



# REGIONAL DISTRICT OF BULKLEY-NECHAKO

## AGRICULTURE COMMITTEE AGENDA

THURSDAY, SEPTEMBER 22, 2016

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>AGENDA – SEPTEMBER 22, 2016</u>	Approve
	<u>Supplementary Agenda</u>	Receive
	<u>MINUTES</u>	
2-4	Agriculture Committee Meeting Minutes - July 21, 2016	Receive
	<u>REPORT</u>	
5-6	Reckitt Benckiser Canada and the Bulkley Nechako, Fraser Fort George, Peace River And Cariboo Regional Districts	Receive
	<u>CORRESPONDENCE</u>	
7-11	Ministry of Agriculture – BC Strategic Outreach Initiative Funding Application	Receive
12-17	Ministry of Agriculture – 2016-17 BC Strategic Outreach Initiative Funding Application – Strategic Planning	Receive
	<u>DISCUSSION ITEM</u>	
	<u>Agriculture Forum</u> Chair Parker - RE: Update	
	<u>SUPPLEMENTARY AGENDA</u>	
	<u>NEW BUSINESS</u>	
	<u>ADJOURNMENT</u>	

**AGRICULTURE COMMITTEE MEETING**  
**(Committee of the Whole)**

**Thursday, July 21, 2016**

**PRESENT:**    Chair            Mark Parker

                  Directors        Taylor Bachrach  
   Eileen Benedict  
   Shane Brienen  
   Tom Greenaway  
   Mark Fisher  
   Thomas Liversidge  
   Rob MacDougall  
   Bill Miller  
   Rob Newell  
   Jerry Petersen  
   Darcy Repen  
   Luke Strimbold  
   Gerry Thiessen

                  Director        Dwayne Lindstrom, Village of Fraser Lake  
                  Absent

                  Staff            Melany de Weerd, Chief Administrative Officer  
   Cheryl Anderson, Manager of Administrative Services  
   Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair Parker called the meeting to order at 2:50 p.m.

**AGENDA &  
SUPPLEMENTARY AGENDA**

Moved by Director Miller  
Seconded by Director Repen

**AG.2016-7-1**

"That the Agriculture Committee Meeting Agenda of July 21, 2016 be adopted; and further, that the Supplementary Agenda be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

**Agriculture Committee  
Meeting Minutes  
-June 23, 2016**

Moved by Director Petersen  
Seconded by Director Newell

**AG.2016-7-2**

"That the minutes of the Agriculture Committee meeting of June 23, 2016 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **DISCUSSION ITEMS**

### **1. Agriculture Forum**

#### **Agriculture Forum**

Moved by Director Fisher  
 Seconded by Director Miller

#### **AG.2016-7-3**

"That the Agriculture Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize Mark Parker, Chair of the Agriculture Committee to work with staff to determine a date in 2016 for an Agriculture Forum."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Discussion took place regarding possible topics of discussion:

- Impacts of foreign ownership of agricultural lands;
- What is being done in agriculture in the region?
- What are potential farming/ranching opportunities?
- What are next steps forward as a region?
- Public Policy:
  - o Working together in the changing face of agriculture: The role of the Regional District, Ministry of Agriculture, agriculture groups, and individual citizens in understanding and supporting small versus large, local vs international markets, organic versus non organic.
  - o What are partners/agency roles and what are individual's roles?
- Food security in the North.

## **SUPPLEMENTARY AGENDA**

#### **Connecting Consumers and Producers Project Update**

Moved by Director MacDougall  
 Seconded by Director Brien

#### **AG.2016-7-4**

"That the Agriculture Committee receive the Manager of Regional Economic Development's July 19, 2016 memo titled "Connecting Consumers and Producers Project Update."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## **NEW BUSINESS**

#### **Home Sweet Home Field School**

Director Reppen mentioned that the co-founders of Home Sweet Home Field School are touring in the region to deliver workshops aimed at increasing the number of food businesses in the region. He spoke to the importance of encouraging attendance at the workshops.

**ADJOURNMENT**

Moved by Director Fisher  
Seconded by Director Bachrach

AG.2016-7-5

"That the meeting be adjourned at 3:02 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

\_\_\_\_\_  
Mark Parker, Chair

\_\_\_\_\_  
Wendy Wainwright, Executive Assistant



## Report of the Meeting

### between Reckitt Benckiser Canada and the Bulkley Nechako, Fraser Fort George, Peace River and Cariboo Regional Districts

#### Regarding an Update to the Trees for Change Program

Monday, September 11th, 2016, 11:00 am to Noon  
Offices of the Regional District of Fraser Fort George  
166 George Street, Prince George, BC

### In Attendance:

**Chair:** Director Art Kaehn, RDFFG

#### **Reckitt Benckiser Canada (RB)**

Christopher Hillman, Global Sustainability Manager,  
Michael Wells, Manager, Trees for Change Program, RB

#### **RDBN**

Director Jerry Petersen, Electoral Area F, RDBN  
Director Tom Greenaway, Electoral Area C, RDBN  
Director Mark Parker, Electoral area D, RDBN  
Deputy Mayor Brian Frenkel  
Melany de Weerd, CAO, RDBN (by phone)  
Jason Llewellyn, Director of Planning RDBN

Representatives of the Fraser Fort George, Peace River and Cariboo Regional Districts

### Discussion

**Christopher Hillman** noted that they put the Trees for Change program on hold following the meeting with Regional Districts in 2015. Since that time the program has been evaluated in light of the concerns raised, and that RB has explored all option and consulted with stakeholders.

Christopher Hillman confirmed that RB will not purchase any more land or plant more trees on land under the program. In total the Trees for Change program involved 12000 ha of land purchased for RB. The approximate 9,000 ha. of land that was planted will be managed responsibly as forested lands. The remaining 3,000 ha of land not planted will be sold at market value.



The management of the planted lands will involve the maintenance of fencing, disease control, and invasive plant control.

**Michael Wells** noted that they attempted to work with the Province to purchase lands or swap lands for planning. However, this option was not possible to the mutual satisfaction of both parties.

A question and answer session occurred, and the following was confirmed:

- RB will monitor the planted lands for invasive plants and will take reasonable action to control weeds and disease.
- The planted lands will be maintained in good condition. This includes the maintenance of fencing where necessary.
- RB is not aware of any other companies that would be interested in initiating a program similar to the Trees for Change program.
- RB recognizes that they are encouraged to look for opportunity to plant trees in appropriate areas such as non-agricultural lands and riparian areas.
- RD's interests include ownership of lands planted and lease arrangements are problematic given the lack of control over the land and the trees.
- RB has considered ways to accommodate planning in farmer's land no acceptable option was identified given the issues relating to volume of planting desired and the long term control of the trees.
- RB will provide a list of the lands that have been planted and the lands that will be sold.
- RB has ultimate flexibility regarding the future use of the planted lands.
- The local government representatives around the table were appreciative of RB for listening to the concerns and halting the planting program.



## Growing Forward 2

A federal-provincial-territorial initiative

### **BC STRATEGIC OUTREACH INITIATIVE FUNDING APPLICATION**

Strategic Outreach Initiative funding is targeted at industry activities identified by staff as contributing to the viability and/or growth of the sector. There is a nominal \$5,000 cap for any individual project, however, there is some flexibility and larger projects will be considered where staff are working together to put on a larger event or a series of seminars or workshops.

- Applications must be staff-supported; staff sign-off is required
- Staff will be responsible to work with their partners to ensure successful delivery
- Proposals should be tied to regional/industry SWOTS
- Novel concepts and ideas should be encouraged
- Events for industries and regions where increased growth potential exists may take priority
- The program may fund the following types of activities and events:
  - Conferences
  - Short courses
  - Seminars
  - Field Days and Demonstrations
  - Tours
  - Trade Shows
  - Community Farm Tours

The initiative funding may support up to 100% of the approved eligible costs associated with the event. The reimbursement for eligible expenses requires completing a reimbursement package that includes an Event Reimbursement Form, Itemized List of Receipts, program evaluation, individual evaluations and proof of expenditure documentation. Program funding must be acknowledged at the event using the appropriate *Growing Forward 2* standards as provided to successful applicants. For confirmation and evaluation purposes, Ministry of Agriculture staff must be allowed access to the event.

Additional funding for speakers for specific business management topics may be available through the BC Farm Business Speaker Funding Program. The BC AGRI Strategic Outreach Initiative program terminates March 10, 2017.

**Forward the completed, signed application and supporting documentation to:**

Nancy Portman  
 Ministry of Agriculture  
 441 Columbia Street  
 Kamloops, B. C. V2C 2T3  
 Toll Free: 1-800-334-3011  
 Tel: 250-828-4510 Fax: 250-828-4516  
 Nancy.Portman@gov.bc.ca

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# Growing Forward 2

A federal-provincial-territorial initiative

<b>Partnering Organization Information</b>		Date of application:
Organization Name:		
Contact Person:	Email:	
Mailing Address:		
Telephone:	Fax:	
<b>Partnering Organization Background:</b> <i>Please provide a brief background outlining the organization's objectives, history, size, commodity, geographical area and/or other information that will help provide background. Please indicate how this event will contribute to the growth of the sector.</i>		
<b>Staff Information and Signoff</b>		
Supporting Agrologist/Specialist/ Contact Info		
Comments on Partnering Organization's ability to deliver program, <i>Please indicate how this event will contribute to the growth of the sector.</i>		
Supporting Agrologist's/Specialist's Signature	Date Signed	



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Event Information		
Event Name:		
Date of event:		Venue and location:
Target audience:	# Attendees expected:	# BC producers:
Event agenda:		
Speakers: (if not enough space please attach a separate page)		

<b>Estimated Budget for the Event</b>			
Please provide a partial budget outlining:			
<ul style="list-style-type: none"> <li>o <b>Expenses:</b> facilities, speaker/facilitator fees, transportation / travel costs, lodging, etc.</li> <li>o <b>Estimated income:</b> registration, other</li> </ul>			
<b>Eligible Costs</b>			
		<b>Expenses</b>	<b>\$\$</b>
Speaker/facilitator fees and expenses (airfare, parking, lodging, etc.)			
Facility and Equipment rental			
Advertising and communications (handouts)			
<b>Subtotal</b>			0
Recipient administration costs (maximum 10% of total eligible costs as in subtotal)			
<b>Total Expenses (for which funding is requested)</b>			0
<b>Total Event Budget</b>			
<b>Income</b>	<b>\$\$</b>	<b>Expenses</b>	<b>\$\$</b>
Registration		Expenses for which funding is requested from above	
Sponsorship		Expenses claimed under other GF2 funding	
		<b>Other Expenses (list below)</b>	
		Meals/refreshments	
<b>Total</b>	0	<b>Total</b>	0
<b>Program Use Only</b>			
Date Received		File Number	
<input type="checkbox"/> Approved <input type="checkbox"/> Not approved		Signing Authority	
Date			
Account Coding			
Agriculture	RC	SL	STOB
			PROJECT

## ELIGIBLE COSTS FOR BC STRATEGIC OUTREACH INITIATIVE EVENT

1. **Administration Costs** (to a maximum of 10% of the total eligible costs)
  - a. **Salaries/Benefits:** Includes: Employee wages, Mandatory Employment Related Costs (MERCs), Employment Insurance (EI), Canada Pension Plan (CPP), vacation pay and benefits
  - b. **Organization Operational Costs** :Includes: bookkeeping, bank fees, legal fees, janitorial services, postage/courier costs, telephones & mobile/cellular devices, and rent/lease,
2. **Program Costs**
  - a. **Activity-Related Costs** :Includes: facility rental, advertising & communications, materials & supplies, printing and sub-contracting costs
  - b. **Speaker/Facilitator/Presenter costs Fees**
  - c. **Travel for Speakers:** Includes: transportation costs (e.g. costs associated with flights, ferries, taxis, use of private vehicles, rental vehicles, etc.), meal or per diem costs, and accommodation costs for speakers.

Note: in the above, **fees** are costs *incurred* by the Program Administrator for services in support of program activities (i.e. not *charged* by the Program Administrator to the Province).

### Examples of Ineligible Costs

- Costs associated with fundraising activities
- Canada Revenue Agency or payroll penalties
- Parking tickets
- Fines or penalties
- Meal costs
- Entertainment costs
- Depreciation on fixed assets
- Board membership fees
- Purchase of motor vehicles
- Purchase of any illegal substances
- Staff mentor and/or coaching costs
- Purchase of alcoholic beverages
- Unreasonable gifts or unreasonable payments for recognition
- Legal fees and court awards for inappropriate dismissal or other inappropriate/illegal activity
- Membership fees for private clubs, etc. (golf clubs, gyms, etc.) unless part of existing (non-monetary) employment benefits package
- Capital costs for the construction of a building (other than minor repairs or renovations) or the purchase of land or buildings



## Growing Forward 2

A federal-provincial-territorial initiative

### 2016-17 BC STRATEGIC OUTREACH INITIATIVE FUNDING APPLICATION – STRATEGIC PLANNING

Strategic Outreach Initiative funding is targeted at industry activities identified by staff as contributing to the viability and/or growth of the sector. The Regional and Agrifoods Sector Based Strategic Planning component of the Strategic Outreach Initiative aims to strengthen industry organizations and foster agrifoods sector economic development by supporting strategic planning for sectoral and/or regional industry organizations.

#### Principles

- Applications must be staff-supported; staff sign-off is required.
- Staff are responsible to work with their partners to ensure successful delivery.
- SOI will fund up to 100% of approved eligible expenses for strategic plan creation. Eligible costs include: fees paid to a contractor hired to draft the plan including contractor travel; facility rental; communications; materials and supplies; printing; administration costs (to a maximum of 10% of eligible costs).
- SOI funding for any individual planning project is nominally capped at \$10,000. If there are more applications than can be supported by available funds, applications will be ranked and the highest ranked applications will be supported.
- Plans must be completed in time to enable reporting and reimbursement prior to March 31, 2017. Consequently, applications must be received by 2:00 PM, September 25, 2016. Work must be complete and submitted to AGRI along with all reimbursement package documents by March 10, 2017

#### Eligibility

- Applicant must be an agrifoods oriented or supported association, group or organization with the capacity to lead a strategic planning project. More than one organization may partner together.
- Applicants must be able to enter into a legal contract.
- Application must demonstrate the potential to grow economic benefits to a sector and/or region in BC.

#### Evaluation Criteria

Preference may be given to:

- Applications for emerging sectors with a high potential for growth.
- Sectors/regions with no existing strategic plan.
- Sectors/regions with an old/outdated existing strategic plan.
- Applications deemed to enable maximal agrifoods economic growth.
- The sector/region is subject to a recognized high profile social, environmental or economic issue that requires management or education.

#### Selection of Consultant

- The Ministry recommends utilizing the services of a qualified consultant on the Farm Business Advisory Services Program list of eligible consultants <http://www.agf.gov.bc.ca/busmgmt/ListofEligibleConsultants.pdf>. Groups seeking to use a different consultant must contact the Ministry to pre-approve the proposed consultant prior to applying.

**Forward the completed, signed application and supporting documentation to:**

Nancy Portman

Ministry of Agriculture

441 Columbia Street

Kamloops, B. C. V2C 2T3

Toll Free: 1-888-823-3355 Tel: 250-828-4510 Fax: 250-828-4516 Nancy.Portman@gov.bc.ca



BRITISH  
COLUMBIA

Canada



## Growing Forward 2

A federal-provincial-territorial initiative

<b>Partnering Organization Information</b>	Date of application:
Organization Name:	
Contact Person:	Email:
Mailing Address:	
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<b>Partnering Organization Background:</b> <i>Please provide a brief background outlining the organization's objectives, history, size, commodity, geographical area and/or other information that will help provide background. Please indicate how this plan will contribute to the growth of the sector.</i>	
<b>Staff Information and Signoff</b>	
Supporting Agrologist/Specialist/ Contact Info	
Comments on Partnering Organization's ability to deliver program, <i>Please indicate how this plan will contribute to the growth of the sector.</i>	
Supporting Agrologist's/Specialist's Signature	Date Signed



# Growing Forward 2

A federal-provincial-territorial initiative

<b>Strategic Plan Information</b>	
Proposed Plan Name:	
What Sector/Regions will benefit from the plan?	Has the Sector/Region previously written a strategic plan? If yes, what was it called and when was it completed?
What problem or opportunity does the plan seek to address?	
What are the goals and objectives of the plan?	

Please provide a list of proposed activities/actions as well as a project timeline:

Please provide the names of any consultants, facilitators or speakers proposed to assist with drafting the plan as well as a brief background indicating their qualifications:

**Estimated Budget for the Plan**

Please provide a partial budget outlining:

- **Expenses:** facilities, consultant/speaker/facilitator fees, transportation / travel costs, lodging, etc.
- **Estimated income:** all sources

<b>Eligible Costs</b>	
<b>Expenses</b>	<b>\$\$</b>
Consultant/facilitator fees and expenses (airfare, parking, lodging, etc.)	
Facility and equipment rental	
Advertising and communications (handouts)	
Recipient administration costs (maximum 10% of total expenses claimed)	
Other (please describe)	
<b>Total Expenses (for which funding is requested)</b>	0

<b>Total Event Budget</b>			
<b>Income</b>	<b>\$\$</b>	<b>Expenses</b>	<b>\$\$</b>
Applicant		Expenses for which funding is requested from above	
Sponsorship		Expenses claimed under other GF2 funding	
Other (please describe)		<b>Other Expenses (list below)</b>	
		Meals/refreshments	
<b>Total</b>	0	<b>Total</b>	0

**Program Use Only**

Date Received		File Number	
<input type="checkbox"/> Approved <input type="checkbox"/> Not approved		Signing Authority	
Date			
Account Coding			
Agriculture	RC	SL	STOB PROJECT





## Growing Forward 2

A federal-provincial-territorial initiative

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2. **Program Costs**
  - a. **Activity-Related Costs**: Includes: facility rental, advertising & communications, materials & supplies, printing and sub-contracting costs
  - b. **Consultant/Speaker/Facilitator/Presenter Fees**
  - c. **Travel for Consultant/Speaker/Facilitator/Presenter**: Includes: transportation costs (e.g. costs associated with flights, ferries, taxis, use of private vehicles, rental vehicles, etc.), meal or per diem costs, and accommodation costs for speakers.

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