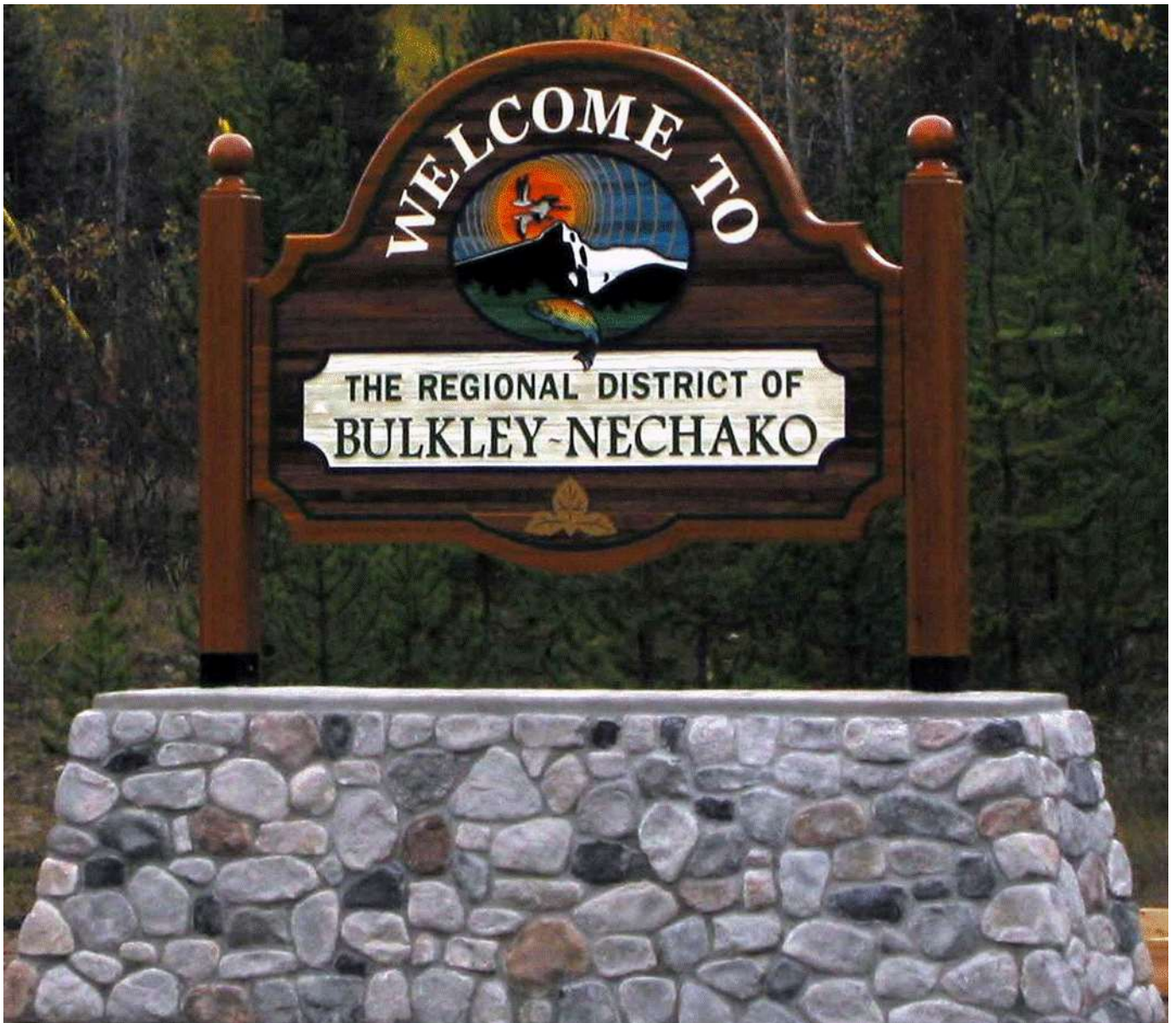




REGIONAL DISTRICT
OF BULKLEY & NECHAKO

2011 Annual Report



"A world of opportunities within our region"

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Message from the Chair



On behalf of the Regional District of Bulkley-Nechako Board of Directors, I am pleased to introduce the annual report for the year ended December 31, 2011. This report is another step in achieving our goal of providing more effective, clear communication with you, our constituents – to help you understand what we do for you and what your tax dollars are paying for.

Looking back at 2011, we were successful in achieving our goals in many areas.

- We completed the implementation of our region wide 9-1-1 service to improve emergency response time and public safety; and during this process, signed service participation and contribution agreements with all 13 First Nations in the region;
- We responded to the emergencies created by ice jams and spring flooding across the region;
- To effectively engage municipal councils and the public we attended all eight municipalities across the region to present the RDBN 2012 budget;
- We undertook many initiatives to expand and diversify our regional economy including securing grant funding for a regional image bank, information sessions for local tourism operators, funding for a regional Farmer's Market signage project, hosted the annual Business Forum in partnership with the District of Vanderhoof, held the first annual Entrepreneurship Contest and continued to update and enhance our mining web portal to promote the mining sector in our region;
- Through our Forestry Committee, we developed priorities to deal with timber supply constraints, a wildfire management strategy, the mid-term timber supply review being conducted by the Province, issues around the current provincial policies regarding the export of raw logs and to increase our engagement with First Nations;
- We initiated an Agricultural Plan for the region to develop achievable and practical actions that can be taken by the Regional District of Bulkley-Nechako, the Province and others to help increase the number and volume of agricultural products produced in the region, increase the local consumption of locally produced agricultural products and secure the long term viability and prosperity of the agricultural sector;
- We increased solid waste recycling in the region;

Creating partnerships, enhancing services, informing the public and responding to the needs of residents is what the Regional District of Bulkley-Nechako strives to do. I look forward to working with my fellow board members and the RDBN staff on new and exciting opportunities to make our region a better place to be.

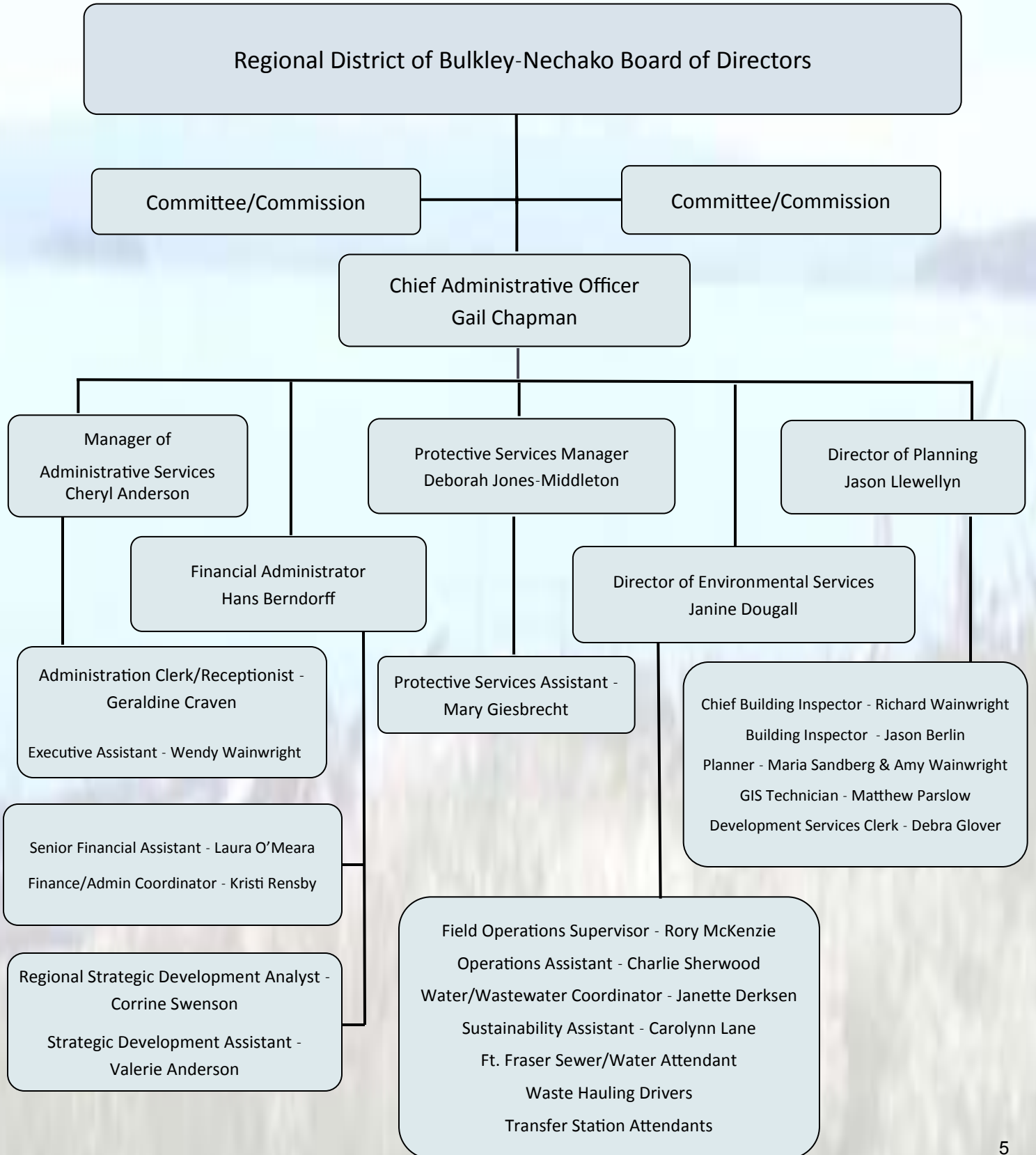
Bill Miller

Chair



Regional District of Bulkley-Nechako

Organizational Chart





About the Regional District of Bulkley-Nechako

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

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

The Regional District currently provides 64 services to approximately 38,000 residents within its boundaries. Except for certain mandatory services and some exempt ones, the vast majority of services provided by Regional Districts are requested and approved by the taxpayers. Only those areas that receive a service pay for that service. Not every municipality or electoral area participate in the same services.





Regional District Services

Region-Wide Services

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

Region-Wide Rural Services

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

Sub-Regional Services

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

Non Taxable Services Supported Entirely by Users

- Liquid Waste Management
- Pump and Haul Septage Disposal

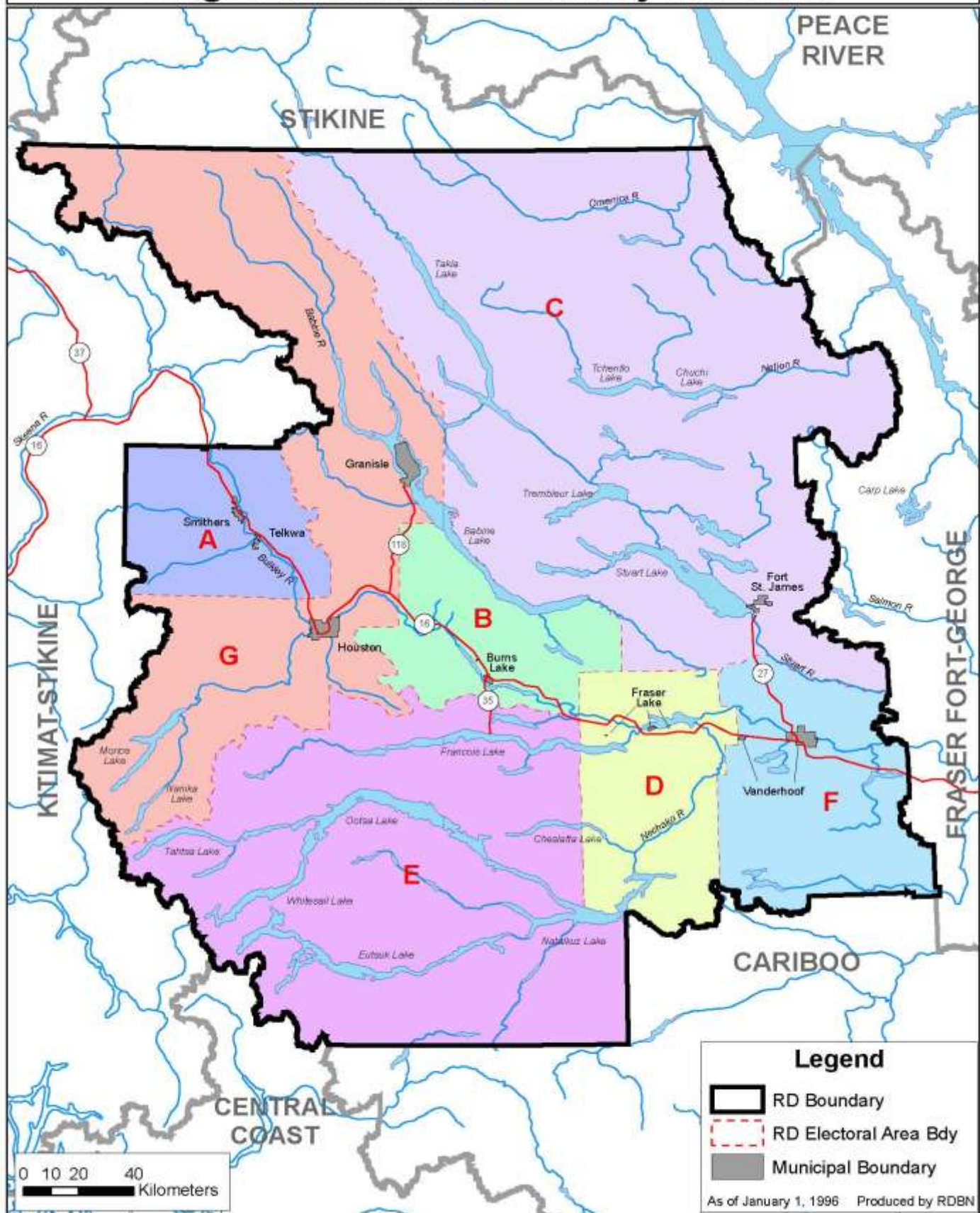
- Municipal Borrowing Services (entirely funded by the Municipalities)

Local Services

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



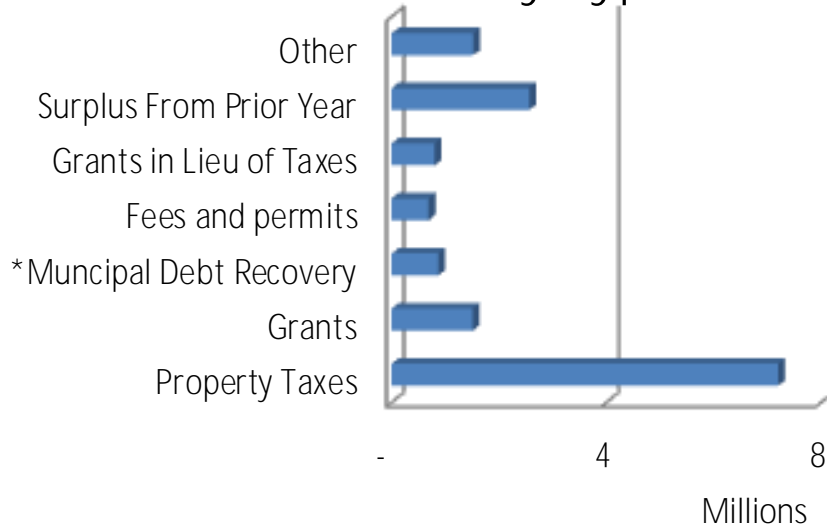
Regional District of Bulkley-Nechako





2011 Financial Summary

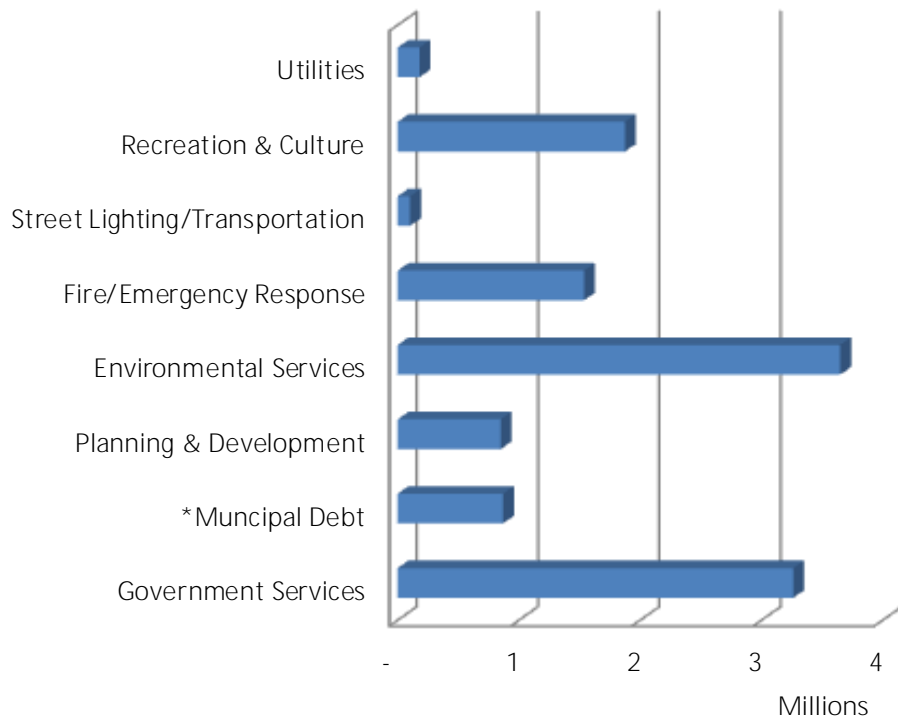
Revenues by Type



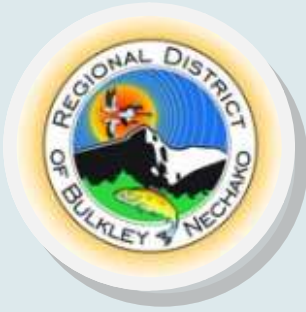
Revenues
by Type

Expenditures By Service

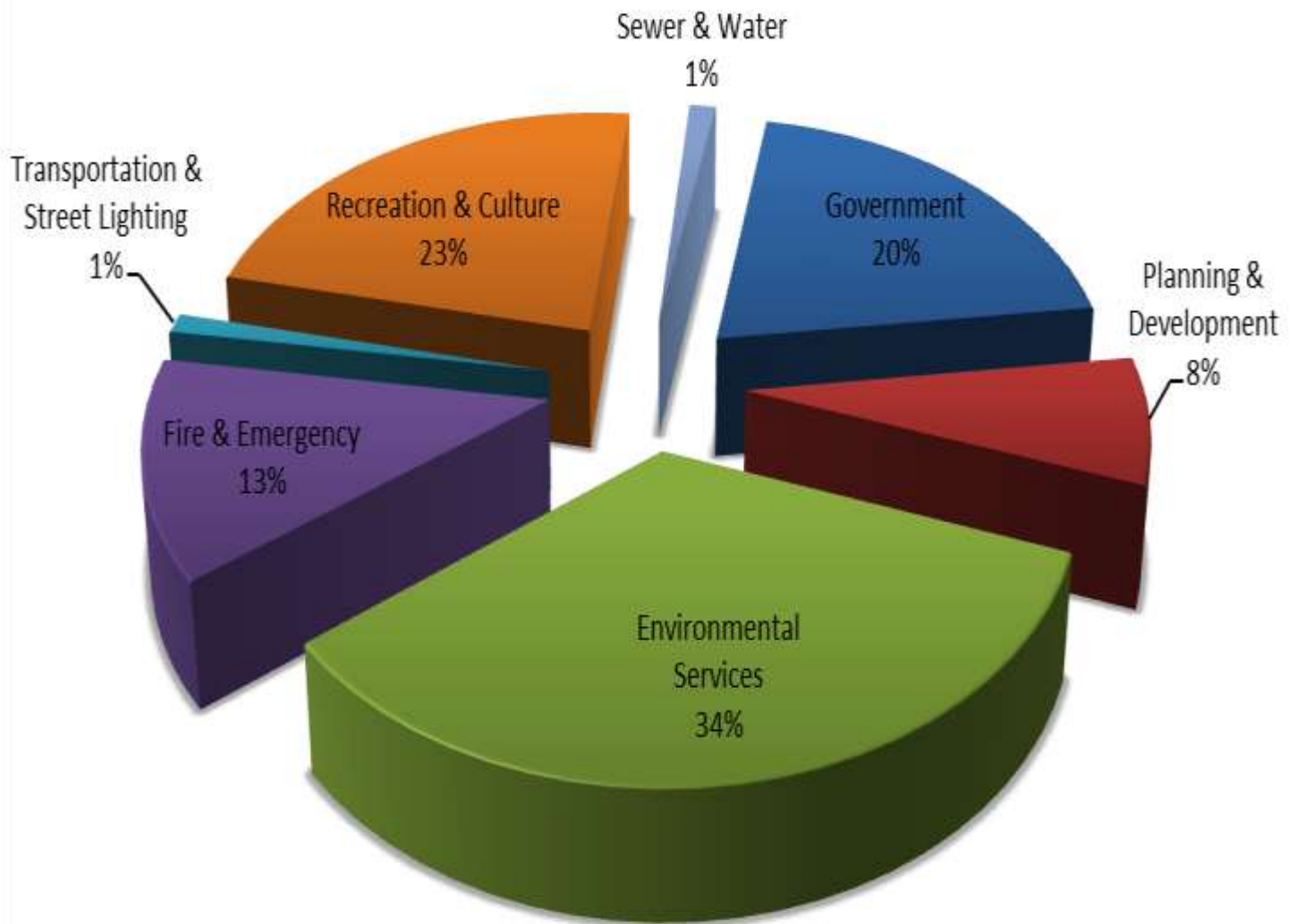
Expenditures by Service Type



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



2011 Taxation by Function





Administrative Services

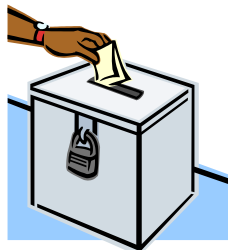
General Administration

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



Elections and Referenda

Local government elections take place every three years. The Regional District conducts elections and referenda for its Electoral Areas, as well as the Fort Fraser Local Community Commission. In December of 2011 the Regional District of Bulkley-Nechako swore in the new Board of Directors for the next three year term. Please see pages 30 - 31 for Director information. The next local government elections will be held in October, 2014.



Grants-in-Aid

Funding for electoral area grants-in-aid are budgeted annually. Grants-in-aid provide assistance to nonprofit organizations for the purpose of benefiting and enhancing the community. For grants to be considered, an application must be submitted to the Regional District of Bulkley-Nechako. Staff will then refer the request to the Electoral Area Director. If the Electoral Area Director is supportive of the application it will be placed on the Board Agenda for consideration by the Regional Board. Please visit our website www.rdbn.bc.ca for application forms and contact information.

Communications

The Regional News is produced quarterly and distributed to all residents of the Regional District.



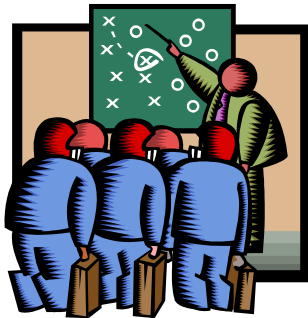


Economic Development

Strategic Development

The Strategic Development Department completes regional economic development projects. In 2011, the work plan included projects for regional economic growth and diversification in a number of sectors:

- Tourism
- Business
- Agriculture
- Mining



Tourism Sector

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

The RDBN hosted Information Sessions for local tourism operators in Vanderhoof, Burns Lake and Smithers. The sessions provided an opportunity to gain knowledge of programs, encourage utilization of programs, and building relationships with the RDBN, local tourism staff, Northern BC Tourism Associations, and Recreation Sites and Trails BC.



The Visitors Section of the RDBN website was updated and new features added.

Grant funding was secured for a regional image bank to be completed in 2012.

Together with partnering municipalities, the RDBN attended the Vancouver and Calgary Outdoor Adventure Shows. Attending these tradeshows provided an opportunity to showcase the region and the variety of tourism products we have to offer.

Agriculture Sector

Strategic Development staff assisted with the creation of the RDBN Agriculture Plan (to be adopted in 2012), participated on the "Beyond the Market" Advisory Committee, and secured grant funding for a regional Farmer's Market Signage project (signage to be installed in 2012).





Economic Development

Business Sector

The RDBN hosts an annual Business Forum each fall. In 2011 it was held in Vanderhoof with the RDBN partnering with the Municipality to provide a two day event. Included in the event:

- Presentations providing information on the economy and regional project updates,
- Keynote Speaker Hugh Culver,
- Tradeshow,
- Individual meetings with Presenters, and,
- Networking opportunities.

In 2011, the RDBN held the first annual Entrepreneurship Contest. Individuals who had started a business within the



last year or who had an idea and wanted to start a new business could enter the contest and win prizes donated by the private sector to assist with Business Start-ups. There were 11 entries, and 5 semi-finalists were selected. The winner was Cheryl McRae, Dog Digs, from Electoral Area A, Smithers Rural.

Located on both the RDBN and RDBN Mining websites is an extensive listing of regional businesses and organizations. Information for the Business Directories is supplied by the individual business. Information for each listing can include:

- Picture
- Logo
- Contact information
- Hours of operation
- Description of business

Google map



Mining Sector

The RDBN created the www.mining.rdbn.bc.ca website as a “one-stop” web portal to promote the mining sector in our Region. The web site has two main purposes:

- To provide information to local residents and businesses regarding mining and exploration projects in the Region with the purpose of attracting, retaining and expanding mining support services in the Region; and,
- To provide relevant information on the region to mining and exploration companies and other interested individuals, with the purpose of attracting, retaining, and accelerating mining and exploration operations in the Region.

The website was updated and enhanced throughout the year and saw an average of 7,000 visits per month.

The RDBN attends two Mining Tradeshows annually; Minerals North and Minerals Roundup. These tradeshows provide the opportunity to promote mining in the RDBN as well promote the use of the mining webportal.





Economic Development

Funding Assistance to the Region

The RDBN Strategic Development Department assists Non-Profit Organizations with securing grant funding for their community projects. During 2011, the RDBN secured grant funding in the amount of **\$1 million** for projects taking place in communities throughout the Region. Other projects not listed below totaled \$77,000.



Legions
\$68,260



Sports and Recreation
\$330,775



Public Safety
\$188,161



Events
\$6,122



Libraries
\$45,109



Food Banks and Farmers Markets
\$44,320



Seniors
\$109,014



Community Halls
\$131,296



Planning

The planning department provides several services, including building permits, development applications including development variance permits, agricultural land commission applications, development permits and rezoning applications. The planning department develops and oversees Official Community Plans in each of our electoral areas to accommodate new and growing land needs.

- a survey of agricultural producers and a survey for consumers of locally produced agricultural products; and
- a series of workshops to gain input from agricultural producers in the region.

The draft Agricultural Plan will be considered for adoption by the Board in the first part of 2012.

Long Range Planning

In 2011, the Planning Department undertook the following with regard to rural Official Community Plans (OCP):

Electoral Area “C” (Fort St. James Rural) OCP

The process to adopt the new “Fort St. James Rural Official Community Plan Bylaw No. 1578, 2010” was completed in 2011.

Electoral Area “G” (Houston Rural) OCP

The “Houston, Topley, Granisle Rural Official Community Plan Bylaw No. 1622, 2011” was developed with public input in 2011. The bylaw was given 3rd reading on November 17th. The Bylaw is currently awaiting Provincial Ministerial approval prior to consideration of adoption by the Board.



Electoral Area “E” (Francois/Ootsa Lake) OCP

An initiative to develop an Official Community Plan for a portion of Electoral Area “E” south of Francois Lake began in 2011. A preliminary draft bylaw is being created and community consultation continues.

Agricultural Plan

The process to create an agricultural plan for the Regional District began in 2011. The plan development process has included the following:

- establishment of a Working Group comprised of stakeholders, Board Directors, and staff;

Current Planning

In 2011, (in addition to responding to public inquiries, various land use referrals, bylaw enforcement, and processing of land use applications), the Planning Department did the following:

- Developed a “Sustainable Rural Land Development Checklist” which was approved by the Regional District Board.
- The Board adopted policy confirming that the RDBN does not compensate or pay for 3rd party cost associated with responding to referrals.
- Continued work on the review of the zoning bylaw, which includes substantial redrafting of the existing bylaw.

- A new Board of Variance Bylaw and policy was drafted for Board consideration in early 2012.
- An unsightly premises service establishment and regulatory bylaw were drafted for Board consideration in early 2012.
- Obtained Regional District Board resolutions for 2 “remedial action orders” requiring the removal or repair of illegal or unsafe buildings.
- Proposed amendments to the Zoning Bylaw, which were approved by the Regional District Board, to accommodate the Provincial government’s new licensing scheme and to rationalize regulations relating to agriculture.



Planning



Geographic Information Systems (GIS)

In 2011, (in addition to responding to civic address inquiries & various mapping requests) the GIS Department did the following:

- Began testing server software in support of the web based mapping project which will allow residents to access RDBN mapping and digital data on line.

In 2011, the major project for the GIS Department was 9-1-1 implementation. This included the following tasks:

- Creation of Response Boundaries. These digital mapping boundaries include rural and municipal fire response areas, road rescue areas, and medical first responder areas.
- Creation of a complete First Nations reserve boundary digital database.
- Creation of rural and municipal road address ranges. This involved making sure that all road address ranges have their correct left and right minimum and maximum values for each road segment in the Regional District.
- Creation of a municipal civic address database. This involved addressing for Fort St James, Vanderhoof, Fraser Lake, Burns Lake, Houston, Granisle, Telkwa and Smithers.
- Created a First Nation Reserve address database. This involved addressing for all occupied Reserves in the RDBN.

Building Inspection

In 2011, the Planning Department successfully provided building inspection services to rural residents, as well as the District of Fort St. James, the Village of Granisle, the Village of Burns Lake, and the Village of Fraser Lake. The following were also completed:

- The Regional District entered into a contract with the District of Fort St. James in 2011 to provide building inspection services.
- Attended to registration of a Notice on Title regarding a building not in compliance with the Building Bylaw.
- The Building Inspectors provided building inspection services to the Town of Smithers for approximately 6 months on a temporary basis until they were able to hire a building inspector.

Special Projects

The Planning Department was involved in the following special projects, among others:

- Reported to the Regional District Board on the Province's Water Act Modernization project.
- Researched and reported on the Province's Meat Inspection Regulations.
- Provided support related to the Somerset Estates Sewage Disposal system, and associated community information meeting.





Finance

Financial Management and Control

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

These controls include:

- A Finance Department structure that is organized to provide for effective segregation of responsibilities, delegation of authority, personal accountability and careful selection and training of financial staff;
- the application of financial, accounting and administrative policies and procedures necessary for internal control over transactions, assets and records; and
- systematic financial review and analysis of operating results.

During 2011, additional capacity in the Finance Department enabled a strengthening of internal controls and more distinct segregation of responsibilities.

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

External auditors conduct an independent examination in accordance with generally accepted auditing standards and express their opinion on the financial statements. Their examination includes a review and evaluation of internal controls and appropriate tests and procedures to provide reasonable assurance that the financial statements are presented fairly. The external auditors have full and free access to the Board of Directors, as needed.

Budgetary Process

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

During the past budget season, the public consultation process was enhanced by public presentations in each municipality within the Regional District which provided an overview of the 2012 draft budget, as well as a summary of actions undertaken in 2011 and initiatives planned for 2012.

Revenue Sources

Local governments traditionally rely on property taxation supplemented by user fees to fund their operations. In 2011, an initiative was undertaken to seek alternative sources of revenue and thereby ease the burden on local taxpayers. These efforts are ongoing and we hope to see positive results in the near future.

Computer Network

The Finance Department is responsible for the Regional District's Computer Network. During 2011, the primary file server was upgraded in response to growing network capacity needs. In addition, a new payroll system was installed to improve the efficiency and effectiveness of managing employee payroll.





Finance

Debt Management

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

While debt issued on behalf of the municipalities remains the ultimate responsibility of the Regional District, the municipalities are, in turn, responsible for repayment of their debt to the Regional District. As of December 31, 2011, there were municipal debentures outstanding in the amount of \$5,788,936.

For its own needs, the Regional District did not issue any new debt in 2011. Debenture repayments in 2011 of \$208,970 and actuarial earnings of \$49,921 have reduced the outstanding debt for all Regional District services to \$1,693,503 at December 31, 2011.

Debt servicing costs (principal plus interest) for the Regional District as a whole represented 5.0% of tax revenues in 2011.

Reserve Funds

Each year, the Regional District makes contributions to reserve funds for future expenditures, primarily of a capital nature. These funds are invested on behalf of the service areas for which the contributions are made and interest accumulates accordingly. During 2011, contributions of \$1,112,845 were made, \$573,121 was withdrawn for approved expenditures and interest of \$47,549 was earned, bringing the balance at December 31, 2011 to \$4,983,753.

Risk Management

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

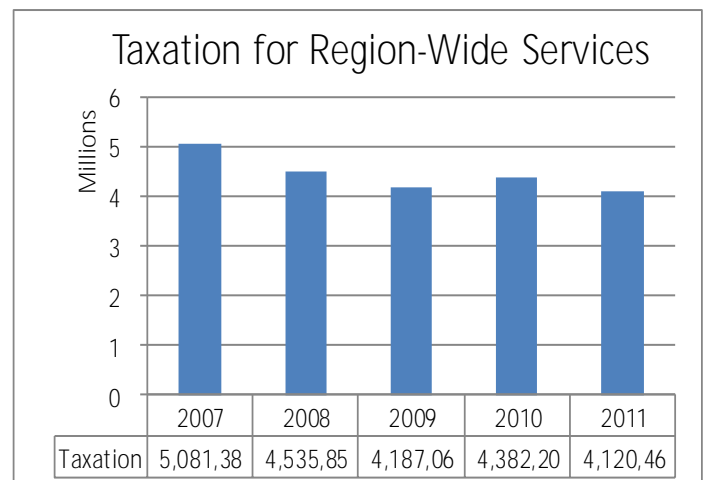
Allocation of Administration Costs

During 2011, a review of administration costs was undertaken to ensure that the burden of these costs is borne by the taxpayers that benefit from them. As a result of this review, the allocation of administration costs was updated to reflect current staff effort.

Taxation

An objective of the RDBN is to avoid large swings in taxation from year to year. This is done through careful financial planning and service management; and by setting reserve funds aside for future capital projects. The graph below shows that we have been able to keep taxation for region wide services stable or declining modestly over the last five years.

To enhance communication with taxpayers and to improve understanding of their annual tax bills, we are including RDBN tax inserts in property tax bills issued by the provincial and municipal governments starting in 2012.



Regional District of Bulkley-Nechako
Consolidated Statement of Financial Activities
As of December 31, 2011

	2011		2010
	<u>Budgeted</u>	<u>Actual</u>	<u>Actual</u>
REVENUE			
Property tax requisition			
Municipal	\$ 3,095,308	\$ 3,097,905	\$ 3,100,347
Electoral Areas	4,103,902	4,101,352	4,047,340
	<u>7,199,210</u>	<u>7,199,257</u>	<u>7,147,687</u>
Grants	1,546,624	1,508,686	1,212,245
Municipal debt payments	1,031,669	869,091	1,000,119
Grants in lieu of taxes	751,120	798,322	768,106
Fees and permits	341,892	685,588	354,351
Emergency expenditure recoveries	300,000	110,814	219,395
Miscellaneous	131,477	76,095	131,786
Interest	13,500	72,353	44,956
Municipal cost sharing	52,192	58,978	94,181
Debt sinking fund actuarial earnings	-	49,921	43,492
Administration recoveries	16,116	15,605	16,959
Gain on disposal of tangible capital as	0	130	1,773
Donations	-	-	51,244
	<u>4,184,590</u>	<u>4,245,583</u>	<u>3,938,607</u>
Total Revenue	<u>11,383,800</u>	<u>11,444,840</u>	<u>11,086,294</u>
EXPENSES			
Government	2,917,622	2,392,804	2,505,297
Municipal Debt	1,171,671	869,091	1,000,119
Planning	915,524	815,997	790,614
Environmental Services	4,448,736	3,189,940	2,878,653
Fire/Emerg. Response	1,261,082	977,901	1,103,010
Street Lighting/Transportation	110,015	100,399	125,822
Recreation & Culture	1,763,084	1,692,386	1,560,550
Utilities	133,978	108,613	105,927
Total Expenses	<u>12,721,712</u>	<u>10,147,131</u>	<u>10,069,992</u>
Annual Surplus (Deficit)	(1,337,912)	1,297,709	1,016,302
Surplus at Beginning of the Year	<u>16,326,189</u>	<u>16,326,189</u>	<u>15,309,887</u>
Surplus at the end of the Year	<u>\$ 14,988,277</u>	<u>\$ 17,623,898</u>	<u>\$ 16,326,189</u>

Regional District of Bulkley-Nechako
Consolidated Statement of Financial Position
As of December 31, 2011

	<u>2011</u>	<u>2010</u>
Financial Assets		
Cash & Investments	\$ 7,334,680	\$ 7,203,955
Accounts Receivable	801,231	491,402
MFA Debt Reserve Fund	165,082	160,400
Debentures Due From Municipalities	5,788,936	5,624,647
	<u>14,089,929</u>	<u>13,480,404</u>
Liabilities		
Unearned Grants	9,318	275,769
Accounts Payable & Accruals	865,788	983,747
Landfill Closure Accrual	2,200,103	2,343,460
Debentures (RDBN)	1,693,503	1,952,394
Debentures (Municipalities)	5,788,936	5,624,647
Debt Reserve Fund	125,063	160,400
Total Liabilities	<u>10,682,711</u>	<u>11,340,417</u>
Net Financial Assets	<u>3,407,218</u>	<u>2,139,987</u>
Non Financial Assets		
Tangible Capital Assets	14,173,780	14,144,930
Prepaid Expenses	42,900	41,272
	<u>14,216,680</u>	<u>14,186,202</u>
Accumulated Surplus	<u>\$ 17,623,898</u>	<u>\$ 16,326,189</u>





Environmental Services

The Regional District of Bulkley-Nechako provides solid waste management services to residents of the entire region. This includes the operation of 7 transfer stations and three landfills.

In 2011, work continued on the implementation of the Solid Waste Management Plan. A number of initiatives were undertaken to reduce costs and improve services to the residents of the Regional District of Bulkley-Nechako.



Vanderhoof Transfer Station/Landfill

Final closure works at the old Vanderhoof Landfill were completed including establishment of suitable grading, placement and compaction of low permeability soils on previously landfilled areas, grass seeding and enclosure of the site by an electric fence.

At the adjacent Vanderhoof Transfer Station, wood waste collection and composting areas were expanded and upgraded. All projects were completed utilizing local contractors.

Fort Fraser Landfill

The Fort Fraser Landfill has been closed to the public since February, 2007. Final closure works at the facility were initiated in 2011. These works included stockpiling of locally sourced soils that will be used in 2012 to establish suitable grading to promote surface water runoff. Additional works in 2012 will include the placement and compaction of low permeability soils on previously landfilled areas, grass seeding and the development of a long-term environmental monitoring program.

Knockholt Landfill

A new tipping pad was constructed at the Knockholt Landfill to allow the waste hauling trucks to effectively access the disposal area of the facility. Works, including the clearing and grubbing of a new soil borrow pit and installation of a new gate, were completed in preparation for expansion of the landfill footprint in 2012. Collection and treatment of septage/landfill leachate continued in 2011 through utilization of constructed lagoon and wetland treatment infrastructure.

Clearview Landfill

At the Clearview Landfill, a new access road and turning pad on Phase 1 was constructed. In addition, to remain in compliance with the Operational Certificate, an annual report for the Clearview Landfill was developed and submitted to the Ministry of Environment.



Waste Hauling Operations

In 2011, the Regional District continued operating its waste hauling fleet which, since taking over the waste hauling services in the eastern half of the Region, includes three Kenworth T800 tractor units, four tandem steel 53-foot walking floor trailers and 3 tandem aluminum 53-foot walking floor trailers. The Regional District hauls waste from the Granisle, Burns Lake and Smithers/Telkwa Transfer Stations to the Knockholt Landfill and from the Fort St. James, Vanderhoof and Area "D" (Fraser Lake Rural) Transfer Stations to the Clearview Landfill.



Environmental Services

The waste hauling fleet is also used to haul wood waste collected at the transfer stations to the landfills. In 2011, a total of 176 loads of wood waste were hauled using the 53 foot walking floor trailer units.

Burns Lake, Granisle and Southside Transfer Stations

The Regional District is required under Operational Certificates issued by the Ministry of Environment to complete and submit Annual Reports on the operations of the Burns Lake, Granisle and Southside Transfer Stations respectively. The reports include:

- an executive summary;
- the type and tonnage of waste shipped from the transfer stations;
- any new information or proposed changes relating to the facilities;
- composting operation activity, if applicable;
- occurrences or observations of wildlife (medium and large carnivores) at the facilities;
- a statement regarding the progress in reducing the regional solid waste stream, in accordance with the hierarchy of reduce, reuse and recycle principles;
- a description of efforts made by the Regional District regarding alternatives to open burning of wood waste; and
- Results of all monitoring programs as specified in the Operational Certificate.

In 2011, these reports were completed and submitted as required.

Waste Reduction

A number of waste reduction initiatives were continued and or implemented in 2011. A Region-wide funding program which was developed and initiated in 2009 continued through 2011. Financial support continued with the Smithers and Area Recycling Society (Smithers/Telkwa), the Nechako Healthy Community Alliance (Vanderhoof), the Fraser Lake Bottle Depot (Fraser Lake) and the Greening Up Fort Society (Fort St. James) to support primarily paper and cardboard based



recycling programs. The Houston Bottle Depot (Houston) applied for, and was granted funding by the Regional District to support a paper and cardboard recycling program for residents of Houston and the surrounding area. In addition, work continued in Burns Lake and Granisle regarding possible programs.

The Regional District continued to support the development of industry led extended producer responsibility programs for those products covered under the *BC Recycling Regulation*. A position paper regarding implementation of extended producer responsibility programs was developed and adopted by the RDBN Board of Directors and the Regional District was an active participant in the BC Product Stewardship Council. Staff from the Regional District presented "Extended Producer Responsibility and Rural Service Levels – Overcoming the Challenges!" at the UBCM Convention in September 2011.



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





Protective Services

Emergency Program

The Regional District of Bulkley-Nechako was successful in securing funding to assist with supplying materials required to upgrade the amateur radio tower located at Mount Verdun and amateur radio equipment for the Regional District of Bulkley-Nechako Emergency Operations Centre. Installation was provided by the Prince George Amateur Radio Club and local amateur radio operators in Burns Lake.



Funding was also sourced to purchase three Reception Centre Kits, Emergency Social Services (ESS) Volunteer Vests, four ESS training courses for volunteers throughout the region, and ESS Directors training for two ESS team members, to support the Regional District of Bulkley-Nechako Emergency Social Services Team.



These extraordinary volunteers train and exercise in order to be prepared to support residents during an emergency or disaster.

The Regional District of Bulkley-Nechako Emergency Operations Centre was activated for forty-five days in 2011 to address ice jamming, flooding and an algae bloom, that impacted residents in Area "A" Smithers Rural, Area "D" Fraser Lake Rural, Area "E" François Ootsa Lake Rural, and Area "G" Houston Rural. The response to these events required extensive staff time and included the provision of Emergency Social Services.

The Regional District of Bulkley-Nechako developed a Livestock Evacuation Plan to assist Livestock Owners during an emergency. The plan was developed in collaboration with the Ministry Responsible for Agriculture and Ministry Responsible for Range, and Ministry Responsible for Wildfire.



9-1-1 Implementation

The Regional District of Bulkley-Nechako successfully launched 9-1-1 Services region-wide on October 25, 2011. The Regional District secured funding to assist in coordination, purchase, installation, and training of fire departments also for 9-1-1 dispatch radios connecting eleven fire departments to the Prince George 9-1-1 dispatch system.



The Regional District of Bulkley-Nechako also provided an extensive Public Awareness Program attending all schools from kindergarten to grade 12 and hosted public meetings in all the major centers throughout the region ensuring the public was aware of the 9-1-1 service and launch.

Rural Fire Departments

The Regional District of Bulkley-Nechako implemented the "Standard Operating Guidelines" for all rural volunteer fire departments. This program provides for effective standards in training, safety, and management of fire departments to support the exceptional services provided by our rural volunteer departments.



Safety Program

The Regional District of Bulkley-Nechako Occupational Health and Safety Plan amendment was completed and all staff were updated with the current information. Regional District staff participated in the ShakeOutBC exercise on October 19, 2011.



Local and Sub-Regional Services

Street Lighting

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



Arenas

The RDBN provides funding to several arenas within the regional district. These arenas are an important part of the local communities and providing residents opportunities to participate in activities.



TV Rebroadcasting

The RDBN contributes to 4 TV rebroadcasting functions throughout the Regional District. In 2012, a review of these services will be taking place to determine if they are still relevant to the taxpayers.

Recreation

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



Some of the other societies the Regional District supports through tax funding are:

- Fort Fraser Cemetery
- Topley Cemetery
- Burns Lake and Area Library
- Fraser Lake Library
- Fort St. James Library
- Burns Lake Museum Society
- Smithers Recreation and Culture
- Vanderhoof Recreation and Culture
- Fort Fraser Community Hall
- Lakes District Airport Society
- Local Economic Development in Area "A", "B", "E" and Burns Lake



Rural Fire Protection

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





Water & Sewer Utilities

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



Fort Fraser Water and Sewer

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

Regional Lagoons

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





Invasive Plants

Invasive Plants

Funding of \$30,000 was provided to the Northwest Invasive Plant Council (NWIPC) to assist in the effective and efficient management of invasive plant species in the Regional District.

The NWIPC provides support and coordination for those involved in the various aspects of invasive plant management including awareness, inventory, treatments and assessment. NWIPC also uses resources pooled by member organizations to conduct on-the-ground management and treatment of invasive plants.

Each year, the NWIPC reviews and updates a Plan and Profile. A regional management plan prioritizes invasive plants and outlines actions to effectively manage species based on the principal that **weeds know no boundaries**. The plan is developed with the input of all stakeholders and organizations who are members of the NWIPC.

**WANTED
DEAD**

Himalayan Balsam Common Tansy Spotted Knapweed

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

Northwest
INVASIVE PLANT COUNCIL

WEED HOTLINE
TOLL FREE 1-866-44WEEDS
www.nwipc.org

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



Stuart-Nechako Regional Hospital District

Stuart - Nechako Regional Hospital District

The Stuart-Nechako Regional Hospital District (SNRHD) was incorporated under the Hospital District Act of British Columbia in November 1998. In spite of its name, the Regional Hospital District does not own or operate any hospitals, health centres or medical clinics of any kind. Its sole purpose is to provide a portion of funds required by hospitals within our boundaries for equipment, renovations and new construction. This funding is raised through property taxes. The Regional Hospital District provides funding to the following facilities, all of which are operated by the Northern Health Authority: the Fraser Lake Diagnostic and Treatment Centre; the Granisle Health Centre; the Lakes District Hospital and the Pines Multi-Level Care Facility (both in Burns Lake); the St. John Hospital and the Stuart Nechako Manor (both located in Vanderhoof); and the Stuart Lake Hospital (Fort St. James).

The boundaries of the Stuart-Nechako Regional Hospital District include most of the central and eastern portions of the Regional District of Bulkley-Nechako (including Burns Lake, Fraser Lake, Fort St. James, Granisle, and Vanderhoof together with Electoral Areas "B", "C", "D", "E" and "F"). Excluded are the western portions of the Regional District (Houston, Smithers, Telkwa, together with Electoral Areas "A" and "G"). For more information on the Northwest Regional Hospital District (which includes Houston, Smithers, Telkwa and Electoral Area's "A" and "G") please visit www.rdks.bc.ca or call 1-800-663-3208.

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

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

For several years now, the SNRHD has been working with Northern Health toward replacement of aging hospitals, such as the Burns Lake Hospital. The SNRHD funded 100% of the Burns Lake Hospital replacement planning costs in anticipation of the provincial project approval, which was received in the spring of 2012. The SNRHD will be funding 20% of the capital costs including the planning funds already spent for the Burns Lake Hospital.



Board of Directors



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

