

REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEETING NO. 6

Thursday, April 28, 2016

PRESENT: Chair Bill Miller

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

Director Dwayne Lindstrom, Village of Fraser Lake
Absent

Staff Cheryl Anderson, Manager of Administrative Services
Hans Berndorff, Financial Administrator
Janine Dougall, Director of Environmental Services – left at 11:23 a.m., returned at 11:32 a.m., left at 1:07 p.m.
Deborah Jones-Middleton, Protective Services Manager – left at 11:19 a.m., returned at 11:29 a.m., left at 12:54 p.m.
Jason Llewellyn, Director of Planning – left at 11:24 a.m., returned at 11:30 a.m., left at 1:52 p.m.
Corrine Swenson, Manager of Regional Economic Development – left at 12:54 p.m.
Wendy Wainwright, Executive Assistant

Others Dana Hicks, Fire Management Specialist, Strategic Wildfire Threat Analysis, Ministry of Forests, Lands and Natural Resource Operations – Wildfire Management Branch– left at 11:58 a.m
Norm Hildebrandt, Audit Partner, Price Waterhouse Coopers – Via Telephone - 10:36 a.m. to 10:44 a.m.
Reg Ogen, Yinka Dene Economic Development Limited Partnership – left at 11:23 a.m.
Fred Wilson, West End Ventures, Smithers – arrived at 11:04 a.m., left at 1:39 p.m.
Joe Wong, Woodmere Nursery Ltd. – left at 11:23 a.m.

Media Flavio Nienow, LD News – left at 11:58 a.m.

CALL TO ORDER Chair Miller called the meeting to order at 10:32 a.m.

**AGENDA &
SUPPLEMENTARY AGENDA**

Moved by Director Petersen
Seconded by Director Greenaway

2016-6-1

“That the agenda of the Regional District of Bulkley-Nechako Board meeting of April 28, 2016 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Special Board Meeting
Minutes – April 14, 2016

Moved by Director MacDougall
Seconded by Director Benedict

2016-6-2

“That the Regional District of Bulkley-Nechako Special Board Meeting Minutes of April 14, 2016 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Board Meeting Minutes
-March 24, 2016

Moved by Director Benedict
Seconded by Director Greenaway

2016-6-3

“That the Regional District of Bulkley-Nechako Board Meeting Minutes of March 24, 2016 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee
Meeting Minutes

Moved by Director Fisher
Seconded by Director Petersen

2016-6-4

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

- Agriculture Committee Meeting Minutes
 - March 24, 2016 (Unapproved);
- Agriculture Committee Meeting Minutes
 - February 25, 2016;
- Committee of the Whole Meeting Minutes
 - April 14, 2016 (Unapproved);
- Committee of the Whole Meeting Minutes
 - March 10, 2016;
- Forestry Committee Meeting Minutes
 - April 14, 2016 (Unapproved);
- Forestry Committee Meeting Minutes
 - March 10, 2016;
- Rural Directors Committee Meeting Minutes
 - April 14, 2016 (Unapproved);
- Rural Directors Committee Meeting Minutes
 - March 10, 2016.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Hans Berndorff, Financial Administrator left the meeting at 10:36 a.m.

DELEGATIONS

PRICE WATERHOUSE COOPERS– Norm Hildebrandt, Audit Partner RE: 2015 Audit – (Via Teleconference) 10:36 a.m. to 10:44 a.m.

Chair Miller welcomed Norm Hildebrandt, Audit Partner, Price Waterhouse Coopers.

Mr. Hildebrandt provided an overview of the 2015 RDBN Audit performed by Price Waterhouse Coopers. He noted that key considerations are staff wages and Directors remuneration and expenses. Policies are reasonable and being followed. The RDBN received a clean audit and records are in great shape. Mr. Hildebrandt noted that Mr. Berndorff and RDBN Financial Department Staff do a great job.

Discussion took place regarding the materiality amount and the calculation of the amount. Mr. Hildebrandt provided an explanation of the accounting/audit term and how it is determined.

Chair Miller thanked Mr. Hildebrandt for attending the meeting.

Mr. Berndorff returned to the meeting at 10:44 a.m.

DELEGATIONS (CONT'D)

WOODMERE NURSERY LTD. Joe Wong, Woodmere Nursery Ltd., Reg Ogen, Yinka Dene Economic Development Limited Partnership Inc. RE: Municipal Solid Waste Management

Chair Miller welcomed Joe Wong, Woodmere Nursery Ltd. and Reg Ogen, Yinka Dene Economic Development Limited Partnership.

Mr. Ogen spoke of the Wet'suwet'en First Nation being progressive in moving forward in the future and working with local, provincial and federal governments to provide opportunity for the Nation. He noted that there has been opportunity in Liquid Natural Gas (LNG) and Forestry. There is potential opportunity now in utilizing municipal solid waste as a source of feedstock with biomass for a Reforestation Nursery, Traditional Ecological Centre, Food Production greenhouse and homes and building infrastructure.

Mr. Wong mentioned that in working with Mr. Ogen the question arose as to how to have First Nations more involved in resource planning. Mr. Wong spoke of the need to develop a plan that will assist First Nations and provide an opportunity to assist tax payers in the region.

Mr. Wong spoke of a 2009/2010 past proposal and application to create employment utilizing waste shipped from Knockholt Landfill to Woodmere Nursery but the project didn't materialize. Mr. Wong noted that the technology researched for the past proposal was a made in Canada technology designed in Vancouver and there was potential for the technology to be adapted for better economies of scale.

Discussion took place regarding the possible location for a reforestation nursery being in Burns Lake on Wet'suwet'en First Nations. Woodmere Nursery no longer feels that the project should be located at its facility.

Director Fisher commented that in order to set direction for Directors and staff further details for the proposal are required.

Mr. Wong mentioned that the Ministry of Environment would need to oversee all regulatory requirements in order for municipal solid waste to be moved for utilization in a biomass facility. The First Nations also follow federal regulations. The project would have to be economically sustainable and viable in order to move forward.

DELEGATIONS (CONT'D)

WOODMERE NURSERY LTD. Joe Wong, Woodmere Nursery Ltd., Reg Ogen, Yinka Dene Economic Development Limited Partnership Inc. RE: Municipal Solid Waste Management (CONT'D)

Mr. Wong spoke of the benefits of developing a Traditional Ecological Centre for First Nations elders to share information regarding how the lands have been managed, knowledge sharing and the growing of native plants.

Discussion took place regarding the process of thermal oxidization and hydrogenation along with the use of technologies utilized in Scandinavian countries.

Mr. Wong spoke of the advantages and opportunities for First Nations to partner and collaborate in potentially moving forward with an energy system that utilizes RDBN municipal solid waste to create an energy system.

Chair Miller thanked Messrs. Wong and Ogen for attending the meeting.

DELGATIONS (CONT'D)

MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – WILDFIRE MANAGEMENT BRANCH – Dana Hicks, Fire Management Specialist RE: Strategic Wildfire Threat Analysis

Chair Miller welcomed Dana Hicks, Fire Management Specialist, Ministry of Forests, Lands and Natural Resource Operations, Wildfire Management Branch.

Mr. Hicks provided a PowerPoint Presentation.

What is the PSTA? (Provincial Strategic Threat Analysis)

- Provincial – level assessment of approximate relative fire threats across the land base;
- It is intended to provide a strategic-level analysis of many different factors that contribute to fire threats, but it is not intended to represent absolute, site-specific values;
- “10,000 foot level assessment of wildfire threat”.

Uses of the PSTA

- Identify High-risk areas and undertake management actions to reduce those threats;
- Informs the government’s fire management planning (FMP) and the Strategic Wildfire Prevention Initiative (SWPI) fuel treatment programs;
- Will be part of the Forest Enhancement structure.

Limitations of the PSTA

- Coarse resolution (looking from 10,000 feet);
 - o Will need to be assessed at a stand level;
- Data!
 - o Vegetation Resource Inventory;
 - o Use of the 17 forest fire fuel models (may not be representative of the stand);
 - o Mountain Pine Beetle affected stand (lack of information or representative fuel model) (improved in the next version).

Components of the PSTA

- Fire Occurrence
 - o Uses an analysis to predict where fires may occur in the future based on past fire history;
- Fire Intensity
 - o Based on KW/m (metric BTU). The effect fire will have on the landscape based on 90th percentile weather;
- Spotting (ember transport)

DELGATIONS (CONT'D)

**MINISTRY OF FORESTS, LANDS AND NATURAL RESOURCE OPERATIONS – WILDFIRE
MANAGEMENT BRANCH – Dana Hicks, Fire Management Specialist RE: Strategic Wildfire
Threat Analysis (CONT'D)**

- Simulates fire propagation on the landscape. Based on the research that a high percentage of values are lots to spot fires not flaming front.

Fuel Management with the PSTA

- If the PSTA identifies an area as high (7 or greater):
 - Look at the stand-level characteristics to confirm this rating;
 - Analyze potential site modification and structure development options;
 - Strategically alter or reduce fuel levels by conducting landscape-level fuel treatments;
 - The use of alternative silviculture practices such as modified stocking standards near values on the landbase;
 - Support the reintroduction of fire (natural or prescribed) on the landscape.

Mr. Hicks spoke of the need to have mixed forests of deciduous and non-deciduous trees in order to have a less flammable fuel in the forests.

Director Liversidge spoke of the secondary fibre being left in the bush once logging operations are completed and questioned whether there are initiatives being investigated to use the material in order to reduce wildfire fuel. Mr. Hicks mentioned that there has been discussion from the provincial government. He commented that the removal of the secondary fibre would assist Wildfire Management in regard to risk and fuel mitigation.

Discussion took place regarding wildfires occurring in the spring months not just during the summer and the potential to have Wildfire Management crews starting sooner. Mr. Hicks mentioned that a lot of the seasonal work force for Wildfire Management is students and their ability to begin sooner is challenging. Mr. Hicks spoke of the benefits to having staff full time.

Discussion took place regarding the definition of human caused fires and that it includes fires that start from windblown trees falling on powerlines.

Mr. Hicks spoke of the use of weather trends from 1954 that were not determined in the same manner as weather today and the impact to data collection and modeling when using those trends. He also noted that the pine beetle epidemic and other data sources are weighted in the use of the data for modeling.

Chair Miller mentioned that you can now go online to report individuals discarding cigarettes from vehicles.

Chair Miller thanked Mr. Hicks for attending the meeting.

Break for lunch 11:58 a.m.

Reconvened at 12:33 p.m.

ADMINISTRATION REPORTS

Committee Meeting Recommendations -March 10, 2016

Moved by Director Benedict
Seconded by Director Greenaway

2016-6-5

"That the Regional District of Bulkley-Nechako Board of Directors approve Recommendations 1 through 5 as written:

Committee of the Whole – April 14, 2016

Recommendation 1:

Re: Economic Development – Grant Funding Contracts

"That the Regional District of Bulkley-Nechako Board of Directors authorize entering into agreements for funding of Regional Economic Development projects with Northern Development Initiative Trust, Nechako Kitimaat Development Fund Society, Destination BC and the Province of BC."

Recommendation 2:

Re: Unconditional Community Grants

"That the Regional District of Bulkley-Nechako Board of Directors ratify a late submission resolution in regard to Unconditional Community Grants needing to be distributed to small communities in two installments to the North Central Local Government Association at its Annual General Meeting in Dawson Creek, B.C. on May 4-6, 2016; and further, that the said resolution include the RDBN member municipalities."

Rural Directors Committee Meeting – April 14, 2016

Recommendation 3:

Re: Bulkley Valley Agricultural and Industrial Association-Request for Grant in Aid-Electoral Area "A" (Smithers Rural)

"That the Bulkley Valley Agricultural and Industrial Association be given \$2,500 grant in aid monies from Electoral Area "A" (Smithers Rural) for the purchase of bleachers and/or a marquee tent for the Bulkley Valley Exhibition 2016."

Recommendation 4:

Re: Royal Canadian Legion Pleasant Valley Branch 249 – Request for Grant in Aid - Electoral Area "G" (Houston Rural)

"That the Royal Canadian Legion Pleasant Valley Branch 249 be given \$1,500 grant in aid monies from Electoral Area "G" (Houston Rural) for replacing and adding new light fixtures in the entrance way and upstairs hall of the Houston Legion."

ADMINISTRATION REPORTS (CONT'D)

**Rural Directors Committee Meeting – April 14, 2016
(CONT'D)**

Recommendation 5:

**Re: Mines File No. 13880-03-587 Pacific Minerals Inc.
Electoral Area “G”**

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to write a letter to Pacific Minerals Inc. asking the following questions:

1. What kind of impact does the activity have on Morrison Lake and surrounding water courses?
2. What issues have been raised by groups such as First Nations, local communities, guides, trappers and local environmental groups?

And further, that the RDBN request that the response from Pacific Minerals Inc. be provided prior to the May 12, 2016 Rural Directors Committee meeting date.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Vanderhoof Community
Foundation – Northern
Development Application
-Prince George RAC – RDBN,
Electoral Area “F”

Moved by Director Petersen
Seconded by Director Strimbold

2016-6-6

“That the Regional District of Bulkley-Nechako Board of Directors support the RDBN, Electoral Area F’s application to the Northern Development Initiative Trust – Community Foundation Matching Grants in the amount of \$25,000 for support of the Vanderhoof Community Foundation.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Grant in Aid Request
-Vanderhoof Community
Foundation

Moved by Director Petersen
Seconded by Director Thiessen

2016-6-7

1. “That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator’s April 19, 2016 memo titled “Grant in Aid Request – Vanderhoof Community Foundation.”
2. That a contribution of \$25,000 from the Electoral Area “F” Grant in Aid Fund to Vanderhoof Community Foundation be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Petersen noted that the Certificate of Incorporation for the Vanderhoof Community Foundation is being amended to include Electoral Area “F” (Vanderhoof Rural).

ADMINISTRATION REPORTS (CONT'D)

Purchase of Topley Fire Hall

Moved by Director Newell
Seconded by Director Strimbold

2016-6-8

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's April 19, 2016 memo titled "Purchase of Topley Fire Hall."
2. That the Interim Agreement for the purchase of the new Topley Fire Hall from the Topley Fire Department Society for \$150,000 be approved; and,
3. That the Lease between the Regional District of Bulkley-Nechako and the Topley Fire Protection Society for nominal annual rent of \$1 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chinook Comfor Partnering Agreement

Moved by Director Benedict
Seconded by Director Strimbold

2016-6-9

"That the Regional District of Bulkley-Nechako Board of Directors defer the Financial Administrator's April 19, 2016 memo titled "Chinook Comfor Partnering Agreement."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2015 Audited Financial Statements

Moved by Director MacDougall
Seconded by Director Fisher

2016-6-10

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's April 19, 2016 memo titled "2015 Audited Financial Statements."
2. That the Audited Financial Statements for the year ended December 31, 2015 be approved for signature; and,
3. That the 2015 Audit Letter be approved for signature."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Chair Miller thanked Hans Berndorff, Financial Administrator and RDBN Finance staff for a clean audit report. Mr. Berndorff provided a brief overview of the 2015 Audited Financial Statements. Discussion took place regarding the future need to budget reserves for landfill phase development.

Federal Gas Tax Funds Electoral Area "A" (Smithers Rural) – Bulkley Valley Aquatic Management Centre Society

Moved by Director Fisher
Seconded by Director Bachrach

2016-6-11

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$27,403.33 of Electoral Area "A" Federal Gas Tax allocation monies for the purchase and installation of LED lighting at the BV Pool; and further,

(All/Directors/Majority)

CARRIED UNANIMOUSLY

2. That the RDBN Board of Directors authorize the withdrawal of up to \$27,403.33 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) – Bulkley Valley Aquatic
Management Centre Society

Moved by Director Fisher
Seconded by Director Bachrach

2016-6-12

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$14,332.50 of Electoral Area "A" Federal Gas Tax allocation monies for the purchase and installation of high efficiency on-demand hot water units at the BV Pool;

2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

3. That the RDBN Board of Directors authorize the withdrawal of up to \$14,632.50 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Chair Miller removed himself from the meeting at 12:46 p.m. due to a familial contract award for works to the Rose Lake Community Club.

Federal Gas Tax Funds
Electoral Area "B" (Burns Lake
Rural) – Rose Lake Community
Club

Moved by Director Benedict
Seconded by Director Strimbald

2016-6-13

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$4,827 of Electoral Area "B" Federal Gas Tax allocation monies to Rose Lake Community Club for a recreation infrastructure improvement project at the Rose Lake Hall;

(All/Directors/Majority) CARRIED UNANIMOUSLY

2. That the RDBN Board of Directors authorize the withdrawal of up to \$4,827 from the Federal Gas Tax Reserve Fund."

(All/Weighted/Majority) CARRIED UNANIMOUSLY

Chair Miller returned to the meeting at 12:47 p.m.

Federal Gas Tax Funds
Electoral Areas "B" (Burns
Lake Rural) and "E" (Francois/
Ootsa Lake Rural) – Lakes
District Fair Association

Moved by Director Benedict
Seconded by Director Strimbald

2016-6-14

1. "That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$38,192 of combined Electoral Area "B" and Electoral Area "E" Federal Gas Tax allocation monies for the Lakes District Fair Association for a wastewater collection system improvement project at the Lakes District Fall Fairgrounds (Eagle Creek Recreation Grounds);

ADMINISTRATION REPORTS (CONT'D)

2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

3. That the RDBN Board of Directors authorize the withdrawal of up to \$38,492 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds
Electoral Area “C” (Fort St.
James Rural) – District of
Fort St. James

Moved by Director Greenaway
Seconded by Director MacDougall

2016-6-15

1. “That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$59,000 of Electoral Area “C” Federal Gas Tax allocation monies to the District of Fort St. James for a Cultural Infrastructure improvement project at the Community Centre.

2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

3. That the RDBN Board of Directors authorize the withdrawal of up to \$59,300 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

Federal Gas Tax Funds
Electoral Area “C” (Fort St.
James Rural) – Fort St. James
Curling Club

Moved by Director Greenaway
Seconded by Director MacDougall

2016-6-16

1. “That the Regional District of Bulkley-Nechako Board of Directors authorize contributing \$21,506.08 of Electoral Area “C” Federal Gas Tax allocation monies to the Fort St. James Curling Club for a Recreational Infrastructure/Energy Efficiency improvement project at the Curling Rink;

2. That the RDBN Board of Directors authorize the purchase and installation of approved signage for the project to a maximum of \$300 cost, and further,

(All/Directors/Majority) CARRIED UNANIMOUSLY

3. That the RDBN Board of Directors authorize the withdrawal of up to \$21,806.08 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority) CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)

Luck Bay Rural Fire Protection Agreement

Moved by Director MacDougall
Seconded by Director Greenaway

2016-6-17

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Protective Services Manager's April 12, 2016 memo titled "Luck Bay Rural Fire Protection Agreement."
2. That the Regional District of Bulkley-Nechako Board of Directors authorize staff to enter into the Luck Bay Rural Fire Protection Agreement with the District of Fort St. James which will expire on December 31, 2017."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

The Regional News -Spring 2016

Moved by Director Parker
Seconded by Director Fisher

2016-6-18

"That the Regional District of Bulkley-Nechako Board of Directors ratify the Spring 2016 edition of "The Regional News" as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to providing information from the Northwest Regional Hospital District which is administered by the Regional District of Kitimat Stikine and includes the communities of Houston, Telkwa and Smithers on *The Regional News*. Staff will provide the website information on the newsletter. Directors that are a part of the Northwest Regional Hospital District Board will provide information to staff in the future.

Quarterly Financial Report -March 31, 2016

Moved by Director MacDougall
Seconded by Director Liversidge

2016-6-19

"That the Regional District of Bulkley-Nechako Board of Directors receive the Financial Administrator's April 19, 2016 memo titled "Quarterly Financial Report – March 31, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

Knockholt Landfill Projects -Authorization to Proceed Using Prime Contractor Arrangement

Moved by Director Newell
Seconded by Director Bachrach

2016-6-20

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services' April 18, 2016 memo titled "Knockholt Landfill Projects – Authorization to Proceed Using Prime Contractor Arrangement."

2. Further, that the Board of Directors authorize staff to proceed with completion of the Phase 3 Development and Lagoon Desludging Projects at the Knockholt Landfill with the RDBN assuming the role of Prime Contractor as authorized under Bylaw No. 1532.

ENVIRONMENTAL SERVICES (CONT'D)

3. Further, that the Board of Directors approve an expenditure limit for completion of the Phase 3 Development Project of \$350,000 and an expenditure limit for completion of the Lagoon Desludging Project of \$60,000.”

Opposed: Director Fisher CARRIED

(All/Directors/Majority)

Discussion took place regarding continued communications with the Village of Telkwa and District of Fort St. James as they are also investigating the use of desludging projects for the lagoons.

Fort Fraser Water and
Wastewater Regulatory
Amendment Bylaws

Moved by Director Parker
Seconded by Director MacDougall

2016-6-21

“That the Regional District of Bulkley-Nechako Board of Directors receive the Director of Environmental Services’ April 19, 2016 memo titled “Fort Fraser Water and Wastewater Regulatory Amendment Bylaws.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

2016 Backyard Composting
Program

Moved by Director Fisher
Seconded by Director Petersen

2016-6-22

“That the Regional District of Bulkley-Nechako Board of Directors receive the Environmental Services Assistant’s April 12, 2016 memo titled “2016 Backyard Composting Program.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

DEVELOPMENT SERVICES (All Directors)

ELECTORAL AREA PLANNING

DEVELOPMENT VARIANCE PERMIT APPLICATION

Development Variance Permit Application withdrawn by applicant.
SGJ BC Ventures (HBH)
Raymond Road, Smithers
Electoral Area “A”

BYLAWS FOR FIRST AND SECOND READING

Rezoning File No. A-06-14
West-End Ventures Inc.
(Bruintjes) – Electoral Area “A”

Moved by Director Fisher
Seconded by Director Bachrach

2016-6-23

1. “That “Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1768, 2016”, and “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1712, 2016” be given first, and second reading this 28th day of April, 2016 and subsequently be taken to public hearing.
2. That the Public Hearing for “Smithers Telkwa Rural Official Community Plan Amendment Bylaw No. 1768, 2016”, and “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1712, 2016” be held and delegated to the Director or Alternate Director for Electoral Area A.
3. That the Regional District of Bulkley-Nechako Board of Directors consider and approve the consultation identified in the consultation checklist attached as Appendix A.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAWS FOR THIRD READING

Rezoning File No. A-03-15
Bylaw 1755 Richard and
Allita Barendregt – Electoral
Area “A”

Moved by Director Fisher
Seconded by Director Bachrach

2016-6-24

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. 1755, 2015.
2. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1755, 2015” be given third reading this 28th day of April, 2016.
3. And that should Bylaw No. 1755, 2015 be supported at 3rd reading, final reading not be considered until:
 - a. The applicant submits a building permit application for the additional dwelling in the workshop with all supporting documents and fees and obtains an indication from the Building Inspector that a Building Permit is ready to be issued upon the adoption of the rezoning bylaw.
 - b. The applicant upgrades the sewage system as necessary recommended by the engineer to accommodate the additional workshop residence, in accordance with Northern Health regulations.
 - c. The applicant have the attached Section 219 Covenant registered on the title of the property legally described as Lot 26, Section 28, Township 4, Range 5, Coast District, Plan 10551 to the satisfaction of the Director of Planning.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

OTHER (All Directors)

Planning Department Reports

Moved by Director Benedict
Seconded by Director Greenaway

2016-6-25

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

- Planning Department Inquiries Report – March, 2016;
- Action List –March, 2016;
- Minutes: Advisory Planning Commission Electoral Area "A" RE: April 4, 2016;
- Building Inspector's Report - March, 2016."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

Village of Telkwa – Update

Director Repen mentioned that the Village of Telkwa has been completing its budget process.

The Village of Telkwa took a different approach to hiring its new Director of Public Works. It is a 6 month contract and he will be developing systems that the municipality can utilize in the long-term.

Director Repen commented that the Village of Telkwa has also hired a new Economic Development Officer. The Village of Telkwa is having a Committee of the Whole meeting in regard to its direction in economic development. Director Repen noted that due to the current housing prices in large centres and individuals wanting to move to locations with more affordable costs of living it may be a unique opportunity for growth in the area.

Affordable Housing in Smithers

Director Bachrach mentioned that the provincial government has initiated a program for affordable housing and Smithers will be moving forward with an expression of interest.

Minerals North – Smithers/ Telkwa – May 18-20, 2016

Director Bachrach reported that the Minerals North Conference hosted by Smithers and Telkwa on May 18-20, 2016 will have Smithers' own recording artist Alex Cuba performing and the keynote speaker will be marketing expert and broadcast producer Terry O'Reilly.

Smithers Small Business Task Force

Director Bachrach mentioned that the Smithers Small Business Task Force will report to Town of Smithers Council on Monday, May 2, 2016 in regard to its three recommendations that they determined would make Smithers better for business. The three recommendations are: parking, paving lane ways and changes to bylaws to reduce costs to downtown businesses.

Primary Care Clinic Opened in Houston

Director Brien reported that on April 15, 2016 the Primary Care Clinic in Houston opened. There is a physician and nurse practitioner on staff. The Primary Care Clinic is very good for the community.

VERBAL REPORTS (CONT'D)

<u>RDBN Agriculture Presentation to Northern Development Initiative Trust</u>	Director Fisher mentioned that along with Chair Miller and Director Parker he provided an RDBN Agriculture Presentation to Northern Development Initiative Trust.
<u>Electoral Area "A" (Smithers Rural) Survey</u>	Director Fisher noted that he has developed a survey and is encouraging residents in Electoral Area "A" (Smithers Rural) to provide feedback in regard to the RDBN. The link to the survey is included in <i>The Regional News</i> . Director Fisher has received approximately 30 responses.
<u>District of Fort St. James and Highway 16 Transit</u>	Director MacDougall mentioned that the District of Fort St. James, at its Council Meeting on April 27, 2016, passed a resolution to sign a Memorandum of Understanding regarding Highway 16 Transit.
<u>Thank You to Director Greenaway</u>	Director MacDougall thanked Director Greenway and Electoral Area "C" (Fort St. James Rural) residents for their community support and assistance for funding the Cultural Infrastructure Improvement Project and the Fort. St. James Curling Club.
<u>Sturgeon Release -May 13, 2016</u>	Director Thiessen noted that the Juvenile Sturgeon Release will take place May 13, 2016 in Vanderhoof at Riverside Park.
<u>Vanderhoof Community Forest Announcement</u>	Director Thiessen mentioned that the Provincial Government will announce publicly the Vanderhoof Community Forest on May 13, 2016.
<u>District of Vanderhoof – New Staff</u>	Director Thiessen commented that the District of Vanderhoof has recently hired a new Public Works Supervisor and a Special Projects Supervisor.
<u>9 – Axle Trailer Configuration</u>	Director Thiessen, along with Director MacDougall and Brian Frenkel, President, North Central Local Government Association (Councilor District of Vanderhoof) attended a meeting with CanFor in regard to the 9 – Axle Trailer Configuration.
<u>Cardboard Ban Public Meeting in Vanderhoof</u>	Director Thiessen mentioned that on April 19, 2016 Director Petersen and Janine Dougall, Director of Environmental Services attended a public meeting in Vanderhoof regarding the July 1, 2016 Cardboard Ban. Director Thiessen noted that staff provided a very good presentation.
<u>Meeting with Nadleh Whut'en Band</u>	Director Parker spoke of attending a meeting with Chair Miller and Nadleh Whut'en Chief Nooski and Council at the Nadleh Whut'en Band Office. He mentioned that it was a very positive meeting and that Nadleh Whut'en was very keen to work on forming partnerships. Chair Miller mentioned that Chief Nooski spoke of developing a communication protocol similar to the communication protocol between Fort St. James and the Nak'azdli Band. He also noted that discussion took place in regard to having a Community to Community Forum in regard to Transportation.

VERBAL REPORTS (CONT'D)

Chair Miller – Update

RDBN Department Head Meeting

- Meeting with RDBN Department Heads on Mondays;
- Cheryl Anderson, Manager of Administrative Services and Chair Miller met with Joan Ragsdale, Career and Trades Liaison, School District 91 RE: MOU Student Work Experience opportunities;
- Ms. Anderson is also completing the process to become a Commissioner for taking Affidavits;
- Staff gathering material to produce the RDBN Annual Report for 2015;
- Discussed Topley Rural Fire Department Taxation issue;
- Corrine Swenson, Manager of Regional Economic Development - interviewing for summer student position;
- Ms. Swenson is meeting with SWOT Executive to formulate a plan moving forward;
- Summer Students will also be starting in the Planning and Protective Services Departments.
- Deborah Jones-Middleton, Protective Services Manager attended a Spill Response Forum
 - Relayed to the Ministry of Environment the importance of engaging local government in their review process.

May 12, 2016 RDBN Committee of the Whole Meeting

- The May 12, 2016 RDBN Committee of the Whole Meeting will be held in Vanderhoof.

Receipt of Verbal Reports

Moved by Director Brienen
Seconded by Director Newell

2016-6-26

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Administration Correspondence

Moved by Director MacDougall
Seconded by Director Fisher

2016-6-27

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

- Ministry of Forests, Lands and Natural Resource Operations
 - Derelict Buildings on Crown Land;
- Ministry of Community, Sport and Cultural Development and Minister Responsible for TransLink – Transportation and Accommodation Services;
- Nechako-Kitamaat Development Fund Society
 - RDBN – Regional Tourism Research and Signage Project;
- RDBN Letter to Dannie Carson, Senior Program Analyst, Governance and Structure Branch, Ministry of Community, Sport and Cultural Development – Regional District Boundary Extension into the Stikine Region;

ADMINISTRATION CORRESPONDENCE (CONT'D)

- Royal BC Museum – The Royal BC Museum’s *Environmental Stewardship Project: Peace Region Expedition and Community Engagement*;
- Peace River Regional District – *Emergency Program Act Stakeholder Comments*;
- The Office of the Ombudsperson - *Bylaw Enforcement: Best Practices Guide for Local Governments*;
- Auditor General for Local Government - AGLG Annual Service Plan for 2016/17;
- Species at Risk Recovery Unit – Red Knot and Band-tailed Pigeon;
- City of Burnaby – BC Home Owner Grant Program;
- City of Victoria – Submission of Resolutions for 2016 AVICC Convention;
- Fort Fraser Local Community Commission Meeting Minutes – February 16, 2016;
- Emergency Management BC – Residential Flood Insurance;
- Ministry of Forests, Lands and Natural Resource Operations – Snow Survey and Water Supply Bulletin – April 1st, 2016;
- Vancouver Sun – Nadleh Whut’en and Stellat’en Hereditary Leaders Proclaim BC’s First Aboriginal Water Laws;
- Federation of Canadian Municipalities - Federal Budget 2016 and What it Means for Municipalities;
- Ministry of Forests, Lands and Natural Resource Operations/BC Wildfire Service – Northwest Fire Centre Urges Caution with Open Burning;
- Northern Health – Houston Primary Care Clinic Officially Opens;
- Northern Health – Monitoring Lead Levels in Drinking Water;
- Municipal Update – 2016 Federal Budget;
- Smart Planning for Communities Announcement Implementing Community Sustainability Plans in BC;
- TransCanada Yellowhead Highway Association - In Memoriam – Harry Kroeker and Ralph Roy;
- Union of B.C. Municipalities
 - Feedback Invited for Spill Preparedness, Response
 - Funding & Resources Update
 - Community to Community (C2C) Forum Funding Renewed
 - Application Period Opens for BC Rural Dividend Program
 - Gas Tax Update & Asset Management Workshops
 - Options for Regulating Payday Loan Businesses
 - 2016 Federal Budget Highlights
 - Increasing Indigenous Cultural Safety in Local Governments
 - Off Road Vehicle Act – What it Means for Local Governments
 - Building Act Update
 - Plan & Prep: Ship-source Oil Spills in Southern BC
 - Policing Mentorship for Growing Municipalities
 - Options for Regulating Payday Loan Businesses – March 30
 - Action & Outreach re: Missing & Murdered Indigenous Women & Girls
 - Updated Wildfire Threat Analysis;

ADMINISTRATION CORRESPONDENCE (CONT'D)

INVITATIONS

- Energy Leadership Workshop – May 6, 2016 - Dawson Creek, B.C.;
- UNBC – Annual Convocation for the Conferring of Degrees – May 27, 2016, Prince George, B.C.;
- Northern Health – Northern Region Healthy Communities Forum – May 3, 2016 – Dawson Creek, B.C.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding the following Administration Correspondence Items:

- o Ministry of Forests, Lands and Natural Resource Operations – Derelict Buildings on Crown Land;
- o TransCanada Yellowhead Highway Association - In Memoriam – Harry Kroeker and Ralph Roy;
- o Union of B.C. Municipalities:
 - Community to Community (C2C) Forum Funding Renewed;
 - Application Period Opens for BC Rural Dividend Program.

Community to Community
Forum Funding

Moved by Director Fisher
Seconded by Director Brienen

2016-6-28

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to apply to the Union of B.C. Municipalities for its Regional Community to Community Forum funding.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

FINANCIAL

Operating Accounts
-March, 2016

Moved by Director Thiessen
Seconded by Director Fisher

2016-6-29

“That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid March, 2016.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

BYLAW FOR FIRST, SECOND, THIRD READING AND ADOPTION

No. 1769– RDBN Water
Service Regulatory
Amendment

Moved by Director Parker
Seconded by Director Petersen

2016-6-30

“That “Regional District of Bulkley-Nechako Water Service Regulatory Amendment Bylaw No. 1769, 2016” be given first, second, third reading and adoption this 28th day of April, 2016.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**BYLAW FOR FIRST, SECOND, THIRD READING
AND ADOPTION (CONT'D)**

**No. 1770– RDBN Service
Service Regulatory
Amendment**

Moved by Director Parker
Seconded by Director Petersen

2016-6-31

“That “Regional District of Bulkley-Nechako Sewer Service Regulatory Amendment Bylaw No. 1770, 2016” be given first, second, third reading and adoption this 28th day of April, 2016.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

READING FILE

Reading File

Moved by Director Greenaway
Seconded by Director Benedict

2016-6-32

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

CORRESPONDENCE:

- Institute of Public Administration of Canada – 68th IPAC National Annual Conference – June 26-29, 2016 – Toronto, Ontario;
- Auditor General for Local Government – Annual Service Plan 2016/17 - 2018/19;
- BC Chamber of Commerce – Public Affairs Update
 - April 11, 2016 – Moody’s affirms B.C. AAA Rating; Notley on Pipelines;
 - April 4, 2016 – Minimum wage discussions; Sharing economy; BC Rural Dividend;
 - March 30, 2016 – Feds pause on Pacific Northwest LNG; Federal infrastructure spending; BC civil service shakeup
 - March 21, 2016 – BC Liberals feel heat on housing affordability; Truckers rally for LNG; Natural Gas;
- British Columbia Community Forest Association – March, 2016 Newsletter;
- BC Healthy Communities – April eNews;
- Child Find British Columbia – Proclamation for National Missing Children’s Month and Missing Children’s Day;
- Clean Energy Canada – Clean Energy Review:
 - April 18, 2016 – Fast and Furious
 - April 11, 2016 – Energy Literacy’s “Trojan Horse”
 - April 4, 2016 – From Model T to Model 3
 - March 25, 2016 – Your Long-Weekend Reading List;
- The Climate Registry – March/April News;
- Community Development Institute – Economic Uptick – April Newsletter;
- Community Development Institute – Community Connections Spring 2016 Newsletter;
- Federation of Canadian Municipalities – Welcome to FCM;
- Federation of Canadian Municipalities – Request for Proposals: FCM’s 2021 and 2022 Annual Conference and Trade Show;
- Federation of Canadian Municipalities – President’s Corner Update;
- Federation of Canadian Municipalities – Federal Budget 2016: A Big Win for Municipalities;

READING FILE (CONT'D)

CORRESPONDENCE (CONT'D)

- Federation of Canadian Municipalities – Nominations to FCM's Board of Directors;
- Federation of Canadian Municipalities - FCM News Week of:
 - April 4, 2016
 - March 28, 2016
 - March 31, 2016
 - March 18, 2016;
- Geoscience BC – 2016 Geoscience BC Scholarship Program is Now Open for Applications;
- Geoscience BC – Geoscience BC Released First Data Reports on Groundwater Aquifers in the Peace Region;
- Kitimat LNG Community News – Spring, 2016;
- Ministry of Forests, Lands and Natural Resource Operations Update From the Minister – March 2016;
- Ministry of Lands and Natural Resource Operations - Information Bulletins:
 - April 19, 2016 – Wildfire Season Starts Fast and Early in Northeast BC
 - April 18, 2016 – Wildfires Burning Southeast of Burns Lake
 - April 15, 2016 – Twelve New Fires Start in Prince George Fire Centre;
- Nechako Reservoir Update - Flow Facts:
 - April 13, 2016
 - April 1, 2016
 - March 23, 2016;
- Northern BC Tourism – March News from Northern BC Tourism;
- Northern Health News Releases:
 - April 18, 2016 – Chief Medical Health Officer Report Identifies Opportunities for the Healthy Development of Children in Northern BC
 - April 6, 2016 – Northern Health Awards \$187,572 in IMAGINE Community Grant Funding to 49 Partners in the Northern Interior
 - April 6, 2016 – Northern Health Awards \$79,960 in IMAGINE Community Grant Funding to 22 Partners in Northwest BC
 - March 18, 2016 – It is Never too Late to Get Your Flu Vaccine –Northern BC Experiences Increase in Flu Activity;
- Northern Health – Healthier Northern Communities ebrief;
- Northern Development Initiative Trust – Building a Stronger North Newsletter – February 2016;
- Ombudsperson – Bylaw Enforcement: Best Practices Guide for Local Governments;
- Public Works Association of British Columbia – National Public Works Week, May 15 to 21, 2016;
- Real Estate Foundation – Spring eNews: \$1.1 M in Grants – Land Awards – Annual Report – New Leadership;

READING FILE (CONT'D)

CORRESPONDENCE (CONT'D)

-Resource Works Newsletter:

- April 19, 2016 – Why the World has Catching up to do on Carbon Reduction;
- April 12, 2016 – Earth Day: A Time for Important Questions;
- April 5, 2016 – A Reality Check for Renewable Energy;
- March 31, 2016 – The Price of Gold;
- March 22, 2016 – A Simple Idea to Save Canada
- March 17, 2016 – Every Job Matters'
- March 15, 2016 – Hacking our way to Higher Ground

-Seniors BC – e-Newsletter:

- March 2016
- April 2016;

-Smithers Exploration Group – SEG Rocks and Rambling April 1st;

-Union of British Columbia Municipalities – UBCM Minutes of 112th Convention – Vancouver – September 21-25, 2015.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORTS

NCLGA Resolution
– Unconditional Local
Government Grants

Moved by Director Strimbold
Seconded by Director Brienen

2016-6-33

“That the Regional District of Bulkley-Nechako Board of Directors ratify the NCLGA Resolution RE: Unconditional Local Government Grants.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CORRESPONDENCE

Omineca Beetle Action
Coalition- Members' Quick
Notes – April 19, 2016

Moved by Director MacDougall
Seconded by Director Greenaway

2016-6-34

“That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the Omineca Beetle Action Coalition RE: Members' Quick Notes – April 19, 2016.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ELECTORAL AREA PLANNING

Correspondence

Northern Health Public Health
Unit Re: SGJ BC Ventures
(HBH) Electoral Area "A"

Moved by Director Bachrach
Seconded by Director Petersen

2016-6-35

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from Northern Health Public Health Unit Re: SGJ BC Ventures (HBH) Electoral Area "A"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Derek Botchford (applicant)
RE: SGJ BC Ventures (HBH)
Electoral Area "A"

Moved by Director Fisher
Seconded by Director Strimbold

2016-6-36

"That the Regional District of Bulkley-Nechako Board of Directors receive correspondence from-Derek Botchford (applicant) RE: SGJ BC Ventures (HBH) Electoral Area "A"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Community to Community
Forum

Moved by Director Strimbold
Seconded by Director Parker

2016-6-37

"That the Regional District of Bulkley-Nechako Board of Directors direct Chair Miller and staff to work with Nadleh Whut'en to determine parameters and timeline for a Community to Community Forum."

(All/Directors/Majority)

DEFEATED

Chair Miller noted that Nadleh Whut'en had offered to assist with facilitating a forum and possibly assist with funding.

Discussion took place regarding the forum being hosted by the RDBN and the invitation being forwarded to all First Nations communities in the region. Discussion also took place regarding sub-regional meetings with First Nations communities.

Staff will bring the topic forward at a future Committee of the Whole Meeting for further discussion.

**SPECIAL IN-CAMERA
MEETING MOTION**

2016-6-38

Moved by Director Newell
Seconded by Director Brienen

“In accordance with Section 90 (1)(a) of the *Community Charter*-personal information about an identifiable individual who holds or is being considered for a position as an officer (CAO Replacement), it is the opinion of the Regional District of Bulkley-Nechako Board of Directors that the consideration of information received and held in confidence relating to the matter must be closed to the public therefore exercise their option of excluding the public for this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

2016-6-39

Moved by Director Thiessen
Seconded by Director Greenaway

“That the meeting be adjourned at 2:03 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bill Miller, Chair

Wendy Wainwright, Executive Assistant