primarily in another field. Often larger projects require the hiring of consultants from outside of the region who are hired at notable expense. This project demonstrates how jurisdictions can cooperate to share staff expertise, take advantage of the efficiencies associated with increased collaboration, and benefit from addressing challenges in a coordinated manner.

Given the success of the project the RDBN and the Village of Fraser Lake have embarked on a similar joint OCP-review process utilizing the RDBN's Registered Professional Planners.

#### 4. Category Criteria.

**A.** Please describe how your project/program meets the objectives of the category you have applied under. Refer to S. 3 of the Program & Application Guide.

##### Excellence in Service Delivery

The project resulted in the Village of Burns Lake and the RDBN adopting OCPs which approach land use and development in a highly coordinated, complimentary, and cooperative manner. This results in improved land use and development planning services to both rural and urban residents.

The process of jointly reviewing the Electoral Area's and the municipality's OCPs, and the holding of combined public input processes for both plans, facilitated the understanding of land use issues independent of jurisdictional boundaries. This increased understanding of the need of cooperation, and the interrelationship between urban and rural land use. The outcome was improved land use and development planning services to both rural and urban residents.

The project resulted in the Village of Burns Lake utilizing the RDBN's Registered Professional Planning staff to lead their OCP review process on a cost recovery basis. This reduced cost allowed the Village's OCP review to be completed in a timely manner, and allowed the Village to sooner act on the priority actions identified in the plan.

Given the success of the project, and the demonstration of the benefits of undertaking joint municipal and rural OCP reviews, the process is being repeated in conjunction with the Village of Fraser Lake, and it is anticipated that the process may continue in other areas of the region. The expected result is that the RDBN, and its member municipalities, will be able to maintain regularly updated and coordinated OCPs for the entire region.

**B.** In many cases projects may meet the criteria of more than one category. If applicable, please describe how your project meets the criteria of one or more other categories.

#### SECTION 4: Program Criteria

**5. Leadership.** Describe the extent to which your local government acted as a local or regional leader in the development or implementation of the project/program.

In 2015 the RDBN recognized the challenges experienced by its member municipalities in providing land use planning services to its residents as the cost of retaining Registered Professional Planners on staff may not be practical. The RDBN demonstrated leadership by undertaking a study to evaluate the most critical planning needs for each municipality, and the municipal interest in obtaining land use planning service from the RDBN. The study demonstrated that the priority municipal need involved updating of the municipal OCPs.

The RDBN again took a leadership role in proposing to the Village of Burns Lake that they work with the RDBN on a pilot project involving a joint review of the municipal OCP with the OCP for the surrounding rural area, with the RDBN offering to lead the

municipal OCP review process on a cost recovery basis. The Village agreed with the proposal and worked closely with the RDBN to make the project a success.

The RDBN subsequently made a similar offer to the Village of Fraser Lake. The RDBN and the village are currently working together on a joint review of the municipal OCP with the OCP for the surrounding rural area, with the RDBN's planners leading the municipal OCP review process on a cost recovery basis.

- 6. Partnerships and collaboration.** Describe the breadth and depth of community and/or regional partnerships that supported the project/program and the extent to which internal and/or external collaboration was evident.

The joint OCP review process involved very close collaboration and coordination. RDBN planning staff provided overall project management, made land use and process recommendations to the Village Council, lead the public consultation processes, managed the issue evaluation process, and prepared the draft OCP text and mapping. Village staff provided technical expertise regarding public works, engineering, and other issues, provided clerical support, took a lead role in facilitating public engagement and notification, and provided advice from an administrative perspective.

This integrated process involved a high level of commitment to ensure cooperation and coordination to best take advantage of the opportunities that the project offered. This collaboration was particularly important to the success of the project given that the RDBN was also concurrently working on the rural OCP. The project required that the review process for both OCPs proceeded at a coordinated pace so that the advantages and benefits associated with combined public consultation events, advertising, and other cost sharing opportunities could be realized.

The required collaboration was achieved, as were the benefits.

- 7. Innovation and promising practices.** Describe the degree to which the project/program demonstrated creativity and innovation, and contributed to increased efficiency or effectiveness.

The high level of cooperation and trust required to make the project a success is notable. Addressing land use and development issues can be controversial and there are many opportunities for conflict and disagreement. This is particularly the case when the land use issues are viewed from either an urban or a rural lens. The Village of Burns Lake trusted that the RDBN led process would properly represent the municipality's interests in the event of disagreement, and both parties were required to view the area's land use issues from a regional perspective.

This level of cooperation on land use planning issues, outside of the formalized Regional Growth Strategy process, is unique and innovative. This high level cooperation in the undertaking of a joint OCP review process resulted in improved service delivery, cost savings, improved relationships, and increased understanding between jurisdictions. It is an example of both increased efficiency and increased effectiveness.

- 8. Public engagement and communications.** Describe the extent to which public engagement was foundational to the success of the project/program, including the use of communication tools such as social media.

Public engagement and communications with First Nations and stakeholder groups is a critical component of any successful OCP development process. An OCP should accurately represent a community's vision regarding the manner in which it develops over time. Accurately representing this vision in an OCP requires meaningful public engagement. The combined public consultation opportunities allowed by the project facilitated improved public consultation opportunities. Rural residents were encouraged to comment on the municipal OCP and municipal residents were encouraged to comment on the rural OCP. All residents were encouraged to consider land use issues and the function of the community independent of jurisdictional boundaries. This fostered a better understanding of the issues, and an improved sense of community and cooperation. This in turn assisted local government staff and elected officials to take a regional approach in consideration of land use issues.

The joint OCP review process, lead by RDBN planning staff facilitated improved engagement with First Nations and stakeholder groups. RDBN Planning staff engaged with First Nations and stakeholders in meetings that discussed specific land use issues involving both the municipal and rural OCPs. This simplified the consultation processes, encouraged the local governments to present a unified position on land use issues, and facilitated the identification of mutually acceptable resolutions to land use and development related issues.

The joint OCP review process involved the following public consultation processes.

- The distribution of a public survey.
- The holding of a series of open houses in the municipality and the rural area.
- The establishment of a public advisory group.
- Formal written referrals, followed by in person follow up, to local First Nations, community groups, and stakeholders.
- Various meetings were arranged with First Nations and stakeholder groups.
- A total of 2 public hearings for the municipal OCP and 1 for the rural OCP.

The public engagement opportunities were widely advertized by twitter, facebook, and local government web sites.

- 9. Transferability.** Describe the degree to which the process or outcomes of the project, or other learnings, could be conveyed to other UBCM members.

The lessons learned from this project can be of value to UBCM members that are challenged with capacity related issues. The project has demonstrated that there is opportunity for smaller local governments to cooperate to a greater degree in providing services, strategically developing areas of expertise, and sharing resources. This collaboration can be expected to be of increased importance as the responsibilities of local governments become more complex, and resources become increasingly stretched.



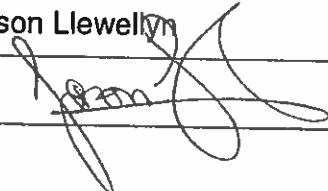
The project has also demonstrated that increased cooperation can improve service delivery, facilitate a greater understanding between jurisdictions, and create opportunities for further collaboration.

**SECTION 5: Additional Information**

10. Please share any other information you think may help support your submission.  
 "Burns Lake Rural and Francois Lake (North Shore) Rural Official Community Plan Bylaw No. 1785, 2017" and "Village of Burns Lake Official Community Plan Bylaw No. 970, 2017" are submitted with this application.  
 Also submitted is a letter of support and gratitude from the Village of Burns Lake.

**SECTION 6: Signature**

Applications are required to be signed by an authorized representative of the applicant.

Name: Jason Llewellyn	Title: Director of Planning
Signature: 	Date: May 25, 2018

- All applicants are required to submit:
- Signed application form. Applications should be submitted as Word or PDF files.
  - Five representatives photos of the project. Photos should be submitted as JPEG files.

If you choose to submit your application by e-mail, hard copies do not need to follow.

Submit applications to Local Government Program Services, Union of BC Municipalities  
 E-mail: awards@ubcm.ca  
 Mail: 525 Government Street, Victoria, BC, V8V 0A8



## Memorandum

To: Chair Miller and the Board of Directors  
From: Jason Blackwell (Regional Fire Chief)  
Date: June 29, 2018  
Regarding: Cluculz Lake Volunteer Fire Department

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### BACKGROUND:

On October 24, 2016 RDBN staff were requested to attend a meeting at the Cluculz Lake Fire hall to discuss the future of the Fire Department. The Fire Chief at the time, was concerned with the lack of membership, and commitment that she had seen over the past year. She informed staff that practices were not being held due to lack of participants, which in turn means training requirements were also not being met. RDBN staff answered questions from the members with regards to the training requirements, and Standard Operating Guidelines, etc. The consensus from the membership by the end of the meeting was that they would commit to try and save the department and meet minimum training requirements.

At this time the Contribution Agreement with the Cluculz Lake Emergency Response Team Society was set to expire. Given the situation the Board agreed to extend the Agreement with the Society for 1 year and outlined a number of conditions that the Society had to meet within that year. These conditions included the establishment of a training program, holding of regularly scheduled training nights, the keeping of accurate training records, and acquisition of essential equipment (breathing apparatus, fire ground communications). A clause was also added to the contract that restricted the members from performing any duties that are outside their scope of training and capabilities.

### DISCUSSION:

Following the meeting in October the Cluculz Lake Fire Department Society elected a new Board, and appointed a new Fire Chief and Deputy Chief. The Society appears motivated to ensure the Cluculz Lake Fire Department succeeds.

Staff are happy to report that the Fire Department has established a training program, have been holding regular practices, and have been maintaining records. Proper communications equipment has been purchased for use on training nights and the fire ground. Certified self-contained breathing apparatus (SCBA) with spare air cylinders has been purchased to provide respiratory protection to the members.

RDBN staff are encouraged with the progress and look forward to working with the Fire Department to achieve continued improvement. Therefore, staff recommend that the Board authorize the renewal of the attached Contribution Agreement between the Regional District of Bulkley Nechako and the Cluculz Lake Fire Department for a term of two (2) years. In 2018 the Protective Services Department will complete a detailed review of the Department, its operations, and its future financial needs, and will report to the Board with recommendations.

**Recommendation**

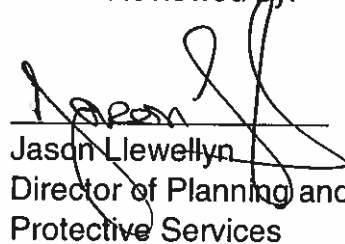
That the Board authorize the renewal of the attached Contribution Agreement between the Regional District of Bulkley Nechako and the Cluculz Lake Fire Department for a term of two (2) years.

Written By:



Jason Blackwell  
Regional Fire Chief

Reviewed by:



Jason Llewellyn  
Director of Planning and  
Protective Services

**CONTRIBUTION AGREEMENT**

THIS AGREEMENT dated for reference the 1st day of July, 2018.

BETWEEN:

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

Box 820  
Burns Lake, B.C. VOJ 1E0

(the "Regional District")

OF THE FIRST PART

AND:

**CLUCULZ LAKE VOLUNTEER FIRE  
DEPARTMENT (Inc. No. S-0033950)**

3395 Lund Road  
Vanderhoof, B.C. VOJ 3A3

("CLVFD")

OF THE SECOND PART

**WHEREAS:**

- A CLVFD, formerly known as Cluculz Lake Emergency Response Team Society, provides emergency response services (the "**Emergency Services**") to a portion of Electoral Area "F" (the "**CLVFD Service Area**") as identified in the Cluculz Lake Emergency Response Team (CLERT) Contribution Local Service Area Establishment Bylaw No. 1127, 1999 (the "Contribution Bylaw") attached as Schedule "A" to this Agreement;
- B. The parties wish to set out their respective rights and obligations with respect to all financial contributions provided by the Regional District to the CLVFD under the authority of the Contribution Bylaw.

**NOW THIS AGREEMENT WITNESSES** that in consideration of the payment of \$1.00 and other good and valuable consideration provided by the CLVFD, the sufficiency and receipt of which are hereby acknowledged, CLVFD and the Regional District hereby agree as follows:

**1.0 Financial Contribution**

- 1.1 Under the authority of the Contribution Bylaw, the Regional District may in its discretion provide an annual grant to CLVFD up to the maximum taxation limit

specified in the Contribution Bylaw, as amended from time to time (the "Contribution"), on the terms and conditions set out in this Agreement. The Regional District must notify CLVFD, in writing, of its intention to cease provision of the Contribution in any year to CLVFD, sixty (60) days prior to cancellation of the said Contribution. CLVFD will be granted an opportunity, at its sole discretion, within the sixty (60) day notification period, to respond, in writing and verbally, to the said Regional District contribution cancellation. The Regional District shall consider CLVFD's written and verbal response prior to cancellation of the said contribution to CLVFD.

- 1.2 At the request of CLVFD, the Regional District may use a portion of the Contribution to pay the cost of securing Workers Compensation coverage, and accidental death and disability insurance coverage, for the benefit of the individual members of CLVFD who are engaged in providing the Emergency Services in amounts and on terms and conditions that the Regional District and CLVFD may agree to from time to time. The Regional District shall retain the sole discretion to terminate any such coverage or insurance arrangements from time to time, and shall not be obliged to renew any such coverage or insurance from year to year. The Regional District must notify CLVFD, in writing, of its intention to terminate any such coverage or insurance arrangements sixty (60) days prior to such termination. CLVFD will be granted an opportunity, at its sole discretion, with the sixty (60) day notification period, to respond, in writing and verbally, to the said Regional District coverage/insurance termination notification. The Regional District shall consider CLVFD's written and verbal response prior to termination of any such coverage or insurance.
- 1.3 For greater certainty, the provision of the Contribution in any year of this Agreement is solely within the discretion of the Board of the Regional District.

## **2.0 Emergency Services**

- 2.1 CLVFD covenants and agrees to use the Contribution for the sole purpose of providing the emergency response and structural fire suppression within the CLVFD Service Area, and for no other purpose.
- 2.2 CLVFD agrees that they will not perform fire suppression activities that are outside of their current skill level, or outside the limits of their current equipment when responding to emergencies.
- 2.3 For certainty, nothing in this Agreement, and no actions taken by the Regional District in implementing this Agreement, shall:
- (a) make the Regional District responsible in any way for the management or operation of the Emergency Services provided by CLVFD or any costs associated therewith;
  - (b) give rise to any liability on the part of the Regional District, whether to CLVFD or any other person, for any loss, damage or liability arising from or

related to the Emergency Services provided by CLVFD; or

- (c) be interpreted as giving rise to a duty of care or responsibility to CLFVD, or to any other person, to supervise or direct the provision of Emergency Services by CLFVD, or to investigate, verify or determine whether the standard of Emergency Services provided by CLFVD complies with the requirements of this Agreement, the lawful requirements of any authority having jurisdiction applicable to the provision of the Emergency Services, or with the generally accepted standard for comparable emergency services provided by volunteer fire departments in the Province of British Columbia.

### **3.0 Term**

- 3.1 Subject to any earlier termination of this Agreement, the term of this Agreement shall be for two (2) years commencing on July 1, 2018 (the "Term") and ending on June 30, 2020.
- 3.2 This Agreement may be extended or renewed by mutual agreement of the Regional District and CLVFD.

### **4.0 Insurance**

- 4.1 CLVFD shall take out and maintain during the Term, a policy of comprehensive and general liability insurance against claims for bodily injury, death or property damage arising out of the Emergency Services provided by CLVFD in the amount of not less than FIVE MILLION (\$5,000,000.00) DOLLARS per occurrence with such greater amount as the Regional District may from time to time designate, naming the Regional District as an additional insured party.
- 4.2 CLVFD shall provide the Regional District with a certified copy of all policies required under this Agreement
- 4.3 All policies of insurance required by this Agreement shall contain a clause requiring the insurer not to cancel or change the insurance without first giving the Regional District thirty (30) days prior written notice.
- 4.4 If CLVFD does not provide or maintain in force the insurance required by this Agreement, the Regional District may take out the necessary insurance and pay the premium for periods of one (1) year at a time and CLVFD shall pay to the Regional District the amount of the premium immediately on demand from the Regional District

### **5.0 Indemnity**

- 5.1 CLVFD hereby releases, discharges, indemnifies and saves harmless the Regional District, its elected officials, appointed officers, employees, agents, contractors, successors and assigns, from and against all actions, causes of action, claims, losses, liabilities, damages, costs, expenses, and fees made, sustained, brought, prosecuted, or threatened to be brought or prosecuted in any manner and by any person whatsoever arising out of or in relation to:

- (a) the provision of the Emergency Services by CLVFD; or
- (b) a breach of any provision of this Agreement to be performed or observed by CLVFD, its directors, employees, volunteers, agents or contractors.

5.2 The indemnities set out in section 5.1 shall survive the expiry or earlier termination of this Agreement

## **6.0 Termination**

6.1 If CLVFD is in default of this Agreement and if the default continues for twenty (20) days after giving of notice by the Regional District to the CLVFD, then the Regional District may terminate this Agreement without incurring any liability to CLVFD as a result of such termination.

## **7.0 Audit Requirements**

7.1 CLVFD shall maintain proper financial records and supporting documentation for all expenditures relating to the Contribution, for the purpose of the audit under section 7.2.

7.2 The Regional District shall be entitled to examine and audit the financial records and supporting documentation prepared under section 7.1 on an annual basis, with reasonable notice to CLVFD.

7.3 CLVFD shall provide to the Regional District of Bulkley-Nechako a copy of its annual financial statements for the most recent fiscal year no later than 180 days after the end of that fiscal year.

## **8.0 Miscellaneous**

8.1 When providing the Emergency Services CLVFD shall comply with:

- (a) all lawful requirements now or hereafter imposed by every authority having jurisdiction, or by the insurers of CLVFD;
- (b) the generally accepted standard for comparable emergency services provided by volunteer fire departments in the Province of British Columbia, including the standards that apply to the training and equipping of fire fighters, provided that those standards shall be at least equivalent to or better than the Fire/Rescue Services Standard Operating Guidelines, Occupational Health and Safety Program and Respiratory Protection Program adopted from time to time by the Regional District and utilized by the Fort Fraser Volunteer Fire Department, the Topley Fire Department and the Southside Fire Department, with training to the standard according to the equipment operated by the CLVFD;
- (c) the requirements of the Workers Compensation Act and the Occupational

## Health and Safety Regulations under that Act.

- 8.2 CLVFD shall,
- (a) continue to implement a training program that meets or exceeds the requirements for the exterior operations level set out in the British Columbia Fire Service Minimum Training Standard.
  - (b) maintain essential equipment for providing emergency services,
- 8.3 CLVFD shall provide a copy of its Society Act Annual Report to the Regional District of Bulkley-Nechako annually.
- 8.4 CLVFD shall not assign this Agreement without the prior written consent of the Regional District, which may be withheld for any reason.
- 8.5 This Agreement will enure to the benefit of and be binding upon the parties hereto and their respective successors and permitted assigns.
- 8.6 Waiver of any default by a party shall not be interpreted or deemed to be a waiver of any subsequent default.
- 8.7 Nothing in this Agreement shall be interpreted as imposing a liability of a capital nature on the Regional District.
- 8.8 Nothing contained or implied in this Agreement shall prejudice or affect the rights and powers of the Regional District in the exercise of its function under any public and private statutes, bylaws, orders and regulations, all of which may be fully and effectively exercised as if this Agreement had not be executed and delivered by the parties and the interpretation of this Agreement shall be subject to and consistent with statutory restrictions imposed on the Regional District under the *Local Government Act* and *Community Charter*.
- 8.9 Nothing in this Agreement, including but not limited to the assistance provided by the Regional District in securing workers compensation and accidental death and disability coverage for the benefit of the individual members of CLVFD who are engaged in providing Emergency Services, shall be interpreted as creating an agency, employment, partnership or joint venture relationship between the Regional District on the one hand and CLVFD or its individual members on the other.





## Schedule "A"

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## BYLAW NO.1127

Being a bylaw to establish an emergency service as a local service within a portion of Electoral Area "F" of the Regional District of Bulkley-Nechako

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WHEREAS the Regional District has been requested to establish a local service for the purpose of contributing to the Cluculz Lake Emergency Response Team which provides emergency response service to a portion of Electoral Area "F";

AND WHEREAS the Regional District may, pursuant to Sections 798 (g) and 798 (m) of the Municipal Act, establish a local service for contribution to the Cluculz Lake Emergency Response Team (C.L.E.R.T.);

AND WHEREAS the Regional District has submitted the proposal to establish the local service to the electors within the proposed Local Service Area and assent of the electors has been obtained in accordance with Section 808(2) of the Municipal Act;

NOW THEREFORE the Regional Board of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

1. The Regional District hereby establishes a local service for the purpose of contributing to the Cluculz Lake Emergency Response Team;
2. The sole participant of this service shall be a portion of Electoral Area "F" of the Regional District of Bulkley-Nechako;
3. The boundaries of the local service area are the portion of Electoral Area "F" as shown on the attached Schedule "A" which forms part of this bylaw;
4. The annual cost of the local service area shall be recovered by a requisition of monies under Section 816 (1) (a) of the Municipal Act to be collected by a property value tax on land and improvements in the service area;
5. The maximum amount that may be requisitioned annually for this service under Section 816 of the Municipal Act shall be FIFTEEN THOUSAND (\$15,000) DOLLARS.

Page 2 of Bylaw No. 1127

- 6. This bylaw may be cited as "Cluculz Lake Emergency Response Team (CLERT) Contribution Local Service Area Establishment Bylaw No. 1127, 1999."

READ A FIRST TIME this 19<sup>th</sup> day of August, 1999

READ A SECOND TIME this 19<sup>th</sup> day of August, 1999

READ A THIRD TIME this 19<sup>th</sup> day of August, 1999

Certified a true and correct copy of Bylaw No. 1127.

*Gail Chapman*

APPROVAL BY THE INSPECTOR OF MUNICIPALITIES this 13 day of September, 1999

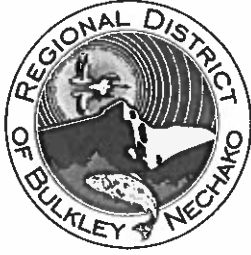
ASSENT OF ELECTORS OBTAINED this 20 day of November, 1999

RECONSIDERED, FINALLY PASSED AND ADOPTED this 16th day of December, 1999

*N.L. Kew*  
Chairperson

*J.J. Smith*  
Corporate Administrator





# Memorandum

To: Chair Miller and the Board of Directors  
 From: Jason Llewellyn, Director of Planning and Protective Services  
 Date: July 9, 2018  
 Regarding: Regional Emergency Support Services (ESS)

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## BACKGROUND:

In 2017 the Board directed staff to work with RDBN member municipalities to develop an 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.

In early 2018 staff reported to the Board with a recommended regional ESS model that involved the development of joint municipal / RDBN ESS teams. The Town of Smithers proposed an alternative model where the RDBN take responsibility for providing ESS within municipal boundaries as an RDBN service. At the January 25, 2018 Board meeting the RDBN Board passed the following recommendation.

*"That the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed with negotiations with municipalities for a regional Emergency Support Services (ESS) model that involves joint municipal / RDBN ESS Teams.*

*(All/Directors/Majority)  
 UNANIMOUSLY"*

**CARRIED**

RDBN staff have had detailed discussions regarding the proposed regional model and the most effective and efficient distribution of responsibilities for the joint municipal / RDBN ESS teams with all member municipalities. These discussions were held with the CAOs, Emergency Program Coordinators (EPCs), and/or ESS Directors.

The Village of Burns Lake, the Village of Fraser Lake, the District of Fort St. James, the Village of Granisle, the District of Houston, and the District of Vanderhoof have expressed strong support for the proposed Regional ESS Model and have indicated a desire to move forward with the process as proposed in this report.

The Town of Smithers and the Village of Telkwa Have not confirmed whether they will participate in the proposed regional model. This issue is discussed further in this report.

Schedule 1 to this report provides a brief description of what ESS involves.

**DISCUSSION:****The Proposed Regional ESS Model**

The proposed Regional ESS Model involves the establishment of the following 6 ESS teams.

- Smithers / Telkwa / Area 'A'
- Houston / Granisle / Area 'G'
- Burns Lake / Area 'B' / Area 'E'
- Fraser Lake / Area 'D'
- Vanderhoof / Area 'F'
- Fort St James / Area 'C'

For each team the RDBN would assume primary responsibility for general administration and coordination, volunteer training, and coordination of the purchase of ESS supplies. Municipalities would assume primary responsibility for volunteer recruitment and management, and the provision of a local ESS Director. Each local government would retain responsibility for ESS response within their own jurisdiction. The teams will have similar training and operational procedures, and will be prepared to support other teams in the RDBN as necessary.

The Regional ESS Model is established through the proposed draft Emergency Support Services Agreement (Agreement), which is attached for the Board's consideration. This agreement is based on the input provided by 6 municipalities. It is proposed that each ESS team will have a separate Agreement, but that the agreements contain similar terms. The draft agreement deals with the following issues:

- ESS Director appointment by the municipalities;
- ESS Director reporting during an emergency;
- RDBN responsibilities;
- municipal responsibilities;
- mutual aid agreement.

**Budget Implications**

It is a reality that ESS capacity in the region cannot be increased without increasing costs to both RDBN and municipal taxpayers. The proposed Regional ESS Model and draft implementing Agreements are designed to be as cost efficient and effective as possible, and result in a fair distribution of costs between the RDBN and participating municipalities.

Municipalities that have existing ESS teams, and dedicate staff resources to ESS, have expressed notable concerns that they do not want to continue providing ESS support to areas that have no ESS capacity. This model will only work if all participating jurisdictions support the development of ESS capacity.

The municipal costs will be associated with staff resources. The amount of staff resources required will depend on whether the ESS Director is a volunteer or a paid staff person. It is estimated that in the long term the ESS Director position would involve approximately 10 hours of work per week on ESS related duties (not including response). This estimate does not include the time required for training and initial set up of the Regional ESS Model. There would also be costs associated with advertising for volunteers, and volunteer appreciation and retention efforts.

### Proposed RDBN ESS Budget

Staff have prepared the following budget estimate associated with the proposed Regional ESS Model, in comparison to the 2018 ESS budget. This budget is based on of the distribution of responsibilities as outlined in the Agreement.

<b>Volunteer Training</b>	<b>2018 Budget</b>		<b>Estimated Future Budget</b>	
Smithers/Telkwa/Area 'A'	\$	3,000.00	\$	5,000.00
Houston/Granisle/Area 'G'	\$	3,000.00	\$	5,000.00
Burns Lake/Area 'B' & 'E'	\$	3,000.00	\$	5,000.00
Fraser Lake/Area 'D'	\$	3,000.00	\$	5,000.00
Vanderhoof/ Area 'F'	\$	3,000.00	\$	5,000.00
Fort St James/Area 'C'	\$	3,000.00	\$	5,000.00
<b>Total</b>	\$	<b>18,000.00</b>	\$	<b>30,000.00</b>
<b>ESS Program Management</b>				
Appreciation Dinner	\$	5,000.00 (Grant 2018)	\$	2,000.00
Advertising Costs	\$	-	\$	2,000.00
ESS Response Supplies	\$	5,000.00 (Grant 2018)	\$	3,000.00
Level 1 Training Supplies	\$	1,000.00 (Grant 2018)	\$	1,000.00
Better Impact Software	\$	230.00 (Grant 2018)	\$	230.00
Meeting Expenses	\$	-	\$	1,500.00
Staff Travel	\$	-	\$	1,500.00
Printing	\$	-	\$	500.00
<b>Total</b>	\$	<b>11,230.00</b>	\$	<b>11,730.00</b>
<b>Total Budget</b>	\$	<b>29,230.00</b>	\$	<b>41,730.00</b>

This above numbers do not include the staffing resources necessary to support the Regional ESS Model. It is estimated that the RDBN will dedicate the equivalent of a full time position to ESS in the short term while the Regional Model is being implemented. In the long term it is estimated that the ESS work will require approximately 2 hours of work per week. It is noted that in anticipation of the RDBN's increased contributions to the maintenance of a Regional ESS Model the Protective Services Assistant was employed full time in the Protective Services Department in 2018.

### Process to Follow

Should the RDBN Board support the staff recommendation the following process should occur, unless staff are otherwise directed.

- Staff will have our solicitor review and edit the draft Emergency Support Services Agreement (Agreement).
- The Agreement will then be sent to each municipality for formal consideration, with a request that the municipality send a letter confirming their intended participation in implementing the proposed Regional ESS Model, and provide any comments regarding the proposed draft Agreement.
- RDBN staff will report back to the Board with a report summarizing the formal municipal input, and asking for authorization to enter into formal agreements implementing the Regional ESS Model.

### The Town of Smithers and the Village of Telkwa

RDBN staff met with Town of Smithers and Village of Telkwa staff on April 20<sup>th</sup>, 2018 to discuss the proposed Regional ESS Model. The municipal staff restated their preference for a model where the RDBN provide ESS service to the municipalities as an alternative to joint ESS teams. The municipalities could indicate their participation with the RDBN based on the proposed Regional ESS Model, and indicated they needed to consider their positions further.

RDBN staff asked the Town of Smithers and the Village of Telkwa to answer the following questions for RDBN staff as soon as possible.

1. Are they willing to consider participating in the proposed Regional ESS Model?
2. Are there any changes that could be made to the draft Agreement that would make their participation possible?
3. Will they continue to work with the RDBN to provide ESS under the existing 2016 "Memorandum of Understanding for Emergency Support Services Between the Town of Smithers, the Village of Telkwa, and the Regional District of Bulkley-Nechako?"

At the time of the writing of this report the Town of Smithers and Village of Telkwa have not provided answers to the above questions.

Staff recommend that the RDBN proceed to work with all municipalities to implement the proposed Regional ESS Model. The proposed Regional ESS Model can succeed without the formal involvement of the Town of Smithers and Village of Telkwa. Staff do not support delaying implementation of the proposed Regional ESS Model any longer in the hopes of accommodating the Town of Smithers and Village of Telkwa. It is hoped that these municipalities will come on Board as the process moves forward, or an alternative solution can be arranged for Electoral Area A ESS.

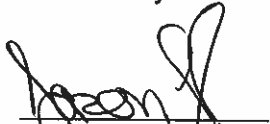


**Recommendation**

That the RDBN Board direct staff to:

1. refer the draft Emergency Support Services Agreement to each municipality for formal consideration; and
2. report back to the Board with a report regarding implementation of the Regional ESS Model.

Written By:



Jason Llewellyn

Director of Planning and Protective Services

Y:\Emergency Preparedness\ESS\2017 ESS Strategy\Board reports\2018-July Memo to Board  
ESS Strategy.docx

## SCHEDULE 1: 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.

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**draft**

# **Emergency Support Services Agreement**

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# Emergency Support Services Agreement

THIS AGREEMENT made this            day of            2018.

BETWEEN:

**RDBN OF BULKLEY-NECHAKO**

Box 820

37 3<sup>rd</sup> Avenue

**Burns Lake, BC, V0J 1E0**

(hereinafter called the "RDBN")

OF THE FIRST PART

AND:

**municipality name**

Address

(hereinafter called the "Municipality")

OF THE SECOND PART

**WHEREAS** pursuant to *Section 176(1)(b) of the Local Government Act*, and *837 of the Local Government Act*, a local authority may enter into agreements with another local authority for the purpose of emergency assistance or the formation of coordinated emergency preparedness, response or recovery;

**AND WHEREAS** the RDBN and Municipality are willing to enter into an agreement regarding the establishment of a regional Emergency Support Services system in support of residents evacuated from their homes due to an emergency or disaster;

**NOW THEREFORE** the parties hereto in consideration of the performance of the covenants hereinafter contained and for other valuable consideration, the sufficiency and receipt of which is hereby acknowledge, covenant and agree as follows.

## **PURPOSE**

1. This agreement between the RDBN and the Municipality is regarding the development, maintenance, and management of a joint ESS team that operates and provides service to both the RDBN and the Municipality. The intent is that the RDBN shall enter into agreements with all municipalities to create the following joint ESS teams.

- Smithers/Telkwa/Area 'A' team
- Houston/Granisle/Area 'G' team
- Burns Lake/Area 'B'/Area 'E' team

- Fraser Lake/Area 'D' team
- Vanderhoof/Area 'F' team
- Fort St James / Area 'C' team

2. The ESS teams entering into agreements with the RDBN agree to support each other as necessary to create a regional ESS program. This agreement remains valid in the event that a municipality refuses to enter into or maintain an agreement with the RDBN and decides to not formally participate in the regional ESS program.

### **EMERGENCY SUPPORT SERVICES DIRECTOR APPOINTMENT**

3. The Municipality shall be responsible for recruiting and appointing an Emergency Support Services Director (ESSD) for the joint ESS Team.
4. The appointed individual for the ESSD position must have successfully completed the required training course, Emergency Support Services Director EMRG-1681, through the Justice Institute of BC.
5. The Municipality shall be responsible for providing the necessary office and clerical support for the ESSD.
6. The RDBN must ratify the appointment of the ESSD, and may reject any appointment, unless the ESSD is full time staff member of the Municipality.

### **EMERGENCY SUPPORT SERVICES DIRECTOR REPORTING**

7. During an ESS response within the boundary of the Municipality, the ESSD and ESS Volunteers shall report to the Municipality's Emergency Operations Centre (EOC) Operations Section Chief or the Municipality's Emergency Program Coordinator.
8. During an ESS response within the rural area outside of the boundary of the Municipality, the ESSD and ESS Volunteers shall report to the RDBN's EOC Operations Section Chief or the RDBN's Emergency Program Coordinator.
9. During an ESS response within both the rural area and the Municipality, the ESSD and ESS Volunteers shall report to the EOC Operations Section Chief responsible for the emergency.
10. During an ESS response within both the rural area and the Municipality, where the RDBN and the Municipality have each established an EOC, the EOC Directors from the RDBN and the Municipality shall determine who directs the activities of the ESSD and ESS Volunteers.

### **RDBN RESPONSIBILITY**

11. The RDBN shall be responsible for the following tasks:
  - Volunteer Recruitment
    - Provision of advertisement templates
    - Provision of orientation packages
    - Provision of public information templates

- Volunteer Management
  - Maintain volunteer management records provided by the municipality
  - Ensure proper worker care resources are provided and debriefs are facilitated
- Training
  - Coordinate ESS training courses
  - Facilitate training exercises
  - Cover ESSD and volunteer training costs to a maximum of \$5,000.00 per year for the ESS team members and ESSD.
  - Participate on the Northern Emergency Support Services Training Conference (NESST) Organizing Committee
  - Provide policy, process information and training
- Supplier Engagement
  - Provision of supplier letter templates
  - Provision of thank you supplier letter templates
- Administrative Duties
  - Purchase and provision of volunteer management software
  - Provide centralized records keeping
  - Coordinate ESS form ordering and distribution
  - Coordinate ordering reception centre kit material and distribution
  - Provide use of plotter and bulk printing
- Regional ESS Strategy
  - Coordination of contracts, agreements, or memorandums of understandings between municipalities and RDBN
  - Facilitate processes to further develop ESS strategy
  - Facilitate meetings / communications
  - Maintain ESS strategy
- ESS Director - Team Management
  - Provide support to the ESSD
  - Facilitate training of ESSD
  - Coordinate regional ESSD coordination calls
- ESS Director Response
  - Provide support and mentorship as necessary
- Facility
  - Provide storage space for reception centre kits, associated paperwork and stationary supplies.
  - The RDBN is responsible to provide reception centre and group lodging facilities associated with a RDBN EOC event.

### **MUNICIPALITY RESPONSIBILITY**

12. The Municipality shall be responsible for the following tasks:

- Volunteer Recruitment
  - Facilitate volunteer screening to determine volunteer placement
  - Ensure volunteer orientation package completion

- Organize community outreach campaign
- Organize public education initiatives
- Maintain a roster of at least 5 active volunteers with appropriate training
- Volunteer Management
  - Organize volunteer appreciation and recognition initiatives
  - Coordinate monthly team meetings
  - Utilize the Volunteer Records Management system provided by the RDBN
  - Register team members as Public Safety Lifeline Volunteers with EMBC and ensure they receive their identification cards
  - Ensure volunteers are aware of worker care resources and facilitate proper debriefing post response
- Training
  - Encourage volunteers to attend RDBN provided ESS training
- Supplier Engagement
  - Maintain an up-to-date supplier list
  - Distribute supplier thank you letters
  - Approach suppliers
  - Identify potential RC/GL and conduct RC/GL compatibility surveys and inspections
- Administrative Duties
  - File response paperwork with province
  - Keep up-to-date reception centre kit inventory and inform RDBN if inventory is needed
  - Develop local partner relationships (Victim Services, Red Cross) if present in the community
  - Submit volunteer expense claims to the province and/or RDBN
- ESS Director - Team Management
  - The ESSD shall:
    - Act as the RDBN's contact for the ESS team and be prepared to report to the RDBN on the municipality's completion of responsibilities under this agreement
    - Ensure that all volunteers comply with EMBC policy and standards of conduct
    - Participate in regional ESSD conference calls
    - Undertake volunteer evaluations
    - Fulfill role of primary contact between an ESS team and an EOC.
- ESS Director - Response
  - Obtain a provincial task number before response
  - Initiate call outs/activation as requested by an EOC or EPC
  - Undertake volunteer scheduling
  - Ensure paperwork completion and submission
  - Ensure volunteers receive operational and emotional debriefing
  - Request volunteer support from other ESS teams through the RDBN.
- Facility
  - Provide a safe place to meet with the public and from which ESS volunteers can provide ESS service 24 hrs a day 7 days a week

- The municipality is responsible to provide reception centre and group lodging facilities associated with a municipal EOC event.
- Provide secure facilities for the storage of reception centre kits and associated paperwork
- Provide designated training area for courses

### **SHARED RESPONSIBILITY**

13. The RDBN and the Municipality shall work together to achieve the following:

- Development of a training schedule for ESS volunteers.
- Development of a Memorandum of Understanding for the Operation of a joint EOC involving joint ESS response.
- Ensure volunteers are offered proper debriefing and support following an emergency or disaster response.

### **MUTUAL AID**

14. Where an ESSD has determined that an emergency event is beyond the capabilities of the ESS team the ESSD may request that the RDBN obtain additional resources, including volunteer resources, from other ESS teams in the RDBN.
15. Where an ESSD requests additional resources under section 12 the RDBN shall facilitate the acquisition of the resources requested, assist in the delivery of resources, and assist in scheduling and placement of volunteers as necessary.
16. When the RDBN contacts an ESSD requesting resources on behalf of another ESS team the ESSD receiving the request for assistance shall be responsible for contacting their ESS team volunteers to determine their availability, and providing this information to the RDBN. Nothing in this agreement shall be interpreted as requiring any party to provide resources, including volunteers, to another party.
17. Volunteers or ESSD's may only respond to a resource request from another ESS team where the requesting ESSD has confirmed that their response is covered under the Provincial task number for the associated event.
18. When a responding ESS team provides resources to a receiving ESS team the local government responsible for directing the responding ESS team shall replace and /or pay the responding party for those resources requested (not including volunteer time). It is the responsibility of the local government directing the responding ESS team to confirm whether any associated costs shall be recovered under the applicable Provincial task number.

### **TERMINATION**

19. Either the Municipality or the RDBN may terminate this Agreement at any time with 90 days prior notice by delivering notice in writing to the other Parties.
20. In the event that this agreement is terminated the individual volunteers shall be free to join either the RDBN or the Municipality ESS team.



**NOTICE**

21. Any notice given under this Agreement shall be delivered to the Chief administrative Officer at the above noted address, or by in-personal delivery.

**BINDING EFFECT**

22. This Agreement shall endure to the benefit of and be binding upon the parties hereto and their respective successors and assigns.

**DISPUTE RESOLUTION**

23. 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:

- immediately proceed to negotiate in good faith to resolve the matter to the mutual satisfaction of both parties; and
- serve a second written notice upon the other party that the matter is to be referred to binding arbitration if a resolution satisfactory to both parties is not achieved within 60 (sixty) days of the first written notice being delivered to either party, and
- appointed a single arbitrator 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**

24. 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  
Municipality  
was affixed hereto in the  
presence of:

\_\_\_\_\_  
Mayor

\_\_\_\_\_  
Chief Administrative Officer



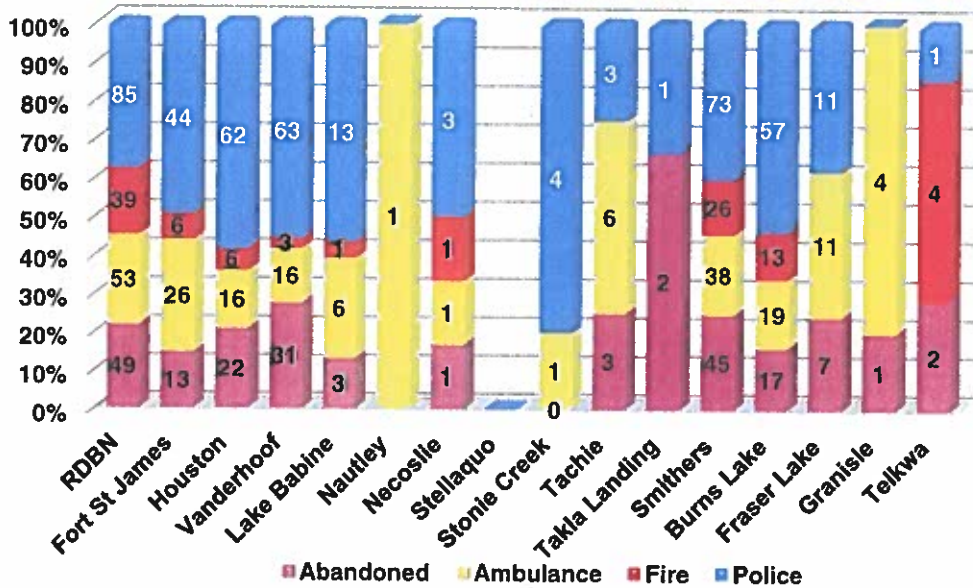
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# Memorandum

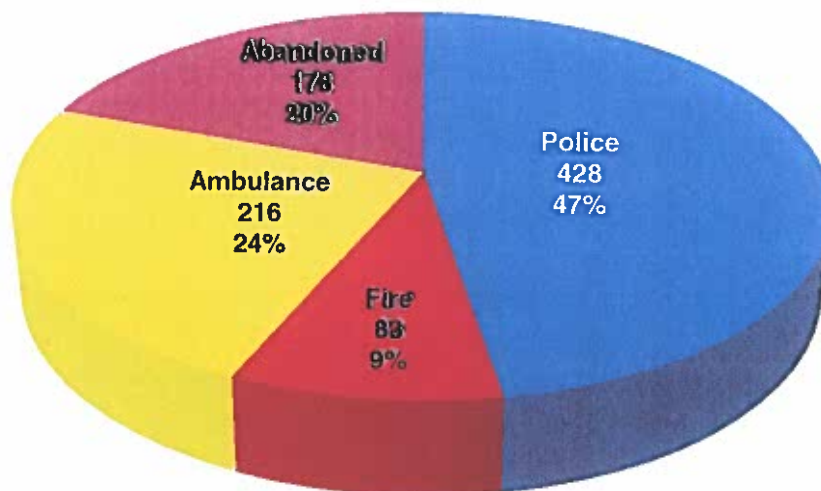
To: Chair Miller and the Board of Directors  
 From: Rebecca Goertzen, Protective Services Assistant  
 Date: July 9, 2018  
 Re: Monthly 9-1-1 Call Report – June 2018

E-COMM received a total of **905** 9-1-1 calls for the month of June 2018 from the Regional District of Bulkley-Nechako area. The charts below show the 9-1-1 calls received by jurisdiction and call type.

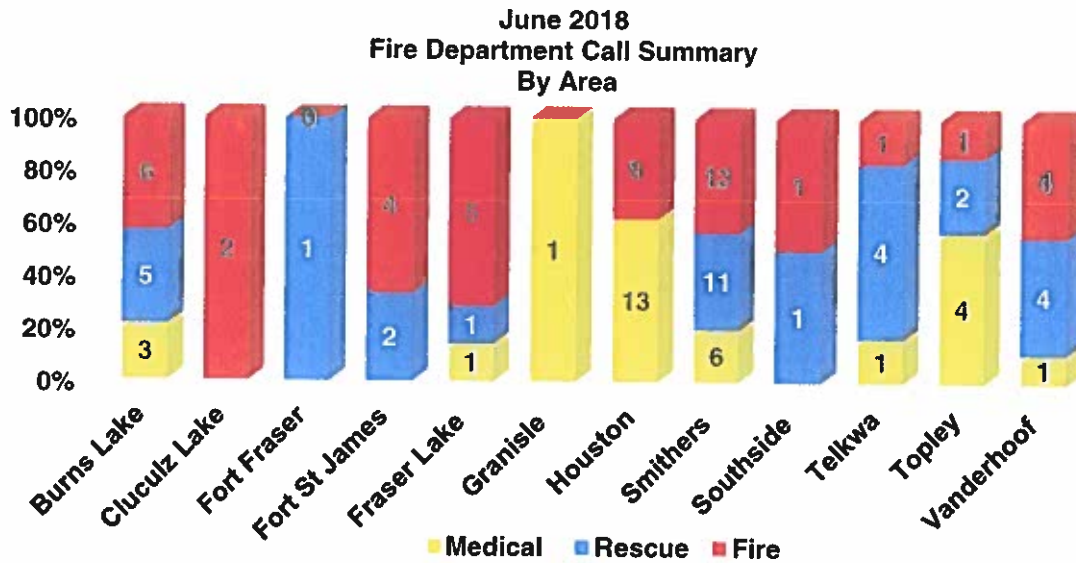
**June 2018  
 Monthly 9-1-1 Call Summary  
 By Area**



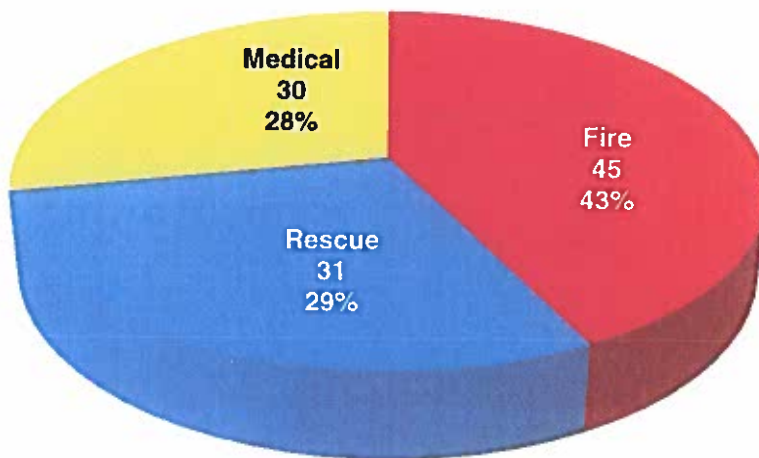
**June 2018  
 Monthly 9-1-1 Call Summary  
 By Type**



Of the 905 911 calls received in June 106 were forwarded to the Fire Operation Communication Centre for Fire Department response. The charts below show the 9-1-1 calls received by Fire Department and by call type.



**June 2018  
Fire Service Call Summary  
By Activity**



**Recommendation**

That the Board of Directors receive the memorandum titled "Monthly 9-1-1 Call Report".

All/Directors/Majority

Written By:

Rebecca Goertzen  
Protective Services Assistant

Reviewed by:

Jason Llewellyn  
Director of Planning  
and Protective Services



## ***Building Inspector's Report*** ***For June, 2018***

1. Building Permit Summary for the Regional District of Bulkley-Nechako

There were 19 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$17,067.48, with a total construction value of \$2,828,246.00. There have been 56 permits issued to date in 2018.

2. Building Permit Summary for the Village of Burns Lake

There were 2 building permit applications submitted this reporting period with a total construction value of \$130,000.00. There have been 9 permits issued to date in 2018.

3. Building Permit Summary for the Village of Fraser Lake

There was 1 building permit application submitted this reporting period with a total construction value of \$3,000.00. There have been 2 permits issued to date in 2018.

4. Building Permit Summary for the Village of Granisle

There were no building permit applications submitted this reporting period. There has been 1 permit issued to date in 2018.

5. Building Permit Summary for the District of Fort St. James

There were 4 building permit applications submitted this reporting period with a total construction value of \$75,000.00. There have been 7 permits issued to date in 2018.

6. Building Permit Summary for the Village of Telkwa

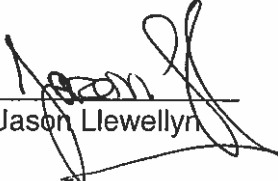
There were no building permit applications submitted this reporting period with a total construction value of \$372,000.00. There have been 10 permits issued to date in 2018.

7. Building Permit Summary for the District of Houston

There were 3 building permit applications submitted this reporting period with a total construction value of \$144,840.00. There have been 9 permits issued to date in 2018.

Reviewed by:

Written by:

  
Jason Llewellyn

  
Jason Berlin



# Planning Department Enquiries Report, Month of June, 2018

## Planning Enquiries

For the Directors' information, the Planning Department has kept track of and tabulated the number of planning enquiries from the public that were processed by the department for the month of June 2018. During this month the Planning Department responded to 215 enquiries. The enquiries are divided into 5 main subject areas: Development Services; Electoral Area Planning; House Numbering; Maps; Bylaw Enforcement; and Other.

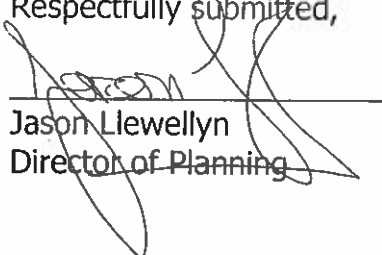
<b>Subject Area</b>	<b>February 2018</b>	<b>March 2018</b>	<b>April 2018</b>	<b>May 2018</b>	<b>June 2018</b>
Development Services	31	35	55	34	34
Electoral Area Planning	45	60	60	64	69
House Numbering	3	7	23	29	9
Maps	23	32	63	68	61
Bylaw Enforcement	10	11	3	0	4
Other	89	25	26	20	39
<b>Total</b>	<b>201</b>	<b>170</b>	<b>230</b>	<b>215</b>	<b>216</b>

### Recommendation

"That the Board receive the June 2018 Planning Department Enquiries Report."

*(All Directors)*

Respectfully submitted,

  
 Jason Llewellyn  
 Director of Planning

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Dear Chair Miller and Board,

My name is Allan Stroet and I am the Executive Director of the Innovation Central Society in Prince George. I work with new technology companies and existing companies looking to adopt technology across northern BC.

I would like to request a letter of support for our application to the Rural Dividend Fund to build the Northern Investment Group. Though we are located in Prince George, we plan to serve the entire highway 16 corridor.

Across the north, I noticed a theme of companies struggling to secure capital investment. Oftentimes banks would be too risk adverse or have too many barriers to work through in order to secure a loan. I plan on fixing that.

I am applying to the Rural Dividend Fund to create the Northern Investment Group. Many people who live in northern BC have run successful businesses and have made a lot of money. Now, they are looking to invest locally, give back, or simply see what good ideas are out there. The investor's problem is that it's not easy to find opportunities nor perform due diligence on companies. Companies struggle with connecting with potential investors. Preliminary talks with both groups show that there is interest and that something like this is needed. Unlike the last attempt at something like this 20 years ago, people are being pooled together instead of funds. Each investor controls their own money, their own deal creation, and also remains anonymous until they reach out to opportunities they want to connect with. By acting as only a matchmaker, the Innovation Central Society will make it safer and easier for local capital to stay in the northern economy. I have attached a short outline of the pains and solution that the Northern Investment Group would address.

Should you choose to write a letter of support, please address it to:

Allan Stroet  
Innovation Central Society  
1299 3<sup>rd</sup> Avenue, Prince George BC  
V2L 3E6

Sincerely,

Allan Stroet

Attachment

**1299 3<sup>rd</sup> Avenue  
Prince George, BC  
V2L 3E6**

## Northern Investment Club

### What is it?

Tinder for investors. A matchmaking service. Creating a pool of people (instead of a pool of money) and making them aware of companies that are looking for capital.

### The pain:

There is a disconnect between capital givers and capital takers

Investors struggle to:

- A. Identify investment projects.
- B. Understand how to perform due diligence on firms.
- C. Don't want to do perform due diligence on firms.
- D. Become known as 'having money' and are then hounded by all sorts of crazy ideas.

Companies struggle to:

- A. Don't know who the local investors are.
- B. Don't know how to interact with local investors.
- C. Aren't investor ready.

### The Solution:

- A. ICS creates a confidential list of investors from northern BC.
- B. ICS solicits companies for the investors to look at.
- C. ICS performs the basic due diligence.
- D. The investor chooses which project they are interested in and contacts the opportunity
  - a. It is only at this point that a company is made aware of a potential investor. The investor remains anonymous if they do not reach out to any companies.
- E. ICS takes no funds, ICS acts simply as a matchmaker
- F. Investors and companies are solely responsible for negotiating terms of investing such as debt or equity, amount, terms, etc.
- G. Investors and companies own the business decisions they make.
- H. There is no pooling of funds, every investor is responsible for their own money and deal creation.



**Corrine Swenson**

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**From:** Heather Gallagher <heather@smitherschamber.com>  
**Sent:** June 28, 2018 3:12 PM  
**To:** Corrine Swenson  
**Cc:** jordana.evans@rdbn.bc.ca  
**Subject:** FW: Draft email to the Regional District and Telkwa Council  
**Attachments:** Smithers District Music Strategy with appendiciesR.pdf



**Smithers District Chamber of Commerce**  
*...We Mean Business*

June 28, 2018

Good afternoon Bulkley Nechako Regional District Board Members

I am pleased to present to you the recently completed Smithers District Music Strategy attached to this email. Implementation of the Smithers District Music Strategy will need to be a collaborative effort, and we sincerely hope that you will consider reviewing the Municipal Government Recommendations found within this report and discuss them as a board.

The Smithers District Chamber of Commerce secured funding to create a Music Strategy to support and grow this economic sector. This project was initiated as part of the Music City Toolkit initiative, which was developed by Music Canada and distributed by the Canadian Chamber of Commerce. Together with the Chamber's leadership, a partnership with the BV Arts Council, and funding from the Province of British Columbia through Creative BC's Industry Initiatives Program, this project was initiated.

To advance the music sector of Smithers and to align with provincial initiatives, this project had three goals:

1. To assemble a Smithers music sector inventory that identified the sector's constituent parts and how they contributed to the sector.
2. To gather preliminary economic information that will help define a baseline assessment of how the music sector is structured.
3. To develop a set of recommendations to help grow the music sector in our region.

Engagement with the existing music sector in Smithers was central to the project. Some key highlights from the survey are as follows:

- Artists' main source of revenue is live performances; while 50% reported <\$1,000 annual income, being <10% of total income;
- Our **four major Festivals had an economic impact of \$1,101, 089 in 2017** and had the highest number of recorded volunteer hours than any other music-focused activity. This in-kind work creates substantial economic activity in the Smithers area.
- There are 36 known private music teachers, 33 identified venues, five radio stations, and over 83 performers and groups currently in the Smithers Area.

The strategy identifies 19 recommendations divided into three categories of action and responsibility:

1. Municipal Government recommendations focus on regulatory changes that could foster and encourage the growth of the music sector in the Smithers area and, more broadly, the arts and culture sector with which it is heavily integrated.

Under Separate Cover

2. Smithers District Chamber of Commerce recommendations focus on communication and integration of the music sector through an "all things music" website. Business advocacy and attraction work focused on the music sector and building and promoting a Smithers District music brand.
3. Music sector should continue collaboration to strengthen the sector from within.

We hope that the work started locally, paired with provincial and national music sector initiatives, will instigate further collaboration and momentum in the Bulkley Valley in raising the profile of our thriving and rich musical community. Implementation of the Smithers District Music Strategy will need to be a collaborative effort by the local municipalities and regional district, the Smithers District Chamber of Commerce and organizations, businesses and individuals involved in the music sector. The supplementary appendices of this report provide information on the data collected and the research resources used.

Thank you,  
Heather Gallagher  
Manager, Smithers District Chamber of Commerce

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Board-Direction  
(Letter of Support)

**Cheryl Anderson**

---

**From:** McRobert, Brad P FLNR:EX <Brad.McRobert@gov.bc.ca>  
**Sent:** July 11, 2018 10:57 AM  
**To:** Cheryl Anderson  
**Cc:** Corrine Swenson; Nellie Davis; 'Dave Christie'  
**Subject:** BN Workforce Opportunities Table - Letter of Support Request

**Importance:** High

Good day,

On behalf of the Bulkley-Nechako Workforce Opportunities Table, myself and Dave Christie would like to request a letter of Support from the Regional District of Bulkley-Nechako Board of Directors for Community Futures Nadina's BC Rural Dividend Application, which will be submitted in support of the Bulkley-Nechako Workforce Opportunities Table. }

The application is for the Bulkley-Nechako Workforce Analysis and Action Plan Project scheduled for 2019. The project will provide the Table with accurate information about the current workforce demographics and gaps to ensure accurate strategies are developed for the existing and predicted future employment climate in the Region.

With recent and expected changes in traditional industries as well as new opportunities emerging in technology, agriculture, manufacturing, destination tourism and small business, the goal of the Table is to produce an up-to-date picture of workforce trends and needs in the region going forward. This information will be available to communities and industry to support their diversification and growth objectives. The RDBN will have access to the Analysis and Action Plan, and the Table will request that the documents be made available on the opportunities.rdbn.bc.ca website.

We are very excited about the projects successfully completed by the Table over the last four years, and are motivated to maintain the momentum of the Table by securing funding for ongoing projects in the Region.

Please don't hesitate to contact me via email or at the mobile number included below if you have any questions regarding this request. Due to timelines to submit the application, this request is specific to the upcoming July RDBN board meeting.

Regards,

**Brad McRobert, BNWOT co-Chair**

Regional Manager, Bulkley-Nechako  
Regional Economic Operations  
Ministry of Forests, Lands, Natural Resource Operations and Rural Development  
(250) 847-0856

180 RECEIVED

JUL 06 2018

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Board-  
Direction / Receive

July 3<sup>rd</sup>, 2018

Chair Miller and Board of Directors  
Regional District of Bulkley- Nechako  
PO Box 820  
Burns Lake BC  
V0J 1E0

Dear Chair Miller and Board of Directors,

**Re: Northern BC Tourism Summit, October 11 & 12, 2018 in Prince George**

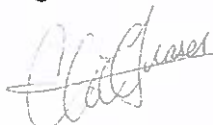
The Northern BC Tourism Association is presenting the Northern BC Tourism Summit on October 11 and 12, 2018. This year's professional development event features outstanding keynote speakers. Known for creating stories and characters for Pixar, including credits for *Toy Story*, *Up* and *Finding Nemo*, **Mathew Luhn** will share his knowledge using story telling to bridge the gap between heart and business to build better brands and business communications. Actionable professional development, including expanding tourism-marketing skills, sharing best practices and how-to tourism development information will be at the forefront of our story-telling themed conference. **Northern BC Tourism** and **Destination British Columbia** will share updates, and attendees will learn how to coordinate efforts to gain greater exposure.

This is a premier conference in northern BC, and we would like you to join us in putting it on. Last year, over 120 delegates from marketing organizations, local and provincial governments, and tourism operations attended the Northern BC Tourism Summit to network with peers, learn, and share best practices within the industry.

The Northern BC Tourism Summit is a perfect chance for you to support tourism growth and education in Northern British Columbia and be recognized among industry leaders during the two day event. Please review the sponsorship benefits and become a part of this award winning event! More details, including the summit schedule will be released soon. (You can subscribe to our e-newsletter at <http://www.travelnbc.com>)

If you have any questions about attending or sponsoring the Northern BC Tourism Summit, please contact the event organizer Sydney Hall at 250-640-1192 or [projects@nbctourism.com](mailto:projects@nbctourism.com)

Regards,



Clint Fraser  
CEO, Northern BC Tourism



Main Office: 1274 5<sup>th</sup> Avenue, Prince George BC V2L 3L2  
250.561.0432 [travelnbc.com](http://travelnbc.com) [info@nbctourism.com](mailto:info@nbctourism.com)

## 2018 NORTHERN BC TOURISM SUMMIT Sponsorship Opportunities & Benefits

Join us in bringing together the best tourism operators and communities from around Northern BC for a two-day conference of learning and networking. Help build tourism in Northern BC by supporting this award winning conference.

### EPIC SPONSOR \$ 15,000

- *Introduce the Keynote Speaker OR hold your own 45-minute session\**
- *Two complimentary conference registrations*
- *Prominent table or popup banner display space for duration of Summit*
- *Recognition on Summit signage, print materials and website*
- *\*session must be related to tourism/tourism marketing. Preapproval of topic required.*

### SAGA SPONSOR/Opening Reception \$ 4,500

- *Make a huge impact by sponsoring the opening night reception*
- *Two complimentary conference registrations*
- *Table or popup banner for duration of Summit*
- *Recognition on Summit signage, print materials and website*

### LEGEND SPONSOR \$ 3,000

- *5-minute speaking opportunity leading into a session*
- *One complimentary conference registration*
- *Table or popup banner for duration of Summit*
- *Recognition on Summit signage, print materials and website*

### PROMOTER SPONSOR \$ 1,250

- *Sponsor a session of your choice*
- *Table or popup banner for duration of Summit*
- *Recognition on Summit signage, print materials and website*

### SUPPORTER SPONSOR \$ 750

*two opportunities*

- *Sponsor a refreshment break for conference delegates*
- *Recognition on Summit signage, print materials and website*

### FISH TALES: POP UP & BOOTH DISPLAYS \$ 250 – 500

- *Pop-up banner or table display. Please contact us for more details.*

For more information, contact Sydney Hall at [projects@nbctourism.com](mailto:projects@nbctourism.com)

**Cheryl Anderson**

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**From:** kwells@campaign-office.com  
**Sent:** June 21, 2018 9:37 AM  
**To:** Cheryl Anderson  
**Subject:** B.C. / Yukon Command Royal Canadian Legion  
**Attachments:** letter&rates05.pdf

Hello Cheryl,

I wanted to first thank the District of Bulkley-Nechako for the kind support with our **Annual Military Service Recognition Book**. 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 at [www.legionbcyukon.ca](http://www.legionbcyukon.ca).

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 100<sup>th</sup> 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 District of Bulkley-Nechako also pay tribute to such a significant part of our history by helping with another support ad, we are asking if you could help out with a 1/2 or 1/4 colour advertisement this year, however any level of support is greatly appreciated.

If you have any questions or concerns, please do not hesitate to contact me. I will be in touch soon for your response.

***Best Regards,***

---

***Kevin Wells***

***BC/Yukon Command  
Royal Canadian Legion  
Campaign Office***

***☎ 1-866-354-6277***

***✉ <mailto:bccl@fenety.com>***

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[www.legionbcyukon.ca](http://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**





www.legionbcyukon.ca

## British Columbia / Yukon Command The Royal Canadian Legion

### *“Military Service Recognition Book”*

#### Advertising Prices

<u>Ad Size</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



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Board-Ratify

**EXPANSION OF COMMUNITY FOREST PROGRAM**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

WHEREAS there is a critical need to plan for wildfire and take action to reduce the risk to residents, and the Report and Findings of the BC Flood and Wildfire Review recommended that the Government of British Columbia expand the community forest program to communities where interest and capacity exist;

AND WHEREAS community forests have the mandate, the ability, and the interest to manage the threat of wildfire to create more resilient communities and forests and half of the existing community forests are held by First Nations or a partnership between Indigenous and non-Indigenous communities. The expansion of the community forest program has great potential to lead to more such partnerships;

THEREFORE BE IT RESOLVED that the Government of British Columbia be petitioned to expand the community forest program by increasing both the number and size of community forests to help achieve wildfire protection, promote rural development, and strengthen relationships between Indigenous and non-Indigenous communities.

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Board-Receive



# Emergency Management BC

Presented to

## Regional District of Bulkley-Nechako

With our thanks and appreciation  
For your contribution and support during  
Seasonal Hazards Response 2017



Board-Receive

## STATEMENT BY GREYHOUND CANADA

### GREYHOUND CANADA TO DOWNSIZE ITS CANADIAN BUSINESS BASED ON A 41% DECLINE IN RIDERSHIP SINCE 2010

#### EFFECTIVE OCTOBER 31, 2018 OPERATIONS WILL DISCONTINUE IN ALL PROVINCES EXCEPT ONTARIO AND QUEBEC, CANADA-US ROUTES WILL CONTINUE

TORONTO, Ontario (July 9, 2018) -- Greyhound Canada has taken the difficult decision to downsize its operations. The company has notified all proper authorities of its intention to discontinue service – both passenger and freight -- effective October 31, 2018 in the provinces of Alberta, Saskatchewan and Manitoba. In British Columbia, all routes will cease except for Vancouver to Seattle, which is operated by Greyhound Lines, Inc. (USA) and BoltBus.

All routes in Ontario and Quebec will continue unchanged, aside from the Trans-Canada service west of Sudbury in northern Ontario, which we will exit.

Greyhound Canada will continue to serve the following corridors:

- Toronto-Ottawa-Montreal-New York
- Toronto-Niagara Falls-Buffalo-New York
- Toronto-London-Windsor-Detroit
- Toronto-Barrie, Toronto-Guelph/Kitchener/Cambridge, and all other southern Ontario services.

Customers can find additional information by visiting [www.greyhound.ca](http://www.greyhound.ca) or calling 1-800-661-8747.

#### Decision Rationale

This decision is regrettable and is due to a challenging transportation environment that is characterized by declining ridership in rural communities; increased competition from subsidized national and inter-regional passenger transportation services; the new entry of ultra-low-cost carriers; regulatory constraints, and increased car travel. Greyhound envisions that these changes will result in a viable, sustainable business on the remaining routes.

Greyhound Canada had taken a range of cost reduction steps over the last few years, including frequency adjustments to route schedules and other efficiency measures. Unfortunately, these actions were insufficient and the downward trajectory continued.

*"It is with a heavy heart that we announce these service impacts for the end of October. We understand that these route changes are difficult for our customers. Despite best efforts over several years, ridership has dropped nearly 41% across the country since 2010 within a changing and increasingly challenging transportation environment. Simply put, we can no longer operate unsustainable routes.*

*"We are committed to keeping customers informed and will continue to provide fair and open communications to ensure that adequate notice is given."*

-Stuart Kendrick, Senior Vice President, Greyhound Canada.



## **Business as Usual Until October 31, 2018**

Important to note: it is business as usual until October 31, 2018 — Greyhound Canada’s operations will continue during the summer period and beyond Thanksgiving.

## **Route Changes and Route Retention**

Effective October 31, 2018 the route information is as follows:

- British Columbia – discontinue all routes. Note: Service between Vancouver and Seattle, which is operated by Greyhound Lines, Inc. (USA) and BoltBus, is unaffected.
- Alberta – discontinue all routes
- Saskatchewan – discontinue all routes
- Manitoba – discontinue all routes
- Ontario - In Ontario, we will operate substantially as we do today in the southern and eastern regions of the province with no changes in the Toronto and Ottawa areas. There will be changes in the northern part of the province. Service will be discontinued on the Trans-Canada Highway, west of Sudbury. Greyhound Canada will continue to operate in southern Ontario ([click here](#) to view *Southern Ontario map*).
- Quebec - In Quebec there are no changes, with service between Ottawa and Montreal unaffected. Service between Montreal and New York that is operated by Greyhound Lines, Inc. (USA) is also unaffected.

Greyhound Canada is continuing its discussions with provincial and federal governments about the importance of government investments in rural connectivity.

## **CONTACT:**

Route change information is available at [greyhoundcanada.ca](http://greyhoundcanada.ca).

### **Ontario and Quebec:**

Melanie Paradis | Tel: (416) 399-7400 | [Melanie.Paradis@mcmillanvantage.com](mailto:Melanie.Paradis@mcmillanvantage.com)

Wendy Cumming | Tel: (613) 619-4555 | [wendy@blueprintpr.ca](mailto:wendy@blueprintpr.ca)

### **British Columbia, Alberta, Manitoba, Saskatchewan:**

Veronica Rivas | Tel: (778) 996-2845 | [vrivas@blueprintpr.ca](mailto:vrivas@blueprintpr.ca)

[www.greyhound.ca](http://www.greyhound.ca)

Customer information: 1-800-661-8747

Follow us on Twitter at [www.twitter.com/GreyhoundBus](http://www.twitter.com/GreyhoundBus)

Facebook: [www.facebook.com/GreyhoundBus](http://www.facebook.com/GreyhoundBus)

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June 26, 2018

Chair Bill Miller  
Regional District of Bulkley-Nechako  
Box 820  
Burns Lake, BC V0J 1E0

Dear Chair Miller:

**Re: 2018 Resolutions**

UBCM confirms receipt of the attached resolution(s) endorsed by your Board and submitted directly to UBCM by the June 30 deadline.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2018 UBCM Convention in September.

Please feel free to contact Jamee Justason, Information & Resolutions Coordinator, if you have any questions about this process.

Tel: 604.270.8226 ext. 100 Email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca)

Sincerely,

A handwritten signature in cursive script that reads "Wendy Booth".

Director Wendy Booth  
President

*Enclosure*

**RECEIVED**  
JUL 03 2018  
REGIONAL DISTRICT  
BULKLEY NECHAKO

**CN Rail Emergency Response Capacity****Bulkley-Nechako RD**

Whereas the amount and frequency of dangerous goods being transported by CN Rail through all areas of the Province is increasing;

And Whereas the capacity to respond to a dangerous goods incident in many populated areas of the province is not adequate;

Therefore be it resolved that UBCM petition the Province of BC to initiate a process with CN Rail to develop a dangerous goods incident emergency response strategy in close consultation with the Province of BC and local governments to ensure adequate response capacity in all areas of the Province.

**Convention Decision:**

**Road Rescue Funding****Bulkley-Nechako RD**

Whereas local governments voluntarily provide road rescue service to out of region travellers using Provincial Highways in support of the BC Ambulance Service and the RCMP, and Emergency Management BC's (EMBC) reimbursement levels are not adequate to cover the cost of providing the service, and are not available to local governments that support road rescue through taxation;

And whereas the EMBC road rescue reimbursement policy forces local governments to choose between not providing the service, providing the service funded only by inadequate EMBC reimbursements, or providing the service funded only by local taxpayers;

Therefore be it resolved that UBCM petition the Province of BC to work cooperatively with local governments in funding road rescue service for the benefit of the users of Provincial Highways, and establish an adequate, sustainable and consistent funding and governance model for the provision of road rescue services.

**Convention Decision:**



**Search and Rescue Funding****Bulkley-Nechako RD**

Whereas Search and Rescue volunteers provide valuable service in support of police forces, the BC Ambulance Service, the Coroners Service, and local governments in the Province, and the costs associated with providing the necessary training, equipment and facilities is increasing;

And whereas Search and Rescue groups rely on grants and other time consuming, short term and unpredictable funding sources which do not provide financial security or allow long term strategic operational planning;

Therefore be it resolved that UBCM petition the Province of BC to implement a consistent and sustainable funding model for Search and Rescue groups to allow them to better provide efficient and effective search and rescue operations.

**Convention Decision:**



1994  
FRASER LAKE  
ELEMENTARY-SECONDARY SCHOOL

*Board-Precevo*

Bag 1002, Fraser Lake, B.C. V0J 1S0  
Telephone (250) 699-6233 • Fax (250) 699-7753

Thank you to the Regional District of Bulkley-Nechako for generously contributing to the Fraser Lake Sr. Girls High School Soccer team. Your kind support helped us travel to Penticton for the 2018 Sr. High School Girls Provincial Championships. While there, we played 5 games in 2.5 days. The first two games we were not competitive, but the next 3 games were very competitive and our very young team made our school and area proud. Below is the results of all 5 games.

- Game 1 vs Glenlyon Norfolk – Lost 5-0 (They were the Provincial Champions this year)
- Game 2 vs Kelowna Christian – Lost 7-0
- Game 3 vs Grand Forks – Lost 1-0
- Game 4 vs Ft. St. James – Lost 2-0
- Game 5 vs Nakusp – 0-0 lost in a shootout

Below is a breakdown of the expenses occurred during this trip.

Entry Fee	=\$ 460.00
Banquet, T-Shirt and Program - \$52 per student x 20 students	=\$1,040.00
*Hotels	=\$1,727.28
**Miscellaneous	=\$ 237.77
Bus Mileage Fee – 1,829 km x \$0.25 km	=\$ 457.25
Fuel	<u>=\$ 809.36</u>
<b>TOTAL</b>	<b>=\$4,731.66</b>

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 JUN 23 2018  
 REGIONAL DISTRICT OF  
 BULKLEY-NECHAKO

\*Hotels – for the girls instead of 5 rooms per night with 4 girls in a room, we had 2 rooms for 6 girls and 1 room for 8 girls. We saved a few hundred dollars this way.

\*\*Miscellaneous – we bought breakfast food for the girls to cook team breakfasts in the morning (pancakes, sausages, eggs, toast, orange juice, cereal, milk) plus fruit for in between games along with granola bars, water and some Gatorade. We also bought the girls pizza for the bus ride home.

Overall, we would like to thank the Regional District of Bulkley-Nechako once again for their support. For many of these girls, this is/will be the highlight of their high school careers and many years after. Thank you for the opportunity you provided for each and all of us.

Thank you.

Mike LeDuc  
FLESS - Teacher/Coach

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Board - Receive

Deirdre Houghton  
Teacher – Fort St. James Secondary School  
Box 220  
Fort St. James, BC  
VOJ 1P0

June 28, 2018

Regional District of Bulkley-Nechako  
37-3rd Avenue  
Box 820 Burns Lake, B.C.  
VOJ 1E0

JUN 29 2018  
REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

**RE: Grant in Aid – Report/Update from FSJSS Grade 9 Haida Gwaii Trip**

To Whom It May Concern,

On behalf of the Grade 9 Students and Staff at Fort St. James Secondary School, we would like to thank you for the grant received, in the amount of \$1000, to help offset costs related to our annual Grade 9 trip to Haida Gwaii. The trip to Haida Gwaii was once again, both a success and fantastic experience for all students.

The trip was from June 17-23, and involved 27 students, 2 teachers, 3 parent chaperones and 1 bus driver. Students were engaged in a variety of areas that involved nature, cultural/historical experiences and physical/teambuilding activities.

*Nature* – students were involved in examining forest evolution and marine biology.

*Cultural/Historical* – students visited the Haida Museum in Skidegate, which included small group tours of both the museum and totem poles, where students learned of the carving history and meaning behind the totems, and the lives of the Haida First Nations Peoples.


*Physical/Team Building* – Surf lessons at North Beach, hikes at Pesuta-Shipwreck, Spirit Lake and Anvil Lake, games (indoor and outdoor including cards, chess, monopoly and man-tracker), maintaining the Hiellen Longhouse Accommodations.

Once again, we sincerely thank you for the grant; it was gratefully received! In addition to money raised via fundraising, the grant money helped offset costs for all students to make this trip more financially feasible and assist in making this a trip of a lifetime for our Grade 9 students.

Sincerely,

  
D. Houghton

  
G. Soles

  
A. Vogelsang



1916

Thank you!



Board - Receive

TCYHA Board 2018-2019

**TABLE OFFICERS**

**President**  
Paul Smith, Councillor, Strathcona County, AB  
**Past President**  
Sandy Salt, Councillor, Valemount, BC

**DIRECTORS:**

**British Columbia Directors**  
Rosemary Hrubey, Councillor, McBride  
Sandy Salt, Councillor, Valemount

**Alberta Directors**  
Chelsea Griffiths, Councillor, Wabamun  
Bert Journault, Councillor, Jasper  
Dennis Roth, Deputy Mayor, Kitscoty  
Paul Smith, Councillor, Strathcona County  
Daniel Warawa, Deputy Reeve, Lamont County  
Jerold Lemko, Councillor, Vegreville

**Saskatchewan Directors**  
Randy Goulden, Councillor, Yorkton

**Manitoba Directors**  
Ray Orr, Mayor, Minnedosa  
Merv Starzyk, Deputy Mayor, RM Yellowhead

**Appointed Directors / Committee Chairs:**  
Planning Chair  
Alan Cayford, Life Member, Lloydminster, SK  
Staff Relations Chair  
Jack Wright, Life Member  
Chambers/Associations Liaison Chair  
Todd Banks, Sherwood Park & District Chamber

**Director Emeritus**  
Ron Hayter, Life Member, Edmonton, AB  
**Secretary/Treasurer**  
Don Gmble

**C.A.O.**  
John Wojcicki

July 2018

Mayors, Reeves, Council Members, Regional Directors

Greetings, I hope 2018 is treating you well!

Attached is the information from the 2018 Annual General Meeting held in Edmonton April 7<sup>th</sup>.

MP Randy Boissonnault was our guest speaker and served as our presenter of awards. Alberta MLA Jessica Littlewood, Parliamentary Secretary to Minister of Economic Development and Trade brought greetings from the Legislature and assisted MP Boissonnault with our Award presentations.

With presentations from each province's Department of Transportation and seven Resolutions presented and debated, we consider the AGM a success.

As this year's President, I will endeavour to visit municipalities in each province. A list of expected actions for myself and the board of will be included in the next communication.

The more voices, the louder the message!

Regards

Paul Smith  
President TCYHA  
(Councillor, Strathcona County, AB)

...att



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# Trans Canada Yellowhead Highway Association



## SUMMER UPDATE



## To Mayor/Reeve and Council

At the recent TCYHA Annual General Meeting the following Resolutions were passed and presented to the respective Government indicated:

### **TCYHA Resolution 2018-01:**

**SUBJECT:** Additional Passing Lanes between Hazelton and Prince Rupert

**WHEREAS** traffic levels on the Yellowhead Highway 16 between Hazelton and Prince Rupert have increased significantly as a result of the Prince Rupert Port expansion;

**AND WHEREAS** as traffic levels increase, vehicle passing opportunities on this two lane highway become more restricted resulting in serious implications for traffic operation and safety;

**AND WHEREAS** the use of passing lanes on two lane highways are a less costly alternative of upgrading to a continuous four-lane highway;

**THEREFORE BE IT RESOLVED** that the TransCanada Yellowhead Highway Association call upon the Minister of Transportation and Infrastructure to construct additional passing lanes on Highway 16 between Hazelton and Prince Rupert.

### **TCYHA Resolution 2018-02:**

**SUBJECT:** Wider Highway Shoulder to Safely Accommodate Cyclist and Pedestrians

**WHEREAS** Yellowhead Highway 16 is the only highway access connecting the communities between Prince George and Prince Rupert;

**AND WHEREAS** safety of all road users is of paramount concern and wider paved shoulders allow vehicles to pass cyclists and pedestrian without having to move into the lane of oncoming traffic;

**AND WHEREAS** wider highway lanes and paved shoulders have a positive effect by increasing opportunities for active transportation such as cycling and walking while dramatically reducing the occurrence of accidents;

**THEREFORE BE IT RESOLVED** that the TransCanada Yellowhead Highway Association call upon the Minister of Transportation and Infrastructure to add wider paved shoulders whenever Highway 16 is upgraded or resurfaced.

### **TCYHA Resolutions 2018-03 and 2018-04:**

**SUBJECT:** Safety Concerns on Highway 16 at "Car Wash Rock" 45 Km west of Terrace

**WHEREAS** the overhanging cliff face known as Car Wash Rock on Highway 16 between Terrace and Prince Rupert continues to be a safety concern from rocks, ice and water falling directly onto the roadway;

**AND WHEREAS** rock and ice become dislodged from the cliff face damaging vehicles and putting the travelling public at risk;

**AND WHEREAS** this rock formation is situated on a sharp narrow 50 km advisory speed corner of the highway with obstructing site lines for vehicles travelling in both directions;

**THEREFORE BE IT RESOLVED** that the TransCanada Yellowhead Highway Association call upon the Minister of Transportation and Infrastructure to undertake a capital upgrade project at Car Wash Rock 45 km west of Terrace to remove this dangerous corner and address safety concerns with visibility, and falling rock, ice and water onto the highway.

AND

WHEREAS the quality of highway 16 road maintenance service provided by the Ministry of Transportation and Infrastructure has a significant impact on the safety of our highway;  
 AND WHEREAS the provision of quality highway road maintenance services not only ensures safe conditions for those travelling highway 16 but also ensures that the maximum life span of our highway infrastructure can be realized;  
 AND WHEREAS the Carwash Rock and Kasiks areas along highway 16 require additional consideration for increased maintenance for safety concerns;  
**THEREFORE BE IT RESOLVED** that TransCanada Yellowhead Highway Association urge the Ministry of Transportation and Infrastructure ensure that contracted road maintenance provided fulfill their contractual obligations through enhanced monitoring and maintenance along highway 16, particularly at Carwash Rock and Kasiks.

**TCYHA Resolution 2018-05:**

**SUBJECT:** Passing Lane Construction between Tete Jaune, BC and the Western Border of Jasper National Park

WHEREAS Hwy 5 and 16 is the new oversized route into northern BC and neighbouring Alberta and is seeing a significant increase in heavy transportation traffic; AND,  
 WHEREAS 703 reported vehicle incidents, including 15 fatalities and 138 injuries have occurred in the Valemount RCMP's local jurisdiction since 2013;  
**THEREFORE IT BE RESOLVED** That the TransCanada Yellowhead Highway Association advocate the Federal Government to secure and deploy infrastructure funding for passing lane construction between Tete Jaune, BC and the western border of Jasper National Park.

**TCYHA Resolution 2018-06:**

**SUBJECT:** Safety along TC Hwy 16 Corridor Between Jasper and Tete Jaune

WHEREAS there is a high level of motor vehicle incidents along the Highway 16 Corridor between Jasper and Tete Jaune, more specifically from just east of Mt. Robson to Tete Jaune;  
 AND WHEREAS there is a significant amount of commercial transport and tour bus traffic through the Highway 16 corridor between Jasper and Tete Jaune;  
 AND WHEREAS the occurrence of a motor vehicle incident along that corridor blocks traffic travelling from Alberta to BC for lengthy periods of time;  
**THEREFORE BE IT RESOLVED** that the Trans Canada Yellowhead Highway Association will lobby the Provincial and Federal Governments to address the safety issue on the Highway 16 Corridor between Jasper, AB and Tete Jaune, BC including road improvements and cellular service connectivity.

**TCYHA Resolutions 2018-07:**

**SUBJECT:** Safety Infrastructure Funding

WHEREAS Highway 16 creates a significant hazard to pedestrians, cyclists and other motorists where it passes through populated areas and incorporated communities;  
 AND WHEREAS municipalities require passing lanes and pedestrian crosswalks;  
 AND WHEREAS those communities incur significant costs and impacts to their residents due to the Highway 16 corridor passing through those communities;

**THEREFORE BE IT RESOLVED** that the Trans Canada Yellowhead Highway Association lobby the Provincial and Federal Governments to support those communities financially to offset the costs of mitigating hazards and support necessary for safety infrastructure on Highway 16.

### **AGM Elections:**

The following were elected/appointed to these positions:

#### **Table Officers:**

**President** – Paul Smith, Councillor, Strathcona County, AB

**Past President** – Sandy Salt, Councillor, Valemount, BC

**Secretary/Treasurer** – Don Grimble, Edmonton, AB

#### **Provincial Directors:**

##### **Manitoba Directors (4)**

Merv Starzyk, Councillor, RM Yellowhead

Ray Orr, Mayor, Minnedosa

*[other Directors still To Be Confirmed]*

##### **Saskatchewan Directors (5)**

Randy Goulden, Councillor, Yorkton

*[other Directors still To Be Confirmed]*

##### **Alberta Directors (7)**

Paul Smith, Councillor, Strathcona County

Bert Journault, Councillor, Jasper

Daniel Warawa, Deputy Reeve, Lamont County

Dennis Roth, Deputy Mayor, Kitscoty

Chelsea Griffiths, Councillor, Wabamun

\*Jerrold Lemko, Councillor, Vegreville \* *subsequent Board appointment*

*[other Directors still To Be Confirmed]*

##### **British Columbia Directors (6; min. 3 from #16, min. 2 from #5)**

Sandy Salt, Councillor, Valemount

Rosemary Hruby, Councillor, McBride

*[other Directors still To Be Confirmed]*

##### **Appointed Directors / Committee Chairs**

Staff Relations Chair: Jack Wright, Life Member, Edmonton, AB

Chambers and Associations Chair: Todd Banks, Sherwood Park, AB

Planning Chair: Alan Cayford, Life Member

Secretary Treasurer: Don Grimble, Life Member

##### **Ex-Officio**

CAO John Wojcicki

*Note: Numbers in brackets next to Province relates to maximum number of Directors as per Bylaws*

**NOTE:** If you wish to fill a vacancy and add your voice as a Board member to ensure issues from your Province are kept front and center please contact the TYCYHA office by emailing [admin@goyellowhead.com](mailto:admin@goyellowhead.com).



**Recent Advocacy Summary:**

Following are some announcements from Provincial / Federal Governments on areas the TCYHA has been advocating on your behalf:

- ❑ From Gov of BC: Pre-construction work has begun between Barriere and Little Fort in preparation for more new passing lanes along Highway 5 near Darfield. Contract awarded to construct passing lanes near Darfield / Barriere.
- ❑ From Gov of BC: Construction is nearing completion on the Vinsulla passing lanes project south of McLure (north of Kamloops). The Vinsulla project includes a 2.2 km northbound passing lane and a commercial vehicle pullout.
- ❑ From Gov of BC: construction will begin Spring 2018 to replace the rail level crossing on #16 at Mile 28 Duamont with a grade-separated fly-over.
- ❑ From Gov of BC: improvements being prepared for the intersection of #16 and #37
- ❑ From Gov of BC: resurfacing of Highway 16 between Josephine Road, west of Prince George, and Hillcrest Way, east of Vanderhoof and from West Twin Creek to Bell Mountain Road west of McBride.
- ❑ From Gov of Saskatchewan: An estimated \$52.4 million Highway 16 project east of Saskatoon that will improve safety and support the economy is targeted to open to traffic one year early.
- ❑ From Gov of Saskatchewan: New Highway 16 Twinning Project East of Saskatoon to Clavet completed; TCYHA invited to ribbon-cutting ceremony to open the section.
- ❑ From Gov of Canada Senate: Senator Black welcomes opportunity to discuss the role that Trans Canada Yellowhead Highway #16 can play in the Senate's "Tear Down These Walls" initiative.
- ❑ From Gov of Alberta: Alberta Government confirms it would cover its share of the cost of upgrading Yellowhead Trail in Edmonton. AB Minister Mason acknowledges TCYHA role in the decision in AB Transp social media, Fed Minister Sohi recognizes TCYHA's influence in Gov of Canada's decision during his speech at TCYHA 2017 AGM.
- ❑ From Gov of Manitoba: Completion of paving 34 kms of passing lanes west of Neepawa.
- ❑ From Gov of BC: Free, public Wi-Fi will soon be installed at the Highway 16 Mt. Terry Fox rest area six kilometers east of Tete Jaune. Wider cell coverage added along #16.
- ❑ From Gov of Alberta: Completed construction of a pass-holder's lane at Jasper Gate.
- ❑ From Gov of Alberta: Completed a functional planning study for twinning from Hinton to Jasper National Park boundary.
- ❑ From Gov of Manitoba: MIT confirms that renewing #16 through Neepawa remains one of MIT's priorities in the area.

**If you have highway-related issues that you would like to bring to TYCHA's attention please email [admin@goyellowhead.com](mailto:admin@goyellowhead.com) with the details.**



## TCYHA 2018 Award Recipients

The TCYHA is proud to add the following names inducted at our 72<sup>nd</sup> Annual General Meeting/Awards Luncheon to our list of Award Recipients:



### **BUILDER of the YELLOWHEAD AWARD:**

*"The "Builder of the Yellowhead" award recognizes exceptional service to the Association. It is usually presented to people who have made special contributions as Directors or Committee members in the promotion of the Trans Canada Yellowhead Highway."*

Recipient: **Paul Smith, Councillor, Strathcona County AB**

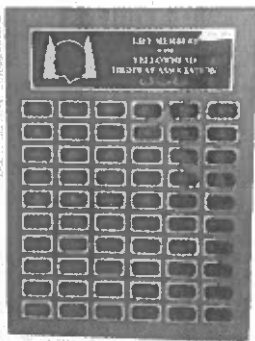


### **TÊTE JAUNE AWARD:**

*"The Tête Jaune Award is presented to people who have received the Builder of the Yellowhead Award and continued to support the Association. It is usually presented to people who have made special contributions as Director or Committee members, or in their work, towards the achievement of the objectives of the Yellowhead Highway Association."*

Recipient: **Bev Dubois, Councillor, Saskatoon, SK**

Recipient: **Chateau Louis Hotel and Conference Centre, Julian and Barbara Koziak**



### **HONORARY LIFE MEMBER:**

*The "Honourary Life Member Award" is presented to people who have received the Builder of the Yellowhead Award, the Tête Jaune Award and who have served the Association for at least 10 years.*

Recipient: **Clint McCullough, Councillor, Vermilion AB**

Recipient: **Don Grimble, Individual Member, Edmonton AB**

Recipient: **Miles Latimer, Councillor, County of Vermilion River AB**

Recipient: **Greg Pasychny, former Mayor, Edson AB**

These names have been added to a long list of individuals who over the 72 years of the TCYHA have given of their time to ensure that the highway continues to play an integral role in the economy of Western Canada in particular and Canada in general.

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FORTIS BC™

6705 Fraser Highway  
Surrey B.C. V4N 0E8  
fortisbc.com



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JUN 22 2018

REGIONAL DISTRICT OF  
BULKLEY NECHAKO

June 11, 2018

Dear Bill Miller,  
Box 820  
Burns Lake BC V0J 1E0

Did you know that British Columbia averages more than three instances of accidental damage to the natural gas system every day?

FortisBC's natural gas system delivers vital energy to homes, businesses, schools and hospitals every day. When a natural gas line is damaged, there is a potential for serious consequences. It can create unsafe situations, traffic delays, service interruptions and require costly repairs. As such, we are committed to providing the information that you need to help keep residents safe and services reliable.

FortisBC and BC One Call promote safe digging year-round, and especially during times when property owners, contractors, landscapers and farmers start projects that involve ground disturbance. Whether one is excavating, planting a tree or even gardening, they should stay safe and avoid unexpected costs by notifying BC One Call to find out where buried utilities are located before commencing any type of ground disturbance work.

#### Click or Call Before You Dig

FortisBC takes an active role in preventing the risk of third-party damage to our natural gas distribution service lines by promoting safe digging practices, and working closely with stakeholders such as BC One Call and municipalities.

Approximately 90 per cent of damages to our natural gas distribution service lines can be prevented if customers, the public and professional excavators follow safe excavation practices. This includes calling BC One Call for gas line information prior to the start of work and hand digging to expose the location of the gas line as well as following through on the directions and procedures provided. BC One Call can be reached at **1-800-474-6886** or by visiting **bconecall.ca** to find out where buried utilities are before digging. The call and information are free.

We thank you for taking an active part in keeping your city safe and free of unnecessary disruptions. We encourage you to share this information with your municipal works department and residents and visit **fortisbc.com/digsafe** to learn more.

Sincerely,

Roger Dall'Antonia  
President and CEO  
FortisBC  
Office: 604-443-6570  
Cell: 604-312-5996  
roger.dallantonia@fortisbc.com  
fortisbc.com

Chris Hyland  
President and CEO  
BC One Call  
Cell: 778-214-4458  
chyland@bconecall.ca  
bconecall.

June 22, 2018

Lakes District Fair Association  
Box 304  
Francois Lake, BC V0J 1R0

Attention: Joan McFee  
President

Dear Ms. McFee:

Subject: Lakes District Fairgrounds Concession Renovation  
Community Halls and Recreation Facilities Program  
Northern Development Project Number 5501 50

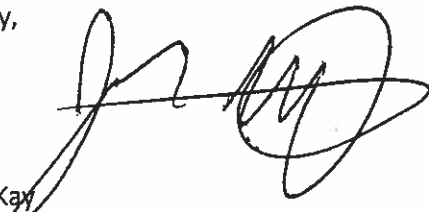
Northern Development exists to stimulate economic growth through strategic and leveraged investments that build a strong and diversified economy in central and northern B.C. Our vision is that Northern B.C. is home to world-class industries, diversified regional economies and growing, energetic communities.

I am pleased to advise you that the Community Halls and Recreation Facilities application from the Lakes District Fair Association for the 'Lakes District Fairgrounds Concession Renovation' project was approved for a grant up to \$15,000 from the Northwest Regional Development Account on June 15, 2018.

This approval is open for a period of twelve months from the date of approval, within which we expect all funding sources to be secured, a contract entered into with Northern Development and the project commenced. It is important to note that expenditures incurred prior to both parties signing a contract will not be reimbursed.

We wish you every success with your project. We are excited to see how your project will stimulate economic growth and strengthen our region.

Sincerely,



Joel McKay  
Chief Executive Officer

- c: Melany de Weerd, Chief Administrative Officer, Regional District of Bulkley-Nechako  
Mark Fisher, Director, Regional District of Bulkley-Nechako and Regional Advisor, Northwest  
Regional Advisory Committee



# qathet REGIONAL DISTRICT

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## **MEDIA RELEASE**

### **POWELL RIVER REGIONAL DISTRICT TO BE RENAMED TO qathet REGIONAL DISTRICT**

**July 5, 2018** – qathet Regional District is pleased to announce that on July 5, 2018 notification was received indicating the province's approval on the requested name change.

The new name enables a distinctive identity; one that is unique, inclusive and to be recognized geographically for decades.

In June of 2017, Elders from Tla'amin Nation gifted the word 'qathet' to the Regional District. The word, which is pronounced "KA – thet", means 'working together' and is intentionally lowercase as Tla'amin Nation traditional orthography does not include capital letters.

Public and stakeholder engagement took place throughout the community and ended in October 2017. Following the end of the engagement process the Regional Board made a formal request to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, that she recommend to the Lieutenant Governor in Council that the name of the Powell River Regional District be changed to "qathet Regional District".

The name change is a new beginning for qathet Regional District. It will serve as a cultural link with Tla'amin Nation and forge our inter-governmental relationship. Moreover, it will nurture an unmistakable identity for a vast and varied region of land, water, islands, resources, people and culture.

## **QUOTES:**

### **Patrick Brabazon, Chair, Powell River Regional District**

"This is a wonderful evolution for the Regional District. Our new distinct identity will eliminate the confusion associated with having a similar name as the municipality. Further, the gift of this name from Elders of the Tla'amin Nation will serve as a significant cultural connection to Tla'amin and other First Nations in the Region. We graciously accept this gift and give many thanks to the Elders for the name itself and for their time, effort and research, truly an example of "working together" for the benefit of all. I would also like to thank all those who contributed

through participation in the public discussions, and those who communicated their opinions to the Regional District. At the Provincial level, thanks must go to the Honourable Selina Robinson, Minister of Municipal Affairs and Housing, the Honourable Scott Fraser, Minister of Indigenous Relations and Reconciliation and Nicholas Simons, MLA for Powell River – Sunshine Coast for their support and advice throughout the process.”

**Selina Robinson, Minister of Municipal Affairs and Housing**

“Our government honours and respects the rights of Indigenous peoples in British Columbia, and we congratulate the qathet Regional District and the Tla’amin Nation for making this change, in a spirit of respect and collaboration for everyone in the community. We all have a role to play in reconciliation, to understand our shared history, and work together to build a better B.C. and I am inspired by the commitment of this local government to do just that.”

**Scott Fraser, Minister of Indigenous Relations and Reconciliation**

“Congratulations to the people of the newly re-named qathet Regional District. Words and names matter. They can help reshape how we imagine and interact with the world, and the places we call home. This is a positive step in our Province as we move forward on reconciliation”

**Nicholas Simons, MLA for Powell River – Sunshine Coast**

“Congratulations to the qathet Regional District on their new name, a Tla’amin word meaning working together. I look forward to the ongoing and rewarding process of reconciliation, and appreciate all efforts being made towards that goal.”

Contact:

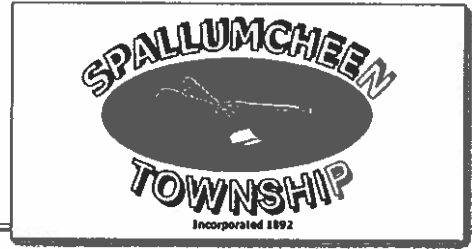
Patrick Brabazon, Chair  
qathet Regional District  
Phone: 604-414-5673  
Email:brabazon@shaw.ca

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Board-Receive

# THE CORPORATION OF THE TOWNSHIP OF SPALLUMCHEEN

4144 Spallumcheen Way, Spallumcheen, BC V0E 1B6  
Phone: 250-546-3013 • Fax: 250-546-8878 • Toll Free: 1-866-546-3013  
Email: mail@spallumcheentwp.bc.ca • Website: www.spallumcheentwp.bc.ca



June 8<sup>th</sup>, 2018

Ministry of Finance  
Honourable Carole James  
PO Box 9048  
STN Prov Govt  
Victoria, BC  
V8W 9E2

RECEIVED

JUN 21 2018  
REGIONAL DISTRICT OF  
BULKLEY NECHAKO

Re: Employer Health Tax Impact on Local Government

To Whom It May Concern,

This is to advise that the Township of Spallumcheen Council passed the following resolution at its Tuesday, May 22<sup>nd</sup>, 2018 Regular Council Meeting:

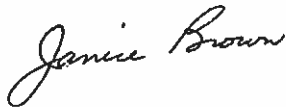
***"THAT the Township of Spallumcheen Council, based on the survey results and the financial impacts identified, inform all Union of British Columbia Municipalities (UBCM) participants and appropriate Ministries that the Council of Spallumcheen opposes the implementation of the Employer Health Tax (EHT);***

***AND THAT based upon the logic that the imposition of incrementally sustainable increases in taxation to residential, commercial and industrial zones through City and municipal taxation will ultimately negatively affect the very citizens of British Columbia it is purportedly required to assist."***

Because Spallumcheen is ultimately a farming community with a very limited tax base due to farming tax breaks, the negative impacts the EHT will have on the few industrial and commercial operations located in our community could adversely damage these industrial partners that make Spallumcheen sustainable for all residents.

If you have any questions in this regard, please contact the undersigned.

Respectfully,



Mayor Janice Brown

cc: UBCM  
Member Municipalities  
Chief Financial Officer

FORT FRASER LOCAL COMMUNITY COMMISSION MEETING MINUTES  
Tuesday, May 8, 2018

\*\*\*\*\*

**Present** Commissioner Linda Cochran  
Commissioner Steve Cochran  
Commissioner Colleen Delong  
Commissioner Don Webster  
Area "D" Director Mark Parker  
Laura O'Meara, Senior Financial Assistant, RDBN  
John Illes, Chief Financial Officer, RDBN  
Rory McKenzie, Director of Environmental Services  
Tammy Zimmerman, Recording Secretary

**Call To Order** The meeting was called to order at 1:12 pm by Commissioner Colleen Delong.

**Minutes** The minutes of the meeting held March 13, 2018 were read by Recording Secretary Tammy Zimmerman.

Moved by Commissioner Linda Cochran  
Seconded by Commissioner Don Webster

**FFLCC 18-05-01** *"The minutes of the meeting held on March 13, 2018 be approved as corrected."*

*Carried Unanimously*

**UPDATES**

**Street Lights** Commissioners Steve and Linda Cochran will attempt to get numbers from the poles in question and forward them to John Illes.

**Pitless Repair** The pitless repair was completed last week and tested. It was noted that it is an excellent new set-up.



Rory McKenzie will follow up regarding an invitation to Roger Wiebe to attend further meetings concerning the Water Project.

- Transit** The new busses have been in operation since last Thursday.
- Generator** There is expected to be some action regarding the new generator in the next 6 weeks.
- OCP Meeting** The scheduled OCP meeting was cancelled and was re-scheduled for May 14, 2018.
- Water Project** LNB Construction from Kamloops was awarded the Water Project contract.

They will bring their equipment to Fort Fraser next week, assess the lay of the land, and develop an action plan.

Construction is expected to start on May 22, 2018, with an estimated progress of 50 meters per week, working 10-12 hour days, 7 days per week, starting approximately 7:00 to 8:00 am (shorter days on Sundays). It is planned to completely finish one section before moving on to the next to cause as little disruption as possible. The completion date at this time is expected to be in September, 2018.

A construction schedule will be posted at the Post Office weekly to inform the public of progress and next steps. The RDBN will also develop a mail-out with key dates, notification that residents will be notified 1-2 weeks in advance of their property's involvement, as well as a phone number for questions. Members were encouraged to email Director Parker with any other suggestions for the mail-out.

A representative will go door to door a week or so in advance to inform residents of the construction schedule and discuss obstacles that may need to be moved to allow for construction at their property. Signage was also discussed as a possibility to inform residents of upcoming construction.

A representative from the RDBN will come to Fort Fraser once or twice a week to assess progress.

The old water lines will be buried.

The old pump house needs to be removed and it was suggested it be taken to the old Ambulance Station area to be used as an outhouse.

**REPORTS**

**Financial**

There were no changes or concerns noted. The audit went well.

The Water Project contract was awarded for less money than initially anticipated.

Recommendation: That the RDBN Senior Financial Assistant's April 30, 2018 memorandum regarding the March 2018 Financial Report be received.

Moved by Commissioner Don Webster  
Seconded by Commissioner Linda Cochran

**FFLCC 18-05-02**     ***"The Financial report be accepted as presented"***

***Carried Unanimously***

**Wastewater/  
Water Report**

No concerns noted.

Moved by Commissioner Colleen DeLong  
Seconded by Director Mark Parker

**FFLCC 18-05-03**     ***"The Water/Wastewater report be accepted as presented"***

***Carried Unanimously***

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**Area "D" Director**

**Mark Parker** RDBN has now opened its EOC (Emergency Operations Center) in preparation for potential and existing flooding issues.

**NEW BUSINESS**

**Alley** The alley behind the Gatacre house on 3<sup>rd</sup> and the highway has been damaged by a vacuum truck and the alley can no longer be mowed.

**TePee** There have been complaints about a tent/tepee which has been erected on property to the east of Fort Fraser and it appears there are people living there. Commissioner Delong will investigate who owns the property.

**Next Meeting** June 12, 2018.

**ADJOURNMENT** Commissioner Colleen Delong moved the meeting be adjourned at 2:09 pm. Carried.

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Colleen Delong, Chair  
FFLCC

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Tammy Zimmerman, Secretary

FORT FRASER LOCAL COMMUNITY COMMISSION MEETING MINUTES  
Thursday, June 14, 2018

\*\*\*\*\*

**Present** Commissioner Linda Cochran  
Commissioner Steve Cochran  
Commissioner Colleen Delong  
Area "D" Director Mark Parker  
Tammy Zimmerman, Recording Secretary

**Call To Order** The meeting was called to order at 5:34 pm by Commissioner Colleen Delong.

**Minutes** The minutes of the meeting held May 8, 2018 were read by Recording Secretary Tammy Zimmerman.

Moved by Commissioner Linda Cochran  
Seconded by Commissioner Steve Cochran

**FFLCC 18-06-01** *"The minutes of the meeting held on May 8, 2018 be approved as corrected."*  
*Carried Unanimously*

**UPDATES**

**Street Lights** Commissioners Steve and Linda Cochran texted pictures of the poles affected to John Illes.

**OCP Meeting** Fort Fraser will have a final OCP meeting at a later date.

**Water Project** There was a great deal of discussion around ways to improve communication between the public and the RDBN regarding the water project.

Regional District staff are coming to Fort Fraser weekly to review the progress of construction. Members of the Commission were invited to meet with the staff to discuss the

progress when they are here, as well as to have any questions answered that they may have.

**PLAN:** It was agreed that, in order to improve education and communication to the residents, the RDBN will develop a mail-out with key dates and notification that residents will be informed 1-2 weeks in advance of their property's involvement. The mail-out should also contain the following information to deter the misinformation currently being shared among residents:

- The Water Project contract includes all three phases of the project.
- Clean up will be done prior to project completion.
- Pavement will be replaced at the end of the project by another contractor.
- Crews will work for 21 days then take 7 days off.
- The contractor reports that they are on schedule.

A phone number for questions should be included on the flier.

A construction map will be placed at the Post Office if permission is granted. If permission is granted, reference should be made to this map in the mail-out flier. A schedule will be posted at the Post Office weekly to inform the public of progress and next steps.

It is unclear whether a representative is going door to door a week or so in advance to inform residents of the construction schedule and discuss obstacles that may need to be moved to allow for construction at their property. It was reiterated that communication is extremely important and the public needs access to as much information as possible.

## **REPORTS**

### **Financial**

There were no changes or concerns noted.

Moved by Commissioner Steven Cochran  
Seconded by Commissioner Linda Cochran

**FFLCC 18-06-02**     ***“The Financial report be accepted as presented”***

***Carried Unanimously***

**Wastewater/  
Water Report**

No concerns noted.

Moved by Commissioner Colleen Delong  
Seconded by Director Mark Parker

**FFLCC 18-06-03**     ***“The Water/Wastewater report be accepted as presented”***

***Carried Unanimously***

**Area “D” Director  
Mark Parker**

Director Parker attended the BC Cattlemen’s convention and reported that another \$450,000 is to go to beef processing in BC.

**NEW BUSINESS**

**Alley**                     Rory McKenzie will investigate.

**TePee**                    Commissioner Delong continues to investigate.

**Next Meeting**         July 10, 2018.

**ADJOURNMENT**     Commissioner Colleen Delong moved the meeting be adjourned at 6:38 pm. Carried.

---

Colleen Delong, Chair

---

Tammy Zimmerman, Secretary

**Geraldine Craven**

**From:** BC Community Forest Association <smulkey=bccfa.ca@mail251.atl221.rsgsv.net> on behalf of BC Community Forest Association <smulkey@bccfa.ca>  
**Sent:** July 10, 2018 1:13 PM  
**To:** inquiries  
**Subject:** BCCFA Newsletter - July 2018

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British Columbia  
**Community  
 Forest**  
 Association

local people, local forests, local decisions



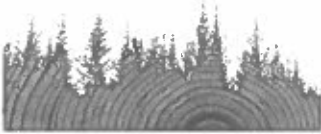
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BUILDING RELATIONSHIPS AND  
 CULTIVATING SOCIAL LICENCE

A GUIDE FOR SMALL TENURE HOLDERS TO BC

July 2018



The new BCCFA resource for small tenure holders is about innovation in relationships that go beyond the transactional deals that are made to encourage support for your operations. The guide offers examples of lessons learned and a framework for developing relationship-based approaches which go beyond

## July 2018 Member's Newsletter

### Welcome to the new BCCFA Board and Executive

George Brcko, President (Wells Gray Community Forest)

Harley Wright, Vice President (Lower North Thompson Community Forest)

Duncan McKellar, Treasurer (Tumbler Ridge Community Forest)

Daniel Gratton, Secretary, (Creston Community Forest)

Directors at large: Crystal Fisher (Burns Lake Community Forest); Dave Gill (Westbank FN); Dave Lasser (Sunshine Coast Community Forest); Albert Gerow (Chinook Community Forest); Colin Macleod (Wetzinkwa Community Forest)

### 2018 BCCFA Conference Report

The [conference report](#) includes notes from the 20

the legal requirements for small tenures.  
[link to the guide](#)



**Christine Gelowitz,**  
**Association of BC Forest Professionals,**

CEO, responds to government review on professional reliance  
[read more](#)



**The Strategic Wildfire Prevention Initiative (SWPI) will transition to a new Community Resiliency Investment Program (CRIP) that includes new criteria**  
[read more](#)



**Clinton Community Forest** presentation answers questions, awards grants.  
[read more](#)

presentations, and 3 discussion sessions, links to the presentations, profiles of all speakers and a great collection of photos. It is a great resource for people not able to attend the event and serves as an important educational and information tool for all community forests. The 14th annual event, co-hosted by the Burns Lake, Chinook and Cheslatta Community Forests brought together representatives from thirty community forests, First Nations, elected officials, the provincial government, forest professionals, researchers and students. [read more](#)

**2019 BCCFA Conference and AGM**

The conference will be in Mission, hosted by the Mission Municipal Community Forest, June 12-14. Note that we will be experimenting with a Wednesday to Friday event rather than going into the weekend.

**Small Tenures in the Wildland Urban Interface (WUI) - A BCCFA Concept**

The BCCFA proposes an expansion in the number and size of community-based tenures around rural and Indigenous communities to help achieve wildfire protection and promote rural development. **Update on the project** - *A full multiple accounts or cost/benefit analysis is required to gain a deeper understanding of the impacts of the BCCFA concept. Minister of Forests, Lands, Natural Resource Operations and Rural Development Doug Donaldson met with the BCCFA Board and Executive Director in Burns Lake in late May. He is interested in the concept and has asked the BCCFA to work with his staff to conduct the analysis. Discussion on analysis methodology is now underway.* [read more](#)

**New Community Tenures Regulation**

The new regulation comes as a result of amendments to the Forest Act and Community Tenures Regulation. With





**Ministry approves Fort Nelson Community Forest Agreement boundary application**

Once established, the Fort Nelson Community Forest will be the largest such tenure ever awarded in the province, with any revenue from the operating Community Forest available for reinvestment into local communities [read more](#)



**Eniyud Community Forest shareholder AGM**

Managing a community forest is not just about dividends By Jim Hilton, professional agrologist/forester [read more](#)



**Kelly Johnston, Executive Director of FireSmart Canada** gave a tour on a residence in Nelson to demonstrate where the house has risk of ignition

the change, the expansion of a community forest will be allowed, provided there is available area. Expansions of less than 100 hectares will follow a simplified process, whereas expansions of greater than 100 hectares will require a thorough process, including a management plan and community engagement. This is a long awaited technical change and does not actually put new volume for CFAs on the table. [read more](#)

**Community Wildfire Prevention and Fuel Management in the Wildland Urban Interface: BC Community Perceptions PLUS New Survey on community wildfire action in BC**

*Survey participation is optional – but your input is appreciated [link to the survey](#)*

The Problem: Wildfire in the wildland-urban interface is an increasing problem in BC

Purpose: Better understand community plans and actions on wildfire prevention.

Action: By July 31, answer 26-questions that will take about ~20 minutes:

Benefits: Identify barriers and share ideas to improve proactive fuels management

Survey conducted by: Lori Daniels and Shannon Hagerman, UBC Vancouver

*Summary report of the community survey on wildfire prevention conducted in 2016-2017 can be found here. [read more](#)*

**Proposed Insurance Package for Community Forests**

Jordan Fellner with Hub Insurance has set up a Commercial General Liability (CGL) and Director's & Officer's (D&O) Liability package for community forests. If enough CFs purchase the package, there is a promise of lower rates. Have a look at the package and if you would like to participate in a call with him, please let Susan know that you are interested. [read more](#)

from an ember in the nearby WUI area. The tour was part of the successful, sold out Kootenay Wildfire and Climate Change Conference.

A number of community forests participated in the event.



The provincial government issues order to protect wildlife habitat in southeastern B.C. to take effect on July 1 [read more](#)

## Other News

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### Wildlife Management Engagement

A discussion paper, "Improving Wildlife Management and Habitat Conservation in British Columbia," has been produced and the public is invited to provide input by visiting [this link](#). The comment period ends on July 31.

### Government receives professional reliance final report

The Province has received the final report on the independent professional reliance review [read more](#)

### Forest Practices Board Releases 2017/2018 Annual Report [read more](#)

### Emerging Science and Applications Compiled by Patrick Daigle

Links to scientific papers regarding fires, fuel management and restoration [read more](#)

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You are receiving this newsletter because you have expressed interest in the work of the BCCFA

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British Columbia Community Forest Association  
130 Government St.  
Victoria, BC V8V 2K7  
Canada

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July 1, 2018—July 14, 2018

# Wildfire Newsletter

## Summary

Since June 20th, 2018, the Prince George Fire Centre has responded to over 100 fires. More than 85% of those new fire starts are now classified as either Being Held, Under Control, or Out. The hard work of firefighting crews, with support from heavy equipment and aircraft, have made that success possible.

There are currently 35 fires burning in the Prince George Fire Centre. Despite the cool conditions we are currently seeing, please remember that fires can still be easily ignited.

From April 1 through June 27, 2018, the BC Wildfire Service responded to 568 wildfires in B.C., of which about 40% are believed to have been caused by people. Human-caused fires are completely preventable, and unnecessarily divert crucial firefighting resources away from naturally occurring wildfires.

## Wildfires of Note

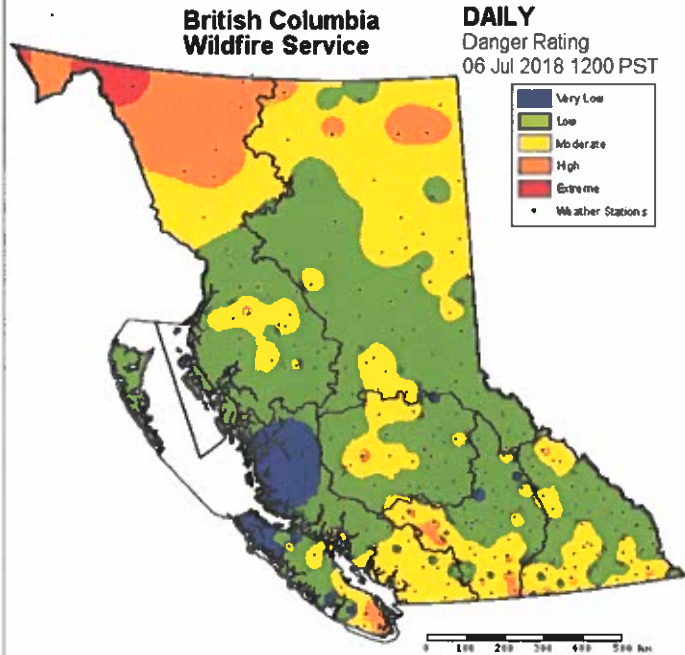
Currently the Prince George Fire Centre has 0 Wildfire of Note. The largest wildfire currently is:

- Comstock Lake Wildfire:

Currently the largest fire in the Fire Centre at an estimated 2,300 hectares. The fire is now considered 'Under Control'.

More information on Wildfires of Note can be found here: <http://bcfireinfo.for.gov.bc.ca/hprScripts/WildfireNews/OneFire.asp>

## Current Danger Rating



## Current Bans and Prohibitions



Open fire bans are not currently in effect in the Prince George Fire Centre.\*



A campfire ban is not currently in effect in the Prince George Fire Centre.\*



Forest use restrictions are currently not in effect in the Prince George Fire Centre.\*  
\*information valid as of July 3rd, 2018.

Find out what fire bans and restrictions are in effect your area. Always check [bcwildfire.ca](http://bcwildfire.ca) for current bans and prohibitions before burning.

You can face serious fines and penalties if you fail to adhere to these bans and restrictions.

RECEIVED

JUL 09 2018

REGIONAL DISTRICT OF BULKLEY NECHAKO



July 1, 2018—July 14, 2018

## Wildfire Newsletter

### Prince George Fire Centre Information Contacts

Information Officer: Amanda Reynolds

Phone: **250 319-2480** // Email: **Amanda.Reynolds@gov.bc.ca**

Information Officer: Forrest Tower

Phone: **250 614-6743** // Email: **Forrest.Tower@gov.bc.ca**

If you know anyone that would like to be added to the distribution list to receive these updates, please contact one of the above Information Officers.

To report a wildfire, unattended campfire or open burning violation, call 1 800 663-5555 toll-free or \*5555 on a cellphone. For the latest information on current wildfire activity, burning restrictions, road closures and air quality advisories, visit <http://www.bcwildfire.ca>

You can also follow the latest wildfire news on:

Twitter at <http://twitter.com/BCGovFireInfo>

Facebook at <http://facebook.com/BCForestFireInfo>

### Important Numbers

Report a wildfire	<b>*5555</b> on a cell or <b>1-800-663-5555</b>
Wildfire Information Line	<b>1-888-3FOREST</b>
Burn Registration Line	<b>1-888-797-1717</b>
Prince George Fire Information Officer	<b>1-778-693-2880</b>



July 1, 2018—July 14, 2018

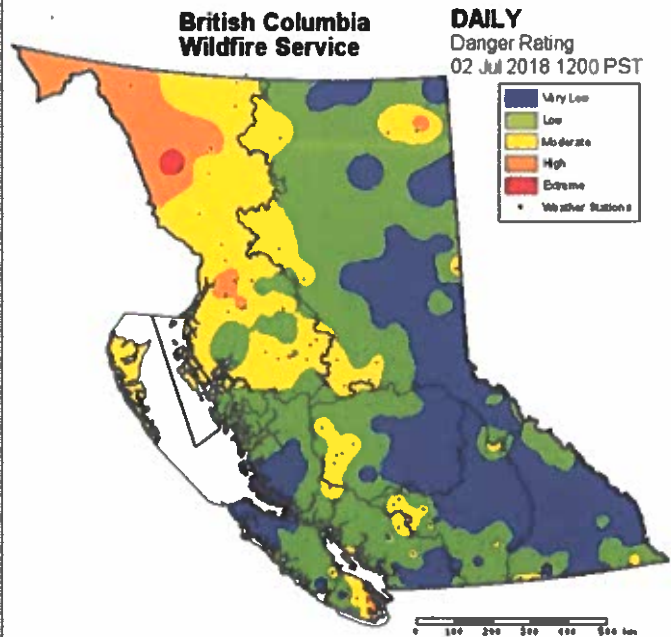
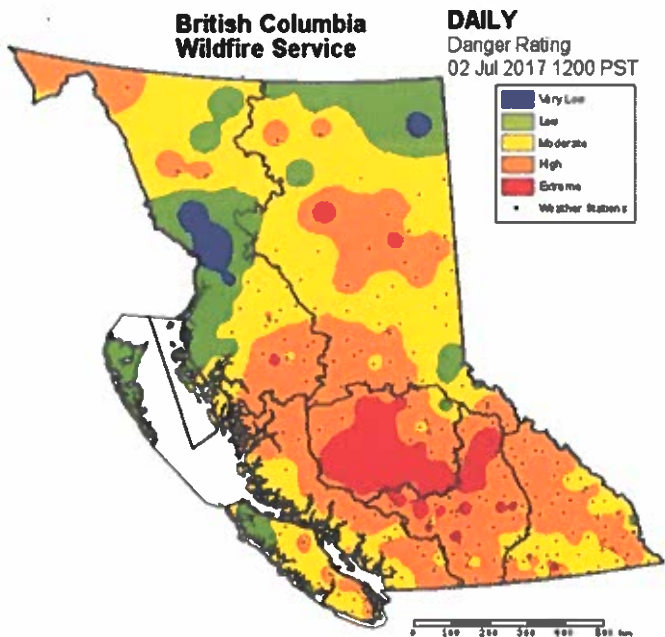
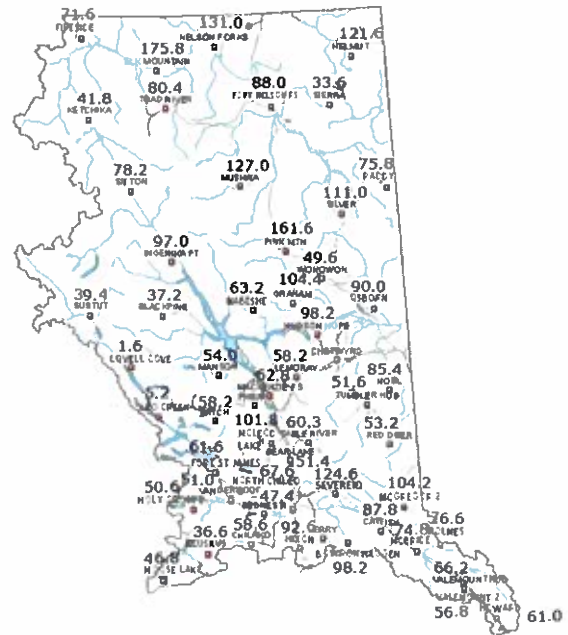
# Wildfire Newsletter

## June Rains in the Prince George Fire Centre

Prince George - Precipitation for Jun 01, 2018 13:00 PST to Jun 30, 2018 12:00 PST

The BC Wildfire Service keeps an eye on the June rains: the amount of rain received in June can have an impact on the severity of the summer wildfire season. June 2017 was quite dry, while in June 2018, most areas of the province received near or above average rainfall amounts. This recent rain is good news for the wildfire situation, but there is still a lot of summer left! July and August are usually the busiest months of a fire season. Environment and Climate Change is calling for a warmer- and drier-than-average summer. As temperatures warm up, we will see a rebound in the dryness of the forests and an increase in the Fire Danger Rating. Short-term events, such as heat waves or thunderstorms, have a big impact on wildfire activity and are impossible to predict too far ahead of time.

As we shift back into a typical hot and dry summer weather pattern, please remember to act responsibly when burning (where allowed) or in the back-country.



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July 1, 2018—July 14, 2018

# Wildfire Newsletter

## Weather Forecast Prince George Fire Centre

Valid as of 11:15 AM Wednesday July 04, 2018

**SYNOPSIS:** A weak ridge will lie across the middle of the fire centre today. This will lead to more sunshine and a warmer drier day however with daytime heating there will continue to be scattered thunderstorm activity both to the north and south of the ridge in the afternoon. The storms will feature local downpours and the risk of hail. Near the ridge lightning activity will be minimal. Temperatures will be warmer today (low to mid twenties) and RH values will lower into the 28-40% range. Wind gradients will be light however there will be afternoon gusts associated with the convection. Little change is expected Thursday as the ridge remains in place. Expect a mostly sunny day with afternoon convection once again breaking out over the Fort Nelson zone and across the south. Temperatures will rise into the mid to upper 20's C. and RH's will lower into the 25-35% range. Winds will generally be from the SW at 20 km/h.

**3 TO 5 DAY OUTLOOK Friday to Sunday:** By Friday the ridge weakens and the upper low and trough off the BC coast begin to move onto the coast. This will result in increased airmass instability with an increase in convection west of the Rockies. 500 mb heights will still be fairly high so warm temperatures should continue with highs generally in the mid twenties. Wind will be southwesterly 20-30 km/h with higher gusts near convective clouds. A major change looks to be taking shape for Friday night/Saturday as the upper low off the BC coast is forecast to move across the coast mountains Friday night and then across the southern sections of the fire centre during the day on Saturday. This scenario has the potential to spread widespread shower and thundershower activity across the southern half of the fire centre. Also pockets of heavy rain are possible just to the north of the track of the upper low. Temperatures will cool back into the teens and RH's will be high near the track of the low, while warm temperatures and lower RH's are likely to continue over the Fort Nelson Zone. The upper low will move into Alberta Saturday night or early Sunday morning. Sunday then promises a return to sunshine and warmer temperatures.

**THIS WEEK'S SYNOPSIS:** It's expected that the warming and drying trend will continue through this Friday. Thunderstorms are also a good possibility during the afternoon and evening hours. It is also expected that the upper low will move across the province on Friday night and Saturday, however the exact track is still uncertain. This morning's model run had the track much further south than yesterday' with the associated heavier rain now likely across the southern sections of the fire centre as opposed to the central sections forecasted yesterday. We will likely see future model runs continue to shift the track of the low north or south.

**6 TO 10 DAY OUTLOOK Monday to Friday of next week:** Confidence is only fair for the 6 to 10 day outlook period. The general trend shown by the long range models is for a flat upper ridge off the BC coast keeping the fire centre in a dry westerly flow aloft through the middle of next week. By the end of next week the Canadian Global model is showing an upper low or trough swinging across northern BC by the end of the next week. This would bring cooler wetter weather by the end of next week. Of note the ECMWF and GFS models do show a ridge just west of the province late next week. Still too early to tell if and when a spell of hot dry weather will appear.

## Prince George Fire Centre Statistics

Since April 1, 2018:

**Fire Centre:**

Fires to date: **223**

Hectares burned: **41,453**

Person-caused fires: **99**

Lightning-caused fires: **124**

**Provincial:**

Fires to date: **578**

Hectares burned: **46,995**

Person-caused fires: **284**

Lightning-caused fires: **294**

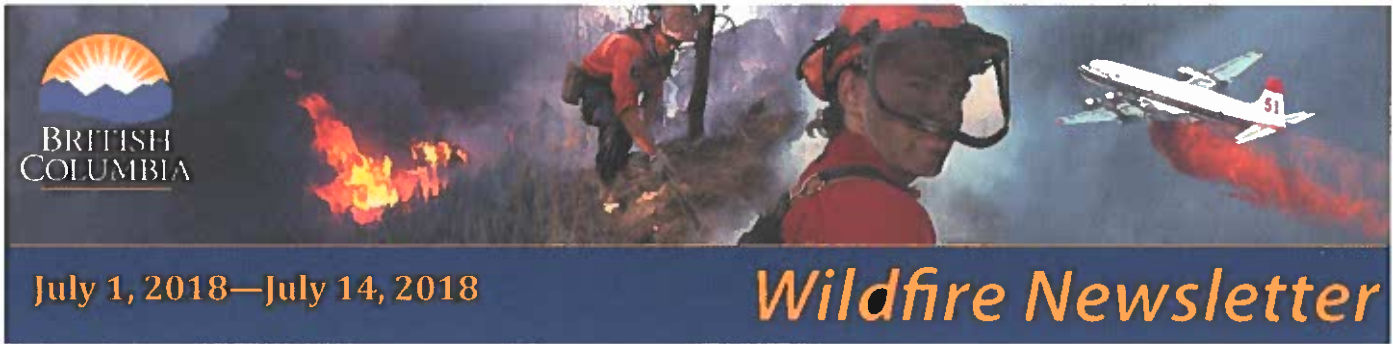
**2017 at this time provincially:**

Fires to date: **299**

Hectares burned: **1,760**

Person-caused fires: **217**

Lightning-caused fires: **82**



## Wildfire Prevention for Outdoor Recreationalists

Prevention means stopping wildfires before they start. Discarded cigarette butts, campfires, hot exhaust pipes coming into contact with dry grass and vegetation, power tools (such as chainsaws), Tiki torches and even discarded glass can all ignite a wildfire.

It is important to exercise caution when in the outdoors, not only when enjoying a campfire or off-roading in the backcountry, but also in using tools and handling, storing and disposing of materials and fuels.

Many British Columbians and visitors to our province enjoy campfires. To prevent your campfire from turning in to a wildfire be sure to;

- Check current campfire restrictions for the area you are in
- Select your campsite and campfire location carefully
- Remove all leaves, twigs and other flammable material from the area around where you plan to light your campfire
- Never have a campfire when it's windy
- Choose a proper fire pit or make a ring of rocks at least three metres from trees, shrubs, structures and debris
- Do not leave a campfire unattended for ANY amount of time
- Keep a bucket of at least eight litres of water close by the fire at all time, and/or a hand tool (such as a shovel) to extinguish the fire properly
- Completely extinguish your campfire before you go to sleep or leave the area for any period of time.
- To extinguish your campfire, pour plenty of water on the fire and surrounding area, dousing the site of the campfire thoroughly. Stir the campfire until there are no embers and the ashes are cold to the touch.

Download the [Campfire regulations poster](#) (PDF)

Download the [Campfires and Stoves pamphlet](#) (PDF)

**BRITISH COLUMBIA**  
**CAMPFIRE**  
**REGULATIONS**

**BRITISH COLUMBIA**  
BC Wildfire Service

**Warning:** Violating these regulations could cost you **\$1,150**.  
If a violation causes a wildfire, the person responsible may also be ordered to pay all firefighting and associated costs.

**CAMPFIRE SIZE**  
A campfire is defined as a fire no larger than 0.5 metres high and 0.5 metres in diameter. Fires larger than that are considered Category 2 open fires and are illegal if Category 2 open burning prohibitions are in effect.

**8 LITRES OR A HAND TOOL**  
You must keep at least eight litres of water or a hand tool on hand at all times while your campfire is lit.

**PUTTING OUT YOUR FIRE**  
Before you leave the area for any amount of time, your campfire **MUST** be fully extinguished. The ashes of your fire must be cool to the touch.

**FUEL BREAK**  
You must have a fuel break around your campfire. This area must be cleared of debris and anything combustible. It needs to be wide enough to stop the spread of the fire. A rock ring around the fire can also help prevent it from spreading.

**You MUST NOT** leave your fire unattended for **ANY** length of time.

Report wildfires, unattended campfires or violations of regulations by calling **\*5555** on a cell or **1 800 663-5555** toll free.

BC Wildfire Service | BCwildfire.ca | @BCGovFireInfo

BRITISH  
COLUMBIA

July 1, 2018—July 14, 2018

## Wildfire Newsletter

### If you're in the sky, we can't fly.

The operation of any aircraft not associated with fire suppression activities (including drones and unmanned aerial vehicles (UAVs)) near a wildfire is illegal. It also poses a serious threat to the safety of firefighting personnel. Transport Canada and the BC Wildfire Service explicitly prohibit the use of UAVs or drones of any size near a wildfire. All wildfires are considered to be automatically "flight restricted" according to the federal Canadian Aviation Regulations.

The restricted area is within a radius of five nautical miles around the fire and to an altitude of 3,000 feet above ground level. The current maximum fine for an infraction is \$25,000 and violators could spend up to 18 months in jail.

Learn more about the Transport Canada [drone use regulations](#).

In Spring 2016, B.C.'s Wildfire Act was amended, and anyone found interfering with wildfire control efforts (including flying drones or UAVs) can face penalties up to \$100,000 and/or up to one year in jail.

Download the BC Wildfire Service [drone/UAV awareness poster](#) (PDF).

Drone retailers, hobbyist groups and individuals are encouraged to [download and share this poster](#) on UAV and drone safety use around wildfires.



## WE CAN'T FLY.

When you fly a UAV or drone near or over a #BCwildfire, you're breaking the law and endangering firefighting personnel.

The restricted airspace includes a radius of five nautical miles around the fire and to an altitude of 3,000 feet above ground level. Transport Canada and the BC Wildfire Service explicitly prohibit the use of UAVs or drones of any size near a wildfire.

Learn more: [www.tc.gc.ca/SafetyFirst](http://www.tc.gc.ca/SafetyFirst)



[www.bcwildfire.ca](http://www.bcwildfire.ca)

@BCGovFireInfo



BC Forest Fire Info

ProvinceofBC



Ministry of  
Forests, Lands and  
Natural Resource Operations



## Coastal GasLink Pipeline Project



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### Coastal GasLink Pipeline Project conditionally awards \$620 million in contracting opportunities to B.C. First Nations

*Coastal GasLink, contractors, first nations, Indigenous, Media Advisory, What's New*



Coastal GasLink will employ a range of job opportunities that require a variety of responsibilities, skill levels and trade specialization from Indigenous and local resources

### Additional \$400 million in contract opportunities for northern communities will bring approximately \$1 billion to B.C.

TransCanada is pleased to announce that its Coastal GasLink Pipeline Project is conditionally awarding \$620 million in contract work to northern British Columbia (B.C.) Indigenous businesses for the project's right-of-way clearing, medical, security and camp management needs. The Project anticipates another \$400 million in additional contract and employment opportunities for Indigenous and local B.C. communities during pipeline construction. All contracts remain conditional upon a Final Investment Decision by the Joint Venture Participants of LNG Canada for their proposed natural gas liquefaction facility in Kitimat, B.C.

"The relationships we have built with our local and Indigenous communities play a vital role in the work that we do every day," said George Hemeon, senior manager, Indigenous & Local Contracting and Employment for the Coastal GasLink Pipeline Project. "Today is a testament to how important these relationships are and to the extraordinary accomplishments we can achieve when we work together."

The Coastal GasLink project will employ a range of job opportunities that require a variety of responsibilities, skill levels and trade specialization from Indigenous and local resources. Specialized project work includes right-of-way clearing, gravel processing, access road development, camp and storage site preparation, camp support services, materials hauling, right-of-way grading, welding, installation, site clean-up, reclamation and other activities.

To date, more than one-third of all field work completed on the project has been conducted by Indigenous people. Since the project was announced in 2012, the project team has ensured Indigenous



Join the LNG conversation on Twitter:  
[@CoastalGasLink](#)

### Jobs and opportunity



[Learn more >](#)

groups along the pipeline route have meaningful opportunities to be part of project planning, jobs and local contracting prospects for their businesses and their communities.

Thus far, the Coastal GasLink team has signed project agreements with 95 per cent of Indigenous communities along the route, establishing long-term benefit programs that include direct project involvement through specialized liaison committees and tailored contracting and employment plans that meet the specific needs of Indigenous communities. These agreements will also provide Indigenous groups a sustainable revenue source over the life of the project.

The Coastal GasLink project team will continue to work with all Indigenous groups and local B.C. communities to ensure questions are answered, concerns are addressed and feedback is gathered as the project moves forward.

[Download the Media Advisory \(PDF, 56 KB\).](#)

## First Nations Support

- **Chief Larry Nooski, Nadleh Whut'en (June 26, 2018)**  
 "Coastal GasLink represents a once in a generation economic development opportunity for Nadleh Whut'en First Nation. We negotiated hard with CGL to guarantee that Nadleh people, including youth, have the opportunity to benefit directly and indirectly from the project, while at the same time, ensuring that the land and the water is protected through adherence to our Yinka Dene Uza'ne Guide to Surface Water Quality Standards. We are proud of this day and what it means for the future."
- **Chief Roland Willson, West Moberly First Nations (June 26, 2018)**  
 "This is a major milestone for West Moberly First Nations. Our Team has worked diligently over the past five years to ensure that our cultural and environmental principles are protected, and we continue to work closely with the Coastal GasLink team to maximize the economic benefits for our community members and future generations."
- **Chief Vivian Tom, Wet'suwet'en First Nation (June 26, 2018)**  
 "Today's announcement is an important step forward for Wet'suwet'en First Nation. It shows the world how well First Nations and industry can work together to achieve significant economic benefits, protect the environment and preserve cultural values. We look forward to the ongoing work with Coastal GasLink to maintain our mutually beneficial relationship."
- **Chief Dan George, Ts'il Kaz Koh First Nation (Burns Lake Band), (June 26, 2018)**  
 "It is great to have finally reached this point. When we signed the Project Agreement in 2014, we recognized that it is important to balance environmental protection with economic opportunity. Coastal GasLink and Ts'il Kaz Koh have both worked hard to establish a trusted reciprocal business relationship and I am confident that this will benefit our members today and in the future."
- **Chief Dominic Frederick, Lheidli T'enneh First Nation (June 26, 2018)**  
 "This is an import step for both Lheidli T'enneh and Coastal GasLink. We have been working together to ensure contracts and jobs for our community, while also ensuring environmental stewardship of our territory. We will continue to maximize the participation of our members in the safe and responsible construction of the pipeline."
- **Chief Ken Cameron, Saúlteau First Nations (June 26, 2018)**  
 "After a long and complex journey, we are finally at this important signing event. Coastal GasLink is a project that will impact the entire province and facilitate additional development that will impact our treaty lands for generations to come. We look forward to continuing to work with TransCanada on this and other projects that are environmentally, socially and culturally sustainable."
- **Chief Rene Skin, Skin Tyee Nation (June 26, 2018)**  
 "It's great to have finally reached this point. We have been working with TransCanada for several years and are looking forward to working on a project that's very important for our community. We believe that this pipeline will be built safely and responsibly to help move our natural gas out of British Columbia for the benefit of all our communities. We look forward to the jobs and benefits this project will provide to our community."
- **Chief Jackie Thomas, Saik'uz First Nations (June 26, 2018)**  
 "We have worked hard to ensure that the environment and Saik'uz values are protected, while at the same time meaningful economic benefits are secured for our community from the Coastal GasLink Project. We have established a positive business relationship and continue to work closely with their team to identify additional opportunities for Saik'uz members."

- Chief Trevor Makadahay, Doig River First Nation (June 26, 2018)**  
 "We've been talking to Coastal GasLink for five years now and are glad to see that this day is finally here. Doig River is proud of the reciprocal business relationship that we negotiated with Coastal and we are looking forward to the contracting and employment opportunities that will emerge once construction starts. We know that the safety of land is as important as safety of people and through our negotiations with Coastal GasLink we've learned that they share this priority. Our Nation is happy to move forward."
- Chief Alec McKinnon, Nak'azdli Whut'en First Nation (June 26, 2018)**  
 "I am encouraged by the announcement today and look forward to the contracts and jobs that will benefit our community should the project proceed with construction. I would like to thank Taba, Nak'azdli-Summit and Coastal GasLink for their hard work to get to this point. We are committed to the ongoing work with our Keyohs and the project to ensure respect for Nak'azdli Whut'en values and protection of the environment."
- Troy Young, Kyah Resources (June 26, 2018)**  
 "Kyah Resources Inc. brings together Witset First Nation and Roga Contracting. We are proud of our company. We're proud to be working with Coastal GasLink to clear a particularly difficult stretch of the right-of-way. This day has been a long time coming. We couldn't be happier that Witset and Wet'suwet'en businesses and people will be working our territory to help make this project a reality."
- Shawn Julien, Owner, TABA Enterprises (June 26, 2018)**  
 "TABA Enterprises has worked hard with both Nak'azdli Whut'en Leadership and Coastal GasLink for the past three years to get to this point. We're pleased that Coastal has selected us to clear a significant portion of the right-of-way. Being selected by TransCanada through a competitive process to complete the clearing work in our unceded territory demonstrates to B.C., Canada and the world that local Indigenous owned businesses can compete for, and win, contracts along with non-Indigenous businesses. TABA Enterprises is a locally owned Indigenous business that is ready and able to help build this pipeline that will carry natural gas from Treaty 8 territory in North East B.C. to the west coast."
- Zane Pickering, President, Falcon Camp Services Inc. (June 26, 2018)**  
 "Falcon is very pleased to be selected by Coastal GasLink to be part of this major project. As a 100 per cent Indigenous business we are very proud of our partnerships with First Nations in northern B.C. Falcon has worked hard since the project was announced to get to this point and we look forward to starting work."
- Dean Allen, President, Summit Camps (June 26, 2018)**  
 "Kyah Summit is a true partnership between Witset First Nation and Summit Camps. We are extremely proud that Coastal GasLink has recognized this partnership and chosen us to deliver such an important part of their project. We have looked forward to this day since the project was announced in 2012 and couldn't be happier."
- Mike Acko & Mike Barrette, Owners, M&M Resources (June 26, 2018)**  
 "M&M is really happy to be working with Coastal GasLink. M&M is a true Aboriginal business and we really like what we see in how Coastal GasLink has approached this project. Safety and production is important to them, but so is providing opportunity to local Aboriginal businesses. We're thrilled to have been selected to be part of Coastal GasLink's team and we're looking forward to starting work."

## Social Share



## About Coastal GasLink

Coastal GasLink Pipeline Limited proposes to build an approximately 670-kilometre pipeline from the Davson Creek area to the west coast of B.C. The pipeline will transport natural gas to the proposed LNG Canada facility near Kitimat. The proposed Coastal GasLink route, as presented in our 2014

## Recent Tweets

The momentum continues today as we conditionally award \$620 million in contract work to northern British Columbia F...  
<https://t.co/3RnDVz8g2P>

Celebrating the launch of the LNG "Connect" Program in Smithers this

## What's New



Coastal GasLink Pipeline Project conditionally awards \$620 million in contracting opportunities to B.C. First Nations

## Contact Us

Coastal GasLink  
 #630 Granville Street  
 Vancouver, B.C.  
 V7Y 1G5

Toll-free 1 855 633 2011  
 Fax 1 403 920 2200

Email [coastalgaslink@transcanada.com](mailto:coastalgaslink@transcanada.com)



application to the BC Environmental Assessment Office. was determined by considering Aboriginal, landowner and stakeholder input, the environment, archaeological and cultural values, land use compatibility, safety, constructability and economics

morning was BCCA's Chris Atchison and Bruce Ho...  
<https://t.co/fENckYb6oR>



TransCanada conditionally selects Coastal GasLink construction contractors

We held a signing ceremony with our conditionally awarded prime construction partners: Surerus Murphy Joint Venture...  
<https://t.co/cmp92HhA5S>



Walking in the footsteps of a 'living tank'

Follow Coastal GasLink on Twitter



## Senate Passes Bill C-45 with Amendments

June 13, 2018

On June 7, 2018, Bill C-45 (the *Cannabis Act*) passed third reading in the Senate, but not before Senators had added dozens of amendments to the legislation. The Bill will now go back to the House of Commons, where Members of Parliament will decide which amendments they wish to keep.

Some of the notable amendments include:

- Giving provinces and territories the authority to make final decisions on home cultivation, including the ability to ban home cultivation altogether.
- Establishing a public registry of cannabis industry investors and directors.
- Providing the federal government (Parliament and Senate) with the right to vote on the introduction of future products (e.g. edibles, vaporizers).
- Disallowing companies from promoting cannabis on merchandise and non-cannabis objects.

Next steps begin with the House of Commons voting on which amendments to adopt and sending the Bill back to the Senate for a final vote. Should the Senate disagree with the amendments accepted by Members of Parliament, Senators may send the Bill back to the House of Commons. If the Senate approves the amended legislation and Bill C-45 receives Royal Assent, legalization of non-medical cannabis is expected to come into force following an 8-12 week transition period.

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## **Cambodian Delegates' Victoria Study Tour**

June 13, 2018

A delegation from the National League of Local Councils of Cambodia (NLC) is taking part in a study tour this week at the UBCM office in Victoria. UBCM participates in the Partners for Municipal Innovation Program (through FCM International) and is currently working with the national local government association in Cambodia.

The study tour (technical mission) will include presentations, discussions, and working sessions with participants from the Ministry of Municipal Affairs, Local Government Leadership Academy (LGLA), and BC Assessment Authority. UBCM Executive representatives – President Wendy Booth, Councillor Arjun Singh, and Mayor Sharon Gaetz – are also participating in the sessions. Various UBCM senior staff members are involved throughout the week to support the mission objectives and activities.

Objectives of the mission include increasing both UBCM's and NLC's understanding of their counterparts, and developing an action plan that will support the NLC moving forward with the implementation of its advocacy strategy. A key output of the study tour will be a final project plan of cooperation between UBCM and NLC, and the documentation of key actions with a timeframe to implement activities in the 2018-2019 work plan.

UBCM entered into a Memorandum of Understanding with regard to the current program that was endorsed by the UBCM Executive in 2017. In June 2017, President Booth and Executive Director Gary MacIsaac participated in an inaugural mission in Cambodia with FCM and the NLC. In January 2018, Councillor Singh, Mayor Gaetz, and Gary MacIsaac participated in a mission to Cambodia that focused on a number of subjects including the role of women in local government in Cambodia.

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## **SWPI to Transition to CRIP**

June 13, 2018

The Strategic Wildfire Prevention Initiative (SWPI) will transition to a new Community Resiliency Investment Program (CRIP), which will be informed by the recommendations of the recent BC Flood and Wildfire Review and other after-action reviews. The Province committed \$50M over three years for the new program in Budget 2018.

Wildfires in BC are increasing in magnitude and frequency, resulting in threats to life, property, and quality of life. The 2017 fire season demonstrated that current approaches to wildfire risk reduction and prevention are not broad enough to substantively reduce the risk or increase the ability to withstand and recover quickly from the effects of wildfire.

The Ministry of Forests, Lands, Natural Resource Operations and Rural Development and its key partners, the Union of BC Municipalities, First Nations Emergency Services Society of BC, and the Forest Enhancement Society of BC, are now working to transition from SWPI to CRIP. The transition is intended to fund a broader suite of eligible activities that align with the FireSmart disciplines.

The seven FireSmart disciplines are: education, fuels management, legislation and planning, development considerations, interagency cooperation, emergency planning, and cross-training. Fundamentally, FireSmart and wildfire prevention is a shared responsibility.

CRIP is currently under development and will contain two funding categories: Community Funding and Supports; and Landscape Level Priorities. Community Funding and Supports is dedicated funding for First Nations and local governments to participate in prevention activities, including on public and private land. Landscape Level Priorities is targeted towards funding fuel treatments on Crown land and is focused on high value assets.

Further information about CRIP, including application information, will be forthcoming.

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## **New Organics Infrastructure Program Fund**

June 13, 2018

The BC Ministry of Environment and Climate Change Strategy will be hosting a webinar to introduce the upcoming "Organics Infrastructure Program" Fund and to seek preliminary feedback in advance of a call for expressions of interest.

In December 2017, the Government of Canada announced it is providing Low Carbon Economy Funding to the Province of BC in support of projects that reduce greenhouse gas emissions. The BC Government has identified matching funds to support a number of initiatives including organic waste processing infrastructure to increase municipal organics diversion and management of agricultural waste. Local governments are the eligible recipient for this funding program and will need to provide one-third matching funding. Local governments may choose to partner with First Nations or private companies.

Local government staff in the areas of waste management and/or infrastructure planning are invited to participate in one of the two offerings for this upcoming webinar:

Tuesday, June 26, 2018, 13:00 – 14:00 Pacific

Wednesday, June 27, 2018, 11:00 - 12:00 Pacific

To register for one of the webinars, please send an email identifying your preferred date and requesting to have your name added to the distribution list.

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## Community Climate Change Adaptation Workshops

June 13, 2018

The Fraser Basin Council (FBC) is organizing a series of climate change adaptation workshops across the Province under the BC Regional Adaptation Collaborative initiative, and invites small BC communities to express interest in co-hosting a workshop in the fall or winter of 2018.

Communities who co-host will assist with recruiting attendees and are requested to contribute to the workshop (eg. with a venue, catering, and/or in-kind staff time). Each 5-hour workshop will explore the unique adaptation challenges a community faces, potential solutions, and the resources and funding available provincially and nationally to support adaptation activities.

Municipalities and First Nations communities with populations of less than 10,000 are invited to be local hosts. Workshop attendees will be determined by the local host and FBC and will likely include a broad base of interested stakeholders.

If your community is interested in hosting a Community Adaptation Workshop, please fill out the online Expression of Interest survey by Friday, June 22, at 11:59 pm. The Fraser Basin Council will be in touch with those who are shortlisted to host Community Adaptation Workshops.

The Fraser Basin Council is a charitable non-profit organization based throughout the Fraser Basin that is devoted to advancing sustainability across BC. The vision of FBC is *"Social well-being, supported by a vibrant economy and sustained by a healthy environment."*

For any questions, email Cait Murphy or call 604-488-5353.

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## **BC Community Road Safety Toolkit**

June 13, 2018

The Safe Roads and Communities Working Committee has just added new modules to the BC Community Road Safety Toolkit. The Toolkit was developed as a response to road safety issues and challenges identified by approximately 80 communities across the Province that participated in the 2015 BC Communities Road Safety Survey conducted by RoadSafetyBC.

These two new modules build upon the first, re-released last February, by integrating additional road safety best practices and innovations from jurisdictions around the globe.

Module 2: Safe Roadway Designs to Protect All Road Users describes strategies aimed at improving road safety outcomes for all road users by promoting reduced vehicle speeds, safe road designs and traffic engineering strategies.

Module 3: Implementation Tools and Strategies introduces a series of implementation tools and strategies aimed at helping communities plan their road safety activities and efforts more effectively.

Additional modules will be added as they become available.

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## UBCM Submission to FOIPPA Review

June 20, 2018

On June 14, UBCM presented Minister Jinny Sims with local government perspectives on information access and privacy protection. UBCM President Wendy Booth, Vice-President Arjun Singh, and Executive Director Gary MacIsaac made the presentation to inform the Minister's current review of the *Freedom of Information and Protection of Privacy Act* (FOIPPA), and associated information and privacy measures.

The presentation focused on feedback provided by local government corporate officers and designated FOI practitioners during a recent survey. 112 local governments participated in the survey (or just over 58% of BC local governments), reflecting a high level of member interest in this area.

We condensed what we heard into this report. Feedback is organized into eight key areas: timelines and capacity; proactive disclosure and open data; Duty to Document and transparency; costs and fees; compliance and deterrents; access and storage of information; mandatory breach notifications; and local government engagement processes.

While next steps for policy and legislative amendments are currently subject to Cabinet deliberation, representatives were assured that local government engagement will continue over the coming months. If you have comments or questions, please contact Gary MacIsaac, UBCM Executive Director.

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## Cannabis Legalization Legislation Passes Final Vote

June 20, 2018

The Senate has voted to pass Bill C-45 (the *Cannabis Act*), one of the final steps towards the legalization of non-medical cannabis. Next steps include Bill C-45 receiving Royal Assent, with the federal government committing to an 8-12 week transition period prior to legalization. The actual date of legalization is to be announced shortly.

After months of debate in the House of Commons and Senate, the Senate, last week, proposed 46 amendments to Bill C-45. However, the legislation sent back to the Senate rejected 13 of the proposed amendments, including a proposal to allow provinces and territories to prohibit personal cultivation. The rejected amendment sought to protect provinces against legal challenges towards their right to prohibit personal cultivation. A Senate motion to re-insert this amendment was defeated.

Other notable rejected Senate amendments include a proposal to create a public registry of cannabis industry investors, and another that would disallow companies from promoting cannabis on merchandise and non-cannabis objects.

In British Columbia, the Joint Provincial-Local Government Committee on Cannabis Regulation (JCCR) continues to meet to discuss local government concerns, and provide input towards the provincial regulatory framework. UBCM has contracted a study to examine local government costs, projected revenue and case studies related to cannabis excise tax revenue sharing. The study seeks to provide short-term and long-term recommendations consistent with UBCM's principled approach, which seeks to ensure that cannabis excise tax revenue addresses all local government costs associated with legalization and that remaining funds are shared between the Province and BC local governments.

Canada is set to become the second country to legalize non-medical cannabis.

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## **Local Government Representation for PRIMECorp**

June 20, 2018

Nominations are being sought for a UBCM representative on the PRIMECorp BC Board of Directors. The successful applicant, subject to approval by the Board, will serve as one of three UBCM representatives. Nominations will be accepted until 4:30 p.m. on July 6, 2018.

PRIMECorp is the organization that manages PRIME-BC, the information management system used by police agencies to access data and critical information. A ten-member Board of Directors composed of senior police officials and representatives from local and provincial governments oversees PRIMECorp. The Board is responsible for the organization's strategic direction, as well as its financial and operational results.

Nominations are open to local government senior staff members and elected officials. Expenses associated with attending these meetings shall be the responsibility of the nominating local government. Interested parties, or those seeking additional information, are asked to contact Bhar Sihota, UBCM Policy Analyst.

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## **Municipal Natural Assets Initiative**

June 20, 2018

There is growing evidence that natural assets provide, or could be restored to provide, services just like engineered assets, and often at lower costs. The Municipal Natural Assets Initiative (MNAI) offers a methodology and support for local governments to integrate natural assets into core asset management and financial processes using the same systems as for engineered assets.

MNAI is now offering a watershed-level program in BC focused on the needs and capacities of smaller / rural local governments, in a single geographic region.

Further program details can be found on the MNAI website. Applications from groups of local governments in a single region or watershed may be submitted by August 17th. Please email the MNAI with any questions.

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## Community Overdose Crisis Grants

June 20, 2018

Applications for Community Overdose Crisis Innovation grants are now being received. Funding through this program is provided for proven and effective strategies that respond to the overdose crisis, including new initiatives to strengthen pathways to treatment and care; strategies to reach people who use alone, and Indigenous approaches to healing and wellness.

Maximum funding for this grant program is \$75,000 per applicant. Application criteria will include an emphasis on geographic reach and innovation. Agencies and coalitions within communities that have an Overdose Emergency Community Action Team (CAT) are eligible to apply for this grant, but funding decisions will take into account equitable distribution of resources across regions affected by the overdose crisis.

The application intake will close on July 13, 2018.

Full project details, application and FAQ are available on the Community Action Initiative website.

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## **2018 Convention Code of Conduct Finalized**

June 27, 2018

At the 2016 Convention, delegates endorsed resolution B103 asking UBCM to implement a code of conduct for the convention. Under the direction of the Presidents Committee, UBCM has undertaken extensive work on this and a formal Convention Code of Conduct will be in place for the 2018 Convention.

UBCM adopted a statement of expectations for the 2017 Convention as an interim step. Over the past year UBCM has worked with a lawyer/mediator to prepare a Convention Code of Conduct that not only reinforces our statement of expectations, but also clearly outlines an implementation plan in the event that a breach to the Code occurs at Convention.

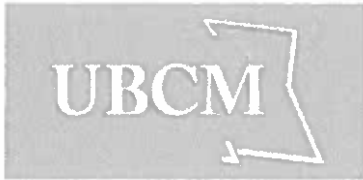
All UBCM convention attendees are asked to read, understand, and agree to comply with the Code of Conduct by signing off on the Agreement and Acknowledgement Form and returning it by email to UBCM.

In addition, Convention delegates will be asked to indicate at the time of on-line registration that they have read, understood, and will comply with the Code as part of their attendance at the 2018 Convention.

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## Remembering Duncan Councillor John Horgan

June 27, 2018

City of Duncan Councillor, John Horgan, passed away on Monday, June 18, 2018. The City benefited from his thoughtful, measured approach to decision making since he was elected to Council in 2014.

Councillor Horgan owned and managed Discovery Honda for over 20 years before he was elected to City Council. He was a respected businessman and a dedicated community volunteer. While on City Council, he participated on the City's Tourism Committee, Totem Sub-Committee, as well as numerous other regional committees, boards, and societies.

He served as the President of the South Cowichan Rotary Club, the President of the Duncan Day Break Rotary Club, the President of the Cowichan Golf & Country Club, Board Member and Chairman of the Board of Governors of Queen Margaret's School, Board Member of the Community Options Society, and Assistant District Governor for Rotary International, USA and Canada.

"John loved the City and always worked for the benefit of our citizens," said Duncan Mayor Phil Kent. "He was a caring, considerate person. He will be greatly missed."

UBCM extends condolences to family, friends, and the greater community that will all miss his friendship and service. There will be no service at the request of Councillor Horgan. Those so desiring may make a donation in his memory to the Cowichan District Hospital Foundation, #101- 5822 Garden Street, Duncan BC, V9L 3V9.

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## Convention Registration Opens July 3rd

June 27, 2018

The 2018 Annual Convention will be held September 10 to 14 at the Whistler Conference Centre. Registration opens on July 3 and closes August 31. There will be on-site registration as space permits.

Pre-conference workshops and forums will be held on Monday, September 10 and Tuesday, September 11. These sessions require additional registration.

A registration link for all events will be published on the Convention & Awards section of the UBCM website on July 3.

The refund policy is as follows:

- 100% refund if cancelled in writing by August 3, 2018.
- 50% refund if cancelled in writing August 4 – 24, 2018.
- No refund after 4:30 pm August 24, 2018.

Registration payments must be made with a credit card.

Please send an email with any questions regarding registration to Convention.

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## **Environmental Assessment Revitalization Discussion Paper**

June 27, 2018

The Province has released an Environmental Assessment Revitalization discussion paper that describes the proposed changes to BC's Environmental Assessment process. Comments on the paper can be submitted from now until July 30, 2018.

The proposed changes are focused on: enhancing public confidence by ensuring impacted First Nations, local governments, and the broader public can meaningfully participate in all stages of environmental assessment; advancing reconciliation with First Nations; and protecting the environment while offering clear pathways to sustainable project approvals.

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## **Election Resources for Candidates**

July 11, 2018

Resources for the upcoming general local elections are now available on the Ministry of Municipal Affairs and Housing website. Resources for candidates include a 2018 election guide; videos for those who considering running; a summary of what every candidate needs to know; and information about elections administration, voter eligibility, voting, elector organizations and endorsements.

Additional resources that address campaign finance and election advertising rules as set out under the *Local Elections Campaign Financing Act* are available on the Elections BC website.

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## Input Sought for Convention Forums

July 11, 2018

Tuesday, September 11 is Forum Day at UBCM Convention. Whether you are an electoral area director, urban mayor, councillor from a small community, or from somewhere in-between, UBCM has the right forum for you. Help shape the agendas for this year's forums by emailing your topic requests by Friday, July 27.

Elected officials and senior staff tell us that the Tuesday forums consistently provide practical solutions and innovative ideas to address specific challenges, while enabling attendees to build working relationships with those who have already put solutions into practice.

UBCM values the diversity amongst our members and, to meet your needs, dedicates Tuesday morning to bringing together similar local governments for peer-driven problem solving. The four forums were created at the request of the membership, and are customized for specific types of local government:

- The **Small Talk Forum** unites the collective brainpower of communities with populations under 5,000.
- The **Large Urban Communities Forum** resonates with larger municipalities that face particularly urban concerns.
- The unique concerns of regional district electoral areas focus the discussion at the **Electoral Area Directors' Forum**.
- Communities in the 5,000 to 20,000 population range put their heads together at the **Mid-Sized Communities Forum**.

Members like you drive the agendas for each forum. Tell us about challenges or hot-button issues you are facing in your communities – odds are, other local governments are dealing with similar issues. If you've successfully implemented a new program, or developed a great solution to a long-standing problem, tell us about that too! We'll celebrate your success, and the information you share may give your colleagues a helping – and timely – hand.

Email your questions, ideas and success stories by Friday July 27 to UBCM staff as follows:

Electoral Area Directors' Forum: Marylyn Chiang, Senior Policy Analyst

Small Talk Forum: Bhar Sihota, Policy Analyst

Mid-Sized Communities Forum: Jared Wright, Director of Advocacy & Government Relations

Large Urban Forum: Marie Crawford, General Manager, Richmond Operations

Remember to select your Tuesday Forum when you register for the UBCM Convention.

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## **Deadline for Executive Nominations**

July 11, 2018

The deadline for advance nominations of local elected officials to serve on UBCM's Executive is Tuesday July 31. For information about the positions open for nomination, the procedures, Executive member responsibilities, as well as a nomination form, please see the Call for Nominations.

For those who miss the advance nominations process, there will be an opportunity to be nominated from the floor at specified times during the week of Convention.

For further information please contact the Chair of the Nominating Committee, Immediate Past President, Councillor Murry Krause.

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## **Small, Rural and Remote Child Care Survey**

July 11, 2018

UBCM and the Coalition of Child Care Advocates of BC (CCCABC) are working together to identify child care needs in small, rural and remote communities in BC. Local governments are invited to complete our survey by July 20th.

Our findings will be summarized in a report that will be provided to the Province in an effort to inform its policy direction on child care in small, rural and remote areas of BC.

All local governments, including regional districts, electoral area directors and urban communities, are welcome to complete the survey. The information gathered will be useful for any future conversations with the Province on child care.

As part of the background research for this report, UBCM and CCCABC will be conducting a number of in-person meetings with small, rural and remote communities to better understand how families access child care in their communities, what they need, and how they can ensure their needs are represented in the provincial child care plan. These meetings will take place in mid- July in the Peace River region.

The final report will be available in late summer. For more information or questions about this project, please contact UBCM staff.

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## Emergency Preparedness Grant Intake

July 11, 2018

UBCM has opened a new intake to all five funding streams within the Community Emergency Preparedness Fund (CEPF). The CEPF program is open to local governments and Treaty First Nations in BC. Priority will be given to first time applicants in each stream. Program guides and application forms are now available online.

Application deadlines are as follows:

- Emergency Social Services: October 5, 2018
- Evacuation Route Planning: November 30, 2018
- Emergency Operations Centres & Training: February 1, 2019
- Flood Risk Assessment, Flood Mapping & Flood Mitigation Plans: February 22, 2019
- Structural Flood Mitigation Projects: Fall 2019

For further information, contact Rebecca Bishop (250.387.4470).

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## Housing Needs & Rental Zoning Bulletins

July 11, 2018

The province has created information bulletins detailing two recent housing initiatives: housing needs reports and residential rental tenure zoning.

### Housing Needs Reports

The bulletin on housing needs reports outlines changes to legislation requiring local governments, at least every five years, to:

- collect information necessary to identify current and projected housing needs;
- use that information to prepare and publish online a housing needs report, showing current and projected housing needs for at least the next five years; and
- consider the most recently collected information and housing needs report when amending community and regional plans.

The new requirements will come into force when the applicable regulations are adopted. Local governments will be notified when this occurs. A \$5 million, three year funding program will support local government efforts to meet this new requirement.

### Residential Rental Tenure Zoning

The bulletin on residential rental tenure zoning outlines changes to legislation to provide local governments with the authority to zone for residential rental tenure, and enact zoning bylaws that:

- require that new housing in residential areas be developed as rental units; and
- ensure that existing areas of rental housing are preserved as such.

The new rental zoning authority can only be used where multi-family residential is a permitted use. Within these areas, local governments can now:

- set different rules in relation to restricting the form of tenure of housing units for different zones and locations within a zone; and
- require that a certain number, portion or percentage of housing units in a building be rental.

The new authority came into effect on May 31, 2018, on Royal Assent, and is now available for local governments to use.

Further guidance material on both rental zoning and housing needs reports is anticipated later in 2018.

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## Funding & Resources Update

July 11, 2018

Each month we provide an update on UBCM funding programs and information on other programs or resources that may be of interest to local governments and First Nations.

### Local Government Program Services

**Asset Management Planning Program:** Matching grants of up to \$15,000.00 are available to support activities that advance local government's asset management planning or practices and that facilitate better integration of asset management planning with long term financial planning. The next application deadline is September 28, 2018.

Asset Management Training Subsidies are also available and will cover up to 50% of the registration fee for up to three staff per local government for eligible Asset Management BC NAMS training events.

**Regional Community to Community Forum Program:** Matching funds of up to \$5,000 are available to support elected officials and/or senior staff of neighbouring First Nations and local governments to meet to address issues of common concern. The 2018/19 C2C program has been enhanced to increase focus on reconciliation, support coordinated approaches to emergency prevention, response and recovery, and to allow elected officials or senior staff to be eligible participants. The final application deadline for this year's program is October 19, 2018.

**Community Emergency Preparedness Fund:** Please see the funding announcement in today's issue of The Compass.

### Other Funding

**Creating Healthy Places and Community Wellness Strategy:** Two new PlanH grant opportunities are being offered by BC Healthy Communities. These grants will support local governments to foster better health and well-being and collaborate with health authorities and other partners to create the conditions that enable healthy people and healthy places. The application deadline for both programs is July 15, 2018.

**Vancouver Foundation:** The deadline for the submission of Letters of Intent for the Foundation's Participatory Action Research and Systems Change Grants is July 20, 2018.

**BC Rural Dividend:** This program provides \$25 million a year to assist rural communities with a population of 25,000 or less to reinvigorate and diversify their local economies, focusing on projects that help rural communities navigate changes impacting their economies, such as attracting and retaining youth, using innovation to drive economic growth, and developing new and effective partnerships to support shared prosperity. The current intake period closes on July 31, 2018. See also "BC Rural Dividend Intake Info Session", below.

**National Crime Prevention Strategy:** Public Safety Canada supports projects that contribute to preventing and reducing crime in Canada and to increasing knowledge about what works in crime prevention. Priorities for the 2018 Call for Applications are direct intervention and strengthening community readiness projects among Indigenous and vulnerable populations to



prevent or reduce the impacts of the youth gangs, youth violence, youth bullying, and youth cyberbullying. Application deadline is July 31, 2018.

**Green Municipal Fund:** FCM's GMF finances capital projects that improve air, water, and soil and reduce greenhouse gas emissions. The program offers loans combined with grants from \$5-10 million for environmental capital projects related to energy efficiency and recovery, water quality and conservation, transportation and fuel efficiency, waste management and diversion. Apply by August 1, 2018.

**Green Infrastructure - Environmental Quality Program:** The program provides access to funding for important drinking water, wastewater and solid waste projects to improve community infrastructure. Applications will be accepted until August 29, 2018.

**Real Estate Foundation of BC:** REFBC General Grants support projects that advance the sustainable use of land and that build knowledge and professionalism in the real estate industry. The next deadline for applications is September 6, 2018.

**Municipalities for Climate Innovation Program:** FCM's MCIP is a five-year, \$75-million program that helps municipalities prepare for, and adapt to, climate change, and to reduce emissions of greenhouse gases. Funded by the Government of Canada, MCIP is available to all municipalities and their partners.

**Municipal Asset Management Program:** FCM's MAMP provides funding for projects that will help Canadian cities and communities of all sizes enhance their asset management practices.

**First Nations Adapt Program:** This federal program supports First Nation communities to assess and respond to climate change impacts on community infrastructure and emergency management. It prioritizes communities most impacted by sea level rise, flooding, forest fires, and winter road failures. Applications are reviewed on an ongoing basis.

**Columbia Basin Trust:** CBT offers a variety of grants and programs to help Basin residents and communities take action on issues that are important to them.

## **Resources**

**2018 Rural Dividend Intake Info Session:** Join the Rural Dividend Program team for a webinar on July 17, 2018, to learn answers to frequently asked questions, recommendations for strong applications, and tips for navigating the online application form.

**Asset Management Workshop:** This interactive 2-day comprehensive GFOABC workshop on September 24-25, 2018, will focus on the finance officer's role in the asset management process from the asset management framework to the capital plan and long term financial plan integration. Early-bird pricing available until July 31.

**Environmental Flow Needs - Science, Policy & Practice:** The Okanagan Basin Water Board and the Canadian Water Resources Association will host this conference on October 17 & 18, 2018, in Kelowna, B.C. The conference will bring together representatives from national and international organizations engaged in water management or research, including fisheries and water managers, First Nations, regulators, policy-makers, academia, and NGOs.

**Solutions to Municipal Sustainability Challenges:** Watch FCM's Sustainable Communities Award winners' TED-style presentations to hear about the strategies they used to develop their projects.

**Climate Atlas of Canada:** This interactive online tool is for citizens, researchers, businesses, and community and political leaders to learn about climate change in Canada. It combines climate science, mapping and storytelling to inspire local, regional, and national action that will help us move from risk to resilience.

Building sustainable communities with asset management: This guidebook is designed for municipal staff or elected officials in medium and large municipalities who are responsible for green projects or who are interested in municipal sustainable development.

CivicInfo BC: British Columbia's local government information hub offers comprehensive organizational and grant directories, events listings, tools for training, research and career development, bids & tenders, and other resources.

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**THE UNIVERSITY OF BRITISH COLUMBIA**  
**Faculty of Forestry**

## Wildfire and fuels in the wildland-urban interface

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Wildfire in the wildland-urban interface is an increasing problem facing communities in British Columbia. The purpose of this survey is to better understand the views of municipalities, regional districts, First Nations communities and reserves regarding plans and actions for wildfire prevention. We are interested in the perspectives of decision makers, planners or managers (e.g., Chief Administrative Officers, public safety or emergency services coordinators, foresters, land managers, community forest or woodlot managers) working within individual communities. For Regional Districts or Tribal Councils responsible for many communities, one survey should be completed per community or one survey can be completed for a representative community.

The survey covers 5 topics:

1. Community characteristics
2. Community issues and priorities
3. Wildfire risk and hazard
4. Wildfire prevention and fuels management
5. Planning and reducing wildfire risk

Completing this 26-question survey will take about 20 minutes. Your identity will be kept strictly confidential. We do not ask for your name. The survey uses IP addresses to keep one set of responses separate from another set. At no time will this information be included in the data or in any publication. Only anonymous, aggregate results will be analyzed. We use Qualtrics which is licensed to the University of British Columbia and hosted in Canada. Data will be stored electronically in password-protected files.

Potential benefits of participating in this survey include opportunities to reflect on the challenges of wildfire prevention and fuels management in your community and to provide insights that may lead to improved community action to reduce fire risk. Results from a previous survey (conducted in winter 2016/2017) have been shared with the BC Flood and Wildfire Review (2018) and are being used to consider how best to enable more communities to participate in preventative wildfire management.

Your participation is completely optional. By completing the questionnaire, you are consenting to participate in this research.

If you have any concerns or complaints about your rights as a research participant and/or your experiences while participating in this study, contact the Research Participant Complaint Line in the UBC Office of Research Ethics at 604-822-8598 or if long distance e-mail [RSIL@ors.ubc.ca](mailto:RSIL@ors.ubc.ca) or call toll free 1-877-822-8598.

For more information about this project please feel free to contact the principal investigators:

Dr. Lori D. Daniels

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Forest and Conservation Sciences  
Faculty of Forestry, UBC  
604-822-3442  
lori.daniels@ubc.ca

Dr. Shannon M. Hagerman  
Forest Resources Management  
Faculty of Forestry, UBC  
604-827-2625  
shannon.hagerman@ubc.ca

Thank you for your time!



**Geraldine Craven**

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**From:** BC Council of Forest Industries <gillrie@cofi.org>  
**Sent:** June 20, 2018 11:37 AM  
**To:** inquiries  
**Subject:** Save the Date - COFI PG Community Dinner - September 18, 2018



BC COUNCIL  
OF FOREST  
INDUSTRIES

FORESTRY FOR THE PLANET.  
FOREST PRODUCTS FOR THE WORLD.

COFI.ORG

## SAVE THE DATE

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Please save the date for COFI's  
2018 Community Dinner in Prince George.

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September 18, 2018  
Ramada Plaza Hotel  
Prince George, BC

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This event brings together forest industry executives with senior representatives of local, provincial and federal governments, First Nations, businesses and chambers of commerce as we thank the Prince George community for their support of the forest industry.

Registration information will be sent out in early August. We hope you are able to join us!

Council of Forest Industries, 1501-700 West Pender Street, Vancouver, BC V6C  
1G8 Canada

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Board-Receive

**Cheryl Anderson**

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**Subject:** FW: Save the Date: Physical Activity Summit - October 26, 2018

**From:** Christian, Holly <[Holly.Christian@northernhealth.ca](mailto:Holly.Christian@northernhealth.ca)> **On Behalf Of** healthycommunities  
**Sent:** July 5, 2018 11:17 AM  
**Cc:** 'Chelsea.Pelletier@unbc.ca' <[Chelsea.Pelletier@unbc.ca](mailto:Chelsea.Pelletier@unbc.ca)>; Fox, Gloria <[Gloria.Fox@northernhealth.ca](mailto:Gloria.Fox@northernhealth.ca)>  
**Subject:** Save the Date: Physical Activity Summit - October 26, 2018



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## **Move the North: 2018 Physical Activity Summit**

Dear colleagues, collaborators, physical activity stakeholders, and friends,

We are writing you to excitedly share the news of our upcoming Physical Activity Summit to be held on **October 26, 2018 at the Prince George Civic Centre**. We ask you to please save the date for this full-day event of moving toward our goal of developing a physical activity strategy and plan for northern BC with a focus on implementation and actionable steps. We cannot do this without your valuable input and hope you are available to attend.

If you have any questions, comments, or suggestions please do not hesitate to contact us at [Chelsea.Pelletier@unbc.ca](mailto:Chelsea.Pelletier@unbc.ca). More information will be sent in early September. Please feel free to share this invitation with other relevant members of your organization and network. There will be a limited number of travel bursaries available.

Enjoy the summer and we look forward to an empowering and productive day.

Sincerely,

Anne Pousette, Executive Director, Promotion of Wellness in Northern BC (WINBC)

Chelsea Pelletier, Assistant Professor, School of Health Sciences, UNBC

Sandra Allison, Chief Medical Health Officer, Northern Health

**Project Co-Leads**

**Regional District of Bulkley-Nechako**

**Action List - April 2018 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Committee of the Whole April 5, 2018	Delegation Thank You	Write a thank you letter to Chris Mushumanski and Andy Muma, BC Search and Rescue Association.	Cheryl	Completed	
C.W.2018-3-4 Committee of the Whole April 5, 2018	Director Remuneration	Present a new draft remuneration bylaw for further discussion at the next Committee of the Whole Meeting.	John	Completed	
RDC.2018-3-3 Rural Directors Committee April 5, 2018	Smithers Farmers Institute - Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$1,080 grant in aid monies from Electoral Area "A" (Smithers Rural) to the Smithers Farmers Institute for costs associated with the "Smithers Farmers' Institute Northern Agricultural Gala 2018: Food for Thought and two complimentary tickets for one youth and one First Nation attendee.	Cheryl/Kristi	Completed	April 20, 2018
RDC.2018-3-4 Rural Directors Committee April 5, 2018	Stuart Lake Outreach Group Society - Request for Grant in Aid - Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the Stuart Lake Outreach Group Society for costs associated with its food bank and lunch program.	Cheryl/Kristi	Completed	April 20, 2018
RDC.2018-3-5 Rural Directors Committee April 5, 2018	Fort St. James Secondary School - Request for Grant in Aid - Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the Fort St. James Secondary School for a Grade 12 Scholarship.	Cheryl/Kristi	Completed	April 23, 2018
RDC.2018-3-6 Rural Directors Committee April 5, 2018	Fort St. James Taekwondo Society - Request for Grant in Aid - Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the Fort St. James Taekwondo Society for costs associated with students competing at the ITF World Cup, Australia in September, 2018.	Cheryl/Kristi	Completed	April 23, 2018

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Board-Receive

**Regional District of Bulkley-Nechako**

**Action List - April 2018 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2018-3-7 Rural Directors Committee April 5, 2018	Granisle T.V. Society - Request for Grant in Aid - Electoral Area "G" (Houston Rural)	Write a letter and contribute \$2,000 grant in aid monies from Electoral Area "G" (Houston Rural) to the Granisle T.V. Society for costs associated with maintenance.	Cheryl/Kristi	Completed	April 23, 2018
2018-6-3 Special Board Meeting April 5, 2018	Authorization to Proceed with Purchase of Capital Equipment - Two Trucks for Western Waste Hauling	Staff to purchase the two trucks for western waste hauling for a total cost not to exceed \$330,000.	Rory	In Progress	
2018-6-4 Special Board Meeting April 5, 2018	Trans Canada Yellowhead Highway Association Voting Representatives	Provide notification to Trans Canada Yellowhead Highway Association in regard to the RDBN Board of Directors appointment of Director Repen and Alternate Director Atrill to be voting representatives for the Trans Canada Yellowhead Highway Association along with appointees Directors Petersen and Benedict.	Cheryl	Completed	
2018-6-5 Special Board Meeting April 5, 2018	Resolution for the UBCM 2018 Convention RE: Rail Safety Concerning the Transportation of Hazardous Waste	Staff to draft a resolution in regard to Rail Safety concerning the Transportation of Hazardous Waste to be submitted to the UBCM 2018 Convention.	Jason L	Completed	On June 21 Board Meeting Resolution replaced
2018-7-8 Board Meeting April 19, 2018	Federal Gas Tax Funds - Electoral Area "B" (Burns Lake Rural) Lakes District Food Bank Society	1. Write a letter and contribute up to \$17,770.68 of Electoral Area "B" Federal Gas Tax allocation monies to the Lakes District Food Bank Society for energy efficiency upgrades at the Lakes District Food Bank; and further, 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$17,770.68 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	

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**Regional District of Bulkley-Nechako**

**Action List - April 2018 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-7-9 Board Meeting April 19, 2018	Federal Gas Tax Funds - Electoral Area "F" (Vanderhoof Rural) Recreation Fields, Phase 2	1. Write a letter and contribute up to \$100,000 of Electoral Area "F" Federal Gas Tax allocation monies to the District of Vanderhoof for the Recreation Infrastructure improvement project at the Vanderhoof recreation field location; and further, 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$100,000 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	
2018-7-10 Board Meeting April 19, 2018	Federal Gas Tax Funds - Electoral Area "F" (Vanderhoof Rural) Skateboard Park	1. Write a letter and contribute up to \$100,000 of Electoral Area "F" Federal Gas Tax allocation monies to the District of Vanderhoof for the construction of a Skateboard Park in Vanderhoof; and further, 2. That the Regional District of Bulkley-Nechako Board of Directors authorize the withdrawal of up to \$100,000 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	
2018-7-11 Board Meeting April 19, 2018	2018-2019 Annual Operating Agreement with BC Transit	Enter into the 2018-2019 Annual Operating Agreement with BC Transit.	Deneve/Cheryl	Completed	
2018-7-12 Board Meeting April 19, 2018	RDBN Nechako-Kitamaat Development Fund Society Application	Enter into a contract with the Nechako-Kitamaat Development Fund, should the funding be approved for initiatives planned by the Bulkley-Nechako Workforce Opportunities Table (formerly SWOT).	Corrine	Funding denied	
2018-7-13 Board Meeting April 19, 2018	BC Cattlemen's Association 90th Annual General Meeting - May 31- June 2, 2018 - Smithers, B.C.	Travel arrangements for Mark Parker, Chair, Agriculture Committee to attend the BC Cattlemen's Association 90th Annual General Meeting in Smithers, B.C. from May 31-June 2, 2018.	Ger	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - April 2018 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-7-14 Board Meeting April 19, 2018	Changes to the Chinook Community Society	Staff to work with staff from the Village of Burns Lake to establish the society and to report back to the Board when the society has sufficient funding to provide community grants.	John	In Progress	
2018-7-16 Board Meeting April 19, 2018	<i>The Regional News</i> - Spring/Summer 2018	Distribute and load to the RDBN website the Spring Summer 2018 edition of " <i>The Regional News</i> "	Ger/Wendy	Completed	
2018-7-25 Board Meeting April 19, 2018	Governance for Road Rescue	Staff to send the letter attached to the staff report dated April 3, 2018 regarding governance for the provision of road rescue within the Province to Firewise Consulting; and further staff to request a meeting with the Honourable Mike Farworth, Minister of Public Safety and Solicitor General to discuss Governance for the Provision of Road Rescue with the Province of BC.	Jason L	Letter sent/On-going	
2018-7-26 Board Meeting April 19, 2018	Provincial Caribou Recovery Program	Issue the letter attached to the Chief Administrative Officer's April 17, 2018 memo titled "Caribou Recovery Program" to the Ministry of Environment Canada.	Melany	Completed	
2018-7-30 Board Meeting April 19, 2018	UBCM 2018 Invoice	Staff to renew the RDBN UBCM Membership for 2018.	John	Completed	
2018-7-31 Board Meeting April 19, 2018	Tyee Trails - Request for Letter of Support RE: Grant Proposal to the Wetzin'Kwa Forest Corporation	Write a letter of support to Tyee Trails for its grant application to the Wetzin'Kwa Forest Corporation acknowledging the importance of recreation in the area.	Cheryl	Completed	April 26, 2018
2018-7-32 Board Meeting April 19, 2018	Voices for Good Air - Request for Letter of Support RE: EcoAction Community Fund	Write a letter of support to Voices for Good Air for its application to the EcoAction Community Fund.	Cheryl	Completed	April 26, 2018
2018-7-41 Board Meeting April 19, 2018	Houston Christian School Society - Request for Grant in Aid - Electoral Area "G" (Houston Rural)	Write a letter and contribute \$441 grant in aid monies from Electoral Area "G" (Houston Rural) to cover registration fees for 7 students to attend the AME BC Health and Safety Workshop offered at the Minerals North Conference.	Cheryl/Kristi	Completed	

2018

**Regional District of Bulkley-Nechako**

**Action List - May 2018 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Committee of the Whole May 3, 2018	Delegation Thank You	Write a thank you letter to Eamon O'Donoghue, Regional Executive Director and Heather Wiebe, Caribou Project Lead, Ministry of Forests, Lands, Natural Resource Operations and Rural Development.	Cheryl	Completed	
Committee of the Whole May 3, 2018	Delegation Thank You	Write a thank you letter to Len Vanderstar, Ecosystems Biologist and Kasia Kistowska, Ecosystems Biologist, Ministry of Forests, Lands, Natural Resource Operations and Rural Development.	Cheryl	Completed	
C.W.2018-4-3 Committee of the Whole May 3, 2018	Canadian Bioenergy Conference & Exhibition - June 6-8, 2018 - Prince George	Travel arrangements for Chair Miller's attendance at the Canadian Bioenergy Conference and Exhibition on June 6-8, 2018 in Prince George, B.C.	Ger	Completed	
C.W.2018-4-4 Committee of the Whole May 3, 2018	Chair, Vice-Chair Remuneration and Committee Chair	Staff to amend the draft RDBN Remuneration and Expense Bylaw to include Schedule A – Chair and Directors' Remuneration #3) Chair, Vice-Chair Remuneration and Committee Chair D) Where more than one Chair or Vice-Chair or Committee Chair position is held by the same Director, for more than one committee the Chair receives remuneration for each committee Chaired.	John	Completed	
RDC.2018-4-4 Rural Directors Committee May 3, 2018	Lakes District 4-H Senior Council - Request for Grant in Aid - Electoral Area "B" (Burns Lake Rural)	Write a letter and contribute \$450 grant in aid monies from Electoral Area "B" (Burns Lake Rural) to the Lakes District 4-H Senior Council for costs associated with a 4-H Family Day and Camp.	Cheryl/Kristi	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - May 2018 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
RDC.2018-4-5 Rural Directors Committee May 3, 2018	Fort St. James Secondary School - Request for Grant in Aid - Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the Fort St. James Secondary School for a Grade 9 class trip to Haida Gwaii.	Cheryl/Kristi	Completed	
RDC.2018-4-6 Rural Directors Committee May 3, 2018	Royal Canadian Legion Branch 274 - Request for Grant in Aid - Electoral Area "D" (Fraser Lake Rural)	Write a letter and contribute \$2,450.31 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) to the Royal Canadian Legion Branch 274 subject to confirmed funding for the remainder of the project.	Cheryl/Kristi	Completed	
RDC.2018-4-7 Rural Directors Committee May 3, 2018	Fraser Lake Elementary Secondary School - Request for Grant in Aid - Electoral Area "D" (Fraser Lake Rural)	Write a letter and contribute \$2,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) to the Fraser Lake Elementary-Secondary School for costs associated with a formal exchange program.	Cheryl/Kristi	Completed	
RDC.2018-4-8 Rural Directors Committee May 3, 2018	Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club) - Request for Grant in Aid - Electoral Area "F" (Vanderhoof Rural)	Write a letter and contribute \$5,440.96 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) to the Nechako Valley Sporting Association (Nechako Nordic Cross Country Ski Club) for the purchase of ski equipment for its Ski S'Kool.	Cheryl/Kristi	Completed	
RDC.2018-4-9 Rural Directors Committee May 3, 2018	Vanderhoof International Airshow Society - Request for Grant in Aid - Electoral Area "F" (Vanderhoof Rural)	Write a letter and contribute \$5,000 grant in aid monies from Electoral Area "F" (Vanderhoof Rural) to the Vanderhoof International Airshow Society for costs associated with the 2018 Vanderhoof International Airport.	Cheryl/Kristi	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - May 2018 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RDC.2018-4-10 Rural Directors Committee May 3, 2018	Burns Lake Youth Soccer - Request for Grant in Aid Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural)	Write a letter and contribute \$500 grant in aid monies from Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) to the Burns Lake Youth Soccer Association for costs associated with Provincial Tournament expenses.	Cheryl/Kristi	Completed	
RDC.2018-4-11 Rural Directors Committee May 3, 2018	Nechako Watershed Roundtable- Request for Grant in Aid - Electoral Areas "B" (Burns Lake Rural) "C" (Fort St. James Rural), "D" (Fraser Lake Rural), "E" (Francois/Ootsa Lake Rural) and "F" (Vanderhoof Rural)	Write a letter and contribute \$1,700 grant in aid monies from Electoral Areas "B" (Burns Lake Rural), "C" (Fort St. James Rural), "D" (Fraser Lake Rural), and "F" (Vanderhoof Rural) and \$1,000 from Electoral Area "E" (Francois/Ootsa Lake Rural) to the Nechako Watershed Roundtable.	Cheryl/Kristi	Completed	
RDC.2018-4-16 Rural Directors Committee May 3, 2018	Bulkley Valley Christian School - Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$400 grant in aid monies from Electoral Area "A" (Smithers Rural) to the Bulkley Valley Christian School towards the litterathon.	Cheryl/Kristi	Completed	
RDC.2018-4-17 Rural Directors Committee May 3, 2018	Stuart Lake Seniors Association - Request for Grant in Aid - Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$500 grant in aid monies from Electoral Area "C" (Fort St. James Rural) Stuart Lake Seniors Association for costs associated with its Strawberry Tea.	Cheryl/Kristi	Completed	
2018-8-3 Special Board Meeting May 3, 2018	Approval of the 2017 Audited Financial Statements	Chair and Chief Financial Officer to sign and date a copy of the Financial Statements.	John	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - May 2018 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-8-5 Special Board Meeting May 3, 2018	Fort Fraser Water Distribution System Improvement Construction Award.	1. Award the contract for the construction of Fort Fraser's Water Distribution system improvement project to LNB Construction with the tender price of \$3,163,733.00 plus GST; and, 2. Authorize execution of the MMCD Construction contract with LNB Construction, modified to reflect project specifications; and, 3. Authorize staff to retain an additional \$25,000.00 contingency fund for this project to cover any unforeseen costs.	Rory	Completed	
2018-8-6 Special Board Meeting May 3, 2018	Write a Letter to Ministry of Transportation and Infrastructure RE: Active Transportation - Bike Trails	write a letter advocating that the Ministry of Transportation and Infrastructure include active transportation networks, specifically bike trails, in the Ministry of Transportation and Infrastructure right of ways in their operations plan and budget.	Jason L	Completed	
2018-8-7 Special Board Meeting May 3, 2018	Highway 16 Trail Society	Staff to: 1. Take an active role in working with the Highway 16 Trail Society on the RFP and trail design process for the Smithers/Telkwa bike trail; 2. To work with the Electoral Area "A" (Smithers Rural) Director to initiate a Service Establishment Bylaw creating the necessary taxation area and taxation limits."	Jason L	1. On going 2. On going	
2018-8-9 Special Board Meeting May 3, 2018	Scrap and Salvage Use at 5200 Aspen Road - Electoral Area "A"	Staff to work with the RDBN solicitor to undertake the process to petition for a B.C. Supreme Court injunction prohibiting Mr. Schultz from operating a scrap and salvage operation at 5200 Aspen Road, or at any other location in contravention of the Regional District's Zoning Bylaw.	Jason L	On going	
2018-8-10 Special Board Meeting May 3, 2018	Business View Magazine - "Moving BC Forward" - Developing Infrastructure and Communities	Proceed with Business View Magazines "Moving BC Forward" Developing Infrastructure and Communities feature promotional project.	Melany	In progress	

2018

**Regional District of Bulkley-Nechako**

**Action List - May 2018 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
RTC.2018-2-3 Regional Transit Committee May 24, 2018	Highway 16 Bus Stop Analysis Updates	Implement Bus stop signage in Table 1 as outlined in the Regional Transit Coordinator's May 8, 2018 memo.	Deneve	On going	
RTC.2018-2-4 Regional Transit Committee May 24, 2018	Highway 16 Bus Stop Analysis Updates	Staff to further investigate the feasibility of the following Proposed Stop Locations: - Van Horne Frontage Road – Electoral Area "A" - Include and prioritize: Quick Road West and Walcott Road– Electoral Area "A" rather than Hungry Hill Rest Area and Pottinger Frontage Road – Electoral Area "A" - Bye Frontage Road – Electoral Area "G" to be further discussed with the Electoral Area Director; and further, that that the Stop Type be "By Request.	Deneve	On going	
Board Meeting May 24, 2018	Delegation Thank You	Write a thank you letter to Carey McIver, Consultant.	Cheryl	Completed	
2018-9-5 Board Meeting May 24, 2018	Directors' Remuneration Bylaw for Review Bylaw 1717/1796	Staff remove section 8. Expenses (A) Transportation Costs (d) only for trips in excess of 20 km (one way) from the Directors' Remuneration Draft Bylaw.	John	Completed	
2018-9-8 Board Meeting May 24, 2018	Rail Safety Resolution	Submit Rail Safety resolution to UBCM for consideration at its 2018 convention.	Jason L/Cheryl	Memo brought forward with replacement resolution on June 21, 2018 Board meeting	resolution sent to UBCM

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**Regional District of Bulkley-Nechako**

**Action List - May 2018 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-9-9 Board Meeting May 24, 2018	Nechako Valley Sporting Association Northern Development Application -Community Halls and Rec Facilities – Prince George RAC	Inform NDI of the RDBN Board of Directors support for the application to Northern Development Initiative Trust from the Nechako Valley Sporting Association: Ski Section for the Nechako Nordics Cross Country Ski Terrain Park Project from the Community Hall and Recreation Facilities Account.	Corrine	Completed	
2018-9-10 Board Meeting May 24, 2018	2017 Audit Findings Report to the Board of Directors	Chair Miller sign the acknowledgement for the "2017 Audit Findings Report" on behalf of the RDBN Board of Directors.	John	Completed	
2018-9-11 Board Meeting May 24, 2018	Lakes District Arts and Culture Service	A referendum to gain electoral assent for this new service be held in conjunction with local government elections in October 2018.	Cheryl	In progress	
2018-9-13 Board Meeting May 24, 2018	Approve Draft of Solid Waste Management Plan for Public Consultation	Public consultation for the draft Solid Waste Management Plan.	Janette/Rory	Completed	
2018-9-17 Board Meeting May 24, 2018	Coastal GasLink Tchesinkut Lake Work Camp Open House Summary	Advise TransCanada to work with the RDBN or Village of Burns Lake staff, as appropriate, to find an alternative work camp location which has reduced potential for negative environmental, social, and safety impacts on the local community; and further, that the Supplementary Development Services Correspondence – Letter from Kiel Giddons, Regional Manager, Public Affairs – Coastal Gaslink Tchesinkut Lake Work Camp be received.	Jason L	Completed	
2018-9-23 Board Meeting May 24, 2018	Bulkley Valley Search and Rescue - Request for Letter of Support - Search and Rescue Hall	Write a letter of support to the Bulkley Valley Search and Rescue for its new Search and Rescue response hall building at the Smithers airport.	Cheryl	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - May 2018 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2018-9-24 Board Meeting May 24, 2018	Trans Canada Yellowhead Highway Association - RDBN Resolution to TCYHA RE: Safety Infrastructure Funding	Amend the RDBN resolution to the Trans Canada Yellowhead Highway Association re: Safety Infrastructure Funding.	Cheryl	Completed	
2018-9-25 Board Meeting May 24, 2018	Community Energy Association - Kick off for Highway 97/16 EV Charging Network Collaboration Study - Re: RDBN Delegate on the Advisory Committee	Provide notification of the appointment of Director Taylor Bachrach to the Community Energy Association Advisory Committee regarding the Highway 97/16 EV Charging Network Collaboration Study.	Cheryl	Completed	
2018-9-33 Board Meeting May 24, 2018	Burns Lake Public Library Insurance Request	Include the Burns Lake Public Library Association as an Associate Member on its Municipal Insurance Policy and that the cost for this inclusion be charged to the Burns Lake and Area Library Grant local service.	John	Completed	
2018-9-34 Board Meeting May 24, 2018	Letter-Rebecca Bishop UBCM Program Officer re: 2017 Flood Mapping & Flood Mitigation Planning Program	Staff to amend the contract with McElhanney Consulting Services Ltd. regarding the Ebenezer Flats/Kidd Road Flood Mitigation Study from the amount of \$101,000 to \$121,000 to enable new LiDAR data collection as approved by the Union of B.C. Municipalities under its Community Emergency Preparedness Fund for the 2017 Flood Risk Assessment, Flood Mapping & Flood Mitigation Planning program.	Cheryl	In progress	

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*Board-Ratify*

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<b>ABC003 ABC COMMUNICATIONS</b>									
PA	31263	06/07/18			31263	-1,880.93	0.00		
PA	31310	06/29/18			31310	-378.01	0.00		
Vendor (ABC003) totals:						<b>-2,258.94</b>	<b>0.00</b>		
<b>ABE001 ABERDEEN BUSINESS CONSULTING</b>									
PA	TP-379-001	06/07/18			TP-379-001	-5,723.20	0.00		
PA	TP-380-001	06/13/18			TP-380-001	-2,113.86	0.00		
PA	TP-381-001	06/21/18			TP-381-001	-26.78	0.00		
Vendor (ABE001) totals:						<b>-7,863.84</b>	<b>0.00</b>		
<b>ACE002 ACE HARDWARE</b>									
PA	31275	06/13/18			31275	-28.19	0.00		
Vendor (ACE002) totals:						<b>-28.19</b>	<b>0.00</b>		
<b>ACI001 ACI COMPUTER SERVICE</b>									
PA	31286	06/13/18			31286	-1,874.88	0.00		
Vendor (ACI001) totals:						<b>-1,874.88</b>	<b>0.00</b>		
<b>ACT002 ACTION SERVICES</b>									
PA	TP-379-002	06/07/18			TP-379-002	-1,483.65	0.00		
PA	TP-380-002	06/13/18			TP-380-002	-189.00	0.00		
Vendor (ACT002) totals:						<b>-1,672.65</b>	<b>0.00</b>		
<b>AER001 AERO GEOMETRICS LTD.</b>									
PA	31288	06/21/18			31288	-11,434.50	0.00		
Vendor (AER001) totals:						<b>-11,434.50</b>	<b>0.00</b>		
<b>ALL002 ALL WEST GLASS - BURNS LAKE</b>									
PA	TP-380-003	06/13/18			TP-380-003	-240.73	0.00		
Vendor (ALL002) totals:						<b>-240.73</b>	<b>0.00</b>		
<b>ALT003 ALTERNATIVE GROUNDS</b>									
PA	TP-380-004	06/13/18			TP-380-004	-545.75	0.00		
PA	TP-381-002	06/21/18			TP-381-002	-356.93	0.00		
PA	TP-384-001	06/29/18			TP-384-001	-90.30	0.00		
Vendor (ALT003) totals:						<b>-992.98</b>	<b>0.00</b>		
<b>ANT002 ANTILLA VENTURES</b>									
PA	31289	06/21/18			31289	-75.00	0.00		
Vendor (ANT002) totals:						<b>-75.00</b>	<b>0.00</b>		
<b>ARO001 ARO AUTOMOTIVE &amp; INDUSTRIAL</b>									
PA	TP-379-003	06/07/18			TP-379-003	-134.96	0.00		
Vendor (ARO001) totals:						<b>-134.96</b>	<b>0.00</b>		
<b>AVI001 AVISON MANAGEMENT SERVICES LTD</b>									
PA	31290	06/21/18			31290	-13,308.81	0.00		
Vendor (AVI001) totals:						<b>-13,308.81</b>	<b>0.00</b>		
<b>BAM001 BAM BAM TRUCKING LTD.</b>									
PA	31276	06/13/18			31276	-2,128.90	0.00		
Vendor (BAM001) totals:						<b>-2,128.90</b>	<b>0.00</b>		
<b>BCH002 BC HYDRO</b>									
PA	TP-380-005	06/13/18			TP-380-005	-8,092.05	0.00		
Vendor (BCH002) totals:						<b>-8,092.05</b>	<b>0.00</b>		
<b>BIL001 BILLABONG ROAD &amp; BRIDGE MAINT.</b>									
PA	31311	06/29/18			31311	-611.63	0.00		
Vendor (BIL001) totals:						<b>-611.63</b>	<b>0.00</b>		

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<b>BLA001 BLACK PRESS GROUP LTD</b>									
PA	31291	06/21/18			31291	-43.50	0.00		
PA	TP-381-003	06/21/18			TP-381-003	-3,098.53	0.00		
Vendor (BLA001) totals:						<b>-3,142.03</b>	<b>0.00</b>		
<b>BLA006 BLAST ENTERPRISES</b>									
PA	31277	06/13/18			31277	-245.35	0.00		
Vendor (BLA006) totals:						<b>-245.35</b>	<b>0.00</b>		
<b>BLR001 BL RETURN-IT RECYCLING DEPOT</b>									
PA	TP-381-004	06/21/18			TP-381-004	-2,772.88	0.00		
Vendor (BLR001) totals:						<b>-2,772.88</b>	<b>0.00</b>		
<b>BUL008 BULKLEY VALLEY HOME CENTRE LTD</b>									
PA	TP-379-004	06/07/18			TP-379-004	-16.77	0.00		
Vendor (BUL008) totals:						<b>-16.77</b>	<b>0.00</b>		
<b>BUL011 BULKLEY VALLEY WHOLESALE</b>									
PA	TP-381-005	06/21/18			TP-381-005	-217.74	0.00		
Vendor (BUL011) totals:						<b>-217.74</b>	<b>0.00</b>		
<b>BUR001 BURNS LAKE AUTOMOTIVE SUPPLY</b>									
PA	TP-380-006	06/13/18			TP-380-006	-1,504.23	0.00		
Vendor (BUR001) totals:						<b>-1,504.23</b>	<b>0.00</b>		
<b>BUR002 BURNS LAKE CHAMBER OF COMMERC</b>									
PA	31264	06/07/18			31264	-180.62	0.00		
Vendor (BUR002) totals:						<b>-180.62</b>	<b>0.00</b>		
<b>BUR012 BURNS LAKE PUBLIC LIBRARY</b>									
PA	TP-383-001	06/25/18			TP-383-001	-17,264.92	0.00		
Vendor (BUR012) totals:						<b>-17,264.92</b>	<b>0.00</b>		
<b>BUR014 BURNS LAKE REBROADCAST SOCIETY</b>									
PA	TP-383-002	06/25/18			TP-383-002	-2,500.00	0.00		
Vendor (BUR014) totals:						<b>-2,500.00</b>	<b>0.00</b>		
<b>BUR024 BL MOUNTAIN BIKING ASSOC.</b>									
PA	31312	06/29/18			31312	-500.00	0.00		
Vendor (BUR024) totals:						<b>-500.00</b>	<b>0.00</b>		
<b>BUR028 BURNS LAKE HOME HARDWARE</b>									
PA	TP-380-007	06/13/18			TP-380-007	-42.27	0.00		
PA	TP-384-002	06/29/18			TP-384-002	-200.00	0.00		
Vendor (BUR028) totals:						<b>-242.27</b>	<b>0.00</b>		
<b>BVA001 B V AQUATIC CENTRE MANG. SOCIE</b>									
PA	TP-383-003	06/25/18			TP-383-003	-44,040.58	0.00		
Vendor (BVA001) totals:						<b>-44,040.58</b>	<b>0.00</b>		
<b>BVJ001 BV JET CONTROLS CO</b>									
PA	31292	06/21/18			31292	-3,552.70	0.00		
PA	31336	06/29/18			31336	-1,776.35	0.00		
RC	31292	06/29/18				3,552.70	0.00		
Vendor (BVJ001) totals:						<b>-1,776.35</b>	<b>0.00</b>		
<b>CAP002 CAPRI INSURANCE</b>									
PA	31293	06/21/18			31293	-21.00	0.00		
PA	31313	06/29/18			31313	-30,501.00	0.00		
Vendor (CAP002) totals:						<b>-30,522.00</b>	<b>0.00</b>		
<b>CAS002 CASCADES RECOVERY INC.</b>									

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<b>CAS002 CASCADES RECOVERY INC. (Continued)</b>									
PA	TP-381-006	06/21/18			TP-381-006	-4,905.55	0.00		
Vendor (CAS002) totals:						<b>-4,905.55</b>	<b>0.00</b>		
<b>CHE002 PARKLAND REFINING (BC) LTD.</b>									
PA	TP-379-005	06/07/18			TP-379-005	-4,787.44	0.00		
Vendor (CHE002) totals:						<b>-4,787.44</b>	<b>0.00</b>		
<b>CLU002 CLUCULZ LAKE COMMUNITY ASSOC</b>									
PA	31308	06/26/18			31308	-2,507.44	0.00		
Vendor (CLU002) totals:						<b>-2,507.44</b>	<b>0.00</b>		
<b>CLU003 CLUCULZ LAKE VOL. FIRE DEPT</b>									
PA	TP-383-004	06/25/18			TP-383-004	-1,491.75	0.00		
Vendor (CLU003) totals:						<b>-1,491.75</b>	<b>0.00</b>		
<b>DIS001 DISTRICT OF FORT ST JAMES</b>									
PA	31294	06/21/18			31294	-318.11	0.00		
Vendor (DIS001) totals:						<b>-318.11</b>	<b>0.00</b>		
<b>EAG001 EAGLE AUTOMOTIVE CENTER</b>									
PA	TP-381-007	06/21/18			TP-381-007	-132.37	0.00		
Vendor (EAG001) totals:						<b>-132.37</b>	<b>0.00</b>		
<b>EVE002 EVERGREEN INDUSTRIAL SUPPLIES</b>									
PA	TP-380-008	06/13/18			TP-380-008	-75.54	0.00		
Vendor (EVE002) totals:						<b>-75.54</b>	<b>0.00</b>		
<b>FIN003 FINNING (CANADA)</b>									
PA	TP-384-003	06/29/18			TP-384-003	-1,310.08	0.00		
Vendor (FIN003) totals:						<b>-1,310.08</b>	<b>0.00</b>		
<b>FOR008 FORT FRASER VOL. FIRE DEP.</b>									
PA	TP-383-005	06/25/18			TP-383-005	-1,516.67	0.00		
Vendor (FOR008) totals:						<b>-1,516.67</b>	<b>0.00</b>		
<b>FOR015 FORT ST. JAMES LIBRARY</b>									
PA	TP-383-006	06/25/18			TP-383-006	-1,145.83	0.00		
Vendor (FOR015) totals:						<b>-1,145.83</b>	<b>0.00</b>		
<b>FOR033 FORT SAINT JAMES TV SOCIETY</b>									
PA	TP-383-007	06/25/18			TP-383-007	-13,667.67	0.00		
Vendor (FOR033) totals:						<b>-13,667.67</b>	<b>0.00</b>		
<b>FOU002 FOUR STAR COMMUNICATIONS INC</b>									
PA	TP-380-009	06/13/18			TP-380-009	-115.76	0.00		
Vendor (FOU002) totals:						<b>-115.76</b>	<b>0.00</b>		
<b>FRA008 FRASER BASIN COUNCIL</b>									
PA	31314	06/29/18			31314	-5,000.00	0.00		
Vendor (FRA008) totals:						<b>-5,000.00</b>	<b>0.00</b>		
<b>FRA009 FRASER LAKE BUILDING SUPPLIES</b>									
PA	31265	06/07/18			31265	-51.47	0.00		
PA	31315	06/29/18			31315	-280.00	0.00		
Vendor (FRA009) totals:						<b>-331.47</b>	<b>0.00</b>		
<b>FRA012 FRASER LAKE ELEM-SECOND SCHOOL</b>									
PA	31316	06/29/18			31316	-1,500.00	0.00		
PA	31334	06/29/18			31334	-2,500.00	0.00		
PA	31335	06/29/18			31335	-1,000.00	0.00		
Vendor (FRA012) totals:						<b>-5,000.00</b>	<b>0.00</b>		

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<b>FRA014 FRASER LAKE LIBRARY BOARD</b>									
PA	TP-383-008	06/25/18			TP-383-008	-2,013.00	0.00		
Vendor (FRA014) totals:						<b>-2,013.00</b>	<b>0.00</b>		
<b>FRA016 FRASER LAKE REBROADCASTING SOC</b>									
PA	TP-383-009	06/25/18			TP-383-009	-5,583.33	0.00		
Vendor (FRA016) totals:						<b>-5,583.33</b>	<b>0.00</b>		
<b>FRA025 FRASER LAKE BOTTLE DEPOT</b>									
PA	TP-384-004	06/29/18			TP-384-004	-4,338.72	0.00		
Vendor (FRA025) totals:						<b>-4,338.72</b>	<b>0.00</b>		
<b>FRO004 MICHAEL FROHLICK</b>									
PA	31317	06/29/18			31317	-600.00	0.00		
Vendor (FRO004) totals:						<b>-600.00</b>	<b>0.00</b>		
<b>GRE003 GREYHOUND COURIER EXPRESS</b>									
PA	TP-380-010	06/13/18			TP-380-010	-463.80	0.00		
Vendor (GRE003) totals:						<b>-463.80</b>	<b>0.00</b>		
<b>GRE008 GREAT WEST EQUIPMENT</b>									
PA	TP-381-008	06/21/18			TP-381-008	-6,747.82	0.00		
Vendor (GRE008) totals:						<b>-6,747.82</b>	<b>0.00</b>		
<b>GRO005 GROOT BROS CONTRACTING LTD.</b>									
PA	31295	06/21/18			31295	-21.95	0.00		
Vendor (GRO005) totals:						<b>-21.95</b>	<b>0.00</b>		
<b>HAU001 HAUL-ALL EQUIPMENT LTD.</b>									
PA	31318	06/29/18			31318	-697.20	0.00		
Vendor (HAU001) totals:						<b>-697.20</b>	<b>0.00</b>		
<b>HOT001 HOTSUNC COMPUTER SOLUTIONS</b>									
PA	TP-379-006	06/07/18			TP-379-006	-14,994.00	0.00		
PA	TP-380-011	06/13/18			TP-380-011	-945.00	0.00		
Vendor (HOT001) totals:						<b>-15,939.00</b>	<b>0.00</b>		
<b>HOU018 HOUSTON BOTTLE DEPOT</b>									
PA	TP-384-005	06/29/18			TP-384-005	-3,346.04	0.00		
Vendor (HOU018) totals:						<b>-3,346.04</b>	<b>0.00</b>		
<b>IGI001 IGI RESOURCES</b>									
PA	TP-380-012	06/13/18			TP-380-012	-1,326.02	0.00		
Vendor (IGI001) totals:						<b>-1,326.02</b>	<b>0.00</b>		
<b>IMA001 SR IMAGE IMPACT</b>									
PA	31319	06/29/18			31319	-431.55	0.00		
Vendor (IMA001) totals:						<b>-431.55</b>	<b>0.00</b>		
<b>IND006 INDUSTRIAL TRANSFORMERS</b>									
PA	TP-381-009	06/21/18			TP-381-009	-7,954.88	0.00		
Vendor (IND006) totals:						<b>-7,954.88</b>	<b>0.00</b>		
<b>INF001 INFOSAT COMMUNICATIONS</b>									
PA	TP-380-013	06/13/18			TP-380-013	-64.81	0.00		
Vendor (INF001) totals:						<b>-64.81</b>	<b>0.00</b>		
<b>ING001 INGRAM WELL &amp; PUMP SERVICE</b>									
PA	31266	06/07/18			31266	-24,889.76	0.00		
Vendor (ING001) totals:						<b>-24,889.76</b>	<b>0.00</b>		
<b>KAL003 KAL TIRE - BURNS LAKE</b>									
PA	TP-380-014	06/13/18			TP-380-014	-1,477.55	0.00		



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<b>KAL003 KAL TIRE - BURNS LAKE (Continued)</b>									
Vendor (KAL003) totals:						-1,477.55	0.00		
<b>KIL001 DIANE KILLMAN</b>									
PA	31320	06/29/18			31320	-400.00	0.00		
Vendor (KIL001) totals:						-400.00	0.00		
<b>LAK004 LAKES DISTRICT AIRPORT SOCIETY</b>									
PA	TP-383-010	06/25/18			TP-383-010	-6,666.67	0.00		
Vendor (LAK004) totals:						-6,666.67	0.00		
<b>LAK012 LAKES DISTRICT MUSEUM SOCIETY</b>									
PA	TP-383-011	06/25/18			TP-383-011	-3,750.00	0.00		
Vendor (LAK012) totals:						-3,750.00	0.00		
<b>LAK027 LAKES DISTRICT ARTS COUNCIL</b>									
PA	31321	06/29/18			31321	-2,000.00	0.00		
Vendor (LAK027) totals:						-2,000.00	0.00		
<b>LAK032 LAKES DISTRICT FILM</b>									
PA	TP-383-012	06/25/18			TP-383-012	-150.00	0.00		
Vendor (LAK032) totals:						-150.00	0.00		
<b>LAK038 LAKES DISTRICT FOOD BANK</b>									
PA	31267	06/07/18			31267	-5,564.00	0.00		
Vendor (LAK038) totals:						-5,564.00	0.00		
<b>LEN001 LENOVO CANADA INC.</b>									
PA	31306	06/21/18			31306	-6,237.06	0.00		
Vendor (LEN001) totals:						-6,237.06	0.00		
<b>M4E001 M 4 ENTERPRISES</b>									
PA	TP-384-006	06/29/18			TP-384-006	-1,038.24	0.00		
Vendor (M4E001) totals:						-1,038.24	0.00		
<b>MAX001 MAXXAM ANALYTICS INC</b>									
PA	TP-380-015	06/13/18			TP-380-015	-6,034.14	0.00		
PA	TP-381-010	06/21/18			TP-381-010	-5,544.68	0.00		
PA	TP-384-007	06/29/18			TP-384-007	-924.21	0.00		
Vendor (MAX001) totals:						-12,503.03	0.00		
<b>MCH001 MCELHANNEY CONSULTING SERVICES</b>									
PA	31296	06/21/18			31296	-2,171.93	0.00		
Vendor (MCH001) totals:						-2,171.93	0.00		
<b>MED001 MEDICAL SER. PLAN</b>									
PA	31271	06/07/18			31271	-2,287.50	0.00		
Vendor (MED001) totals:						-2,287.50	0.00		
<b>MIL004 MDB INSIGHT INC.</b>									
PA	31297	06/21/18			31297	-4,830.00	0.00		
PA	31307	06/21/18			31307	-24,675.00	0.00		
Vendor (MIL004) totals:						-29,505.00	0.00		
<b>MIN001 MINISTER OF FINANCE</b>									
PA	31322	06/29/18			31322	-548.74	0.00		
Vendor (MIN001) totals:						-548.74	0.00		
<b>MIN002 MINISTER OF FINANCE</b>									
PA	31268	06/07/18			31268	-600.00	0.00		
PA	31298	06/21/18			31298	-600.00	0.00		
RC	31298	06/21/18				600.00	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)
MIN002 MINISTER OF FINANCE (Continued)									
Vendor (MIN002) totals:						-600.00	0.00		
MUS001 MUSIC ON THE MOUNTAIN									
PA	31323	06/29/18			31323	-1,000.00	0.00		
Vendor (MUS001) totals:						-1,000.00	0.00		
NEC012 NECHAKO HEALTHY COM. ALLIANCE									
PA	TP-381-011	06/21/18			TP-381-011	-7,242.26	0.00		
Vendor (NEC012) totals:						-7,242.26	0.00		
NEC014 NECHAKO VALLEY SEARCH & RESCUE									
PA	31324	06/29/18			31324	-2,500.00	0.00		
Vendor (NEC014) totals:						-2,500.00	0.00		
NEC027 NECHAKO LAKES DISTRICT SOCCER, E									
PA	31325	06/29/18			31325	-500.00	0.00		
Vendor (NEC027) totals:						-500.00	0.00		
NOR014 NORTHERN LOG HARVESTING LTD.									
PA	TP-380-016	06/13/18			TP-380-016	-5,005.88	0.00		
Vendor (NOR014) totals:						-5,005.88	0.00		
NOR019 NORTHLAND AUTOMOTIVE									
PA	TP-384-008	06/29/18			TP-384-008	-218.79	0.00		
Vendor (NOR019) totals:						-218.79	0.00		
OKT001 OK TIRE									
PA	31299	06/21/18			31299	-748.88	0.00		
Vendor (OKT001) totals:						-748.88	0.00		
OVE002 SAVE ON FOODS									
PA	31269	06/07/18			31269	-303.64	0.00		
Vendor (OVE002) totals:						-303.64	0.00		
PAC004 PACIFIC NORTHERN GAS LTD.									
PA	TP-380-017	06/13/18			TP-380-017	-4,389.36	0.00		
Vendor (PAC004) totals:						-4,389.36	0.00		
PAC007 PACIFIC TRUCK & EQUIPMENT INC									
PA	TP-380-018	06/13/18			TP-380-018	-369.98	0.00		
Vendor (PAC007) totals:						-369.98	0.00		
PAC009 PACIFIC COASTCOM									
PA	TP-384-009	06/29/18			TP-384-009	-139.99	0.00		
Vendor (PAC009) totals:						-139.99	0.00		
PAY002 PAYNE'S SEPTIC SERVICE (2010)									
PA	31278	06/13/18			31278	-126.00	0.00		
Vendor (PAY002) totals:						-126.00	0.00		
PET001 EDITH PETERS									
PA	31300	06/21/18			31300	-230.00	0.00		
Vendor (PET001) totals:						-230.00	0.00		
PET015 PETE BODNAR CONTRACTING LTD.									
PA	31279	06/13/18			31279	-278.31	0.00		
Vendor (PET015) totals:						-278.31	0.00		
PID001 PIDHERNY CONTRACTING LTD.									
PA	31301	06/21/18			31301	-6,413.75	0.00		
Vendor (PID001) totals:						-6,413.75	0.00		
PIT001 PITNEY BOWES									

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<b>PIT001 PITNEY BOWES (Continued)</b>									
PA	31270	06/07/18			31270	-534.74	0.00		
Vendor (PIT001) totals:						<b>-534.74</b>	<b>0.00</b>		
<b>PLE001 PLEASANT VALLEY EXPRESS</b>									
PA	31326	06/29/18			31326	-146.01	0.00		
Vendor (PLE001) totals:						<b>-146.01</b>	<b>0.00</b>		
<b>PRA002 PRAGMATIC CONFERENCING</b>									
PA	TP-381-012	06/21/18			TP-381-012	-92.05	0.00		
Vendor (PRA002) totals:						<b>-92.05</b>	<b>0.00</b>		
<b>PUR001 PURELY H2O</b>									
PA	TP-379-007	06/07/18			TP-379-007	-132.00	0.00		
PA	TP-384-010	06/29/18			TP-384-010	-70.00	0.00		
Vendor (PUR001) totals:						<b>-202.00</b>	<b>0.00</b>		
<b>RAV001 RAVEN RESCUE LTD.</b>									
PA	31302	06/21/18			31302	-1,500.03	0.00		
Vendor (RAV001) totals:						<b>-1,500.03</b>	<b>0.00</b>		
<b>RED004 RED ROCKET SERVICES</b>									
PA	TP-380-019	06/13/18			TP-380-019	-262.50	0.00		
Vendor (RED004) totals:						<b>-262.50</b>	<b>0.00</b>		
<b>RIC001 RICH'S SAW SALES</b>									
PA	TP-384-011	06/29/18			TP-384-011	-174.57	0.00		
Vendor (RIC001) totals:						<b>-174.57</b>	<b>0.00</b>		
<b>ROO001 ROOTS &amp; SHOOTS CONTRACTING</b>									
PA	31327	06/29/18			31327	-2,231.25	0.00		
Vendor (ROO001) totals:						<b>-2,231.25</b>	<b>0.00</b>		
<b>ROS003 ROSENAU TRANSPORT LTD.</b>									
PA	TP-380-020	06/13/18			TP-380-020	-21.14	0.00		
Vendor (ROS003) totals:						<b>-21.14</b>	<b>0.00</b>		
<b>SAN006 SANDBOX SYSTEMS INC.</b>									
PA	31280	06/13/18			31280	-2,520.00	0.00		
Vendor (SAN006) totals:						<b>-2,520.00</b>	<b>0.00</b>		
<b>SCH002 SCHOOL DIST. 91</b>									
PA	31328	06/29/18			31328	-4,200.00	0.00		
Vendor (SCH002) totals:						<b>-4,200.00</b>	<b>0.00</b>		
<b>SHA007 SHADOW LEATHERS</b>									
PA	TP-384-012	06/29/18			TP-384-012	-1,737.59	0.00		
Vendor (SHA007) totals:						<b>-1,737.59</b>	<b>0.00</b>		
<b>SIG004 SIGNTEK INDUSTRIES INC.</b>									
PA	31281	06/13/18			31281	-501.76	0.00		
Vendor (SIG004) totals:						<b>-501.76</b>	<b>0.00</b>		
<b>SMI007 SMITHERS PUBLIC LIBRARY</b>									
PA	TP-383-013	06/25/18			TP-383-013	-6,920.08	0.00		
Vendor (SMI007) totals:						<b>-6,920.08</b>	<b>0.00</b>		
<b>SMI029 SMITHERS AIRPORT</b>									
PA	31303	06/21/18			31303	-57.75	0.00		
Vendor (SMI029) totals:						<b>-57.75</b>	<b>0.00</b>		
<b>SMS001 SMS EQUIPMENT INC.</b>									
PA	TP-384-013	06/29/18			TP-384-013	-453.53	0.00		

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SMS001	SMS EQUIPMENT INC. (Continued)								
	Vendor (SMS001) totals:					-453.53	0.00		
SOU003	SOUTHSIDE VOLUNTEER FIRE DEPT.								
PA	TP-383-014	06/25/18			TP-383-014	-1,992.00	0.00		
	Vendor (SOU003) totals:					-1,992.00	0.00		
SPO001	SPOTLESS UNIFORM LTD.								
PA	TP-381-013	06/21/18			TP-381-013	-32.36	0.00		
	Vendor (SPO001) totals:					-32.36	0.00		
SSQ001	SSQ FINANCIAL								
PA	31272	06/07/18			31272	-1,266.80	0.00		
	Vendor (SSQ001) totals:					-1,266.80	0.00		
STE012	STEWART MCDANNOLD STUART								
PA	TP-381-014	06/21/18			TP-381-014	-845.60	0.00		
	Vendor (STE012) totals:					-845.60	0.00		
STU001	STUART LAKE SAILING CLUB								
PA	31329	06/29/18			31329	-500.00	0.00		
	Vendor (STU001) totals:					-500.00	0.00		
SUD001	SUDS N' DUDS								
PA	TP-380-021	06/13/18			TP-380-021	-97.08	0.00		
	Vendor (SUD001) totals:					-97.08	0.00		
SUL001	SULLIVAN MOTOR PRODUCTS								
PA	31330	06/29/18			31330	-1,193.43	0.00		
	Vendor (SUL001) totals:					-1,193.43	0.00		
SUN002	SUN LIFE FINANCIAL								
PA	31273	06/07/18			31273	-22,419.60	0.00		
	Vendor (SUN002) totals:					-22,419.60	0.00		
SWE001	SWEEPING BEAUTIES JANITORIAL								
PA	TP-383-015	06/25/18			TP-383-015	-2,205.00	0.00		
	Vendor (SWE001) totals:					-2,205.00	0.00		
TAK001	TAKYSIE LAKE ENTERPRISES								
PA	TP-380-022	06/13/18			TP-380-022	-150.00	0.00		
	Vendor (TAK001) totals:					-150.00	0.00		
TAY002	TAYLOR BROS HARDWARE								
PA	TP-380-023	06/13/18			TP-380-023	-157.77	0.00		
PA	TP-384-014	06/29/18			TP-384-014	-80.00	0.00		
	Vendor (TAY002) totals:					-237.77	0.00		
TEL002	TELUS COMMUNICATIONS INC.								
PA	TP-384-015	06/29/18			TP-384-015	-3,263.60	0.00		
	Vendor (TEL002) totals:					-3,263.60	0.00		
TEL004	TELUS COMMUNICATIONS INC.								
PA	31282	06/13/18			31282	-492.80	0.00		
	Vendor (TEL004) totals:					-492.80	0.00		
TEL007	TELUS MOBILITY								
PA	TP-381-015	06/21/18			TP-381-015	-1,554.25	0.00		
	Vendor (TEL007) totals:					-1,554.25	0.00		
TIP001	TIP OF THE GLACIER WATER CO								
PA	31283	06/13/18			31283	-50.00	0.00		
	Vendor (TIP001) totals:					-50.00	0.00		

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<b>TOP005 TOPLEY FIRE PROTECTION SOC.</b>									
PA	TP-383-016	06/25/18			TP-383-016	-2,620.84	0.00		
Vendor (TOP005) totals:						<b>-2,620.84</b>	<b>0.00</b>		
<b>TOW003 TOWER COMMUNICATIONS</b>									
PA	TP-380-024	06/13/18			TP-380-024	-2,708.73	0.00		
Vendor (TOW003) totals:						<b>-2,708.73</b>	<b>0.00</b>		
<b>TRU002 TRUE CONSULTING</b>									
PA	31331	06/29/18			31331	-29,256.75	0.00		
Vendor (TRU002) totals:						<b>-29,256.75</b>	<b>0.00</b>		
<b>ULI001 ULINE CANADA CORPORATION</b>									
PA	TP-380-025	06/13/18			TP-380-025	-87.02	0.00		
Vendor (ULI001) totals:						<b>-87.02</b>	<b>0.00</b>		
<b>USB001 US BANK CANADA</b>									
PA	TP-382-001	06/25/18			TP-382-001	-25,982.68	0.00		
Vendor (USB001) totals:						<b>-25,982.68</b>	<b>0.00</b>		
<b>VAL005 VALLEY DIESEL</b>									
PA	31284	06/13/18			31284	-391.83	0.00		
Vendor (VAL005) totals:						<b>-391.83</b>	<b>0.00</b>		
<b>VAN005 VANDERHOOF &amp; DISTRICTS CO-OP</b>									
PA	TP-381-016	06/21/18			TP-381-016	-23,715.49	0.00		
PA	TP-384-016	06/29/18			TP-384-016	-216.83	0.00		
Vendor (VAN005) totals:						<b>-23,932.32</b>	<b>0.00</b>		
<b>VAN010 VANDERHOOF CHAMBER OF COMMER</b>									
PA	31332	06/29/18			31332	-64.25	0.00		
Vendor (VAN010) totals:						<b>-64.25</b>	<b>0.00</b>		
<b>VIL001 VILLAGE OF FRASER LAKE</b>									
PA	31304	06/21/18			31304	-477.14	0.00		
Vendor (VIL001) totals:						<b>-477.14</b>	<b>0.00</b>		
<b>VIL002 VILLAGE OF GRANISLE</b>									
PA	31305	06/21/18			31305	-477.14	0.00		
Vendor (VIL002) totals:						<b>-477.14</b>	<b>0.00</b>		
<b>VIS001 THE MOOSE - VISTA RADIO LTD.</b>									
PA	31333	06/29/18			31333	-247.80	0.00		
Vendor (VIS001) totals:						<b>-247.80</b>	<b>0.00</b>		
<b>WAS001 WASTE MANAGEMENT OF CANADA CO</b>									
PA	TP-380-026	06/13/18			TP-380-026	-6,676.95	0.00		
Vendor (WAS001) totals:						<b>-6,676.95</b>	<b>0.00</b>		
<b>WIE004 Ken Wiebe</b>									
PA	TP-380-027	06/13/18			TP-380-027	-296.70	0.00		
PA	TP-381-017	06/21/18			TP-381-017	-197.80	0.00		
Vendor (WIE004) totals:						<b>-494.50</b>	<b>0.00</b>		
<b>WIL004 WILLIAMS MACHINERY</b>									
PA	TP-381-018	06/21/18			TP-381-018	-1,940.25	0.00		
PA	TP-384-017	06/29/18			TP-384-017	-5,550.90	0.00		
Vendor (WIL004) totals:						<b>-7,491.15</b>	<b>0.00</b>		
<b>XER001 XEROX CANADA LTD.</b>									
PA	TP-379-008	06/07/18			TP-379-008	-4,803.89	0.00		
PA	TP-380-028	06/13/18			TP-380-028	-80.07	0.00		

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XER001 XEROX CANADA LTD. (Continued)									
Vendor (XER001) totals:						-4,883.96	0.00		
YEL004 YELLOWHEAD ROAD & BRIDGE									
PA	31285	06/13/18			31285	-5,139.44	0.00		
Vendor (YEL004) totals:						-5,139.44	0.00		
Control account (1) totals:						-545,521.71	0.00		
REC002 RECEIVER GENERAL									
PA	31274	06/13/18			31274	-45,864.33	0.00		
PA	31309	06/27/18			31309	-52,270.94	0.00		
Vendor (REC002) totals:						-98,135.27	0.00		
Control account (2) totals:						-98,135.27	0.00		
Report Total						-643,656.98	0.00		

136 vendor(s) printed.