



REGIONAL DISTRICT  
OF BULKLEY & NECHAKO

# AGENDA

## MEETING NO. 8

June 20, 2019

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

**VISION**

“A World of Opportunities  
Within Our Region”

**MISSION**

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

**AGENDA**

Thursday, June 20, 2019



<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – May 16, 2019</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
	(All grey highlighted items may be received as a block)	
11-27	Board Meeting Minutes – May 16, 2019	Adopt
28-34	Committee of the Whole Meeting Minutes - June 6, 2019 (Unapproved)	Receive
35-43	Committee of the Whole Meeting Minutes - May 2, 2019	Receive
44-50	Forestry Committee Meeting Minutes - June 6, 2019 (Unapproved)	Receive
51-52	Forestry Committee Meeting Minutes - March 21, 2019	Receive
53-57	Rural Directors Committee Meeting Minutes - June 6, 2019 (Unapproved)	Receive
58-62	Rural Directors Committee Meeting Minutes - April 4, 2019	Receive
63-66	Waste Management Committee Meeting Minutes - June 6, 2019 (Unapproved)	Receive
67-70	Waste Management Committee Meeting Minutes - March 7, 2019	Receive

BUSINESS ARISING OUT OF THE MINUTES

DELEGATIONS

**71-84** MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE  
OPERATIONS AND RURAL DEVELOPMENT  
Eamon O'Donoghue, Assistant Deputy Minister,  
Regional Operations North Area  
RE: Fiber Utilization, Timber Supply Appurtenancy, Fire Bans  
Broadcast Burning, Species at Risk, Tenures, Salvage Activity re:  
Wildfires, and *Forest and Range Practices Act* Improvement  
Initiative: Renewal and Resilience Discussion Paper

MINISTRY OF INDIGENOUS RELATIONS AND RECONCILIATION  
Colleen Gellein, Senior Resource Coordination Officer  
Re: Engagement for Cheslatta Carrier Nation Land Selection

ADMINISTRATION REPORTS

<b>85-114</b>	Cheryl Anderson, Manager of Administrative Services/Acting CAO – Union of B.C. Municipalities Meetings 2019	Direction
<b>115-118</b>	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - June 6, 2019	Recommendation (Page 118)
<b>119-131</b>	Deneve Vanderwolf, Regional Transit Coordinator – 2019-2020 Annual Operating	Recommendation (Page 119)
<b>132-133</b>	Nellie Davis, Regional Economic Development Coordinator - IAP2 Public Participation Training	Recommendation (Page 133)
<b>134</b>	Laura O'Meara, Senior Financial Assistant - Financial Information Act Statements (Under Seperate Cover)	Recommendation (Page 134)
<b>135-137</b>	John Illes, Chief Financial Officer – Lakes District Arts and Culture Capital Grant	Recommendation (Page 135)
<b>138</b>	John Illes, Chief Financial Officer – Disposal of Photocopier	Recommendation (Page 138)
<b>139-142</b>	John Illes, Chief Financial Officer – Proposed Six Month Budget Update Bylaw 1876	Recommendation (Page 140)
<b>143</b>	John Illes, Chief Financial Officer – Chinook Comfor Limited Appointment of Directors	Recommendation (Page 143)

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<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
144	Kristi Rensby, Finance/Administration Coordinator – Federal Gas Tax Funds - Electoral Area “A” (Smithers Rural) - Stuart Lake Nordic Society	Recommendation (Page 144)
145	Kim Fields, Accounting Clerk – Federal Gas Tax Funds – Electoral Area “A” (Smithers Rural) Bulkley Valley Gymnastics Association	Recommendation (Page 145)
146	Kim Fields, Accounting Clerk – Federal Gas Tax Funds – Electoral Area “A” (Smithers Rural) Smithers Golf and Country Club	Recommendation (Page 146)
147	Cheryl Anderson, Manager of Administrative Services/Acting CAO – Items to be Brought Forward to the Public Agenda from Special (In-Camera) Meeting	Receive
148	Wendy Wainwright, Executive Assistant – Items to be Brought Forward to the Public Agenda from Special (In-Camera) Meeting	Receive
149-165	John Illes, Chief Financial Officer – First Quarter Financial Summary	Receive
166-168	Jordanna Evans and Shari Janzen, Economic Development Assistants – 2019 Minerals North Tradeshow Report	Receive
<u>ENVIRONMENTAL SERVICES REPORTS</u>		
169	Janette Derksen, Deputy Director of Environmental Services - Houston Recycling System Update - 2019	Recommendation (Page 169)
170-171	Rory Mckenzie, Director of Environmental Services – Authorization to Proceed with Purchase of Capital Equipment – One Track Excavator for Loading Wood Waste	Recommendation (Page 170)
172-173	Rory Mckenzie, Director of Environmental Services – Metal Recycling – Recommendation for Contract Award	Recommendation (Page 173)

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<u>PAGE NO.</u>	<u>ELECTORAL AREA PLANNING (All Directors)</u>	<u>ACTION</u>
	<u>Memo</u>	
174-181	Maria Sandberg, Planner Official Community Plan (OCP) Review Electoral Area "F"	Recommendation (Page 177)
	<u>Bylaw for 3<sup>rd</sup> Reading</u>	
182-188	Jennifer MacIntyre, Planner Bylaw No. 1870, 2019, Rezoning File A-01-19 Electoral Area "A"	Recommendation (Page 186)
189-197	Jennifer MacIntyre, Planner Bylaw No. 1871 & 1872, 2019, Rezoning File B-01-19 - Electoral Area "B"	Recommendation (Page 193)
	<u>Bylaw for 3<sup>rd</sup> Reading and Adoption</u>	
198-203	Jennifer MacIntyre, Planner Bylaw No. 1873, 2019, Rezoning File B-03-19 Electoral Area "B"	Recommendation (Page 201)
	<u>Application</u>	
204-210	Jennifer MacIntyre, Planner 1 Development Variance Permit No. A-01-19 (Chinnick) - Electoral Area "A" (Call for comments from the gallery)	Recommendation (Page 207)
	<u>Referrals</u>	
211-222	Mines Referral File No. 243449 (Newmont Goldcorp – Equity Mine) Electoral Areas "B"&"G"	Recommendation (Page 212)
223-239	Land Referral File No. 7410087 (Private Moorage) Electoral Area "F"	Recommendation (Page 223)
	<u>BUILDING INSPECTION (All Directors)</u>	
	<u>Report</u>	
240	Jason Berlin, Building Inspector May 2019 Building Inspectors Report	Receive

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<u>PAGE NO.</u>	<u>PROTECTIVE SERVICES</u>	<u>ACTION</u>
241-248	Brittany Evans, Protective Services Assistant -June 1, 2019 Snow Survey and Water Supply Bulletin	Receive
	<u>VERBAL REPORTS</u>	
	<u>RECEIPT OF VERBAL REPORTS</u>	
	<u>ADMINISTRATION CORRESPONDENCE</u>	
249-252	Ministry of Agriculture – Food Safety & Inspection Branch – Request for Feedback: Class D Licences	Direction/Receive
253-255	Kyah Wiget Education Society – Request for Letter of Support – Adult Education Building	Direction
256-261	qathet Regional District – Request for Support -RE: Letter to the Ministry – Expand Recycling For the ICI Sector	Direction
262-263	Ministry of Children and Family Development - Childcare BC Universal Prototype Sites	Receive
264-270	Union of B.C. Municipalities – 2019 Resolutions	Receive
271-273	Ministry of Municipal Affairs and Housing – 2019 Local Government Grants Program – Infrastructure Planning Grants	Receive
274	Fort St. James Public Library – Staff Training in Inter Library Connect and Outlook Online	Receive
275	The City of Victoria – Resolution re: Provincial Support for Libraries	Receive
276-279	Bulkley Valley Community Foundation – Bulkley Valley Community Foundation Annual Report for 2018	Receive
280-305	Ministry of Indigenous Relations and Reconciliation – May 2019 Update on BC- Cheslatta Negotiations	Receive
306-310	Northern Health – Community Health Planning for Wildfire Season	Receive

<u>PAGE NO.</u>	<u>ADMINISTRATION CORRESPONDENCE (CONT'D)</u>	<u>ACTION</u>
311-312	Environment and Climate Change Canada/ Government of Canada – Modifications to Schedule 1 of the Species at Risk Act	Receive
313-323	Fisheries and Oceans Canada – Seeking Input on White Sturgeon under the Species at Risk Act	Receive
324-326	Licence Inspectors' and Bylaw Officers' Association of BC – On the Verge of Victory in Precedent-Setting Local Government Dangerous Dog Appeal	Receive
327-329	Cathy Peters – New Canadian Human Trafficking Hotline Number	Receive
330-336	Inter-Agency & Community Preparedness Meeting for Camps – May 28, 2019	Receive
337-338	BC News – Northwest Business Owners Eligible for Additional Wildfire Recovery Funding	Receive
339-340	Canadian Cancer Society – Peace of Mind Campaign Progress Report – Summer 2019	Receive
341	North Central Local Government Association - AGM Highlights and More	Receive
342-349	Municipal Finance Authority of BC – MFA Report to Members on Activities for the Period of October 2018 to April 2019	Receive
350-361	Union of B.C. Municipalities – Call for Nominations: 2019-2020 UBCM Executive	Receive
362-396	Union of B.C. Municipalities <ul style="list-style-type: none"> <li>• Local Government Awareness Week</li> <li>• Volunteer Fire Department Funding</li> <li>• \$31 Million Renewal of CEPF</li> <li>• UBCM Executive Meeting Highlights</li> <li>• RCMP Introduces Civilian Management Advisory Board</li> <li>• Resolutions Deadline: June 30<sup>th</sup></li> <li>• UBCM Benefits Program</li> </ul>	Receive



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

- Gas Tax Fund – Guidelines for Identifying Project Eligibility for Community Works Fund Projects
- Climate & Energy Action Awards
- MMIWG Inquiry Final Report
- Province Seeks Feedback on Forest Policy
- Session Proposal Process
- Community Better Challenge
- Deadline Extended to Complete Cannabis Cost Survey
- MMIWG Inquiry Final Report
- Call for Nominations: UBCM Executive
- Funding & Resources Update

**INVITATION**

397-401 17<sup>TH</sup> Annual BC Natural Resources Forum - January 28-30, 2020 Receive

**ACTION LIST**

402-409 -March 2019 Receive

**PAGE NO. FINANCIAL ACTION**

410-417 Operating Accounts - Accounts Paid May, 2019 Ratify

**ADMINISTRATION BYLAWS**

**Bylaws for First, Second, Third Reading**

418-419 No. 1875 – RDBN Electoral Area “G” (Houston Rural) Economic Development Service Area Establishment (all/directors/majority) 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Reading

420-421 No. 1874 – Cluculz Lake Emergency Response Team Contribution Service (all/directors/majority) 1<sup>st</sup>, 2<sup>nd</sup>, 3<sup>rd</sup> Reading

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**Bylaws for First, Second, Third Reading & Adoption**

422-423	<b><u>No. 1876</u></b> – RDBN Financial Plan Amendment (all/directors/majority)	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> Reading & Adoption
424-425	<b><u>No. 1877</u></b> – Bulkley Valley Regional Pool and Racquet Courts User Fee (all/directors/majority)	1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> Reading & Adoption
<b><u>Page No.</u></b>	<b><u>Bylaws for Adoption</u></b>	<b><u>Action</u></b>
426-427	<b><u>No. 1867</u></b> – RDBN Electoral Area “B” (Burns Lake Rural) Economic Development Service Area Establishment (all/directors/majority)	Adoption
428-429	<b><u>No. 1868</u></b> – RDBN Electoral Area “E” (Francois/ Ootsa Lake Rural) Economic Development Service Area Establishment (all/directors/majority)	Adoption

**Reading File**

Receive

**SUPPLEMENTARY AGENDA**

**NEW BUSINESS**

**IN-CAMERA MOTION**

In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90(1)(g) – litigation or potential litigation affecting the municipality, 90(2)(b) – the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (TANEX/CityWest and Northwest BC Resource Benefits Alliance) may be closed to the public therefore exercise their option of excluding the public for this meeting.

**ADJOURNMENT**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEETING NO. 7**

**Thursday, May 16, 2019**

**PRESENT:** Chair Gerry Thiessen

Directors Taylor Bachrach  
Shane Brienens  
Mark Fisher  
Dolores Funk  
Clint Lambert  
Brad Layton  
Linda McGuire  
Rob Newell  
Mark Parker  
Jerry Petersen  
Bev Playfair  
Michael Riis-Christianson  
Kim Watt-Senner

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

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

Staff Cheryl Anderson, Acting CAO/Manager of Administrative Services  
Nellie Davis, Regional Economic Development Coordinator  
Janette Derksen, Deputy Director of Environmental Services – arrived at 11:12 a.m.  
Debbie Evans, Agriculture Coordinator  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning and Protective Services  
Rory Mackenzie, Director of Environmental Services – arrived at 11:12 a.m.  
Wendy Wainwright, Executive Assistant  
Sam West, Planning Summer Student – arrived at 11:24 a.m.  
Elaine Wiebe, Environmental Services Assistant – arrived at 11:12 a.m., left at 11:48 a.m.

Others Len Dohler, Smithers  
Curtis Helgesen, Elkford

Media Blair McBride, Lakes District News

**CALL TO ORDER**

Chair Thiessen called the meeting to order at 10:47 a.m.

**AGENDA & SUPPLEMENTARY AGENDA**

Moved by Director Layton  
Seconded by Director Playfair

2019-7-1

"That the agenda of the Regional District of Bulkley-Nechako Board meeting of May 16, 2019 be approved; and, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES**

Board Meeting Minutes  
-April 18, 2019

Moved by Director Watt-Senner  
Seconded by Director Layton

2019-7-2

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of April 18, 2019 be adopted as amended."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Special Board Meeting  
Minutes –May 2, 2019

Moved by Director Fisher  
Seconded by Director Watt-Senner

2019-7-3

"That the Regional District of Bulkley-Nechako Board Meeting Minutes of May 2, 2019 be adopted."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Committee  
Meeting Minutes

Moved by Director Parker  
Seconded by Director Newell

2019-7-4

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

- Agriculture Committee Meeting Minutes  
-May 2, 2019 (unapproved)
- Agriculture Committee Meeting Minutes  
-April 4, 2019
- Committee of the Whole Meeting Minutes  
-May 2, 2019 (Unapproved)
- Committee of the Whole Meeting Minutes  
- April 4, 2019."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS**

Committee Meeting  
Recommendation  
- May 2, 2019

Moved by Director Layton  
Seconded by Director McGuire

2019-7-5

"That the Regional District of Bulkley-Nechako Board of Directors approve May 2, 2019 Committee Meeting Recommendations 1 through 3 as written:

**Committee of the Whole Meeting – May 2, 2019**

**Recommendation 1:**

**Re: First Draft – Updated Purchasing Policy**

"That staff provide a presentation to the Regional Board in regard to the Updated Purchasing Policy at a future RDBN Meeting; and that staff review the Village of Cumberland's Social Procurement Policy."

**ADMINISTRATION REPORTS (CONT'D)**

**Committee of the Whole Meeting – May 2, 2019 (Cont'd)**

**Recommendation 2:**

**Re: Manson Creek Landfill – Operations Contract – Tender Results**

“That the Regional District of Bulkley-Nechako Board of Directors award the Contract for Operation and Maintenance of the Manson Creek Landfill to Lepka Holdings Ltd. for a two year term commencing June 1, 2019 and expiring June 1, 2021 for a total amount of \$36,750 including GST.”

**Agriculture Committee Meeting – May 2, 2019**

**Recommendation 3:**

**Re: Livestock Emergency Hay**

“That the Regional District of Bulkley-Nechako Board of Directors support the proposal for change of the Emergency Hay Program to support feed shortage and relocation of livestock in the event of an emergency in 2019.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bulkley Valley Cross Country  
Ski Club – Northern  
Development Application  
-Community Halls and Recreation  
Facilities

Moved by Director Fisher  
Seconded by Director Bachrach

2019-7-6

“That the Regional District of Bulkley-Nechako Board of Directors support the application to Northern Development Initiative Trust from the Bulkley Valley Cross Country Ski Club for a grant of up to \$30,000 for the Plowing and Trail Brushing Equipment project from the Community Halls and Recreation Facilities Program.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Smithers Ski and Snowboard  
Club – Northern Development  
Application -Community Halls  
and Recreation Facilities

Moved by Director Fisher  
Seconded by Director Funk

2019-7-7

“That the Regional District of Bulkley-Nechako Board of Directors support the application to Northern Development Initiative Trust from the Smithers Ski and Snowboard Club for a grant of up to \$30,000 for the Smithers Ski and Snowboard Club Cabin Upgrade (Phase One) from the Community Halls and Recreation Facilities Program.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Director Lambert removed himself from the meeting at 10:52 a.m. due to a familial conflict of interest in regard to the Yellowhead West Regional 4-H Council Grant in Aid application.

Grant in Aid Applications

Moved by Director Parker  
Seconded by Director Riis-Christianson

2019-7-8

1. "That the Bulkley Valley Christian School be given \$400 grant in aid monies from Electoral Area "A" (Smithers Rural) toward its Annual Litterathon.
2. That the Fraser lake Elementary Secondary School be given \$1,000 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) towards a Scholarship Award for a graduation student.
3. That the Yellowhead West Regional 4-H Council be given \$2,000 grant in aid monies from Electoral Area "E" (Francois/Ootsa Lake Rural) for costs associated with its Junior Camp."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Lambert returned at 10:53 a.m.

2019 UBCM Resolution  
Deadline

Moved by Director Lambert  
Seconded by Director Parker

2019-7-9

"That the Regional District of Bulkley-Nechako Board of Directors receive the Acting CAO/Manager of Administrative Services May 4, 2019 memo titled "2019 UBCM Resolution Deadline."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Staff will bring forward RDBN Board resolutions submitted to NCLGA and work with Directors Parker and Riis-Christianson to draft a resolution in regard to the Province providing emergency event funding to local governments.

Chair Thiessen brought forward concerns regarding the lack of commercial truck drivers and challenges associated with new drivers scheduling driving tests for commercial licenses. He will follow up with the Honourable Minister Trevena, Ministry of Transportation and Infrastructure.

Northern Capital and Planning  
Grant

Moved by Director Watt-Senner  
Seconded by Director Parker

2019-7-10

"That the Regional District of Bulkley-Nechako Board of Directors receive the Chief Financial Officer's May 3, 2019 memo titled "Northern Capital and Planning Grant."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

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

Moved by Director Fisher  
 Seconded by Alternate Director Hughes

2019-7-11

"That the Regional District of Bulkley-Nechako Board of Directors receive the Report from Tom Greenaway, Electoral Area "C" (Fort St. James Rural) – RE: Council of Forest Industries April 3-5, 2019 in Vancouver, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ENVIRONMENTAL SERVICES**

Climate Action Revenue Incentive Program (CARIP) Public Report – Climate Action Survey 2018

Moved by Director Playfair  
 Seconded by Director Layton

2019-7-12

"That the Regional District of Bulkley-Nechako Board of Directors receive the Environmental Services Assistant's May 6, 2019 memorandum titled "Climate Action Revenue Incentive Program (CARIP) Public Report 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES**

**Memo**

District of Houston OCP Amendment Bylaw No. 111, 2018

Moved by Director Fisher  
 Seconded by Director Bachrach

2019-7-13

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to respond to the District of Houston that the RDBN has no comments or concerns with Bylaw No. 111, 2018."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Application**

ALR Application 1213 (Penninga) – Exclusion from the ALR - Electoral Area A

Moved by Director Fisher  
 Seconded by Director Brienen

2019-7-14

"That the Agricultural Land Reserve Exclusion Application No. 1213 (Penninga) be recommended to the Agricultural Land Commission for approval."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING (All Directors)**

**Bylaw for 1<sup>st</sup> and 2<sup>nd</sup> Reading**

Bylaw No. 1869, 2019  
Rezoning File F-01-18  
Electoral Area "F"

Moved by Director Petersen  
Seconded by Director Bachrach

2019-7-15

1. "That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1869, 2019" be given first and second reading this 16<sup>th</sup> day of May, 2019 and subsequently be taken to Public Hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1869, 2019" be delegated to the Director or Alternate Director for Electoral Area F.
3. That the Public Hearing for Bylaw No. 1869, 2019 not be held until the applicant has submitted a soils remediation plan to the satisfaction of the Agricultural Land Commission."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bylaw No. 1870, 2019  
Rezoning File A-01-19  
Electoral Area "A"

Moved by Director Fisher  
Seconded by Director Bachrach

2019-7-16

1. "That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1870, 2019" be given first and second reading this 16<sup>th</sup> day of May, 2019 and subsequently be taken to Public Hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1870, 2019" be delegated to the Director or Alternate Director for Electoral Area "A".

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bylaw No. 1871 & 1872, 2019  
Rezoning File B-01-19  
Electoral Area "B"

Moved by Director Riis-Christianson  
Seconded by Director Lambert

2019-7-17

1. "That "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1871, 2019" on the Supplementary Agenda and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1872, 2019" on the Supplementary Agenda be given first and second reading this 16<sup>th</sup> day of May, 2019 and subsequently be taken to Public Hearing.
2. That the Public Hearing for "Burns Lake Rural and Francois Lake Official Community Plan Amendment Bylaw No. 1871, 2019" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1872, 2019" be delegated to the Director or Alternate Director for Electoral Area B.
3. That the Board consider and approve the consultation identified in the consultation checklist in Appendix A."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



**Bylaw for 1<sup>st</sup> and 2<sup>nd</sup> Reading (Cont'd)**

Bylaw No. 1873, 2019  
Rezoning File B-03-19  
Electoral Area "B"

Moved by Director Riis-Christianson  
Seconded by Director Lambert

2019-7-18

1. "That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1873, 2019" be given first and second reading this 16<sup>th</sup> day of May, 2019 and subsequently be taken to Public Hearing.
2. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1873, 2019" be delegated to the Director or Alternate Director for Electoral Area B."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Bylaw for 3<sup>rd</sup> Reading and Adoption**

Endako, Fraser Lake, and  
Fort Fraser Official  
Community Plan Review

Moved by Director Parker  
Seconded by Director Watt-Senner

2019-7-19

1. "That the Regional District of Bulkley-Nechako Board of Directors receive the Report of the Public Hearing held on May 13, 2019 for "Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Bylaw No. 1865, 2019."
2. That "Endako, Fraser Lake and Fort Fraser Rural Official Community Plan Bylaw No. 1865, 2019" be given third reading and adoption this 16<sup>th</sup> day of May, 2019."

(Participants/Directors/Two-Thirds) CARRIED UNANIMOUSLY

**Application**

Chair Thiessen called for comments from the gallery.

Development Variance Permit  
No. A-02-19 (Harris/Amendt)  
Electoral Area A

Moved by Director Fisher  
Seconded by Director Brienien

2019-7-20

"That the Regional District of Bulkley-Nechako Board of Directors approve Development Variance Permit A-02-19 for the property located at 17764 Quick East Road to vary Section 14.04 (1) of "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" to reduce the western side parcel line setback from 7.5 metres (24.61 ft.) to 1.2 metres (4.26 ft.) for the existing structure in general compliance with Schedule A of the permit."

(Participants/Directors/Majority)

CARRIED UNANIMOUSLY

### **Referrals**

Land Referral File No. 7410080 Moved by Alternate Director Hughes  
(CTF Enterprises Inc.) Seconded by Director Playfair  
Electoral Area "C"

2019-7-21

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7410080" be provided to the Province as the Regional District's comments on Crown Land application 7410080."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. 7410079 Moved by Alternate Director Hughes  
(Canyon Tree Farms Inc.) Seconded by Director Layton  
Electoral Area "C"

2019-7-22

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7410079" be provided to the Province as the Regional District's comments on Crown Land application 7410079."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. 7410072 Moved by Director Petersen  
(Beier) Electoral Area "F" Seconded by Director Parker

2019-7-23

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7410072" be provided to the Province as the Regional District's comments on Crown Land application 7410072."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No.  
REC98532 (SMBA)  
Electoral Area "A"

Moved by Director Fisher  
 Seconded by Director Brien

2019-7-24

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral REC98532" be amended to add the recommendation that the Province ensure that development in the area will not have a negative geotechnical or flooding impact on residents in the area; and further that, the Comment Sheet be provided to the Province as the Regional District's comments on Crown Land application REC98532 as amended."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **BUILDING INSPECTION (All Directors)**

#### **Report**

Building Inspection Report  
-April 2019

Moved by Director Riis-Christianson  
 Seconded by Director Watt-Senner

2019-7-25

"That the Regional District of Bulkley-Nechako Board of Directors receive the Building Inspection Report for April 2019."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### Correspondence

Ministry of Municipal  
 Affairs and Housing  
 -Building BC Partnership  
 Opportunities for Local  
 Government

Moved by Director Bachrach  
 Seconded by Director Layton

2019-7-26

"That the Regional District of Bulkley-Nechako Board of Directors receive the correspondence from the Ministry of Municipal Affairs and Housing regarding Building BC Partnership Opportunities for Local Governments."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### VERBAL REPORTS

Unightly Premises Bylaw

Director Watt-Senner brought forward reviewing the RDBN Unightly Premises Bylaw.

Recycling Centre at Lone  
 Butte, B.C.

Director Watt-Senner visited the Recycling Centre at Lone Butte, B.C. and noted that it was a fantastic facility. Director Watt-Senner mentioned she would like to send a letter to the Cariboo Regional District praising them for a great facility.

BC Broadband Conference  
 -Richmond, B.C. April 30-  
 May 1, 2019

Director Newell attended the BC Broadband Conference in Richmond, B.C. April 30-May 1, 2019. He noted that he attended a number of meetings that were very productive with good conversation.

Smithers Recycling Centre  
 Fire -May 9, 2019

Director Bachrach spoke of the fire that occurred at the Smithers Recycling Centre on May 9, 2019. He thanked the Village of `Telkwa and District of Houston Fire Departments for their assistance fighting the fire. Director Bachrach also thanked Director Fisher for his assistance in working to try to find a solution to the recycling challenges now facing Smithers and area.

Director Fisher provided a brief overview in regard to his discussions with Smithers and Area Recycling Society and Nathan Cullen, MP Skeena-Bulkley Valley. He spoke of the work that will need to take place in moving forward with recycling in Smithers and area.

Thank You

Director Petersen thanked those individuals that assisted during his recent absence.

North Central Local  
 Government Association AGM  
 and Convention, Williams  
 Lake, B.C. May 7-10, 2019

Director Brien attended the NCLGA AGM and Convention in Williams Lake, B.C. May 7-10, 2019 along with Chair Thiessen Directors Greenaway, McGuire, Newell Parker, and Cheryl Anderson, Acting CAO. He also attended the Healthy Communities Forum held on May 6, 2019 and noted discussion regarding attraction and retention was very good. Director Brien spoke of the session regarding BC Housing and low income housing. It was beneficial that data was included regarding northern communities. Director Brien mentioned that any suggestions regarding the convention can be provided to him. Chair Thiessen suggested that perhaps consideration be given to condensing the conference to three days.

**VERBAL REPORTS (CONT'D)**

Director Parker noted that it was beneficial to speak with the Cariboo Regional District and CAO in regard to the 2017 and 2018 wildfire events.

Director McGuire commented that the 2019 Convention was more focused on the needs of its members and was the best it's been in a number of years.

2019 RCBC Conference  
Whistler, B.C. May 8-10, 2019

Director Fisher attended the 2019 RCBC Conference in Whistler, B.C. May 8-10, 2019. The conference had great information and he will be following up with some of the opportunities that were presented.

Northern Conference for  
Wildfire Resilience – Burns  
Lake, B.C. April 24-26, 2019

Director Parker attended the Northern Conference for Wildfire Resilience in Burns Lake, B.C. April 24-26, 2019. He spoke of benefits of having all of the stakeholders come together.

Director Riis-Christianson attended the public session of the conference and discussion took place in regard to the importance of biodiversity. It was a good session.

Director Layton expressed appreciation that the workshop was held but noted the importance of follow up. He commented that as the RDBN Forestry Committee Chair he intends to keep it in the forefront and follow up on the information released from the forum and discussions that took place.

Lejac Wildfire

Director Parker thanked the BC Wildfire Service for its quick response to the Lejac Wildfire and Chair Thiessen for his communication during the event.

Chair Thiessen provided an overview of the Lejac Wildfire event and noted that he provided a large number of media interviews that reached across Canada and as far as Arizona, USA. He identified the region's vulnerability to wildfire and discussion took place in regard to the speed that the wildfire moved and how quickly it impacted hydro infrastructure. Chair Thiessen mentioned he was in constant contact with RDBN staff.

Burns Lake and District  
Trade Fair, April 26 & 27, 2019

Director Riis-Christianson commented that he attended the Burns Lake and District Trade Fair along with Director Lambert April 26 – 27, 2019. They conducted a survey that identified emergency preparedness as one of the top three priorities by survey participants. The survey also included a question regarding the spending of the Northern Capital and Infrastructure Grant. Improved recycling and enhanced parks and recreation services were noted as potential expenditures for the grant.

Timber Supply Review  
Committee

Director Riis-Christianson met with the Timber Supply Review Committee in Burns Lake in regard to the Chief Forester's visit and the Lakes Timber Supply Analysis (TSA) Discussion Paper. He brought forward concerns in regard to the Base Case scenario outlined in the discussion paper and the Allowable Annual Cut (AAC) reduction. Director Riis-Christianson noted the need to determine specific strategies to mitigate the AAC and questions to specifically ask the Province such as increased training. He spoke of the potential crisis in 10 years' time.

## VERBAL REPORTS (CONT'D)

Director Thiessen spoke of the closure of the Tolko Sawmill in Quesnel, B.C. and the impacts to the people and area.

### Village of Telkwa Update

Director Layton provided an update regarding:  
 -Maple Leaf Green World Cannabis Production Facility near Telkwa issued a news release that it passed a review of its application from Health Canada and is proceeding with next steps for its operations. Full production will potentially begin in 2020  
 - Telkwa Coal – met with Telkwa Coal last week and they are progressing  
 -Telkwa Water Tower Project is ahead of schedule.

### Canadian Red Cross 2018 Wildfire Assistance

Alternate Director Hughes commented that the Canadian Red Cross offered assistance to people impacted by the 2018 wildfire event some seven months after the event.

Alternate Director Hughes also spoke of concerns in regard to the fuel loads in the bush and the need for on the ground mitigation.

### Granisle Curling Rink Elevator Commissioned

Director McGuire mentioned that the elevator at the Granisle curling rink was recently commissioned which will be fantastic for residents with mobility concerns.

### Village of Granisle Water Treatment Facility

Director McGuire commented that the water treatment facility is progressing and the ribbon cutting ceremony is being proposed for July, 2019.

### Village of Granisle Fire Mitigation/Reforestation Plan

Director McGuire reported that the District Manager, Regional Operations Nadina District, Ministry of Forests, Lands, Natural Resource Operations and Rural Development has approved the Village of Granisle Fire Mitigation/Reforestation Plan.

Director Layton noted that Eamon O'Donoghue, Assistant Deputy Minister, Ministry of Forests, Lands, Natural Resource Operations and Rural Development will be in attendance at the June 6<sup>th</sup> and June 20<sup>th</sup> RDBN Meetings.

### In Memoriam: Former Oak Bay Mayor Nils Jensen

Director McGuire recognized and expressed condolences for the passing of former Oak Bay Mayor Nils Jensen.

### NCLGA Lifetime Achievement Award

Chair Thiessen commented that he was given the opportunity to present past RDBN Chair Bill Miller with the NCLGA Lifetime Achievement Award at the NCLGA Convention Annual Banquet May 9, 2019. He thanked NCLGA and was honoured for being given the opportunity to present the award and for recognizing Bill Miller's achievements. Chair Thiessen spoke of past Chair Miller's leadership and his strong decision making abilities for the RDBN and the resource sector across the northwest.

### VERBAL REPORTS (CONT'D)

Receipt of Verbal Reports

Moved by Director Layton  
 Seconded by Director Playfair

2019-7-27

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### ADMINISTRATION CORRESPONDENCE

Administration Correspondence

Moved by Director McGuire  
 Seconded by Director Petersen

2019-7-28

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

- Ministry of Agriculture- Business Risk Management Branch
- Northern Agricultural Gala and Carrots to Cattle Conference – Thank You
- Coastal GasLink Pipeline Project – Construction Activity Update #1 January-February 2019
- Cheryl Gallant, MP Renfrew-Nipissing-Pembroke– Bill C-68 – Amend the *Fisheries Act*
- City of Burnaby – Changes to the *Community Charter* – Expanding Investment Opportunities
- Comox Valley Regional District – Request Support for Bringing Forward Province-Wide Regulations to Reduce Single-Use Plastic Bags
- City of Maple Ridge – Request Support – Concern for Roles Defined for Local Government within the *Community Charter* and the *Local Government Act*
- Rural B.C. to benefit from Expanded High-Speed Internet
- Canada's Rural Economic Development Minister Invites Public Ideas On Ways to Expand Rural Opportunity – News Release
- North Central Local Government Association-Regular Board Meeting – March 29 & 30, 2019-Prince George, B.C.
- Union of B.C. Municipalities
  - Funding & Resources Update
  - Sponsors for the 2019 Convention
  - In Memoriam: Former Oak Bay Mayor Nils Jensen
  - Survey on Legalized Cannabis Costs
  - Caribou Consultation Extended, Liaison Appointed
  - Housing Needs Funding
  - Advisor Appointed for Marine Debris
  - Input Sought on Fisheries Act Regulations
  - Input Sought on Code of Conduct for Local Governments
  - RCMP Contract Committee Seeks Input
  - Session Proposal Process
  - For CFOs: Cannabis Costs Survey
  - Amendments Enable Broadband Service
  - Toward Parity Survey – Response Requested
  - Funding & Resources Update
  - Remuneration of Local Elected Officials
  - Deadline Approaching for Code of Conduct Survey

**ADMINISTRATION CORRESPONDENCE (CONT'D):**

**INVITATIONS**

-BC Assessment Meeting Invitation at 2019 UBCM – September 24 & 25, 2019-Vancouver Convention Centre – Deadline to Schedule Meeting May 31, 2019  
 -Northern BC Tourism Summit & AGM - October 3 & 4, 2019.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

City of Burnaby – Changes to the Community Charter –Expanding Investment Opportunities – Letter of Support

Moved by Director Riis-Christianson  
 Seconded by Director Bachrach

2019-7-29

“That the Regional District of Bulkley-Nechako Board of Directors write a letter of support for the City of Burnaby’s Union of B.C. Municipalities Resolution titled “Expanded Asset Class Investments Under Prudent Investor Rules.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

Comox Valley Regional District – Request Support for Bringing Forward Province-Wide Regulations to Reduce Single-Use Plastic Bags

Moved by Director Riis-Christianson  
 Seconded by Director Watt-Senner

2019-7-30

“That the Regional District of Bulkley-Nechako Board of Directors write a letter of support for Comox Valley Regional District regarding its request to the Minister of Environment and Climate Change Strategy for province-wide regulations to reduce single-use plastic bags.”

Opposed: Director Lambert

**CARRIED**

(All/Directors/Majority)

**FINANCIAL**

Operating Accounts –April, 2019

Moved by Director McGuire  
 Seconded by Director Funk

2019-7-31

“That the Regional District of Bulkley-Nechako Board of Directors ratify the Operating Accounts – Paid April, 2019.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**READING FILE**

Reading File

Moved by Director McGuire  
Seconded by Director Newell

2019-7-32

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

**INVITATIONS**

-AFOA Canada 20<sup>th</sup> Anniversary National Conference –  
Community Administration – Managing Through Disruptions -  
TCU Place, Saskatoon, Saskatchewan, October 8-10, 2019

**CORRESPONDENCE**

- BC Chamber of Commerce:
  - May 2, 2019
  - April 18, 2019
- BC Community Forest Association – April 2019 Newsletter
- BC Rural Centre – May 2019 Newsletter
- Canada Wood Group – Global Markets Newsletter, May 2019
- Canada Wood Group – Global Markets Newsletter, April 2019
- Canfor Corporation and Canfor Pulp Products Inc.:
  - May 3, 2019 - Announces Voting Results for the Election of Directors
  - May 1, 2019 – Canfor Reports Results for First Quarter of 2019
  - April 24, 2019 – Canfor Temporarily Curtailing Production Capacity in BC
- Clean Energy Review:
  - May 6, 2019 – In Need of a Serious Plan
  - April 29, 2019 – Canada Needs You
  - April 15, 2019 – Get Ready for 100% Electric Cars
- Federation of Canadian Municipalities
  - May 7, 2019 – Apply for Capital Project Funding/Attend the Community Solutions Networks Idea Camp
  - May 6, 2019 - What has the Gas Tax Fund Done for You? / Spring Flooding Highlights Need for New Tools / PLMI: Women Leaders in Tunisia
  - April 29, 2019 – Voice: The Urban Project / FCM in Tunisia / Vietnam Solid Waste Management Program
  - April 26, 2019 – REMINDER: Nominations to FCM's Board of Directors
  - April 25, 2019 – President Corner / Getting Ready for Election 2019
  - April 23, 2019 - Voice – Don't Miss out on #FCM2019/LIBRe: Join our Brownfield Network/Engaging Students to increase Public Transit Ridership
  - April 16, 2019 - New Guide to Boost Public Transit Ridership/Partner with FCM on International Development in Vietnam
  - April 15, 2019 – Voice: Unprecedented Fed-muni Housing Partnership/New Federal Homelessness Strategy/New Rail Safety Commitments from Transport Canada



### READING FILE (CONT'D)

- Ministry of Transportation and Infrastructure – Bulkley – Stikine Area 25 – Load Restrictions Effective for May 6, 2019
- Northern BC Tourism – April 16, 2019 - News from Northern BC Tourism
- Northern Health – May 2019 Healthier Northern FCM Communities E-brief
- Prince George Economic Update April 2019
- Resource Works – Newsletter:
  - May 10, 2019 – Our LNG Opportunities are Clear
  - April 25, 2019 - Double Standard on Oil Tankers
  - April 11, 2019 – Trans Mountain Ready to Roll
- Rio Tinto Alcan – Nechako Reservoir Flow Facts:
  - April 27 to May 3, 2019
  - April 20 to April 26, 2019
  - March 13 to April 19, 2019
  - March 6 to April 12, 2019
- Whistler Centre for Sustainability – Child Care Planning, Housing Needs Assessments & e-bike Policy.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### SUPPLEMENTARY AGENDA

#### ADMINISTRATION REPORT

RDBN Agricultural Plan and Investment Agriculture Foundation

Moved by Director Fisher  
 Seconded by Director Riis-Christianson

2019-7-33

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to respond to Investment Agriculture Foundation (IAF) that the RDBN will not be utilizing IAF funding on the RDBN Agriculture Plan; and further, that the Regional District of Bulkley-Nechako Board of Directors approve accessing \$25,000 funding from the Northern Capital Planning Grant.”

Opposed: Director Fisher  
 Director Funk  
 Alt. Director Hughes  
 Director Layton

CARRIED

(All/Directors/Majority)

### ENVIRONMENTAL SERVICES

#### Verbal Report

#### Rory McKenzie, Director of Environmental Services – Smithers Recycling

Mr. McKenzie noted that Green by Nature will move the Regional District recycling product from the Smithers/Telkwa Transfer Station to Prince George or Vancouver for processing.

Director Bachrach brought forward concerns in regard to the impacts to the Town of Smithers curbside recycling program. He spoke of the Town of Smithers media release in regard to the current situation and concerns moving forward and the impacts to recycling in the community. Mr. McKenzie indicated that Recycle BC and Smithers and Area Recycling Society will need to determine next steps.

**ENVIROMENTAL SERVICES (CONT'D)**

Discussion took place in regard to the challenges of building a temporary recycling depot. Mr. Mckenzie expressed concerns regarding the potential impacts to RDBN facilities if all area recycling is brought to RDBN facilities and the additional compensation that may be required. Janette Derksen, Deputy Director of Environmental Services provided an overview of the processing of single stream curbside recycling.

Director Fisher spoke of having conversations in regard to improving recycling in the area and addressing the changes occurring in recycling. He identified the importance of determining a solution moving forward.

Ms. Derksen noted that Burns Lake ICI recycling was being transferred to the Smithers Recycling Centre to be processed.

The Regional Board directed staff to coordinate a meeting with Recycle BC, Electoral Area "A" (Smithers Rural), Town of Smithers, Village of Telkwa and Environmental Services staff to discuss the current issues and concerns and to determine short and medium term solutions to recycling in the area.

**DEVELOPMENT SERVICES  
& ELECTORAL AREA PLANNING (All Directors)**

Application & Planning  
Report Additional Information

Moved by Director Layton  
Seconded by Director Bachrach

2019-7-34

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

**DEVELOPMENT SERVICES**

**Application**

- ALR Application 1213–Exclusion, Electoral Area A (Refer to Board Agenda Page 92-111)
- Ministry of Agriculture Referral Response
- Agriculture Coordinator Referral Response

**ELECTORAL AREA PLANNING (All Directors)**

**Bylaws for 1<sup>st</sup> and 2<sup>nd</sup> Reading**

- Bylaw No. 1871 & 1872, 2019, Rezoning File B-01-19 Electoral Area "B" (Refer to Board Agenda Page 119-131) Area B APC Meeting Minutes
- Replacement Pages 125-128 in Board Agenda Bylaw No. 1871 & 1872, 2019, Rezoning File B-01-19 - Electoral Area "B"
- Bylaw No. 1873, 2019, Rezoning File B-03-19 Electoral Area "B" (Refer to Board Agenda Page 132-139)
  - Area B APC Meeting Minutes
  - MOTI Referral Response

**Bylaw for 3<sup>rd</sup> Reading and Adoption**

- Public Hearing Report Endako, Fraser Lake, and Fort Fraser Official Community Plan Review (Refer to Board Agenda Page 140-144)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ELECTORAL AREA PLANNING (All Directors)**

**Referrals**

OGC Referral Multi-Use  
 Site Notices for Pacific Trails  
 Pipeline Project  
 Electoral Area "E" & "G"

Moved by Director Newell  
 Seconded by Director Riis-Christianson

2019-7-35

"That the Regional District of Bulkley-Nechako Board of Directors direct staff to send the letter dated May 16, 2019 to the Oil and Gas Commission and Chevron Canada Ltd. in response to the OGC Referral Notices for the proposed Morice River, Gosnell Creek, Collymount, Owen Creek Multi-Use Sites, and Buck Creek Campsite."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Staff will facilitate dialogue in regard to road access to the Buck Creek Campsite and will provide a report to the Regional Board.

**Break for lunch 12:20 p.m.**

**Reconvened at 12:59 p.m.**

**IN-CAMERA MOTION**

Moved by Director Layton  
 Seconded by Director Brienen

2019-7-36

"In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90(1)(c) – labour relations or other employee relations (CAO Recruitment), and 90(2)(b) – the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Managing Access to Areas Under Evacuation Order) may be closed to the public therefore exercise their option of excluding the public for this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Break for Special (In-Camera) Meeting at 1:02 p.m.**

**ADJOURNMENT**

Moved by Director Layton  
 Seconded by Director Playfair

2019-7-37

"That the meeting be adjourned at 2:37 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Gerry Thiessen, Chair

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Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKOCOMMITTEE OF THE WHOLE MEETINGThursday, June 6, 2019

**PRESENT:** Chair Gerry Thiessen

Directors Taylor Bachrach – arrived at 1:14 p.m.  
Shane Brienen  
Mark Fisher– arrived at 1:14 p.m.  
Dolores Funk  
Tom Greenaway  
Clint Lambert  
Brad Layton– arrived at 1:14 p.m.  
Linda McGuire  
Rob Newell  
Mark Parker  
Jerry Petersen  
Bev Playfair  
Michael Riis-Christianson  
Kim Watt-Senner

Staff Cheryl Anderson, Acting Chief Administrative Officer/Manager of Administrative Services  
Nellie Davis, Regional Economic Development Coordinator – arrived at 2:13 p.m., left at 2:36 p.m.  
John Illes, Chief Financial Officer  
Janette Derksen, Deputy Director of Environmental Services – arrived at 2:30 p.m.  
Deborah Jones-Middleton, Director of Protective Services  
Jason Llewellyn, Director of Planning  
Jennifer MacIntyre, Planner 1 – arrived 1:27 p.m., left at 2:16 p.m.  
Rory McKenzie, Director of Environmental Services – arrived at 2:26 p.m.  
Maria Sandberg, Planner – left at 2:16 p.m.  
Sam West, Planning Summer Student – left at 2:16 p.m.  
Wendy Wainwright, Executive Assistant

Others Chuck Braun, Loop Resources – arrived at 1:40 p.m.  
Sean Staplin, Senior Water Stewardship Officer, Land and Water Section – Smithers, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 2:16 p.m.  
Johanna Wick, Regional Hydrogeologist, Land and Water Section – Smithers, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – left at 2:16 p.m.

Media Blair McBride, Lakes District News – arrived at 1:18 p.m.

**CALL TO ORDER** Chair Thiessen called the meeting to order at 1:11 p.m.

**AGENDA &  
SUPPLEMENTARY**

Moved by Director Watt-Senner  
Seconded by Director Newell

C.W.2019-5-1

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of June 6, 2019 be approved; and further, that the Supplementary Agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES**

Committee of the Whole  
Minutes – May 2, 2019

Moved by Director Petersen  
Seconded by Director Funk

C.W.2019-5-2

"That the Committee of the Whole meeting minutes of May 2, 2019 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DELEGATION**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Sean Staplin, Senior Water Stewardship Officer, and Johanna Wick, Regional Hydrogeologist, Land and Water Section – Smithers RE: *Water Sustainability Act* –Overview**

Chair Thiessen welcomed Sean Staplin, Senior Water Stewardship Officer, and Johanna Wick, Regional Hydrogeologist, Land and Water Section, Smithers, Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Mr. Staplin and Ms. Wick provided a PowerPoint Presentation.

**Water Sustainability Act – Overview**

- Overview
  - o *Water Sustainability Act (WSA)*
  - o WSA regulate in three areas
    - Use
    - Management
    - Protection
- Authorizations
  - o Section 5 – Water Vested in the Crown
    - Stream
    - Groundwater
  - o No diversion/use without authorization (or permission)
  - o Authorizations
    - Section 9 – Licences
    - Section 10 – Use Approvals
    - Section 11 – Changes in and about a stream
  - o Water Licenses: Water Use Purposes
  - o Application Process – Established in Regulations
    - On-line only
    - FrontCounterBC can assist
- Application Fees/Rental Rates
  - o Rate Comparisons

## DELEGATION (CONT'D)

### MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Sean Staplin, Senior Water Stewardship Officer, and Johanna Wick, Regional Hydrogeologist, Land and Water Section – Smithers RE: *Water Sustainability Act* –Overview (Cont'd)

- Flood Response
  - o The British Columbia Flood Response Plan
  - o Flood Response – Roles/Responsibilities
  - o Post event funding potential
- Drought Response
  - o Info source
  - o BC Drought Response Plan
  - o Drought Indicator Summary
  - o Drought Levels – Fall 2018
  - o Snow Map – May 1, 2019
  - o Current Streamflow – Upper Bulkley
  - o Key Early Messaging

Discussion took place regarding:

- Domestic well use for livestock
- Effective date of changes– February 29, 2016
  - o Waived until March 1, 2022
- Establishing the date of first in time/first in right framework
- Fees and rates in regard to municipalities
  - o Not charged total licenced volume only the amount of water used
- The development of the rate structure being utilized
- *Water Act* first came into effect in 1909 – came from the *Gold Fields Act* – vested in the Crown
- British Columbia is one of the last Provinces to change its *Water Act* to include domestic water use
- Province rates for bottled water facilities and the rationale in regard to rates
  - o Mr. Staplin will provide further information to RDBN staff in regard to the rates and agreements associated with bottled water facilities
- Enforcement of authorized volumes re: farmers
  - o The Land and Water Section (FLNRORD) has an understanding of volumes taken and the water being licenced is the water being used
  - o Licenced volumes over a certain threshold will have a metering system to be implemented in the future
    - Eg. heavier industrial level uses – bottling plants/pulp operations
  - o Rio Tinto
- Applicants not receiving follow up or any communication from Land and Water Section, FLNRORD
  - o recognized there is short comings and the need for improvements
  - o Extension on implementation timeline will assist in improving the process
- Increased awareness
  - o highlighting benefits of compliance under the regulations
  - o understanding the regulations
  - o advantageous
- International and large corporation interest in water
  - o Currently in legislation:
    - prohibition of bulk exports (doesn't include bottled water)
    - prohibition on moving water from one significant drainage to another
  - o Sustainability paramount in the updated legislation
  - o Tools within the *Water Sustainability Act* for stakeholders and local governments to meet water objectives, water sustainability plans, land use implications
  - o Legislation and protective measures in regard to sustainability

## DELEGATION (CONT'D)

### MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Sean Staplin, Senior Water Stewardship Officer, Land and Water Section – Smithers and Johanna Wick, Regional Hydrogeologist, Land and Water Section – Smithers RE: *Water Sustainability Act – Overview (Cont'd)*

- Corporations
  - o Can't put a reserve on water
  - o Must show beneficial use
  - o Regulations in place in regard to usage
- First in time/first in right in current *Water Sustainability Act* – prior to First in time/first in right legislation is:
  - o Critical household use – curtailment of regular quantity of domestic water
  - o Critical environmental flow
- Flood mitigation funding re: Village of Telkwa dyke
- Equity Mine impact to water resources
  - o Under purview of Ministry of Energy, Mines and Petroleum Resources and Ministry of Environment and Climate Change
- Drought Conditions – regulating water conservation re: municipalities
  - o Often municipalities implement restrictions
  - o Mr. Staplin spoke to the 2018 drought levels and the areas of interest being small to medium sized water bodies – tributaries to the Bulkley River that have significant agriculture irrigation demands – very little of the irrigation demand allocated was used
  - o Land and Water Section wanting to improve efforts in contacting local governments earlier
- Green lawn = wildfire prevention
  - o Water preservation can be in conflict
  - o There is consideration and sensitivity to fighting fires.

Chair Thiessen thanked Mr. Staplin and Ms. Wick for attending the meeting.

## REPORTS

Provincial Nominee Program  
-Regional Pilot

Moved by Director Fisher  
Seconded by Director Riis-Christianson

C.W.2019-5-3

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed and participate in the Provincial Nominee Program – Regional Pilot within the Regional District."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to possible benefits and economic development opportunities of the Provincial Nominee Program. Director Funk explained, as identified in the staff report, that the Nominee has identified a rural property more appropriate than a property within the Village of Burns Lake boundaries and for this reason the Village will provide initial host duties. Concerns were brought forward in regard to the potential staff time required to participate in the program. Nellie Davis, Regional Economic Development Coordinator noted that the program is new and staff will provide an update to the Regional Board in regard to staff time used for the program.

## **REPORTS (CONT'D)**

### RDBN Resolutions to North Central Local Government Association (NCLGA)

Moved by Director Parker  
Seconded by Director Brienen

C.W.2019-5-4

"That the Committee of the Whole receive the Manager of Administrative Services/Acting CAO's May 27, 2019 memo titled "RDBN Resolutions to North Central Local Government Association (NCLGA)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### Proposed Six Month Budget Update

Moved by Director Layton  
Seconded by Director Playfair

C.W.2019-5-5

"That the Committee of the Whole receive the Chief Financial Officer's May 14, 2019 memo titled "Proposed Six Month Budget Update."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### Futurpreneur/ThriveNorth Letter of Support

Moved by Director Riis-Christianson  
Seconded by Director Playfair

C.W.2019-5-6

"That the Committee of the Whole receive the Regional Economic Development Coordinator's May 29, 2019 memo titled "Futurpreneur/ThriveNorth Letter of Support."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **CORRESPONDENCE**

### UBCM – ALC No Longer Reviewing Cannabis Production

Moved by Director Lambert  
Seconded by Director Playfair

C.W.2019-5-7

"That the Committee of the Whole receive the correspondence from UBCM titled "ALC No Longer Reviewing Cannabis Production."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



## INVITATION

Rio Tinto RE: Water Engagement – Rio Tinto Water Engagement Initiative Update  
-FLNRORD – Letter to Rio Tinto

Moved by Director Parker  
Seconded by Director Petersen

C.W.2019-5-8

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors participate in Rio Tinto's Water Engagement Initiative with Rio Tinto's agreement to the commitments outlined in the March 25, 2019 Letter from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) to Rio Tinto as follows:

- Fulsome engagement with First Nations in the process;
- Potential water licence changes as a result of the outcomes of the process;
- Provision of an independent consultant to lead this engagement; and,
- Provision of technical resources regarding the availability and understanding of hydrological information to the community, interested parties, and Indigenous nations. This technical support is critical to increasing the understanding of the local communities and to better enable them to meaningfully contribute to this initiative.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rio Tinto RE: Water Engagement – Rio Tinto Water Engagement Initiative Update  
-FLNRORD – Letter to Rio Tinto

Moved by Director Parker  
Seconded by Director Lambert

C.W.2019-5-9

“That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors authorize attendance of Directors and one staff member in Rio Tinto's Water Engagement Initiative.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

University of Northern British Columbia – Cumulative Impacts Research Consortium – Public Presentation: New Tools for Assessing the Cumulative Impacts of Resource Development

Moved by Director Layton  
Seconded by Director Newell

C.W.2019-5-10

“That the Committee of the Whole receive the invitation from the University of Northern British Columbia Cumulative Impacts Research Consortium titled “Public Presentation: New Tools for Assessing the Cumulative Impacts of Resource Development.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### INVITATION (CONT'D)

University of Northern British Columbia – Cumulative Impacts Research Consortium – Public Presentation: New Tools for Assessing the Cumulative Impacts of Resource Development Moved by Director Layton  
Seconded by Director Newell

C.W.2019-5-11

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors write a letter to the University of Northern British Columbia Cumulative Impacts Research Consortium thanking them for providing the Public Presentations regarding New Tools for Assessing the Cumulative Impacts of Resource Development and request that the presentations be held throughout northern B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Brienen will forward the information to the RBA. Jason Llewellyn, Director of Planning indicated staff is attending the presentation in Vanderhoof, B.C. June 11, 2019.

### SUPPLEMENTARY AGENDA

#### REPORT

RDBN Resolution to Union of BC Municipalities -Disaster Relief and Recovery Funding

Moved by Director Parker  
Seconded by Director McGuire

C.W.2019-5-12

"That the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors approve the Disaster Relief and Recovery Funding resolution for submission to the Union of B.C. Municipalities for consideration at its 2019 Convention."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

#### ADJOURNMENT

Moved by Director Greenaway  
Seconded by Director Playfair

C.W.2019-5-13

"That the meeting be adjourned at 2:58 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Gerry Thiessen, Chair

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Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKOCOMMITTEE OF THE WHOLE MEETINGThursday, May 2, 2019

<b>PRESENT:</b>	Chair	Gerry Thiessen
	Directors	Taylor Bachrach Shane Brienen Mark Fisher Dolores Funk Tom Greenaway Clint Lambert Brad Layton Linda McGuire Rob Newell Mark Parker Bev Playfair Michael Riis-Christianson Kim Watt-Senner
	Director Absent	Jerry Petersen, Electoral Area "F" (Vanderhoof Rural)
	Alternate Director	Roy Spooner, Electoral Area "F" (Vanderhoof Rural)
	Staff	Cheryl Anderson, Acting Chief Administrative Officer/Manager of Administrative Services Debbie Evans, Agriculture Coordinator – arrived at 1:25 p.m. John Illes, Chief Financial Officer Rory McKenzie, Director of Environmental Services – arrived at 1:25 p.m. Wendy Wainwright, Executive Assistant
	Others	Tom Barnes, CEO, Municipal Insurance Association of BC – left at 11:47 a.m. Agathe Bernard, Stewardship Officer, Nadina, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 11:21 a.m., left at 12:47 p.m. Maria Creighton, CFO, Municipal Insurance Association of BC – left at 11:47 a.m. Beth Eagles, Resource Manager, Regional Operations, Nadina, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 11:24 a.m., left at 12:47 p.m. Darrell Hill, Councillor, Village of Burns Lake – left at 11:47 a.m. Brent May, District Manager, Regional Operations, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 11:24 a.m., left at 12:47 p.m. Brad McRobert, Regional Manager Bulkley-Nechako (Vanderhoof), Regional Economic Operations Branch, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 11:24 a.m., left at 12:47 p.m. Diane Nichols, Provincial Chief Forester, Ministry of Forests, Lands, Natural Resource Operations and Rural Development– arrived at 11:13 a.m., left at 12:47 p.m.

Others (Cont'd)

Atmo Prasad, Manager, Forest Analysis and Data, Ministry of Forests, Lands, Natural Resource Operations and Rural Development– arrived at 11:13 a.m., left at 12:47 p.m.  
Jim Snetsinger, RPF, Ministry of Forests, Lands, Natural Resource Operations and Rural Development– arrived at 11:13 a.m., left at 12:47 p.m.  
Qiong Su, Timber Supply/Geomatics Forester, Forest Analysis, Ministry of Forests, Lands, Natural Resource Operations and Rural Development – arrived at 11:13 a.m., left at 12:47 p.m.  
Sheryl Worthing, CAO, Village of Burns Lake – left at 11:47 a.m.

Media

Blair McBride, Lakes District News – left at 11:03 a.m., returned at 11:41 a.m.

**CALL TO ORDER**

Chair Thiessen called the meeting to order at 10:49 a.m.

**AGENDA & SUPPLEMENTARY**

Moved by Director Greenaway  
Seconded by Director Layton

C.W.2019-4-1

“That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of May 2, 2019 be approved; and further, that the Supplementary Agenda be dealt with at this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**MINUTES**

Committee of the Whole Minutes –April 4, 2019

Moved by Director Layton  
Seconded by Director Bachrach

C.W.2019-4-2

“That the Committee of the Whole meeting minutes of April 4, 2019 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DELEGATIONS**

**MUNICIPAL INSURANCE ASSOCIATION OF BC – Tom Barnes, CEO, Maria Creighton, CFO**  
**RE: Overview**

Chair Thiessen welcomed Tom Barnes, CEO and Maria Creighton, CFO Municipal Insurance Association of BC.

Mr. Barnes and Ms. Creighton provided a video and PowerPoint Presentation.

- Overview of MIA – 30<sup>th</sup> Anniversary video
- Not a private insurer... MIABC's goals are its members goals
- Return to MIABC members
- Provide members with more than just insurance
- MIABC exists because communities in BC want to work together and support each other
- Great things are done by a series of small things brought together

**DELEGATIONS (CONT'D)**

**MUNICIPAL INSURANCE ASSOCIATION OF BC – Tom Barnes, CEO, Maria Creighton, CFO**  
**RE: Overview (Cont'd)**

- Loose Lips – Sink Townships
  - Reducing Risk Arising from Communications with the Public
    - Where does the liability exposure of elected officials arise?
  - Defamation and Negligent Misrepresentation
    - Cost of claims
      - Direct costs
      - Indirect cost
      - Intangible cost
  - Biggest mistake – negligent misrepresentation – saying something you think is right or sounds like it should be right but isn't right
    - Examples
      - Information relating to future plans
      - Contracts or tender documents
      - Interpretation of bylaws
      - Subdivision requirements
      - Building regulations
      - Business regulations
      - Municipal assets or property for sale
  - Defamation is...
    - Words used had a negative impact on the plaintiff
    - Words referred to the plaintiff
    - Communication made to third party

Mr. Barnes spoke of some local governments having a Reimbursement Bylaw addressing coverage for elected officials when personally sued. He noted the importance of remembering that a Board speaks with one voice after a debate, resolution and a vote. Ms. Creighton commented that a communication plan can provide guidance and contacting the CAO prior to having conversations or discussions will also assist in determining direction.

- Under promise + over deliver = reasonable expectations
  - More tips for managing public expectations
    1. Understand who the party is and what is important to them
    2. Confirming letters/emails
    3. Develop an invariable practice
    4. Keep good notes
    5. Remain professional and take the high road
    6. Avoid doing or saying anything that you would be embarrassed to see show up in an affidavit before a judge.

Director Bachrach spoke of the use of Facebook and personal/corporate business pages. He noted that personal pages provide more opportunity to interact and respond to people. Mr. Barnes commented that risk recognition and managing the risk is important.

Discussion took place regarding MIABC Risk Management Grants. Mr. Barnes provided an overview of the grant process.

Chair Thiessen thanked Mr. Barnes and Ms. Creighton for attending the meeting.

## DELEGATION (CONT'D)

### MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Jim Snetsinger, RPF, Diane Nichols, Provincial Chief Forester, Atmo Prasad, Manager, Forest Analysis and Data Management, Forest Analysis and Inventory Branch RE: Lakes Timber Supply Area Timber Supply Review

Chair Thiessen welcomed Jim Snetsinger, RPF, Diane Nichols, Provincial Chief Forester, Atmo Prasad, Manager, Forest Analysis and Data Management, Forest Analysis and Inventory, Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Mr. Snetsinger, Ms. Nichols and Mr. Prasad provided a PowerPoint Presentation.

### **Lakes Timber Supply Area Timber Supply Review Discussion Paper**

#### **Presentation Outline**

- Timber Supply Review (TSR) Objectives and Process
- Role of the Chief Forester
- Current Status of the Lakes TSA (Timber Supply Analysis) TSR Process
  - Release of the Discussion Paper
    - Public review and comment requested by July 5, 2019
- Key messages heard to date
- Discussion paper
  - The Forest
    - Crown managed forest land base
    - Timber Harvesting Land Base
  - Lakes Timber Supply Area Context
    - Impact of Mountain Pine Beetle
    - Wildfire Impacts
    - Tenure Changes
    - Harvest History
  - Base Case
  - Alternative Harvest Flows
  - Sensitivity Analyses
  - Socio-economic Analysis
- Engagement.

Chair Thiessen spoke of the importance of the Lakes Timber Supply Area (TSA) Timber Supply Review (TSR) to the region.

Director Riis-Christianson questioned the following:

- The weight and impact of public comments to the Chief Foresters determination of the Allowable Annual Cut (AAC).
  - o Ms. Nichols noted that the sensitivity analysis conducted is based on comments that were received. Community, land base and socio-economic concerns have a strong bearing on her decision.
- An update in regard to the science used for the information package provided to the Chief Forester.
  - o Mr. Prasad provided an overview:
    - Inventory was updated in 2016
    - Different stands are updated annually
    - Permanent sample plots are used to monitor growth of old and young stands to ensure modeling is on track
    - Analysis was conducted by a vigorous peer group using the best minds and the best available information
    - The information used is the most up to date information possible.

**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT –RE: Lakes Timber Supply Area Timber Supply Review (Cont'd)**

- Ms. Nichols noted that the following is also included:
  - Aerial and ground forest health surveys
  - Any cumulative effect assessments conducted on the area
  - Wildlife habitat assessments and monitoring
  - Forest and range effectiveness programs results
  - Values of *Forest Range Practices Act* (FRPA)
  - Most completed on an annual/biannual basis
- In regards to socio-economic it has been suggested that job losses are conservative, How and what methodology is used to determine the socio-economic impacts?
  - Utilized FLNRORD staff to determine the cubic meters and the potential impacts to jobs – which will be determined by the forest companies
  - Ms. Nichols noted that wood does flow in and out of the area depending on the trading of wood to support the various mills
  - Socio-economic assessment also looked at primary and secondary jobs and multiplier affects built in the modeling.

Director Layton requested clarification on:

- The impacts of moving from volume based to area based salvaging to the AAC in cubic meters.
  - Mr. Prasad commented on the proportion of the Timber Harvesting Land Base (THLB) affected has a direct proportional effect to the AAC.
- Science completed in regard to how much better managed stands are closer to harvest date vs. mother nature?
  - Ms. Nichols spoke of two types of plots:
    - Permanent sample plots
      - In mature timber
      - Sets growth and yield rates
    - Young stem monitoring plot program
      - Going into young managed stands
      - Ensure yield projections are for managed stands – second growth – plantation stands
      - Ensure growth projection and if needed recalculate yield to go into modeling.
- Need to be proactive and is there recommendations to mitigate the intensively managed stands sooner than 60 years
  - Ms. Nichols discussed:
    - Timber Supply Review is most sensitive to fastest rejuvenation
    - Forest Genetics
    - “Results” silviculture program
    - Small amount of fertilization being tried
    - Information built into the growth and yield

Director Bachrach questioned the social choice being asked of the public?

- Ms. Nichols commented that the base graphs show the live volume
- The current practice is utilizing live and dead volumes of fiber
- There is potential dead volume that could be utilized depending on milling and other opportunities and could assist with timber supply
- Some pellet plants utilizing deciduous fiber and some facilities are looking at opportunities moving forward
- Ms. Nichols spoke of being realistic about potential opportunities and a balanced decision making process.

**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT –RE: Lakes Timber Supply Area Timber Supply Review (Cont'd)**

Director Brienen spoke of the 2014 timber swap that occurred with the sawmill in Quesnel and Houston and the apprehension. He spoke of the interest today in the Discussion Paper. He requested that it would be very beneficial to include an acronym definition appendix in the discussion paper. Ms. Nichols commented that it has been excellent to have the interest in the process that is taking place and it is important for people to have an understanding of the process.

Chair Thiessen thanked Mr. Snetsinger in his past role as Chief Forester and Ms. Nichols in her present role as Chief Forester for being open to discussions in regard to issues and concerns.

Director Funk asked:

- Has there been a consideration to the shelf life of the Mountain Pine Beetle (MPB) wood and to harvesting it all until it is no longer salvageable?
  - o Ms. Nichols noted that the shelf life for the MPB is different in different areas of the province
  - o Use the dead wood – not burn it – except for wildfire mitigation and fuel management consideration.
- Take aways from the May 1 Public Meeting in Burns Lake
  - o People looking for information
    - Stewardship in the TSR
    - Job effects
  - o Specific questions of the Chief Forester – how conduct analysis?
  - o Discussion Paper is not the AAC determination – Chief Forester's process moving forward to determine the AAC
  - o Having information explained.

Director Layton requested access to the summary of the fiber available in the TSA. The District FLNRORD office can provide the information.

Ms. Nichols spoke to clarification of the volume base to area base changes, that while the TSA has been reduced, the wood is still available to harvest under different tenures.

Alternate Director Spooner brought forward diversity in regard to the use of fiber. Ms. Nichols mentioned that it is not included in the AAC determination but she does work with researchers from around the world about various opportunities and emerging initiatives for wood fiber. She spoke of the provincial and federal governments programs in regard to research, delivery and commercialization of biofuels. Ms. Nichols noted she has spoken to supporting communities with new initiatives and opportunities concerning the changing wood fiber basket. Chair Thiessen spoke of the importance of having support for communities to develop variations of community energy systems.

The Regional Board thanked Mr. Snetsinger and Ms. Nichols for their engagement and feedback.

Director Newell questioned the influence that FLNRORD has in regard to pipelines and their utilization of fiber on right of ways and access ways. Ms. Nichols noted that the Oil and Gas Commission has a certificate program and that certificate has certain conditions that have to be met. The certificate includes language in regard to the utilization of fiber. She spoke to moving towards developing stronger methods to ensure utilization of fiber.

Chair Thiessen spoke to the regions communities being resource based and the importance of sharing information.



**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT –RE: Lakes Timber Supply Area Timber Supply Review (Cont'd)**

The Regional Board thanked Mr. Snetsinger and Ms. Nichols for their engagement and feedback.

Chair Thiessen thanked Messrs. Prasad and Snetsinger and Ms. Nichols for attending the meeting.

**REPORTS**

First Draft – Updated Purchasing Policy

Director Bachrach identified that the Village of Cumberland has developed a social procurement policy that may be beneficial to review.

Discussion took place in regard to the Expense Authority Limits and Approval of Expenditures. Chair Thiessen spoke of clearly identifying the approval authorities for expenditures.

First Draft – Updated Purchasing Policy

Moved by Director Bachrach  
Seconded by Director Layton

C.W.2019-4-3

“That the Committee of the Whole receive the Chief Financial Officer’s April 24, 2019 memo titled “First Draft – Updated Purchasing Policy”; and further, that staff provide a presentation to the Regional Board in regard to the Updated Purchasing Policy at a future RDBN Meeting; and that staff review the Village of Cumberland’s Social Procurement Policy.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Northern Capital and Planning Grant

Moved by Director Riis-Christianson  
Seconded by Director Newell

C.W.2019-4-4

“That the Committee of the Whole receive the Chief Financial Officer’s April 24, 2019 memo titled “Northern Capital and Planning Grant.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Newell commented that he has drafted a distribution model for the Northern Capital and Planning Grant funding that he can provide at a future Rural Directors Committee Meeting. Staff will forward a Doodle Poll to determine a date in July, 2019 to discuss further the Northern Capital and Planning Grant distribution.

Northern Development Initiative Trust - Building Façade Improvement Program

Moved by Director Fisher  
Seconded by Director Bachrach

C.W.2019-4-5

“That the Committee of the Whole receive the Economic Development Support Assistant’s April 24, 2019 memo titled “Northern Development Initiative Trust – Building Façade Improvement Program.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## ENVIRONMENTAL SERVICES

### Manson Creek Landfill -Operations Contract –Tender Results

Moved by Director Greenaway  
Seconded by Director Playfair

C.W.2019-4-6

1. "That the Committee of the Whole receive the Director of Environmental Services' April 24, 2019 memo titled "Manson Creek Landfill – Operations Contract – Tender Results."

2. Further, that the Committee of the Whole recommend that the Regional District of Bulkley-Nechako Board of Directors award the Contract for Operation and Maintenance of the Manson Creek Landfill to Lepka Holdings Ltd. for a two year term commencing June 1, 2019 and expiring June 1, 2021 for a total amount of \$36,750 including GST."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## CORRESPONDENCE

### Canfor – News Release -Canfor Temporarily

Moved by Director Layton  
Seconded by Director Bachrach

C.W.2019-4-7

"That the Committee of the Whole receive the correspondence from Canfor – News Release – Canfor Temporarily Curtailing Production Capacity in BC."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## SUPPLEMENTARY AGENDA

### CORRESPONDENCE

#### Correspondence

Moved by Director Layton  
Seconded by Director Bachrach

C.W.2019-4-8

"That the Committee of the Whole receive the following correspondence:  
-Ministry of Forests, Lands, Natural Resource Operations and Rural Development – Lakes Timber Supply Area Timber Supply Analysis Discussion Paper Summary  
-Northwest Invasive Plant Council – May Proclaimed Invasive Species Action Month (ISAM)  
-North Central Local Government Association – 2019 UBCM Community Excellence Awards – Call for Nominations

#### INVITATION

-Species at Risk Program – Pacific Region – Fisheries and Oceans Canada – Public Consultation Sessions."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Parker  
Seconded by Director Layton

C.W.2019-4-9

"That the meeting be adjourned at 1:44 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

\_\_\_\_\_  
Gerry Thiessen, Chair

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

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****FORESTRY COMMITTEE MEETING**  
**(Committee of the Whole)****Thursday, June 6, 2019**

**PRESENT:** Chair Brad Layton

Directors Taylor Bachrach  
Shane Brienen  
Mark Fisher  
Dolores Funk  
Tom Greenaway  
Clint Lambert  
Linda McGuire  
Rob Newell  
Mark Parker  
Bev Playfair  
Jerry Petersen  
Michael Riis-Christianson  
Gerry Thiessen  
Kim Watt-Senner

Staff Cheryl Anderson, Acting CAO/Manager of Administrative Services  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning  
Wendy Wainwright, Executive Assistant

Others Daniella Oake, Babine Forest Products  
Eamon O'Donoghue, Assistant Deputy Minister, Regional Operations North Area Ministry of Forests, Lands, Natural Resource Operations and Rural Development  
Geoff Recknell, Regional Executive Director, Ministry of Forests, Lands, Natural Resource Operations and Rural Development

Media Blair McBride, Lakes District News

**CALL TO ORDER**

Chair Layton called the meeting to order at 10:46 a.m.

**AGENDA**Moved by Director Watt-Senner  
Seconded by Director Lambert**F.C.2019-2-1**

"That the Forestry Committee Meeting Agenda of June 6, 2019 be adopted."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Forestry Committee Meeting Minutes – March 21, 2019**Moved by Director Parker  
Seconded by Director Funk**F.C.2019-2-2**

"That the Forestry Committee Meeting Minutes of March 21, 2019 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## DELEGATION

### MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Eamon O’Donoghue, Assistant Deputy Minister, Regional Operations North Area and Geoff Recknell, Regional Executive Director, Skeena Update re: Interior Forest Revitalization, FRPA (Forest and Range Practices Act) renewal and Community/Forestry Resilience

Chair Layton welcomed Eamon O’Donoghue, Assistant Deputy Minister, Regional Operations North Area, and Geoff Recknell, Regional Executive Director, Skeena, Ministry of Forests, Lands, Natural Resource Operations and Rural Development.

Mr. O’Donoghue spoke of the following:

- Currently there is more mill capacity than trees on the land base
- Adjustments will need to take place
- Will be challenging for communities
- The mid-term is now
- Current BC NDP Government, when elected, recognized the need for change and to have more forest sector benefits into communities
  - Number of jobs created and held in communities
  - How communities can have more value from the forest
  - Benefits accrued back to communities
  - Initiatives to mitigate some of the impacts
  - Bring communities back into forest management

#### **Interior Forest Revitalization (IFR):**

- Focused on declining Allowable Annual Cut’s
- Addressing what to do and the impact to communities
- Utilize fiber more effectively to create and keep more jobs in communities:
  - e.g. utilize waste
  - What policy changes can be made to help enhance opportunities for businesses to survive and thrive
- Discussion Papers in draft form to be released soon for review in regard to:
  - Fiber sustainability/utilization
  - Adding value in the processing chain
    - Investigate alternative manufacturing
  - Fire Risks for communities
  - Climate change and forest carbon
    - How to deal with forest carbon and greenhouse gas emissions
    - Reduce risk and being thoughtful about carbon utilization and sequestration
  - Forest tenure and fiber supply
    - tenure opportunities
    - eg. Bill 22 –FLNRORD – legislation reform to allow public interest from communities to be expressed in changes such as transfer of tenures/proposed consolidations
- Wood product innovation and bio-economy
- Timber pricing/Softwood Lumber Agreement (dispute):
  - Continue to maintain market pricing through BC Timber sales
  - Moving forward
  - Keeping markets open
- Resilience of communities

**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT – Eamon O'Donoghue, Assistant Deputy Minister, Regional Operations North Area and Geoff Recknell, Regional Executive Director, Skeena Update re: Interior Forest Revitalization, FRPA (Forest and Range Practices Act) renewal and Community/Forestry Resilience (Cont'd)**

- o Proposed engagement process:
  1. Timber Supply Analysis Coalitions:
    - a. Intended to be locally lead
    - b. Local government, First Nations, Industry stakeholders
    - c. Province intends to run approximately three at a time – “think tank” of what is occurring
    - d. FLNRORD not directly involved and will be coalition led
    - e. Outcomes to be brought to the Deputy Minister for consideration and discussion
  2. Engagement Sessions
    - a. Lead by local FLNRORD staff and District Office staff
    - b. Planning sessions in each district along Highway 16 including Terrace, Smithers and Burns Lake, Fort St. James and other locations
    - c. Opportunity to have presentations, ask questions and conduct break out groups to discuss the Discussion Papers
    - d. Initial engagement session to be completed end of summer 2019.

Director Thiessen mentioned the letter that Premier Horgan spoke of at the COFI Convention April 3-5, 2019 in Vancouver, B.C. that was provided to industry in regard to the engagement process. He noted the importance of communities being provided similar information and communication. Director Thiessen spoke of the uncertainty for potential investors and establishing security in communities to ensure investment opportunities. Mr. O'Donoghue spoke to the letter and noted that the engagement process is to provide an opportunity for communities to have input into the discussion papers that will be released in the near future and will be an opportunity to influence the forest sector going forward. The engagement process will be intensive over the next few months and is a very ambitious timeline with potential recommendations in approximately a year. Director Thiessen requested a copy of the letter that was provided to industry in regard to the engagement process.

Director Funk questioned when the engagement session dates will be released in order to ensure that communities have an opportunity to provide input. Mr. Recknell mentioned that they are sensitive to the summer months and scheduling and will provide the information as soon as it has been confirmed. He also commented that there will be opportunities to provide input and comments beyond the scheduled engagement sessions as well. Mr. Recknell noted they will be sending invitations to stakeholders. Mr. Newell spoke of the importance of including rural representation.

Discussion took place in regard to the importance of providing information to communities that is understandable.

Mr. O'Donoghue defined the issue:

- Mountain Pine Beetle and fire impacts have led to the current state of the forests
- Government wants to mitigate the depth of the implications to communities
  - o Investigating from a policy/legislative point of view as to what can be done to mitigate the impacts
  - o Investigate ways to better utilize fiber left on the land base
  - o Investigating other area successes
  - o Researching various options.

**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)**

Director Newell spoke of fiber utilization along pipeline routes and access areas. Mr. O'Donoghue noted at the time the permits were written consideration was given to salvaging more than what was economically viable. He commented that he will review the conditions that the companies agreed to in regard to the pipeline route and access permit language and provide further information to the Regional Board at its June 20, 2019 meeting.

***Forests and Range Practices Act (FRPA) Renewal***

- Linked to the Interior Forest Revitalization (IFR) process and being completed parallel to the IFR process
- Reviewing how well FRPA has worked since its implementation in 2004:
  - What can be done to improve FRPA
  - Provide District Manager with more authority
  - Overall good model
  - Possibility of landscape level planning process:
    - "Go to" document to approve forest activity on the land base
      - Stream line the process
      - More information available immediately
- Public engagement May 27, 2019 to mid-July 2019:
  - Ongoing broader conversation throughout the process
- Expect legislation to potentially come into effect spring of 2021
- Website access to:
  - Engagement Discussion Paper
  - Provide direct feedback
  - Can potentially have a member of the FLNRORD team conducting the renewal process to present to the Regional Board if required
- Consideration for more spatial information when plans are approved
  - proposed workshop at UBCM was declined

***Community/Forestry Resilience***

- Wildfire in relation to communities
- Timber Supply
  - Lakes Timber Supply Review (TSR)
    - Challenging
- How to build more resilience into the forest management land base and how to manage in order to have more resiliency built into the forest management land base
- Some areas have become dysfunctional due to Mountain Pine Beetle and/or wildfire
- Timber Sustainability, wildlife and biodiversity sustainability or a community safety perspective - some areas needed to be managed through a more dynamic system that created a more diverse system and could be more resilient to beetle epidemic and or wildfire
- Investigating a pilot project in the Lakes District Area:
  - Suggested at the Wildfire Resilience Conference in Burns Lake in April 2019
    - Created momentum to move forward with initiative
  - Same geographic area as the LRMP (Land and Resource Management Plan):
    - Include area based tenures
    - Community Forest Licences
    - Woodlot licences
    - Planning on public land not private land
    - Mindful of parallel processes occurring

**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)**

- Community planning in regard to wildfire mitigation and protection plans
- TSR – separate process but will provide input
- FRPA and IFR processes
- Other considerations
- Engagement with a broad cross section of stakeholders
- Process/Next Steps
  - Distinction– most communities familiar with LRMP process and the LRMP still exists
  - Different objective at the time the LRMP was developed:
    - Having right balance between economic, park interests and other community values that were managed in the matrix
  - The pilot project will investigate more of a landscape plan but will consider some objectives eg. Visual Quality Objectives (VQO), etc.
  - Will have some linkages to regulatory changes and the FRPA renewal process
  - Summer/early fall 2019
    - Scoping exercise
      - Early discussions with community leaders/stakeholders
      - Recommendations in regard to timelines, process design
      - Initiate process in fall/winter 2019
      - Full open public process will follow
  - FLNRORD will provide follow up report as move forward through process

Discussion took place in regard to:

- Forestry issues relating to the RDBN:
  - RDBN elected officials have an interest in the economics and sustainability of the area
  - Province listens to local government – want to be considerate of implementing policies that are in sync with rural BC and local governments
  - May be links to Emergency Management
    - Opportunity for conversation in regard to BC Wildfire Service – more attention to planning and prevention similar to Regional Districts
  - Opportunity for conversation in regard to forestry landscape level plans and RDBN land use planning
- Community input in forest policy is important
- IFR (Interior Forest Revitalization)
  - more flexibility to allow companies to transfer cuts to other timber supply areas in terms of beetle epidemics - allow better utilization of forests
    - Bill 22 received Royal Assent last week of May 2019
    - Contribute to short term benefit to communities in regard to being in the mid-term currently
    - Spruce Beetle transfers – questions have been asked by a number of stakeholders –Chief Forester considers a number of factors in regard to potential transfers
    - Important that the fairness component is considered
  - Risk assessment and mitigation – fire/flooding etc.
    - Build measures into communities and local governments
    - FLNRORD will be reviewing through the Lakes District Area Pilot Project



**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)**

- Midterm now - short term (next 20-40 years) considerations:
  - Incent better utilization of fiber
  - There will be challenges
  - Not enough trees for the milling capacity that exists
  - Attempt to mitigate impact as best can
  - FLNRORD Rural Development Department
    - Programs
    - Grant funding opportunities
  - Staff within FLNRORD go to communities impacted by mill closures to assist with the recovery process moving forward
  - Important to work together to develop solutions
- June 20, 2019 Regional Board Meeting – FLNRORD Delegation
  - Discussion topics:
    - Timber appurtenancy
    - Species at Risk
    - Forest Tenures
    - Salvage
    - Economics of the Forest industry
      - Peter Jacobsen, Executive Director, Timber Operations, Pricing and First Nations Division, Ministry of Forests, Lands, Natural Resource Operations and Rural Development
- FRPA renewal
  - address fuel mitigation management within 2 kms municipal boundary zone
  - LRMP values /goals – challenges for public safety
    - can raise the concerns through the FRPA renewal feedback process
- Important for continued communications and opportunities to provide feedback and input
  - Mr. O'Donoghue expressed his willingness to provide further information and continue to present to the Regional Board on topics of concern
- Mill shutdowns and curtailments
  - Markets threatening the vitality and viability of communities
  - Challenging to attract investment
  - What impact can local governments have moving forward
  - Impacts to Houston with the closure of the West Fraser Sawmill closure in 2014 and the timber transfer
- July 1, 2019 stumpage increase
  - Supply and demand
  - Capacity and volume
  - Softwood Lumber Agreements
  - Past prices
- Discussion Paper provided to the Omineca Beetle Action Coalition (OBAC) by Ray Shultz that spoke to Jurisdictions and Jobs
- Short term reinvestments in mills being curtailed/cancelled
- Examples of forest innovation projects
- FLNRORD economic values and objectives being clearly defined
  - Auditor General's audit of FLNRORD in the region in regard to management of cumulative effects
    - FLNRORD developed a cumulative effects framework – currently has five values
    - Report with the Wet'suwet'en First Nation and Lake Babine Nation with approximately 25 values
    - Work in progress to improve
    - Environmental Stewardship Initiative with five Nations across the Skeena
    - Mr. O'Donoghue is willing to provide the reports

**DELEGATION (CONT'D)**

**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS AND RURAL DEVELOPMENT (CONT'D)**

- Comparison of value of timber left standing and value of timber cut
  - Land use plans define values
- Importance of the Northwest B.C. Resource Benefits Alliance (RBA)
  - Province benefits from timber transfers
  - Impacts to regions and communities from timber transfers
- Pipeline right of way clearing
  - Economically viable for pipeline companies or forest companies for fiber utilization
  - Mr. O'Donoghue will follow up with further information
  - Harvesting plans for pipeline right of ways
- Fire Bans
  - Fires started with cigarettes
  - BC Wildfire Services (BCWS) consideration and conditions to implement fire bans
  - Indicators for fuel loads being different today than those in the past and logging practices
  - Mr. O'Donoghue will follow up with Ian Meier, Acting Executive Director, BC Wildfire Service, Smithers, Ministry of Forests, Lands, Natural Resource Operations and Rural Development
- Mr. O'Donoghue will follow-up regarding:
  - Pipeline fiber utilization agreement
  - Economics of Industry – Peter Jacobsen, Executive Director, Timber Operations, Pricing and First Nations Division, FLNRORD
  - BCWS – Fire Bans – Ian Meier, Acting Executive Director, BC Wildfire Service, Smithers, FLNRORD
  - Provide links to the FRPA and IFR discussion papers to RDBN staff
  - Copy of Premier Horgan's letter to industry referenced at the 2019 COFI Conference.

Chair Layton spoke of the Regional Board's topics of discussion concerning fiber utilization, access to residual fiber, harvesting activities, bioenergy, value added, etc. that can be brought forward through the IFR roundtable discussions. Chair Layton will follow up with Mr. O'Donoghue in regard to further discussion.

Chair Layton thanked Mr. O'Donoghue and Mr. Recknell for attending the meeting.

**ADJOURNMENT**

Moved by Director Thiessen  
Seconded by Director Watt-Senner

F.C.2019-2-3

"That the meeting be adjourned at 12:35 p.m."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

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Brad Layton, Chair

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Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKOFORESTRY COMMITTEE MEETING  
(Committee of the Whole)Thursday, March 21, 2019

**PRESENT:** Chair Brad Layton

Directors Taylor Bachrach  
Shane Brien  
Mark Fisher  
Dolores Funk  
Tom Greenaway  
Clint Lambert  
Rob Newell  
Mark Parker  
Bev Playfair  
Jerry Petersen  
Michael Riis-Christianson  
Kim Watt-Senner  
Gerry Thiessen

Director Absent Linda McGuire, Village of Granisle

Alternate Director Thomas Liversidge, Village of Granisle

Staff Cheryl Anderson, Acting CAO/Manager of Administrative Services  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning  
Wendy Wainwright, Executive Assistant

Others Cori Funk, Lakes District Maintenance – arrived at 10:29 a.m.  
Seth Hunter, Lakes District Maintenance – arrived at 10:29 a.m.  
Mike Robertson, Senior Policy Advisor, Cheslatta Carrier Nation – arrived at 10:38 a.m.  
John Rustad, MLA Nechako Lakes  
Kiel Giddens, Public Affairs Manager, TransCanada  
Tanner Woodman, Coastal GasLink – Prince George, TransCanada

Media Blair McBride, Lakes District News – arrived at 10:30 a.m.

CALL TO ORDER

Chair Layton called the meeting to order at 10:26 a.m.

AGENDAMoved by Director Brien  
Seconded by Director BachrachF.C.2019-1-1

"That the Forestry Committee Meeting Agenda of March 21, 2019 be adopted."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## MINUTES

Forestry Committee Meeting  
Minutes – March 8, 2018

Moved by Director Petersen  
Seconded by Director Lambert

F.C.2019-1-2

“That the Forestry Committee Meeting Minutes of March 8, 2018 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## DISCUSSION ITEMS

Chair Layton commented that Assistant Deputy Minister Eamon O’Donoghue, Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) will attend a future Forestry Committee/RDBN Board Meeting. Mr. O’Donoghue will be speaking to interior forest revitalization, FEPA renewal, and community and forestry resiliency measures being put in place.

Chair Layton requested further topics for discussion:

- Waste wood left in the bush for value added users
- Bioenergy pellet mills having access to wood left/piled in bush
  - Use of residual fiber from forest activities for the new Pellet Plant in Smithers
  - Pacific BioEnergy representatives have indicated a willingness to speak to the Regional Board
- Economy fiber being available for remanufacturing
- Wildfire protection/mitigation
  - Fire breaks around communities
  - Tie into community forests
  - Update in regard to funding announced in 2018
- Where in the process is the government in regard to appurtenancy rules and provisions
- Broadcast burning
- Changing forest practices in regard to wildfires e.g. augmas
- Utilization of burnt timber – what is the process?
  - Timber is graded according to the burn level
  - Sawmills are salvaging timber
- Species at risk in regard to Caribou
- Tenures moving forward in the future
  - First Nations licensing
  - Large licensees.

Discussion took place in regard to air quality issues throughout the region and the need to minimize burning of fiber in the forest and smoke from pellet plants. Director Thiessen suggested inviting Ministry of Environment to a future meeting.

## ADJOURNMENT

Moved by Director Lambert  
Seconded by Director Brien

F.C.2019-1-3

“That the meeting be adjourned at 10:40 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Brad Layton, Chair

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Wendy Wainwright, Executive Assistant

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### RURAL DIRECTORS COMMITTEE MEETING

Thursday, June 6, 2019

**PRESENT:** Chair Rob Newell

Directors Mark Fisher  
Tom Greenaway  
Clint Lambert  
Mark Parker  
Jerry Petersen  
Michael Riis-Christianson

Staff Cheryl Anderson, Acting Chief Administrative Officer/Manager of  
Administrative Services  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning and Protective Services – left at  
3:49 p.m.  
Wendy Wainwright, Executive Assistant

#### CALL TO ORDER

Chair Newell called the meeting to order at 3:38 p.m.

#### AGENDA

Moved by Director Petersen  
Seconded by Director Greenaway

RDC.2019-5-1

"That the Rural Directors Committee Agenda for June 6, 2019 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

#### SUPPLEMENTARY AGENDA

Moved by Director Petersen  
Seconded by Director Riis-Christianson

RDC.2019-5-2

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

#### MINUTES

Rural Directors Committee  
Meeting Minutes  
-April 4, 2019

Moved by Director Riis-Christianson  
Seconded by Director Greenaway

RDC.2019-5-3

"That the minutes of the Rural Directors Committee meeting of April 4, 2019 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REPORTS**

Pleasant Valley Cattlemen's Association— Request for Grant in Aid – Electoral Areas "A" (Smithers Rural) and "G" (Houston Rural) Moved by Director Fisher  
Seconded by Director Parker

RDC.2019-5-4

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Pleasant Valley Cattlemen's Association be given \$1,000 grant in aid monies from each of Electoral Areas "A" (Smithers Rural) and "G" (Houston Rural) for costs associated with the Pleasant Valley Cattlemen's Association field day on June 8, 2019."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Fort St. James Secondary Mountain Bike Team – Request for Grant in Aid – Electoral Area "C" (Fort St. James Rural) Moved by Director Greenaway  
Seconded by Director Parker

RDC.2019-5-5

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Secondary Mountain Bike Team be given \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with provincial championships in Squamish, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

– Requests for Grant in Aid – Electoral Area "D" (Fraser Lake Rural)

Moved by Director Parker  
Seconded by Director Greenaway

RDC.2019-5-6

"That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the:

-Fraser Lake & District Senior Citizen's Home Society be given \$615.99 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the purchase of a vacuum

-Fraser Lake Curling Club be given \$1,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for reconditioning of curling stones

-Fraser Lake Elementary Secondary School Golf Team be given \$1,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for costs associated with the Boys Golf Provincial Tournament in Kelowna, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## REPORTS (CONT'D)

Burns Lake & District Seniors Society – Request for Grant in Aid – Electoral Area “E” (Francois/Ootsa Lake Rural)

Moved by Director Lambert  
Seconded by Director Riis-Christianson

RDC.2019-5-7

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Burns Lake & District Seniors Society be given \$1,000 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) for an electronic information kiosk.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Electoral Area Allocation of Federal Gas Tax Funds -First Quarter 2019

Moved by Director Parker  
Seconded by Director Fisher

RDC.2019-5-8

“That the Rural Directors Committee receive the Accounting Clerk’s May 22, 2019 memo titled “Electoral Area Allocations of Federal Gas Tax Funds – First Quarter 2019.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## SUPPLEMENTARY AGENDA

### REPORTS

Town of Smithers - Recreation – Request for Grant in Aid – Electoral Area “A” (Smithers Rural)

Moved by Director Fisher  
Seconded by Director Greenaway

RDC.2019-5-9

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Town of Smithers be given \$400.32 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with the Tennis Club Start-Up.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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

Moved by Director Riis-Christianson  
Seconded by Director Lambert

RDC.2019-5-10

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Burns Lake Mountain Biking Association be given \$500 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for costs associated with the Big Pig Mountain Biking Festival.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REPORTS (CONT'D)**

Lakes District Pony Club Moved by Director Lambert  
 – Request for Grant in Aid Seconded by Director Riis-Christianson  
 – Electoral Areas "B"  
 (Burns Lake Rural) and  
 "E" (Francois/Ootsa Lake Rural)

RDC.2019-5-11 "That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Lakes District Pony Club be given \$830 grant in aid monies from each of Electoral Areas "B" (Burns Lake Rural) and "E" (Francois/Ootsa Lake Rural) for costs associated with the annual Pony Club Camp."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DISCUSSION ITEM**

**Northern Capital Planning Grant (NCPG)**

Discussion took place regarding:

- Municipalities receiving Northern Capital Planning Grants
- Monies being allocated to projects that:
  - o Benefit the entire Regional District
  - o Benefit Electoral Area(s)
- Individual Electoral Area objectives and projects
- Determining a funding model
  - o Chair Newell's Grant Adjustment Analysis
  - o Region wide services
  - o Electoral Area allocation specifically
  - o Region wide services and Electoral Area allocation
- NCPG criteria
  - o Existing services and planning
    - All capital and planning costs are eligible providing the capital will be owned and controlled by the local government
    - Feasibility planning prior to the establishment of a service area and gaining elector consent
      - Do not need to result in capital projects
      - Planning can be stand-alone
  - o Cannot be used to pay debt owed on an RD asset (eg. Fire hall)
  - o Can be used for RDBN owned new infrastructure, repairs and/or equipment rather than borrowing funds (eg. Fire hall)
  - o Cannot be allocated to a specific Electoral Area but can be allocated to an RDBN asset or service within a specific Electoral Area
  - o Funding must be allocated prior to the end of the 2019 calendar year
  - o RD's must provide a separate report (schedule) outlining how the funds were allocated to various services
- Funding to region wide services and cost savings
- Potential options for NCPG funding
  - o Fort Fraser Sewer upgrade project
  - o Broadband
  - o Staff are researching the ability to utilize the funds for municipally owned assets such as a swimming pool
  - o Feasibility study for a potential region-wide Parks/Recreation Service
  - o RDBN Economic Development Service Areas
  - o Environmental Services



**DISCUSSION ITEM**

**Northern Capital Planning Grant (NCPG)**

- Leveraging NCPG funding for other grant opportunities (Northern Development Initiative Trust, Provincial and Federal Government grants)
- Timeline to develop a new service.

Northern Capital and Planning Grant (NCPG)

Moved by Director Riis-Christianson  
Seconded by Director Greenaway

RDC.2019-5-12

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that 70% of the Northern Capital Planning Grant be allocated to projects that benefit Regional District of Bulkley-Nechako Electoral Areas and 30% to RDBN region-wide services.”

Opposed: Director Parker      CARRIED

(All/Directors/Majority)

**ADJOURNMENT**

Moved by Director Greenaway  
Seconded by Director Lambert

RDC.2019-5-13

“That the meeting be adjourned 4:24 p.m.”

(All/Directors/Majority)      CARRIED UNANIMOUSLY

\_\_\_\_\_  
Rob Newell, Chair

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

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**RURAL DIRECTORS COMMITTEE MEETING**

**Thursday, April 4, 2019**

**PRESENT:** Chair Rob Newell

Directors Mark Fisher  
Clint Lambert  
Mark Parker  
Jerry Petersen  
Michael Riis-Christianson

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

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

Staff Cheryl Anderson, Acting Chief Administrative Officer/Manager of Administrative Services  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning and Protective Services  
Wendy Wainwright, Executive Assistant

**CALL TO ORDER**

Chair Newell called the meeting to order at 12:49 p.m.

**AGENDA**

Moved by Director Petersen  
Seconded by Director Lambert

RDC.2019-4-1

"That the Rural Directors Committee Agenda for April 4, 2019 be approved."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

Moved by Director Lambert  
Seconded by Director Petersen

RDC.2019-4-2

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

(All/Directors/Majority) CARRIED UNANIMOUSLY

**MINUTES**

Rural Directors Committee Meeting Minutes -March 7, 2019

Moved by Director Petersen  
Seconded by Alternate Director Hughes

RDC.2019-4-3

"That the minutes of the Rural Directors Committee meeting of March 7, 2019 be received."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**REPORTS**

Lakes Animal Friendship Society– Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural)

Moved by Director Riis-Christianson  
Seconded by Director Lambert

RDC.2019-4-4

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Lakes Animal Friendship Society be given \$1,500 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with the construction of a dog park.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Burns Lake & District Seniors Society– Request for Grant in Aid – Electoral Area “B” (Burns Lake Rural)

Moved by Director Riis-Christianson  
Seconded by Director Lambert

RDC.2019-4-5

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Burns Lake & District Seniors Society be given \$1,000 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for an electronic information kiosk.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Fort St. James Bargain Basement– Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)

Moved by Alternate Director Hughes  
Seconded by Director Parker

RDC.2019-4-6

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Fort St. James Bargain Basement be given \$5,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with relocation and renovations.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES**

**Memo**

Land Referral File No. 7410065 (McLeod), Electoral Area F

Moved by Director Petersen  
Seconded by Alternate Director Hughes

RDC.2019-4-7

“That the “Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 7410065” be provided to the Province as the Regional District’s comments on Crown Land Referral 7410065.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

## **DEVELOPMENT SERVICES (CONT'D)**

### **Memo (Cont'd)**

Land Referral File No. 7410043 Moved by Director Parker  
(Regnier), Electoral Area D      Seconded by Director Petersen

RDC.2019-4-8      "That the Rural Directors Committee defer Crown Land Referral  
7410043."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. 7410032 Moved by Director Parker  
(Williamson), Electoral Area D      Seconded by Director Lambert

RDC.2019-4-9      "That the "Regional District of Bulkley-Nechako Comment Sheet on  
Crown Land Referral 7410032" be provided to the Province as the  
Regional District's comments on Crown Land Referral 7410032."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Land Referral File No. 7409756 Moved by Director Petersen  
(Crystal Lake Resort)  
Electoral Areas D & F      Seconded by Director Parker

RDC.2019-4-10      "That the "Regional District of Bulkley-Nechako Comment Sheet on  
Crown Land Referral 7409756" be provided to the Province as the  
Regional District's comments on Crown Land Referral 7409756."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **DISCUSSION ITEMS**

### **1. Connectivity**

Chair Newell mentioned he will be attending the BC Broadband Conference April 30 to May 1, 2019 in Richmond, B.C. Directors can provide any information, questions and/or concerns to Chair Newell that they wish to be brought forward at the conference.

Chair Newell spoke of the importance for each Rural Director to be fully aware of the connectivity in each of their electoral areas and determine the feasibility of wireless and fibre options along with backbone infrastructure. He also noted the importance of determining what residents require for adequate connectivity service levels.

Discussion took place in regard to the detailed connectivity report that will be forthcoming from the consultants. John Illes, Chief Financial Officer spoke of the costs to install approximately 4 kms of fibre. Frustrations were brought forward in regard to accessing available funding from the Federal and Provincial Government for connectivity. Mr. Illes mentioned that Northern Development Initiative Trust Connecting British Columbia funding can be applied for by private companies to help pay for infrastructure to provide high-speed internet to rural and remote areas of the province.

## DISCUSSION ITEMS (CONT'D)

### 2. Rural Public Engagement

Chair Newell spoke of the value of public engagement and the challenges associated with connecting with all residents within large geographic electoral areas.

Discussion took place in regard to providing an opportunity for residents to provide feedback and to start dialogue with area residents in regard to a variety of topics.

In the past the Regional District has provided a mail out of a Regional Board Executive Summary and the RDBN newsletter. The RDBN Newsletter is currently distributed digitally to those individuals that have provided their permission to receive the newsletter via e-mail. The RDBN also currently provides an update in the RDBN tax notices distributed by the province on behalf of the Regional District and to its member municipalities to provide with their tax notices. Director Fisher suggested that the information be reviewed by Rural Directors at the beginning of each year.

Discussion took place regarding:

- Conducting polls and sending mail outs
  - Time and cost is a consideration
  - Developing a standard document that could be utilized
- Engaging residents
  - In some areas residents prefer to come forward only when there is an issue
- Importance of Directors initiating/participating in opportunities to engage residents
- Attending Annual General Meetings (AGMs) of organizations and service clubs
  - Helpful to have the date of all AGMs
  - Organizations often do not have confirmed dates for their AGM
  - Potentially request the information on the RDBN Grant in Aid application
- Setting up a meeting (pop-up) location where needed
- Determining a strategy
  - Potentially hire a contractor to develop a strategy
  - Challenges associated in hiring a contractor
- Providing incentives for example an Emergency Kit and a contest where residents answer questions regarding the RDBN to be entered into a draw
- Electronic signage
  - Continuous maintenance and changes are required
- The Regional Economic Development Coordinator attendance at the Foundations in Public Participation course in May, 2019
  - A report will be provided at the completion of the course
    - Include three possible options for the Rural Directors to consider and potentially implement and move forward in 2019.

Grant in Aid Application  
Amendment

Moved by Director Parker  
Seconded by Director Lambert

RDC.2019-4-11

"That the Rural Directors Committee recommend that the Regional District of Bulkley-Nechako Board of Directors direct staff to amend the RDBN Grant in Aid Application to include the date of an organization's annual general meeting (AGM) and if a date is unknown provide notification to the Electoral Area Director when the date for the organization's AGM is determined."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**SUPPLEMENTARY AGENDA**

**REPORT**

Granisle Public Library  
– Request for Grant  
in Aid – Electoral Area “G”  
(Houston Rural)

Moved by Director Parker  
Seconded by Director Petersen

RDC.2019-4-12

“That the Rural Directors Committee recommend to the Regional District of Bulkley-Nechako Board of Directors that the Granisle Public Library be given \$2,500 grant in aid monies from Electoral Area “G” (Houston Rural) for costs associated with technology and database instruction.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADJOURNMENT**

Moved by Director Lambert  
Seconded by Director Petersen

RDC.2019-4-13

“That the meeting be adjourned 1:38 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Rob Newell, Chair

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Wendy Wainwright, Executive Assistant

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****WASTE MANAGEMENT COMMITTEE MEETING**  
**(Committee Of The Whole)****Thursday, June 6, 2019**

**PRESENT:** Chair Mark Fisher

Directors Taylor Bachrach  
Shane Brienen  
Dolores Funk  
Tom Greenaway  
Clint Lambert  
Brad Layton  
Linda McGuire  
Rob Newell  
Mark Parker  
Bev Playfair  
Jerry Petersen  
Michael Riis-Christianson  
Gerry Thiessen  
Kim Watt-Senner

Staff Cheryl Anderson, Acting CAO/Manager of Administrative Services  
Janette Derksen, Deputy Director of Environmental Services  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning  
Rory McKenzie, Director of Environmental Services  
Wendy Wainwright, Executive Assistant

Other Chuck Braun, Loop Resources – left at 3:20 p.m.

Media Blair McBride, Lakes District News – left at 3:07 p.m.

**CALL TO ORDER**

Chair Fisher called the meeting to order at 3:00 p.m.

**AGENDA**Moved by Director McGuire  
Seconded by Director Layton**WMC.2019-3-1**

"That the Waste Management Committee receive the June 6, 2019 Agenda."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****MINUTES****Waste Management**  
**Committee Meeting Minutes**  
**-March 7, 2019**Moved by Director Layton  
Seconded by Director Brienen**WMC.2019-3-2**

"That the Minutes of the Waste Management Committee for March 7, 2019 be received."

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## DELEGATION

### LOOP RESOURCES – Chuck Braun RE: Food Reclamation Program

Chair Fisher welcomed Chuck Braun, Loop Resources.

Mr. Braun provided an overview of Loop Resources Food Reclamation Program:

- Provide services from Saskatchewan to the west coast of B.C.
- Redirect food store waste directly to small farms
  - Food is provided to small farms and the packaging is recycled/disposed of appropriately
  - Some foods provided to wildlife animal shelters and dog kennels
- Address liability issues related to:
  - In the past stores stopped giving directly to people due to liability issues and the food waste was going directly into dumpsters
  - Farms personal on store sites
  - WCB requirements and regulations
- In almost all locations the service fees equal or are lesser than tipping fees
  - Funded by the stores
  - Funds are used to administer the program, develop apps, complete research, WCB and liability coverage for stores and farms
  - Exception - RDBN does not have tipping fees currently for food waste
  - Data collected by the App used to track foods picked up also assist stores with buying practices to reduce waste
- Organize local farms to pick up food from local stores
  - Schedule and track pickup by farms
  - Volunteer assistance to operate the program
- Tipping fees throughout the province
  - No tipping fees within the RDBN create a negative for the program
- Canadian Food Inspection Agency regulations regarding livestock feed and food safety
- Currently active in 70 stores
  - Save On More
  - Loblaws
    - Pilot project
  - Federated Co-ops
  - Safeway
  - Walmart
- Researching options:
  - utilize/recycle plastics
  - waxed cardboard
    - potential utilization by pellet plants
- Potential ways to provide assistance
  - Transportation of waxed cardboard to processing site
  - Education
- Waste amounts produced daily by small and large stores
  - Stores ensure the waste is kept at food safe levels until it leaves the stores
- Pilot project in Burns Lake working with Food Share Program
  - Charitable programs currently in place are not impacted
- Highway 16 Corridor has Facebook Page to share information and products
  - Active in Burns Lake, Smithers, Terrace
  - Opening in Kitimat and Prince Rupert
  - Recently received approval to open in Fort St. James

Chair Fisher spoke of Loop Resources being a good example of a waste based business idea.

Chair Fisher thanked Mr. Braun for attending the meeting.



## VERBAL REPORTS

### Chair Fisher

- Support for waste based economic development and processing opportunities, and conversations with other levels of government
  - Chair Fisher attended the 2019 Recycling Council of B.C. (RCBC) Conference on Circular Economy: Moving Beyond Waste May 8-10, 2019 in Whistler, B.C.
    - Spoke of initiatives and opportunities brought forward and potentially being developed in the region in regard to waste based economic development and processing opportunities
      - Vanderhoof – gasification project
      - Lake Babine Nation youth project – woodshed project out of waste wood
      - Agriculture Plastics – fence posts
    - Need a mechanism to support opportunities
    - Nathan Cullen, MP Skeena-Bulkley Valley support through Members Bill
    - Will bring forward at Economic Development discussion and provide a written report at a future meeting

### Environmental Services Staff – Rory McKenzie, Director of Environmental Services

- Knockholt Landfill Update
  - Phase 1 and 2 are now completed as of Tuesday, June 4, 2019
    - Capped the void between Phase 1 and 2
    - Covered with clay cap and topsoil
    - Seeding to take place – weather dependent
- Fort St. James Recycling Depot Update
  - Began construction spring of 2019
  - Moved and created a new wood waste area
  - Will be operational and able to receive products June 12, 2019 with full completion of the project to follow
  - Hired new attendant
- Burns Lake Recycling Depot Update
  - Restructuring site and moving wood waste location
  - Current Reuse Shed Attendant to fulfill the Recycling Depot Attendant position
  - Will be operational and able to accept products June 19, 2019 with full completion of the project to follow

### Smithers Recycling/Fire at the Smithers Area Recycling Society Depot Facility

- In discussions with Recycle BC, Town of Smithers, Village of Telkwa and Chair Fisher, Director Electoral Area “A” (Smithers Rural)
- Working on a plan
- Recycling products are being redirected to the RDBN Recycle Depot at the Smithers Telkwa Transfer Station
- Recycle BC agreed to assist in providing funding for additional staff at the RDBN Smithers Transfer Station Recycle Depot until the situation is resolved

Director Bachrach acknowledged the work that has been completed by RDBN staff.

### Verbal Reports

Moved by Director Funk  
Seconded by Director Layton

### WMC.2019-3-3

“That the Waste Management Committee receive the various verbal reports as presented.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

66

**ADJOURNMENT**

Moved by Director Layton  
Seconded by Director McGuire

WMC.2019-3-4

"That the meeting be adjourned at 3:29 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

\_\_\_\_\_  
Mark Fisher, Chair

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

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****WASTE MANAGEMENT COMMITTEE MEETING**  
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**PRESENT:** Chair Mark Fisher

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Linda McGuire  
Rob Newell  
Mark Parker  
Bev Playfair  
Jerry Petersen  
Kim Watt-Senner  
Gerry Thiessen

Directors Absent Taylor Bachrach, Town of Smithers  
Michael Riis-Christianson, Electoral Area "B" (Burns Lake Rural)

Alternate Director Doug Bysouth, Electoral Area "B" (Burns Lake Rural)

Staff Melany de Weerd, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Janette Derksen, Deputy Director of Environmental Services  
Debbie Evans, Agriculture Coordinator – left at 11:45 a.m., returned at 11:55 a.m., left at 12:04 p.m., returned at 12:43 p.m.  
John Illes, Chief Financial Officer  
Jason Llewellyn, Director of Planning and Protective Services – left at 11:45 a.m.  
Rory McKenzie, Director of Environmental Services – left at 11:45 a.m., returned at 11:48 a.m.  
Maria Sandberg, Planner – arrived at 11:41 a.m., left at 11:45 a.m.  
Deneve Vanderwolf, Planning Technician/Regional Transit Coordinator – arrived at 12:32 p.m.  
Wendy Wainwright, Executive Assistant  
Elaine Wiebe, Environmental Services Assistant – left at 12:00 p.m.

Others Linda Harmon, Transit Crown Agency Programs, Ministry of Transportation and Infrastructure – arrived at 12:32 p.m.  
Rob Ringma, Manager, Government Relations, BC Transit – arrived at 12:32 p.m.

Media Blair McBride, Lakes District News

**CALL TO ORDER** Chair Fisher called the meeting to order at 11:29 a.m.

## AGENDA

Moved by Director Petersen  
 Seconded by Director Watt-Senner

### WMC.2019-2-1

"That the Waste Management Committee receive the March 7, 2019 Agenda."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## MINUTES

### Waste Management Committee Meeting Minutes -January 3, 2019

Moved by Director Lambert  
 Seconded by Director Parker

### WMC.2019-2-2

"That the Minutes of the Waste Management Committee for January 3, 2019 be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## RECYCLING DEMONSTRATION

Janette Derksen, Deputy Director of Environmental Services and Elaine Wiebe, Environmental Services Assistant provided an interactive Recycling Demonstration.

Director Layton spoke of the Village of Telkwa contacting Recycle BC to provide education within the community and they indicated they could provide brochures. He brought forward utilizing RDBN staff to provide education to communities. Rory McKenzie, Director of Environmental Services noted that the potential future consideration of hiring a Waste Diversion Coordinator could address in assisting and providing recycling education throughout the region.

## REPORTS

### Major Appliance Recycling Roundtable (MARR) -Compensation of Program Products

Moved by Director Thiessen  
 Seconded by Director Lambert

### WMC.2019-2-3

1. "That the Waste Management Committee receive the Deputy Director of Environmental Services' February 26, 2019 memo titled "Major Appliance Recycling Roundtable (MARR) – Compensation of Program Products;"
2. That the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve staff to negotiate a fair agreement with the Major Appliance Recycling Roundtable (MARR) Stewardship agency for compensation for management of their program products listed as major appliances and to bring the agreement back for Board approval after negotiation.
3. Further, that the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors authorize staff to amend Bylaw #1764 User Fee Schedule to remove the fee for Ozone Depleting Substances appliances for the program products under the MARR program."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**REPORTS (CONT'D)**

Construct and Operate a Recycle BC Depot at the Ft. St. James Transfer Station Moved by Director Greenaway  
Seconded by Director Playfair

WMC.2019-2-4

1. "That the Waste Management Committee receive the Director of Environmental Services' February 25, 2019 memo titled "Construct and Operate a Recycle BC Depot at the Ft. St. James Transfer Station;"
2. That the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve staff to enter into a contract with Recycle BC to operate a Recycle BC Depot at the Ft. St. James Transfer Station; and further, Regional District of Bulkley-Nechako build and operate a Recycle Depot at the Ft. St. James Transfer Station with funding for construction coming from Federal Gas Tax money to a maximum of \$150,000 if alternate funding is not available."

(All/Directors/Majority) CARRIED UNANIMOUSLY

**Break for lunch at 12:04 p.m.**  
**Reconvened at 12:32 p.m.**

Construct and Operate a Recycle BC Depot at the Old Houston Landfill Site Moved by Director Newell  
Seconded by Director Brienen

WMC.2019-2-5

1. "That the Waste Management Committee receive the Director of Environmental Services' February 25, 2019 memo titled "Construct and Operate a Recycle BC Depot at the Old Houston Landfill Site."
2. That the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve staff to enter into a contract with Recycle BC to operate a Recycle BC Depot at the old Houston Landfill site; and further, that the Regional District of Bulkley-Nechako build and operate a Recycle depot at the Houston Landfill site with funding for construction coming from Federal Gas Tax money to a maximum of \$95,000 if alternate funding is not available "

(All/Directors/Majority) CARRIED UNANIMOUSLY

Construct and Operate a Waste Transfer Station at the Old Houston Landfill Site Moved by Director Newell  
Seconded by Director Brienen

WMC.2019-2-6

1. "That the Waste Management Committee receive the Director of Environmental Services' February 25, 2019 memo titled "Construct and Operate a Waste Transfer Station at the Old Houston Landfill Site."
2. That the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve staff to build and operate a Waste Transfer Station at the old Houston Landfill site."

(All/Directors/Majority) CARRIED UNANIMOUSLY

## VERBAL REPORTS

### Agriculture Plastic Update - Chair Fisher

- Clean Farms/Cattlemen Conference Call
  - Clean farms not as experienced with BC systems
  - EPR (Extended Producer Responsibility) program was discussed but not preferable route
  - EPR Program would be the best solution
  
- Follow Up – MOE Conference Call and Next Steps
  - Sent email to Ministry of Environment
  - Ministry of Environment currently reviewing products moving towards EPR programs
    - Advocacy is needed in regard to agriculture plastics being included in an EPR Program
  - Director Parker has agreed to research the volume of agriculture plastic in the region
  - Janette Derksen, Deputy Director of Environmental Services mentioned MOE has offered potential funding options to offer program within the region
  - Beneficial for the RDBN to provide an outline of a program/solution for MoE consideration.

## CORRESPONDENCE

Letter to Nathan Cullen re:  
Zero Waste Packaging Act

Moved by Director Layton  
 Seconded by Director Petersen

WMC.2019-2-7

"That the Waste Management Committee recommend that the Regional District of Bulkley-Nechako Board of Directors approve sending the Letter to Nathan Cullen re: Zero Waste Packaging Act."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Correspondence

Moved by Director Brien  
 Seconded by Director Layton

WMC.2019-2-8

"That the Waste Management Committee receive the following correspondence:

-Nathan Cullen, MP – Create Your Canada Winning Entry Bill to Protect Environment Presented in Parliament  
 -Canadian Council of Ministers of the Environment – Strategy on Zero Plastic Waste."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## ADJOURNMENT

Moved by Director Playfair  
 Seconded by Director McGuire

WMC.2019-2-9

"That the meeting be adjourned at 12:47 p.m."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

# *Forest and Range Practices Act Improvement Initiative: Renewal and Resilience*

## **Discussion Paper**



Ministry of  
Forests, Lands, Natural  
Resource Operations  
and Rural Development

May 2019

I recently introduced amendments to the *Forest and Range Practices Act* (FRPA) to support the health and sustainability of B.C.'s public forests and rangelands, while strengthening public confidence in how these vital resources are managed.

FRPA governs the sustainable management of B.C.'s forest and range resources.

It covers planning and practices that protect environmental resources and public safety, as well as public oversight and administrative fairness for those who hold rights to forest and range resources. Together, the Act and its regulations are the foundation for competitive forest and ranching industries, partnerships with Indigenous Nations and stability for forestry- and ranching-dependent communities.

Making changes to the Act is essential to strengthen government's oversight of the forest sector and to restore public trust in how our forests and range lands are managed. We also need to make sure FRPA is positioned to help the Province adapt natural resource management to the effects of climate change. This work supports modernization of land use planning, renewal of forest policy province-wide and improvement of wildlife management and habitat conservation. It also advances reconciliation with B.C.'s Indigenous nations communities.

FRPA affects the interests and well-being of virtually all British Columbians. That's why the purpose of this paper is to invite Indigenous Nations, communities, industry stakeholders and the public to offer their perspectives on the sustainable management of B.C.'s forest and range resources. I invite you to review this paper and to share your comments and suggestions. I hope that, with your knowledge, we can create a renewed strategy for forest and range management that will benefit all British Columbians.



**The Honourable Doug Donaldson**

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





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# MANAGING OUR FORESTS AND RANGELAND

## WHAT DO YOU THINK?

British Columbia's forests and rangelands are often the foundation for community well-being throughout the province, providing both direct and indirect economic benefits for all British Columbians such as jobs, community stability and growth.

The *Forest and Range Practices Act* (FRPA) governs on-the-ground forest and range activities on B.C.'s public forests and rangelands. We're improving FRPA to ensure it will continue to effectively manage and conserve our forests and rangelands in the face of change and we want your input and feedback.

Today, with an ever-changing land base influenced by increased pressures from cumulative effects, climate change and changing societal values, it's more important than ever to make sure we are managing B.C.'s public forests and rangelands sustainably.

The FRPA framework defines how legislation, regulations and policy work together across the landscape. It applies to all public forests and rangelands to anyone who holds an agreement under the *Forest Act* or *Range Act*. It also applies to private land associated with woodlot licences and tree farm licences. We need to make sure FRPA continues to provide economic, environmental, cultural and social benefits to B.C.'s communities and Indigenous Nations. We are proposing changes to improve FRPA in order to:

- Clarify government's objectives for forest and range resources
- Improve information sharing in forest planning
- Ensure those who manage forest and range resources on the ground are accountable for achieving desired outcomes
- Increase opportunities for communities to engage in the planning processes

By making changes to FRPA, we are also striving to advance reconciliation with Indigenous Nations and to enhance their ability to participate in forest and range management. Indigenous Nations and their traditional knowledge have an important role to play in stewardship. Improving FRPA is an important component of the Province's approach to supporting implementation of the United Nations Declaration on the Rights of Indigenous Peoples (UNDRIP) and the Truth and Reconciliation Commission Calls to Action.

Some changes to FRPA are already underway. Over the last decade, the Province received broad feedback that has informed improvements. Amendments to FRPA introduced in spring 2019 will provide more frequent and reliable opportunities for public review and comment on forest stewardship plans and woodlot licence plans. In addition, government's ability to manage forest and range activities will be strengthened. However, more changes are needed.

### What is the FRPA Framework?

The FRPA framework defines how legislation, regulations and policy work together across the landscape.

## PROPOSED CHANGES

The proposed changes will improve the effectiveness of FRPA in governing sustainable management of B.C.'s forests and rangelands.

### Gaining the Public's Trust in Forest Management

It is important that improvements to FRPA address the public's desire to have access to information about proposed forest operations, and to have a meaningful say in the planning of those operations. There are an increasing number of users of the land base who are directly or indirectly affected by forest and range planning and operations. These users have let government know that the existing FRPA model has hindered their access to information about proposed operations such as cutblock and road locations, site plans, and supporting assessments.

Changes to FRPA that enhance the transparency and effectiveness of public engagement in operational planning will assist with building public trust of the forest management framework.



### Introducing a Framework for Landscape-level Forest Planning

Since FRPA was introduced in 2004, the provincial land used for logging and building roads has faced increased pressures from a variety of resource users. We are increasingly experiencing the cumulative effects of forest operations on water, wildlife habitat, biodiversity and visual quality; and, we are witness to the catastrophic effects of climate-induced natural disturbances such as wildfires and insect infestations. In the context of these challenges, resource communities and Indigenous Nations are demanding a stronger say in how our forests are managed.

While FRPA has provided a sound framework for managing forest resources at the stand or site level, collaborative planning remains a challenge at the landscape level, such as across watersheds and timber supply areas. Planning at the landscape level is essential to managing cumulative effects and the impacts of climate change, to minimizing conflicts between forest licensees and other resource users and ensuring government's objectives for forest resources are achieved over time.

#### What is Landscape-level Planning?

Landscape-level planning is the process of establishing clear objectives for the management of forest resource values over a defined landscape, such as a watershed or timber supply area. These objectives are informed by land-use plans for the area, by government objectives for resource values that are set in law and by the input of Indigenous Nations, communities and industry stakeholders. The management objectives in landscape-level plans inform the proposed forest operations of agreement holders, such as the size and location of cutblocks and roads, and reforestation strategies.

## Strengthening the Ability of Government to Oversee Forest and Range Practices

FRPA sets out planning and practice requirements that are intended to assure sustainable use and conservation of 11 resource values: biodiversity, cultural heritage, fish/riparian, timber, visual quality, wildlife, water quality, resource features, recreation, forage and associated plants, and soils.

To date, FRPA has relied on agreement holders and their professional staff to protect the public interest in the absence of clear government objectives or direction on management of local resource values. They have also been responsible to co-ordinate their operational planning across the landscape and to adjudicate conflicts with other resource users.

The proposed improvements place this responsibility on government. Government decision makers will be responsible managing forest and range activities that reflect and protect the public interest. This includes establishing objectives and balancing competing interests for resource values, resolving conflicts between forest licensees and other resource users, and preventing unnecessary risks of harm to resource values or the public.

## Links to Other Government Initiatives

Improvements to FRPA will strengthen sustainability tools that support other provincial, regional and local initiatives.

For example, FRPA continues to support initiatives aimed at:

- Conserving the habitat of species-at-risk and other important wildlife
- Protecting water quality and quantity for communities and Indigenous Nations
- Conserving the biodiversity associated with old-growth forests
- Supporting revitalization of the forest sector on the Coast and in the Interior

In the next section on *Opportunities for Input*, we will explore these key areas further and will solicit your ideas and feedback.

## Renewal:

(noun)

The act or process of making changes to something in order to improve it so that it becomes more successful.

## OPPORTUNITIES FOR INPUT: WE WANT YOUR FEEDBACK

### Climate Change and Resilient Landscapes

It is important that the FRPA framework have the necessary flexibility to enable proactive adaptation of forest and range plans and practices to existing and emerging challenges associated with climate change.

Integrating climate change considerations into planning and practices would enhance the health, resilience and adaptability of forest and range ecosystems and landscapes to natural disturbance events such as wildfires, insect infestations, disease, drought and floods. It would also provide assurance that tree species selected for reforestation are adapted to current and future climates, and that both plant and animal species can migrate as their habitat shifts with climate change.

Adapting the FRPA framework to incorporate climate change considerations would have numerous benefits, such as:

- Mitigating forest losses associated with climate change and natural disturbance events on timber and forage supply, wildlife, water and other values
- Creating more resilient forest landscapes that continue to provide sustainable benefits to communities and Indigenous Nations over the long term
- Enhancing the economic benefits associated with carbon management and fibre utilization
- Improving public awareness of the effects of climate change on forest and range ecosystems and the importance of adapting forest and range management to a changing climate

#### RESILIENT ECOSYSTEMS

Resilient ecosystems are able to absorb, recover from and adapt to stress caused by climate change, human activity and other agents of change. Resilient ecosystems continue to provide the basic services, products and benefits society depends on and values.

Approaches to enhancing ecosystem resilience and productivity under FRPA could include: planting climatically-suitable and diverse tree species; retaining forest connectivity among landscapes; monitoring and controlling excessive natural disturbances; prioritizing the harvesting of disturbance-susceptible trees; and, ensuring roads and bridges can withstand extreme weather events.

#### DISCUSSION QUESTIONS

How should the Province identify opportunities and priorities for adapting forest management to a changing climate, such as mitigating the effects of beetle infestations, drought and fire?

What factors should be considered in the planning of forest operations to reduce the risks of wildfire around your community?

## Landscape-Level Planning

Incorporating landscape-level planning into the FRPA framework would enable co-ordinated planning of forest operations between multiple forest licensees within a defined landscape such as a timber supply area.

Landscape-level plans would incorporate direction from strategic land use plans, which establish land use direction and resource management objectives for public lands that apply to all natural resource sectors.

The intent of landscape-level planning is to resolve overlapping government direction, and co-ordinate resource management objectives, targets and strategies at the landscape level.

Landscape-level planning would provide many benefits to British Columbians, such as:

- Mitigating the cumulative effects of forest operations on ecological and social values, such as protecting old growth forests, habitat for species-at-risk like mountain caribou and water quality and quantity
- Reducing forest losses associated with climate change and natural disturbance events such as wildfires, insect infestations, droughts and floods
- Enabling forward-thinking planning and better responses to reduce current and future risks and uncertainties associated with climate change
- Enabling government-to-government collaboration with Indigenous Nations throughout the planning process to ensure Indigenous land uses and traditional and local knowledge are fully considered
- Allowing for community stakeholders to participate in landscape-level planning
- Helping to create certainty for current and future forest operations

It is proposed that landscape-level plans be approved by government, while the process would be collaborative with industry, stakeholders and Indigenous peoples. Once landscape-level plans are approved, they would inform forest operations schedules and site plans prepared by agreement holders.

### DISCUSSION QUESTIONS

A vital step in landscape-level planning is understanding what is important to the public. Based on what is important to you or your community, what information on the condition of resource values (such as species-at-risk habitat) do you think is necessary to support the planning process?

How would you like to be involved in the planning process?

Resource roads are a valuable asset in the province as they provide access for the forest industry, ranchers, other resource users, and the public for commercial and recreation purposes. Yet, these same road networks are costly to maintain and have potential negative impacts on wildlife, water quality and fish habitat. What values do you believe are important to consider when planning new roads, road use and maintenance, and deactivation in your area?





## Public Trust

Enhancing the public's trust in forest and range management is an important outcome of the proposed changes to the FRPA framework.

While forest and range practices in British Columbia are generally sound, and while some agreement holders perform to a higher standard than required, circumstances on the land base have changed and the public's interest in natural resource management has evolved.

Proposed changes aim to provide all British Columbians with timely and transparent information about proposed forest and range activities and meaningful opportunities for public participation in planning. Proposed changes also aim to enhance accountability for consistently good planning and practices, and to ensure intended outcomes described in operational and landscape-level plans are being achieved and communicated to the public. Some of the benefits of these proposed changes to the public include:

- Increased opportunities for the public to influence forest and range activities at the landscape and operational levels
- Public access to proposed operational plans and maps, including cutblock and road locations and schedules
- Monitoring and reporting of results on the ground

## DISCUSSION QUESTIONS

How can the Province improve transparency and timelines of information regarding proposed operational and landscape-level objectives, plans and results?

What information will help inform your feedback on plans that may impact you, your community or your business (e.g., maps of cutblocks and roads planned in your area, hydrological assessments, wildlife habitat areas or recreation opportunities, etc.)?

## Stewardship:

(noun)

An ethic that embodies the responsible and balanced planning and management of resources. The concepts of stewardship can be applied to the environment and nature, economics, health, property, information and more.

### Resource Values and Objectives

A key goal of improving FRPA is to strengthen the objectives and supporting regulations that govern how we manage and conserve forest and range resource values. Currently, FRPA sets out objectives and/or regulations for 11 resource values: soil, timber, water, biodiversity, riparian and fish, wildlife, visual quality, cultural heritage, resource features, recreation and forage and associated plants.

It is important to strengthen and potentially expand these objectives and regulations so that FRPA's rules for planning and practices enable us to:

- Address the current and emerging effects of climate change
- Mitigate the cumulative effects of forest and range operations on ecosystems
- Continue to provide for the economic, social, cultural and environmental needs of all British Columbians

### DISCUSSION QUESTION

What additional values should be considered in FRPA that will allow us to manage forest and range practices in a better way?





## Oversight and Accountability

FRPA governs the sustainable management of B.C.'s forest and range resources and is an integral component of the ministry's forest sector revitalization and renewal initiatives. It is important to consider that FRPA was developed to address issues that are different than those faced by today's provincial land managers. Over the last decade, the Province has received feedback from various surveys, reviews, investigative reports and Forest Practices Board reports that have called for amending FRPA so that it may be more responsive to new opportunities and challenges, both now and in the foreseeable future.

Much of the feedback received has highlighted the need to enhance government's oversight of forest and range activities. This means ensuring that the Minister and delegated decision makers have the legal mechanisms they need to balance competing values and interests on the land base, to hold industry accountable for achieving intended results and to prevent unintended outcomes or adverse impacts to FRPA values. This also means ensuring decision-makers have adequate legal mechanisms to enable and promote innovation and adaptive management.

Strengthening government oversight and industry accountability is essential to ensuring public trust in forest and range management.

### DISCUSSION QUESTION

In what ways should the Province strengthen government oversight and industry accountability regarding forest and range activities to better address the challenges of climate change and the interests of all British Columbians?

## HOW TO PARTICIPATE

You can help shape the changes we're making to FRPA by reading this document, thinking about the discussion questions and submitting your feedback on the opportunities for change.

Visit: [engage.gov.bc.ca/forestandrangepractices](https://engage.gov.bc.ca/forestandrangepractices)

Deadline: July 15, 2019 at 4 p.m.

## NEXT STEPS

Feedback on this discussion paper will inform our proposed changes to FRPA to ensure they serve the interests and values of Indigenous Nations and all British Columbians.

We will summarize all Indigenous Nations and public feedback received in a *What We Heard Report*, and we'll also release a report that outlines the intended direction of FRPA changes later this year.



Thank you for helping us to improve forest and range management in B.C.

## Resilience:

(noun)

A resilient forest or range landscape is one that can continue to provide resources and ecological functions over time as climates change, although the species composition and structure of that ecosystem may change.

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**We can no longer apply yesterday's thinking to today's challenges. We need to shift our approach away from the status quo.**

**Minister Doug Donaldson**

Ministry of Forests, Lands, Natural Resource Operations  
and Rural Development

# **FOREST AND RANGE PRACTICES ACT IMPROVEMENT INITIATIVE**

**Mailing Address:**

PO Box 9391, Stn Prov Gov't, Victoria, BC V8W 9M3

You are invited to participate in this discussion and submit comments until  
**July 15, 2019 at 4 p.m. at: [engage.gov.bc.ca/forestandrangepactices](https://engage.gov.bc.ca/forestandrangepactices)**



Ministry of  
Forests, Lands, Natural  
Resource Operations  
and Rural Development

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

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

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

**DATE: June 10, 2019**

**SUBJECT: Union of B.C. Municipalities Meetings 2019**

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Attached is the information related to Minister Meeting requests and miscellaneous meeting requests for the upcoming UBCM Convention.

The deadline to request a meeting is Wednesday, July 17<sup>th</sup>. All meeting requests will have to be identified no later than the Special Board meeting on July 4, 2019.

At this time, staff is requesting direction on which meetings to request and prepare for.

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

**Direction.**



June 10, 2019

Dear Mayors and Regional District Chairs:

My caucus colleagues and I are looking forward to seeing you all again at this year's Union of British Columbia Municipalities (UBCM) Convention in Vancouver from September 23-27.

*Resiliency and Change*, the theme for the 2019 Convention, is indeed an appropriate focus as communities throughout our province are experiencing change on issues ranging from the impacts of climate change to economic pressures. UBCM provides a wonderful opportunity to listen to one another, share ideas, and find new approaches to ensure our communities thrive. With local, provincial, federal, and First Nations governments working together, we can continue to build a better BC.

If you would like to request a meeting with a Cabinet Minister or with me during this year's convention, please register online at <https://ubcmreg.gov.bc.ca/> (live, as of today). Please note that this year's invitation code is **MeetingRequest2019** and it is case sensitive. If you have any questions, please contact [UBCM.Meetings@gov.bc.ca](mailto:UBCM.Meetings@gov.bc.ca) or phone 250-213-3856.

I look forward to being part of your convention, meeting with many of you, and exploring ways that we can partner together to address common issues.

Sincerely,



John Horgan  
Premier



June 10, 2019

Dear Mayors and Regional District Chairs:

I am pleased to provide you with the following information regarding the process for requesting a meeting with me during the annual UBCM Convention taking place this year from September 23 to 27, 2019 in Vancouver, British Columbia.

You will receive a separate letter from the Honourable John Horgan, Premier, containing information about the online process for requesting a meeting with Premier Horgan and other Cabinet ministers.

If you would like to meet with me at the Convention, please complete the online request form at: [MAH Minister's Meeting](#) and submit it to the Ministry of Municipal Affairs and Housing before **July 17, 2019**. Meeting arrangements will be confirmed by early September. I will do my best to accommodate as many meeting requests as possible.

To get the most out of your delegation's meeting with me, it would be helpful for you to provide as much detail as possible in the online form on the topic you wish to discuss. This will enable me to have a better understanding of your delegation's interests so that our discussions can be more productive.

Ministry staff will soon email you the Provincial Appointment Book. This lists all government, agency, commission, and corporation staff who are expected to be available to meet with delegates at the Convention, as well as details on how to request a meeting with staff online.

This will be my third UBCM Convention as Minister responsible for local government, and I appreciate the collaboration and partnerships that we have built over these last several years. I look forward to hearing more about your challenges and accomplishments as we continue our work together to make life better for all British Columbians.

Sincerely,

A handwritten signature in black ink, appearing to read 'S. Robinson', is positioned above the printed name.

Selina Robinson  
Minister

pc: Honourable John Horgan, Premier  
Arjun Singh, President, Union of British Columbia Municipalities

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**BRITISH  
COLUMBIA**

# Ministry of Municipal Affairs and Housing

## 2019 UBCM Convention - MAH Minister's Meetings

**For Meetings with  
Honourable Selina Robinson  
Minister of Municipal Affairs and Housing (MAH)**

**Vancouver Convention Centre, East Building, Room 20**

**For questions, please contact Nicole Gibbings at 778-698-3203 or  
MAH.UBCM.MeetingRequests@gov.bc.ca  
(mailto:MAH.UBCM.MeetingRequests@gov.bc.ca)**

If you are unsure if your topic falls under the mandate of the Ministry of Municipal Affairs and Housing please see the Provincial Appointments Book  
(../event/2019/docs/2019\_UBCM\_Provincial\_Appointment\_Book.pdf)

To get the most out of your delegations 15 minute meeting, it would be helpful if you filled out the online form with detailed topic information. The Ministry of Municipal Affairs and Housing is not requesting an additional Summary Note to be submitted this year. Rather, all information to support your meeting request should be submitted in the area below. Meetings will be granted based on a variety of criteria rather than the order in which they are received. So please take your time and provide clear information for your topics, as all meeting requests submitted by the deadline of July 17, 2019 will be considered. *(Note, the Minister receives many more meeting requests than her schedule can accommodate and not all meetings may be able to be granted)*



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BRITISH  
COLUMBIA

## Provincial Ministries, Agencies, Commissions and Corporations

### 2019 UBCM Convention - MACC Staff Meetings

**For Meetings with  
Provincial Government Staff**

**(Ministries, Agencies, Commissions and Corporations (MACC)Staff)  
Tuesday, September 24, 2019  
- Pan Pacific Hotel, R Level - Cypress Suite**

**Wednesday, September 25, 2019 to Thursday, September 26, 2019  
- Vancouver Convention Centre, East Building – Exhibition Hall C**

**For questions, please contact Laura Smith at 778-698-3263 or  
MAH.UBCM.MeetingRequests@gov.bc.ca  
(mailto:MAH.UBCM.MeetingRequests@gov.bc.ca)**

**If you are unsure if your topic falls under the mandate of a certain  
Provincial Ministry, Agency, Commission or Corporation, please see the  
Provincial Appointment Book  
(/event/2019/docs/2019\_UBCM\_Provincial\_Appointment\_Book.pdf)**

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**The Meeting Request Site is now closed, please visit the Provincial Appointments Desk at UBCM Convention to request meetings with MACC staff.**

## Need Assistance?

Phone: 778-698-3263 (tel:#)

Email: [MAH.UBCM.MeetingRequests@gov.bc.ca](mailto:MAH.UBCM.MeetingRequests@gov.bc.ca) (mailto:MAH.UBCM.MeetingRequests@gov.bc.ca)

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# 2019 PROVINCIAL APPOINTMENT BOOK

## **Meeting Requests with Provincial Government Staff from Ministries, Agencies, Commissions and Corporations (MACC)**

at the

## **2019 UBCM CONVENTION**

September 23 – 27, 2019  
Vancouver Convention Centre  
Vancouver, British Columbia



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## Introduction

The Provincial Appointment Book is provided to help schedule meetings at the 2019 UBCM Convention. All Provincial Government Ministries, Agencies, Commissions and Corporations (MACC) with staff attending the Convention and available to meet with local government delegates, are listed. Links to meeting requests forms with the Premier and Cabinet Ministers, and the Minister of Municipal Affairs and Housing are also included.

## Meeting Requests

### **Honourable John Horgan, Premier and Cabinet Ministers** *(except Minister of Municipal Affairs and Housing)*

Click: <https://UBCMreg.gov.bc.ca>

Invitation Code: MeetingRequest2019 *(case sensitive)*

**Deadline: Wednesday, July 17, 2019**

Questions: Contact the Premier's UBCM Meeting Request Coordinator, by email at: [UBCM.Meetings@gov.bc.ca](mailto:UBCM.Meetings@gov.bc.ca), or by telephone at: 250 213-3856.

### **Honourable Selina Robinson, Minister of Municipal Affairs and Housing**

Click: [Municipal Affairs and Housing Minister's Meeting Requests](#)

**Deadline: Wednesday, July 17, 2019**

Questions: Contact the Minister's UBCM Meeting Request Coordinator, Nicole Gibbings, by email at: [MAH.UBCM.MeetingRequests@gov.bc.ca](mailto:MAH.UBCM.MeetingRequests@gov.bc.ca), or by telephone at: 778 698-3203.

### **Provincial Government Staff** *Ministries, Agencies, Commissions and Corporations (MACC)*

Click: [Provincial Staff \(MACC\) Meeting Requests](#)

**Deadline: Friday, August 23, 2019**

Questions: Contact the UBCM MACC Meeting Request Coordinator, Laura Smith, by email at [MAH.UBCM.MeetingRequests@gov.bc.ca](mailto:MAH.UBCM.MeetingRequests@gov.bc.ca), or by telephone at: 778 698-3263.

Once Provincial Government MACC Staff meetings are scheduled, confirmation will be sent to local governments **via email**.

## Ministries, Agencies, Commissions and Corporations (MACC) Meeting Information

### **ON-SITE PROVINCIAL APPOINTMENTS DESK**

Provincial Appointments Desk staff will be available to schedule meetings with Provincial Government MACC Staff at the following locations:

**Monday, September 23, 2019 to Tuesday, September 24, 2019**

Vancouver Convention Centre, East Building - Lobby  
8:30 am – 4:00 pm

**Wednesday, September 25, 2019 – Thursday, September 26, 2019**

Vancouver Convention Centre, East Building – Exhibition Hall C  
8:30 am – 4:00 pm

### **MEETING LOCATIONS WITH PROVINCIAL GOVERNMENT MACC STAFF AT CONVENTION:**

**Tuesday, September 24, 2019**

Pan Pacific Hotel, R Level – Cypress Suite

**Wednesday, September 25, 2019 to Thursday, September 26, 2019**

Vancouver Convention Centre, East Building – Exhibition Hall C

Questions: Contact the MACC UBCM Meeting Request Coordinator, Laura Smith, by email at [MAH.UBCM.MeetingRequests@gov.bc.ca](mailto:MAH.UBCM.MeetingRequests@gov.bc.ca), or by telephone at: 778 698-3263.

## Ministry of Advanced Education, Skills and Training

DIVISION/BRANCH	TOPIC
<b>Governance, Legislation and Corporate Planning Division</b>	Post-secondary governance, legislation, sector quality assurance, private career training regulation, data support, audit, institutional accountability, corporate planning, international education, intergovernmental relations, and sector labour relations.
<b>Post-Secondary Policy and Programs and Division Responsible for Learner Supports</b>	25 public post-secondary institutions and their programs including skills and training, Aboriginal Education, Adult Basic Education, English Language Learning, strategic policy, StudentAid BC, Science, Technology, Engineering and Math (STEM), and medical and health.
<b>Finance, Technology and Management Services and Division Responsible for Student Housing</b>	Operating and capital grants to 25 public post-secondary institutions (PSIs), FTE and PSI financial health monitoring and reporting, Ministry's 10 year capital plan, PSI property acquisition and disposition, manage Ministry budget, maintain Ministry IT systems and digital information security, Administrative Service Delivery Transformation Initiative, lead Ministry's business continuity and emergency response readiness with PSIs. Leading the development of 5000 additional student housing beds on Post-Secondary campuses in B.C.
<b>Workforce Innovation and Division Responsible for Skills Training</b>	Development and management of targeted labour market programs, policies, the dissemination of labour market information, and oversight of the Industry Training Authority to help British Columbians advance their skills and employment and support employers to meet their workforce needs.

## Ministry of Agriculture

DIVISION/BRANCH	TOPIC
<b>Food Safety and Inspection Branch</b>	Responsible for administration, compliance and enforcement of provincial legislation related to slaughter of meat, and food safety related to processing of seafood products. Also responsible for administration of food safety programs for farmers, ranchers and food processors under the federal/provincial/territorial Canadian Agricultural Partnerships (CAP) agreement.
<b>Corporate Governance, Policy and Legislation</b>	Responsible for providing corporate planning, resources and services to the Executive and ministry including ministry data reporting and dissemination, policy, legislation, Intergovernmental Relations, trade for agriculture and Seafood policy.
<b>Plant and Animal Health</b>	The Plant and Animal Health Branch supports the sustainability of animal and plant agriculture, while serving to protect the well-being of the people of the province through surveillance, regulatory compliance, risk assessment, and the development of strategies to address identified risks. The Plant and Animal Health Branch consists of three key programs: The Animal Health Centre, the Livestock Management and Regulatory Unit, and the Plant Health Unit.
<b>Innovation and Adaptation Service Branch</b>	Provides innovative solutions to the agriculture, food and seafood sectors as essential parts of the social and economic fabric of B.C.; facilitates competition, adaptation and innovation in response to economic, environmental, social influences and market change.

DIVISION/BRANCH	TOPIC
<p><b>Associate Deputy Minister's Office</b></p>	<p>Responsible for oversight of three Crown corporations (ICBC, BC Lottery Corporation and BC Liquor Distribution Branch) and two regulatory agencies (Gaming Policy and Enforcement Branch and Liquor &amp; Cannabis Regulation Branch):</p> <ul style="list-style-type: none"> <li>-ICBC provides universal auto insurance to B.C. drivers and is responsible for driver licensing and vehicle registration and licensing.</li> <li>-The BC LDB is one of two branches of government responsible for the beverage alcohol industry. It operates 197 BC Liquor Stores, 1 BC Cannabis Store (including its online portal), two Wholesale Customer Centres and four Distribution Centres; it is one of the largest retailers in B.C.</li> <li>-The BC Lottery Corporation conducts and manages gambling in a responsible manner while focusing on innovation, strategic partnerships and community outreach.</li> <li>-The Gaming Policy and Enforcement Branch regulates all gambling in B.C., including both commercial and charitable gambling</li> <li>- Liquor &amp; Cannabis Regulation Branch regulates BC's liquor industries and private retail non-medical cannabis industries. It issues liquor and non-medical cannabis licences and permits, and enforces legislative and regulatory conditions of these licences and permits.</li> </ul> <p>The ADMO is also the co-lead (with the Ministry of Public Safety and Solicitor General) for the current Traffic Fine Revenue Sharing agreement consultation.</p>
<p><b>BC Prosecution Service</b></p>	<p>Approving and conducting criminal and regulatory prosecutions.</p> <p>Initiating and responding to appeals.</p> <p>Providing criminal law advice to the government.</p> <p>Developing policies and procedures on the administration of criminal justice.</p> <p>Collaborating with partners and stakeholders on justice reform initiatives.</p>
<p><b>Justice Services Branch</b></p>	<p>Promoting access to justice through funding and oversight of legal aid programs, collaborative solutions to criminal justice problems through the integration of justice, health and social services, and overseeing the Province's commitment to federal/provincial/territorial criminal justice reform initiatives.</p> <p>Promoting access to justice through dispute resolution alternatives, procedural efficiencies and case management in civil courts, agencies, boards, commissions, tribunals, and government ministries.</p> <p>Facilitating resolution of family disputes and operating justice access centres, family justice centres and the Parenting After Separation program.</p> <p>Facilitating the successful payment of child and spousal support orders in the province through Maintenance Enforcement and Locate Services.</p> <p>Co-leading the partnership between the province and the BC Aboriginal Justice Council to collaboratively develop a future-focused Indigenous Justice Strategy and implement a portfolio of projects intended to realize the vision. The Indigenous Justice Strategy endeavours to reduce the overrepresentation of Indigenous people in the justice system as well as improve experiences within the justice system.</p> <p>Coordinating regular Justice Summits to consult with major justice participants and stakeholders.</p>



<p><b>Court Services Branch</b></p>	<p>Court Services Branch includes court administration, the BC Sheriff Service, and Headquarters. <u>Court Administration</u> includes court clerks and registry staff. Registry staff are responsible for accepting and processing court documents and forms filed in all three levels of court in the areas of criminal, civil, family, divorce, adoption, probate and bankruptcy law. Court clerks are responsible for accurately capturing detailed information for court appearances that occur in courtrooms province-wide, while managing the flow of cases in court and supporting the judiciary.</p> <p>The <u>BC Sheriff Service</u> (BCSS) is responsible for ensuring the safety and security of the public, the judiciary, crown counsel and CSB staff in courthouses and other court venues across the province. Duties include escorting accused persons, convicted persons and persons confined under the <i>Mental Health Act</i> between court locations and correctional institutions as well as escort to hospitals. BCSS oversees the jury administration and selection process for Supreme Court criminal and civil trials as well as Coroner’s Inquests. They also conduct threat assessments for high-security/high-profile trials and individuals through the Integrated Threat Assessment Unit.</p> <p>CSB Headquarters supports day-to-day frontline service and undertakes financial management, data analytics, facilities planning, and human resource support as well as business and technology transformation, policy/ legislative development, and training.</p>
<p><b>Legal Services Branch</b></p>	<p>Responsible for advising the B.C. government, its ministers and officials on all matters of law. LSB provides legal and legislative services to government and supports the Attorney General in his role as official legal advisor to government.</p>

DIVISION/BRANCH	TOPIC
<p><b>Strategic Priorities / Strategic Initiatives</b></p>	<p>The Strategic Initiatives Branch is responsible for leadership, oversight and coordination of key ministry priorities and leads a variety of complex, large-scale and cross-divisional projects in collaboration across the ministry. The branch’s current projects are:</p> <ul style="list-style-type: none"> <li>• reviewing funding provided to Family-Based Caregivers;</li> <li>• improving Youth Transitions;</li> <li>• supplementary youth-focused projects</li> </ul>
<p><b>Strategic Priorities/ Strategic Services Branch</b></p>	<p>The Strategic Services Branch consists: Strategic Planning &amp; Engagement, Project Management &amp; Lean Services, Implementation and Change Management, Intergovernmental Relations:</p> <p><b>Strategic Planning &amp; Engagement</b> directs planning, reporting, internal communications and staff engagement. This team provides strategic advice to executive; leads ministry-wide planning and assists divisions when required; reports on priority initiatives; directs internal engagement; and manages internal web services.</p> <p><b>Project Management &amp; Lean Services</b> supports the development of new projects and the continuous improvement of existing ministry services and programs. This team handles priority projects; promotes project management practice; helps divisions streamline processes; facilitates Lean and project management capacity building; and creates and provides resources for Lean improvement.</p> <p><b>Implementation &amp; Change Management</b> coordinates the rollout of new initiatives and plans for their human impact. This team develops the quarterly Implementation Schedule; manages implementation through the Implementation Table; communicates priorities ministry-wide; develops plans for engaging and supporting staff during change; supports leaders managing organizational transitions; offers training and online tools for change management; and measures impact of implementation and change activities.</p> <p><b>Intergovernmental Relations</b> supports the ministry’s formal relations and executive engagements with other governments. This team provides leadership in intergovernmental collaborations; leverages opportunities to advance ministry priorities; contributes to the development of positions; manages contributions to national and international reporting; and shares developments in social sectors of other governments.</p>
<p><b>Strategic Priorities/ Strategic Integration Branch</b></p>	<p>The Strategic Integration Branch works collaboratively with senior leadership and subject matter experts across the ministry and within the division to enhance collaboration and integration across the four strategies of the Strategic Framework. The branch is responsible for: tracking, issues management and reporting of key Framework milestones and deliverables; ensuring the voice of Service Delivery Division and Practice is included in the development and implementation of the Framework; and oversight and coordination of consultations across the ministry on all major strategies and work plans.</p>

<b>Policy and Legislation</b>	<p>Child Welfare and Adoption Policy.  Child and Youth Mental Health Policy and school-based mental health (EASE program)  Legislation and Litigation.  Research, including the ministry's research approval process</p>
<b>Early Years and Inclusion</b>	<p>The Early Years and Inclusion Division leads the development and implementation of BC's Childcare BC plan, policy and provincially-delivered programs for the early years and children and youth with special needs.</p> <p>Childcare BC:</p> <ul style="list-style-type: none"> <li>• New Spaces Fund</li> <li>• Funding for UBCM Child Care New Spaces Grants</li> <li>• Funding for UBCM Child Care Planning Grants</li> <li>• BC Maintenance Fund</li> <li>• Start-up Grants</li> <li>• Child Care Fee Reduction Initiative</li> <li>• Affordable Child Care Benefit</li> <li>• Child Care Operating Funding</li> <li>• Early Childhood Educator (ECE) Wage Enhancement</li> <li>• Funding for ECE Bursaries</li> <li>• ECE Registry</li> </ul> <p>Early Years Policy and Programs:</p> <ul style="list-style-type: none"> <li>• Early Years Service Framework</li> <li>• Aboriginal Service Innovations – Early Years grants</li> <li>• Aboriginal Head Start</li> </ul> <p>Policy and Provincial Programs for Children and Youth with Special Needs (CYSN):</p> <ul style="list-style-type: none"> <li>• CYSN Service Framework</li> <li>• Autism Funding Program</li> <li>• Medical Benefits Program</li> <li>• Autism Information Services</li> </ul> <p>Provincial Deaf and Hard of Hearing Services</p>
<b>Service Delivery Division</b>	<p>Service Delivery Division is committed to providing children, youth and families across the province with an effective, integrated and coordinated service delivery system. The division is responsible for the delivery of community services, working closely with Delegated Aboriginal Agencies, foster caregivers and the community social service sector. Divisional staff also work in collaboration with other ministry divisions, social sector partners, schools, Health Authorities, and First Nations communities to implement ministry and government strategic initiatives.</p>

DIVISION/BRANCH	TOPIC
<b>Corporate Information and Records Management Office</b>	Provides corporate information management services to government including: Freedom of Information; proactive disclosures of information; privacy, records management and elements of information security. Additional related responsibilities include the development of corporate information management strategies, legislation, policies, standards, training and compliance.
<b>Service BC (SBC)</b>	Service BC is government's chief provider of citizen and business centred services. The division enables the design and delivery of accessible, responsive and cost-effective services, making it easier for citizens and businesses to interact with government. Through a provincial network of 65 offices and the provincial contact center, SBC provides hundreds of services for more than 30 partner ministries and agencies. These services can range from improving citizens' experiences accessing income assistance services through partnership with Ministry of Social Development and Poverty Reduction to the renewal of a driver's licence on behalf of ICBC. Through BC Registries and Online Services, we register and maintain businesses, societies and personal property through BC online and other online services. SBC also delivers secure and privacy-enhancing identity services for citizens and businesses to support access to digital government services and information.
<b>Procurement and Supply</b>	The Division plays a leadership role in government procurement and supply services. These activities serve the provincial government, the broader public sector, the public and, in some cases, municipalities. For example, municipalities use BC Bid to provide vendors with information on upcoming procurement operations and Asset Investment Recovery to dispose of municipal surplus assets in a convenient, environmentally friendly manner that returns a fair market value to the municipality.
<b>Real Property</b>	The Real Property Division provides everything needed to design, set up and manage a government workplace. RPD is responsible for the Province's real estate portfolio (excluding schools, post-secondary institutions and hospitals), office space inventory, parking, related legislation, furniture procurement, project and construction management, and real estate services for special-purpose facilities (such as courthouses, laboratories and correctional facilities). RPD provides cost-effective services for environmental management, leasing, facilities management, strategic real estate advice, acquisitions, dispositions and workplace planning. RPD's client base includes ministry (mandated) as well as broader sector (voluntary) customers.
<b>Office of Chief Information Officer</b>	The OCIO supports the transformation of government services through integration, collaboration and innovation. It leads strategy, policy and standards that support digital government and information management including information technology, IT security, integrated data, privacy and the management of the Information Management/IT investment portfolio for the Province. The OCIO is responsible for the Province's technology infrastructure and provides a range of corporate enablers to support digital service delivery and business transformation for government and Broader Public Sector organizations.
<b>Information, Communication and Technologies</b>	Provides leadership and expertise for the expansion, coordination and provisioning of telecommunications services, vendor management, innovation, and technology that enable the digital transformation of government work environments and communities in every corner of the Province. The Division provides guidance on planning for telecommunications infrastructure investment to municipal and regional governments and oversees the Connecting British Columbia program. The Division further provides a leadership role in supporting government and broader public sector goals for economic development, health, education and public safety by enabling an innovative and digital government through maximizing value from IT investments and closing the digital divide for British Columbians.

DIVISION/BRANCH	TOPIC
<b>Libraries Branch</b>	The Libraries Branch works together with public library boards, library staff and local government to improve and ensure the public’s access to information, resources, and services under the <i>Library Act</i> . Responsible for areas covering legislation, provincial funding, digital infrastructure, provincial-wide services and provincial policies.
<b>Capital Division</b>	The Capital Division establishes and administers the Ministry of Education’s Capital Program, estimated at \$550 million annually, and includes the following program areas: Annual Facilities Grant, Seismic Mitigation, New and Additional Schools, Replacement Schools, Routine Capital Investment, Building Envelope Program, Bus Replacement Program and the Carbon Neutral Capital Program. The Division establishes the Capital Objectives, the priorities for capital investment across the province through the ministry’s Capital Planning process, establishes the Capital Standards, defines the scope of capital investments, establishes contractual relationship with school districts, enforces contractual requirements and processes payments.
<b>Resource Management and Corporate Services Division</b>	The Resource Management and Corporate Services Division is responsible for the oversight and management of approximately \$6 billion in operating funding to the K-12 sector; the K-12 funding formula; and school district shared services initiatives. In addition, the division is responsible for the ministry’s overall budget and financial oversight and a wide range of corporate services: financial services; strategic human resources; correspondence; Freedom of Information requests; risk management; and planning/reporting.

Ministry of Energy, Mines and Petroleum Resources

DIVISION/BRANCH	TOPIC
<b>Mines Competitiveness and Authorizations Division</b>	Public Geoscience, Policy and Competitiveness, Indigenous Engagement, Tenures Process, Fair, effective and transparent authorizations, Regional operations and Mineral Development.
<b>Electricity and Alternative Energy Division</b>	<p>The Division is responsible for British Columbia’s electricity and alternative energy sectors, including BC Hydro. These sectors are made up of diverse interests that develop electricity generation, transmission and distribution infrastructure, clean or renewable energy sources, including biomass, biogas, hydrogen, geothermal, hydro, solar, ocean, wind and low- carbon transportation fuels, and advance energy efficiency.</p> <p>The Division focuses on increasing electrification and energy efficiency across the economy, reducing the carbon intensity of transportation fuels, expanding electric vehicle infrastructure, and implementing programs to reduce energy use and greenhouse gas emissions in the residential, commercial and industrial sectors.</p> <p>The Division is responsible for B.C.’s low-carbon energy market transformation, driving a range of actions to support all stages of clean energy development and adoption. The Division also administers the Innovative Clean Energy (ICE) Fund, a special account used to further the energy and environmental priorities of the government.</p>
<b>Oil Infrastructure Group</b>	Responsible for facilitating the development and implementation of interprovincial oil pipelines and related infrastructure projects that benefit British Columbia through liaising with oil transmission pipeline proponents and providing the central point of contact on proposed interprovincial oil transmission pipelines to British Columbia's coast.

## Ministry of Energy, Mines and Petroleum Resources Continued...

<p><b>Oil and Gas Division</b></p>	<p>Responsible for management of the province's oil and gas resources, including disposing and administering subsurface oil and gas tenures, facilitating infrastructure development to improve access to oil and gas resources; developing and implementing policies and programs, including the province's royalty regime; consulting with First Nations and other stakeholders; and engaging in external relations and providing information to the public. Develops legislation and regulations for B.C.'s oil and gas industry and sets policy for the province's regulator, the BC Oil and Gas Commission.</p> <p>Also responsible for negotiating and implementing agreements with other governments, First Nations, and non-governmental organizations regarding the fiscal, regulatory, scientific, health, safety, environmental, socio-economic, and financial aspects of oil and gas development.</p> <p>Responsible for development of the province's liquefied natural gas (LNG) industry and other industries that add value to British Columbia's oil and gas resources to strengthen and further diversify the provincial economy, including engagement with proponents, joint venture and investment interests, and liquefied natural gas and value-added gas importing countries; project implementation; and the development of a value-added oil and gas industry.</p> <p>Supports engagement on cross-jurisdictional issues relating to liquefied natural gas and value-added oil and gas, including financial and economic analysis; and relationship building with stakeholders and participation in relevant conferences and forums.</p>
<p><b>Strategic and Indigenous Affairs Division</b></p>	<p>Responsible for leadership and support in strategic planning and reporting; marketing and outreach, budget estimates; risk framework; supporting Clean BC ; regulatory reform; managing Crown Corporation planning and reporting requirements; Provides leadership and support in cross ministry policy and intergovernmental relations; building investor confidence in mining through outreach; and positioning B.C.'s interests/objectives in the Canadian Energy Strategy and Energy and Mines Ministers' Conference.</p> <p>Also, responsible for the management of the ministry's Indigenous relations; contributing to reconciliation with Indigenous nations; support for Indigenous nations policy development relating to mining and other specific initiatives; support for Treaty Land Entitlement negotiations; UNDRIP implementation; and support for negotiations with Indigenous nations on specific issues.</p> <p>Leads implementation of the Environmental Stewardship Initiative (ESI), and also responsible for the management of the legislative and legal affairs of the ministry.</p>
<p><b>Woodfibre Implementation Group</b></p>	<p>Responsible for facilitating the development and implementation of the Woodfibre LNG facility by liaising with federal, provincial, municipal governments and First Nations. Providing a central point of contact for the proponent of Woodfibre LNG on regulatory and issues management.</p>

DIVISION/BRANCH	TOPIC
BC Parks	Responsible for all matters (policy, planning and management) of conservation, recreation and cultural values in the province's parks and protected areas.
Climate Change Strategy	Province-wide coordination and management with other ministries of systems to address and respond to climate change including CleanBC, CleanBC Communities Fund, adaptation planning and engagement, climate policy, energy and the Climate Action Charter commitments in association with Ministry of Municipal Affairs and Housing, and Ministry of Energy, Mines and Petroleum Resources legislated short and long-term, province-wide greenhouse gas reduction targets, carbon tax, Carbon Neutral Government (Public Sector Organizations - schools, universities and colleges and hospitals), carbon offsets, Climate Solutions and Clean Growth Advisory Council and climate action pieces of legislation related to climate change including: <i>Greenhouse Gas Industrial Reporting and Control Act</i> , <i>Climate Change Action Accountability Act</i> (formerly called <i>Greenhouse Gas Reduction Targets Act</i> ), <i>Carbon Tax</i> , <i>Greenhouse Gas Reduction (Emissions Standards)</i> , <i>Greenhouse Gas Reduction (Renewable and Low Carbon Fuel Requirements Act)</i> , <i>Greenhouse Gas Reduction (Vehicle Emissions Standards) Act</i> , and <i>Clean Energy Act</i> .
Conservation Officer Service	A natural resource law enforcement agency responsible for enforcing federal and provincial statutes, public safety as it relates to human-wildlife conflict and interactions, commercial environmental and industrial investigations and compliance and enforcement activities.
Environmental Assessment Office	Environmental assessment (EA) process. Federal EA Substitution and Equivalency. Relationship to federal environmental assessment and review processes, including National Energy Board (NEB). Compliance and enforcement of certified projects. Public consultation regarding EAs or EA certificate amendment applications. Environmental Assessment Revitalization and the new <i>Environmental Assessment Act</i> .
Environmental Protection Division	Air quality, reducing toxins, pollution prevention, environmental emergencies/provincial spill response, <i>Environmental Management Act</i> , contaminated sites, brownfields, hazardous and industrial waste, <i>Integrated Pest Management Act</i> , extended producer responsibility, recycling, zero waste, circular economy, waste management (incineration, landfilling, municipal liquid and solid waste), permitting and compliance reporting for industrial operations' emissions.
Environmental Sustainability and Strategic Policy	Species at Risk policy and legislation development; conservation and sustainability of living resources; conservation science; fish and wildlife inventory, monitoring, and reporting; Conservation Data Centre; ecosystem data and information; terrestrial ecosystem mapping; habitat supply modelling. <i>Water Sustainability Act</i> : development of water legislation, regulations, policy, standards and guidance; integrated watershed and aquifer science; water quality objectives development and policy; water governance framework; provincial water strategies; intergovernmental agreements; drought strategy; First Nations and stakeholder outreach on water legislation; policy for water conservation; source water protection; water quality monitoring; BC Lake Stewardship and Monitoring Program; groundwater hydrology; groundwater protection; monitoring and network management for surface water and groundwater quantity and quality. State of Environment Reporting; snow survey; ambient air quality; water stewardship outreach; environmental and natural resource sector laboratory (analytical chemistry) and library services. Overarching environmental policy and legislation; compliance planning; intergovernmental relations; and Service Plan. Professional Reliance Review coordination of government actions. Corporate Indigenous relations and partnership development.

Ministry of Finance

DIVISION/BRANCH	TOPIC
Tax Policy Branch	Provincial tax policy, including: <ul style="list-style-type: none"> <li>• Provincial property taxes (school, rural, police)</li> <li>• Property Transfer Tax</li> <li>• Provincial Sales Tax</li> <li>• Carbon Tax</li> <li>• Motor Fuel Tax</li> <li>• Provincial Income Tax</li> <li>• Cannabis Tax</li> <li>• Indigenous Taxation</li> </ul>

Ministry of Forests, Lands, Natural Resource Operations and Rural Development

DIVISION/BRANCH	TOPIC
BC Wildfire Service	Wildfire Suppression, Wildfire Prevention and Community Resiliency Initiative
Forest Policy and Indigenous Relations	Economic Services, Trade and Export Policy, Timber Pricing, Compensation and Business Analysis, Coast and Interior Revitalization, Indigenous Relations.
Integrated Resource Operations	Archaeology; Compliance and Enforcement; GeoBC; Heritage; Mountain Resorts; Recreation Sites & Trails
Office of the Chief Forester	Forest Analysis & Inventory; Forest Improvement and Research Management Branch; Climate Change and Integrated Planning; Resource Practices and Innovation, Bio economy and Indigenous Opportunities.
Regional Operations	FrontCounter BC, resource management coordination, land use planning and implementation, Crown land and forest authorizations, community forest agreements, species at risk program delivery, urban deer, clean energy projects, First Nations consultation, ecosystem-based management, range, BC Timber Sales, Interior forest sector renewal, flood and fire recovery.
Resource Stewardship	Fish and Aquatic Habitat; Resource Planning and Assessment; Species at Risk Recovery; Water Management; Wildlife and Habitat. Includes resource practices, land-based investment planning, sustainable forest management, resource management objectives, fish and wildlife management, habitat management, water management, river forecasting, dam safety, flood safety, water use planning, utility regulation, water stewardship.



DIVISION/BRANCH	TOPIC
<b>Office of Indigenous Health</b>	Works in partnership with BC First Nations, Metis, Inuit and Health Canada, across provincial ministries, with regional health authorities, First Nations Health Authority, and Indigenous organizations, to ensure the implementation of Government key strategic directions and commitments regarding Indigenous health.
<b>Finance and Corporate Services</b>	Supports programs and health authorities by managing and ensuring a consistent approach to financial and corporate services planning, policy, performance oversight/reporting, and critical financial and corporate services issues management. Services provided include Audit and Investigations, Capital Services Management, Health Authority Regional Grants Decision Support, and Finance and Decision Support.
<b>Health Human Resources and Labour Relations</b>	Responsible for workforce planning and development and operational delivery of beneficiary services that contribute to effectively meeting patient and population health needs and improving patient outcomes through the efficient delivery of health services.
<b>Population and Public Health</b>	Focuses on improving people's overall health and well-being by promoting health; preventing disease, disability, and injury; protecting people from harm; and ensuring particular focus on key groups including Indigenous peoples, women and children (Health Protection; Healthy Living and Health Promotion; Public Health Services).
<b>Primary Care</b>	Responsible for implementing the provincial primary care strategy. The priorities of the division are: Primary care networks; Urgent primary care centres; Community health centres; Interdisciplinary team based primary care services; ensuring integration of Primary Care services with community services programs. The Division also includes HealthLink BC due to its role as a key community services enabler of primary care.
<b>Provincial, Hospital and Laboratory Health Services</b>	Focuses on provincial health services, regional hospital services, pathology and laboratory, and precision medicine. The Division works closely with providers and stakeholders, provides strategic oversight, policy development and evaluation.
<b>Specialized Services</b>	Focuses on implementing specialized community and surgical services and programs. Community Care - Seniors services and Mental health and substance use services. Work on wait times - Surgical services; Colonoscopy services; Diagnostic services; Implementing waitlist policies and approaches in the specialized community services programs and other general health services.

DIVISION/BRANCH	TOPIC
<b>Negotiations and Regional Operations Division</b>	Leading provincial engagement with First Nations to advance reconciliation initiatives, including negotiating and implementing agreements with First Nations partners in conjunction with other provincial agencies, federal and local government, and working with stakeholders to ensure the success of reconciliation initiatives.
<b>Reconciliation Transformation &amp; Strategies Division</b>	Leads the development of reconciliation policy and works with all governments on topics including governance, rights recognition, self-determination, capacity building, implementation of adoption of the United Nations Declaration on the Rights of Indigenous Peoples, the Truth and Reconciliation Commission Calls to Action, and the Tsilhqot'in Supreme Court decision. Responsible for developing a cross-government vision for reconciliation for the province in collaboration with Indigenous peoples.
<b>Implementation and Lands Services Branch</b>	Leads key functions for the completion, implementation and ongoing relationship management of agreements with First Nations in the province, including: <ul style="list-style-type: none"> <li>• Provincial representative on treat Implementation Committees;</li> <li>• Tri-partite treaty closing to reach Effective Date;</li> <li>• Research/advice and survey for crown land negotiations; and,</li> <li>• Implementation best practices to ensure agreement obligations met.</li> </ul>
<b>Socio-Economic Partnerships Branch</b>	Leads the development and implementation of key corporate indigenous initiatives and seeks to achieve positive impacts needed to improve the social and economic conditions of Indigenous people in BC living on and off reserve. This work requires the development of solutions through a diverse range of initiatives through engagement with Indigenous partners, provincial ministries and the federal government.
<b>Community and Social Innovation Branch</b>	Leads the Ministry's efforts in sociocultural reconciliation with Indigenous communities in British Columbia, including First Nations, Metis, urban Indigenous peoples and Indigenous youth. Partners with Indigenous governments, communities, organizations and other ministries to implement community wellbeing initiatives that advance self-determining, thriving, and resilient Indigenous communities.
<b>Major Project and Cross Gov't Initiatives Branch</b>	Leads and/or supports initiatives and provides strategic advice to other Governmental departments, First Nations, and industry proponents in a variety of initiatives in the fields of environmental stewardship, resource development, and emerging economic opportunities. The Branch also holds Provincial accountability for strategic consultation and accommodation procedures and associated tools to support statutory decision makers.

Division/Branch	Topic
<b>Strategic Investments Office Branch</b>	Works directly with prospective investors whose projects have the potential to provide significant economic and job creation benefits to British Columbia. The SIO provides client-focused and personalized business services to help major investors save time and money, minimize risk and maximize certainty as their project proposal moves through provincial government regulatory and approval processes. The SIO works with municipalities, Indigenous communities and government agencies to facilitate significant investment projects in BC.
<b>Small Business, Jobs and Workforce Division</b>	Small business initiatives, programs, resources and available supports including the Small Business Task Force; and Small Business Roundtable; Sector and Regulatory Competitiveness including Better Regulations for British Columbians. Economic Policy and Support including Manufacturing sector support, including industries such as aerospace and marine; Provincial Economic Development Framework. Immigrations programs, settlement and integrations services; including Provincial Nominee Program, Entrepreneur Immigration Regional Pilot; foreign qualifications recognition, interprovincial labour mobility. BC Stats Information and Analysis.
<b>Planning and Innovation Branch</b>	Leads the development and implementation of strategy and policy in support of provincial technology, innovation and related investment initiatives. The branch also provides expertise on BC's research strengths and leads the planning and coordination of provincial technology and innovation policy and programming.
<b>International Trade Division</b>	Overseas trade and investment representative (TIR) presence in US, Europe and Asia; Trade readiness and trade services programs including support to communities across the province including indigenous communities; Initiatives to attract and retain international investors and businesses, and align efforts with B.C. communities and federal programs; International and domestic trade negotiations and agreements; International strategy and research; Trade and Investment Missions; International marketing; International engagement
<b>Regional Programs and Engagement Branch</b>	Leads the development and delivery of policies, programs and initiatives supporting local, regional and Indigenous economic development and community investment readiness.

DIVISION/BRANCH	TOPIC
<b>Labour Relations</b>	Administration of the <i>Labour Relations Code</i> through the independent quasi-judicial B.C. Labour Relations Board. The Ministry also promotes stable labour relations by monitoring collective bargaining disputes and providing formal and informal assistance to the parties. Also, responsible for the <i>Fire and Police Services Collective Bargaining Act</i> .
<b>Employment Standards</b>	Administration of the <i>Employment Standards Act</i> to ensure employees receive basic standards of compensation and conditions of employment, including the minimum wage. Provide fair and efficient procedures for resolving workplace disputes. Responsible for the Employment Standards Branch and the Employment Standards Tribunal. Responsible for enforcement of the new <i>Temporary Foreign Worker Protection Act</i> .
<b>Workers' Compensation</b>	Administration of the <i>Workers Compensation Act</i> and responsible for WorkSafeBC (provincial Workers' Compensation Board). WorkSafeBC provides compensation services, health care and vocational rehabilitation to injured workers. WorkSafeBC also has authority to develop, enact and enforce the <i>Occupational Health and Safety Regulation</i> . The Ministry is also responsible for the Employers' Advisers Office, the Workers' Advisers Office, and the Workers' Compensation Appeal Tribunal.

DIVISION/BRANCH	TOPIC
Mental Health and Addictions	Leading the immediate response to the overdose public health emergency, including harm reduction, public awareness, treatment and recovery services and prevention initiatives; Setting strategic direction for provincial mental health and addictions services through research, policy development and evaluation, including in relation to designated facilities under the <i>Mental Health Act</i>

Ministry of Municipal Affairs and Housing

DIVISION/BRANCH	TOPIC
<b>Community and Legislative Services Division</b>	
Community Gaming Grants	Community Gaming Grants support eligible not-for-profit organizations delivering community programs that benefit the citizens of British Columbia. Grants are awarded in several sectors including; Arts & Culture, Sport, Public Safety, Environment, Human & Social Services and Parent Advisory Councils. Eligible not-for-profit can also apply for Capital Grants through the program.
Community Policy and Legislation	TransLink legislation and governance; Ministry liaison with Auditor General for Local Government; Coordination of Ministry-wide legislation, regulations and board appointments.
Property Assessment Services	Provincial property assessment policy and legislation as it pertains to valuation and classification, including valuation of restricted use properties, redevelopment lands and impacts on business and housing affordability.
<b>Local Government Division</b>	
Governance Structures Governance Services Governance Relations	Incorporation, restructure, boundary extensions, structure-related legislation and processes, and local and regional governance. Local government administration, elections, governance operations-related legislative requirements/powers and local and regional services. Local government First Nations relations and Crown Grant/Nominal Rent Tenure sponsorships.
Local Government Finance	Local government finance, including: budgeting and financial plans; audited financial statements; unconditional grants; reserve funds; investments and municipal corporations; long-term liabilities; development financing (including Development Cost Charges); user-fees; and taxation (including tax sale).
Infrastructure and Engineering	Asset management, drinking water, wastewater, stormwater, solid waste, green energy and other capital grants, infrastructure planning grants and infrastructure programs (Investing in Canada Infrastructure Program, Clean Water and Wastewater Fund and Small Communities Fund).
Planning and Land Use Management Programs / Negotiations and Corporate Initiatives Local Government Climate Action Dispute Resolution Guidance	Local government planning and land use management framework, including: new legislation related to rental zoning, housing needs reports and TransLink development cost charges; other local planning and land use tools; ministerial approvals of some official community plans; Regional Growth Strategies (RGSs); and Development Approvals Process Review. CleanBC, Climate Action Charter, Climate Action Revenue Incentive Program (CARIP), joint provincial-UBCM Green Communities Committee (GCC), support for local government climate mitigation and adaptation action. Dispute resolution guidance related to Regional District service review/withdrawal, RGS and other intergovernmental disputes.
Local Government Policy, Research and Legislation	Overall responsibility for local government legislation development for <i>Community Charter, Local Government Act, Local Elections Campaign Financing Act</i> and other local government legislation. Broad responsibility for forward-looking policy development in relation to various local government authorities.

<b>Office of Housing and Construction Standards</b>	
<b>Housing and Policy Branch</b>	Housing policy and program development, including market and non-market housing, supportive housing and homelessness; liaison with BC Housing, which partners with local government, non-profit and private developers to build affordable housing; legislation governing strata properties, as well as actions in the <i>Homes for BC: A 30-Point Plan For Housing Affordability</i> ; BC Housing.
<b>Building and Safety Standards Branch</b>	Buildings, Construction, and Technical Systems: The regulatory framework for buildings and technical systems, including development of building, plumbing, fire, electrical, gas elevator and energy codes, site specific and jurisdiction specific regulations (e.g., tall wood), safety standards for technical systems (e.g., refrigeration in arenas), homeowner protection (e.g., home warranties), oversight of certain industry professionals and trades (e.g., home builder licensing), and policy advice relating to the built environment, including climate leadership. Liaison with BC Housing Licensing and Consumer Services, Technical Safety BC, Building Officials Association of BC, and National Research Council.
<b>Residential Tenancy Branch</b>	The regulatory framework for landlords and tenants, including conventional residential and manufactured home park tenancies; information services and disputes resolution for landlord and tenant disputes.

**Ministry of Public Safety and Solicitor General**

<b>DIVISION/BRANCH</b>	<b>TOPIC</b>
<b>Policing and Security Branch</b>	Police Services: provides central oversight of all policing and law enforcement in the province by developing and administering policing policy and programs. Ensures the adequate and effective levels of policing throughout the province. Security Programs: administration of the Protection Order Registry, the Criminal Records Review Program, and the regulation of the security industry in B.C.
<b>Community Safety and Crime Prevention Branch</b>	Civil Forfeiture; Victim Services; Violence Against Women and Children; Crime Prevention; and, Combating Trafficking in Persons.
<b>Corrections Branch</b>	Community Corrections: supervision and programs to reduce reoffending for offenders who live outside of correctional centres. Adult Custody: operation of correctional centres.
<b>RoadSafety BC</b>	Operates provincial road safety programs and is the policy and regulatory agency responsible for ensuring the safe and responsible operation of motor vehicles in B.C.
<b>Emergency Management BC</b> **Meeting requests for the Minister will be held with the Parliamentary Secretary for Emergency Preparedness.	Emergency Management BC (EMBC) is the lead co-ordinating agency in the provincial government for all emergency management activities. The overall purpose of EMBC is to make individuals and communities in B.C. safer. EMBC works with local governments, First Nations, federal departments, industry, non-governmental organizations, and volunteers to support the emergency management phases of mitigation and prevention, preparedness, response, and recovery. Additionally, EMBC engages with provincial, national and international partners to enhance collective emergency preparedness. Also, within EMBC is the Office of the Fire Commissioner (OFC). The OFC is the senior fire authority in the province with respect to fire safety and prevention.
<b>Cannabis Legalization and Regulation Secretariat</b>	The Secretariat is responsible for coordinating cannabis policy across the provincial government. Working with partner ministries and external stakeholders, the Secretariat seeks to advance Government’s overarching cannabis policy goals, which include: public health and safety, protecting children and youth, reducing crime and the illegal market, addressing cannabis-impaired driving, and supporting economic development.

## Ministry of Social Development and Poverty Reduction

DIVISION/BRANCH	TOPIC
<p><b>Research, Innovation and Policy Division</b></p> <p><b>Service Delivery Division</b></p>	<p>TogetherBC, British Columbia's first poverty reduction strategy, sets a path to reduce overall poverty in B.C. by 25% and child poverty by 50% by 2024.</p> <p>With investments from across Government, TogetherBC reflects government's commitment to reduce poverty and make life more affordable for British Columbians. It includes policy initiatives and investments designed to lift people up, break the cycle of poverty and build a better B.C. for everyone.</p> <p>Built on the principles of Affordability, Opportunity, Reconciliation, and Social Inclusion, TogetherBC focuses on six priority action areas:</p> <ul style="list-style-type: none"> <li>• More affordable housing for more people</li> <li>• Supporting families, children and youth</li> <li>• Expanding access to education and training</li> <li>• More opportunities, more jobs</li> <li>• Improving income supports</li> <li>• Investing in social inclusion</li> </ul> <p>Accessibility – Working across government to increase accessibility and decrease barriers for people with disabilities in B.C.</p> <p>Income and Disability Assistance - Income Assistance provides support and shelter payments to help low income singles and families while they are looking for work. Disability assistance provides support and shelter payments to people who are low-income with a severe disability and can't fully support themselves or gain independence. Income and Disability Assistance programs and services are delivered at 47 ministry office locations and 36 partnership Service BC offices around the province. Clients can also access services through the ministry's toll-free phone line or through the online client portal My Self-Serve.</p>
<b>Employment and Labour Market Services Division</b>	<p>How to access employment supports through the Employment Program of BC and the 84 WorkBC Employment Service Centres located throughout the province.</p> <p>How to apply for project based funding under the Community Employer Partnership initiative in order to increase local employment opportunities for British Columbians.</p>

## Ministry of Tourism, Arts and Culture

DIVISION/BRANCH	TOPIC
<b>BC Arts Council</b>	Application and peer review adjudication process for programs of the BC Arts Council; responsibility for arts and cultural development in communities through grants to individual artists and organizations; funding for community arts organizations and regional arts organizations; support for Indigenous artists and arts organizations; support for youth and emerging practitioners through scholarships and early career development; support for touring.
<b>Arts and Cultural Development</b>	Research, analysis and policy and program development that aims to enrich communities, provide broad access to and increase participation in the arts and leverage partnerships for impactful and innovative programming in all corners of B.C. Provides oversight of the Royal BC Museum and the modernization project as well as establishing of a Chinese Canadian Museum
<b>Sport</b>	Sport policy issues; programs supporting the delivery of services through provincial sport organizations; sport event hosting.
<b>BC Athletic Commission</b>	Legislation and regulatory oversight of professional boxing and mixed martial arts, as well as amateur kickboxing, mixed martial arts, Muay Thai and pankration. .

<b>Tourism</b>	Policy development and strategic issues management to support BC's tourism sector; manages the Resort Municipality Initiative, Tourism Event Program and Municipal Regional District Tax program (jointly with DestinationBC and Ministry of Finance.) Provides oversight of Destination BC (tourism marketing/development) and BC Pavilion Corporation (BC Place and Vancouver Convention Centre) and leads development and implementation of provincial tourism strategy.
<b>Creative Sector</b>	Policy development, research and inter-government relations work in support of B.C.'s creative industries including, film, television, interactive digital media, music, and publishing. Provides oversight of Creative BC and the Knowledge Network.
<b>Multiculturalism</b>	Multiculturalism Community Grant program, Organizing Against Racism and Hate Program, Multicultural Advisory Council, Premier's Chinese Canadian Advisory Council Secretariat.

## Ministry of Transportation and Infrastructure

<b>DIVISION/BRANCH</b>	<b>TOPIC</b>
<b>Highway Operations</b>	The Highway Operations Department plans, designs, constructs, operates, rehabilitates and maintains the provincial public highway system. Project manages and delivers hundreds of expansion, rehabilitation and safety improvement projects annually including maintenance contracts, centreline marking contracts and electrical contracts. Oversees and manages privatized road and bridge maintenance. Approves subdivisions in rural areas near provincial highways, issues highway permits for access, utilities and special events and approves zoning near provincial highways.
<b>Highway Services</b>	The Highways Services Department develops province-wide engineering and environmental solutions and implements standards, policies and procedures regarding provincial transportation engineering. Ensures commercial vehicle safety by managing the National Safety Code, the Vehicle Inspection and Standards and enforcement of the Motor Vehicle Act in relation to commercial vehicles.
<b>Major Projects, Infrastructure and Properties Department</b>	The Major Projects, Infrastructure and Properties Department is responsible for all aspects of strategic planning, programming, procurement and major projects delivery within the province including development and management of the provincial 10 year Transportation Investment Plan, management of federal and community cost sharing programs, and the delivery of the major transportation projects throughout the province. Oversees the acquisition, management and disposition of the ministry's thousands of properties and land interests, including those owned by the BC Transportation Financing Authority and BC Railway Company. The department is also the primary linkage to the Transportation Investment Corporation.
<b>Transportation Policy &amp; Programs Department</b>	The Transportation Policy and Programs Department is responsible for all aspects of strategic transportation policy. This includes air, rail and marine modes, passenger transportation regulations and licensing, inter-governmental relations, cycling and airport grant programs, climate leadership, corporate planning, strategic initiatives and writing services as well as to maintain and optimize the delivery of transit services in participating communities throughout the province. The department also has provincial oversight of the inland and coastal ferry system in British Columbia.



ORGANIZATION	TOPIC
<b>Agricultural Commission</b> <b>Land</b>	Information and advice regarding the Agricultural Land Reserve (ALR) and work of the Provincial Agricultural Land Commission (ALC). ALC Chair and/or Chief Executive Officer will be in attendance.
<b>Auditor General for Local Government</b>	The office of the Auditor General for Local Government conducts performance audits of local governments in order to provide them with objective information and relevant advice that will assist them in their accountability and the achievement of value for money in their operations. Our work emphasizes a collaborative approach in working with local governments and we would be pleased to meet and discuss areas of risk or concerns and how our office can assist in addressing these issues.
<b>BC Emergency Health Services (BCEHS)</b>	BCEHS governs the emergency medical services system in BC and provides pre-hospital emergency and inter-facility patient transfer services. Under the oversight of BCEHS, BC Ambulance Service (paramedics and emergency medical call takers and dispatch staff provide pre-hospital emergency care and medically necessary transport (ground and air) for British Columbians. BCEHS also oversees the BC Patient Transfer Network (BCPTN), which coordinates the transfer of acute and critically ill patients to the appropriate level of care both within and outside of B.C.  Members of the BCEHS Executive will be in attendance and look forward to participating in productive and engaging sessions.
<b>BC Housing</b>	BC Housing works in partnership with private and non-profit sectors, provincial health authorities and ministries, other levels of government and community groups to develop a range of housing options. These affordable housing options span the housing continuum, including emergency shelter and housing for the homeless, transitional supportive and assisted living, independent social housing, rent assistance in the private market, and affordable owner-purchase housing.  Through the <i>Homeowner Protection Act</i> , BC Housing also licenses residential builders, administers owner builder authorizations, ensures that mandatory licensing and home warranty insurance provisions are complied with, oversees the third-party home-warranty insurance, and carries out research and education that benefits the residential construction industry, consumers and the affordable housing sector.
<b>BC Hydro</b>	Our vision is to be the most trusted, innovative utility company in North America by being smart about power in all we do. BC Hydro's Community Relations staff will be present at the Convention and look forward to addressing any questions that you may have related to their operations.
<b>BC Oil and Gas Commission</b>	The BC Oil and Gas Commission regulates oil and gas activities for the benefit of British Columbians and looks forward to addressing any questions you may have on our regulatory oversight.

## Provincial Agencies, Commissions and Corporations Continued...

<b>BC Transit</b>	From small towns to large urban centres outside of Metro Vancouver, BC Transit provides safe, effective, customer focused transportation solutions that connect people and communities to a more sustainable future. BC Transit would be pleased to discuss any questions you may have regarding our services. In order to provide you with the best information possible, please provide specifics relating to your questions within the online meeting request.
<b>Insurance Corporation of British Columbia (ICBC)</b>	ICBC provides universal compulsory auto insurance (basic insurance) to drivers in British Columbia, with rates regulated by the British Columbia Utilities Commission (BCUC), and also sells optional auto insurance in a competitive marketplace. Our insurance products are available across B.C. through a network of independent brokers, and claims services are provided at ICBC claims handling facilities located throughout the province. We also invest in road safety and loss management programs to reduce traffic-related deaths, injuries and crashes, auto crime and fraud. In addition, we provide driver licensing, vehicle registration and licensing services, and fines collection on behalf of the provincial government at locations across the province. ICBC will have staff present at the Convention who would be pleased to discuss or meet on any issues related to ICBC's operations.
<b>Royal Canadian Mounted Police (RCMP)</b>	Various police issues.

REGIONAL DISTRICT OF BULKLEY-NECHAKOMEMORANDUM

**TO: Chairperson Thiessen and Board of Directors**

**FROM: Wendy Wainwright, Executive Assistant**

**DATE: June 13, 2019**

**SUBJECT: Committee Meeting Recommendations  
– June 6, 2019**

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Following are recommendations from the June 6, 2019 Committee meetings for the Regional Board's consideration and approval.

**Committee of the Whole Meeting – June 6, 2019**

**Recommendation 1:**

**Re: Provincial Nominee Program – Regional Pilot**

“That the Regional District of Bulkley-Nechako Board of Directors direct staff to proceed and participate in the Provincial Nominee Program – Regional Pilot within the Regional District.”

**Recommendation 2:**

**Re: Rio Tinto RE: Water Engagement – Rio Tinto Water Engagement Initiative Update – FLNRORD – Letter to Rio Tinto**

“That the Regional District of Bulkley-Nechako Board of Directors participate in Rio Tinto's Water Engagement Initiative with Rio Tinto's agreement to the commitments outlined in the March 25, 2019 Letter from the Ministry of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD) to Rio Tinto as follows:

- Fulsome engagement with First Nations in the process;
- Potential water licence changes as a result of the outcomes of the process;
- Provision of an independent consultant to lead this engagement; and,
- Provision of technical resources regarding the availability and understanding of hydrological information to the community, interested parties, and Indigenous nations. This technical support is critical to increasing the understanding of the local communities and to better enable them to meaningfully contribute to this initiative.”

**Recommendation 3:**

**Re: Rio Tinto RE: Water Engagement – Rio Tinto Water Engagement Initiative Update – FLNRORD – Letter to Rio Tinto**

“That the Regional District of Bulkley-Nechako Board of Directors authorize attendance of Directors and one staff member in Rio Tinto's Water Engagement Initiative.”

**Committee of the Whole Meeting – June 6, 2019 (Cont'd)**

**Recommendation 4:**

**Re: University of Northern British Columbia – Cumulative Impacts Research Consortium – Public Presentation: New Tools for Assessing the Cumulative Impacts of Resource Development**

“That the Regional District of Bulkley-Nechako Board of Directors write a letter to the University of Northern British Columbia Cumulative Impacts Research Consortium thanking them for providing the Public Presentations regarding New Tools for Assessing the Cumulative Impacts of Resource Development and request that the presentations be held throughout northern B.C.”

**Recommendation 5:**

**Re: RDBN Resolution to Union of BC Municipalities – Disaster Relief and Recovery Funding**

“That the Regional District of Bulkley-Nechako Board of Directors approve the Disaster Relief and Recovery Funding resolution for submission to the Union of B.C. Municipalities for consideration at its 2019 Convention.”

**Rural Directors Committee Meeting– June 6, 2019**

**Recommendation 6:**

**Re: Pleasant Valley Cattlemen’s Association – Request for Grant in Aid – Electoral Areas “A” (Smithers Rural) and “G” (Houston Rural)**

“That the Regional District of Bulkley-Nechako Board of Directors authorize Pleasant Valley Cattlemen’s Association be given \$1,000 grant in aid monies from each of Electoral Areas “A” (Smithers Rural) and “G” (Houston Rural) for costs associated with the Pleasant Valley Cattlemen’s Association field day on June 8, 2019.”

**Recommendation 7:**

**Re: Fort St. James Secondary Mountain Bike Team – Request for Grant in Aid – Electoral Area “C” (Fort St. James Rural)**

“That the Regional District of Bulkley-Nechako Board of Directors authorize Fort St. James Secondary Mountain Bike Team be given \$1,000 grant in aid monies from Electoral Area “C” (Fort St. James Rural) for costs associated with provincial championships in Squamish, B.C.”

**Recommendation 8:**

**Re: Requests for Grant in Aid – Electoral Area “D” (Fraser Lake Rural)**

“That the Regional District of Bulkley-Nechako Board of Directors authorize:

- Fraser Lake & District Senior Citizen’s Home Society be given \$615.99 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for the purchase of a vacuum
- Fraser Lake Curling Club be given \$1,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for reconditioning of curling stones
- Fraser Lake Elementary Secondary School Golf Team be given \$1,500 grant in aid monies from Electoral Area “D” (Fraser Lake Rural) for costs associated with the Boys Golf Provincial Tournament in Kelowna, B.C.”

**Recommendation 9:**

**Re: Burns Lake & District Seniors Society - Request for Grant in Aid – Electoral Area “E” (Francois/Ootsa Lake Rural)**

“That the Regional District of Bulkley-Nechako Board of Directors authorize Burns Lake & District Seniors Society be given \$1,000 grant in aid monies from Electoral Area “E” (Francois/Ootsa Lake Rural) for an electronic information kiosk.”

**Recommendation 10:**

**Re: Town of Smithers - Recreation - Request for Grant in Aid – Electoral Area “A” (Smithers Rural)**

“That the Regional District of Bulkley-Nechako Board of Directors authorize Town of Smithers be given \$400.32 grant in aid monies from Electoral Area “A” (Smithers Rural) for costs associated with the Tennis Club Start-Up.”

**Recommendation 11:**

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

“That the Regional District of Bulkley-Nechako Board of Directors authorize Burns Lake Mountain Biking Association be given \$500 grant in aid monies from Electoral Area “B” (Burns Lake Rural) for costs associated with the Big Pig Mountain Biking Festival.”

**Recommendation 12:**

**Re: Lakes District Pony Club - Recreation - Request for Grant in Aid – Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural)**

“That the Regional District of Bulkley-Nechako Board of Directors authorize Lakes District Pony Club be given \$830 grant in aid monies from each of Electoral Areas “B” (Burns Lake Rural) and “E” (Francois/Ootsa Lake Rural) for costs associated with the annual Pony Club Camp.”

**Recommendation 13:**

**Re: Northern Capital and Planning Grant (NCPG)**

“That the Regional District of Bulkley-Nechako Board of Directors authorize 70% of the Northern Capital Planning Grant be allocated to projects that benefit Regional District of Bulkley-Nechako Electoral Areas and 30% to RDBN region-wide services.”

**RECOMMENDATION:**

**(ALL/DIRECTORS/MAJORITY)**

Recommendation 1 through 13 as written



## Regional District of Bulkley-Nechako Board of Directors Memorandum

**To:** Chair Thiessen and RDBN Board of Directors  
**From:** Deneve Vanderwolf, Regional Transit Coordinator  
**Date:** May 31, 2019  
**Re:** 2019-2020 Annual Operating Agreement with BC Transit

---

Attached is the 2019-2020 Annual Operating Agreement (AOA) that formalizes the partnership with BC Transit to operate the Bulkley-Nechako Regional Transit Service. The budgeted Local Government Share of Costs for 2019/2020 is \$100,410 as indicated on Schedule "C" Budget (AOA, Page 12).

I would be pleased to answer any questions.

Recommendation: (all/directors/majority)

**That the Regional District of Bulkley-Nechako Board of Directors receive the 2019-2020 Annual Operating Agreement and that the Regional District of Bulkley-Nechako Board of Directors approve entering into the Agreement with BC Transit.**

**ANNUAL OPERATING AGREEMENT**

**between**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**and**

**BRITISH COLUMBIA TRANSIT**

**Effective**

**April 1, 2019**

**INFORMATION CONTAINED IN THIS AGREEMENT IS SUBJECT TO THE FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT. CONSULT WITH THE AUTHORITY PRIOR TO RELEASING INFORMATION TO INDIVIDUALS OR COMPANIES OTHER THAN THOSE WHO ARE PARTY TO THIS AGREEMENT.**



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**ANNUAL OPERATING AGREEMENT**

BETWEEN:

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

(the "Municipality")

AND:

**BRITISH COLUMBIA TRANSIT**

(the "Authority")

WHEREAS the Authority is authorized to contract for transit services for the purpose of providing and maintaining those services and facilities necessary for the establishment, maintenance and operation of a public passenger transportation system in the Transit Service Area;

WHEREAS the Municipality is authorized to enter into one or more agreements with the Authority for transit services in the Transit Service Area;

WHEREAS the parties hereto have entered into a Transit Service Agreement which sets out the general rights and responsibilities of the parties hereto;

WHEREAS the Municipality and the Authority are authorized to share in the costs for the provision of a Public Passenger Transportation System pursuant to the *British Columbia Transit Act*;

AND WHEREAS the parties hereto wish to enter into an Annual Operating Agreement which sets out, together with the Transit Service Agreement, the specific terms and conditions for the Public Passenger Transportation System for the upcoming term.

NOW THEREFORE THIS AGREEMENT WITNESSETH that in consideration of the premises and of the covenants hereinafter contained, the parties covenant and agree with each other as follows:

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## SECTION 1: DEFINITIONS

Unless agreed otherwise in the Annual Operating Agreement, the definitions set out in the Transit Service Agreement shall apply to this Annual Operating Agreement including:

- a) "Annual Operating Agreement" shall mean this Annual Operating Agreement and any Annual Operating Agreement Amendments negotiated and entered into by the parties subsequent hereto; and,
- b) "Transit Service Agreement" shall mean the Transit Service Agreement between the parties to this Annual Operating Agreement, including any amendments made thereto.

## SECTION 2: INCORPORATION OF SCHEDULES

All schedules to this agreement are incorporated into the agreement, and form part of the agreement.

## SECTION 3: INCORPORATION OF TRANSIT SERVICE AGREEMENT

Upon execution, this Annual Operating Agreement shall be deemed integrated into the Transit Service Agreement and thereafter the Transit Service Agreement and Annual Operating Agreement shall be read together as a single integrated document and shall be deemed to be the Annual Operating Agreement for the purposes of the *British Columbia Transit Act*, as amended from time to time.

## SECTION 4: TERM AND RENEWAL

- a) The parties agree that the effective date of this agreement is to be April 1, 2019, whether or not the agreements have been fully executed by the necessary parties. Once this agreement and the associated Transit Service Agreement are duly executed, this agreement will replace all provisions in the existing Transit Service Agreement and Master Operating Agreement with respect to the rights and obligations as between the Authority and the Municipality.
- b) Upon commencement in accordance with Section 4(a) of this agreement, the term of this agreement shall be to March 31, 2020 except as otherwise provided herein. It is acknowledged by the parties that in the event of termination or non-renewal of the Annual Operating Agreement, the Transit Service Agreement shall likewise be so terminated or not renewed, as the case may be.
- c) Either party may terminate this agreement as follows:
  - a. Cancellation by the Authority: In the event that the Authority decides to terminate this Agreement for any reason whatsoever, the Authority shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 10.
  - b. Cancellation by the Municipality: In the event that the Municipality decides to terminate this Transit Service Agreement for any reason whatsoever, and by extension the Annual Operating Agreement, the Municipality shall provide at least one hundred and eighty (180) days prior written notice. Such notice to be provided in accordance with Section 10.

## SECTION 5: FREEDOM OF INFORMATION AND PROTECTION OF PRIVACY ACT

This Agreement and the parties hereto are subject to the provisions of the *Freedom Of Information And Protection Of Privacy Act* ("FOIPPA"). Any information developed in the performance of this Agreement, or any personal information obtained, collected, stored pursuant to this Agreement, including database information, shall be deemed confidential and subject to

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the provisions of the FOIPPA including the handling, storage, access and security of such information. Confidential information shall not be disclosed to any third party except as expressly permitted by the Authority or pursuant to the requirements of the FOIPPA.

## **SECTION 6: SETTLEMENT OF DISPUTES**

In the event of any dispute arising between or among the parties as to their respective rights and obligations under this Agreement, or in the event of a breach of this Agreement, the parties agree to use their best efforts to find resolution through a mediated settlement. However, in the event that mediation is not successful in finding a resolution satisfactory to all parties involved, any party shall be entitled to give to the other notice of such dispute and to request arbitration thereof; and the parties may, with respect to the particular matter then in dispute, agree to submit the same to a single arbitrator in accordance with the applicable statutes of the Province of British Columbia.

## **SECTION 7: MISCELLANEOUS PROVISIONS**

- a) Amendment: This agreement may only be amended in writing signed by the Municipality and the Authority and specifying the effective date of the amendment.
- b) Assignment: This Agreement shall not be assignable without prior written consent of the parties.
- c) Enurement: This Agreement shall be binding upon and enure to the benefit of the parties hereto and their respective successors.
- d) Operating Reserve Fund: In accordance with OIC 594, in fiscal year 2015/16, BC Transit established a Reserve Fund to record, for each local government, the contributions that BC Transit has received but has not yet earned.
  - a. BC Transit will invoice and collect on monthly Municipal invoices based on budgeted Eligible Expenses.
  - b. Any expenditure of monies from the Reserve Fund will only be credited towards Eligible Expenses for the location for which it was collected.
  - c. Eligible Expenses are comprised of the following costs of providing Public Passenger Transportation Systems:
    - i. *For Conventional Transit Service:*
      - i. the operating costs incurred in providing Conventional Transit Service excluding interest and amortization;
      - ii. the amount of any operating lease costs incurred by BC Transit for Conventional Transit Services;
      - iii. the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement; and,
      - iv. an amount of the annual operating costs of BC Transit not exceeding 8% of the direct operating costs payable under an Annual Operating Agreement.
    - ii. *For Custom Transit Service:*
      - i. the operating costs incurred in providing Custom Transit Service excluding interest and amortization, but including the amount paid by BC Transit to redeem taxi saver coupons issued under the Taxi Saver Program after deducting from that amount the amount realized from the sale of those coupons;
      - ii. the amount of any operating lease costs incurred by BC Transit for Custom Transit Service;

- iii. the amount of the municipal administration charge not exceeding 2% of the direct operating costs payable under an Annual Operating Agreement; and,
- iv. an amount of the annual operating costs of BC Transit not exceeding 8% of the direct operating costs payable under an Annual Operating Agreement.
- d. Eligible Expenses exclude the costs of providing third-party 100%-funded services.
- e. BC Transit will provide an annual statement of account of the reserves received and utilized, including any interest earned for each local government.
- e) The parties agree that this agreement is in substantial compliance with all relevant legislative requirements to establish the rights and obligations of the parties as set out in the *British Columbia Transit Act*.

## **SECTION 8: GOVERNING LAW**

This Agreement is governed by and shall be construed in accordance with the laws of the Province of British Columbia, with respect to those matters within provincial jurisdiction, and in accordance with the laws of Canada with respect to those matters within the jurisdiction of the government of Canada.

## **SECTION 9: COUNTERPARTS**

This contract and any amendment hereto may be executed in counterparts, each of which shall be deemed to be an original and all of which shall be considered to be one and the same contract. A signed facsimile or pdf copy of this contract, or any amendment, shall be effective and valid proof of execution and delivery.

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**SECTION 10: NOTICES AND COMMUNICATIONS**

All notices, claims and communications required or permitted to be given hereunder shall be in writing and shall be sufficiently given if personally delivered to a designated officer of the parties hereto to whom it is addressed or if mailed by prepaid registered mail to the Authority at:

**BRITISH COLUMBIA TRANSIT**  
c/o President & CEO  
P.O. Box 610  
520 Gorge Road East  
Victoria, British Columbia V8W 2P3

and to the Municipality at:

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
c/o Chief Administrative Officer  
P.O. Box 820  
37 3rd Avenue  
Burns Lake, British Columbia  
V0J 1E0

and, if so mailed, shall be deemed to have been received five (5) days following the date of such mailing.

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IN WITNESS WHEREOF, the parties have hereunto set their hand this \_\_\_\_ day of \_\_\_\_\_,  
20\_\_\_\_.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

\_\_\_\_\_

\_\_\_\_\_

**BRITISH COLUMBIA TRANSIT**

\_\_\_\_\_  
Kevin Schubert, Director of Regional Transit Systems

\_\_\_\_\_  
Grant Brilz, Manager of Contracted Operations

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**SCHEDULE "A": TARIFF AND FARES**

## Appendix 1: Tariff Notes

Passenger Categories: There shall be the following passenger categories:

- a) Child - a person who is under six (6) years of age.
- b) Student - a person, other than a child, who is:
  - a) under the age of 21 years; and
  - i. regularly attending classes at a public or private school at or below the level of Grade 12; and
  - ii. the holder of a current Student I.D. Card or other identification approved by the Municipality.
- c) Senior - a person who is sixty-five (65) years of age or over and the holder of valid identification.
- d) Adult - a person not defined as a child, student or senior.

Mode of Payment: There shall be the following modes of payment:

- a) Fare - an entitlement to ride upon the services of the Public Passenger Transportation System, as defined in terms of the Passenger Category, time and Zones of travel.
- b) Cash - legal tender issued by the authority of the Government of Canada for use as money, or the equivalent in legal tender issued by the authority of the Government of the United States of America for use as money
- c) Ticket - a prepaid form of fare, issued by the Municipality, for use in lieu of cash, for payment of a single fare.
- d) Single Fare - payment of a fare by means of cash or ticket, for individual travel within designated zones, and within a specified period of time.
- e) BC Bus Pass - a Pass available to BC residents who receive:
  - Federal Guaranteed Income Supplement with the Old Age Security Pension or Spouse's Allowance (60 years and older); or
  - Disability allowance under BC Benefits (18-64 years of age)
- f) Canadian National Institute of the Blind Pass – a pass available to those who are certified by the Institute and are residents of B.C.

Terms and Conditions: There shall be the following terms and conditions:

- a) Young Children - Not more than four children under five years of age who board a vehicle with, and who are at all times accompanied by an Adult, Student or Senior, shall be carried free.
- b) Proof of fare when boarding - Each passenger boarding a transit vehicle must present proof of a valid fare by means of either:
  - i) deposit of correct Fare in the farebox, plus presentation of any entitlement to a reduced fare; or
- c) BC Bus Pass - A Provincial Pass honoured only upon compliance with all of the following conditions:
  - i) valid only for year indicated;
  - ii) valid only when presented face-up and unfolded; void if mutilated or altered;
  - iii) valid only when presented with signature of bearer.
- d) CNIB Pass - A Canadian National Institute of the Blind pass will be honoured only upon compliance of the following conditions:
  - i) valid only for year indicated;
  - ii) valid only when presented face-up and unfolded; void if mutilated or altered;
  - iii) valid only when presented with signature of bearer.



**129****Appendix 2: Tariff and Fares****Fares:** For each one-way passenger trip*Effective as of June 19, 2017*

- |    |   |         |
|----|---|---------|
| a) | Cash Fares  |         |
|    | Adult/Students/Seniors  | \$5.00  |
|    | Child (5 or under)  | Free    |
| b) | Tickets (sheet of 10):  |         |
|    | Adult/Students/Seniors  | \$45.00 |
| c) | BC Bus Pass valid for the current calendar year and available through the Government of British Columbia BC Bus Pass Program. |         |
| d) | CNIB Identification Card available from the local office of the CNIB.   |         |
| f) | BC Transit Employee Bus Pass  |         |

Fares valid on Regional Service only.

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**SCHEDULE "B": SERVICE SPECIFICATIONS**

The Local Transit Service Area for the Bulkley-Nechako Regional Transit service shall be coterminous with the boundaries of the Town of Smithers, the Village of Telkwa, the District of Houston, the Village of Granisle, the Village of Burns Lake, the Village of Fraser Lake, the District of Fort St. James, and the District of Vanderhoof, as per Regional District of Bulkley-Nechako Bylaw No. 1790.

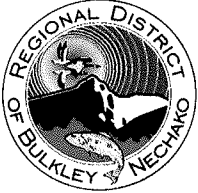
The Annual Service Level for Bulkley-Nechako Regional Transit Service shall be **2,800** Revenue Service Hours.

The Exception Days recognized annually for the Bulkley-Nechako Regional Transit Service are:

<b>Exception Day</b>	<b>Service Level</b>
Good Friday	No Service
Easter Monday	Regular Service
Victoria Day	No Service
Canada Day	No Service
BC Day	No Service
Labour Day	No Service
Thanksgiving Day	No Service
Remembrance Day	No Service
Christmas Day	No Service
Boxing Day	No Service
New Years Day	No Service
Family Day	No Service

**131****SCHEDULE "C": BUDGET****BULKLEY-NECHAKO**

	<b>BASE BUDGET 2019/20</b>
TOTAL REVENUE	\$27,000
TOTAL OPERATING COSTS	\$397,172
TOTAL COSTS (including Local Government Share of Lease Fees)	\$398,671
<b>NET LOCAL GOVERNMENT SHARE OF COSTS</b>	<b>\$100,410</b>



## Regional District of Bulkley-Nechako Board of Directors June 20, 2019

To: Chair Thiessen and the Board of Directors  
 From: Nellie Davis, Regional Economic Development Coordinator  
 Date: May 31, 2019  
 Regarding: **IAP2 Public Participation Training**

---

On May 7-9 and 22-23, the Regional Economic Development Coordinator attended International Association for Public Participation (IAP2) training hosted by the City of Prince George. The sessions covered two courses in the Foundations in Effective Public Participation:

- 01- Planning for Effective Public Participation
- 02- Techniques for Effective Participation

IAP2 views public participation as *any process that involves the public in problem solving or decision-making and uses public input to make sustainable decisions.* <sup>1</sup>

The Planning for Effective Public Participation Course focused on:

- a) Who are the Public
- b) Why do Public Participation
- c) The Foundations of Public Participation
- d) Five Steps for Public Participation Planning
- e) Communications Planning and Risk Analysis
- f) Closing the Loop with Stakeholders

The Techniques for Effective Participation Course focused on using the completed Public Participating Planning to select techniques for:

- a) Sharing Information
- b) Collecting and Compiling Input
- c) Bringing People Together
- d) Evaluating Effectiveness

IAP2 provides adoptable Core Values to guide Public Participation (P2) planning processes. They are:

1. P2 is based on the belief that those who are affected by a decision have the right to be involved in the decision-making process
2. P2 includes the promise that the public's contribution will influence the decision
3. P2 promotes sustainable decisions by recognizing and communicating the needs and interests of all participants, including decision-makers.
4. P2 seeks out and facilitates the involvement of those potentially affected by or interested in a decision.

---

<sup>1</sup> IAP2 Foundations in Public Participation – Planning for Effective Public Participation pg.2

5. P2 seeks input from participants in designing how they will participate
6. P2 provides participants with the information they need to participate in a meaningful way
7. P2 communicates to participants how their input affected the decision

In addition to multiple planning tools, IAP2 provides a Public Participation Spectrum. Increasing P2 efforts are recommended when a decision involves increased levels of impact or complexity. It should be noted that 'Inform' is not considered P2 on its own but is generally a mandatory component at all spectrum levels.

Increasing impact on the decision

	<b>INFORM</b>	<b>CONSULT</b>	<b>INVOLVE</b>	<b>COLLABORATE</b>	<b>EMPOWER</b>
<b>Public Participation Goal</b>	To provide the public with balanced and objective information to assist them in understanding the problem, alternatives, opportunities and/or solutions.	To obtain public feedback on analysis, alternatives and/or decisions.	To work directly with the public throughout the process to ensure that public concerns and aspirations are consistently understood and considered.	To partner with the public in each aspect of the decision including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the public.
<b>Promise to the Public</b>	We will keep you informed.	We will keep you informed, listen to and acknowledge concerns and aspirations, and provide feedback on how public input influenced the decision.	We will work with you to ensure that your concerns and aspirations are directly reflected in the alternatives developed and provide feedback on how public input influenced the decision.	We will look to you for advice and innovation in formulating solutions and incorporate your advice and recommend actions into the decisions to the maximum extent possible.	We will implement what you decide.

There are several legislatively mandated opportunities for improved Public Participation, as well as many less-formal opportunities to engage with residents of the RDBN. The Economic Development Department would be happy to include these opportunities in the department work plan, as well as work with other departments to ensure organization-wide capacity for Public Participation is optimized.

IAP2 provides the training described above, as well as a session designed for elected officials.

<b>Recommendation:</b>	<b>(All/Directors/Majority)</b>
<p>That the Regional District of Bulkley-Nechako Board of Directors direct staff to research the potential availability and cost to offer Foundations in Effective Public Participation and Elected Official Public Participation training in the region.</p>	



**Regional District of Bulkley-Nechako  
Memo – Board Agenda  
June 20, 2019**

**To: Chair Thiessen & Board of Directors**  
**Date: June 10, 2019**  
**From: Laura O'Meara (Senior Financial Assistant)**  
**Regarding: Financial Information Act Statements**

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Enclosed under separate cover is a copy of the Financial Information Act Statements for the year ended December 31, 2018. As a result of the 2018 wildfires you will see an increase in the overtime paid out to staff by the Province. In some cases, the overtime paid out was more than 25% over base salary. With the wildfires we also had a large increase in expenditures and new suppliers.

These statements are required to be approved by the RDBN Board of Directors before they are submitted to the Ministry of Municipal Affairs and Housing for review. If you have any questions I would be pleased to discuss them with you.

Recommendation:

(all/directors/majority)

That the RDBN Board of Director's receive the Senior Financial Assistant's June 10, 2019 memo titled "Financial Information Act Statements" and authorize the approval of the Statement of Financial Information Act Statements by the Chief Financial Officer and the Chair of the Regional District of Bulkley-Nechako on behalf of the Board.



## Regional District of Bulkley-Nechako Board Agenda June 20, 2019

**To:** Chair Thiessen and Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** June 10, 2019  
**Re:** Lakes District Arts and Culture Capital Grant

---

The Lakes District Arts and Culture Service (Electoral Areas “B” and “E” and the Village of Burns Lake) has a \$4000 amount in the approved budget for capital grants available to Lakes District cultural organizations.

The Lakes District Museum Society has requested a cultural grant of \$2000 from this fund in order to purchase a computer system capable of digitizing archives. Directors Funk and Lambert are supportive of this request.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

“That the Board receive the Chief Financial Officer’s memo dated June 10, 2019 titled ‘Lakes District Arts and Culture Capital Grant’ and

“That the Board of the Regional District approve a one-time \$2000 grant to the Lakes District Museum Society from the Capital Grant budget of the Lakes District Arts and Culture Service.”

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**Lakes District Museum Society**  
P.O. BOX 266  
BURNS LAKE, B.C. V0J 1E0  
PHONE (250) 692-7450

May 4, 2019

John Illes  
Chief Financial Officer  
Regional District of Bulkley-Nechako  
PO Box 820  
Burns Lake, BC V0J 1E0

Dear Mr. Illes:

**RE: LAKES DISTRICT MUSEUM DIGITIZATION PROJECT**

Earlier this year, representatives of the Regional District of Bulkley-Nechako approved a one-time financial contribution of \$4,000 to the Lakes District Museum Society in 2019 for the latter's archives digitization project. This contribution was to come from the Lakes District Arts & Culture Fund.

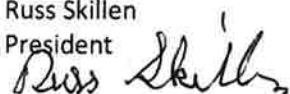
We are pleased to announce that Libraries & Archives Canada has approved the Lakes District Museum Society's application to the federal *Documentary Heritage Communities Program*. As a result, our society will not be requiring the full requisition from the Lakes District Arts & Culture Fund.

Attached please find our amended request as it relates to the Lakes District Museum Digitization Project. We regret having to request any additional funding, but during initial tests of our imaging technology, we have discovered that our current computer system is having difficulty processing the large digital files associated with photographing every image and document in our collections. (Each digital file can be in excess of 100mb.) For this project to flow smoothly, our older computer system must be upgraded.

Thank you for considering this request. If you require additional information, please contact museum staff by telephone ([250] 692-7450), or email ([ldmuseumsociety@gmail.com](mailto:ldmuseumsociety@gmail.com)).

Sincerely,

Russ Skillen  
President



attach.



LAKES DISTRICT MUSEUM DIGITIZATION PROJECT

AMENDED FUNDING REQUEST

Previously Approved One-time Contribution (For Digitization Project)	\$4,000.00
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Amended Request: Computer Upgrades (laptop computer, hard drive upgrades)	\$2,000.00
<b>TOTAL</b>	<b>\$2,000.00</b>



## Regional District of Bulkley-Nechako In Camera – Board Agenda June 20, 2019

**To:** Chair Thiessen and Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** June 12, 2019  
**Re:** Disposal of Photocopier

---

In order to dispose of capital assets, financial staff require the Board's direction.

The Regional District currently has a very old photocopier to be disposed. This asset is no longer regularly functional due to wear and tear.

Staff are requesting that the photocopier be disposed of through *B.C. Auction (or through B. C.'s Asset Investment Recovery program)*.

Alternatively, the photocopier can be given to a municipality or a not for profit society at the Board's direction. However, the removal of the photocopier in a timely manner is requested as storage has become difficult.

An update to the asset disposal policy will be brought forward to the executive in July that will provide broader direction to staff.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

That the Board of the Regional District of Bulkley Nechako receive the Chief Financial Officer's memo titled "Disposal of Photocopier" and

"That the Board direct staff to dispose of the old Xerox photocopier through B. C. Auction."



## Regional District of Bulkley-Nechako Board Agenda June 20, 2019

**To:** Chair Thiessen and Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** June 12, 2019  
**Re:** Proposed Six Month Budget Update Bylaw 1876

---

Bylaw 1876 is a compilation of the minor budget amendments for the last six month, the receipt of the Northern Infrastructure and Planning Grant, and the changes to the Regional District's recycling program and capital infrastructure.

This amendment includes the following:

- Recognize the successful grant revenue for the Economic Development Department (\$134,554) and the related expenditures including those related to the new strategic plan.
- Recognize increased grant revenue realized in Emergency Preparedness (approximately \$3,453) over what was expected.
- Recognize the Northern Infrastructure and Planning Grant revenue of \$169,248 and the expenditures associated with plans required by the province that are related to the Resource Benefits Alliance.
- Recognize \$420,000 in Environmental Services for grant revenue related to the Northern Planning and Infrastructure Grant and reduce the Gas Tax grants to be utilized by \$245,000.
- Recognize the remaining Northern Infrastructure and Planning Grant of \$5,210,752. These unallocated funds are allocated to a newly created planning reserve account in general government as a temporary measure. When the funds are fully allocated by the Board, a further budget amendment will be completed.
- Adjust the capital expenditures for government services to reflect the planned installation of the LED lighting project and \$7,000 in a BC Hydro energy efficiency grant.
- Adjust the capital expenditures for Environmental Services to reflect the construction of the Burns Lake, Ft. St. James and Houston recycling centres and the necessary equipment (such as tractors) and major repairs to the Knockholt Landfill scales.



- Reduce the borrowing from own reserves from \$700,000 for the purpose of capital infrastructure to \$308,650 to account for the decrease in capital expenditures by delaying the Houston transfer station construction to a future year when a more appropriate site can be located.
- Minor updates associated with the change in property assessments from the Completed Assessment (early January) to the Revised Assessment (early April).

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

“That the Board receive the Chief Financial Officer’s memo dated June 12, 2019 titled “Six Month Budget Update Bylaw 1876” and

“That the Board give Bylaw 1876 found later in the agenda three readings and adoption.

2019 Financial Plan:

Service	FUNDING						TRANSFERS From(To)				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & P'pal.	Capital Expenditures	Amortization of TCAs	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	288,496				1,044,516	1,333,012		302,797						1,409,150		1,409,150
1200 General Government Services	1,293,080		15,900		5,744,534	7,053,514	(5,211,343)	380,647	80,000		7,800	94,300	80,000	2,120,719		2,302,819
1301 Feasibility Studies					552	552		16,593						17,145		17,145
1401 Agriculture	43,379				93,085	136,464		34,188						170,652		170,652
1501 Local Community of Fort Fraser	3,506				5,000	8,506		6,664						15,170		15,170
1701 Chinook Community Forest	(0)				(0)	(0)		15,874						15,873		15,873
2100 Lakes Economic Development	102,321				1,000	103,321		323						103,644		103,644
2200 Area "E" Economic Development	10,000				12,751	22,751		29,697						52,448		52,448
2300 Stuart-Nechako Economic Development								8,692						8,692		8,692
2400 Area "A" Economic Development	10,000					10,000		10,000						20,000		20,000
2500 Regional Economic Development	93,917				461,167	555,084	(3,300)	251,458						803,242		803,242
<b>3101 Member Fiscal Services</b>					<b>959,436</b>	<b>959,436</b>					<b>959,436</b>					<b>959,436</b>
4101 Planning	215,762		10,250		29,188	255,200	6,329	27,791	5,500	39,620		11,000	5,500	278,320		294,820
4201 Building Inspection	200,486		231,812			432,298	(22,161)	41,234	12,485	31,558			12,485	451,371		463,856
4301 Development Services	275,976		28,500		32,032	336,508	(4,877)	56,664	10,000	61,787			10,000	388,295		398,295
4401 Building Numbering Extended Service	7,473				1,602	9,075	(420)	2,180		1,760				10,835		10,835
4501 Unsightly Premises Regulatory Control	23,816				2,991	26,807	(3,236)	12,222		8,986				35,793		35,793
5101 Environmental Services	3,349,452		371,290	308,650	846,569	4,875,961	(3,272)	700,235	700,000	1,396,963	407,223	1,288,800	700,000	3,876,901		6,272,924
5901 Weeds	38,766		50		8,342	47,158		16,534		16,534				63,692		63,692
5902 Lake Kathlyn Aquatic Weed Harvesting		8,191	544		150	8,885		90		90				8,975		8,975
5903 Glacier Gulch Water Diversion		2,662	180		25	2,867		10,147		10,147				13,014		13,014
6101 Ft. Fraser Sewer System		49,045	26,010		20,000	95,055	(41,136)	22,487	16,000	(2,649)			16,000	76,406		92,406
6201 Ft. Fraser Water System		47,275	42,129		198,095	287,499	(50,302)	68,445	100,000	118,143		235,657		69,985		405,642
6301 Cluculz Lake - Somerset Estates Sewer		2,600				2,600		2,608		2,608				5,208		5,208
6401 Pump & Haul Sewer Disposal			500			500								500		500
6402 Liquid Waste Disposal			5,000			5,000		9,456		9,456				14,456		14,456
7101 Ft. Fraser Fire Protection	54,640				5,000	59,640	(5,666)	3,069	10,800	8,203	10,718		10,800	46,325		67,843
7102 Southside Rural Fire Protection	44,066				9,500	53,566	(1,166)	394	18,000	17,228			18,000	52,794		70,794
7103 Topley Rural Fire Protection	71,887				3,000	74,887	(1,866)		23,000	21,334	17,741		23,000	55,245	235	88,221
7201 Burns Lake Rural Fire Protection	102,134					102,134								102,134		102,134
7202 Ft St James Rural Fire Protection	144,973					144,973	(10,000)			(10,000)				134,973		134,973
7203 Houston Rural Fire Protection	21,360					21,360								21,360		21,360
7204 Luck Bay Rural Fire Protection	50,860					50,860	(8,200)	4,841	9,300	5,941	7,095		9,300	40,406		58,801
7205 Smithers Rural Fire Protection	208,516					208,516	(10,000)			(10,000)				198,516		198,516
7206 Telkwa Rural Fire Protection	118,271					118,271	(6,000)			(6,000)				112,271		112,271
7207 Vanderhoof Rural Fire Protection	41,415					41,415								41,415		41,415
7208 Round Lake Fire Protection	10,351					10,351	(1,500)	2,100	600	1,200	1,025		600	9,926		11,551
7301 Cluculz Lake Emergency Response	23,437				5,313	28,750								28,750	100	28,750
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
<b>7402 Area "F" Extrication Services</b>																
7403 Lakes District Emergency Services																
7404 Area "D" Extrication	1,531				2,221	3,752		1,248		1,248				5,000		5,000
7405 Area "C" Road Rescue Service	17,864					17,864		87		87				17,951		17,951
7406 Topley Road Rescue/First Responders	6,910					6,910	(10)	100	1,000	1,090				7,000		8,000
7501 9-1-1 Service	282,544		133,000		28,174	444,718	(22,208)	20,912	70,000	68,704		30,000	70,000	413,422		513,422
7600 Emergency Preparedness Planning	265,030				774,011	1,039,041	18,845	42,345	4,000	65,190		21,000	4,000	1,069,283	9,948	1,104,231
7701 Burns Lake & Area Vicim Services	11,107				2,795	13,902		2,273		2,273				16,175		16,175
7702 Smithers Victim Services	35,438					35,438		1,535		1,535				36,973		36,973
8101 Lakes District Airport	109,965				41,498	151,463	(35,000)	12,062		(22,938)	36,025			92,500		128,525
8201 Smithers Para-Transit																
8202 FSJ Seniors Helping Seniors Transportation	41,806					41,806		1,194		1,194				43,000		43,000
8203 Regional Public Transit & Para Transit Service	56,767		83,935		67,846	208,548	(52,000)	58,956		6,956				215,504		215,504
8301 Telkwa Pedestrian Crosswalk	1,000					1,000								1,000		1,000
9101 Decker Lake Street Lighting		9,956	350			10,306		275		275				10,581		10,581
9102 Endako Street Lighting	3,313		320			3,633		148		148				3,782		3,782
9103 Ft. Fraser Street Lighting	7,731		490			8,221		639		639				8,860		8,860
9104 Gerow Island Street Lighting	4,352					4,352		33		33				4,385		4,385
9105 Goetjen Road Street Lighting																
9106 Colony Point Street Lighting	2,895					2,895		838		838				3,734		3,734
9107 Laidlaw Street Lighting	1,460					1,460		(33)		(33)				1,427		1,427
10101 Bulkley Valley Regional Pool and Rec. Centre	989,785				20,135	1,009,920	(244,152)	106,132	120,000	(18,020)	1,200		120,000	870,699	56	991,900
10102 Vanderhoof Pool	304,812					304,812	(30,000)			(30,000)				274,812		274,812
10201 Ft St James Arena Grant	37,500					37,500								37,500		37,500
10202 Burns Lake Arena	241,796				2,500	244,296	14,500	705		15,205	18,030			240,471		258,501
10301 Smithers Rural Recreation/Culture	303,842					303,842								303,841	1	303,842
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10303 Lakes District Arts and Culture	242,701				86,365	329,066								329,066		329,066
10401 Ft Fraser Cemetery Grant	1,964		35			1,999		1		1				2,000		2,000
10402 Topley Cemetery Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	59,323				600	59,923		77		77				60,000		60,000
10502 Fraser Lake and Area TV Rebroadcasting	41,078				29,705	70,777		7,098		7,098				77,875		77,875
10503 Ft. St. James and Area TV Rebroadcasting	163,801				2,800	166,601		899		899				167,500		167,500
10504 Burns Lake and Area TV Rebroadcasting	33,507				12,776	46,283		1,217		1,217				47,500		47,500
10601 Burns Lake and Area Library Grant								12,349		12,349				12,349		12,349
10602 Fraser Lake Rural Library Grant	12,333		60		17,250	29,643		3,752		3,752				33,395		33,395
10603 Fort St James Library	17,075				50	17,125		63		63				17,188		17,188
10701 Burns Lake Museum Society								1,046		1,046				1,046		1,046
10801 Fort Fraser Community Hall	2,452		46			2,498		2		2				2,500		2,500
10802 Braeside Community Hall	5,000					5,000								5,000		5,000
<b>Total for all Departments</b>	<b>10,257,502</b>	<b>119,729</b>	<b>950,401</b>	<b>308,650</b>	<b>10,573,575</b>	<b>22,209,856</b>	<b>(5,954,599)</b>	<b>2,313,382</b>	<b>1,180,685</b>	<b>(2,460,532)</b>	<b>1,467,284</b>	<b>1,680,757</b>	<b>1,180,685</b>	<b>15,410,308</b>	<b>10,284</b>	<b>19,749,326</b>

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ORIGINAL FOR COMPARISON PURPOSES ONLY

Regional District of Bulkley-Nechako  
2019 to 2023 Financial Plan - Bylaw No. 1864

Schedule "A"

Table with columns: Service, FUNDING (Prop. Value Taxes, Parcel Taxes, Fees and Charges, Proceeds of Borrowing, Other Revenue, Total Funding), TRANSFERS From/(To) (Reserve Funds, Surplus of Prior Yr., Equity In TCAs, Total Transfers), EXPENDITURES: (Debt Pmts. Int. & P'pal, Capital Expenditures, Amortization of TCAs, Other Expenses, Deficit from Prior Year, Total Expenditures). Rows include services like Rural Government Services, General Government Services, Planning, Building Inspection, etc.

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## Regional District of Bulkley-Nechako Board Agenda June 20, 2019

**To:** Chair Thiessen and Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** June 10, 2019  
**Re:** Chinook Comfor Limited Appointment of Directors

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The Regional District owns 894 Class A Voting Shares of Chinook Comfor Limited the general partner in the Chinook Comfor Limited Partnership. As part of the Shareholder agreement the Regional District is entitled to appoint two directors to the company.

Advertisements were placed in the Lakes District News for two consecutive weeks to seek expressions of interest for the position of director of the company. Staff have received applications. A selection committee of Director Riis-Christianson and Director Lambert have recommended Mr. Miles Fuller and Ms. Cindy Shelford to be appointed to the company as directors. The appointments will be for a period of approximately two years.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

That the Board of the Regional District of Bulkley Nechako receive the Chief Financial Officer's memo titled "Chinook Comfor Limited Appointment of Directors" and

"That the Board of the Regional District, a shareholder of Chinook Comfor Limited, appoint Mr. Miles Fuller and Ms. Cindy Shelford to the Chinook Comfor Limited Board of Directors until the AGM of the company held in 2021.



**Regional District of Bulkley-Nechako  
Board of Directors Memorandum  
June 20, 2019**

To: Chair Thiessen and the Board of Directors  
 From: Kristi Rensby, Finance/Administration Coordinator  
 Date: May 31, 2019  
 Regarding: Federal Gas Tax Funds – Electoral Area 'A' (Smithers Rural)  
 Stuart Lake Nordic Society

The Stuart Lake Nordic Society has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to assist with a lighting upgrade at the Murray Ridge Nordic Ski Trails, located in Electoral Area 'C' (Fort St. James Rural).

This project includes replacing all existing lights with LEDs and burying the electrical wires to provide low maintenance and energy efficient lighting for the ski trails. The cost for this project has been estimated at \$160,743. The Society has been successful in their Rural Dividend grant application in the amount of \$100,000; they are also contributing \$24,933 in financial contributions and \$10,810 is being provided as in-kind. That leaves them short \$25,000 to complete the project.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'C' allocation is \$191,021.91. Director Greenaway is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$25,000.00 from Area 'C' for this Recreation Infrastructure project. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

**RECOMMENDATION:**

1. That the RDBN Board of Directors authorize contributing up to \$25,000.00 of Electoral Area 'C' Federal Gas Tax allocation monies to the Stuart Lake Nordic Society for a Recreation Infrastructure project at the Murray Ridge Nordic Ski Trails; and further,  

**(All/Directors/Majority)**
2. That the RDBN Board of Directors authorize the withdrawal of up to \$25,000.00 from the Federal Gas Tax Reserve Fund.  

**(Participants/Weighted/Majority)**





**Regional District of Bulkley-Nechako  
Board of Directors Memorandum  
June 20, 2019**

To: Chair Thiessen and the Board of Directors  
 From: Kim Fields - Accounting Clerk  
 Date: June 3, 2019  
 Regarding: Federal Gas Tax Funds – Electoral Area 'A' (Smithers Rural)  
 Bulkley Valley Gymnastics Association

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The Bulkley Valley Gymnastics Association has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to assist with their Recreation Infrastructure project at the LB Warner Building, located in the town of Smithers.

This project includes replacing existing insulation from attic, installing vapor barrier and thermal insulation where required, installing venting for attic, and replacing windows and exterior doors. The cost for this project has been estimated at \$90,000.00.

The Bulkley Valley Gymnastics Association has requested the amount of \$26,365.00 and Director Fisher has permitted a contingency in the amount of \$3,635.00 for a total ask of \$30,000.00.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'A' allocation is \$928,740.50. Director Fisher is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$30,000.00 from Area 'A' for this Recreation Infrastructure project. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

**RECOMMENDATION:**

1. That the RDBN Board of Directors authorize contributing up to \$30,000.00 of Electoral Area 'A' Federal Gas Tax allocation monies to the Bulkley Valley Gymnastics Association for a Recreation Infrastructure project at the LB Warner Building; and further,  

**(All/Directors/Majority)**
2. That the RDBN Board of Directors authorize the withdrawal of up to \$30,000.00 from the Federal Gas Tax Reserve Fund.  

**(Participants/Weighted/Majority)**



**Regional District of Bulkley-Nechako  
Board of Directors Memorandum  
June 20, 2019**

To: Chair Thiessen and the Board of Directors  
 From: Kim Fields, Accounting Clerk  
 Date: June 10, 2019  
 Regarding: Federal Gas Tax Funds – Electoral Area 'A' (Smithers Rural)  
 Smithers Golf and Country Club

The Smithers Golf and Country Club has requested the Regional District of Bulkley-Nechako's assistance in the form of Federal Gas Tax Funds to assist with installing an Irrigation System for the Smithers Golf and Country Club, located in the town of Smithers.

This project includes installation of 8 satellite watering stations along with associated piping, sprinkler heads and fixtures on the golf course. The estimated cost for this project has been set at \$224,002.00.

Total uncommitted Gas Tax Funds remaining in Electoral Area 'A' allocation is \$928,740.50. Director Fisher is supportive of this project and of accessing Federal Gas Tax Funds in the amount of up to \$50,000.00 for three years for a total of \$150,000.00 from Area 'A' for this Recreation Infrastructure project. A Board resolution is required to contribute Federal Gas Tax Funds to this project.

**RECOMMENDATION:**

1. That the RDBN Board of Directors authorize contributing up to \$50,000.00 for three years for a total of \$150,000.00 of Electoral Area 'A' Federal Gas Tax allocation monies to the Smithers Golf and Country Club for a Recreation Infrastructure project at the Smithers Golf and Country Club; and further,  
**(All/Directors/Majority)**
  
2. That the RDBN Board of Directors authorize the withdrawal of up to \$150,000.00 from the Federal Gas Tax Reserve Fund.  
**(Participants/Weighted/Majority)**



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

**FROM: Cheryl Anderson  
Manager of Administrative Services/Acting CAO**

**DATE: June 10, 2019**

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

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As per the Regional Board recommendations, the following motions are being brought forward from the Special (In-Camera) meeting of May 16, 2019:

**Recommendation 1:**

**RE: Burns Lake Recycling Depot – Proposed Hours of Operation**

“That the Regional District of Bulkley-Nechako Board of Directors approve the hours of operation for the Burns Lake Recycling Depot at the Transfer Station in Burns Lake to operate the depot from Wednesday through Sunday with one FTE at 35 hours per week.”

**Recommendation 2:**

**RE: Recycle BC Contract and New Recycling Depot at Burns Lake Transfer Station**

“1. That the Regional District of Bulkley-Nechako Board of Directors authorize staff to negotiate a contract with Recycle BC and to host a small scale Recycling Depot at the Burns Lake Transfer Station.

2. That the Regional District of Bulkley-Nechako Board of Directors authorize staff to build and operate a small scale Recycling Depot at the Burns Lake Transfer Station utilizing Federal Gas Tax money or Northern Infrastructure and Planning Grant to a maximum of \$175,000.”

**Recommendation:**

**(All/Directors/Majority)**

Receive.



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**MEMORANDUM**

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

**FROM: Wendy Wainwright  
Executive Assistant**

**DATE: June 13, 2019**

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

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As per the Regional Board recommendations, the following motions are being brought forward from the Special (In-Camera) meeting of April 18, 2019:

**Recommendation 1:**

**RE: Houston Recycling Depot – Location Options**

1. "That the Regional District of Bulkley-Nechako Board of Directors rescind Recommendations 4 and 5 of Motion 2019-4-4; and,

**Recommendation 4:**

**Re: Construct and Operate a Recycle BC Depot at the Old Houston Landfill Site**

"That the Regional District of Bulkley-Nechako Board of Directors approve staff to enter into a contract with Recycle BC to operate a Recycle BC Depot at the old Houston Landfill site; and further, that the Regional District of Bulkley-Nechako build and operate a Recycle depot at the Houston Landfill site with funding for construction coming from Federal Gas Tax money to a maximum of \$95,000 if alternate funding is not available."

**Recommendation 5:**

**Re: Construct and Operate a Waste Transfer Station at the Old Houston Landfill Site**

"That the Regional District of Bulkley-Nechako Board of Directors approve staff to build and operate a Waste Transfer Station at the old Houston Landfill site."

2. "That the Regional District of Bulkley-Nechako Board of Directors authorize staff to work with the District of Houston to explore other options for an RDBN Recycle Depot for the residents of Houston and area."

**Recommendation:**

**(All/Directors/Majority)**

Receive.



## Regional District of Bulkley-Nechako Board Agenda June 20, 2019

**To:** Chair Thiessen and Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** June 10, 2019  
**Re:** First Quarter Financial Summary

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Please find attached the 1<sup>st</sup> Quarter Financial Summary by established service (department). Each Electoral Area and each municipality has a separate page for services of which they are a member.

The only negative variance is in department of rural government administration. This variance is due to the amount of gas tax grants provided to local societies being higher than the expected budgeted amount. There have been no concerns to bring forward as a result of the financial departments review of these statements.

More detailed information is available to the directors at any time upon request.

I would be pleased to answer any questions.

Recommendation:

(All/Directors/Majority)

“That the Board receive the Chief Financial Officer’s memo dated June 10, 2019 titled ‘First Quarter Financial Summary’ and

“That the Board of the Regional District receive the first quarter financial expenditure information.”



## Regional District of Bulkley-Nechako

### Departmental Expenses - Budget Variance

For the Month Ended March 31, 2019

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	0	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
<b>Sub-total</b>		<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
1101	Rural Government - Legislative	45,110	72,885	27,775
1102	Rural Government - Administration	574,120	213,323	-360,797
1103	Grant In Aid	41,046	91,126	50,080
4101	Electoral Area Planning	62,132	79,955	17,823
4401	Building Numbering	2,096	2,731	635
4501	Unsightly Premises Regulatory Control	6,900	12,249	5,349
5901	Invasive Plant Control	2,626	5,409	2,783
7601	Emergency Preparedness Planning	75,922	172,848	96,926
7602	Eoc Expenditures	33,609	159,948	126,339
7603	Rural Fire Department Administration	26,356	34,111	7,755
<b>Sub-total</b>		<b>\$869,917</b>	<b>\$844,585</b>	<b>(\$25,332)</b>
<b>Totals</b>		<b>\$2,455,973</b>	<b>\$2,930,050</b>	<b>\$474,077</b>

## Electoral Area "A"



Departmental Expenses - Budget Variance  
Area "A" Region Wide and Local Services  
For the Month Ended March 31, 2019

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	0	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
	<b>Sub Total</b>	<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
1101	Rural Government - Legislative	45,110	72,885	27,775
1102	Rural Government - Administration	574,120	213,323	-360,797
1103	Grant In Aid	41,046	91,126	50,080
4101	Electoral Area Planning	62,132	79,955	17,823
4401	Building Numbering	2,096	2,731	635
4501	Unsightly Premises Regulatory Control	6,900	12,249	5,349
5901	Invasive Plant Control	2,626	5,409	2,783
7601	Emergency Preparedness Planning	75,922	172,848	96,926
7602	Eoc Expenditures	33,609	159,948	126,339
7603	Rural Fire Department Administration	26,356	34,111	7,755
	<b>Sub Total</b>	<b>\$869,917</b>	<b>\$844,585</b>	<b>(\$25,332)</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
2400	Area "A" Economic Development	-	-	-
4201	Building Inspection	123,294	134,865	11,571
5902	Lake Kathlyn Aquatic Weed Harvesting	189	175	(14)
5903	Glacier Gulch Water Diversion	189	175	(14)
7205	Smithers Rural Fire Protection	-	-	-
7206	Telkwa Rural Fire Protection	-	-	-
7208	Round Lake Rural Fire Protection	-	1,600	1,600
7401	Area "a" Emergency Services	-	-	-
7702	Smithers Victim Services	-	-	-
8201	Smithers Para-transit	-	-	-
8301	Telkwa Pedestrian Crosswalk	-	-	-
9107	Laidlaw Street Lighting	33	252	219
10101	B.V. Regional Pool & Recreation Centre	184,504	198,208	13,704
10301	Smithers Rural Recreation & Culture	20,782	20,929	147
10501	Smithers,telkwa,houston Tv Rebroadcast	-	-	-
	<b>Sub Total</b>	<b>328,991</b>	<b>356,204</b>	<b>\$15,656</b>
	<b>Totals</b>	<b>\$2,784,964</b>	<b>\$3,286,254</b>	<b>\$489,733</b>

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## Electoral Area "B"

Departmental Expenses - Budget Variance  
Area "B" Region Wide and Local Services  
For the Month Ended March 31, 2019



	YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>			
1201 General Government - Legislative	174,676	189,076	14,400
1202 General Government - Administration	247,215	342,356	95,141
1203 General Government - Finance	114,339	155,306	40,967
1301 Feasibility Studies	0	375	375
2500 Economic Development	104,117	171,727	67,610
4301 Development Services	81,633	91,478	9,845
5000 Environmental Services	836,353	1,088,504	252,151
7501 911 Service	27,723	46,643	18,920
<b>Sub Total</b>	<b>1,586,056</b>	<b>2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>			
1101 Rural Government - Legislative	45,110	72,885	27,775
1102 Rural Government - Administration	574,120	213,323	-360,797
1103 Grant In Aid	41,046	91,126	50,080
4101 Electoral Area Planning	62,132	79,955	17,823
4401 Building Numbering	2,096	2,731	635
4501 Unsightly Premises Regulatory Control	6,900	12,249	5,349
5901 Invasive Plant Control	2,626	5,409	2,783
7601 Emergency Preparedness Planning	75,922	172,848	96,926
7602 Eoc Expenditures	33,609	159,948	126,339
7603 Rural Fire Department Administration	26,356	34,111	7,755
<b>Sub Total</b>	<b>869,917</b>	<b>844,585</b>	<b>(25,332)</b>
<b>Local Services</b>			
1701 Chinook Community Forest	410	513	103
2100 Lakes Economic Development	-	-	-
4201 Building Inspection	123,294	134,865	11,571
7103 Topley Rural Fire Protection	10,608	15,214	4,606
7201 Burns Lake Rural Fire Protection	-	-	-
7403 Lakes District Emergency Response	-	46	46
7406 Topley Road Rescue	1,725	1,825	100
7701 Burns Lake & Area Victim Services	-	125	125
8101 Lakes District Airport	21,058	23,750	2,692
9101 Decker Lake Street Lighting	2,747	2,870	123
9104 Gerow Island Street Lighting	1,045	1,096	51
10202 Burns Lake Arena Grant	-	-	-
10303 Lakes District Arts & Culture	60,021	79,210	19,189
10504 Burns Lake & Area Rebroadcasting	8,125	8,125	-
10601 Burns Lake And Area Library Grant	12,349	12,349	-
10701 Burns Lake Museum Society	1,046	1,046	-
<b>Sub Total</b>	<b>242,428</b>	<b>281,034</b>	<b>38,606</b>
<b>Totals</b>	<b>2,698,401</b>	<b>3,211,084</b>	<b>512,683</b>



## Electoral Area "C"

Departmental Expenses - Budget Variance  
Area "C" Region Wide and Local Services  
For the Month Ended March 31, 2019



		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	0	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
	<b>Sub Total</b>	<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
1101	Rural Government - Legislative	45,110	72,885	27,775
1102	Rural Government - Administration	574,120	213,323	-360,797
1103	Grant In Aid	41,046	91,126	50,080
4101	Electoral Area Planning	62,132	79,955	17,823
4401	Building Numbering	2,096	2,731	635
4501	Unightly Premises Regulatory Control	6,900	12,249	5,349
5901	Invasive Plant Control	2,626	5,409	2,783
7601	Emergency Preparedness Planning	75,922	172,848	96,926
7602	Eoc Expenditures	33,609	159,948	126,339
7603	Rural Fire Department Administration	26,356	34,111	7,755
	<b>Sub Total</b>	<b>\$869,917</b>	<b>\$844,585</b>	<b>(\$25,332)</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
2300	Stuart-nechako Economic Development	-	2,173	2,173
4201	Building Inspection	123,294	134,865	11,571
7202	Fort St. James Rural Fire Protection	-	-	-
7204	Luck Bay Fire Protection	1,421	3,615	2,194
7405	Area "c" Road Rescue Service	-	-	-
8202	Fort St. James Seniors Helping Seniors	-	500	500
9105	Goetjen Road Street Lighting	-	-	-
9106	Colony Point Street Lighting	906	933	27
10201	Fort St. James Arena Grant	-	-	-
10503	Fort St. James & Area Rebroadcasting	41,875	41,875	-
10603	Fort St. James Library	4,297	4,297	-
	<b>Sub Total</b>	<b>171,793</b>	<b>188,258</b>	<b>16,465</b>
	<b>Totals</b>	<b>\$2,627,766</b>	<b>\$3,118,308</b>	<b>\$490,542</b>

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## Electoral Area "D"

Departmental Expenses - Budget Variance  
Area 'D' Region Wide and Local Services  
For the Month Ended March 31, 2019

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	0	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
	<b>Sub Total</b>	<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
1101	Rural Government - Legislative	45,110	72,885	27,775
1102	Rural Government - Administration	574,120	213,323	-360,797
1103	Grant In Aid	41,046	91,126	50,080
4101	Electoral Area Planning	62,132	79,955	17,823
4401	Building Numbering	2,096	2,731	635
4501	Unsightly Premises Regulatory Control	6,900	12,249	5,349
5901	Invasive Plant Control	2,626	5,409	2,783
7601	Emergency Preparedness Planning	75,922	172,848	96,926
7602	Eoc Expenditures	33,609	159,948	126,339
7603	Rural Fire Department Administration	26,356	34,111	7,755
	<b>Sub Total</b>	<b>\$869,917</b>	<b>\$844,585</b>	<b>(\$25,332)</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
1501	Local Community Of Fort Fraser	3,909	4,593	684
2300	Stuart-nechako Economic Development	-	2,173	2,173
4201	Building Inspection	123,294	134,865	11,571
6101	Fort Fraser Sewer System	8,917	21,899	12,982
6201	Fort Fraser Water System	11,829	162,198	150,369
7101	Fort Fraser Rural Fire Protection	8,148	9,650	1,502
7404	Area "D" Extrication Service	-	-	-
9102	Endako Street Lighting	896	946	50
9103	Fort Fraser Street Lighting	2,010	2,215	205
10401	Fort Fraser Cemetery Grant	-	-	-
10502	Fraser Lake&area Television Rebroadcast	18,844	19,469	625
10602	Fraser Lake Library	7,549	8,349	800
10801	Fort Fraser Community Hall	-	-	-
	<b>Sub Total</b>	<b>185,396</b>	<b>366,357</b>	<b>180,961</b>

## Electoral Area "E"

Departmental Expenses - Budget Variance  
 Area "E" Region Wide and Local Services  
 For the Month Ended March 31, 2019



		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	0	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
	<b>Sub Total</b>	<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
1101	Rural Government - Legislative	45,110	72,885	27,775
1102	Rural Government - Administration	574,120	213,323	-360,797
1103	Grant In Aid	41,046	91,126	50,080
4101	Electoral Area Planning	62,132	79,955	17,823
4401	Building Numbering	2,096	2,731	635
4501	Unightly Premises Regulatory Control	6,900	12,249	5,349
5901	Invasive Plant Control	2,626	5,409	2,783
7601	Emergency Preparedness Planning	75,922	172,848	96,926
7602	Eoc Expenditures	33,609	159,948	126,339
7603	Rural Fire Department Administration	26,356	34,111	7,755
	<b>Sub Total</b>	<b>\$869,917</b>	<b>\$844,585</b>	<b>(\$25,332)</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
2200	Economic Development-electoral Area "e"	-	6,862	6,862
4201	Building Inspection	123,294	134,865	11,571
7102	Southside Rural Fire Protection	10,032	12,166	2,134
7403	Lakes District Emergency Response	-	46	46
7701	Burns Lake & Area Victim Services	-	125	125
8101	Lakes District Airport	21,058	23,750	2,692
10202	Burns Lake Arena Grant	-	-	-
10303	Lakes District Arts & Culture	60,021	79,210	19,189
10504	Burns Lake & Area Rebroadcasting	8,125	8,125	-
10601	Burns Lake And Area Library Grant	12,349	12,349	-
10701	Burns Lake Museum Society	1,046	1,046	-
	<b>Sub Total</b>	<b>235,925</b>	<b>278,544</b>	<b>\$42,619</b>
	<b>Totals</b>	<b>2,691,898</b>	<b>3,208,594</b>	<b>516,696</b>

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## Electoral Area "F"

Departmental Expenses - Budget Variance  
Area "F" Region Wide and Local Services  
For the Month Ended March 31, 2019

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	0	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
	<b>Sub Total</b>	<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
1101	Rural Government - Legislative	45,110	72,885	27,775
1102	Rural Government - Administration	574,120	213,323	-360,797
1103	Grant In Aid	41,046	91,126	50,080
4101	Electoral Area Planning	62,132	79,955	17,823
4401	Building Numbering	2,096	2,731	635
4501	Unsightly Premises Regulatory Control	6,900	12,249	5,349
5901	Invasive Plant Control	2,626	5,409	2,783
7601	Emergency Preparedness Planning	75,922	172,848	96,926
7602	Eoc Expenditures	33,609	159,948	126,339
7603	Rural Fire Department Administration	26,356	34,111	7,755
	<b>Sub Total</b>	<b>\$869,917</b>	<b>\$844,585</b>	<b>(\$25,332)</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
2300	Stuart-nechako Economic Developmei	-	2,173	2,173
4201	Building Inspection	123,294	134,865	11,571
6301	Cluculz Lake - Somerset Estates Sewer	89	1,789	1,700
7207	Vanderhoof Rural Fire Protection	-	-	-
7301	Cluculz Lake Emergency Response	5,185	5,125	(60)
7402	Area "f" Extrication Service	-	-	-
10302	Vanderhoof Recreation & Culture	-	-	-
10802	Braeside Community Hall	-	-	-
	<b>Sub Total</b>	<b>\$128,568</b>	<b>\$143,952</b>	<b>\$15,384</b>
	<b>Totals</b>	<b>2,584,541</b>	<b>3,074,002</b>	<b>489,461</b>



## Electoral Area "G"

Departmental Expenses - Budget Variance  
Area "G" Region Wide and Local Services  
For the Month Ended March 31, 2019

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	0	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
	<b>Sub Total</b>	<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
1101	Rural Government - Legislative	45,110	72,885	27,775
1102	Rural Government - Administration	574,120	213,323	-360,797
1103	Grant In Aid	41,046	91,126	50,080
4101	Electoral Area Planning	62,132	79,955	17,823
4401	Building Numbering	2,096	2,731	635
4501	Unightly Premises Regulatory Control	6,900	12,249	5,349
5901	Invasive Plant Control	2,626	5,409	2,783
7601	Emergency Preparedness Planning	75,922	172,848	96,926
7602	Eoc Expenditures	33,609	159,948	126,339
7603	Rural Fire Department Administration	26,356	34,111	7,755
	<b>Sub Total</b>	<b>\$869,917</b>	<b>\$844,585</b>	<b>(\$25,332)</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
4201	Building Inspection	123,294	134,865	11,571
7103	Topley Rural Fire Protection	10,608	15,214	4,606
7203	Houston Rural Fire Protection	-	-	-
7406	Topley Road Rescue	1,725	1,825	100
10402	Topley Cemetery Grant	-	-	-
10501	Smithers,telkwa,houston Tv Rebroadcast	-	-	-
	<b>Sub Total</b>	<b>135,627</b>	<b>\$151,904</b>	<b>-</b>
	<b>Totals</b>	<b>2,591,600</b>	<b>3,081,954</b>	<b>474,077</b>

## GRANISLE

Departmental Expenses - Budget Variance  
 Granisle Services  
 For the Month Ended March 31, 2019



		YTD	YTD Expense	Budget	Budget
		Expenses	Budget		Variance Fav (Unfav)
<b>Region Wide Services</b>					
<b>Dept</b>	<b>Description</b>				
1201	General Government - Legislative	174,676	189,076		14,400
1202	General Government - Administration	247,215	342,356		95,141
1203	General Government - Finance	114,339	155,306		40,967
1301	Feasibility Studies	-	375		375
2500	Economic Development	104,117	171,727		67,610
4301	Development Services	81,633	91,478		9,845
5000	Environmental Services	836,353	1,088,504		252,151
7501	911 Service	27,723	46,643		18,920
<b>Sub Total</b>		<b>\$1,586,056</b>	<b>\$2,085,465</b>		<b>\$499,409</b>
<b>Rural Services</b>					
<b>Dept</b>	<b>Description</b>				
4101	Electoral Area Planning	62,132	79,955		17,823
<b>Sub Total</b>		<b>\$62,132</b>	<b>\$79,955</b>		<b>\$17,823</b>
<b>Local Services</b>					
<b>Dept</b>	<b>Description</b>				
<b>Sub Total</b>		-	-		-
<b>Totals</b>		<b>1,648,188</b>	<b>2,165,420</b>		<b>517,232</b>

## HOUSTON

Departmental Expenses - Budget Variance  
Houston Services  
For the Month Ended March 31, 2019



		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	-	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
	<b>Sub Total</b>	<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
4101	Electoral Area Planning	62,132	79,955	17,823
	<b>Sub Total</b>	<b>\$62,132</b>	<b>\$79,955</b>	<b>\$17,823</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
8203	Regional Transit Service	31,863	57,495	25,632
10501	Smithers,telkwa,houston Tv Rebroadcast	-	-	-
	<b>Sub Total</b>	<b>31,863</b>	<b>57,495</b>	<b>25,632</b>
	<b>Totals</b>	<b>1,680,051</b>	<b>2,222,915</b>	<b>542,864</b>



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# Telkwa

## Departmental Expenses - Budget Variance Telkwa Services For the Month Ended March 31, 2019

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	-	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
	<b>Sub Total</b>	<b>1,586,056</b>	<b>2,085,465</b>	<b>499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
4101	Electoral Area Planning	62,132	79,955	17,823
	<b>Sub Total</b>	<b>\$62,132</b>	<b>\$79,955</b>	<b>\$17,823</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
8203	Regional Transit Service	31,863	57,495	25,632
10101	B.V. Regional Pool & Recreation Centre	184,504	198,208	13,704
10501	Smithers,telkwa,houston Tv Rebroadcast	-	-	-
	<b>Sub Total</b>	<b>216,367</b>	<b>255,703</b>	<b>39,336</b>
	<b>Totals</b>	<b>1,864,555</b>	<b>2,421,123</b>	<b>556,568</b>





# 161 Smithers

## Departmental Expenses - Budget Variance Smithers Services For the Month Ended March 31, 2019

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	-	375	375
2500	Economic Development	104,117	171,727	179,662
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	1,207,451
7501	911 Service	27,723	46,643	18,920
	<b>Sub Total</b>	<b>1,586,056</b>	<b>2,085,465</b>	<b>499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
4101	Electoral Area Planning	62,132	79,955	17,823
	<b>Sub Total</b>	<b>\$62,132</b>	<b>\$79,955</b>	<b>\$17,823</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
8203	Regional Transit Service	31,863	57,495	25,632
10101	B.V. Regional Pool & Recreation Centre	184,504	198,208	13,704
10501	Smithers,telkwa,houston Tv Rebroadcast	-	-	-
	<b>Sub Total</b>	<b>216,367</b>	<b>255,703</b>	<b>39,336</b>
	<b>Totals</b>	<b>1,864,555</b>	<b>2,421,123</b>	<b>556,568</b>



162  
**Vanderhoof**

**Departmental Expenses - Budget Variance  
Vanderhoof Services  
For the Month Ended March 31, 2019**

		YTD	YTD Expense	Budget
		Expenses	Budget	Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	-	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
<b>TOTALS</b>		<b>1,586,056</b>	<b>2,085,465</b>	<b>499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
4101	Electoral Area Planning	62,132	79,955	17,823
<b>Sub Total</b>		<b>\$62,132</b>	<b>\$79,955</b>	<b>\$17,823</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
2300	Stuart-nechako Economic Development	0	2,173	2,173
8203	Regional Transit Service	31,863	57,495	25,632
<b>Sub Total</b>		<b>31,863</b>	<b>59,668</b>	<b>27,805</b>
<b>Totals</b>		<b>1,680,051</b>	<b>2,225,088</b>	<b>545,037</b>



# 163 Burns Lake

## Departmental Expenses - Budget Variance Burns Lake Services For the Month Ended March 31, 2019

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	0	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
<b>Sub Total</b>		<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
4101	Electoral Area Planning	62,132	79,955	17,823
<b>Sub Total</b>		<b>\$62,132</b>	<b>\$79,955</b>	<b>\$17,823</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
2100	Lakes Economic Development	-	-	-
7701	Burns Lake & Area Victim Services	-	125	125
8101	Lakes District Airport	21,058	23,750	2,692
8203	Regional Transit Service	31,863	57,495	25,632
10202	Burns Lake Arena Grant	-	-	-
10303	Lakes District Arts & Culture	60,021	79,210	19,189
10504	Burns Lake & Area Rebroadcasting	8,125	8,125	-
10601	Burns Lake And Area Library Grant	12,349	12,349	-
10701	Burns Lake Museum Society	1,046	1,046	-
<b>Sub Total</b>		<b>134,462</b>	<b>182,100</b>	<b>47,638</b>
<b>Totals</b>		<b>1,782,650</b>	<b>2,347,520</b>	<b>564,870</b>



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# Fort St. James

## Departmental Expenses - Budget Variance Fort St. James Services For the Month Ended March 31, 2019

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	0	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
	<b>TOTALS</b>	<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
4101	Electoral Area Planning	62,132	79,955	17,823
	<b>Sub Total</b>	<b>\$62,132</b>	<b>\$79,955</b>	<b>\$17,823</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
2300	Stuart-nechako Economic Development	-	2,173	2,173
8202	Fort St. James Seniors Helping Seniors	-	500	500
8203	Regional Transit Service	31,863	57,495	25,632
10503	Fort St. James & Area Rebroadcasting	41,875	41,875	-
	<b>Sub Total</b>	<b>73,738</b>	<b>102,043</b>	<b>28,305</b>
	<b>Totals</b>	<b>1,721,926</b>	<b>2,267,463</b>	<b>545,537</b>



# Fraser Lake

## Departmental Expenses - Budget Variance Fraser Lake Services For the Month Ended March 31, 2019

		YTD Expenses	YTD Expense Budget	Budget Variance Fav (Unfav)
<b>Region Wide Services</b>				
<b>Dept</b>	<b>Description</b>			
1201	General Government - Legislative	174,676	189,076	14,400
1202	General Government - Administration	247,215	342,356	95,141
1203	General Government - Finance	114,339	155,306	40,967
1301	Feasibility Studies	0	375	375
2500	Economic Development	104,117	171,727	67,610
4301	Development Services	81,633	91,478	9,845
5000	Environmental Services	836,353	1,088,504	252,151
7501	911 Service	27,723	46,643	18,920
	<b>Sub Total</b>	<b>\$1,586,056</b>	<b>\$2,085,465</b>	<b>\$499,409</b>
<b>Rural Services</b>				
<b>Dept</b>	<b>Description</b>			
4101	Electoral Area Planning	62,132	79,955	17,823
	<b>Sub Total</b>	<b>\$62,132</b>	<b>\$79,955</b>	<b>\$17,823</b>
<b>Local Services</b>				
<b>Dept</b>	<b>Description</b>			
2300	Stuart-nechako Economic Development	-	2,173	2,173
8203	Regional Transit Service	31,863	57,495	25,632
10502	Fraser Lake&area Television Rebroadcast	18,844	19,469	625
	<b>Sub Total</b>	<b>50,707</b>	<b>79,137</b>	<b>28,430</b>
	<b>Totals</b>	<b>1,698,895</b>	<b>2,244,557</b>	<b>545,662</b>

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**Regional District of Bulkley-Nechako  
Board of Directors  
June 20, 2019**

To: Chair Thiessen and the Board of Directors  
From: Jordanna Evans and Shari Janzen, Economic Development Assistants  
Date: June 5, 2019  
Regarding: **2019 Minerals North Tradeshow Report**

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Please find attached the 2019 Minerals North Tradeshow Report.

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



## 2019 Minerals North Tradeshow Summary Report

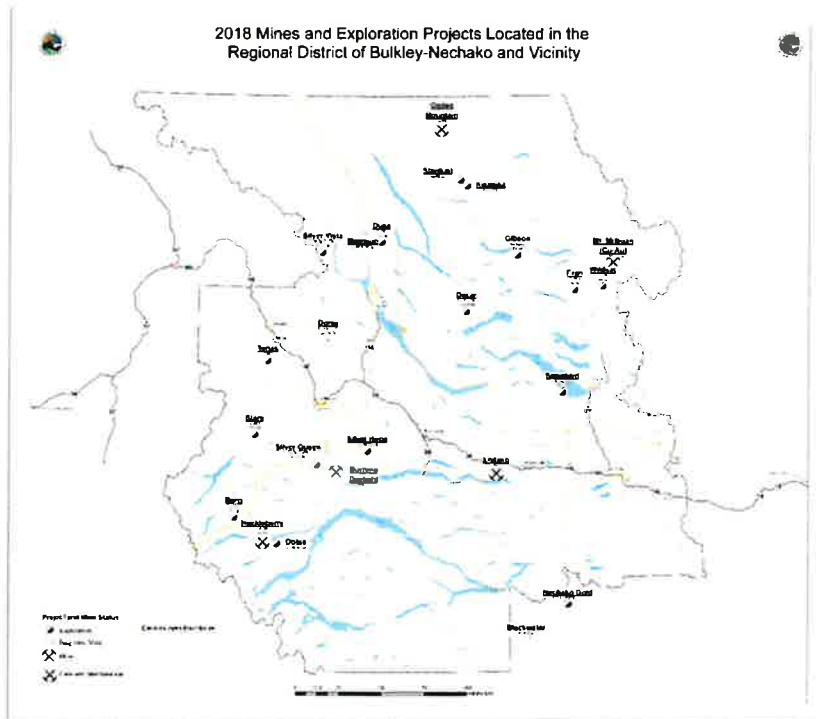
As per the Regional District of Bulkley-Nechako board resolution from the November 15, 2018, meeting, Economic Development staff participated in the tradeshow at the 2019 Minerals North Conference. The event was held on May 23 and 24, 2019 at the Chetwynd Recreation Centre. Regional District of Bulkley-Nechako Economic Development Assistants, Shari Janzen and Jordanna Evans, and Director Rob Newell participated on behalf of the RDBN.

The following municipal partners contributed towards the booth:

- Village of Burns Lake
- District of Fort St. James

### Cost Breakdown

The cost for the booth was \$450.00 with an additional \$50.00 for a second booth attendant. With the contributions from the participating municipal partners, the RDBN incurred a cost of \$300.00 for booth registration.



### Highlights

The tradeshow was open to delegates of the Minerals North Conference on May 23 from 7:00 am to 4:00 pm and from 7:30 am to 12:00 pm on May 24. The tradeshow was open to high school students and the general public from 9:00 am to 11:00 am on May 24.

The Ministry of Energy, Mines and Petroleum Resources collaborated on the creation of a RDBN Mines and Exploration Projects map. This map was very popular with those who visited the booth.

**Most common enquiries**

- General enquiries about mineral exploration in the RDBN. Notable attention was paid to Mt. Milligan.
- Enquiries about Indigenous communities in the RDBN.
- Stories from people who had worked on mineral exploration projects in the region.
- Enquires from other organizations at the tradeshow about future partnership opportunities.

**Attendance and Participation**

Tradeshow Activity	Total Participation
Total tradeshow Booths (sold out)	65
Draw Entries	30
Booth Visitors	90
Delegates	300



The booth visitor tracking numbers consist of people that had conversations with booth staff, people that took brochures or promotional items, and people that entered the draw for \$100.

Municipal partners supplied community brochures and promotional items. Some of the of other booth items consisted of Visit Bulkley-Nechako Brochures, regional Indigenous communities and organizations information, the Regional and Provincial Overview of Exploration and Mining, the RDBN Spring Newsletter, the Career Pathways – Mining information package from the Bulkley-Nechako Workforce Opportunities Table.





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**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
MEMORANDUM**

To: Chairperson Thiessen and Board of Directors (June 20, 2019)  
From: Janette Derksen  
Deputy Director of Environmental Services  
Date: June 10, 2019  
Subject: Houston Recycling System Update - 2019

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On February 21, 2019, the "Board of Directors authorized the extension of the 2018 contract between the RDBN and the Houston Bottle Depot at a monthly rate of \$3,290.70 per month, on a month to month basis". This was to allow time for RDBN staff to explore other locations for a Recycle BC depot to be established in Houston without disruption in the current system offered at the Bottle Depot. Staff's intentions were to have a new site chosen and the Recycle BC program up and running by the end of summer 2019. Current work with the District of Houston to acquire land has been delayed by the RDBN due to the recycling issues and challenges in the western part of the region, regarding the loss of the recycling receiving facility in Smithers. Unfortunately, due to the distance to ship the loose depot material for baling and processing, Recycle BC will unlikely enter into a depot contract with RDBN for a depot program in Houston until a receiving facility is re-established within the western part of the region.

Unless otherwise directed by the Board of Directors, staff will continue to invoice the Houston Bottle Depot following the Board's motion on February 21, 2019, to ensure that the Houston recycling system stays the same for the community and surrounding residents as is currently offered by the Houston Bottle Depot.

Staff will continue to explore a depot location in Houston as directed by the Board. Although, with the additional projects that have been added to the Environmental Services department's 2019 workplan, staff is recommending that the development of a Recycle BC depot program for the community of Houston be postponed and be considered as part of the department's 2020 workplan.

The Houston Bottle Depot will be notified of the changes and staff would like to recommend that the Board of Directors authorize staff to issue a media release notifying the community of Houston and its area's residents on the status of the recycling system in Houston.

**RECOMMENDATION**

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "Houston Recycling System Update – 2019", dated June 10, 2019.
2. Further, that the Board of Directors authorize staff to issue a media release, notifying Houston and Area residents about the status of the recycling system in their community for 2019.



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
MEMORANDUM**

To: Chair Thiessen and Board of Directors (June 20, 2019)

From: Rory Mckenzie  
Director of Environmental Services

Date: May 16, 2019

Subject: Authorization to Proceed with Purchase of Capital Equipment – one track excavator for loading wood waste

On April 1, 2019 Staff issued a RFP for the Supply and Delivery of one track excavator for the purpose of loading wood waste at the RDBN waste transfer stations. This RFP was issued on BC Bid and all local dealers were notified. A total of eight responses were received. The eight RFP's were ranked based on Cash benefit for the RDBN, Service location, and Service quality and Reputation.

**Budget** – There is a total of \$300,000 in the 2019 budget to purchase one track excavator.

Of the eight proposals five came in under budget and three over budget. Based on price and the overall ranking SMS Equipment (Komatsu) of Prince George ranked first (see overall ranking on the following page).

At this time, staff is requesting authorization to proceed with the purchase of the Komatsu 200 track excavator from SMS Equipment of Pr. George. This request is contingent on the total costs being equal to or less than the value presented in the 2019 budget.

**RECOMMENDATION**

(All/Directors/Majority)

1. That the Board of Directors receive the memorandum titled, "Authorization to Proceed with Purchase of Capital Equipment – One Track Excavator for loading wood waste" and dated June 6, 2019.
2. Further, that the Board of Directors authorize staff to purchase the Komatsu 200 excavator from SMS Equipment for a total cost not to exceed \$300,000.

Respectfully submitted,

Rory Mckenzie  
Director of Environmental Services

Rankings for new Excavator Purchase

All pricing before PST

30 points = price

20 points = reputation & reliability

10 points = service

Company	Price	Service	Reputation & Reliability	Total points
Volvo Ec 200	15	5	16	36
Doosan dx 225	10	5	7	22
Arctic Machinery xe 210	22	2	5	29
Artic Machinery xe 210	23	2	5	30
John Deere 210 glc	9	8	17	34
Hyundi hx 220	12	5	10	27
Komatsu pc 200 lc	14	10	17	41
Caterpillar 320 lc	8	10	18	36



## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### MEMORANDUM

To: Chairperson Thiessen and Board of Directors (June 20, 2019)

From: Rory Mckenzie, Director of Environmental Services

Date: June 20, 2019

Subject: Metal Recycling – Recommendation for Contract Award

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On May 8, 2019, a Request for Quotations was issued for metal recycling services to three companies (Allen's Scrap and Salvage Ltd., Richmond Steel Recycling Ltd., Schnitzer Steel Canada Ltd). The request for Quotations was also posted on B.C. Bid. The deadline for receipt of quotations was noon, July 6, 2019. The metal recycling service will be completed by December 31, 2020.

The RDBN requested cost quotations for the sorting, pickup and removal of scrap metals, from the following solid waste management facilities:

- Fort St. James Transfer Station
- Vanderhoof Transfer Station
- Area "D" (Fraser Lake Rural) Transfer Station
- Granisle Transfer Station
- Burns Lake Transfer Station
- Knockholt Landfill
- Smithers/Telkwa Transfer Station
- Southside Transfer Station

Clearly outlined in the Request for Quotation document was the following expectations of the RDBN:

1. That the successful contractor provides reliable, consistent service to the Regional District.
2. That the successful contractor will be able to provide proof, satisfactory to the Regional District, that all materials collected are recycled and not landfilled.
3. That the successful contractor will pay the Regional District revenue for all scrap metals collected by the contractor for recycling.

Quotations submitted to the Regional District of Bulkley-Nechako were to contain the following information:

1. Price (\$ per metric tonne of recycled metal) to be paid to the RDBN for processing materials from the sites to be serviced. This price shall be net of any costs to perform the work of the contract; including but not limited to:
  - i. Mobilization and demobilization to, from, and between the serviced sites.



- ii. All labour, materials, and machinery involved in the collection, baling, loading, contaminant separation, and clean-up of on-site scrap metal stockpiles.
  - iii. The transport to market of collected materials.
  - iv. Detailed reporting of materials removed from each individual site.
2. Proposed schedule of service for the Facilities;
  3. Description of final destination of recycled metal;
  4. List of previous experience and references (including contact information);
  5. Confirmation that insurance requirements will be met if awarded the contract;
  6. Confirmation that the Contractor is in good standing with WorkSafe BC.

Prior to the deadline for receipt of submissions, the RDBN received two quotations. The financial results for the two quotations received are summarized below:

<b>Company</b>	<b>Payment to RDBN</b>
Richmond Steel Recycling Ltd.	\$57.91/metric tonne fixed rate for servicing all sites other than Manson Creek Landfill
Schnitzer Steel Canada Ltd.	\$96.57/metric tonne fixed rate for servicing all sites other than Manson Creek Landfill.

Based on the pricing provided, it is recommended to award the contract to Schnitzer Steel Canada Ltd. for removal and recycling of scrap metal from RDBN Landfill and Transfer Stations for the 2019 and 2020 year. Payment to the RDBN would be \$96.57/metric tonne for materials collected at solid waste management sites.

<b>RECOMMENDATION</b>	<b>(All/Directors/Majority)</b>
1. That the Board of Directors receive the memorandum titled, "Metal Recycling – Recommendation for Contract Award" and dated June 20, 2019.	
2. Further that the Board of Directors award a contract for metal recycling services for 2019, expiring December 31, 2020, to Schnitzer Steel Canada Ltd. with revenue paid to the RDBN of \$96.57/metric tonne of scrap metal recycled from RDBN sites.	



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## MEMORANDUM

To: Chair Thiessen and Board of Directors  
From: Maria Sandberg  
Date: May 28, 2019  
Re: Official Community Plan (OCP) Review for Electoral Area F

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### INTRODUCTION:

The Endako, Fraser Lake and Fort Fraser Rural OCP was adopted on May 16, 2019 and the Planning Department has completed its review of the Village of Fraser Lake's OCP.

This report recommends that the Planning Department undertake a review of the Vanderhoof Rural OCP for Electoral Area F, which was adopted in 2009. It is also recommended that the Planning Department extend an offer to the District of Vanderhoof to review their OCP, on a cost recovery basis, concurrently with the rural OCP.

### AREA F OCP REVIEW

#### The Importance of OCPs

An OCP contains the broad objectives and policies respecting the form and character of existing and proposed land use and servicing requirements for an area. It must consider anticipated housing needs, schools, service requirements, public facilities, location and requirements for commercial, industrial, agricultural and other land uses, and restrictions on lands that are environmentally sensitive or hazardous.

An OCP provides goals and objectives for the area, and policies to guide future land use, development, and other decisions of the Regional District Board in an effort to achieve those goals and objectives. An OCP allows business and landowners to make informed investment decisions. Also, an OCP is available for use by other levels of government to help direct their priorities and focus in the area.

An OCP provides a level of assurance and predictability for residents and businesses regarding the manner in which the RDBN will view and approach issues, and how the Board may approach decisions in critical areas like land use, habitat protection, and economic development. It also provides staff direction regarding how to respond to the public regarding development inquiries.

It is important to periodically review OCPs as the legislation, the attitudes and priorities of residents, the regional economy, and the development patterns and issues change over time. Equally important is that the process of reviewing the OCP also serves to raise awareness of, and support for, the community vision and objectives contained in the plan.

### **Area F OCP Work Plan**

The proposed process and work plan for the Area F OCP is attached as Appendix "A" to this report. The entire process is estimated to take 12 to 18 months.

It is proposed that the OCP review process include the creation of a working group made up of Regional District staff, community members, first nations and stakeholders. It is intended that the membership in the working group be solicited from the following organizations:

- District of Vanderhoof
- Community Futures Stuart-Nechako
- Chamber of Commerce
- Cattleman's Association
- Nechako Dairyman's Association
- Cluculz Lake Community Association
- Community at large

Membership from the community will be solicited at the proposed initial public open houses. This working group would meet as identified in Appendix A, and play a role in reviewing and amending a draft plan. The working group will make recommendations to the Electoral Area F Advisory Planning Commission (APC), along with staff's recommendations, on the content of the plan. The plan prepared by the working group is then taken to the general public for input at open houses, through the website, and social media.

It is proposed that the Electoral Area F APC play the higher-level role of reviewing and commenting on the draft document prepared by the working group. The APC would also oversee the OCP review process and make recommendations to staff and the Board regarding the content of the plan. It is noted that the APC would not be directly involved in the detailed work of drafting the plan. This is undertaken by staff and the working group.

The consultation checklist identified in Appendix B works hand in hand with the work plan to ensure that the process is inclusive and thorough.

## Legislated Consultation

Section 475 of the *Local Government Act* states the following.

- (1) During the development of an official community plan, or the repeal or amendment of an official community plan, the proposing local government must provide one or more opportunities it considers appropriate for consultations with persons, organizations and authorities it considers will be affected.
- (2) For the purposes of subsection (1), the local government must:
  - (a) consider whether the opportunities for consultation with one or more of the persons, organizations and authorities should be early and ongoing; and
  - (b) specifically consider whether consultation is required with
    - (i) the board of a regional district in which the area covered by the plan is located, in the case of a municipal official community plan;
    - (ii) the board of any regional district that is adjacent to the area covered by the plan;
    - (iii) the council of any municipality that is adjacent to the area covered by the plan;
    - (iv) first nations;
    - (v) school district boards, greater boards and improvement district boards; and
    - (iv) the Provincial and Federal governments and their agencies.
- (3) Consultation under this section is in addition to the public hearing required under section 477 (3)(c).
- (4) If the development of an official community plan, or the repeal or amendment of an official community plan, might affect agricultural land, the proposing local government must consult with the Agricultural Land Commission.

Also, Section 476 of the *Local Government Act* requires the Regional District to consult with boards of education with regards to the following:

- (a) the actual and anticipated needs for school facilities and support services in the school districts;
- (b) the size, number and location of the sites anticipated to be required for the school facilities referred to in paragraph (a);
- (c) the type of school anticipated to be required on the sites referred to in paragraph (b);
- (d) when the school facilities and support services referred to in paragraph (a) are anticipated to be required;
- (e) how the existing and proposed school facilities relate to existing or proposed community facilities in the area.

The entire Plan area is located within School District 91. The checklist in Appendix B contains the proposed consultation strategy for the OCP. This strategy meets the requirements of s. 475 of the *Local Government Act*, and the referral to the School Board shall be undertaken in a manner that satisfies s. 476 of the *Local Government Act*. Therefore, staff recommends that the Board consider and approve the process as identified in the work plan, and the consultation strategy.



It is noted that the work plan is intended to serve only as a guideline for the process, and the consultation strategy is intended to identify a minimum level of consultation. Issues may arise that require change to the process and timelines, in consultation with the Area Director. Also, issues may arise that result in increased consultation with the public, agencies, or interest groups beyond that identified in Appendix B.

## **MUNICIPAL OCP REVIEW PROCESSES**

The Planning Department has now finished two municipal OCP reviews for the Village of Burns Lake and the Village of Fraser Lake concurrently with the Electoral Area OCP reviews.

In staff's opinion, undertaking both the rural and municipal OCP review processes at the same time results in efficiencies relating to the holding of joint open houses, public meetings, and other consultation processes. Staff resources spent researching, understanding, and planning for the various issues and trends can be more effectively achieved; and OCP content and the planning approach to issues could be more easily coordinated between the rural and the municipal OCP.

Staff has briefly connected with the District of Vanderhoof and they may be interested in the Planning Department undertaking their Official Community Plan (OCP) review process.

### **Recommendations**

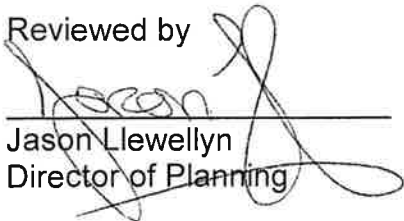
1. That the Board approve the work plan and consultation checklist for the Area F OCP review, identified as Appendices A and B.

#### ***Electoral Area Planning – Participants/Directors/Majority***

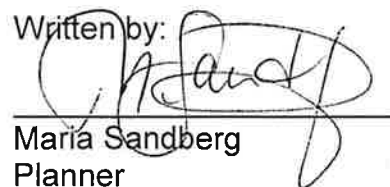
2. That the Board authorize staff to enter into an agreement with the District of Vanderhoof to review the District's OCP, on a cost recovery basis, at the same time as the RDBN reviews the OCP for Electoral Area F.

***Directors – Majority***

Reviewed by

  
 Jason Llewellyn  
 Director of Planning

Written by:

  
 Maria Sandberg  
 Planner

## APPENDIX B: Vanderhoof Rural Official Community Plan Consultation Strategy Checklist

### Consideration of affected persons, organizations, and authorities

At the beginning of the OCP review process, during the stakeholder review phase and during the public review and referral phase, consideration has been given to consultation with the following organizations.

Consultation is recommended with:

- Cariboo Regional District
- Regional District of Fraser-Fort George
- Regional District of Kitimat-Stikine
- Regional District of Peace River
- District of Vanderhoof
- District of Fort St. James
- Village of Fraser Lake
- Village of Burns Lake
- District of Houston
- Village of Telkwa
- Village of Granisle
- Town of Smithers
  
- Federal / Provincial Ministries or Agencies**
  - Agricultural Land Commission
  - Ministry of Transportation and Infrastructure
  - Ministry of Agriculture
  - Ministry of Forests, Lands and Natural Resource Operations
  - Ministry of Energy and Mines
  - Ministry of Community, Sport and Cultural Development
  - Ministry of Jobs, Tourism and Innovation
  - Department of Fisheries and Oceans
  - Northern Health Authority
  - Other (specify) \_\_\_\_\_
  
- School District No. 54 Board
- School District No. 91 Board
- Improvement Districts
  
- First Nations**
  - Burns Lake Band (Ts'il Kaz Koh First Nation)
  - Cheslatta Carrier Nation
  - Carrier Sekani Tribal Council

- Carrier Chilcotin Tribal Council
- Gitksan First Nation
- Kitselas First Nation
- Lake Babine First Nation
- Lheidli Tenneh First Nation
- Lhoosk'uz Dene Nation
- Moricetown Band
- Nadleh Whut'en First Nation
- Nak'azdli First Nation
- Nee Tahi Buhn Band
- Nazko First Nation
- Office of the Wet'suwet'en
- Saik'uz First Nation
- Skin Tyee First Nation
- Stelat'en First Nation
- Takla Lake First Nation
- Tl'azt'en First Nation
- Tsilqot'in National Government
- Tl'etinqox-T'in Government Office (Anaheim Indian Band)
- Toosey Indian Band
- Ulkatcho First Nations
- Wet'suwet'en First Nation
- Yekooche First Nation
- Other (specify) \_\_\_\_\_

**Community Groups/Associations**

- Community Futures – Stuart Nechako
- Vanderhoof Chamber of Commerce
- Sinkut Lake Community Group
- Nechako Valley Sporting Association
- Cluculz Lake Community Association
- Cluculz Lake Livestock Association
- Nechako Valley Regional Cattlemen's Association
- Braeside Community Recreation Association
- Nechako Valley Historical Society
- MPS Community Centre (Mapes, Blackwater, Sob Lake)
- Vanderhoof Fish and Game Club
- Nechako Environmental and Water Stewardship Society
- Nechako White Sturgeon Recovery Initiative

**Public**

- Immediate neighbours (within 30 metres of subject property)
- Surrounding neighbourhood
- Region wide

Other (specify) see work plan

## Appendix A: Vanderhoof Rural OCP Work Plan

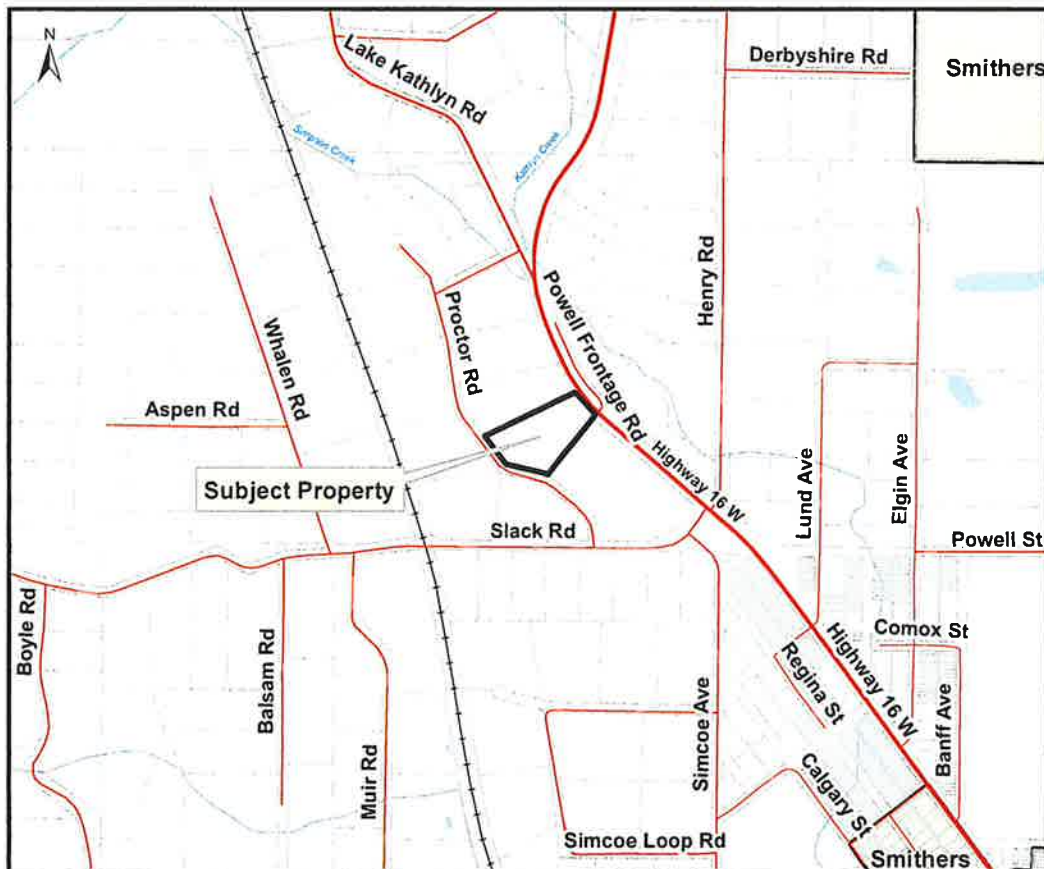
<b>1. Preliminary Consultation and Review</b>	
<input type="checkbox"/>	Memo to Regional District Board on work plan and consultation strategy
<input type="checkbox"/>	Preliminary input through referrals as in consultation strategy
<input type="checkbox"/>	Meeting with Electoral Area F Advisory Planning Commission (APC)
<input type="checkbox"/>	Hold Open House to introduce the process and identify volunteers for working group
<input type="checkbox"/>	Prepare Preliminary OCP Draft for discussion purposes
<input type="checkbox"/>	1 <sup>st</sup> Working Group Meeting - review preliminary OCP Draft - discuss concerns /issues, community vision, and plan goals
<b>2. Staff Research / Working Group Draft Preparation</b>	
<input type="checkbox"/>	Further research - concerns / issues/statistics/demographics
<input type="checkbox"/>	Revise Preliminary Draft
<input type="checkbox"/>	Working group meetings – discussion of issues and goals
<b>3. Public Review of Draft</b>	
<input type="checkbox"/>	Amend draft based on Working Group comments
<input type="checkbox"/>	Final working group meetings - review draft and maps
<input type="checkbox"/>	Review draft with Electoral Area F APC
<input type="checkbox"/>	Refer draft to District of Vanderhoof, First Nations and stakeholders
<input type="checkbox"/>	Hold Open House to present OCP Draft to the public
<input type="checkbox"/>	Amend draft based on public input
<input type="checkbox"/>	Present final draft to APC and stakeholders, if required
<b>4. Formal Process</b>	
<input type="checkbox"/>	Present OCP Draft to Board for First and Second Reading
<input type="checkbox"/>	Referral to the Agricultural Land Commission and other agencies, if required
<input type="checkbox"/>	Public Hearing
<input type="checkbox"/>	Present draft plan to Regional District Board for third reading & Adoption



Planning Department 3<sup>rd</sup> Reading Report  
 Bylaw No. 1870, 2019  
 Rezoning Application File No. A-01-19  
 June 10, 2019

### APPLICATION SUMMARY

**Name of Applicants:** Dennis Olson  
**Name of Agent:** Len Dohler  
**Electoral Area:** A  
**Subject Property:** Lot 4, Section 2, Township 1A, Range 5, Coast District, Plan 7267  
**Property Size:** 2.02 ha. (5 ac.)  
**Location:** The subject property is located at 3904 Proctor Road, 1 km from the Town of Smithers.



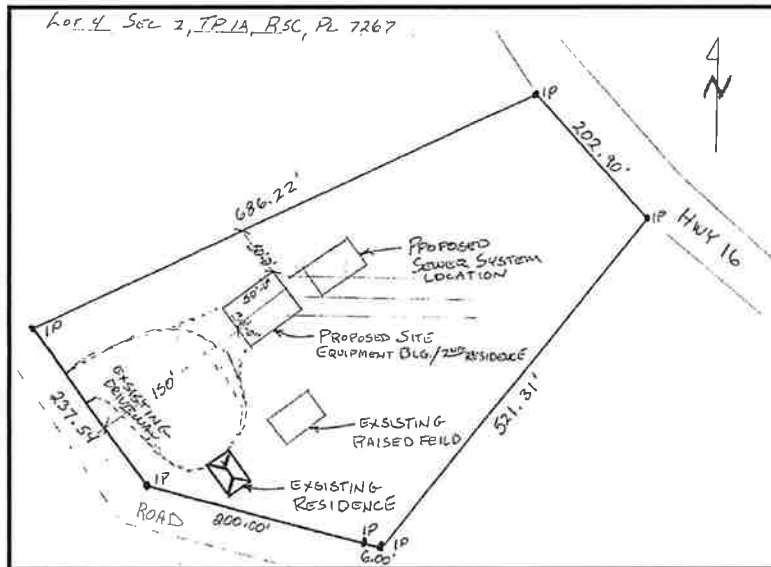
**OCP Designation:** Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014  
**Zoning:** Small Holdings (H1) zone in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993  
**Existing Land Use:** Residential  
**ALR Status:** Outside the ALR

## PROPOSAL

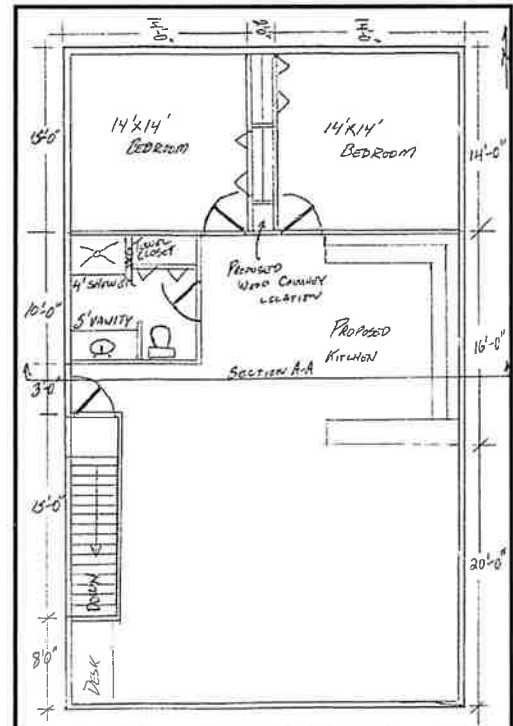
The applicant wishes to build a 30' x 50' (1,500 ft<sup>2</sup>) 2-bedroom suite above a proposed shop for a family member.

The proposed second dwelling does not conform to the density provision under the Small Holdings (H1) Zone. The applicant has therefore applied to amend Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from **Small Holdings (H1)** to **Small Holdings (Additional Dwelling) (H1 A)** to allow a second dwelling on the subject property.

Site Plan



Second Dwelling Floor Plan



The proposed size of the second dwelling exceeds the maximum Dwelling Area provision under the H1-A zone. Therefore, the applicant wishes to amend Section 12.1.04 of the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 to allow a larger than permitted second dwelling up to 140 m<sup>2</sup> (1,500 ft<sup>2</sup>) Gross Floor Area (GFA).

## REFERRAL COMMENTS

### Advisory Planning Commission

That the application be supported.

### Town of Smithers

No Objections

**Ministry of Transportation**

Approval recommended subject to conditions below.

- The Ministry of Transportation and Infrastructure will not permit access to Highway 16. All accesses are to be contained to Proctor Road.
- Residential accesses do not require permits on side roads; however, only one access is allowed per property.
- At this time the Ministry will not ask for further dedication along Highway 16.

**Northern Health Authority**

No comments received.

**PLANNING DEPARTMENT COMMENTS****OCP**

The subject property is designated Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 which is intended to provide opportunities for people to live in a rural setting while protecting and preserving the rural character of the area.

With regards to an additional dwelling in the RR designation, Section 3.4.2 (7) of the OCP states that rezoning applications to allow a second single family dwelling on a parcel may be considered under the following circumstances:

- The subject property is a minimum of 2 hectares (5 acres) in size or larger, or a 2<sup>nd</sup> single family dwelling exists and is legal but non-conforming to zoning.*
- It has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.*
- The development is compatible with adjacent land uses and maintains the rural character of the area.*
- The parcel is not located within a floodplain or on other hazard lands.*
- The development addresses wildlife and ecological values.*
- And, the future subdivision of the land into a parcel smaller than 2 hectares (5 acres) is prohibited.*

The proposal complies with conditions (a) (b) (c) and (d) of Section 3.4.2 (7) in the OCP.

Further subdivision of the property cannot occur under the current or the proposed zoning due to the existing parcel size of 2.0 ha.



## Zoning

The Small Holdings (Additional Dwelling) (H1-A) Zone only permits one single family dwelling per parcel with a gross floor area exceeding 100 m<sup>2</sup> (1,076 ft<sup>2</sup>). The H1-A zone has a relatively small parcel size requirement of 2 ha.

Within the boundaries of Electoral Area 'A' there are only 8 properties zoned H1-A.

Regional District Zoning allows Secondary Suites – essentially a second dwelling located within an existing home in all residential zones.

However, Secondary Dwellings are only permitted in zones with larger parcel sizes; such as, Rural Resource, Large Holdings and Small Holdings zoned properties larger than 4 ha. in size.



## Building Permits

The property is located in the RDBN Building Inspection Area. The RDBN issued a building permit for the primary residence in 1975. The agent has been in contact with RDBN building inspectors regarding the building permit for the proposed shop and second dwelling.

## Land Use

The surrounding area consists of residential parcels that range in size from 0.4 ha. to 2.3 ha. The subject property consists of one single family dwelling, a barn used for storage, and a storage shed. The proposed second residence and shop will be visible from the road.

The applicant has two driveways currently off Proctor Road. One driveway leads to a barn used for storage, and the other is used for the dwelling. No new access will be made to Highway 16. Therefore, Ministry of Transportation and Infrastructure interests are not affected.

The Zoning Bylaw has a provision that limits the size of the second dwelling to reduce the potential visual impact associated with two large homes on a property. In addition, the size restriction also serves to limit the number of bedrooms and therefore control the on-site sewage disposal impacts. The proposed second dwelling consists of two bedrooms, a bathroom, kitchen and a living area. The size is larger than the permitted size for a second dwelling under the H1-A zone, however, the size and number of bedrooms proposed is not a concern.

The applicants have hired Larson Contracting, Registered Onsite Wastewater Practitioner (ROWP). The ROWP has given a letter confirming that they can design and install an effluent system for the proposed second dwelling. Therefore, it has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.

Allowing a suite above an accessory building will change the height of the accessory building from one to two stories to accommodate the suite and will impact the look of the property as both dwellings will be visible from the road.

There is some concern that permitting too many secondary dwellings in rural areas could undermine the desire to limit rural densities. This proposal will increase density; however, it is not seen to be significant, or will compromise the area's rural character. Therefore, staff is recommending the application be given 3<sup>rd</sup> Reading.

**Public Hearing**

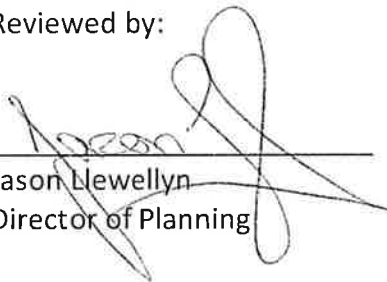
The public hearing for Bylaw 1870 will be held on June 13, 2019. The report of the Public Hearing will appear on the Supplemental Agenda.

**Recommendations:**

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1870, 2019" be given 3<sup>rd</sup> Reading.
2. That the Public Hearing Report for Rezoning Bylaw No. 1870, 2019, on the Supplementary Agenda, be received.

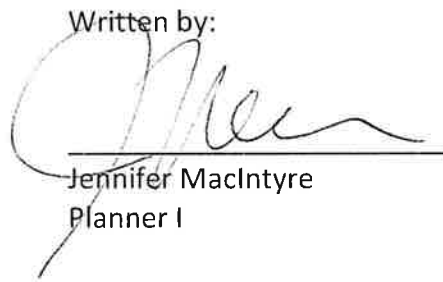
*Electoral Area Planning – All Directors/ Majority*

Reviewed by:



Jason Llewellyn  
Director of Planning

Written by:



Jennifer MacIntyre  
Planner I



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1870**

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

1. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings (Additional Dwelling) (H1 A)" Zone.

'Lot 4, Section 2, Township 1A, Range 5, Coast District, Plan 7267', shown on Schedule "A", which is incorporated in and forms part of this bylaw.

2. That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following text is added to Section 12.1.04 Dwelling Area as: Section 12.1.04 c):

"the land described as 'Lot 4, Section 2, Township 1A, Range 5, Coast District, Plan 7267' where only one single family dwelling per parcel is permitted a gross floor area which exceeds 140 m<sup>2</sup> (1,500 ft<sup>2</sup>)."

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1870, 2019".

READ A FIRST TIME this 16 day of May, 2019

READ A SECOND TIME 16 day of May, 2019

PUBLIC HEARING HELD this    day of                    , 2019

READ A THIRD TIME this    day of                    2019

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1870, 2019"

DATED AT BURNS LAKE this                    day of                    2019

\_\_\_\_\_  
Corporate Administrator

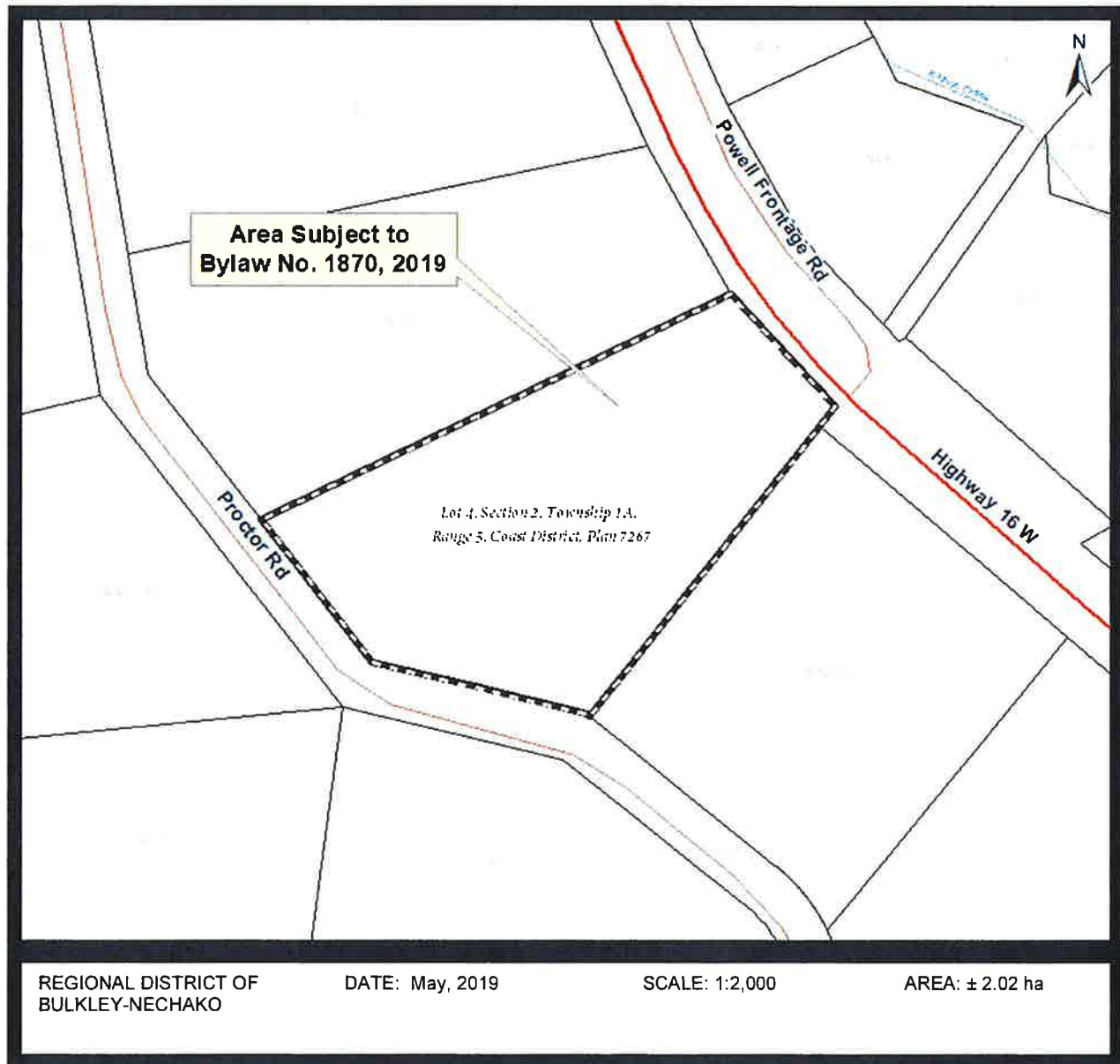
APPROVED BY THE MINISTRY OF TRANSPORTATION  
this                    day of

ADOPTED this    day of                    2019

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

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**SCHEDULE "A" BYLAW NO. 1870**

'Lot 4, Section 2, Township 1A, Range 5, Coast District, Plan 7267', comprising of ±2.02 ha. Being rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings (Additional Dwelling) (H1 A)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1870, 2019.

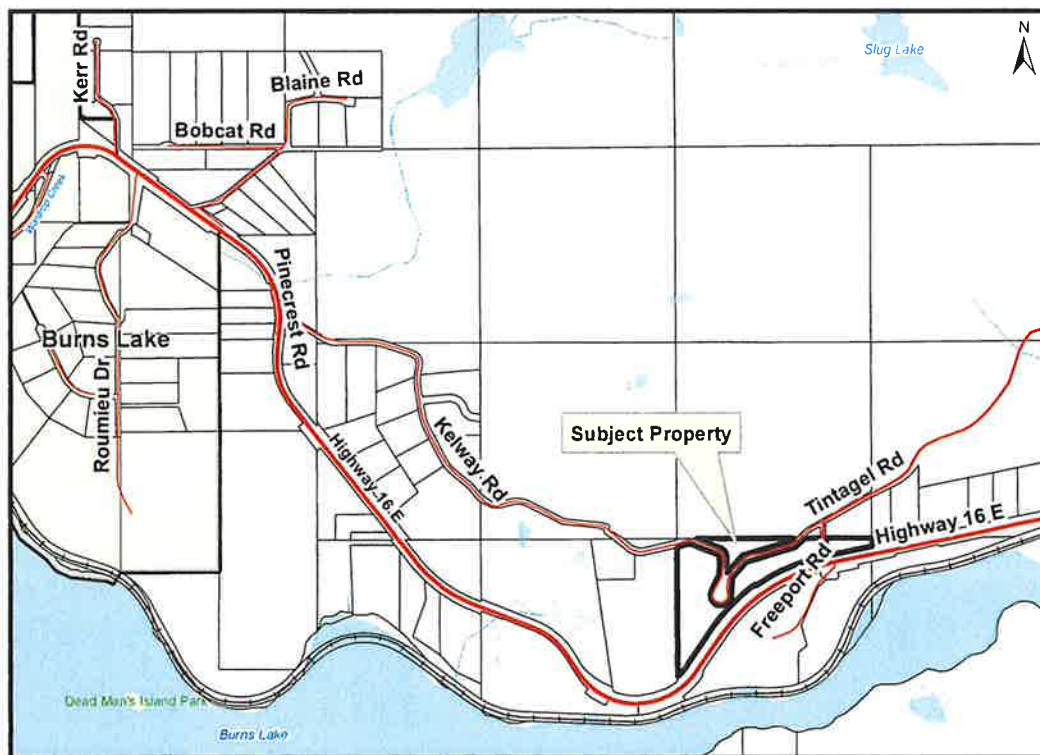
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Corporate Administrator



Planning Department 3<sup>rd</sup> Reading Report  
 OCP Amendment and Rezoning  
 Bylaw Nos. 1871 & 1872, 2019  
 File No. B-01-19  
 June 10, 2019

### APPLICATION SUMMARY

Name of Applicants:	Gerald and Justina Sensenig
Name of Agent:	Gerald Sensenig
Electoral Area:	B
Subject Property:	The Fractional West ½ of District Lot 4169A, Range 5, Coast District, Except Plans 10527, 10987, PRP14316 and 4623.
Property Size:	13.22 ha. (32.69 ac.)
Location:	Subject property is bordered by Highway 16, and Tintagel, and Kelway Roads, approximately 2.5 kilometres from the Village of Burns Lake.



O.C.P. Designation:	Resource (RE) and Rural Residential (RR) in the Francois Lake (North Shore) and Burns Lake Rural Official Community Plan Bylaw No. 1785, 2017.
Zoning:	Manufactured Home Park (R7) Zone in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
Existing Land Use:	Vacant.
ALR Status:	Not within ALR.

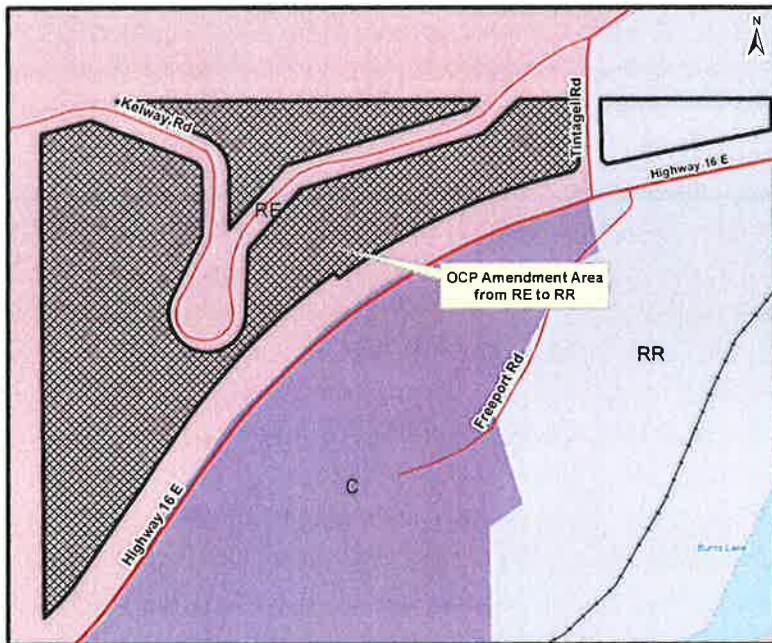
PROPOSAL

The applicant wishes to rezone the property to allow it to be subdivided and used for residential purposes. Therefore, the applicant has applied to;

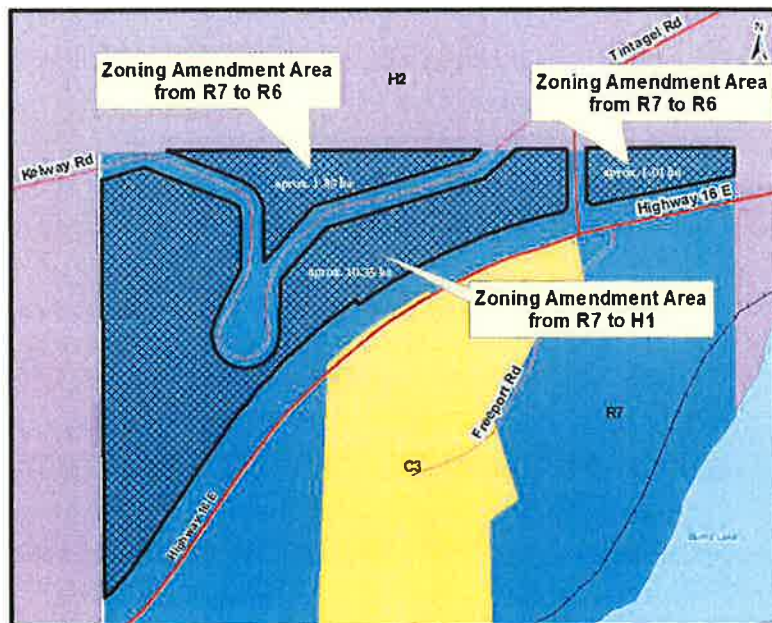
Amend Burns Lake Rural and Francois Lake (North Shore) Official Community Plan from **Resource (RE)** to **Rural Residential (RR)** for the portion of the property lying west of Tintagel Road to allow the rezoning.

Amend RDBN Zoning Bylaw from **Manufactured Home Park Zone (R7)** to **Small Holdings Zone (H1)**, and **Rural Residential (R6)** to allow residential development and subdivision potential.

Proposed OCP Amendment



Proposed Zoning Amendment



## REFERRAL COMMENTS

### Ministry of Transportation

Approval Recommended Subject to Conditions Below:

- Access point should be considered OH of Tintangel Road vs, Highway 16 if any access are being proposed of highway 16, a Highway Access Permit will be required. Applications can be made online at [www.th.gov.bv.va/permits/index.asp](http://www.th.gov.bv.va/permits/index.asp)
- If subdivision is being considered contact with MOTI should be considered to discuss process, fees and timelines. Subdivision applications are also made online via MOTI at [www.th.gov.bc.ca/da/subdivision\\_home.asp](http://www.th.gov.bc.ca/da/subdivision_home.asp)

### Advisory Planning Commission

Recommends that the application be supported

### Northern Health Authority

No comments received.

### Ministry of Environment

No comments received.

## PLANNING DEPARTMENT COMMENTS

### OCP

The property lying west of Tintangel Road is designated Resource (RE) in the Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017 (the OCP). The intent of this designation is to preserve lands within the Plan area for agriculture and grazing, mineral extraction, fish and wildlife management, trapping, wilderness-oriented recreation, and necessary institutional, public utility or transportation services.

The Resource designation supports the creation of parcels as small as 8 ha. Therefore, the applicant must amend the OCP to a designation to support the minimum parcel size set out in the H1, and R6 zones, such as the Rural Residential (RR) designation.

The intent of the RR designation is to:

- *provide opportunities for residential lots that fit the existing rural character of the Plan area;*
- *to support opportunities for affordable housing rental housing and special needs housing;*
- *to ensure future development is sustainable and does not have a notably negative impact on the natural environment, and;*
- *to protect and enhance the quality of life associated with existing and new rural residential development.*

As stated under the RR designation, applications to permit parcels as small as 2 ha. may be considered where:

- it has been demonstrated that the proposed lots can accommodate an on-site water supply and sewage disposal system;*

- b) *the development is compatible with adjacent land uses and maintains the rural character of the area;*
- c) *parcels are not located within a floodplain or on other hazard lands; and,*
- d) *the development adequately addresses wildlife and ecological values.*

Applications to permit parcels smaller than 2 ha. (4.94 ac.) to a minimum parcel size of 0.4 ha. (1 ac.) may be considered where an existing parcel is truncated by an existing developed public road or natural water feature.

## ZONING

The property was subdivided from the existing mobile home park on Freeport Road in 1984 and the zoning remained Manufactured Home Park (R7) on both properties.

The applicants wish to develop and subdivide the property for residential use and not as a mobile home park.

### H1 Zone:

The applicants wish to zone a portion of the property to Small Holdings which permits the following uses:

- (a) *Single family dwelling;*
- (b) *Two family dwelling;*
- (c) *Agriculture;*
- (d) *Horticulture;*
- (e) *Silviculture*
- (f) *Kennel and veterinary clinic;*
- (g) *Home occupation;*
- (h) *Buildings and structures accessory to the permitted principal uses.*

The H1 zone allows the creation of 2 ha. parcels or larger and allows one single family dwelling per 2 ha, up to two dwellings per parcel if the property is 4 ha or larger. The portion of the parcel proposed to be rezoned to H1 is approximately 10.35 ha. in size and would facilitate subdivision up to 5 lots.

### R6 Zone:

The applicants wish to zone a portion of the property lying north of Kelway Road and a portion of the property lying east of Tintagel Road to Rural Residential (R6) to facilitate the subdivision of these portions to create stand-alone parcels.

The R6 zone permits the following uses:

- (a) *Single family dwelling;*
- (b) *Two family dwelling;*
- (c) *Field crops and horticulture;*
- (d) *Non-commercial farm livestock;*
- (e) *Home occupation;*
- (f) *Buildings and structures accessory to the permitted principal uses.*



The R6 zone allows the creation of 1 ha. parcels or larger. The portions of the subject property proposed to be rezoned to R6 are approximately 1.85 ha. and 1.01 ha. in size and could not be further subdivided.

In total, the rezoning application could facilitate the creation of a 7-lot subdivision.

## DISCUSSION

The uses found in the surrounding area are primarily residential. The permitted uses and minimum size requirement listed under the H1, and R6 zones fit the character of the area.

The Planning Department does not expect the proposed rezoning to have a negative impact on the character of this area. The change in zoning reduces the density significantly since the minimum parcel size requirement stated under the R7 zone is 2 ha. and allows the density of 20 manufactured home spaces per acre (0.40 ha). In addition, the proposal is consistent with the Official Community Plan which states that the development of manufactured home parks are discouraged throughout the Plan area (Policy 3.4.2(12)).

The parcel is not located in a floodplain or known hazard area. However, the property may have some challenges during the subdivision process in regard to finding a suitable building and/or sewage disposal sites due to the topography of the property. These issues will be considered by the Ministry of Transportation and Infrastructure at the subdivision stage.

## Public Hearing

The public hearing for Bylaws 1871 and 1872 will be held on June 12, 2019. The report of the Public Hearing will appear on the Supplemental Agenda.

### Recommendations:

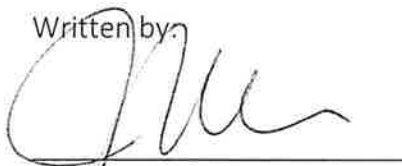
1. That "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1871, 2019" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1872, 2019" be given third reading.
2. That the Public Hearing Report for Official Community Plan Amendment Bylaw No. 1871, 2019 & Rezoning Bylaw No. 1872, 2019 on the Supplementary Agenda be received.

*Electoral Area Planning – All Directors/ Majority*

Reviewed by:

  
 Jason Lewellyn  
 Director of Planning

Written by:

  
 Jennifer MacIntyre  
 Planner I



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**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1871**

A Bylaw to Amend "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017"

The Board of Directors of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

That the "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Bylaw No. 1785, 2017" be amended such that the designation of the following land is changed from "Resource (RE)" to "Rural Residential (RR)".

'The Fractional West ½ of District Lot 4169A, Range 5, Coast District, Except Plans 10527, 10987, PRP14316 and 4623' and shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan Amendment Bylaw No. 1871, 2019".

READ A FIRST TIME this 16 day of May, 2019

READ A SECOND TIME this 16 day of May, 2019

PUBLIC HEARING HELD this     day of     , 2019

READ A THIRD TIME this     day of     , 2019

I hereby certify that the foregoing is a true and correct copy of "Burns Lake Rural and Francois Lake (North Shore) Official Community Plan" Amendment Bylaw No. 1871, 2019".

DATED AT BURNS LAKE this     day of     , 2019

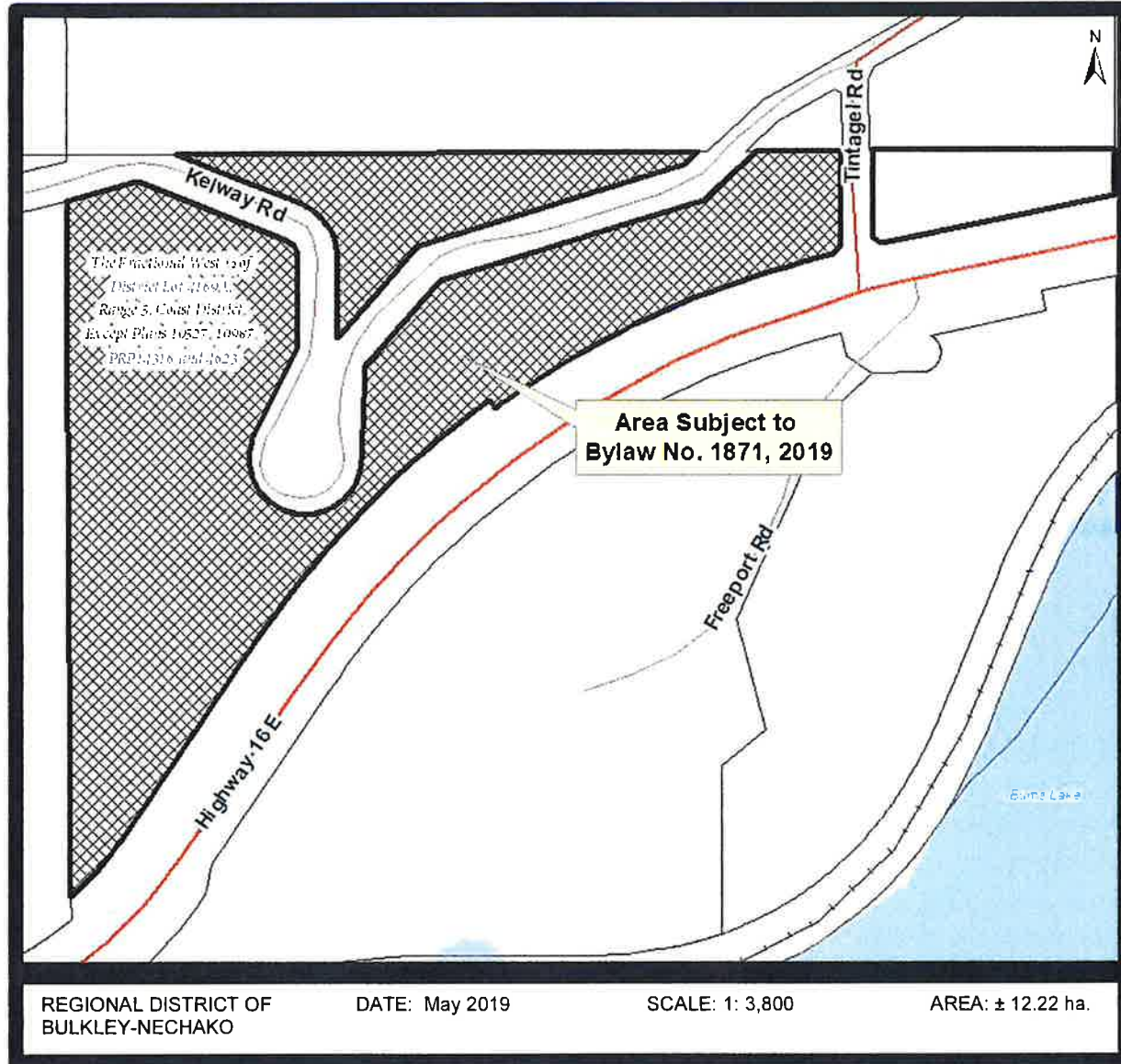
\_\_\_\_\_  
Corporate Administrator

APPROVED BY THE MINISTRY OF TRANSPORTATION  
this     day of

ADOPTED this     day of     , 2019

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator



### **SCHEDULE "A" BYLAW NO. 1871**

'The Fractional West ½ of District Lot 4169A, Range 5, Coast District, Except Plans 10527, 10987, PRP14316 and 4623', comprising of ± 12.22 hectares. Designation being changed from "Resource (RE)" to "Rural Residential (RR)" as shown

I hereby certify that this is Schedule "A" of Bylaw No. 1871, 2019.

\_\_\_\_\_  
Corporate Administrator



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1872**

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Manufactured Home Park (R7)" Zone to "Small Holdings (H1)" and "Rural Residential (R6)" Zones.

'The Fractional West ½ of District Lot 4169A, Range 5, Coast District, Except Plans 10527, 10987, PRP14316 and 4623' and shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1872, 2018."

READ A FIRST TIME this 16 day of May, 2019

READ A SECOND TIME this 16 day of May, 2019

PUBLIC HEARING HELD this     day of             , 2019

READ A THIRD TIME this     day of             , 2019

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1872, 2019"

DATED AT BURNS LAKE this             day of             , 2019

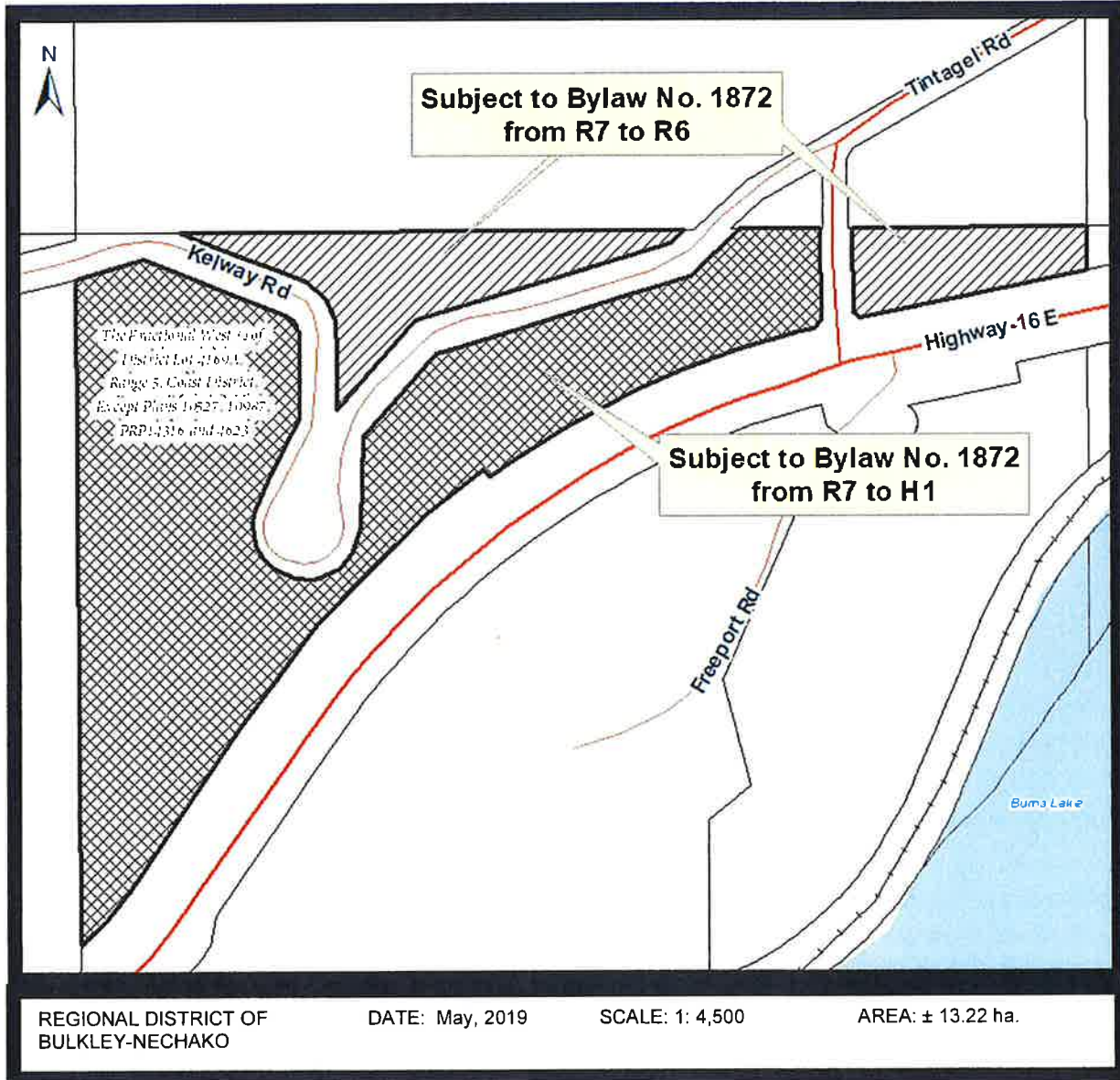
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Corporate Administrator

APPROVED BY THE MINISTRY OF TRANSPORTATION  
this             day of

ADOPTED this             day of             , 2019

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator



**SCHEDULE "A" BYLAW NO. 1872**

'The Fractional West 1/2 of District Lot 4169A, Range 5, Coast District, Except Plans 10527, 10987, PRP14316 and 4623', comprising of ± 13.22 hectares. Being rezoned from the "Manufactured Home Park (R7) Zone" to the "Small Holdings (H1) Zone" and "Rural Residential (R6) Zone" as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1872, 2019.

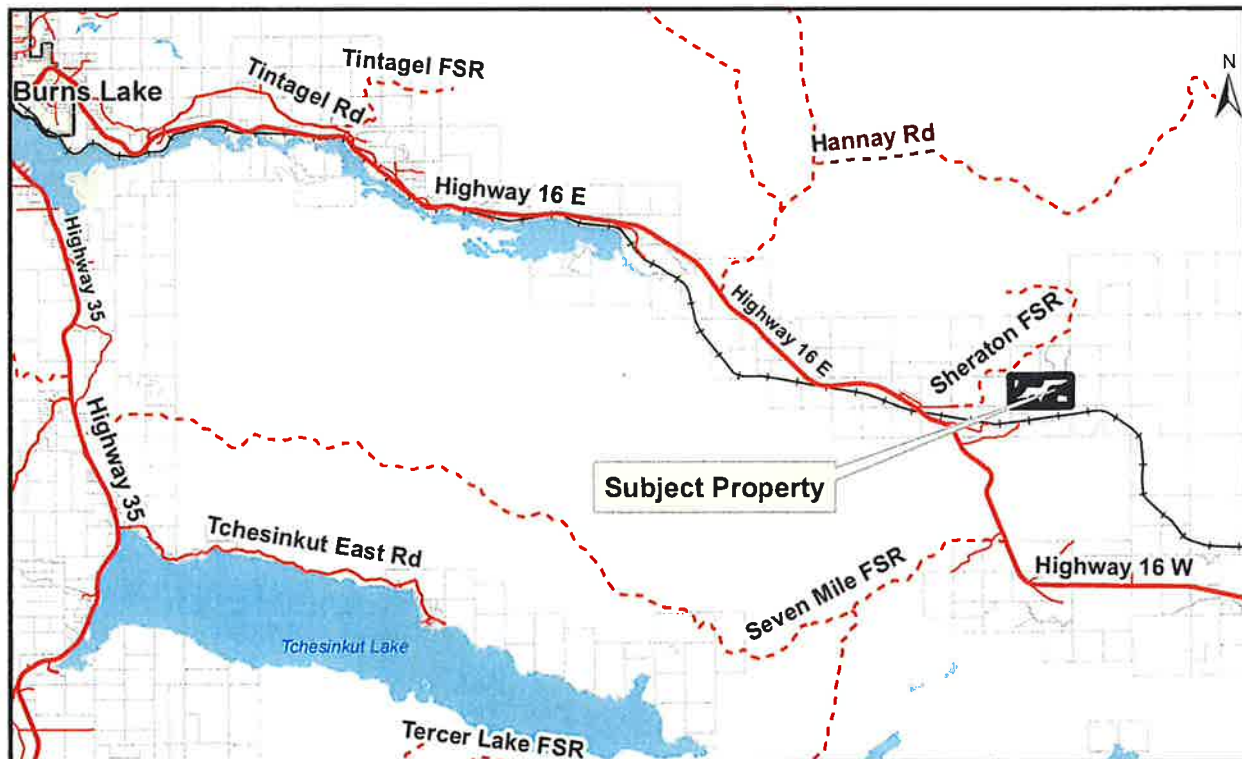
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Corporate Administrator



Planning Department 3<sup>rd</sup> Reading and Adoption Report  
 Bylaw No. 1873, 2019  
 Rezoning File No. B-03-19  
 June 10, 2019

### APPLICATION SUMMARY

Name of Applicants:	Kristin MacCulloch and David Larter
Electoral Area:	B
Subject Property(ies):	North ½ of District Lot 4138, Range 5, Coast District
Property Size(s):	121.06 ha. (299.153 ac.)
Location:	Subject property is located on Sheraton FSR, approximately 30 km east of the Village of Burns Lake.



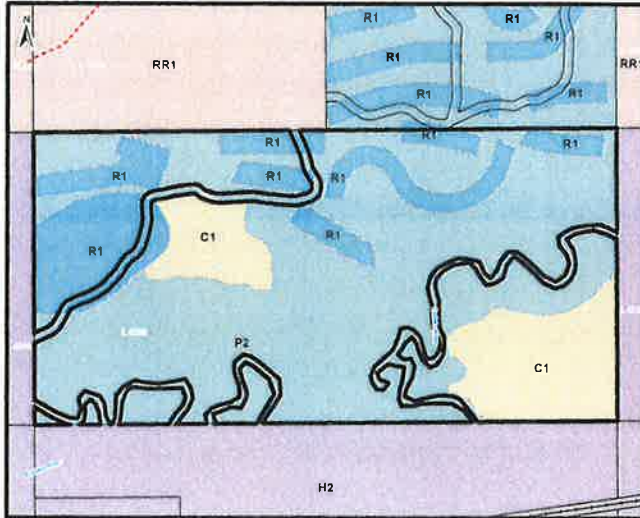
OCP Designation:	Designated Resource (RE) under the Francois Lake (North Shore) and Burns Lake Rural Official Community Plan Bylaw No. 1785, 2017.
Zoning:	Single Family Residential (R1), General Commercial (C1), and Recreational (P2) under the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
Existing Land Use:	Vacant
ALR Status:	Not within ALR

## PROPOSAL

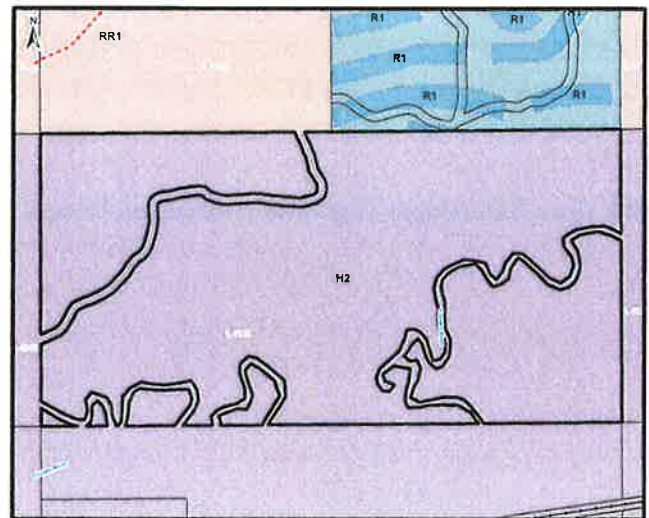
The applicants have submitted a building permit for a new residence on the portion of the property zoned Single Family Residential (R1). The R1 zone only permits a single-family dwelling if the parcel is served by a community water system. Since this property is not served by a community water system, the property owners wish to do the following:

Rezone the subject property from the **Single Family Residential (R1), General Commercial (C1) and Recreational (P2) Zones** to the **Large Holdings (H2) Zone** to allow the proposed residential development without a community water system.

Current Zoning



Proposed Zoning



## REFERRAL COMMENTS

## Ministry of Transportation

No objections:

- Although the Ministry has no objections to this application, the applicant should be made aware that the Sheraton FSR/ Hansen Road is listed under a lower maintenance classification, meaning it receives little maintenance in both the summer and winter. According to our records, it does not receive any maintenance in the winter.
- East End Road is listed as a public road and is listed at a higher maintenance class, but only for the first few hundred meters.
- Any questions should be directed to myself, Leanne Helkenberg, at [Leanne.helkenberg@gov.bc.ca](mailto:Leanne.helkenberg@gov.bc.ca) or 250-847-7396.

## Advisory Planning Commission

Recommends that the application be supported.

## Northern Health Authority

No comments received.

## PLANNING DEPARTMENT COMMENTS

### OFFICIAL COMMUNITY PLAN

The property is designated Resource (RE). The intent of this designation is to preserve lands within the Plan area for agriculture and grazing, mineral extraction, fish and wildlife management, trapping, wilderness-oriented recreation, and necessary institutional, public utility or transportation services. The RE designation supports the creation of parcel to a minimum parcel area of 8 ha. in size.

### ZONING

As mentioned above, the property is zoned R1, C1, and P2. The property, as well as the neighbouring lot to the north were rezoned in 1995 from Large Holdings (H2) to the current configuration to allow the development of residential lots, a golf course, and other recreation areas. However, this development did not occur and only a cabin exists on the subject property.

The Large Holdings Zone allows the following uses of land, buildings or structures, and no other uses, are permitted:

- (a) *agriculture;*
- (b) *intensive agriculture;*
- (c) *horticulture, nursery, greenhouse;*
- (d) *single family dwelling;*
- (e) *two family dwelling;*
- (f) *logging and silviculture;*
- (g) *portable sawmill and lumber kiln (provided that the floor of the lumber kiln does not exceed 45 m<sup>2</sup>);*
- (h) *mineral, placer, coal and aggregate exploration, extraction and processing;*
- (i) *waste disposal site;*
- (j) *outdoor recreation facilities;*
- (k) *kennel and veterinary clinic;*
- (l) *primitive campsite;*
- (m) *guest ranch;*
- (n) *rural retreat;*
- (o) *peat extraction;*
- (p) *home occupation;*
- (q) *buildings and structures accessory to the permitted principal uses.*

The subject property is 121 ha. in size. The H2 zone permits an 8 ha. minimum parcel size at subdivision; therefore, the rezoning application may facilitate a subdivision of 14 additional parcels. The existing zoning would allow for the creation of approximately 102 additional residential lots, as well as commercial development.

### LAND USE

The surrounding uses are primarily resource, and residential. The OCP supports the rezoning of the property back to the Large Holdings (H2) Zone and an amendment to the OCP is not required.



The Large Holdings zone fits the character and function of the surrounding area, and the Planning Department does not foresee any negative affects from this proposal and support the rezoning to Large Holdings (H2).

**PUBLIC HEARING**

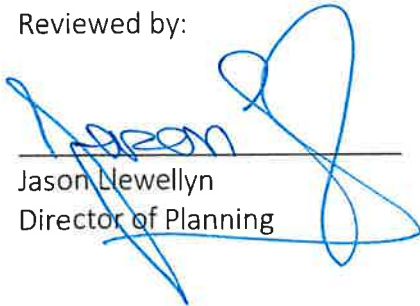
The public hearing for Bylaw 1873 will be held on June 12, 2019. The report of the Public Hearing will appear on the Supplemental Agenda.

**Recommendations:**

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1873" be given third reading and adoption.
2. That the Public Hearing Report for Rezoning Bylaw No. 1873, 2019, on the Supplementary Agenda, be received.

*Electoral Area Planning – All Directors/ Majority*

Reviewed by:



Jason Llewellyn  
Director of Planning

Written by:



Jennifer MacIntyre  
Planner I



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**BYLAW NO. 1873**

A Bylaw to Amend "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" be amended such that the following land is rezoned from the "Single Family Residential (R1)", "General Commercial (C1)" and "Recreational (P2)" Zones to the "Large Holdings (H2)" Zone.

'North ½ of District Lot 4138, Range 5, Coast District', shown on Schedule "A", which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1873, 2019".

READ A FIRST TIME this 16 day of May, 2019

READ A SECOND TIME 16 day of May, 2019

PUBLIC HEARING HELD this    day of                    , 2019

READ A THIRD TIME this    day of                    2019

I hereby certify that the foregoing is a true and correct copy of "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1873, 2019"

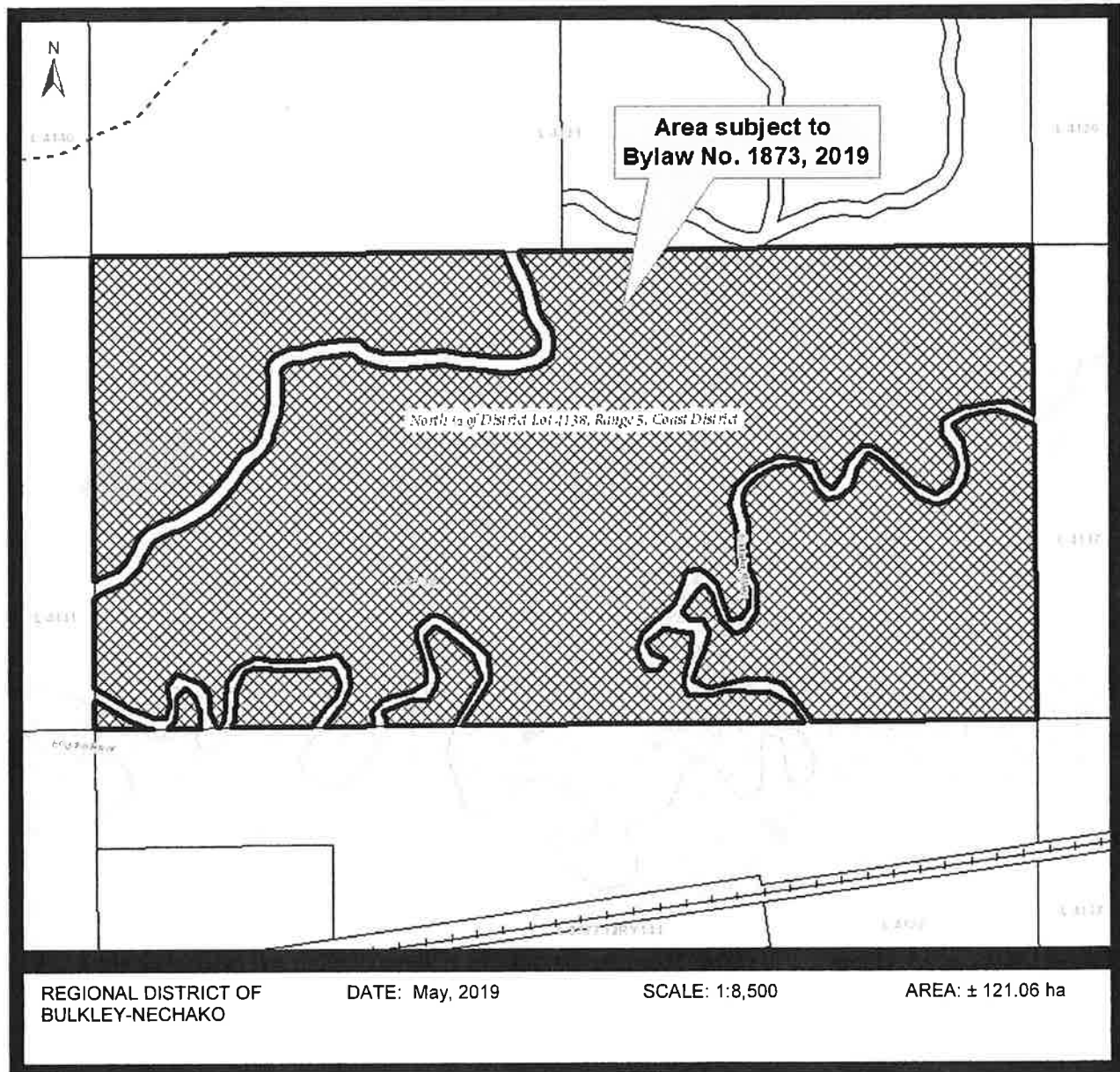
DATED AT BURNS LAKE this                    day of                    2019

\_\_\_\_\_  
Corporate Administrator

ADOPTED this    day of                    2019

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator



### **SCHEDULE "A" BYLAW NO. 1873**

'North ½ of District Lot 4138, Range 5, Coast District', comprising of ±121.06 ha. Being rezoned from the "Single Family Residential (R1)", "General Commercial (C1)" and "Recreational (P2)" Zones to the "Large Holdings (H2)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1873, 2019.

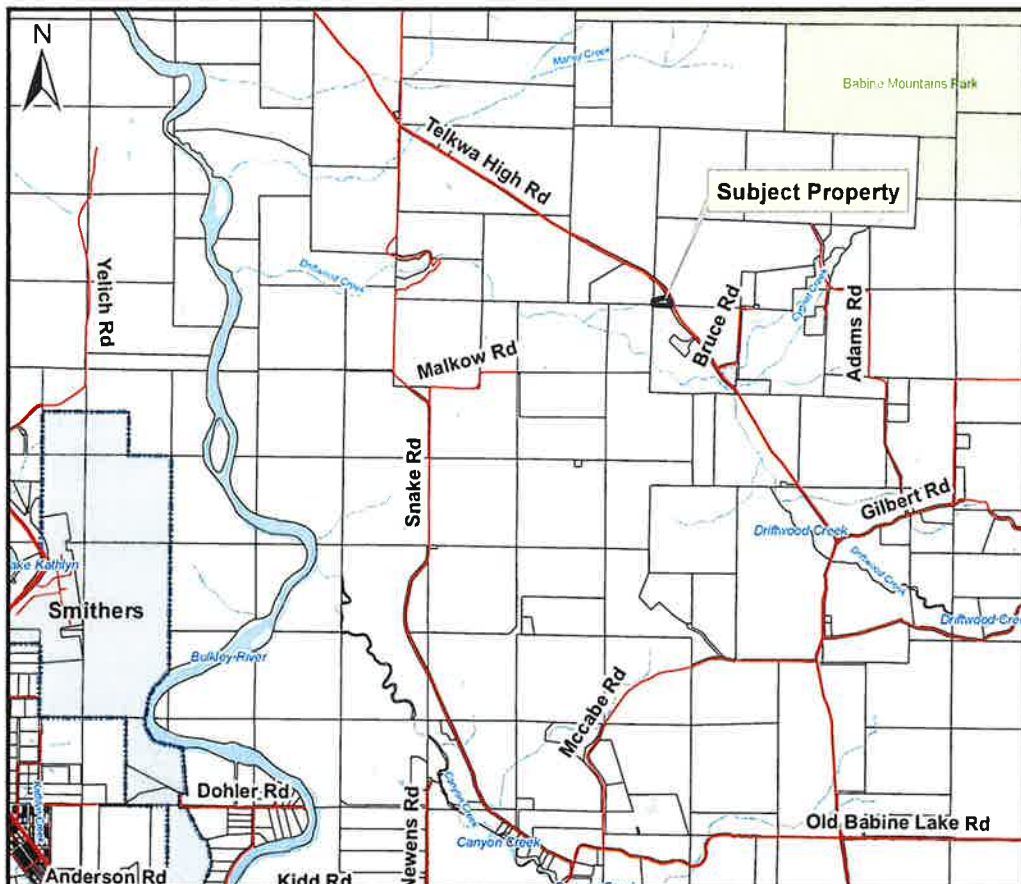
\_\_\_\_\_  
Corporate Administrator



## APPLICATION SUMMARY

<b>Name of Applicants:</b>	Donald Chinnick and Shelley Worthington
<b>Electoral Area:</b>	A
<b>Subject Property:</b>	Lot 2, District Lot 844, Range 5, Coast District, Plan 6400. The subject property is approximately 1.07 ha. (2.66 acres) in size.
<b>OCP Designation:</b>	Agriculture (AG) in the Smithers Telkwa Rural OCP Bylaw No. 1704, 2014.
<b>Zoning:</b>	Agricultural (Ag1)
<b>Existing Land Use:</b>	Residential
<b>Location:</b>	The subject property is located at 17205 Telkwa High Road, approximately 8 km northeast from the Town of Smithers.

### Location Map

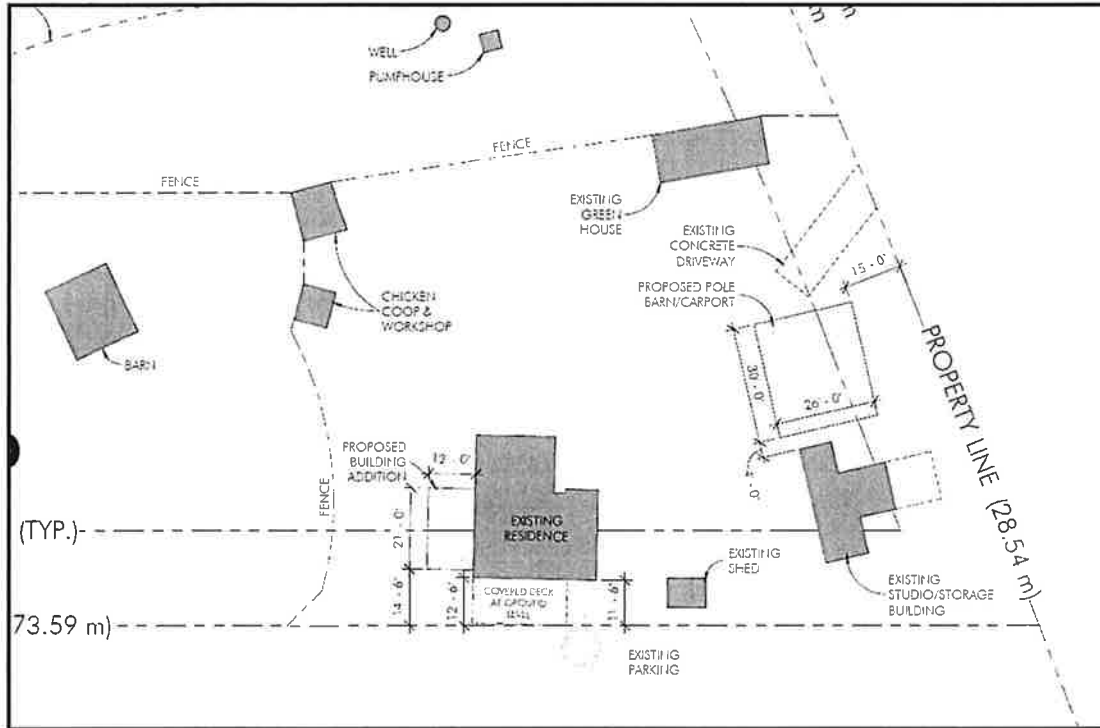


## PROPOSAL

The applicants wish to build a 19.50 m<sup>2</sup> (210 ft<sup>2</sup>) addition and add a covered porch to their dwelling, and build a 72.46 m<sup>2</sup> (780 ft<sup>2</sup>) storage building. All of these proposed structures are within the applicable 7.5 m. property line setback required in the Agricultural (Ag1) Zone pursuant to the "Regional District of Bulkley-Nechako Zoning Bylaw, No. 700, 1993."

The applicant also wishes to legalize a number of other structures that were built without the required building permit, and located within the setback area, prior to their ownership of the property. The proposed and existing structures are shown on the site plan below.

### Proposed Site Plan



This application proposes to vary Section 14.04 (1) of the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 to reduce the setbacks for the structures from 7.5 m as outlined in the table to the right.

Existing Structure	Proposed Setback
<b>Proposed Building Addition</b> (south/ side parcel line)	3.24 m
<b>Existing Residence</b> (south/ side parcel line)	3.24 m
<b>Proposed Covered Deck</b> (south/ side parcel line)	0.0 m
<b>Existing Shed</b> (south/ side parcel line)	0.96 m
<b>Existing studio/ storage bldg</b> (south/ side parcel line)	4.09 m
<b>Existing studio/ storage bldg</b> (east/ front parcel line)	6.52 m
<b>Existing Covered Woodshed</b> (east/ front parcel line & ROW)	3.95 m
<b>Existing Greenhouse</b> (east/ front parcel line)	5.59 m
<b>Proposed Pole Shed</b> (east/ front parcel line)	4.57 m

The applicant has received a permit from the Ministry of Transportation for the buildings which are within the 4.5 metre setback from the provincial Highway right of way.

### PLANNING DEPARTMENT COMMENTS

The property has one building permit for a dwelling built in 1974. The applicant has converted a 2<sup>nd</sup> dwelling on the property to an accessory building under building permit this year, and has applied for a building permit for the proposed pole shed. The Building Inspectors have no Building Code related objections to the proposed variances.

The Planning Department does not anticipate that the proposed variances will result in any negative impacts on neighboring property owners or the appearance of the property from Telkwa High Road. The variances allow the property owner to clustering residential development and reduce the impact on the agricultural lands.



*Figure 1 greenhouse and site of proposed pole shed*



*Figure 2 neighboring property*



*Figure 3 proposed covered deck, side parcel setback from house*



*Figure 4 Studio/ storage building setback from road*

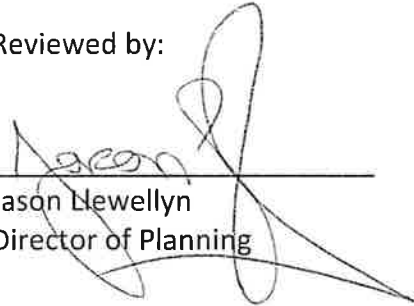
The adjacent property owners within 50m of the subject property have been provided notice of the application and will have an opportunity to comment on this application at the Board meeting on June 20, 2019. No comments have been received to date.

**Recommendation**

That the Board approve Development Variance Permit A-01-19 for the property located at 17205 Telkwa High Road developed in general compliance with Schedule A of the permit.


*Electoral Area Planning – Participants/Directors/Majority*

Reviewed by:



Jason Llewellyn  
Director of Planning

Written by:



Jennifer MacIntyre  
Planner I



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
DEVELOPMENT VARIANCE PERMIT NO. A-01-19**

ISSUED TO: Don & Shelley Chinnick  
17205 Telkwa High Road  
Smithers, BC V0J 2N0

WITH RESPECT TO THE FOLLOWING LANDS:

**Lot 2, District Lot 844, Range 5, Coast District, Plan 6400**

1. This Development Variance Permit varies Section 14.04 of Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 for the various structures as follows:

Building/ Structure	Setback varied from 7.5 m to the following:
<b>Proposed Addition</b> <i>(south/ side parcel line)</i>	3.24 m
<b>Existing House</b> <i>(south/ side parcel line)</i>	3.24 m
<b>Proposed Deck</b> <i>(south/ side parcel line)</i>	0.0 m
<b>Existing Shed</b> <i>(south/ side parcel line)</i>	0.96 m
<b>Existing studio</b> <i>(south/ side parcel line)</i>	4.09 m
<b>Existing studio</b> <i>(east/ front parcel line)</i>	6.52 m
<b>Existing Wood shed</b> <i>(east/ front parcel line &amp; ROW)</i>	3.95 m
<b>Existing Greenhouse</b> <i>(east/ front parcel line)</i>	5.59 m
<b>Proposed Pole Shed</b> <i>(east/ front parcel line)</i>	4.57 m

2. This variance applies only to the structures shown on the plan attached as Schedule A, which forms part of this permit.
3. The lands shall be developed in accordance with the terms and provisions of this permit and the plans and specifications attached hereto as Schedule A, which forms part of this permit.





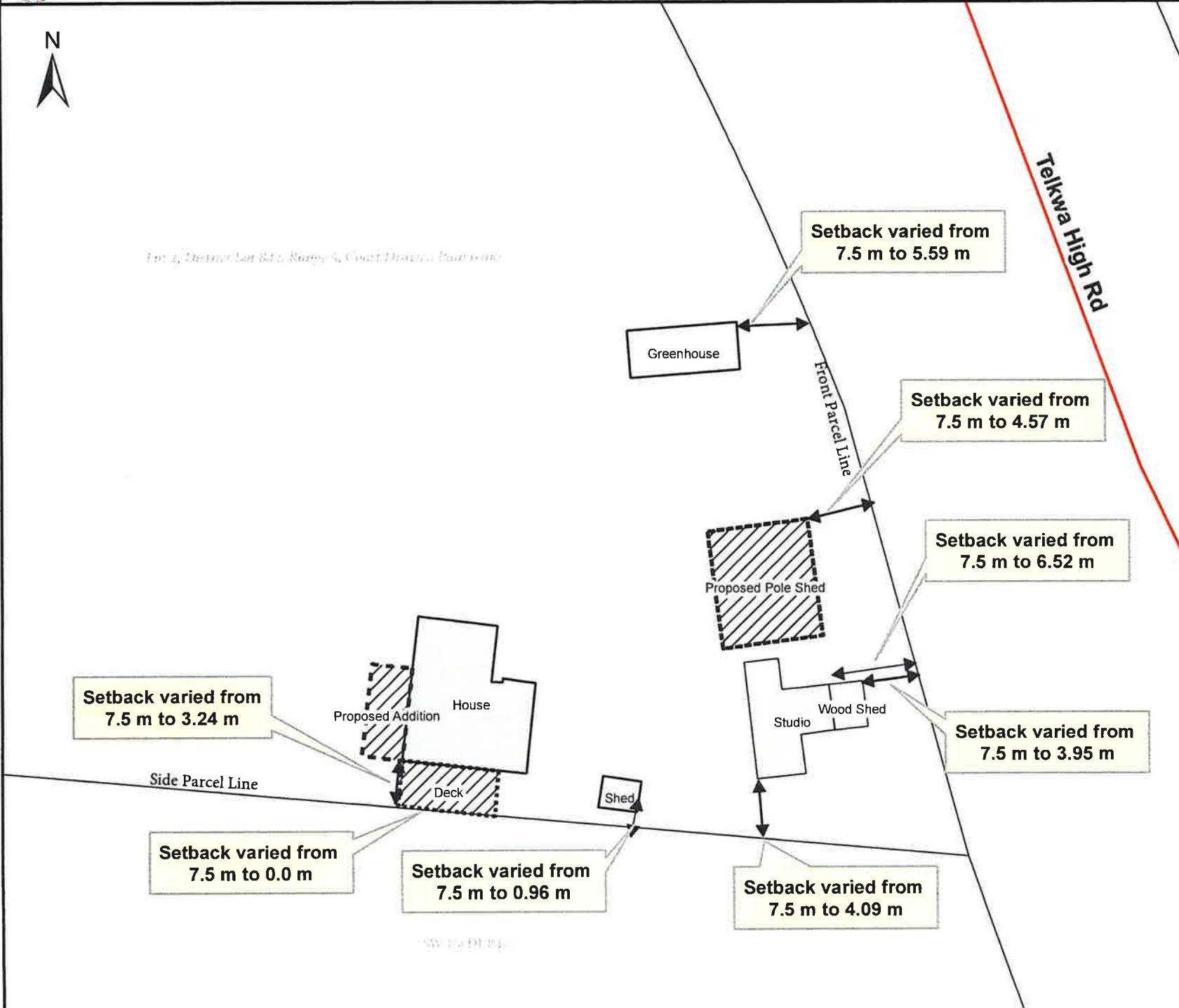


# Schedule A: DVP A-01-19

# Legend



Lot 2, District Lot 66, Range 5, Coast District, Bulkley-Wechako



210

- Major Secondary Road
- Cadastre

\*DISCLAIMER: The Regional District of Bulkley-Wechako makes no Warranty, Representation or Guarantee of any kind regarding either maps or other information provided herein or the sources of such maps or other information. The Regional District of Bulkley-Wechako assumes no liability, either for any errors, omissions, or inaccuracies in the information provided regardless of the cause of such or for any decision made, action taken, or action not taken by the user in reliance upon any maps or information provided herein. Please be advised that the data represented here will be maintained on an ongoing basis, and as such, changes frequently.

Scale: 1 cm = 4 m  
 User: jennifer.maclntyre  
 Date: 2019-05-28  
 Time: 10:56:57 AM



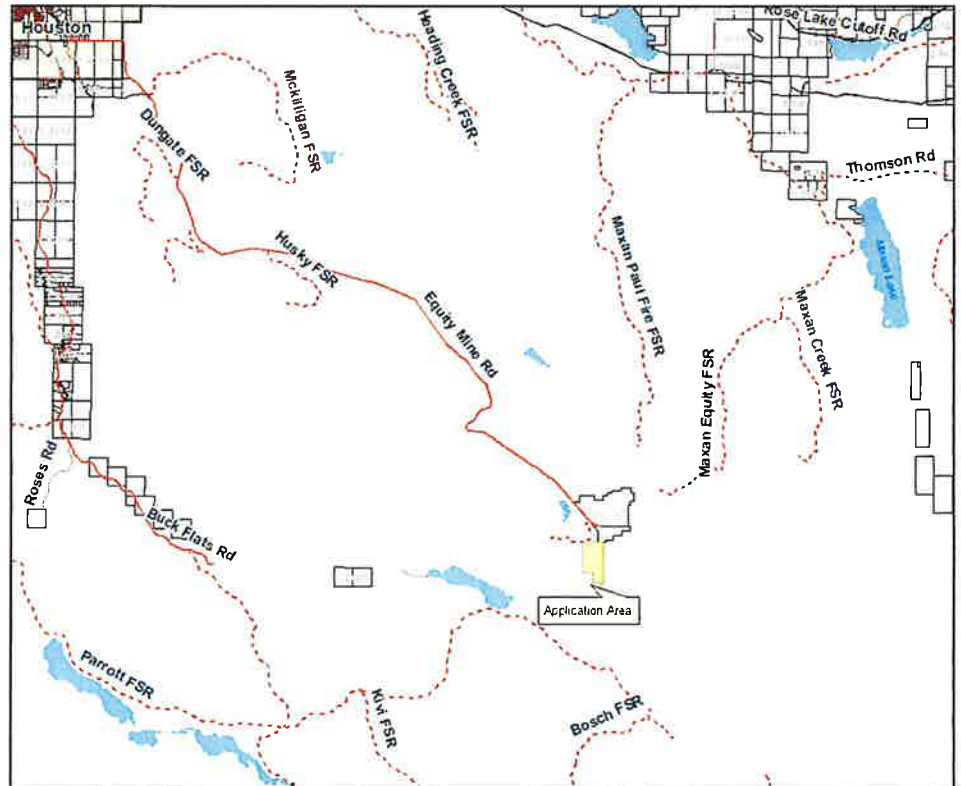
## MEMORANDUM

To: Board of Directors  
 From: Sam West, Planning Technician  
 Date: June 6<sup>th</sup>, 2019  
 Re: Mines File No. 243449 (Newmont Goldcorp - Equity Mine)

This application is regarding an extension of a Mining Lease for Newmont Goldcorp to operate reclamation operations at its Equity Silver Mine location. The Applicant is seeking an extension of Mining Lease term for the maximum 30 years.

Equity Mine is located 28 km southeast of District of Houston and is 301 ha. in size.

The lease is one of three mining leases on the site and is located on the south western portion of the site.



**Location Map**

It is noted that the RDBN Board has expressed concerns to the Ministry of Energy, Mines and Petroleum Resources (MEMPR) regarding the "Equity Mine Emergency Preparedness and Response Plan" which was accepted by the Ministry.

The Regional District asked that the "Equity Mine Emergency Preparedness and Response Plan" include information regarding water quality and health issues for each emergency scenario; and that the Northern Health authority and the Ministry of Environment become involved in the emergency response planning process.

To date the Ministry has refused to engage with the RDBN on these issues.


There are also concerns regarding the ability of first responders to safely enter the evacuation area to notify residents of a breach. Therefore, the Protective Services Department is recommending that Equity Mine install sirens in the areas to be evacuated to alert the public to evacuate immediately, and provide education to residents living in the area regarding the evacuation process.

**Recommendation**

That the attached comment sheet be provided to the Province as the Regional District's comments on Mines File No. 243449

*Rural Directors – All/Directors/Majority*

Reviewed by:

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

Written by:

  
\_\_\_\_\_  
Sam West  
Planning Technician



## REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON Mines File No. 243449

---

<b>Electoral Area:</b>	B & G
<b>Applicant:</b>	Goldcorp
<b>Existing Land Use:</b>	Mine
<b>Zoning:</b>	N/A
<b>Plan Designation</b>	N/A
<b>Proposed Use Comply With Zoning:</b>	N/A
<b>If not, why?</b>	
<b>Agricultural Land Reserve:</b>	Not in the ALR
<b>Access Highway:</b>	Equity Mine Road
<b>Archaeological Site:</b>	Not according to provincial mapping
<b>Building Inspection:</b>	Outside the Building Inspection area
<b>Fire Protection:</b>	Outside Rural Fire Protection area
<b>Other comments:</b>	<p>The Regional District of Bulkley-Nechako would like the approval of the extension of the land tenure to be deferred until Equity Mines amends the Equity Mine Emergency Preparedness and Response Plan to address the Regional District's concerns regarding:</p> <ul style="list-style-type: none"> <li>➤ water quality and health issues for each emergency scenario;</li> <li>➤ the inclusion of Northern Health and the Ministry of Environment in the emergency response planning process; and</li> <li>➤ the installation of sirens in the areas to be evacuated and education of residents regarding the evacuation process.</li> </ul>

**Jennifer MacIntyre**

---

**From:** FrontCounterBC@gov.bc.ca  
**Sent:** May 28, 2019 3:08 PM  
**To:** Jennifer MacIntyre  
**Cc:** Maria Sandberg; Deneve Vanderwolf  
**Subject:** Province of BC Referral Request on Mining Lease 13880-02-6 Lease 243449 extension.

Regional District of Bulkley-Nechako  
Jennifer MacIntyre

Mining Lease  
Referral Number: 113522985 - 007  
Reference Number: Ministry of Energy and Mines / 13880-02-6 Lease 243449  
Request Sent: May 28, 2019  
Response Due: June 27, 2019

You are invited to comment on the following Mining Lease extension 13880-02-6 Lease 243449. A response is optional. If no response is received by the deadline, the application and adjudication process will move ahead.

We are seeking comments or concerns related to potential impacts these term applications or extension applications may have from your agencies perspective. Referrals to government agencies are an important part of our application review process.

With respect to term extensions, section 45(4) of the Mineral Tenure Act provides for a term extension of a mining lease subject to the Chief Gold Commissioner being satisfied that the lease is required for a mineral mining activity beyond the expiry of the current term.

The initial term of a mining lease must not exceed 30 years and the lessee has the right to one or more further terms not exceeding 30 years. The Province has a duty to consult and where required, accommodate First Nations whenever it proposes a decision or activity that could impact treaty or aboriginal rights.

Please [Click Here](#) to respond to this referral. You must be logged in using your BCeID account to view associated information. Note that forwarding or otherwise distributing this email will provide access to the associated information only if the receiver has a corresponding account.

For "how-to" instructions on how to respond to this request, please visit <http://www.frontcounterbc.gov.bc.ca/ereferrals.html> for instructional videos. To obtain a BCeID, please visit <https://www.bceid.ca/>

For technical assistance with e-Referrals, please contact FrontCounter BC at 1-877-855-3222.

For more information regarding this referral, please contact the "Email Coordinator" given within the referral.

Note that it can take an extended period of time to connect from the BCeID login to the e-Referrals website, this is normal. Avoid re-clicking the "Next" button or you could extend this connection time.

Please do not reply to this email.

Rhonda Marshall

FrontCounter BC

215

() -  
Rhonda.Marshall@gov.bc.ca



216

6363 South Fiddler's Green Circle  
Suite 800  
Greenwood Village, Colorado  
80111

TEL (604) 695-7320  
CELL (250) 845-8762  
mike.aziz@newmont.com

Mike Aziz  
Manager Reclamation & Closure

May 6, 2019

Rhonda Marshall  
Senior Advisor, Mineral & Coal Titles  
Ministry of Energy and Mines  
300-865 Hornby Street  
Vancouver, BC  
V6Z 2G3

Dear Rhonda,

Newmont Goldcorp would like to extend the term for Mining Lease 243449 which is part of the Equity Silver Mine near Houston, BC. The present term will expire on the upcoming anniversary date of February 7, 2020. Newmont Goldcorp requests an extension of the mining lease term for the maximum 30 years.

Mining at the Equity Silver Mine ceased in 1994, but reclamation and extensive water treatment and water management will be required at the site for many years into the future. On October 3, 2016 Mineral Titles designated the Equity Silver Mine Reclamation Area as a No Registration Reserve with site ID 1006554. The Equity Silver mine is covered by the Ministry of Energy, Mines and Petroleum Resources permit M-114 and Ministry of Environment & Climate Change permit PE-4475.

Mining Lease 243449 is one of three mining leases on the property and covers a large portion of the western half of the site including:

- The western half of the reclaimed Bessemer and Main waste rock stockpiles that have been capped with compacted till
- The southwestern portion of the reclaimed Southern Tail pit that has been backfilled with waste rock and capped with a compacted till cover
- The majority of the acid water collection system around the base of the waste rock stockpiles including the Main and Surge acid water ponds and associated pump houses
- Access roads to the waste rock stockpiles and acid water collection system

The area within Mining Lease 243449 is critical for the proper management of the environmental aspects of the site. The main purpose of the site, since mining ceased, is to minimize the effects of the acid rock drainage (ARD) on the surrounding environment and to maintain the geotechnical structures that are present.



The ARD is collected from the waste rock stockpiles, plantsite, and the toe of #1 Dam in a series of collection ditches and ponds that transport the ARD to a large holding pond prior to treatment in a high density sludge lime plant. After treatment the water is pumped to the Main Zone pit to be discharged to the environment when the creek levels are sufficient to provide the required dilution as per permit PE-4475.

There are 14 geotechnical water management structures at the Equity Mine (see table below) with incremental consequence classifications from Low to Very High. The water management structures are used for ARD containment, fresh water containment, and for the tailings impoundment. Annual reviews of the water management structures are completed through Dam Safety Inspections and every five years through Dam Safety Reviews. Three of the water management structures are located within Mining Lease 243449.

Type	Structure Name	Consequence Classification (CDA 2013) <sup>1</sup>	Description of Contents	Max Dam Ht (m)	Maximum Capacity <sup>3</sup> (m <sup>3</sup> )	Crest Elevation (m)	Crest Length (m)
Tailings Storage Facility	Dam No. 1	Very High	Tailings and Water	61.0	Tailings: 23,945,000 Free Water: 4,612,500	1,294.0	1,250
	Diversion Dam	Very High		38.0			1,000
	Dam No. 2	Very High		21.0			600
Contact Water Management Facility	No. 1 Seepage Pond Dam	Significant	ARD Impacted Water	5.0	29,000	1,232.9	75
	Sludge Ponds	Low	Treatment Precipitate and Contact Water	10.0	unknown	1,277.5	730
	ARD Storage Pond and South Dyke	High	ARD Impacted Water	1.0 <sup>2</sup>	180,000	1,278.0	500
	Splitter Dyke and Diversion Pond	Significant		12.0	1,100,000	1,277.0	380
	Dam No. 3 and Emergency Pond	Significant		8.0	700,000	1,277.0	200
	ARD Surge Pond Dam	High		10.0	17,000	1,220.0	100
	Main ARD Pond Dam	High		10.0	14,000	1,207.5	65
	No. 1 Sump Dam	Significant		4.0	700	1,196.3	15
Getty Creek Pond Dam	Significant	4.0		5,000	1,133.8	70	
Non-Contact Water Management Facility	Bessemer Creek Silt Check Dam	High		Sediments and Fresh Water	8.0	30,000	966.0
	Lu Lake Dam	Significant	Fresh Water	2.5	unknown	1,289.6	330

Note:

1. CDA 2013 Dam Safety Guidelines categories: Low, Significant, High, Very High, and Extreme.

2. Height measured from the dyke's crest to the top of the road along the downstream toe.

3. Maximum volume at which no outflow through the spillway or overtopping of the containment of the structure occurs. This volume includes the dead storage volume.

A fact sheet has been attached as Appendix 1 that describes the Equity Silver mine operations as a closed site under care and maintenance. Appendix 2 shows the aerial extent of Mining Lease 243449.

If further information is required please contact me at (604) 695-7320 or email me at [mike.aziz@newmont.com](mailto:mike.aziz@newmont.com).

Regards,

Newmont Goldcorp



Mike L. Aziz  
Manager, Reclamation & Closure

cc:     Cody Meints           Newmont Goldcorp  
          Christine Saari       Newmont Goldcorp  
          Paula Valerio        Alamar Professional Land Services

**Appendix 1: Fact Sheet for the Equity Silver Mine**

**Goldcorp Inc. — Canada/US Region  
Equity Silver Mine**



**Closure Fact Sheet**



EQUITY OPEN PIT

**Equity Silver Mine:**

The Equity Silver mine is a former open pit and underground mine. The Equity Silver mine operated from 1980 to 1994 and then closed due to depletion of the economic ore. Mining took place in three open pits and a small underground mine. Copper, silver and gold were extracted through a conventional mill flotation circuit plus a cyanide leach circuit. There are currently two permanent employees at the site to take care of ongoing long term environmental issues.

**Location:**

The Equity Silver Mine is located 35 km southeast of Houston, British Columbia, Canada (population 3,600).

**Key Facts**

Type of Mine	Open Pit, Underground
Location	Houston, BC, Canada
Mine Start Date	1980
Mine Close Date	1994
Current Site Status	Ongoing Water Treatment

**Reclamation:**

The site has three open pits, two which have been flooded and one that was back filled with mined rock. There are

three capped mine rock storage areas containing 85 million tonnes of rock that have been revegetated and a plant site area that has been dismantled and capped. The tailings impoundment, containing 33.5 million tonnes of tailings, was flooded during operations and remains flooded in closure.

Shortly after the mine opened, acid rock drainage (ARD) was found to be occurring from the oxidation of sulphide minerals contained in the mined rock. The ARD from the mine site is collected and processed in one of two lime treatment plants to neutralize the acid and remove metals prior to discharging the treated water back to the environment. To reduce water infiltration and oxidation the mine rock storage areas were re-sloped and covered with a compacted clay cap at closure. The engineered cover reduced the volume of ARD produced from the mine rock storage areas, but there is still a significant volume of ARD produced annually that is being collected and treated.

In 2015, the lime treatment plant used approximately 5,387 tonnes of lime to treat 1,151,282 m<sup>3</sup> of ARD. All treated water discharged from the site in 2015 was channelled through the flooded Main Zone pit and the Emergency Pond. In 2015, approximately 2,406,215 m<sup>3</sup> of treated ARD, site runoff, and excess tailings pond water was discharged from the pit to the environment. All metals and other parameters were well below the permit requirements during the year.

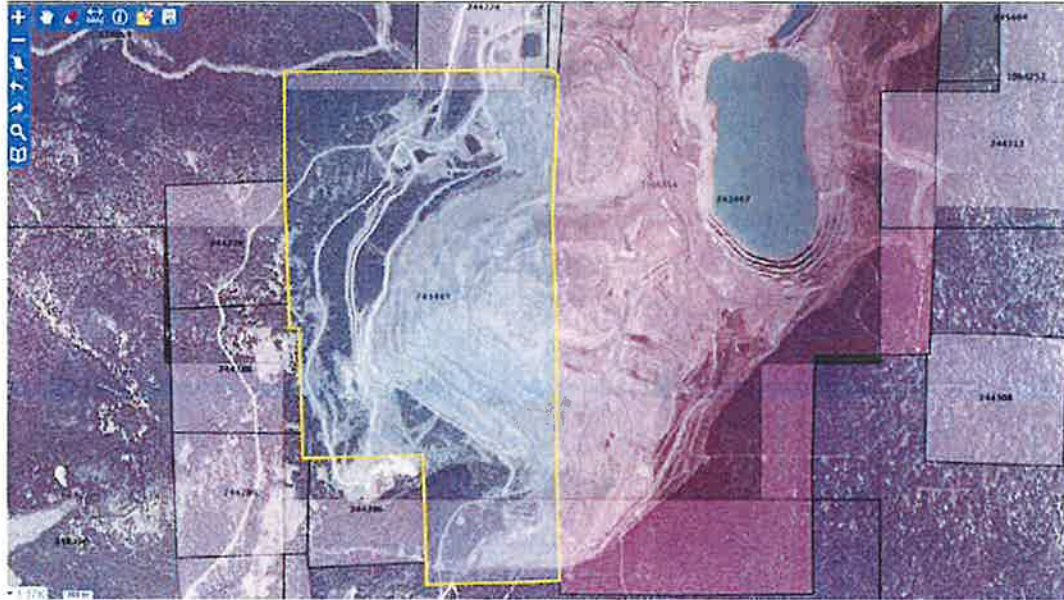
### Reclamation Continued:

Financial security funded by Goldcorp Canada Ltd is in place to provide sufficient funds for the long term operation of the site in the event that the company is no longer able to meet their financial obligations. The financial security has undergone five reviews by a technical committee since it was first established in 1991. In early 2016 the financial security was increased by \$20.020 million to a total of \$82.467 million. The next scheduled review of the financial security is in 2020.

Upgrades to the ARD collection and treatment systems continued in 2015. The key upgrades for the ARD collection system included the replacement of approximately 375 insulators on the Equity main power line. There were 172 preservative wraps installed around power poles on the power line from Houston to the site. Trees and brush were removed under the power line to the site from between 2 km and 14 km. Two sets of flanges were replaced on the Getty Creek pipeline with stainless steel to resolve gradually decreasing pressure readings in one of the two pipelines. A break in the 150 HP pipeline from the Main Pond was repaired. Spillways were upgraded on the Main ARD Pond, Surge Pond, Getty Pond, #1 Dam Seepage Pond and #1 Sump. The ARD Surge Pond, and Main ARD Pond were designed for a high classification 1/3 between a 1/1000 year event and PMF. Getty Pond and #1 Dam Seepage were designed to a significant classification for a 1/1000 year event. #1 sump was designed to a significant classification for a 1/200 year event. Geotechnical drilling was performed on the Tailings Dams to determine foundation conditions and rock fill composition. Instrumentation was installed to remotely monitor the status of Dam #1, instrumentation includes automatic prism measurement, vibrating tip piezometers, a weather station, pond water level, and a camera.

All environmental aspects of the Equity Silver site have been the focus of the Equity Mine Public Advisory Committee (EMPAC). The EMPAC consists of members from the Ministry of Energy and Mines, Ministry of Environment, District of Houston, Wet'Suwet'en First Nations, Environment Canada, Natural Resources Canada, local landowners, and Goldcorp Canada Ltd. The EMPAC discuss water quality trends, ARD collection and treatment upgrades and statistics, reclamation progress, security bonding, biological studies, and any other issues that may arise.

Appendix 2: Maps of Mining Lease 243449



**Legend** Mining Leases

0 11.74 23.48 km

1: 577,791

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Datum: NAD83

Projection: WGS\_1984\_Web\_Mercator\_Auxiliary\_Spheroid

**Key Map of British Columbia**

222



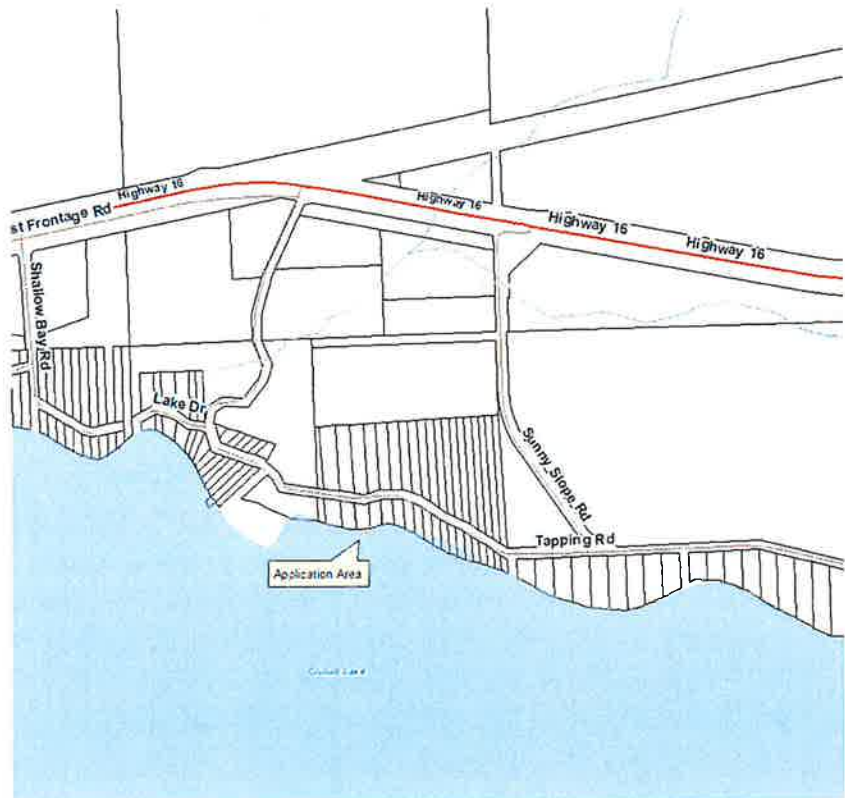
## MEMORANDUM

To: Rural Directors  
 From: Sam West, Planning Technician  
 Date: June 6<sup>th</sup>, 2019  
 Re: Land Referral File No. 7410087 (Private Moorage)

This referral from the Province is regarding an application for "Specific Permission under the Private Moorage Policy" for a term of more than 30 years. The structure in question was built in 2016 and is used to raise and lower a dock.

The application area is Unsurveyed Crown foreshore on Cluculz Lake at 50105 Tapping Road.

It is noted that the deck portion of the structure was built without the required building permit.




### Recommendation:

That the attached comment sheet be provided to the Province as the Regional District's comments on Crown land application 7410087.

*Rural Directors – All/Directors/Majority*

Reviewed by:

  
 Jason Newellyn  
 Director of Planning

Written by:

  
 Sam West  
 Planning Technician



## REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT SHEET ON CROWN LAND REFERRAL 7410087

---

<b>Electoral Area(s):</b>	F
<b>Applicant:</b>	Kevan Kobasiuk
<b>Existing Land Use:</b>	Single Family Dwelling
<b>Zoning:</b>	Waterfront Residential II (R4)
<b>Proposed Use Comply With Zoning:</b>	Yes.
<b>Plan Designation</b>	Lakeshore (L) under Vanderhoof Rural OCP 1517, 2009
<b>Agricultural Land Reserve:</b>	Outside the ALR
<b>Access Highway:</b>	50105 Tapping Rd
<b>Archaeological Site:</b>	None according to Provincial mapping
<b>Building Inspection:</b>	Within the building inspection area.
<b>Fire Protection:</b>	Outside the Rural Fire Protection Area.
<b>Other comments:</b>	It is noted that the deck portion of the structure was built without the required building permit.



# Management Plan

Please describe the details of your project to the extent known. Consult the guidance document for further information on regulatory requirements, rationale for why the information is required, and how to find required information.

The scope and the timing for response will be provided. If information is requested and not received, it may result in the disallowance of the application.

Information on these topics may be required as part of the application processing and if further detail is necessary that is not part of the application and management plan received, you will be contacted and requested to provide additional information. In some circumstances, the use of a qualified professional to complete the plan may be required.

## 1.0 Background

### 1.1 Project Overview

Describe project for which authorization is requested, including construction and/or phased development details:

The previous landing and Dock that was on the land when purchased was deteriorating and was composed of Creosote Logs, and Treated wood. Went to first counter with proposed plans for replacement to Front Counter in Prince George, asking for what I needed to do to replace this dock with the sketch of what I proposed. I was passed to a biologist who recommended modifications that were incorporated. I was then told I needed to submit Water Sustainability Act Application vFCBC Tracking Number: 100166488.

Hello Kevan,  
I have reviewed your application submitted on May 2, 2016, under the Water Sustainability Act. I have attached terms and conditions for the works which you must have on site during the project.  
If you have any questions or concerns feel free to get in touch with me.

Regards,  
Duncan McColl  
Duncan McColl M.Sc. R.P.Bio.  
Ecosystems Biologist - Omineca Region  
Ministry of Forests, Lands and Natural Resource Operations  
Prince George, BC  
250-614-7563  
duncan.mccoll@gov.bc.ca

### 1.2 Investigative Work

If any preliminary investigative work has been carried out, with or without an investigative authorization, provide details on work completed, incomplete or on-going from previous term.



Activity	Brief Description of Activity	Status (e.g. Complete, incomplete, ongoing)	Comments / Milestones

Add Row

### 1.4 First Nations Consultation

Describe any contact you may have had, including the name of the First Nation(s) and representatives contacted.



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## 2.0 Location

### 2.1 Description

Provide a general description of the location of the project:



Four 8" screw Pilings at low water level, approximately 16' into the ground, with four 6" screw pilings midpoint to the 2nd retaining wall. These pilings then support 30' 10" pipes at the height of the 2nd pre-existing retaining wall, anchored into the wall approximately 12' above high water mark. Bottom Landing is built on top of first pre-existing retaining wall which is around 3' above high water mark.

A step, then 8' ramp extend on top of a 29' Dock. Dock built with 2 8" Pipes, with 6" Channel Iron to dimension. Dock clad with Cedar planks. Lake end of dock is supported by 4" pipe legs.

### 2.2 Location Justification

Provide your reasons/justification of the need for this type of project at this location:



Pre-Existing retaining walls to build to, and replacement of previous landing and dock. Dock was built to limit shoreline disturbance, and keep natural circulation of water, as requested by BC Front Counter Biologist. Cantilever design for winter is to limit water disturbance and allow winterization of the dock without need of Water Sustainability Act Application to take the dock out, or put it in.

Since installation, the natural shoreline has been restored, and the sandbar that was building behind the old dock has disappeared.

### 2.3 Seasonal Expectations of Use

When will the Project require use of the land? Include information on key works during construction phases as well as operations phase. Please reference [reduced risk fish windows](#) as required by DFO:



Project Phase (Construction / Operations)	Brief Description of Activity / Works	Season
Water Disturbance For Pilings	Installation of Pilings with Excavator that reached from the top of 2nd retaining wall	Work was performed in first week of August as requested by Biologist.

Add Row

### 3.0 Infrastructure and Improvements

#### 3.1 Facilities and Infrastructure

Detail any new and existing facilities, infrastructure or processes proposed and any ancillary uses. Provide details of planned construction methods and materials, and construction scheduling.

Facility/Infrastructure/Process	Construction Methods/Materials	Construction Schedule
Screw Pilings	Used Excavator reached from existing driveway above 2nd retaining wall.	August 4th, 2016 as per BC Biologist requirements
Pipe Structure	Welding, and Pipes lifted into place with a Articulating Crane reaching from existing driveway above 2nd retaining wall.	August 5th to September 10th 2016
Bottom Landing with temporary decking	2x10 framing with temporary Decking	Sept 11th to 15th 2016
Installation of Docks to allow 3 boat moorage locations	Pipe/Channel Iron clad in Cedar	Sept 16th to 20th 2016
Add Field		

#### 3.2 Access

Identify existing and proposed roads used for access and their use by season. Include any proposed connections to public or Forest Service Roads; traffic information including volume of traffic during construction/operation and phase or season that the traffic is expected:



Roadway/Proposed Connection	Existing/Proposed	Existing Road Classification	Road Permittee Information and Road Use Agreements	Traffic Volume		Mitigation of Traffic Effects
				Construction Phase	Operations Phase	
Driveway	Existing	Private Driveway	N/A	Excavator	Screw Pilings	Private Property
Driveway	Existing	Private Driveway	N/A	1.5 ton truck with Articulating Crane	Pipe Structure	Private Property
Add Field						

### 3.3 Utility Requirements and Sources

Describe utility requirements and sources, include agreements in place or underway allowing access to utilities.



N/A

### 3.4 Water Supply

Identify water requirements for construction and operation phases (e.g. surface water and/or groundwater), including sources, location, volume and a general description of infrastructure planned to meet water supply requirements, include any agreements outside of Water Act Authorizations identified above (Section I, Authorizations, Permits or Approvals), such as Municipal water supply.

Project Phase (Construction/ Operation)	Water Requirement (e.g. Surface water or ground water, etc)	Source/location	Volume	Infrastructure Description	Agreements

Add Field

### 3.5 Waste Collection Treatment and Disposal

Identify any waste disposal (note septic system required), sewage, sanitation facilities and refuse disposal proposed.



Project Phase (Construction/ Operation)	Is there a water requirement (e.g. Surface water or ground water, etc)	Discharge distance to closest body of water (well, lake, etc.)	Volume of daily discharge	Infrastructure Description	Existing Agreements

Project Phase (Construction/ Operation)	Is there a water requirement (e.g. Surface water or ground water, etc)	Discharge distance to closest body of water (well, lake, etc.)	Volume of daily discharge	Infrastructure Description	Existing Agreements

Add Field

## 4.0 Environmental

Describe any significant impacts and proposed mitigation for the following environmental classes:

### 4.1 Land Impacts

#### 4.1.1 Vegetation Removal

Is any timber removal required?

Yes  No

Are any areas of vegetation to be cleared, outside of timber removal?

Yes  No

#### 4.1.2 Soil Disturbance

Will there be any areas of soil disturbance, including clearing, grubbing, excavation and levelling?

Yes  No

Is the area to be excavated a Brownfield site or has the potential to be contaminated?

Yes  No

Is there potential for disturbance of archaeological, paleontological fossils or historical artifacts?

Yes  No

#### 4.1.3 Riparian Encroachment

Will any works be completed within or adjacent to the riparian zone of any water body?



Yes  No

Identify all works that may affect the Riparian zone, the impacts, and proposed mitigations:

Work Type	Impacts	Proposed Mitigations
Screw Pilings	Ground Disturbance	Screwed in by Excavator extended from exisint Driveway
Add Field		

#### 4.1.4 Pesticides and Herbicides

Will there be any use of pesticides or herbicides during construction, operations and/or maintenance?

Yes  No

### 4.1.5 Visual Impacts

Will there be any adverse effects of the projects, and any potential adverse effects on sight lines to the project area from surrounding areas likely to be used for scenic viewing by residents or other users?

Yes  No

### 4.1.6 Archaeological Sites

Are there any known or high potential (Arch Procedure) archaeological sites within the project area?

Yes  No

Have you conducted an AIA or engaged an archaeologist to assist with your investigations?

Yes  No

### 4.1.7 Construction Methods and Materials

Identify the types of construction materials, the methods used, their impacts, and any mitigations:

Construction Material/Method	Impacts	Mitigations
Steel Pipe / Welding	Minimal	Fire Watch
Add Field		

## 4.2 Atmospheric Impacts

### 4.2.1 Sound, Odor, Gas or Fuel Emissions

Will the project construction or operation cause any of the following to disturb wildlife or nearby residents:

Sound?  Yes  No

Odor?  Yes  No

Gas?  Yes  No

Fuel Emissions?  Yes  No



### 4.3 Water or Land Covered by Water Impacts

#### 4.3.1 Drainage Effects

Will the project result in changes to land drainage?

Yes  No

#### 4.3.2 Public Access

Will the project result in changes to public access?

Yes  No

#### 4.3.3 Flood Potential

Will the project result in a potential for flooding?

Yes  No

### 4.4 Fish and Wildlife Habitat Impacts

#### 4.4.1 Disturbance to Wildlife and Wildlife Habitat

Will the project result in adverse effects to wildlife or wildlife habitat?

[\(BC Wildlife Act\)](#)

Yes  No

Will the project (construction or operations phase) occur in and around streams, lakes, estuarine or marine environments?

Yes  No

Describe the fish habitat on or near the project site, include potential impacts of the Project (e.g. stream crossings, water diversions, etc), including seasonal considerations, and plans to manage/mitigate effects.

Project Phase	Impacts	Proposed Mitigations / Management
Water's Edge	Minimal	All Heavy Equipment working from existing Driveway
Add Field		

Is the project (construction or operations phase) likely to increase erosion or sedimentation?

Yes  No

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Will the project (construction or operations phase) require water diversion?

Yes  No

Will the project threaten or endanger species at risk in the area?

Species At Risk Act

Yes  No

## 5.0 Socio-Community

### 5.1 Land Use

Describe the current community setting on or near the project area, including the location of non-aboriginal and aboriginal communities or known use areas.

Private Lake front Property

#### 5.1.1 Land Management Plans and Regional Growth Strategies

Are there any land and resource management plans, coastal plans, provincial, regional growth strategies or local government plans with zoning, or management policies or use restrictions in place that could limit or preclude your proposed use of the land? (Please refer to the [Union of BC Municipalities \(UBCM\)](#), and check the websites of the municipality, regional district or other organization with jurisdiction including your project area.)

Yes  No

## 5.2 Socio-Community Conditions

### 5.2.1 Adjacent Users or Communities

Is the project likely to restrict public access, or the ability, or the ability of adjacent land owners or tenure holder to access their property or tenures?

Yes  No

### 5.2.2 Existing Services

Provide a description any increased demand on fire protection and other health facilities and emergency services arising from your Project, including proposed management or mitigation measures.



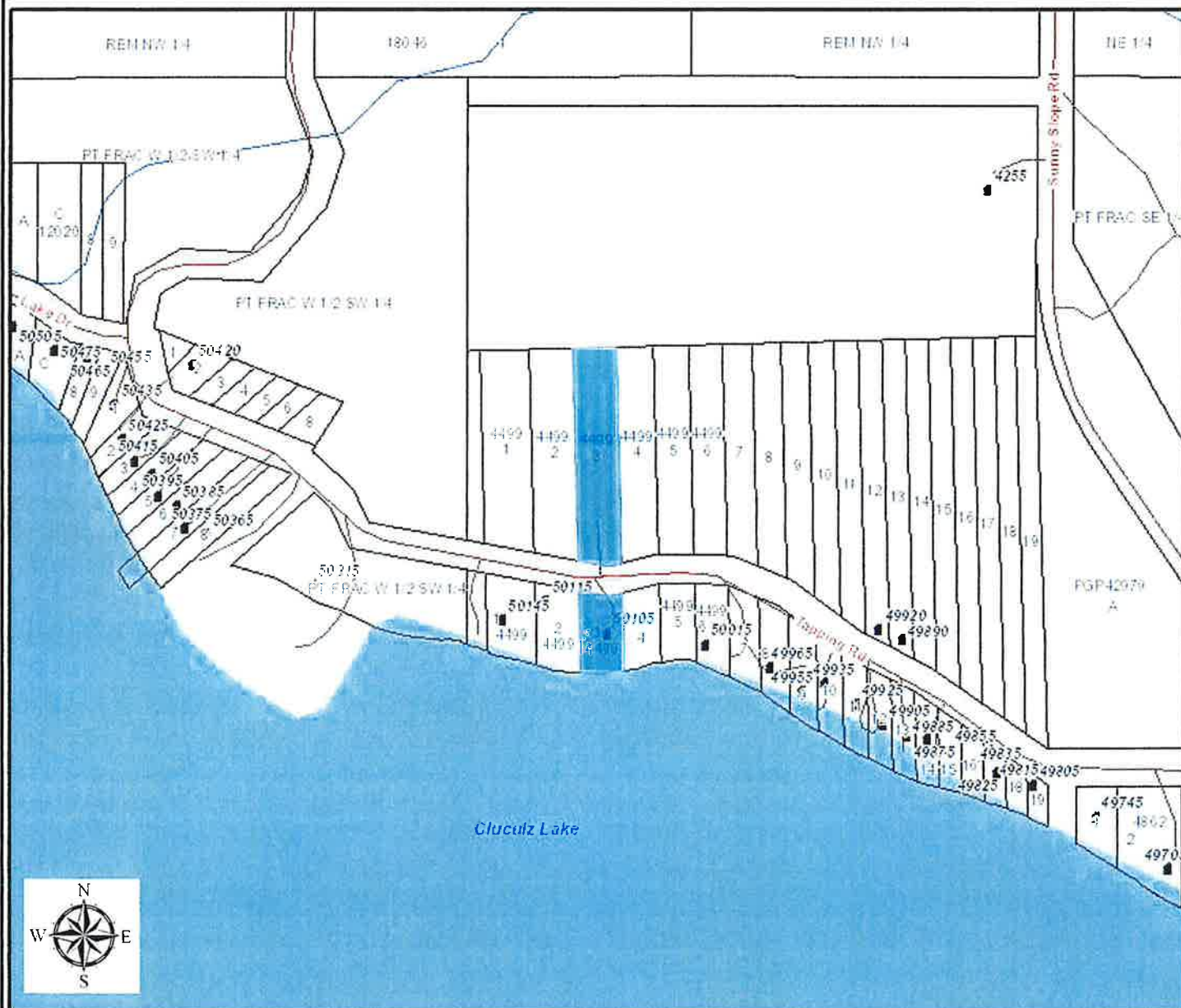


# Regional District of Bulkley-Nechako

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## Property Report

Report generated: 2019/06/04 13:15:37



PID: **013683438**

Civic Address: **50105 TAPPING RD**

Legal Description: **L 3 DL 1719 CARIBOO PL 4499**

Zoning Designation: **WATERFRONT RESIDENTIAL II (R4)**

under the applicable local government bylaw.

Official Community Plan Designation: **L**

under the **VANDERHOOF RURAL**

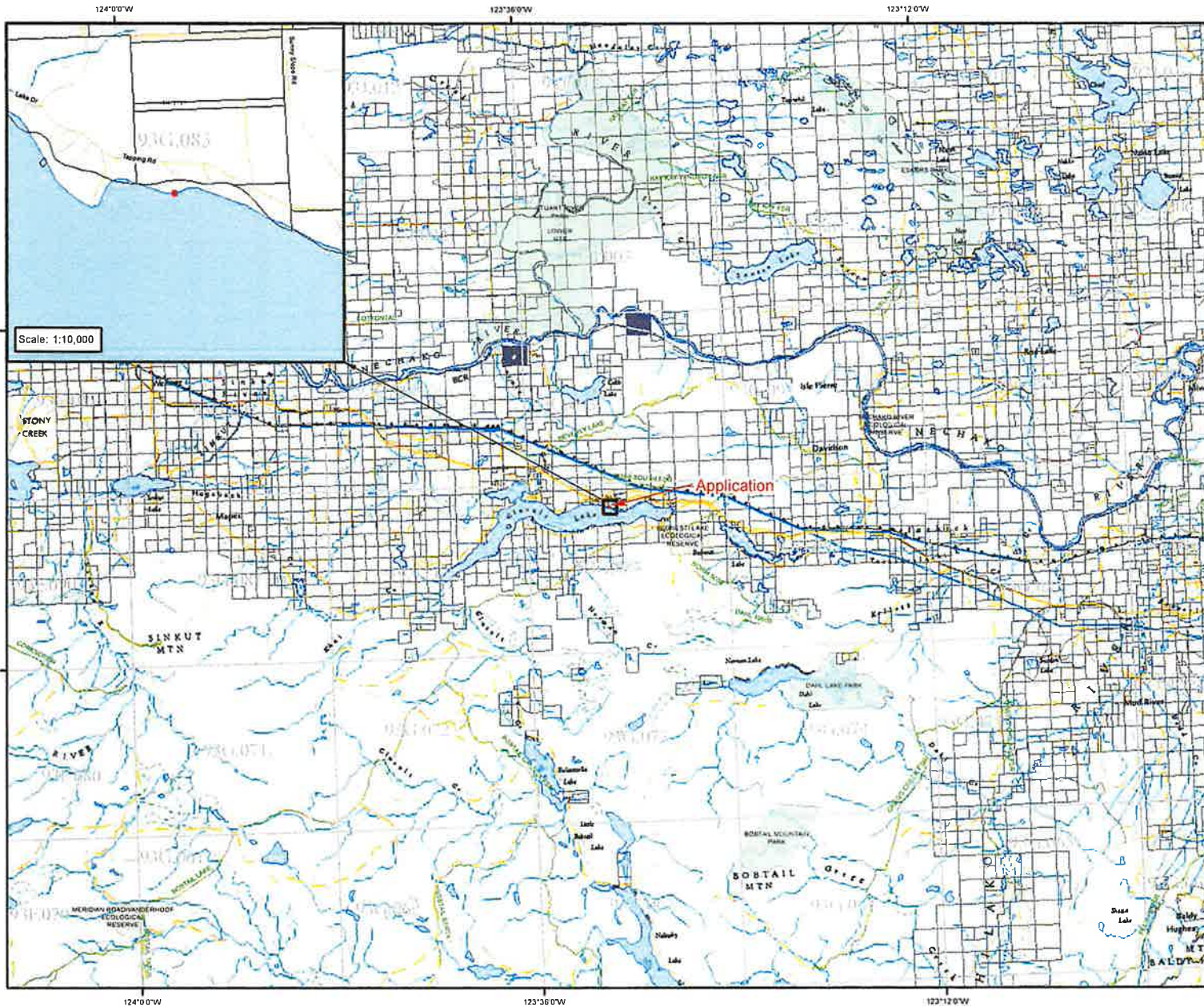
**OCP**

ALR Status: **OUT OF ALR**

Building Permits Required: **YES**

Warning: This map is a composite of data from many sources. While all reasonable efforts are made to ensure the accuracy and currency of this map, the Regional District of Bulkley-Nechako makes no warranties regarding its suitability for a particular purpose nor for the validity of the base data from which it was compiled. Reliance on this information without verification from original records is done at the user's own risk.

Regional District of Bulkley-Nechako  
37 3rd Ave, PO Box 820  
Burns Lake BC, V0J 1E0  
TF: 1-800-320-3339  
www.rdbn.bc.ca



# LOCATION MAP

File - 7410087 Area = 0.01 Ha

Client - KEVAN WADE KOBASIUK

## Legend

- |                        |                              |
|------------------------|------------------------------|
| Crown Land Application | Rapids                       |
| Municipal Boundary     | River or Stream - Definite   |
| Primary Survey Parcel  | River or Stream - Dry        |
| Subdivision            | River or Stream - Indefinite |
| Surveyed Rights of Way | Dam - section Base           |
| Provincial Park        | Flooded Land - Inundated     |
| Protected Area         | Lake - Definite              |
| OIC Ecological Reserve | Lake - Indefinite            |
| Highway                | Lake - Intermittent          |
| Railway                | Reservoir - Definite         |
| Surveyed Road RAW      | Glacier                      |
| Road                   | Icefield                     |
| Forest Service Road    | Island - Definite            |
| Trail                  | Sand Bar                     |
| Red Line               | Contours                     |
|                        | Contour - interval 200m      |

Produced by  
 Ministry of Forests, Lands and  
 Natural Resource Operations  
 and Rural Development  
 Prince George  
 FrontCounterBC  
 Date: May 21, 2019

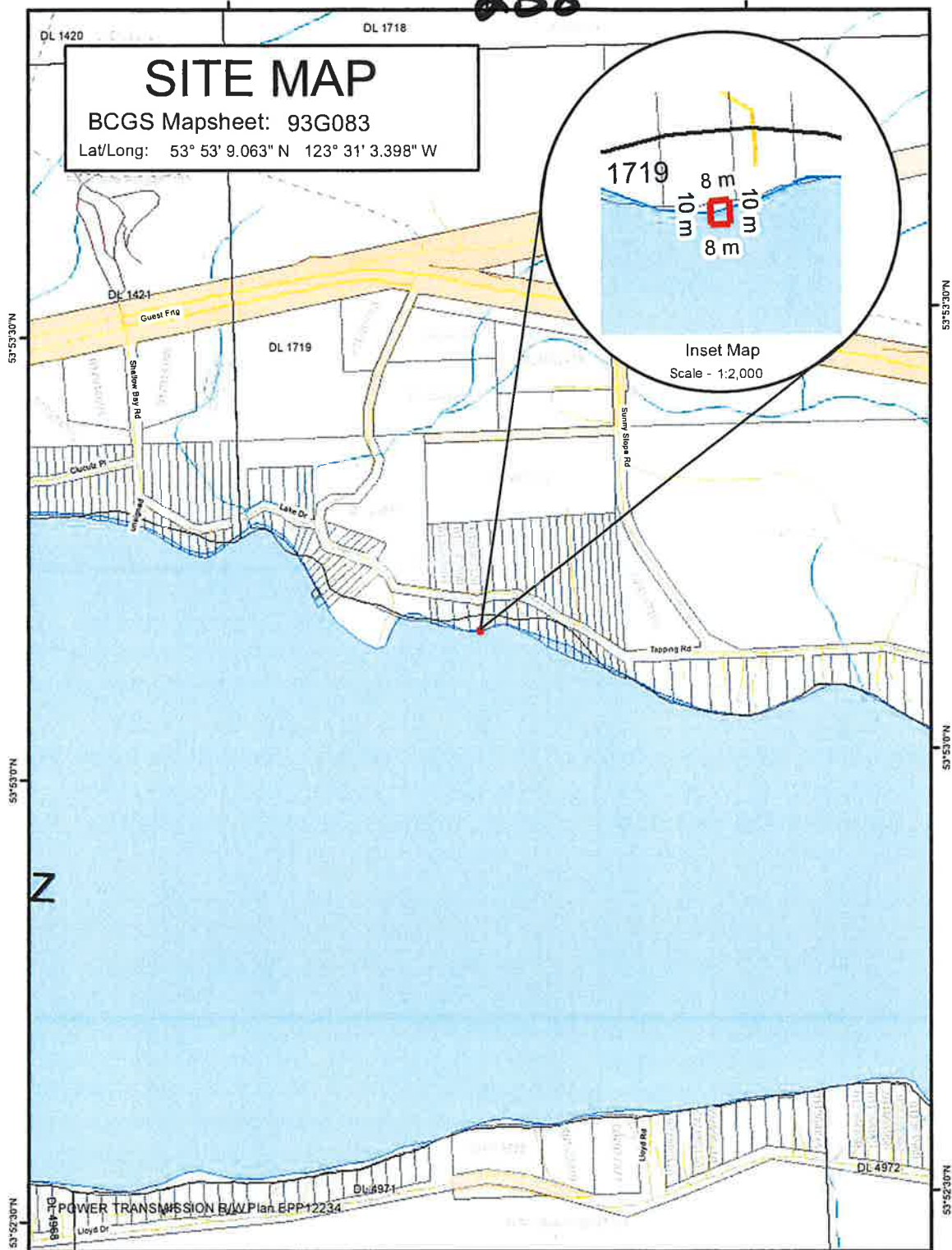
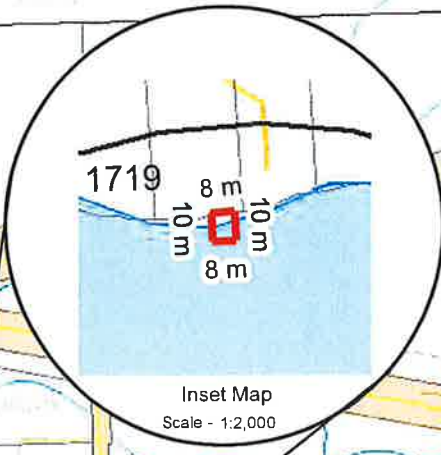
Scale - 1:250,000  
 \* if printed on 17X11 page

BC Albers Projection/NAD 83



237

**SITE MAP**  
 BCGS Mapsheet: 93G083  
 Lat/Long: 53° 53' 9.063" N 123° 31' 3.398" W



File Number: 7410087

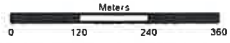
Site # 1 of 1 - APPLICATION Area = 0.008 Ha.

TYPE: PERMISSION PURPOSE: RESIDENTIAL  
 SUBTYPE: SPECIFIC MOORAGE SUBPURPOSE: PRIVATE MOORAGE  
 LOCATION: CLUCULZ LAKE IMAGERY: N/A

Produced by  
 Ministry of Forests, Lands &  
 Natural Resource Operations  
 & Rural Development  
 Northern Service Centre  
 FrontCounter BC  
 Date: May 21, 2019

Scale: 1:10,000  
 \* if printed on 8.5X14 page

Projection: BC Albers  
 Datum: NAD 83

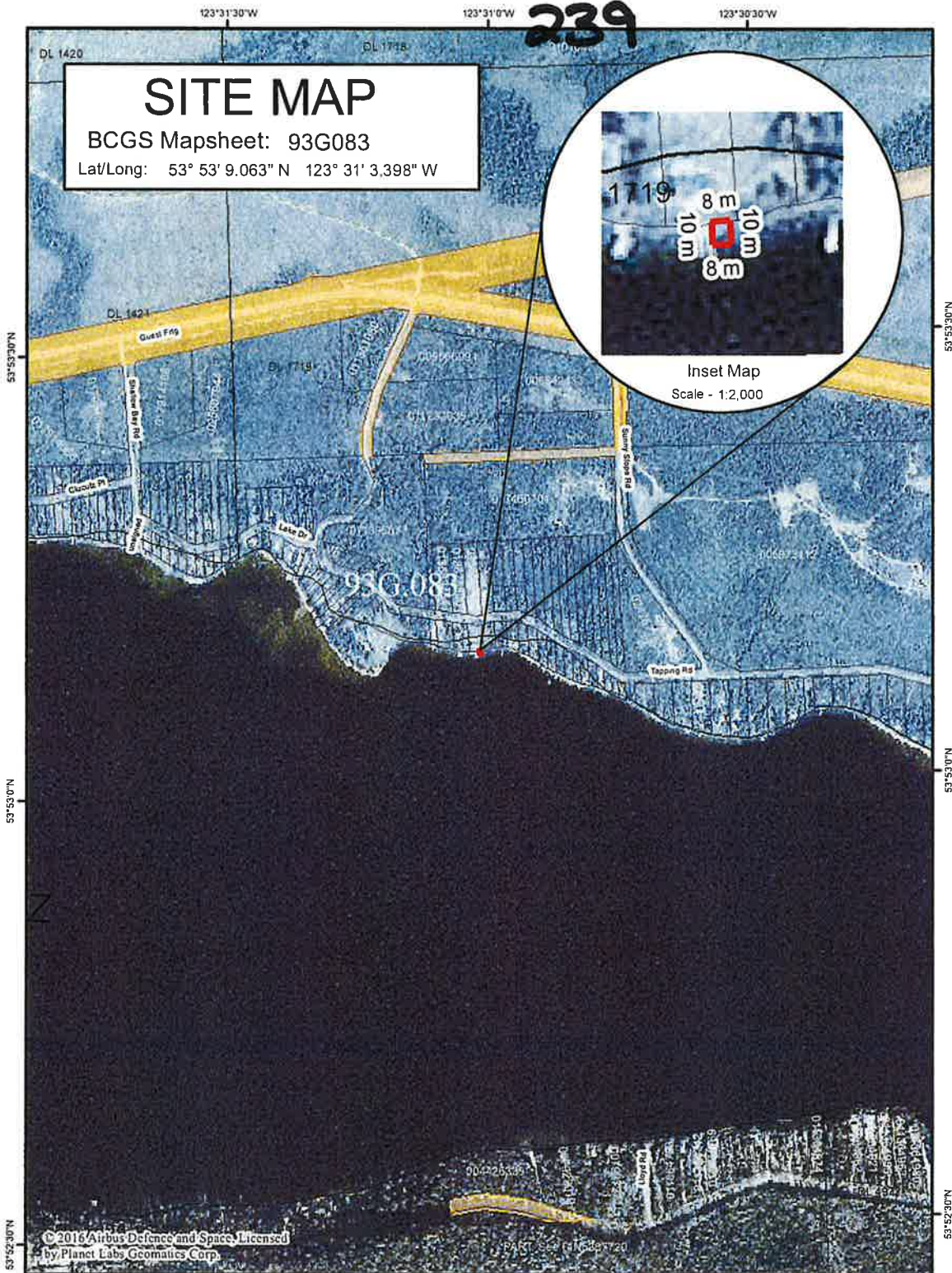


Legend

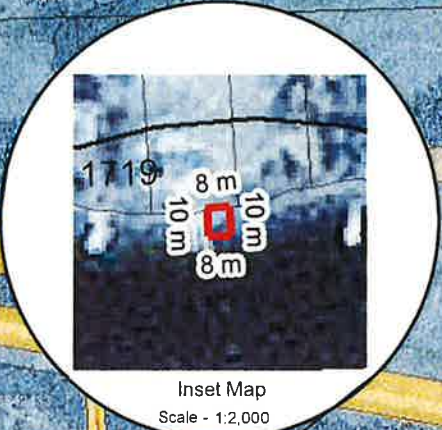
- |                          |                              |
|--------------------------|------------------------------|
| Crown Land Application   | Protected Areas              |
| Primary Survey Parcel    | Provincial Park              |
| Subdivision              | Protected Area               |
| Municipality             | OEC Ecological Reserve       |
| Surveyed Rights of Way   | Recreation Area              |
| Surveyed Road R/W        | Base Mapping Features (20K)  |
| Gas/Oil R/W District Lot | River or Stream              |
| Power Transmission R/W   | River or Stream - Dry        |
| Gas/Oil R/W              | Lake                         |
| Telecom R/W District Lot | Reservoir - Definite         |
| Miscellaneous R/W        | Glacier/Hazfield             |
| Transportation Corridors | Contour - 20m interval       |
| Highway                  | Transportation - Lines (20K) |
| Railway                  | Airfield                     |
| Surveyed Road R/W        | Road                         |
|                          | Forest Service Road          |
|                          | Road Permit                  |
|                          | Trail                        |
|                          | Rail Line                    |

All measurements are approximate





**SITE MAP**  
 BCGS Mapsheet: 93G083  
 Lat/Long: 53° 53' 9.063" N 123° 31' 3.398" W



© 2016 Airbus Defence and Space, Licensed by Planet Labs Geomatics Corp.

**File Number: 7410087**  
 Site # 1 of 1 - APPLICATION Area = 0.008 Ha.

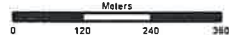
TYPE: PERMISSION PURPOSE: RESIDENTIAL  
 SUBTYPE: SPECIFIC MOORAGE SUBPURPOSE: PRIVATE MOORAGE  
 LOCATION: CLUCULZ LAKE IMAGERY: Spot - 2016-2017

Produced by  
 Ministry of Forests, Lands &  
 Natural Resource Operations  
 & Rural Development  
 Northern Service Centre  
 FrontCounter BC  
 Date: May 21, 2019

Scale: 1:10,000

\* if printed on 8.5X14 page

Projection: BC Albers  
 Datum: NAD 83



**Legend**

- |                                 |                                     |
|---------------------------------|-------------------------------------|
| Crown Land Application          | Provincial Park                     |
| Primary Survey Parcel           | Protected Area                      |
| Subdivision                     | OIC Ecological Reserve              |
| Municipality                    | Recreation Area                     |
| <b>Surveyed Rights of Way</b>   | <b>Base Mapping Features (20K)</b>  |
| Surveyed Road R/W               | River or Stream                     |
| Gas/Oil R/W District Lot        | River or Stream - Dry               |
| Power Transmission R/W          | Lake                                |
| Gas/Oil R/W                     | Reservoir - Define                  |
| Telecom R/W District Lot        | Glacier/Icefield                    |
| Miscellaneous R/W               | Contour - 20m interval              |
| <b>Transportation Corridors</b> | <b>Transportation - Lines (20K)</b> |
| Highway                         | Arched Road                         |
| Railway                         | Road                                |
| Surveyed Road R/W               | Forest Service Road                 |
|                                 | Road Permit                         |
|                                 | Trail                               |
|                                 | Rail Line                           |

All measurements are approximate.



## ***Building Inspector's Report For May 2019***

1. Building Permit Summary for the Regional District of Bulkley-Nechako

There were 23 building permit applications submitted this reporting period. The fees collected this reporting period amount to \$14,087.72, with a total construction value of \$2,530,285.00. There have been 49 permits issued to date in 2019.

2. Building Permit Summary for the Village of Burns Lake

There were 2 demolition permit applications submitted this reporting period, with a total value of \$30,000.00. There have been 8 permits issued to date in 2019.

3. Building Permit Summary for the Village of Fraser Lake

There was 1 building permit application submitted this reporting period, with a total construction value of \$83,000.00. There have been 6 permits issued to date in 2019.

4. Building Permit Summary for the Village of Granisle

There were no building permit applications submitted this reporting period. There have been 2 permits issued to date in 2019.

5. Building Permit Summary for the District of Fort St. James

There was 1 building permit application submitted this reporting period, with a total construction value of \$28,360.00. There have been 6 permits issued to date in 2019.

6. Building Permit Summary for the Village of Telkwa

There were 2 building permit applications submitted this reporting period, with a total construction value of \$85,000.00. There have been 12 permits issued to date in 2019.

7. Building Permit Summary for the District of Houston

There were 3 building permit applications submitted this reporting period with a total construction value of \$16,900.00. There have been 8 permits issued to date in 2019.

Reviewed by:

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

Written by:

  
\_\_\_\_\_  
Jason Berlin, Chief Building Inspector





# Memorandum

**To:** Chair Thiessen and the Board of Directors  
**From:** Brittany Evans, Protective Services Assistant  
**Date:** June 12, 2019  
**Regarding:** June 01, 2019 Snow Survey and Water Supply Bulletin

Please see the attached *June 1, 2019 Snow Survey and Water Supply Bulletin* for your review.

The snow pack report is as follows:

- Nechako Basin is 19%;
- Skeena-Nass is 22%;
- Upper Fraser West is not available.

<u>Recommendation</u>	All /DIRECTORS/MAJORITY
Receipt	

Written By:  
Brittany Evans  
Protective Services Assistant

Reviewed By:  
Deborah Jones-Middleton  
Director of Protective Services

Handwritten signature of Brittany Evans over a horizontal line.

Handwritten signature of Deborah Jones-Middleton over a horizontal line.



## Snow Survey and Water Supply Bulletin – June 1<sup>st</sup>, 2019

The June 1<sup>st</sup> snow survey is now complete. Data from 12 manual snow courses and 80 automated snow weather stations around the province (collected by the Ministry of Environment and Climate Change Strategy Snow Survey Program, BC Hydro and partners), and climate data from Environment and Climate Change Canada and the provincial Climate Related Monitoring Program have been used to form the basis of the following report<sup>1</sup>.

### Weather

Weather in May was generally warm and dry across BC. Monthly temperatures for May were typically 2-3°C above normal across the province, with many daily temperature anomalies during hot spells reaching 5-8°C above normal.

Precipitation was limited through May, with most areas of the province experiencing approximately 30-65% of normal rainfall amounts across the month. While some rainfall events occurred in April, the province has generally experienced very dry conditions throughout this spring (March-April-May).

As of early June, the development of a cold upper low across the province has ushered in a period of cooler weather and some more organized precipitation in areas of the province.

### Snowpack

Snow basin indices for June 1<sup>st</sup> have continued to drop significantly as a result of warm temperatures and rapid snowmelt. Snow basin indices for June 1<sup>st</sup>, 2019 range from a low of 1% of normal to a high of 73% in the Upper Columbia (Table 1 and Figure 1) with the average of all snow measurements across the province calculated to be 39% of normal.

Snowpack is extremely low (<50% of normal) in most areas of the province. By June 1<sup>st</sup>, extremely low % of normal values can be affected by early snowmelt. This year, low June 1<sup>st</sup> snowpack reflects melt that is 1-3 weeks ahead of normal for most areas. This is the result of an early start of the melt season at low elevations from warm weather in late-March, and generally lower than normal seasonal snow accumulations (for example the average of April 1<sup>st</sup> snow water equivalent measurements was 79% of normal). In most areas of the province, this year's June 1<sup>st</sup> snowpack is similar to conditions that were experienced in 2015 and 2016; both years with early melt.

By early-June generally 40% of the accumulated seasonal snowpack in BC has melted. Early melt this season has meant that most sites have melted between 55-100% of their snowpack as of current conditions. Mid-elevation areas are now snow-free (approximately 1200-1400 m in coastal BC, below 1500-1600m in southern BC and below 1300-1400m in northern BC).

## Snow Survey and Water Supply Bulletin – June 1<sup>st</sup>, 2019

**Table 1 - BC Snow Basin Indices – June 1<sup>st</sup>, 2019**

Basin	% of Normal	Basin	% of Normal
Upper Fraser West	NA	Boundary	3
Upper Fraser East	54	Similkameen	1
Nechako	19	South Coast	45
Middle Fraser	41	Vancouver Island	15
Lower Fraser	24	Central Coast	1
North Thompson	60	Skagit	NA
South Thompson	45	Peace	42
Upper Columbia	73	Skeena-Nass	22
West Kootenay	62	Stikine	1
East Kootenay	49	Liard	NA
Okanagan	4	Northwest	NA
Nicola	NA	Fraser	37

### Streamflow

Current streamflow is variable across the province, depending on the location, size of watershed, and key hydrological processes of rivers.

In coastal British Columbia, including most areas of Vancouver Island, Haida Gwaii, and lowland rivers in the South Coast, streamflow is extremely low for this time of year. This is the result of rivers having minor influence from snowmelt, and both short-term and persistent long-term dry conditions. For example, most rivers on Vancouver Island are currently flowing at between 2<sup>nd</sup> and 5<sup>th</sup> percentile flows for early-June, and many rivers are beginning to approach or exceed record low for this time of year.

In the South Interior and part of northern BC, snowpacks have been depleted and rivers are on the receding limb of the seasonal freshet hydrograph. With the combination of low seasonal snowpack, dry spring weather, and early melt, current streamflow conditions in these areas is similar to conditions that are experienced in early-to-mid July, rather than



## Snow Survey and Water Supply Bulletin – June 1<sup>st</sup>, 2019

early June. In some areas streamflow is approaching or exceeding record lows for this time of year.

In large watersheds and areas draining from the mountainous regions of the province, current streamflow is closer to normal as rivers are approaching, at, or just past the peak of the seasonal freshet hydrograph. In most areas this represents a peak that is 2-3 weeks ahead of normal.

In areas on the falling limb of the seasonal hydrograph, many rivers are experiencing a rapid transition from near-normal conditions to flows that are well-below normal. In most of the snowmelt-dominated rivers of the province this rapid transition to below-normal flow is expected to occur over the next few weeks, if it hasn't begun to occur already.

### Outlook

Seasonal forecasts from Environment and Climate Change Canada favor an increased likelihood of above normal summer temperatures (June-July-August) across British Columbia. In the short-term, BC forecast to see high pressure building into the second week of June, with temperatures expecting to rebound to seasonally hot conditions.

Flood risk from snowmelt is largely over for the season, as most rivers have experienced their peak flows and are now on or near the falling limb of the seasonal hydrograph. Flood risk from extreme rainfall events remains a possibility throughout the BC Interior. Eastern and north-eastern BC is particularly susceptible to extreme precipitation associated with cold upper low systems that are common in June and into July; these systems tend to drive extreme rainfall-driven flooding irrespective of snow cover.

With diminished snowpacks and early melt this year, risks have shifted towards the increased likelihood of low flow conditions this summer in all areas of the province. There are a few trends in current conditions that are particularly concerning. The first is extremely low seasonal flows in coastal lowland streams, particularly on Vancouver Island. Many gauged rivers are flowing in the 2<sup>nd</sup> to 5<sup>th</sup> percentile range, including some that are approaching or exceeding historic minimum flows for early-June (for example the San Juan River and Carnation Creek). If dry conditions persist, extremely low flows will emerge as the summer progresses. The second trend is the rapid transition that is occurring in rivers which are now on the receding limb of the snowmelt hydrograph. With lower starting snowpacks and dry spring weather, overall freshet volumes are well below normal this year. With the influence from snowmelt waning, rivers are vulnerable to extremely low flows this summer, particularly if dry weather persists through the summer.

While antecedent conditions are one important factor for summer low flows, summer weather is also of critical importance. Long-range precipitation is difficult to forecast accurately over long lead times, therefore creating uncertainty over how the 2019 summer



## Snow Survey and Water Supply Bulletin – June 1<sup>st</sup>, 2019

season will play out. While continued dry weather would drive extremely low flows this season, there is a similar chance that wet weather could dominate the summer season and at least partially ease the risk of low flows.

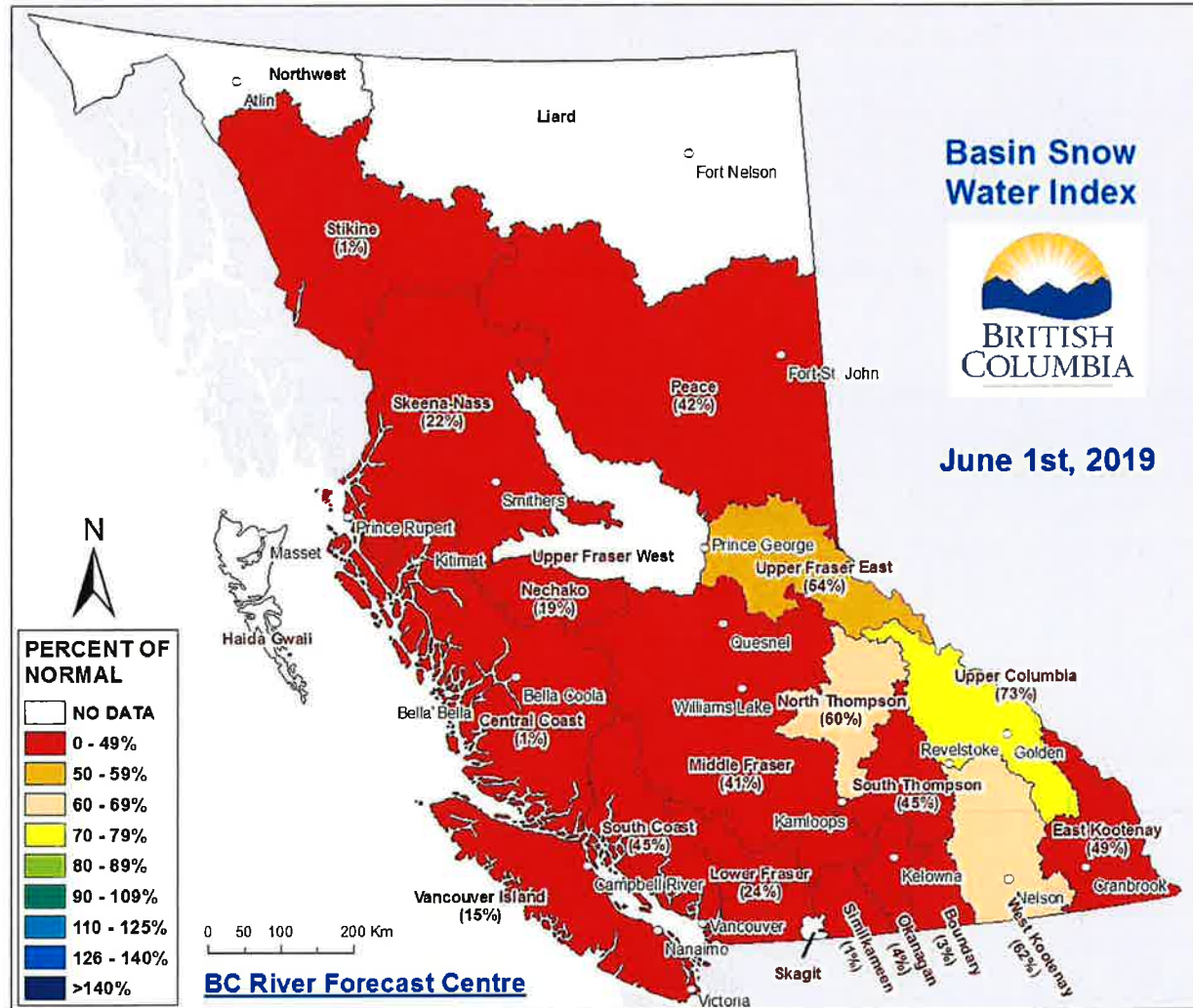
Current information on drought, including provincial drought levels, is available on the [British Columbia Drought Information Portal](#).

The River Forecast Centre will continue to monitor snowpack conditions and will provide final seasonal outlook in the June 15<sup>th</sup>, 2019 Snow Survey and Water Supply Bulletin, scheduled for release on June 21<sup>st</sup>.

BC River Forecast Centre  
June 7, 2019

### Snow Survey and Water Supply Bulletin – June 1<sup>st</sup>, 2019

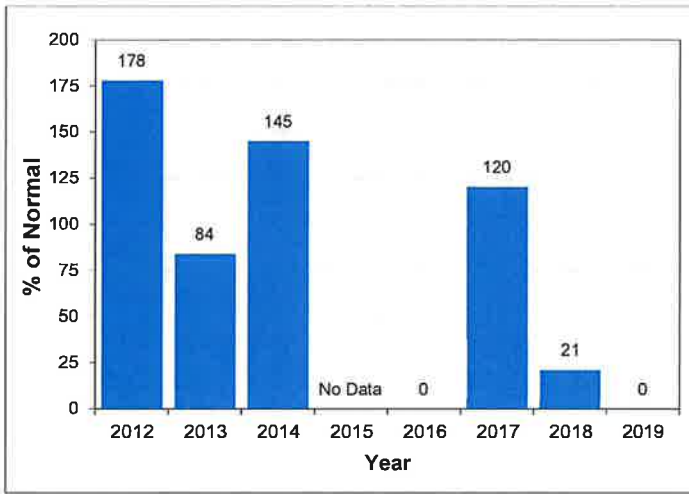
### Figure 1: Basin Snow Water Index – June 1<sup>st</sup>, 2019



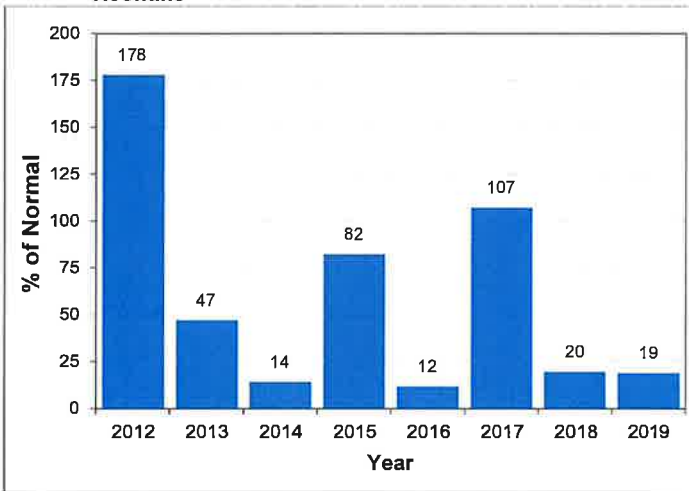
2019 Automated Snow Weather Station/Manual Snow Survey Data				June 1					Historic Snow Water Equivalent (mm)					
Station ID	Name	Basin	Elevation (masl)	Survey Date YYYY-MM-DD	SD (cm)	SWE (mm)	Code	SWE % 1981-2010 Normal	2018 SWE (mm)	2017 SWE (mm)	Minimum (mm)	Maximum (mm)	1981-2010 Normal (mm)	Years of Record
1A12	KAZA LAKE	Upper Fraser West	1247								132	132	0	1
1A12P	Kaza Lake	Upper Fraser West	1248	2019-06-01	1	0			0	0	0	0		2
1A16	BURNS LAKE	Upper Fraser West	820								50	50	0	13
1A23	BIRD CREEK	Upper Fraser West	1196	2019-05-31	0	0			0	0	0	0	0	21
1B01	MOUNT WELLS	Nechako	1489	2019-05-31	0	0		0%	46	261	0	529	217	37
1B01P	Mount Wells	Nechako	1489	2019-06-01		68		29%	189	363	0	716	231	26
1B02	TAHTSA LAKE	Nechako	1319	2019-05-31	64	315		32%		930	406	1829	982	39
1B02P	Tahtsa Lake	Nechako	1319	2019-06-01		205		21%	621	1017	277	2157	992	26
1B05	SKINS LAKE	Nechako	877	2019-05-31	0	0			0	0	0	53	0	23
1B06	MOUNT SWANNELL	Nechako	1596	2019-05-31	0	0		0%	0	0	0	350	110	28
1B07	NUTLI LAKE	Nechako	1502	2019-05-31	0	0		0%	0	88	0	618	241	25
1B08P	Mount Pondosy	Nechako	1413	2019-06-01		28		9%	95	439	0	951	320	26
4B01	KIDPRICE LAKE	Skeena-Nass	1415	2019-05-31	6	40		6%	114	672	0	1359	630	40
4B02	JOHANSON LAKE	Skeena-Nass	1480								108	108	0	1
4B03A	HUDSON BAY MTN.	Skeena-Nass	1452	2019-05-29	0	0		0%	106	76	0	729	259	46
4B04	CHAPMAN LAKE	Skeena-Nass	1485										455	8
4B06	TACHEK CREEK	Skeena-Nass	1133										0	
4B07	MCKENDRICK CREEK	Skeena-Nass	1048										22	16
4B08	MOUNT CRONIN	Skeena-Nass	1491										646	11
4B12P	Granduc Mine	Skeena-Nass	790							381	381	381		1
4B13A	TERRACE A	Skeena-Nass	219								68	68	0	1
4B14	EQUITY MINE	Skeena-Nass	1434										81	14
4B15	LU LAKE	Skeena-Nass	1296										28	14
4B15P	Lu Lake	Skeena-Nass	1308	2019-06-01	0	0		0%	0	1	0	180	24	20
4B16P	Shedin Creek	Skeena-Nass	1320	2019-06-01	4	11		2%	180	244	98	1261	703	22
4B17P	Tsai Creek	Skeena-Nass	1360	2019-06-01	550	514		50%	631	773	302	2103	1028	20
4B18P	Cedar-Kiteen	Skeena-Nass	912	2019-06-01	9	0		0%	2	1	0	640	166	17
Code	Description													
A	Sampling problems were encountered													
B	Early or late sampling													
C	Early or late sampling w/problems encountered													
E	Estimate													
N	Scheduled, but not sampled													
NA	Not available													
NS	Not scheduled													
SD	Snow Depth													
SWE	Snow Water Equivalent													
T	Trace Amount													

247

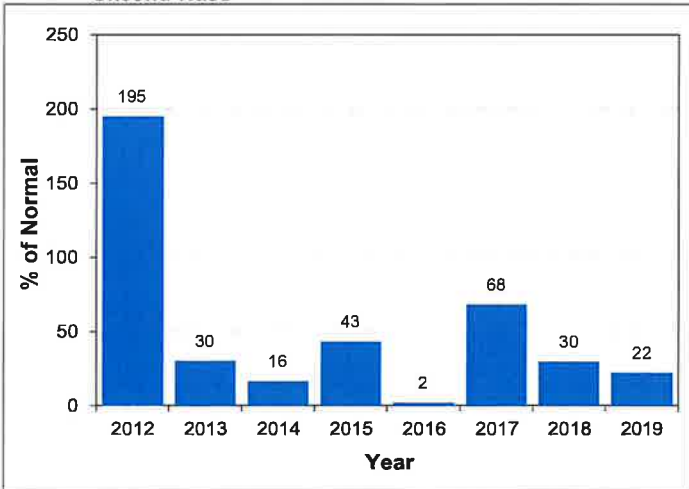
**Upper Fraser West**



**Nechako**



**Skeena-Nass**





249

Board - Direction /  
Receive

**Geraldine Craven**

---

**From:** BC Meat Inspection Program AGRI:EX <bcmeatinspection@gov.bc.ca>  
**Sent:** Monday, June 3, 2019 2:18 PM  
**Subject:** Request for Feedback: Class D Licences  
**Attachments:** 2019 06 03 - AGRI Discussion Paper to solicit feedback Class D Licences.pdf

Good afternoon,

The Ministry of Agriculture is looking for feedback regarding Class D licences. Please see the attached document for more information.

Please provide feedback by July 19th, (in PDF or Word format only) to [bcmeatinspection@gov.bc.ca](mailto:bcmeatinspection@gov.bc.ca)

As well, please direct all questions to [bcmeatinspection@gov.bc.ca](mailto:bcmeatinspection@gov.bc.ca)

Kind regards,



**Diana Edwards**  
Policy and Project Analyst  
Food Safety & Inspection Branch  
Ministry of Agriculture

RECEIVED

JUN 03 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO



## **Discussion Paper to solicit feedback from Local Governments about Class D Licences**

June 3, 2019

### **Provincial Meat Inspection**

The overall objective of the provincial meat inspection program is to provide a credible regulatory system that is effective in ensuring food safety and animal welfare, while providing sufficient flexibility to enable a competitive slaughter industry with capacity for livestock producers of all sizes across B.C. The Ministry of Agriculture (Ministry) is committed to working with operators of all types and sizes to support development of cost-effective and innovative slaughter capacity solutions in all regions of the province.

Class D licences are only available in the ten regional districts that have been designated in regulation. Class D licence holders may slaughter up to 11,340 kilograms (25,000 pounds) of their own or other **people's animals per year**, for direct sales to consumers or to food businesses such as restaurants and meat shops in the regional district in which the meat was produced.

### **Select Standing Committee on Agriculture, Fish and Food Report**

In 2018, the all-party Select Standing Committee on Agriculture, Fish and Food (Committee) led a comprehensive engagement process with stakeholders on the current meat inspection system. The Committee gathered input by travelling throughout the province and speaking with local citizens to ensure opportunity for interested parties to participate.

The Committee released their report with 21 recommendations for government related to licensing and oversight, skilled labour and workforce, and industry growth and development. The Ministry is seeking further feedback on recommendation #3 related to Class D licensing:

**#3:** Help Class D and E licensed producers reach markets closer to home by investigating alternative boundary restrictions for sales, other than regional districts.

### **Invite Feedback**

To support rural slaughter capacity, the Ministry would like to invite input on:

- proposals for new Class D regions or sub-regions; and
- designation of new regions or sub-regions.

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The Ministry has received submissions related to this topic in the past. This invitation for feedback is an opportunity to present new ideas, and for updating and consideration of previous input in the context of the Committee's report.

For more information about Class D licences please visit:

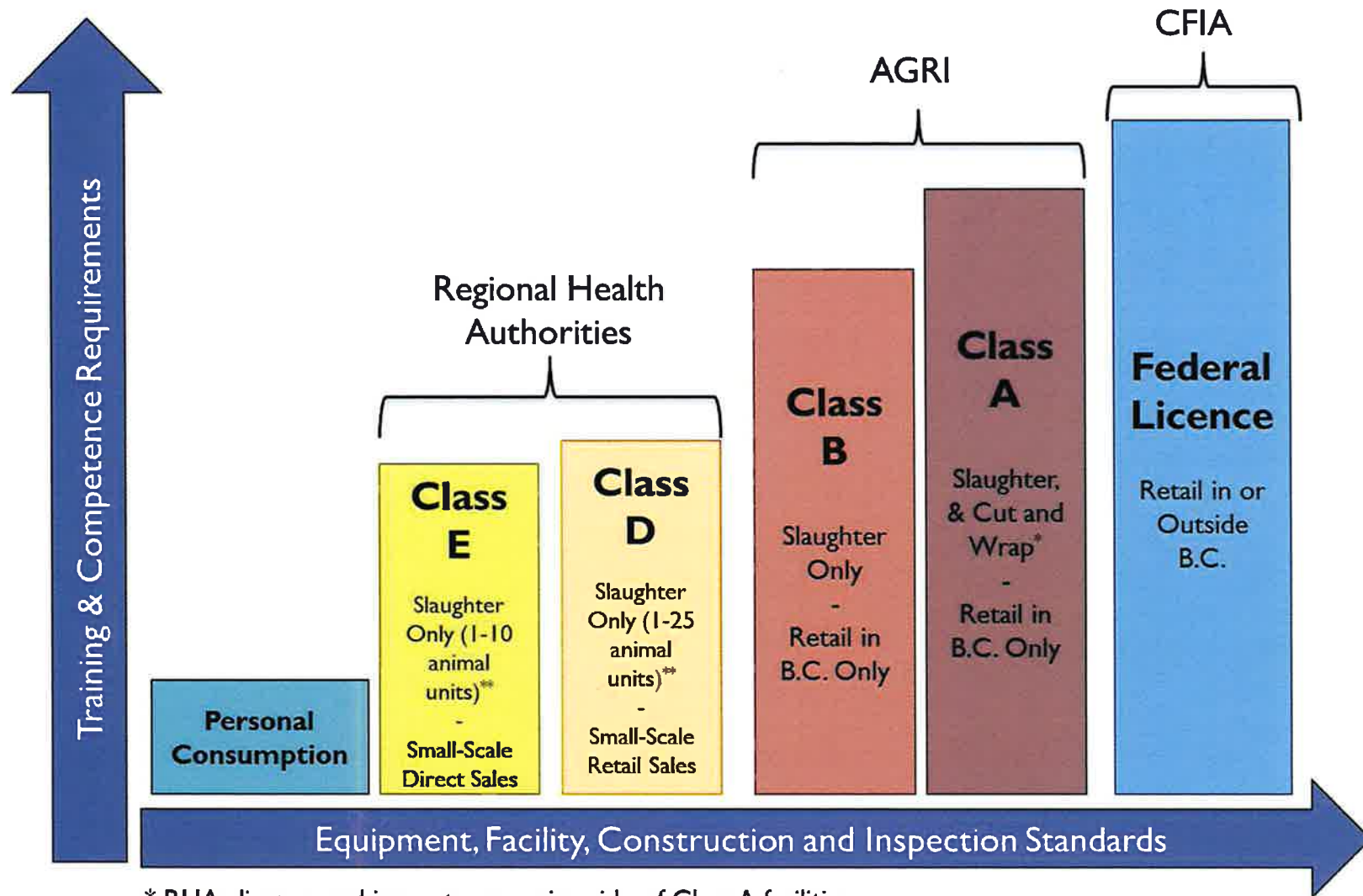
<https://www2.gov.bc.ca/gov/content/industry/agriculture-seafood/food-safety/meat-inspection-licensing/class-d-e-licences>

Please submit feedback by **July 19, 2019** (in Word or PDF format only) to

[bcmeatinspection@gov.bc.ca](mailto:bcmeatinspection@gov.bc.ca)

**Please note:** Only submissions from local governments will be accepted.

# Four Classes of Slaughter Licences



\* RHAs licence and inspect processing side of Class A facilities

\*\* One animal unit = combined weight, when measured alive, of 1,000 lbs or 454 kg of meat

252

253

Board- Direction  
**RECEIVED**  
(letter of support)

JUN 05 2019

**Geraldine Craven**

---

**From:** Norma Stumborg <norma.stumborg@gmail.com>  
**Sent:** Wednesday, June 5, 2019 9:38 AM  
**To:** general@smithers.ca; info@newhazelton.ca; info@telkwa.ca; doh@houston.ca; Shane Brienen; nathan.cullen.c1@parl.gc.ca; inquiries; neekupdeh@bulkley.net; david.dewit@wetsuweten.com; 'Debbie Pierre'; unbc4u@unbc.ca; EDUC.Minister@gov.bc.ca; DM.Education@gov.bc.ca  
**Cc:** 'Diane Mattson'; 'Lucy Gagnon'; victor.jim@mtbcouncil.ca; 'Worthington, Shelley'  
**Subject:** Request for Letter of Support for New Adult Education Building In Witset First Nation  
**Attachments:** Memo KWES Adult Education Bldg in Witset - June 2019.docx

Dear All,

Witset First Nation Chief and Council in partnership with Kyah Wiget Education Society desire to undertake Phase1 – Planning for a new Adult Education Building within Witset. Please see the attached briefing note that explains the project. We are writing to you to request a letter of support to accompany our application to the BC Rural Dividend Fund. We hope to receive your letters of support by June 30, 2019.

If you have any questions regarding the project, please do not hesitate to contact Lucy Gagnon, Executive Director for Witset First Nation or the undersigned.

We thank you for your consideration of our request and helping to education and retain youth in the north.

Sincerely,  
Norma Stumborg, Grant Writer

P.O. Box 4756, Smithers, BC V0J 2N0  
Phone 250-877-8563 • Email [norma.stumborg@gmail.com](mailto:norma.stumborg@gmail.com)



This e-mail is confidential, and the sender does not waive any related rights and obligations. Any distribution, use or copying of this e-mail or the information it contains by other than an intended recipient is unauthorized. If you received this e-mail in error, please advise me (by return e-mail or otherwise) immediately.



Kyah Wiget Education Society  
 205-2 Beaver Rd.  
 Smithers B.C V0J 2N1  
 Ph: 250-847-2244 Fax: 250-877-5094

## MEMORANDUM

**RE:** Request for Letter of Support for Application to the BC Rural Dividend Fund for Phase 1 – Planning of Kyah Wiget Education Society's New Adult Education Building within Witset.

**DATE:** June 5, 2019

---

*Kyah Wiget Education Society in partnership with Witset First Nation are making funding applications to undertake a feasibility analysis, and site selection for an adult education facility and are requesting your support for this project.*

### **Description of Project:**

Kyah Wiget Education Society is interested to retain a consulting firm to develop a feasibility study, site selection and business plan for the construction of a new adult education facility within the community of Witset. The facility is to include the following: 3 classrooms, 1 laboratory, washrooms, 4 office spaces, 2 conference rooms, and space for cultural programming such as Witsuwit'en language training, moose hide tanning, wood carving, and traditional beading. Preliminary estimates for this work indicate the project will cost approximately \$98,350.

### **Project Background:**

Kyah Wiget Education Society (KWES) is a non-profit organization formed as an independent body that deliver education programming from Kindergarten through to Grade 12 and College level courses within the community of Witset. KWES meets the BC Core Curriculum standards while also providing students with language and cultural studies. KWES is the second largest employer in Witset.

Presently, KWES' Adult Education Classes and associated administrative offices are housed within the community owned Centennial Hall. There are classrooms and offices in the upstairs and downstairs of the building and a computer lab on the main floor. KWES Adult Education typically delivers programming to 35 full-time and up to 130 part-time students annually.

Kyah Wiget Education Society is interested to add culturally holistic Natural Resources Educational Programming so that Indigenous youth may participate in the many large scale industrial projects occurring throughout the region. A laboratory is necessary in order to teach biology, chemistry and physics.

Presently, the Centennial Hall is used by the community for social gatherings, bingos, and cultural wakes. Whenever a community member dies, the body is housed in the Centennial Hall for the mourning period until the body is buried (normally a week) and KWES classes are vacated to allow the family to grieve and out of respect and honour for the deceased and family. Presently, there is no alternative educational space during closure periods. It has long been a desire of both KWES and the Nation to provide dedicated adult-education training space for the community.

The building inspection report indicates that the building does not meet the code requirements for use as a public school. Even with additional space heaters, students wear parkas in the downstairs classrooms while attending class to keep warm. Upstairs classrooms and offices are overcrowded and not properly ventilated so very stuffy and hot during the summer months.

**Cheryl Anderson**

---

256 Board- Direction  
(letter of support)

**Subject:** FW: Letter to the Ministry -Expand recycling for the ICI sector  
**Attachments:** Letter to Ministry ICI\_qRD (004).pdf; Letter to Ministry ICI\_qRD Generic (1).docx

Dear Bulkley-Nechako Board of Directors,  
The qathet Regional District (formerly Powell River Regional District) is experiencing a gap in recycling options for the Industrial, Commercial and Institutional (ICI) sector and is putting pressure on the Ministry of the Environment and Climate Change Strategy (MOECCS) to expand the Recycling Regulation to include the ICI sector for all printed paper and packaging (PPP). We know many voices are louder than one and invite you to take a look at a letter, signed by our Board Chair and sent to the Minister. This letter includes a list of possible short and long term options. We have included a template letter to use as a guide to send your own letters.  
If you do send a letter to the MOECCS please cc the qathet Regional District CAO, Al Radke ([aradke@qathet.ca](mailto:aradke@qathet.ca)).  
The qRD plans to bring this issue to UBCM and welcomes all of your support.  
Many thanks  
Tai Uhlmann

**qathet Regional District's  
Waste Reduction Education Team**  
(Abby McLennan, Tai Uhlmann & Ingalisa Burns)  
604-485-2260  
[letstalktrash.ca](http://letstalktrash.ca)





April 29, 2019

The Honourable George Heyman  
Minister of the Environment and Climate Change Strategy  
Room 112 Parliament Buildings  
Victoria, BC V8V 1X4

Dear Minister:

BC is known across Canada and North America as a leader in Extended Producer Responsibility (EPR).

Most recently, in 2014, the BC Recycling Regulation was expanded to include Packaging and Paper Products (PPP) which changed the landscape of recycling in BC and has resulted in improved recycling for the residential sector.

However, there is a gap in service and the qathet Regional District is writing to ask that the Ministry of Environment and Climate Change Strategy (MOECCS) expand the scope of the Recycling Regulation for PPP to include the Industrial Commercial and Institutional (ICI) sector.

In 2014, many British Columbia local governments signed on to the Multi Materials BC (now Recycle BC) program. The program is only responsible for residential PPP, leaving the ICI sector, including schools, hospitals and entertainment events, dependent on the private sector or local governments for access to recycling and does not hold the producers of the ICI PPP accountable to fund the costs for recycling.

With recent changes in the global commodity market, as a result of the Chinese National Sword, local governments and the private sector are facing challenges that include reduced access or lack of access to recycling for the ICI sector.

Without being included in the Recycling Regulation, ICI recyclables such as cardboard, paper, metal, plastic and glass containers run a huge risk of being landfilled.

Additionally, Regional Districts, through their Solid Waste Management Plans, are required to set waste diversion targets which rely on restricting recyclable material from the garbage from both the residential and ICI sectors. This shortfall in ICI recycling services will delay local government's ability to meet diversion targets and implement key initiatives such as landfill bans. As well, in many cases the current PPP EPR programs have local government taxpayers

subsidizing the ICI sector. The qRD's Solid Waste Management Plan, approved by the MOECCS in 2018, outlines a Zero Waste Strategy for our region. This strategy outlines waste diversion targets, including increasing ICI recycling. Working with ICI to increase recycling is scheduled to start in 2019 and is supported by the qRD waste Bylaw 532 which restricts recyclable material from the garbage.

Being an isolated community (only accessible by ferry or plane), the only ICI materials accepted for free by the one private local recycler, Sunshine Disposal and Recycling, was paper, cardboard and #2 plastics. In response to small businesses expressing frustration by the lack of recycling options available to them in 2016, the qRD worked with Recycle BC and Green By Nature to conduct a 3 month audit at our central recycling depot to determine the percentage of ICI materials being collected. With the percentage of ICI materials weighing in at 8%, the qRD allowed small businesses to bring limited amounts of PPP materials to our central recycling depot at a cost to the qRD of \$266 per tonne. The tipping fee for municipal solid waste is currently at \$225 per tonne.

With commodity market prices in freefall, Sunshine Disposal is currently losing money requiring them to implement a tipping fee to clients for cardboard and paper. Sunshine Disposal advised that they anticipate 80% of their customers will opt out of this paid service, which, including bin rental, will be a similar fee to garbage. The qRD can only accept a small amount of ICI at our central depot, otherwise we will be over 8%, which will be cost prohibitive.

The qRD and the rest of the province need a solution to avoid valuable resources like cardboard ending up in the landfill.

We are not coming to you in exasperation expecting the province to give us the answer. No, quite the opposite, we want to be a part of the solution and have developed some options for you to consider which would require cooperation and collaboration with the province to make any of them a reality.

Immediate:

- Expand the Recycling Regulation to include PPP from the ICI sector

The Ministry may recall that back in 2014 our Regional District met with the then Minister and Ministerial staff during the annual UBCM Convention. Our meeting included a 'show and tell'. We demonstrated that the products taken from retail shelves by consumers were produced by the very same manufacturers who distribute their products to the various wholesalers, major sporting and entertainment events, restaurants, coffee shops, hotels, schools, universities, hospitals and the like. The irony of it all is that their shipping and consumer packaging enters every market sector, whether you are a residential, institutional, commercial or industrial consumer. This solution will ensure that ICI recyclables are recycled instead of landfilled. It will shift costs to

the producers of the PPP and will help local government jurisdictions province-wide meet waste diversion targets.

Short-term:

- Relax burning permits in places like Paper Excellence Canada - Powell River

Currently, Paper Excellence burns wood hog fuel in a biomass boiler to generate steam for heat and power production. They do this under Permit 3149. With the onslaught of excess cardboard not being able to go to foreign market, relax or modify the burning permits to allow cardboard to be incinerated as a fuel source. In places like ours, we will reduce the carbon footprint of shipping out cardboard by barge or ferry from our remote and isolated community. Other communities may also have compelling factors to minimize shipping costs and transport cardboard to regionally located biomass boilers at other paper mills or industry.

Mid-term:

- Provide seed funding to create an economically efficient re-purposing industry

After markets for expended recyclables must be resilient and insulated from off-shore market economies. This could be achieved with added-value industries. Cardboard for instance, could have alternate uses. If shredded, cardboard could be used in the agriculture industry as bedding. But for safety and protection to animals, contaminants such as staples should first be removed. Capital start-up for sophisticated equipment of this nature is required. If economies of scale could be driven down, eventually strategic locations throughout the province could be established to serve local economies in various regions. This again is an attempt at reducing the carbon footprint for transporting cardboard. Invariably, the product will re-enter the ecosystem as manure and be spread on farming fields. Or it may enter the system directly as a compost feedstock.

Long-term

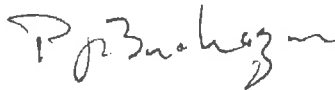
- Mandate recycling content in finished products

Stabilization is a responsibility of upper tier governments. Market systems are characterized by economies that can create extremes of prosperity and business cycles that produce great decline (University of Alberta/Dalhousie University, 2005). Such is the case with the policy of the Chinese National Sword. This is where upper tier governments need to step in and take measures to correct the market. Upper tier governments have the tools and the resources to do this. "Since capital and labour generally flow freely across governmental jurisdictions within a country, much of the impact of stabilization policies of one government unit will likely spill over into other jurisdictions" (Bird & Slack, 1993, p. 16). The proposed mid-term option above is also an upper tier government intervention for the good of the whole. This long-term option is to

mandate recyclable material as a percentage into feedstock for finished products such as writing paper, toilet paper, facial tissue, paper towels, packaging, etc. Some of these products are proven examples of including recyclable materials in production, but these and more products need to be expanded upon. Eliminating virgin feedstock will reduce the carbon footprint and revitalize the already consumed cardboard and packaging waste. Additionally, eliminating subsidies on virgin materials such as oil will create a more level playing field.

Thank you for your time. We respectfully ask that you move expediently on these solutions to assist in promoting a healthy and sustainable environment.

Yours sincerely,



Patrick Brabazon, Chair

cc Nicholas Simons, MLA - Powell River-Sunshine Coast

#### References

*Local government finance*. (Spring 2005). (2005). Edmonton, AB: University of Alberta.

Bird, R.M. & Slack, N.E. (1993). *Urban public finance in Canada*. Toronto, ON: John Wiley & Sons

Date

The Honourable George Heyman  
Minister of the Environment and Climate Change Strategy  
Room 112 Parliament Buildings  
Victoria, BC V8V 1X4

Dear Minister,

The \_\_\_\_\_ is writing to ask that the Ministry of Environment and Climate Change (MOECCS) to expand the scope of the Recycling Regulation for Packaging and Paper Product (PPP) to include the Industrial Commercial and Institutional (ICI) sector.

In 2014 many British Columbia local governments signed on to the Multi Materials BC (now Recycle BC) program. The program is only responsible for residential PPP, leaving the ICI sector including schools, hospitals, restaurants and entertainment events dependent on the private sector or local governments for access to recycling and does not hold the producers of the ICI PPP accountable to fund the costs for recycling.

Regional Districts, through their Solid Waste Management Plans are required to set waste diversion targets and restrict recyclable material from the garbage. With recent changes in the global commodity market, as a result of the Chinese National Sword, local governments are facing challenges that include reduced access or lack of access to recycling for the ICI sector. Without being included in the Recycling Regulation, ICI recyclables such as cardboard, paper, metal, plastic and glass containers run a huge risk of being landfilled. This shortfall in services will delay the ability of local governments to meet diversion targets set out in their Solid Waste Management Plans.

*Describe your particular local impacts here if applicable*

The \_\_\_\_\_ is proposing a solution to avoid valuable resources like cardboard ending up in the landfill. The onus on local government to carry the burden of cost should instead be transferred to the producers of the PPP. The current model is unsustainable as the end user, taxpayers and business, are subsidizing the conglomerates.

If local governments are expected to reach diversion targets with no compensation from producers, recyclable materials may not be handled properly. We are not the only local government feeling the impacts of the Chinese National Sword and want to ask that the Ministry expand the current Recycling Regulation to include PPP from the ICI sector.

Thank you for your time. We respectfully ask that you move expediently to assist in promoting a healthy and sustainable environment.

Sincerely,

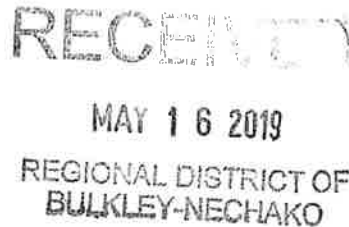


Board - Receive

May 9, 2019

Ref: 242400

Gerry Thiessen  
Board Chair  
Regional District of Bulkley-Nechako  
37 - 3<sup>rd</sup> Ave  
PO Box 820  
Burns Lake BC V0J 1E0



Dear Gerry Thiessen:

Thank you for your letter addressed to the Honorable Katrine Conroy, Minister of Children and Family Development, and myself, regarding the unintended pressures the Childcare BC Universal Prototype Sites may cause other child care providers, particularly in rural areas. As the Minister of State for Child Care, I am pleased to respond and apologize for the delay in doing so.

I appreciate the concerns raised by the Regional District of Bulkley-Nechako Board of Directors. As you are likely aware, and as outlined in Government's Childcare BC plan, the intent of the prototype sites initiative is to inform potential funding models to support universal child care for every family that wants or needs it.

In selecting the sites to prototype universal child care during the period of November 2018–April 2020, more than 300 sites across the province responded to an open Expression of Interest request and were assessed by an expert review panel. The selection criteria prioritized sites which represented the diversity of British Columbia's geography, population and program types. This included sites in rural communities, as we know we need to understand the characteristics and conditions unique to this group. Through the implementation and evaluation of the prototype site initiative, we are gaining a more nuanced understanding of how best to support different types of child care, including child care in rural areas where differences in fees may have a more pronounced effect on providers and families. This learning will help inform future plans to expand universal child care across the province.

I understand your concern regarding potential unintended impacts, and the ministry will take your feedback in consideration during the evaluation of the initiative. The government has launched several child care affordability initiatives in the past year that may be available to child care providers and families in your area who are not participating in the prototype sites initiative, including the Child Care Fee Reduction Initiative (CCFRI) and the Affordable Child Care Benefit (ACCB). The CCFRI, introduced in April 2018, enables licensed child care providers who opt in to this program to reduce their parent fees by as much as \$350 per month depending on the type of care. You can find more information on this program at: <https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/running-daycare-preschool/child-care-operating-funding/child-care-fee-reduction-initiative-provider-opt-in-status>.

.../2

In September 2018 we introduced the ACCB, an income-tested benefit available to families with pre-tax annual incomes of up to \$111,000 or higher, depending on family composition. Families may find more information and apply for the benefit at: <https://www2.gov.bc.ca/gov/content/family-social-supports/caring-for-young-children/child-care-funding/child-care-benefit>.

Many families may qualify for both the CCFRI and ACCB. In some cases, the combination of CCFRI and the ACCB may result in a net parent fee equal to or less than what parents with children attending a prototype site may be required to pay. For example, families that have a combined income below \$45,000 may be eligible for ACCB up to \$1250 a month or the cost of care. Families with combined income that falls in the range of \$60,000 to \$80,000 receive a scaled benefit and many families in this income range are currently paying less than \$200 a month for child care.

Simultaneously, we have increased supports for child care providers, including family providers, wages for early childhood educators, bursaries and educational opportunities, and operating funds.

The Childcare BC Universal Prototype Sites represent one of the most significant social policy changes in the history of British Columbia. The sites also allow for the opportunity for the province to evaluate and learn the best way forward for universal childcare.

Thank you again for bringing your concerns to my attention and advocating on behalf of the child care providers and families in the Regional District of Bulkley-Nechako. I welcome your feedback and any further questions.

Sincerely,



Katrina Chen  
Minister of State for Child Care

264



May 23, 2019

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

RECEIVED

MAY 28 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

Dear Chair Thiessen:

**Re: 2019 Resolutions**

UBCM is in receipt of the attached resolution(s) endorsed by your Board. Your resolution(s), as amended, received endorsement at the NCLGA Spring 2019 AGM.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2019 UBCM Convention in September.

Please feel free to contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process.

Tel: 604.270.8226 ext. 100 Email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca)

Very Best Wishes,

A handwritten signature in black ink, appearing to read "Arjun Singh".

Arjun Singh  
UBCM President

*cc City of Nelson  
Enclosure*



**Municipal Solid Waste****Bulkley-Nechako RD**

Whereas local governments in the Northwest of British Columbia spend over \$20 million annually on municipal solid waste;

And whereas there are opportunities for collaboration and to share best practices but rarely a chance to discuss these opportunities:

Therefore be it resolved that NCLGA sponsor a forum for elected officials to discuss solid waste management issues **until needed** ~~in the 2019 calendar year~~;

And be it further resolved that NCLGA also ensures that there be a minimum of one municipal solid waste session at all future conventions.

**Convention Decision:**

266



May 23, 2019

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

RECEIVED

MAY 28 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

Dear Chair Thiessen:

**Re: 2019 Resolutions**

UBCM is in receipt of the attached resolution(s) endorsed by your Board. Your resolution(s) received endorsement at the NCLGA Spring 2019 AGM.

The resolution(s) will be presented to the UBCM membership for their consideration at the 2019 UBCM Convention in September.

Please feel free to contact Jamee Justason, Resolutions and Policy Analyst, if you have any questions about this process.

Tel: 604.270.8226 ext. 100 Email: [jjustason@ubcm.ca](mailto:jjustason@ubcm.ca)

Very Best Wishes,

A handwritten signature in black ink, appearing to read 'Arjun Singh', is written over a light blue horizontal line.

Arjun Singh  
UBCM President

*Enclosure*

**Provincial Download****Bulkley-Nechako RD**

Whereas Section 2 of the *Community Charter* states that the Provincial government must not assign responsibilities to municipalities unless there is provision for resources required to fulfill the responsibilities;

And whereas legislated changes have shifted responsibility for managing a wide range of complex issues, including but not limited to the significant impact of emergency response services onto local governments placing notable strain on local government resources:

Therefore be it resolved that NCLGA lobby the provincial government to ensure that adequate resources and funding are provided to local governments to fulfill the responsibilities that have been assigned to local governments.

**Convention Decision:**

**Stay and Defend Policy****Bulkley-Nechako RD**

Whereas wildfire events are increasing in frequency, intensity, and duration, and local governments and the BC Wildfire Service are increasingly required to deal with the issues created by residents who stay within an evacuation order area to defend their property and farmers who stay to look after livestock sheltering in place;

And whereas the *Emergency Program Act* and the British Columbia Emergency Management System do not address, recognize, or provide direction regarding the management of issues created by persons choosing to stay and defend their property from wildfire:

Therefore be it resolved that the Province work with local governments to develop policy and best practices regarding stay and defend issues with consideration given to formally recognizing a person's right to stay and defend their property from wildfire.

**Convention Decision:**

**Permitting Entry into an Evacuation Order Area****Bulkley-Nechako RD**

Whereas wildfire events are increasing in frequency, intensity, and duration, and local governments and the BC Wildfire Service are required to implement an efficient, effective, and coordinated approach to address the demand for persons, equipment, and supplies requiring entry into an evacuation order area;

And whereas the BC Wildfire Service does not have a comprehensive permitting process to facilitate the entry of support personnel, equipment, and supplies into an evacuation order area, and the *Emergency Program Act* and British Columbia Emergency Management System do not address, recognize, or provide any direction regarding the permitting of residents, farmers, or persons working in coordination with the BC Wildfire Service to enter into an evacuation order area:

Therefore be it resolved that the Province work with local governments to develop a permitting system and associated policy, procedures, and best practices that facilitate the necessary entry of persons, equipment, and supplies into an evacuation order area;

And be it further resolved that the Province consider the need for legislation that addresses the risk management issues associated with allowing entry into an evacuation order area.

**Convention Decision:**

**Community Resilience Investment Program -  
FireSmart Community Funding****Bulkley-Nechako RD**

Whereas the Community Resilience Investment Program's funding model for FireSmart related activities on private property is capped at \$100,000 per local government regardless of population or geographic area;

And whereas the funding model and funding eligibility requirements put geographically large regional districts at a notable disadvantage compared to local governments with significantly less wildfire interface areas:

Therefore be it resolved that the Province develop eligibility requirements for Community Resilience Investment Program funding, and a funding model, that are equitable and based on local government need.

**Convention Decision:**



Ministry of Municipal  
Affairs and Housing

271  
Board-Receive  
CIRCULAR

Local Government Infrastructure  
and Finance Branch  
PO Box 9838 Stn Prov Govt  
800 Johnson St, 4<sup>th</sup> Floor  
Victoria BC V8W 9T1  
Phone: 250-387-4060ax: 250-  
387-7972

RECEIVED

JUN 06 2019

Circular No. 19:09  
ARCS File #: 195-20

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

June 5, 2019

To: All Local Government Chief Administrative Officers:

**Re: 2019 Local Government Grants Program– Infrastructure Planning Grants**

The Infrastructure Planning Grant Program (the Program) offers grants up to \$10,000 to help local governments plan, design and manage infrastructure. The Program can assist in the development of long-term comprehensive plans and feasibility studies that will improve public health and safety, enhance environmental protection and increase infrastructure sustainability. Funding is available for projects that support improved water, sewer, drainage and other environmental infrastructure.

In addition to selection criteria established by the Province of British Columbia, preference will be given to applications that will lead to eventual capital projects and those that promote innovation, build partnerships and generate transferable knowledge.

Local governments that are involved in proactive infrastructure planning are better prepared to take advantage of capital grant programs. The Program can be used to help develop the long-term plans and feasibility studies that are often key to the success of an application to a capital grant program.

The Program has a year-round open intake with two application review deadlines. The next deadline for the 2019/20 Program is July 10th, 2019. Program documents can be downloaded from the Ministry's website at: <https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/grants/infrastructure-planning-grant-program>.

Local governments are encouraged to submit applications on behalf of organizations such as improvement districts, registered water utilities or other small water systems if they have been approached by these groups to assist them to benefit from the Program. Please see the Program Guide for more information regarding such partnerships.

Liam Edwards  
Executive Director  
Local Government Infrastructure and Finance Branch  
Ministry of Municipal Affairs and Housing



## Infrastructure Planning Grant Program

The infrastructure planning grant program offers grants to support local government in projects related to the development of sustainable community infrastructure. The program is open for applications year-round, and has regular processing deadlines. **Next deadline: July 10, 2019.**

Grants of up to \$10,000 are available to help develop or improve long-term comprehensive plans including, and not limited to:

- Asset management plans
- Integrated stormwater management plans
- Water master plans
- Liquid waste management plans

Grants can be used for a range of activities related to assessing the technical, environmental and/or economic feasibility of municipal infrastructure projects.

### How to Submit Applications

Please read the program guide before applying for the infrastructure planning grant.

- [Infrastructure Planning Grant Program Guide \(PDF\)](#)

Download and complete the following forms:

- [Infrastructure Planning Grant Application Form \(DOCX\)](#)
- [Infrastructure Planning Grant Certification Form \(DOCX\)](#)

To claim funds download the [Infrastructure Planning Grant Claim Form \(DOCX\)](#).



## Grants Search Tool

Grants are a rich resource for funding economic development priorities. Use the grants search tool to locate funding through existing provincial and other (non-governmental, regional, federal) programs and initiatives.

- [Search for funding and grants](#)

## Program Intake Deadlines

The infrastructure planning grant program is open for applications year-round and has regular processing deadlines.

- **Next deadline: July 10, 2019**

## Guidance & Forms

- [Infrastructure Planning Grant Program Guide \(PDF\)](#)
- [Application Form \(DOCX\)](#)
- [Certification Form \(DOCX\)](#)
- [Claim Form \(DOCX\)](#)

## Contact Information

Contact us if you have questions about local government infrastructure grants.

**Office:**

[250 387-4060](tel:250-387-4060)

**Mailing:**

Local Government Infrastructure and

Finance Branch

PO BOX 9838 STN PROV GOVT

Victoria, BC

**Email:**

[INFRA@gov.bc.ca](mailto:INFRA@gov.bc.ca)

274

Board - Receive

May 14, 2019

Regional District of Bulkley-Nechako  
37, 3<sup>rd</sup> Ave, PO Box 820  
Burns Lake, BC  
VOJ 1E0

RECEIVED

MAY 14 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

Re: Staff Training in Inter Library Connect and Outlook Online

Dear Cheryl Anderson,

The Fort St. James Public Library has completed our project to cross-train our staff in the services of interlibrary loans. We are grateful that the Regional District of Bulkley-Nechako Board of Directors provided a grant in aid for this much needed training.

It was very important that we have multiple staff members trained in this area of library services. We have around 200 interlibrary loan transactions each month, with demand steadily increasing. Having only one person trained in this duty meant that any sickness, vacation, or other absence of that employee removes the service from the patrons that we serve as well as all British Columbian libraries which we send materials to.

Throughout the year in 2018 and the beginning of 2019 the Assistant Librarian trained one of our Desk Assistants in interlibrary loan procedures and duties. This involved one-on-one training, updating written procedures, and supervised and unsupervised practice. Through three hours of training each week throughout the year, the Desk Assistant is now confident in her ability to perform the needed tasks. I was particularly impressed when the Desk Assistant explained interlibrary loan standards to another library's worker in the absence of the Assistant Librarian.

On behalf of the Library Board and the Assistant Librarian, thank you for your grant in aid. The Assistant Librarian was able to take a vacation in Costa Rica, where she was born and raised but had not returned to in many years, throughout the whole month of April 2019 without worry of work piling up or services disrupted. The Board and myself are pleased that we could provide a valuable training and learning experience to the staff, while strengthening our ability to provide services to our patrons and libraries across British Columbia.

Sincerely,



Ken Sawdon  
Head Librarian

275

Board-Receive

THE CITY OF VICTORIA



OFFICE OF THE MAYOR

RECEIVED

JUN 03 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

May 29, 2019,

To The Union of British Columbia Municipalities,

I am writing on behalf of Victoria City Council, requesting favourable consideration and resolutions of support to restore Provincial support for libraries.

At the May 23, 2019 Council Meeting, Council approved the following resolution:

WHEREAS WHEREAS libraries are a social justice equalizer that provide universal access to information and learning materials irrespective of income levels;

WHEREAS libraries are now so much more than books, building community and a sense of inclusion;

WHEREAS restoring funding to libraries supports the BC Government's agenda to eliminate poverty, improve access to education, and address social justice in BC;

WHEREAS funding rates have been frozen since 2009 and inflationary costs have increasingly been put on municipal property tax payers which is a regressive approach to funding public libraries;

WHEREAS municipalities face downloading from upper levels of government and have few tools to raise funds,

THEREFORE BE IT RESOLVED that Council request the Mayor write to the Minister of Education, the Premier, and all local MLAs strongly advocating for the restoration of library funding to a level that reflects both inflationary cost increases since 2009 and the value of this system to the Province.

BE IT FURTHER RESOLVED that this resolution be forwarded to other municipalities in the Capital Regional District and across BC requesting their favourable consideration.

We eagerly look forward to your support on this matter.

Sincerely,

A handwritten signature in black ink, appearing to read 'Lisa Helps'.

Lisa Helps  
Victoria Mayor



**Bulkley Valley  
Community Foundation**

---

RECEIVED

MAY 27 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

Box 4584  
Smithers BC V0J 2N0

**Bulkley Valley Community Foundation Annual Report for 2018**

The directors and staff of the Bulkley Valley Community Foundation (BVCF) are pleased to present our 2018 Annual Report.

The report lists our grant and learning award recipients, and the donors and supporters who assisted the BVCF in 2018.

It is very gratifying to support many worthy organizations and individuals in our communities with grants and learning awards. In 2018, we gave over \$30,000.00 to non-profit groups and students from Topley to Kitwanga.

Donors and supporters make this local-level impact possible, and to fulfill our purpose:

“to create opportunities for donors to support local initiatives, organizations and individuals to improve the quality of life throughout our communities”.

More information about the BVCF can be found on our website [www.bvcf.ca](http://www.bvcf.ca). Please contact us at [info@bvcf.ca](mailto:info@bvcf.ca) or by telephone at 250-847-4356 if you would like details about this report or the Foundation.

Yours truly,



Jill Dunbar, Chair  
Bulkley Valley Community Foundation

## LEARNING AWARDS

### SMITHERS

Erin Nanninga, Pyper Burns,  
Chantal Gammie, Olivia Stanton  
and Matthew Steventon.

Wetzin'kwa Community Forest  
Corporation Bursary: Joel Nikal.

Wetzin'kwa Community Forest  
Corporation Scholarship:

Arielle Koenig.

### HOUSTON

Colton Savage.

Wetzin'kwa Community Forest  
Corporation Bursary:

Timothy Tiljoe.

### TELKWA

Emily Engstrom (Whitford) was  
the recipient of the

Nick Van Arem Award for  
Spirit, Courage and Determination.

Congratulations to all of you,  
and best wishes for the future!

Great reasons to choose the BVCF

All donations are pooled with other gifts  
and invested. The annual earnings are  
given back to our communities – **every  
single year** – in perpetuity! You can do-  
nate at any branch of the Bulkley Valley  
Credit Union or contact us for informa-  
tion on other ways to contribute.

### Contact Us

Box 4584 Smithers BC V0J 2N0  
Tel. 250-847-4356 • [www.bvcf.ca](http://www.bvcf.ca)  
[info@bvcf.ca](mailto:info@bvcf.ca)

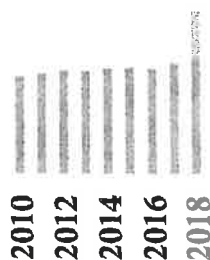
Thank you to the Interior News for their support

\$1,500,000.00

\$1,000,000.00

\$500,000.00

\$0.00



**BVCF Net Assets  
2010 - 2018**

## About Us

The purpose of the Bulkley  
Valley Community Foundation is  
to create opportunities for donors  
to support local initiatives,  
organizations and individuals  
to improve the quality of life  
throughout our communities.

Our dedicated team governs  
grant making, awards programs,  
investing and outreach.

Thanks to Sean Mitchell and  
Kate Daniels-Howard, who re-  
tired from the Board in 2018 but  
continue to assist.

Current directors are Colleen  
Burns, Mike Doogan-Smith, Jill  
Dunbar, Ryan Hill, John Howard,  
Dee McRae, Charlie Stam and  
Jackie Wheatley. Danielle Sker-  
ik and Deb Camenzind provided  
administrative services.

# Annual Report 2018



  
**Bulkley  
Valley  
Community  
Foundation**



# Bulkley Valley Community Foundation

## GRANTS AWARDED IN 2018

The BVCF provides grants for projects in our fields of interest: Community, culture, fine arts, education, social and family, sports and recreation, youth and health. In 2018 we granted over \$30,000.00 to local non-profit organizations.

### HAZELTON

Learners Opportunity Group Society (LOGS): Parenting pamphlets for families in the Upper Skeena.  
Upper Skeena Development: Collaborative art installation for Hazelton (completion 2019).

### HOUSTON

Royal Canadian Legion, Pleasant Valley Branch: Electronic door for the Legion building.  
Houston Library: New vinyl flooring.  
Houston Link to Learning: New mini computer lab.

### SMITHERS

Bulkley Valley Museum: Digitization of rare documents for preservation and access.

BV Regional Pool: Recreation Access Program; Adapted Aquatics Program, McEwen Fund.

Dze L K'ant Friendship Centre Society: National Indigenous Day 2018 celebration. Grendel Group. Grendelicious garden and kitchen program.

Northern Society For Domestic Peace Start-up kits with home essentials for women victims of domestic violence. Special Olympics Smithers. Track and field equipment.

### TELKWA

Telkwa Volunteer Fire Department. Commercial-grade washing machine to clean firefighting turnout gear.  
Quilters from the Heart. Supplies to make quilts for people going through challenging times.

### GRANISLE

Granisle & District Seniors Citizens Association: Electrical system upgrade for the Granisle Seniors Hall.



## DONATIONS

The **Smithers Community Band** donated proceeds from sales of musical instruments towards arts and culture grants.

**Fritz Pfeiffer** donated generously to our Learning Awards. We will be able to offer more support to students beginning in Spring of 2019!

**Tonia Jurbin** contributed to the Nick Van Arem Fund. Each year a graduating student is recognized with an award from this fund.

**William Morris, Robert and Anne Mitchell and Gordon and Julie Morris** donated in memory of Chuck and Ethel Morris.

**Bonnie McCreary** has been a supporter for many years and we thank her for her donations.

At our Communi-Tea many people donated cash. As well, **Sharon Carrington, Smithers Safeway and the Skeena Bakery** enhanced the event with music and treats.

At the **Bulkley Valley Bottle Depot** people contributed their returnable cans and bottles over the course of the year.

Individuals provided support to the **Creative Roots Bursary Program** via the Benevity Giving Program.

**Provincial Employees** gave through their Community Services Fund. And the **Telkwa Community Church** gave us meeting space. We thank **Ali Howard and Stephen Osborn** for donations to our general endowment funds.

The **Vancouver Foundation** provided a bursary to assist with travel to the annual Regional Conference.

**Supporters like these help us to make a real impact in our communities!**



# Bulkley Valley Community Foundation

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**Supporters like these help us to make a real impact in our communities!**

**Cheryl Anderson**

---

**From:** MIRR Skeena IRR:EX <MIRRSkeena@gov.bc.ca>  
**Sent:** May 13, 2019 2:10 PM  
**To:** Gellein, Colleen IRR:EX  
**Subject:** May 2019 update on BC-Cheslatta negotiations  
**Attachments:** Cheslatta - Engagement - Phase 1 & 2.pdf

Greetings,

I am writing to provide a further update on the settlement and reconciliation negotiations between the Province of BC and the Cheslatta Carrier Nation (Cheslatta).

At a private ceremony at the Parliament Buildings in Victoria on March 28th 2019, Cheslatta and BC signed a Settlement Agreement to address the impacts of the Kenney Dam and Nechako Reservoir on the Cheslatta people, and a forward looking [Interim Reconciliation Agreement](#). Together, these agreements will provide Cheslatta with funding and lands to create a base for future community, social and economic development.

The Settlement Agreement contains provisions for financial payments, and a process for determining specific land transfers and tenures to Cheslatta. The Settlement Agreement does not provide land to Cheslatta at this time, but does provide a commitment to work together to find suitable lands. Cheslatta has now proposed to BC its Phase 1 and Phase 2 priorities for areas of interest for transfer and tenures (see attached map). These areas of interest will form the basis for BC's engagement with potentially affected stakeholders. Considerable analysis and discussions with neighbouring First Nations and stakeholders will be required before decisions on specific parcels are made by BC.

The Province is committed to working with First Nations and stakeholders to ensure that the engagement process considers and addresses all interests, concerns, and encumbrances prior to decisions being made on lands being transferred or tenured. I want to highlight our commitment to engage with stakeholders, and to attempt to resolve or mitigate any issues or concerns prior to decisions by BC on eligibility of specific parcels.

An April 17, 2019 News Release can be found [here](#), and more information and links can be found on the updated [Cheslatta govTogetherBC webpage](#). Cheslatta has requested that the Settlement Agreement itself remain confidential for a period of one year so as not to compromise its ongoing negotiations with other parties.

We would be pleased to connect by telephone or in-person. Our objective at this time is to develop a mutually agreeable process and timeline for engagement. Feel free to contact me either by phone or email.

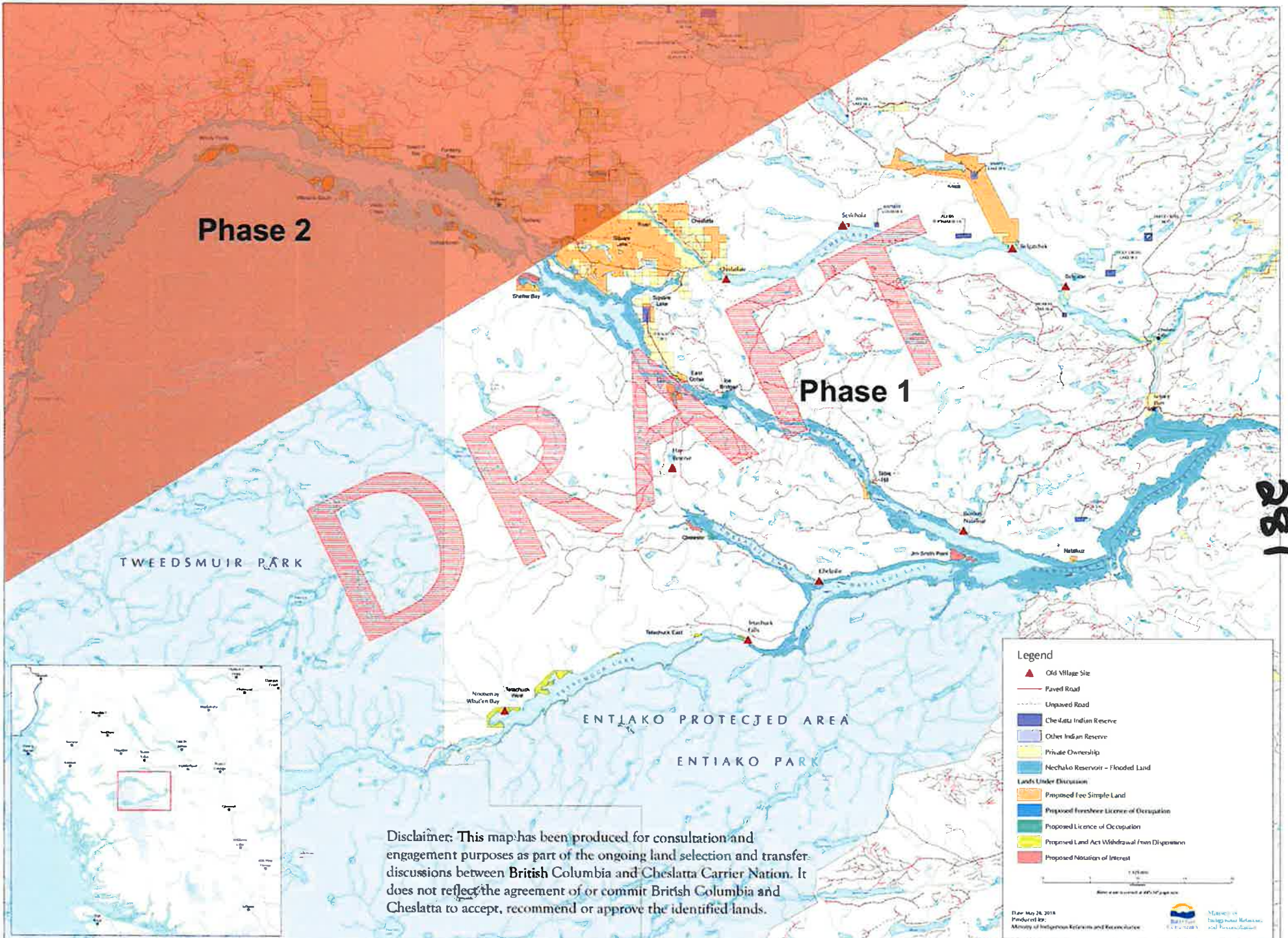
We look forward to working with you.

Regards,

Colleen Gellein, PAg  
Senior Resource Coordination Officer (SRCO)  
Ministry of Indigenous Relations and Reconciliation  
Skeena Region, Smithers  
250-847-7514



# Cheslatta Carrier Nation Areas of Interest - Phase 1 and Phase 2



Disclaimer: This map has been produced for consultation and engagement purposes as part of the ongoing land selection and transfer discussions between British Columbia and Cheslatta Carrier Nation. It does not reflect the agreement of or commit British Columbia and Cheslatta to accept, recommend or approve the identified lands.

281



**INTERIM RECONCILIATION  
AGREEMENT**

**Cheslatta Carrier Nation**

**and**

**British Columbia**

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## INTERIM RECONCILIATION AGREEMENT

BETWEEN:

**CHESLATTA CARRIER NATION**, on behalf of itself and  
the Cheslatta t'en, as represented by Chief and Council

AND:

**HER MAJESTY THE QUEEN IN RIGHT OF THE  
PROVINCE OF BRITISH COLUMBIA**, as represented by the Minister of  
Indigenous Relations and Reconciliation

This Agreement is dated for reference March 28, 2019.

### WHEREAS:

- A. Cheslatta t'en assert that they are the stewards of Cheslatta Territory as marked by the Cheslatta t'en K'ah (footprints on the land) and seek to preserve and protect the K'ah for future generations;
- B. The Parties acknowledge the Cheslatta t'en Elders, who are honoured and respected in the Cheslatta community for their strength, their courage, and their wisdom;
- C. Cheslatta is on a journey of healing, celebrating courage, resilience, and reconciliation;
- D. The Parties entered into a Memorandum of Understanding on March 20, 2015, a Framework for Negotiation of a Reconciliation and Settlement Agreement on August 5, 2016, and a Term Sheet on January 31, 2017, which contemplated the negotiation of a Reconciliation and Settlement Agreement;
- E. The Parties have agreed to set out the terms of the Reconciliation and Settlement Agreement in two separate agreements: this Agreement and a Settlement Agreement dated March 28, 2019;
- F. The Parties share an interest in advancing the cultural, social, environmental, and economic well-being of Cheslatta; and
- G. The Parties are committed to cultivating reconciliation in the spirit of the *United Nations Declaration on the Rights of Indigenous Peoples*.

**NOW THEREFORE** in consideration of the exchange of mutual promises and other good and valuable consideration, the receipt and sufficiency of which is hereby acknowledged, the Parties agree as follows:

<b>PART 1      INTERPRETATION</b>
-----------------------------------

**1.1 Definitions.** In this Agreement:

“Aboriginal Rights” means asserted or determined aboriginal rights, including aboriginal title, which are or may be recognized and affirmed by s. 35 of the *Constitution Act, 1982*;

“Agreement” means this Interim Reconciliation Agreement, including the Schedules, and any agreement, document, or instrument executed or delivered pursuant to it;

“Area of Interest” means the geographic area shown as Cheslatta Carrier Nation Area of Interest (Post 1952) on the map attached as Schedule 1;

“BC” means Her Majesty the Queen in right of the Province of British Columbia, and for the purposes of any covenants, releases, indemnities and acknowledgements includes all ministers, public officials, employees, agents, representatives, or contractors;

“Canada” means her Majesty the Queen in right of Canada;

“Cheslatta” means the Cheslatta Carrier Nation, on behalf of itself and the Cheslatta t'en, as represented by Chief and Council;

“Cheslatta Carrier Nation” means the “band” within the meaning of the *Indian Act*, RSC 1985, c I-5, as amended, and the collective that asserts Aboriginal Rights within the Cheslatta Territory and Area of Interest;

“Cheslatta t'en” means individuals who are members of the collective that constitutes the Cheslatta Carrier Nation;

“Cheslatta Territory” means the geographic area shown as Cheslatta Carrier Nation Core Territory on the map attached as Schedule 1;

“Chief” means, in respect of the Cheslatta Carrier Nation, the “chief” within the meaning of the *Indian Act*, RSC 1985, c I-5, as amended;

“Council” means, in respect of the Cheslatta Carrier Nation, the “council” within the meaning of the *Indian Act*, RSC 1985, c I-5, as amended;

"Effective Date" means the date on which the last Party executes and delivers this Agreement;

"Nechako Canyon Protected Area" means the Protected Area by that name established under the *Environment and Land Use Act*, RSBC 1996, c 117 and the *Protected Areas Forests Compensation Act*, SBC 2002, c 51;

"Nechako Reservoir" means the reservoir established and operated by Rio Tinto on the Nechako River above Kenney Dam;

"Nechako River" means the Nechako River in British Columbia and includes all streams and lakes tributary thereto;

"Parties" means Cheslatta and BC and "Party" means either one of them; and

"Protected Area" means an ecological reserve, park, conservancy, recreation area, or other protected area designated under the *Park Act*, *Protected Areas of British Columbia Act* or the *Environment and Land Use Act*, or established by order in council.

## 1.2 Interpretation. In this Agreement:

- (a) "including" means "including, but not limited to" and "includes" means "includes, but not limited to";
- (b) the recitals and headings are for convenience only, do not form a part of this Agreement, and in no way define, limit, alter or enlarge the scope or meaning of any provision of this Agreement;
- (c) a reference to a statute includes every amendment to it, every regulation made under it, every amendment made to a regulation made under it and any law enacted in substitution for, or in replacement of, it;
- (d) words importing gender include all other genders, and words in the singular include the plural and vice versa;
- (e) in the calculation of time under this Agreement, all references to "days" are to calendar days;
- (f) any reference to a corporate entity includes any predecessor or successor to such entity; and
- (g) there will be no presumption that doubtful expressions, terms or provisions in this Agreement are to be resolved in favour of any Party.

- 1.3 **Schedules.** The following schedules are attached to and form a part of this Agreement:

Schedule 1 – Map of Cheslatta Territory

Schedule 2 – Collaboration on Cultural Rejuvenation and Community Well-Being

Schedule 3 – Collaborative Management of Protected Areas

Schedule 4 – Collaborative Management of Fish and Wildlife

Schedule 5 – Watershed and Heritage Restoration

Schedule 6 – Cheslatta Interests in Reconciliation

Schedule 7 – BC Interests in Reconciliation

<b>PART 2</b>	<b>PURPOSE</b>
---------------	----------------

- 2.1 **Purpose.** The purposes of this Agreement are to advance reconciliation between the Parties and to support the cultural, social, environmental, and economic well-being of Cheslatta.

<b>PART 3</b>	<b>REPRESENTATIONS AND WARRANTIES</b>
---------------	---------------------------------------

- 3.1 **Cheslatta Representations.** Cheslatta represents and warrants to BC, with the intent and understanding that they will be relied on by BC in entering into this Agreement, that:
- (a) it has the legal power, capacity, and authority to enter into this Agreement on its own behalf and on behalf of the Cheslatta t'en;
  - (b) this Agreement is a valid and binding obligation of Cheslatta and the Cheslatta t'en; and
  - (c) it has taken all necessary actions and has obtained all necessary approvals to enter into this Agreement for, and on behalf of, the Cheslatta t'en.
- 3.2 **BC Representations.** BC represents and warrants to Cheslatta, with the intent and understanding that they will be relied on by Cheslatta in entering into this Agreement, that:
- (a) it has the legal power, capacity, and authority to enter into this Agreement and to carry out its obligations in accordance with this Agreement; and
  - (b) this Agreement is a valid and binding obligation of BC.

<b>PART 4 SOCIAL AND CULTURAL HERITAGE</b>
--

- 4.1 **Collaboration on Culture and Language.** BC acknowledges that Cheslatta's commitment to cultural rejuvenation and language revitalization is the foundation for healing, resilience, improving social and economic outcomes, and strengthening community well-being. The Parties intend to work together to support Cheslatta's cultural rejuvenation and language revitalization in accordance with Schedule 2.

<b>PART 5 FISH AND WILDLIFE AND PROTECTED AREAS</b>
---

- 5.1 **Collaborative Management of Protected Areas.** The Parties intend to work together to support the collaborative management of Protected Areas in accordance with Schedule 3.
- 5.2 **Nechako Canyon Protected Area.** The Parties intend to discuss the potential for an adjustment to the boundary of the Nechako Canyon Protected Area. The Parties acknowledge and agree that any such boundary adjustment would be subject to all applicable legislation and policy.
- 5.3 **Collaborative Management of Fish and Wildlife.** The Parties intend to identify and pursue specific opportunities to collaborate in the management of freshwater fish and wildlife, in accordance with Schedule 4.
- 5.4 **Collaborative Management Funding.** BC will provide Cheslatta \$200,000 per year for a period of ten years, commencing 90 days after the Effective Date to support Cheslatta's participation in collaborative management under 5.1 and 5.3 in accordance with priorities as agreed by the Parties each year.
- 5.5 **Subject to Agency Funding.** The availability of BC agency budgets may affect the scope and scale of collaborative management initiatives under 5.1 and 5.3.

<b>PART 6 WATERSHED AND HERITAGE RESTORATION</b>
--

- 6.1 **Watershed and Heritage Restoration Funding.** BC will provide to Cheslatta \$200,000 per year for ten years, commencing 90 days after the Effective Date, to support watershed and heritage restoration initiatives agreed to by the Parties in the bodies of water between the Skins Lake Spillway and Lower Cheslatta Falls and all streams and tributaries thereto, known as the Murray-Cheslatta System, and other areas within Cheslatta Territory in accordance with priorities agreed to by the Parties each year and consistent with Schedule 5.
- 6.2 **Applicable Principles.** The following principles will apply to agreeing to watershed and heritage restoration initiatives:



- (a) the Parties intend to maximize opportunities by leveraging additional funding from other sources;
- (b) BC will not unreasonably withhold its agreement to projects identified by Cheslatta as benefitting from additional funding from other sources; and
- (c) the Parties will work together to identify opportunities to access additional funding from the Nechako Environmental Enhancement Fund, other provincial sources and federal sources.

<b>PART 7 FORESTRY</b>
------------------------

7.1 **Acknowledgement of Forestry Interest.** BC acknowledges Cheslatta's interest in enhanced involvement in the forestry sector.

7.2 **Forestry Opportunities.** In accordance with the *Forest Act*, RSBC 1996, c 157, BC:

- (a) has extended the term of Cheslatta's Non-Replaceable Forest Licence No. A80446 to December 31, 2019; and
- (b) will agree to consider the following incremental forestry opportunities, subject to 13.10:
  - (i) a transfer of volume harvested under Non-Replaceable Forest Licence No. A80446 through an attribution to one or more Replaceable Forest Licences in the Lakes Timber Supply Area, at the joint request of Cheslatta and the holder of the Replaceable Forest Licence in the Lakes Timber Supply Area that is to receive the volume; and
  - (ii) if Cheslatta acquires replaceable volume from a willing seller, BC will consider transferring the volume, including to one or more area-based tenures, provided that:
    - (1) the Parties agree to the location within the Cheslatta Territory and the tenure type of the proposed area-based tenure; and
    - (2) BC is satisfied that its regulatory, policy, and procedural requirements have been or will be fulfilled, including any necessary statutory decisions and any obligations associated with such decisions; and
- (c) will, at Cheslatta's request, consider non-exclusive forest licences to cut submerged timber in the Nechako Reservoir, subject to Rio Tinto's harvesting rights, and any such request will be deemed to further an

agreement between Cheslatta and BC respecting interim measures or economic measures, for the purpose of s. 47.3 of the *Forest Act*, RSBC 1996, c 157.

## **PART 8 FURTHER RECONCILIATION**

- 8.1 **Further Reconciliation.** The Parties agree to continue discussions with the aim of charting a path towards further reconciliation to advance the Parties interests by focusing on mutually agreed priorities and processes.
- 8.2 **Cheslatta Interests.** Cheslatta's currently identified interest in further reconciliation includes those matters listed in Schedule 6.
- 8.3 **BC Interests.** BC's interest in further reconciliation includes those interests listed in Schedule 7.
- 8.4 **Other Cheslatta Agreements.** Cheslatta acknowledges that it is also a party to an Economic and Community Development Agreement dated March 4, 2014 and a Forest and Range Consultation and Revenue Sharing Agreements dated September 20, 2017.

## **PART 9 CONDITIONS PRECEDENT**

- 9.1 **Conditions Precedent.** BC's obligations under this Agreement are subject to:
- (a) BC having obtained all required authorizations and approvals, including Cabinet and Treasury Board approval;
  - (b) there being sufficient monies available in an appropriation, as defined in the *Financial Administration Act*, to enable BC in any fiscal year or part thereof when such payment is required, to make such payment;
  - (c) Cheslatta having delivered to BC by the Effective Date a band council resolution approving and authorizing Cheslatta's representatives named in the resolution to execute and deliver this Agreement on behalf of Cheslatta and the Cheslatta t'en;
  - (d) Cheslatta being at all times in compliance with its obligations under this Agreement; and
  - (e) Cheslatta's representations and warranties being true and correct.
- 9.2 **Waiver of Conditions Precedent.** The conditions precedent set out in this Part are for the sole benefit of BC and may be waived by BC on written notice to Cheslatta.

<b>PART 10 DISPUTE RESOLUTION</b>
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- 10.1 **Representatives.** If a dispute arises between the Parties regarding the interpretation of a provision of this Agreement, prior to resorting to other options, the Parties or their duly appointed representatives will meet as soon as is practicable to attempt to resolve the dispute.
- 10.2 **Senior Representatives.** If the Parties are unable to resolve the dispute at the appropriate level, the dispute will be raised to more senior levels of the Parties.
- 10.3 **Other Means.** The Parties may choose other appropriate approaches to assist in reaching resolution of the dispute.
- 10.4 **Legal Action.** In the event the Parties are unable to resolve the dispute, either Party may commence a legal action provided that:
- (a) the Parties have attempted to resolve the dispute under 10.2 or, where the Parties have agreed, under 10.3; and
  - (b) the dispute does not create a cause of action where none otherwise exists.

<b>PART 11 TERM AND EFFECTIVE DATE</b>
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- 11.1 **Term.** Subject to 13.3, this Agreement continues until 90 days after the tenth anniversary of the Effective Date.
- 11.2 **Extension of Term.** The Parties may, by agreement in writing, extend the term of this Agreement.

<b>PART 12 FORCE MAJEURE</b>
------------------------------

- 12.1 **Force Majeure.** If:
- (a) a Party is prevented from completing its obligations under this Agreement due to any force majeure event or circumstance that was not caused by the Party and is not reasonably within its control; and
  - (b) the Party has delivered notice to the other Party in accordance with 12.2;
- then, for the duration of the force majeure event or circumstance and for as long as the force majeure event or circumstance prevents the Party from completing its obligations under this Agreement, the Party will not be deemed to be in default or breach of this Agreement.

- 12.2 **Notice of Force Majeure.** The Party affected by a force majeure event or circumstance under 12.1 will deliver notice to the other Party explaining the nature of the force majeure event or circumstance, the date it commenced, and its anticipated duration, if known.
- 12.3 **No Effect on Total Amount of Funds.** Notwithstanding 12.1, in no circumstances will the total amount of funds to be provided to Cheslatta under this Agreement be less than the amounts set out in this Agreement.

<b>PART 13 GENERAL PROVISIONS</b>
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- 13.1 **Implementation Costs.** The Parties will each bear their own costs associated with the implementation of this Agreement.
- 13.2 **Entire Agreement.** This Agreement is the entire agreement between the Parties in respect of the subject matter of this Agreement and, except as set out in this Agreement, there is no representation, warranty, collateral agreement, condition, right or obligation affecting this Agreement. For greater certainty, without limiting the generality of the foregoing, nothing in the negotiation of this Agreement, or in any correspondence or document leading to this Agreement, including any Term Sheet, forms part of this Agreement.
- 13.3 **Amendment.** No amendment of this Agreement is effective unless it is agreed to in writing and executed by the Parties.
- 13.4 **Further Acts and Assurances.** Each of the Parties will, upon the reasonable request of the other, make, do, execute or cause to be made, done or executed all further and other lawful acts, deeds, things, devices, documents, instruments and assurances for the better and absolute performance of the terms and conditions of this Agreement.
- 13.5 **Legal Advice.** Each Party confirms that it has had the full opportunity to review the terms and conditions of this Agreement, and has sought independent legal advice with respect to its terms and conditions.
- 13.6 **No Implied Waiver.** Any waiver of:
- (a) a provision of this Agreement;
  - (b) the performance by a Party of an obligation under this Agreement; or
  - (c) a default by a Party of an obligation under this Agreement;

will be in writing and signed by the Party giving the waiver and will not be a waiver of any other provision, obligation or subsequent default.

13.7 **No Derogation.** Nothing in this Agreement will modify or extinguish Cheslatta's Aboriginal Rights.

13.8 **No Admissions.** Nothing in this Agreement, or any part of any negotiations contemplated hereunder, will be construed as:

- (a) an admission of fact or liability on the part of BC;
- (b) an admission by either Party of the nature, scope, validity, or invalidity of any claim by Cheslatta in relation to Aboriginal Rights;
- (c) an admission by either Party of the validity or invalidity of any claim by Cheslatta against BC;
- (d) establishing, limiting or abrogating any Aboriginal Rights;
- (e) an acknowledgment or admission by BC that it has an obligation to provide financial or economic accommodation or compensation to Cheslatta; or
- (f) except as expressly contemplated in this Agreement, in any way limiting the position either Party may take in any legal proceeding.

13.9 **Not a Treaty.** This Agreement will not:

- (a) constitute a treaty or land claims agreement within the meaning of s. 25 or 35 of the *Constitution Act, 1982*;
- (b) establish, recognize, affirm, define, deny, limit, or amend any Aboriginal Rights; or
- (c) preclude the right of either Party to engage in further processes to establish the scope or the geographic extent of Aboriginal Rights in the Cheslatta Territory or Area of Interest.

13.10 **No Fettering.** This Agreement will not affect the jurisdiction or fetter the discretion of any decision-making authority.

13.11 **Time.** Time is of the essence.

13.12 **Notice.** Any notice or document required or permitted to be given hereunder will be in writing and delivered to the Party to which it is to be given as follows:

to BC:

Regional Executive Director  
 Ministry of Indigenous Relations and Reconciliation  
 3726 Alfred Avenue  
 Smithers, B.C. V0J 2N0  
 Phone: (250) 847-7535

to Cheslatta:

Chief and Council  
 PO Box 909  
 Burns Lake, B.C. V0J 1E0  
 Phone: (250) 694-3334

or to such other address as either Party may in writing advise. Any notice, document, or communication will be deemed to have been given on the business day when delivered or when transmitted with confirmation of transmission if done so during or before normal business hours in the city of the addressee and if after such normal business hours the next business day.

- 13.13 **Governing Law.** This Agreement will be governed by and construed in accordance with the laws applicable in the Province of British Columbia and Canada, as applicable.
- 13.14 **Validity of Agreement.** If any part of this Agreement is void or unenforceable at law:
- (a) the invalidity of that part will not affect the validity of the remainder, which will continue in full force and effect and be construed as if this Agreement had been executed without the invalid part; and
  - (b) the Parties will negotiate and attempt to reach agreement on a replacement for the part declared or held invalid with a view to achieving the intent of the Parties as expressed in this Agreement.
- 13.15 **Successors.** This Agreement will enure to the benefit of and be binding on the Parties and their successors and, without limiting the generality of the foregoing, this Agreement and Cheslatta's obligations under it will be assumed and adopted by any successor organization or government, or any new organization or government that effectively replaces Cheslatta, under any self-government agreement or other agreement that Cheslatta, or any other group of which it forms a part, may enter into with Canada, BC or both, or that Cheslatta may obtain through litigation or court declaration.

- 13.16 **Assignment.** Cheslatta will not assign, either directly or indirectly, this Agreement or any right of Cheslatta under this Agreement without the prior written consent of BC except as may be required to give effect to 13.15.
- 13.17 **Participation in Proceedings.** Nothing in this Agreement precludes either Party from participating in any proceeding in accordance with the applicable rules of court.
- 13.18 **Execution in Counterparts.** This Agreement may be entered into by each Party signing a separate copy of this Agreement and delivering it to the other Party by electronic or facsimile transmission. All executed counterparts taken together will constitute one agreement.

*[Signature page immediately follows]*

**THIS AGREEMENT HAS BEEN EXECUTED AND DELIVERED** as of the Agreement Date.

EXECUTED in the presence of:

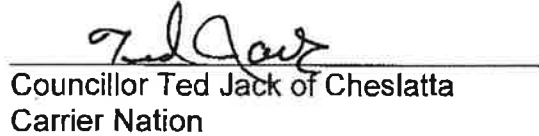
**CHESLATTA CARRIER NATION as represented by Chief and Council**



Witness as to the signatures of the Chief and Councillors of Cheslatta Carrier Nation

Date: March 28, 2019

  
Chief Corina Leween of Cheslatta Carrier Nation

  
Councillor Ted Jack of Cheslatta Carrier Nation

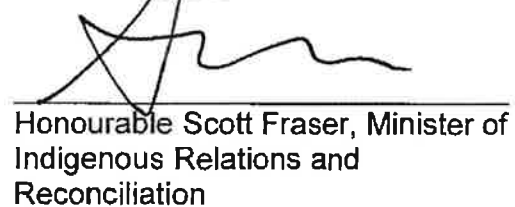
  
Councillor Hazel Burt of Cheslatta Carrier Nation

EXECUTED in the presence of:

**HER MAJESTY THE QUEEN IN RIGHT OF THE PROVINCE OF BRITISH COLUMBIA as represented by the Minister of Indigenous Relations and Reconciliation**

  
Witness as to the signature of the Minister of Indigenous Relations and Reconciliation

Date: March 28, 2019

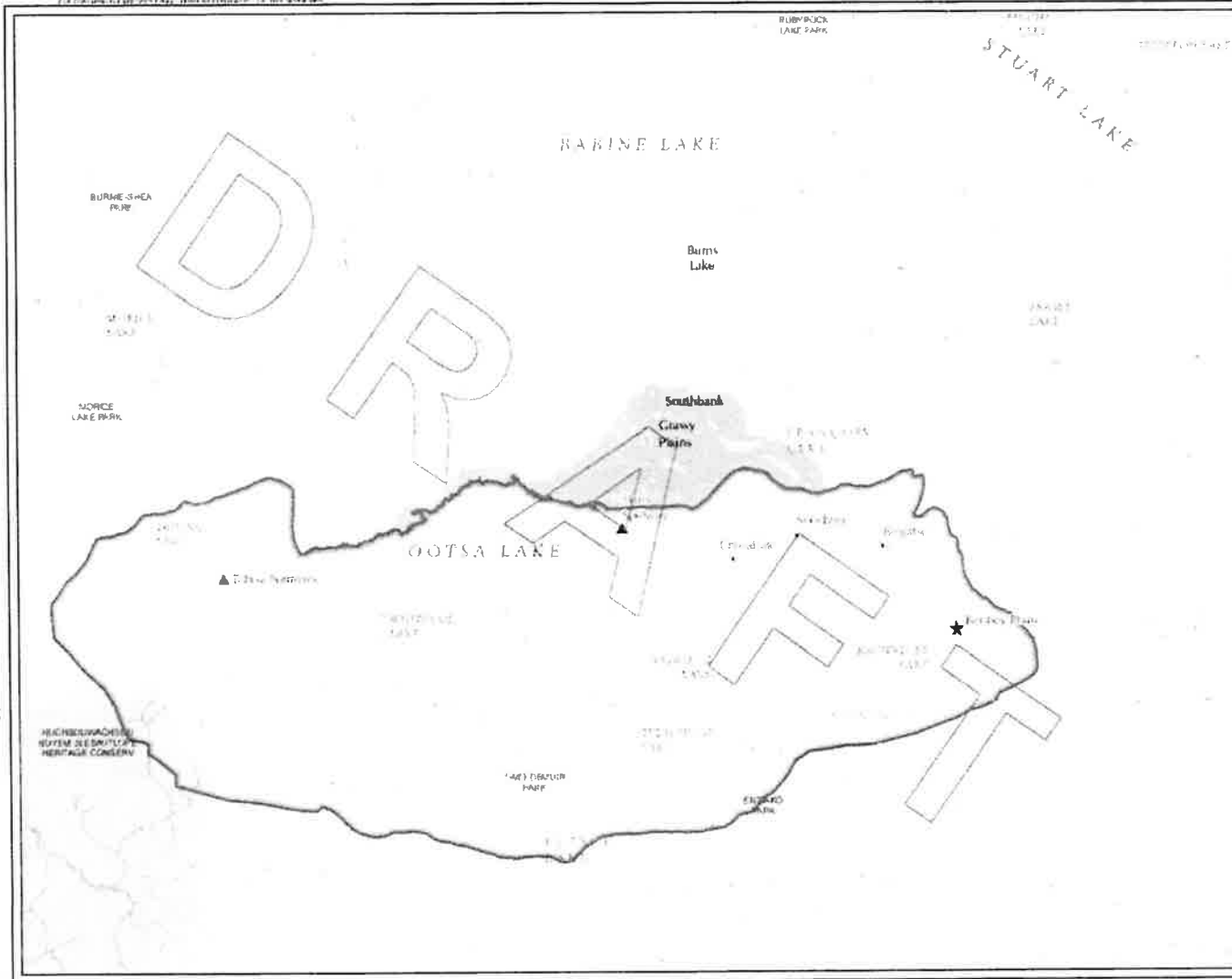
  
Honourable Scott Fraser, Minister of Indigenous Relations and Reconciliation



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SCHEDULE 1

MAP OF CHESLATTA TERRITORY



Map of Cheslatta Territory and Area of Interest

**Legend**

- ★ Terrace
- Indian Village
- ▲ Resource Point
- ▨ Cheslatta Caribou Pasture Area of Interest (Post 1952)
- ▨ Cheslatta Caribou Pasture Core Territory
- Park and Forest Area

The boundaries of the proposed Cheslatta Territory and Area of Interest shown on this map are for the purposes of the Settlement Agreement and Interim Reconciliation Agreement only and do not constitute any other agreement, including the consent of any other governments, between the Province and Cheslatta Caribou Pasture, is subject to further discussion between the parties. It is not intended to create, in whole or in part, any additional rights, including title, that are not otherwise lawfully imposed or available in British Columbia, or alter the legal status of resources in the Province.

Final status of the Province of British Columbia, and the extent of the support or relationship without the permission of the Province.

**DRAFT**

1:750,000

Ratio scale is correct at 11°N 127°W page 4/7C



Produced by: CcoBC  
 Created by: Decision Support Section, EIT  
 Coordinate System: NAD 1983 BC Environment Alberta  
 Date: January 13, 2017  
 Produced for:  
 Ministry of Aboriginal Relations and Reconciliation

**SCHEDULE 2****COLLABORATION ON CULTURAL REJUVENATION  
AND COMMUNITY WELL-BEING**

Subject to available resources, the Parties intend to collaborate on a strategy to support Cheslatta's cultural rejuvenation and community well-being, to be established and led by Cheslatta.

The Parties may establish joint processes and structures to identify opportunities to leverage funding, engage partners, and take specific actions to incrementally advance Cheslatta's social and cultural renewal.

To strengthen community wellbeing, the Parties anticipate that the collaboration efforts may focus on planning and collaboration on the following topics:

1. language revitalization;
2. cultural rejuvenation and restoration;
3. community healing;
4. education and training;
5. community infrastructure, including a Cheslatta cultural centre;
6. economic opportunities; and
7. other related initiatives.

### SCHEDULE 3

#### COLLABORATIVE MANAGEMENT OF PROTECTED AREAS

##### **Vision Statement:**

The Parties intend to collaborate to increase the role for Cheslatta and Cheslatta t'en, as traditional knowledge holders and protectors of the land, in the management of Protected Areas within Cheslatta Territory, in conjunction with other potentially affected First Nations and stakeholders, through employment, training, information sharing and participation in management planning.

The Parties will focus on the following initiatives relating to Protected Areas:

1. Employment opportunities for Cheslatta t'en;
2. Identifying resources of cultural importance to Cheslatta, including spiritual sites, cultural and traditional sites or trails, traditional foods, medicinal and ceremonial plants, and culturally modified trees;
3. Creating an understanding and sharing information to protect and confirm ongoing access for Cheslatta to spiritual sites, cultural and traditional sites or trails, traditional foods, medicinal and ceremonial plants, and trees for cultural modification;
4. Identifying opportunities for updating the management plans;
5. Identifying opportunities for the Cheslatta representatives or Cheslatta t'en to undertake assistant or guardian functions;
6. Providing training and capacity building for Cheslatta representatives or Cheslatta t'en to participate in assistant or guardian functions in Protected Areas; and
7. Enhancing Cheslatta's economic opportunities, including by identifying existing use and new opportunities.

The Parties will consider the following potential projects relating to Protected Areas:

- Park open houses and tours for Cheslatta t'en;
- Park Ranger job shadowing programs or opportunities;
- Park Ranger related training courses at the Cheslatta Carrier Nation Training and Education Center or other appropriate training venue as agreed to by the Parties;
- Mapping of fish and wildlife habitat;
- Mapping of potential archaeological sites;
- Conducting an overview of high potential archaeological areas; and

- Reviewing and assessing existing management plans:
  - from Cheslatta's perspective;
  - with a view to updating for ecological and natural resource health in Protected Areas; and
  - to identify economic opportunities.

## SCHEDULE 4

### COLLABORATIVE MANAGEMENT OF FISH AND WILDLIFE

#### **Vision Statement:**

The Parties intend to collaborate to increase the role for Cheslatta and Cheslatta t'en, as traditional knowledge holders and protectors of the land, in the management of fish and wildlife populations and habitat within Cheslatta Territory, with the long-term goal of supporting population levels which will address conservation, sustain the exercise of aboriginal rights and recognize the interests of other users.

The Parties will focus on:

1. Employment opportunities for Chelsatta t'en;
2. Information sharing, by holding 2 planning meetings per year;
3. Identifying fish and wildlife habitats and populations of mutual interest to Cheslatta and BC;
4. Developing assessment and monitoring plans or projects for identified fish and wildlife habitats and populations;
5. Including Cheslatta in the development and implementation of any regionally led fish and wildlife management plans by BC for areas within Cheslatta Territory, in conjunction with other potentially affected First Nations and stakeholders as appropriate;
6. Identifying training and capacity needs and opportunities for Cheslatta representatives or Cheslatta t'en to participate in fish and wildlife habitat assessment, monitoring, and management;
7. Providing training and capacity building for Cheslatta representatives or Cheslatta t'en to participate in fish and wildlife habitat assessment, monitoring, and management; and
8. Additional communications between the Parties, and with the Cheslatta community at Cheslatta's request, as required.

The Parties will consider the following potential projects:

- Developing an inventory of fish and wildlife habitats and populations of concern in Cheslatta Territory, including preliminary assessment of sustainability;
- Compiling a database of all available information available for pre- and post-flood habitat and populations;
- Developing information sharing processes and procedures;

- Developing Cheslatta fish and wildlife technician and guardian training programs;
- Conducting detailed field assessments of habitats or populations with sustainability concerns;
- Identifying habitat or population threats and opportunities for mitigation; and
- Ongoing education / training for Cheslatta fish and wildlife technicians.

## SCHEDULE 5

## WATERSHED AND HERITAGE RESTORATION

**Vision Statement:**

The Parties intend to jointly consider and agree on initiatives aimed at restoring and enhancing environmental values and cultural sites in the Murray-Cheslatta System and other areas within Cheslatta Territory.

The Parties will consider the following potential projects:

- Inventory of areas of environmental concern in the Murray-Cheslatta System;
- Inventory of cultural / heritage sites including trails, old villages and campsites, ceremonial sites, burial grounds and cemeteries and archaeological sites;
- Develop a list of Nechako Reservoir management issues;
- Develop plans for maintenance and protection of cultural / heritage sites including trails, old villages and campsites, ceremonial sites, burial grounds and cemeteries and archaeological sites;
- Undertake projects for the restoration and maintenance of watershed habitat for fish, wildlife and avian populations; and
- Undertake projects which will specifically restore "Umam" (pygmy white fish) habitat and foster a healthy "Umam" population in the Cheslatta and Nechako Reservoir systems.

**SCHEDULE 6****CHESLATTA INTERESTS IN RECONCILIATION**

Cheslatta Interests for further reconciliation include:

- Enhanced engagement / consultation on decisions relating to the Nechako Reservoir and watershed, including consideration of terminating tenures which were granted without consultation with Cheslatta instead of renewing or replacing;
- A water release facility at Kenney Dam;
- Cheslatta participation in all future management initiatives relating to the Nechako Reservoir and watershed;
- A permanent seat for Cheslatta on the board of the Nechako Kitimat Development Fund;
- Increased Cheslatta involvement in the forestry sector and compensation for past stumpage;
- A process for considering amendments to Protected Area boundaries in Cheslatta Territory;
- Cheslatta involvement in any future Land Use Planning initiatives in Cheslatta Territory;
- Three-phase power to Ootsa Lake;
- A back-up ferry service at Francois Lake;
- Continued access across Cheslatta Bridge and Cheslaslie Bridge; and
- Incorporation of Cheslatta place names into future signage and mapping.



## SCHEDULE 7

## BC INTERESTS IN RECONCILIATION

The following reflects BC current interests in advancing Reconciliation with Cheslatta and other First Nations:

- Creating stronger, effective government-to-government relationships based on the recognition of rights and a partnership approach;
- Establishing collaborative decision-making frameworks for land and water planning and management that support sustainable resource development, including both economic growth (jobs and revenues) and environmental stewardship;
- Advancing fiscal relationships including benefit sharing with Indigenous communities based on principles of the *United Nations Declaration on the Rights of Indigenous Peoples*;
- Indigenous and non-indigenous communities and people working more closely together based on shared objectives of sustainable development to support rural communities and jobs; a healthy environment and healthy communities;
- Closing socio economic gaps between indigenous and non-indigenous people;
- Indigenous communities advancing self-determination and self-government, including needed tools, revenues and supports;
- Advancing long term reconciliation including a means to recognize and implement aboriginal title & rights; and
- An effective approach, based on the spirit of cooperation and collaboration, to address overlapping territories in a manner that brings First Nation neighbours together.

RECEIVED

JUN 04 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

May 31, 2019

Dear: Community Leaders and Staff Members,

**Re: Community Health Planning for Wildfire Season**

Wildfire season has already started in BC and as you know, wildfires can have significant impacts to Northern communities. As another hot season approaches, Northern Health would like to take this opportunity to support the preparations community leaders are taking in advance of the wildfire season, by sharing information and mitigation strategies related to the health effects associated with wildfires.

While it is difficult to predict the frequency and intensity of each wildfire season, experts predict that climate change will continue to worsen their frequency and intensity.<sup>1</sup> Northern Health recognizes that local governments and community organizations play a key role in emergency planning. As such, we recommend incorporating the following health considerations into your wildfire planning process. For questions, comments or additional support regarding any of these recommendations please contact [PublicHealth.Protection@northernhealth.ca](mailto:PublicHealth.Protection@northernhealth.ca)

**Emergency Response Processes**

Health Emergency Management BC (HEMBC) acts as the navigator for the healthcare system before, during, and after an emergency. HEMBC provides expertise, education, tools, and support for the BC health authorities to effectively mitigate, prepare for, respond to, and recover from the impacts of emergency events; ensuring the continuity of health services.

- ➔ They are the first point of contact to liaise communities and municipalities to the healthcare system. HEMBC can be contacted 24/7 at [1-855-554-3622](tel:1-855-554-3622) or [1-855-55-HEMBC](tel:1-855-55-HEMBC)

**Wildfire Smoke and Health**

Wildfire smoke is a complex mixture of different air pollutants including fine particulate matter<sup>2</sup>. The mixture can change quickly depending on the fuel that is burned and the atmospheric conditions. The small smoke particles can travel deep into the body, where they can trigger inflammation and contribute to conditions like asthma, Chronic Obstructive Pulmonary Disorder (COPD), lung cancer and heart problems. Smoky air can also increase the risk of some infections, especially pneumonia in older people and ear infections in children. Children, older adults and those with respiratory

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<sup>1</sup> <https://www.canada.ca/en/public-health/services/health-promotion/environmental-public-health-climate-change/climate-change-public-health-factsheets-forest.html> March, 2019

<sup>2</sup> <https://www.healthlinkbc.ca/healthlinkbc-files/outdoor-air-pollution> March, 2019

conditions or other chronic illness are at higher risk from these effects. For most people, health effects from wildfire smoke disappear as the air improves, however, the long-term effects of frequent and intense wildfire smoke events are still not well understood.

**As a community leader, there are actions you can take in advance of the wildfire season to support your community to stay healthy during wildfire smoke events:**

- ***Know and be able to share where to find current information on wildfires and health considerations***

<b>Wildfires and Health Web Resources:</b>	
<a href="#">Wildfires and Your Health</a> - HealthLink BC	Contains a variety of information and links to trusted resources for before, during and after a wildfire (including dealing with stress and trauma).
<a href="#">Wildfires: what you should know</a> - BC Lung Association	Contains fact sheets and links regarding the health effects of smoke.
<a href="#">Wildfire Smoke Response Planning</a> - BCCDC	Contains in depth information regarding public health planning during wildfires and will be updated over the coming months with a number of fact sheets regarding wildfire smoke and health for the public.
<a href="#">Air Quality</a> – Northern Health	Contains air quality information relevant in northern BC.
<a href="#">BC Wildfire Service</a>	Contains a lot of useful information including <a href="#">Current Wildfire Activity</a> .
<a href="#">BC Air Quality</a> <ul style="list-style-type: none"> <li>• <a href="#">Air Quality Health Index (AQHI)</a></li> <li>• <a href="#">BC Particulate Matter (PM2.5) Data</a></li> <li>• <a href="#">Smoky Skies Bulletins</a></li> </ul>	Contains air quality information. Please note that the AQHI and particulate matter data is not available for all Northern communities. The Smoky Skies Bulletins are issued when there is a higher likelihood of smoke being in a region.
<a href="#">Canada's Wildfire Smoke Prediction System (FireWork)</a>	This tool will model or predict expected smoke movement on a map.

- ***Consider Opening 'Cleaner' Air Shelters in your community***
  - Reducing exposure to wildfire smoke is the best way to protect health. When conditions are smoky, the public will be advised to limit their time outdoors in smoky conditions and to reduce strenuous activity. While some individuals have the means to create cleaner air spaces in their homes, communities should consider what supports may be available for vulnerable populations, those feeling socially isolated or those who cannot create a cleaner air space in their home. Consider evaluating existing facilities in your community for use as clean

air shelters during smoke or high heat events. Even a small reduction in smoke exposure can have a positive effect.

<b>Cleaner Air Shelters Web Resources:</b>	
<a href="#">Wildfire Smoke – Clean Air Shelters – First Nations Health Authority</a>	A quick guide to clean air shelters.
<a href="#">Evidence Review: Home and community clean air shelters to protect public health during wildfire smoke events - BCCDC</a>	More in depth considerations regarding home clean air shelters (HCASs) and community clean air shelters (CCASs).

➤ **Monitor food and water safety**

- Wildfires can affect water quality in many ways including by damaging water treatment facilities or contaminating treated water. Foods may also be contaminated through wildfire ash or may spoil due to power outages caused by wildfires.
- Northern Health's Environmental Health Officers (EHOs) work closely with communities and emergency operations centers to assist in identifying and controlling public health risks during emergency situations (such as wildfires), and after the emergency has ended.
- EHOs have a responsibility in administering and enforcing provincial legislation related to safe drinking water and food. Municipalities are encouraged to touch base with their local Environmental Health Officer for assistance in developing emergency plans and procedures around the provision of safe food, drinking water, sewage disposal and communicable disease control, as well as ahead of any repatriation efforts.

➤ **Incorporate smoke considerations into your planning process for community events**

- When conditions are smoky, you may need to decide whether or not to carry on with planned community events. Consider developing guidelines and processes for deciding whether outdoor organized activities should go ahead as planned or whether they should be postponed or cancelled before the wildfire season begins using Northern Health's ['Considerations for Poor Air Quality Events'](#).

➤ **Protect your workers**

- Consider educating your managers on how to protect employees during wildfire smoke events. WorkSafeBC's ['Wildfire Smoke: Frequently Asked Questions'](#) provides more information on the hazards associated with exposure to smoke, and outlines some measures that can be implemented to minimize worker exposures. This includes ensuring your HVAC systems are in good working condition and considering the need for portable air cleaners.

➤ **Liaise with the work camps in your area**

- It is often difficult to communicate with rural and remote work camps before and during an emergency. Consider developing a roster of all work camps in your area as well as communication plans to these camps during an emergency; emergency planners should connect with camp operators in advance of emergencies to ensure plans are coordinated.

➤ **Preparing for heat (see Appendix A)**

- Wildfire season often occurs when it is very hot outside. Heat can also lead to serious health conditions including heat exhaustion and heat stroke. The same people who are most at risk for health effects from wildfire smoke are also at the highest risk for health effects due to heat (children, elderly, those with chronic conditions). Consider providing a community space that offers both cool air as well as clean air.

We understand that each community is unique and requires local solutions that are most appropriate for them. 'Healthy Communities' and healthy lifestyles have a protective effect and increase resiliency during times of environmental stress. Your attention to this important matter is appreciated and we look forward to discussing this further with you. Please feel free to distribute further to your contacts, local partners and other community organizations.

Sincerely,




Dr. Sandra Allison, MPH  
CCFP FRCPC  
Chief Medical Health  
Officer  
Northern Health



Dr. Rakel Kling, MSc MPH  
FRCPC  
Medical Health Officer  
Northwest HSDA  
Northern Health



Dr. Andrew Gray, MSc  
FRCPC  
Medical Health Officer  
Northern Interior HSDA  
Northern Health



Dr. Jong Kim, MSc  
FRCPC  
Medical Health Officer  
Northeast HSDA  
Northern Health

## Appendix A

<b>Heat Preparedness Resources</b>	
<a href="#">Beat the Heat - HealthLink BC</a>	Wildfire smoke and heat events often coincide. This site contains information about mitigating the effects of extreme heat.
<a href="#">Infographic on how to stay healthy in the heat</a>	Signs and symptoms of heat illness and steps to take to stay safe during high heat events
<a href="#">Heat Alert and Response Systems to Protect Health: Best Practices Guidebook</a>	Steps communities can take to prepare for extreme heat events
<a href="#">Cities Adapt to Extreme Heat, Celebrating Local Leadership</a>	Examples of steps local and regional governments have taken across Canada to adapt to and better cope with extreme heat
<a href="#">BC Heat Impacts Prediction System (BCHIPS)</a>	This new BCCDC system uses historical information on temperature and health outcomes to predict the health impacts of forecasted temperatures over the coming few days.

## Appendix B

## Additional Resources

<b>Highlighted Wildfire and Community Health Resources from Other Jurisdictions*</b>	
<a href="#">Yukon Wildfire Smoke Response Guidelines for Protecting Public Health (2017)</a>	Addresses roles and responsibilities of various territorial and community stakeholders during wildfires, the effects of wildfires, and how to create a cleaner air shelter and Visibility Index in the community
<a href="#">Government of the Northwest Territories - Smoke Exposure from Wildfire: Guidelines for Protecting Community Health and Wellbeing (2016)</a>	Outlines preparation and mitigation broken down by suggested activities for various sectors/key stakeholders and selection criteria for identifying a Cleaner Air Shelter and Air Quality Visibility Index Distances
<a href="#">Manitoba Health - Smoke Exposure from Wildland Fires – Interim Guidelines for Protecting Community Health and Wellbeing (2012)</a>	Provides a high level overview of wildfire information including roles and responsibilities (local, provincial, and health authority levels) and recommendations for prevention, mitigation, response, and recovery.
<a href="#">Oregon Wildfire Response Protocol for Severe Smoke Episodes (2018)</a>	Guidance for the state and federal agencies during long-duration wildfires to promote coordinated response to mitigate impacts on public health and roles and actions based on the level and duration of smoke exposure.
* Please contact <a href="mailto:PublicHealth.Protection@northernhealth.ca">PublicHealth.Protection@northernhealth.ca</a> if you are interested in receiving a Wildfire Preparedness knowledge synthesis prepared by UNBC students for Northern Health which contains a collection of more resources like these in the table above	

**Geraldine Craven**

**From:** EP.RPY / SAR.PYR (EC) <ec.ep.rpy-sar.pyr.ec@canada.ca>  
**Sent:** Friday, June 7, 2019 11:12 AM  
**To:** EP.RPY / SAR.PYR (EC)  
**Subject:** Modifications to Schedule 1 of the Species at Risk Act

RECEIVED  
 JUN 07 2019  
 REGIONAL DISTRICT OF  
 BULKLEY-NECHAKO

Hello,

I am writing to inform you that 40 species at risk have recently been registered under the *Species at Risk Act*; **15 of these species are found in British Columbia.**

The listing order for 31 species at risk was published in *Canada Gazette*, part II on March 6, 2019 and the listing order for 9 migratory bird species at risk was published in *Canada Gazette*, part II on May 29, 2019. You can find the orders and accompanying *Regulatory Impact Analysis Statements* at <http://gazette.gc.ca/rp-pr/p2/2019/2019-03-06/html/sor-dors52-eng.html> and at <http://www.gazette.gc.ca/rp-pr/p2/2019/2019-05-29/html/sor-dors145-eng.html> for the migratory bird species.

The following BC species are included in the orders:

Legal Population Name	Scientific Name	Previous Status	New Status	Range
<b>Species being added to Schedule 1 of SARA</b>				
<b>Birds</b>				
Black Swift	<i>Cypseloides niger</i>	None	Endangered	British Columbia, Alberta
Cassin's Auklet	<i>Ptychoramphus aleuticus</i>	None	Special concern	British Columbia, Pacific Ocean
Evening Grosbeak	<i>Coccothraustes vespertinus</i>	None	Special concern	Everywhere in Canada except Nunavut
Red-necked Phalarope	<i>Phalaropus lobatus</i>	None	Special concern	Everywhere in Canada
<b>Molluscs</b>				
Pygmy Slug	<i>Kootenaia burkei</i>	None	Special concern	British Columbia
Sheathed Slug	<i>Zacoleus idahoensis</i>	None	Special concern	British Columbia
<b>Arthropods</b>				
Vivid Dancer	<i>Argia vivida</i>	None	Special concern	British Columbia, Alberta
<b>Plants</b>				
Toothcup Southern Mountain population <sup>1</sup>	<i>Rotala ramosior</i>	None	Endangered	British Columbia
<b>Lichens</b>				
Mountain Crab-eye	<i>Acrosyphus sphaerophoroides</i>	None	Special concern	British Columbia
<b>Mosses</b>				

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Legal Population Name	Scientific Name	Previous Status	New Status	Range
Tassel, Tiny	<i>Crossidium seriatum</i>	None	Special concern	British Columbia
<b>Species being reclassified in Schedule 1 of SARA</b>				
<b>Molluscs</b>				
Taildropper, Blue-grey	<i>Prophysaon coeruleum</i>	Endangered	Threatened	British Columbia
<b>Plants</b>				
Phantom Orchid	<i>Cephalanthera austiniiae</i>	Threatened	Endangered	British Columbia
Bear's-foot Sanicle	<i>Sanicula arctopoides</i>	Endangered	Threatened	British Columbia
<b>Birds</b>				
Pink-footed Shearwater	<i>Ardenna creatopus</i>	Threatened	Endangered	British Columbia, Pacific Ocean
<b>Species removed from Schedule 1 of SARA</b>				
<b>Mosses</b>				
Pygmy Pocket Moss	<i>Fissidens exilis</i>	Special Concern	Not at risk	British Columbia, Ontario, Quebec, N

<sup>1</sup> COSEWIC recognized the currently listed Toothcup (*Rotala ramosior*) as two separate wildlife species under SARA. The Order strikes *Too ramosior*) from Schedule 1 and adds these new designatable units at the same level of protection.

Please do not hesitate to contact our Pacific region office via email at [ec.ep.rpy-sar.pyr.ec@canada.ca](mailto:ec.ep.rpy-sar.pyr.ec@canada.ca) or by phone at 604-350-1945 if you have any questions.

Respectfully,  
**Conservation Planning Unit**  
 Canadian Wildlife Service / Pacific Region  
 Environment and Climate Change Canada / Government of Canada  
 5421 Robertson Road, Delta, BC, V4K 3N2  
[ec.ep.rpy-sar.pyr.ec@canada.ca](mailto:ec.ep.rpy-sar.pyr.ec@canada.ca)



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Board-Receive

Geraldine Craven

---

**From:** PAC-SARA / LEP-PAC (DFO/MPO) <SARA.XPAC@dfo-mpo.gc.ca>  
**Sent:** Friday, May 10, 2019 12:51 PM  
**Subject:** Seeking input and statement with respect to whether or not to list White Sturgeon (Upper Fraser River designatable unit) under the Species at Risk Act  
**Attachments:** UFWSturgConsLetter10May2019.pdf; Backgrounder - Consultation Survey.pdf; Backgrounder - Listing under the Species at Risk Act.pdf; Backgrounder - Upper Fraser River and Lower Fraser River White Sturgeon.pdf; Draft Meeting Agenda May 15, 2019 (Vanderhoof) and May 28, 2019 (Lillooet).pdf

Greetings,

On behalf of Cheryl Webb, Regional Director, Ecosystems Management, Pacific Region, please find attached information regarding Fisheries and Oceans Canada's consultation on the potential listing of White Sturgeon (Upper Fraser River designatable unit) under the *Species at Risk Act*.

We would appreciate your help in distributing this information to others, as appropriate. If you have any questions or concerns, please contact the Species at Risk Program at [sara.xpac@dfo-mpo.gc.ca](mailto:sara.xpac@dfo-mpo.gc.ca) or 604-666-2344.

Sincerely,

Robyn Kenyon  
A/Regional Manager  
Species at Risk Program, Pacific Region  
Fisheries and Oceans Canada  
200-401 Burrard Street, Vancouver BC V6C 3S4

RECEIVED

MAY 14 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO



Fisheries and Oceans  
Canada

Pacific Region  
Suite 200 – 401 Burrard Street  
Vancouver, British Columbia  
V6C 3S4

314

Pêches et Océans  
Canada

Région du Pacifique  
Pièce 200 – 401 rue Burrard  
Vancouver C.-B.  
V6C 3S4

**MAY 10 2019**

Dear Sir / Madam,

RE: **Seeking input and statement with respect to whether or not to list White Sturgeon (Upper Fraser River designatable unit) under the *Species at Risk Act***

I am writing to invite your participation in consultations on the potential listing of the Upper Fraser River designatable unit of White Sturgeon (*Acipenser transmontanus*) as Endangered under the *Species at Risk Act* (SARA). The Upper Fraser River White Sturgeon designatable unit extends from Hell's Gate to McBride in the Fraser River and from the confluence with the Fraser River to Fraser and Trembleur lakes in the Nechako River.

The Upper Fraser River White Sturgeon was assessed by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) in November 2012 as "Endangered," and is undergoing consideration for listing under SARA. For aquatic species assessed as Endangered, DFO is required to follow a standard process to support a SARA listing recommendation. The decision whether or not to list this designatable unit under SARA will ultimately be made by the Governor in Council (GiC).

We invite you to consider whether or not the Upper Fraser River designatable unit of White Sturgeon should be listed as Endangered under SARA. Our consultation process is underway now through July 9, 2019.

We welcome input online, by phone, letter, email, and meetings, with respect to whether or not the Upper Fraser River designatable unit of White Sturgeon should be listed as Endangered under SARA. Input received will help inform DFO's advice to the Government of Canada on this decision.

#### **CONSULTATION OPPORTUNITIES:**

##### **Online consultation period: May 10 through July 9, 2019**

Online consultation consultations will occur on the Species at Risk Public Registry (<https://www.canada.ca/en/environment-climate-change/services/species-risk-public-registry.html>).

##### **In-person meetings**

Public consultation sessions will be held at the following locations:

.../2

**Canada**

- **Vanderhoof: May 15, 2019 – 6:00 pm to 8:30 pm**  
Integris Community Centre, 186 Columbia St, Vanderhoof
- **Lillooet, May 28, 2019 – 6:00 to 8:30 pm**  
District of Lillooet REC Centre, 930 Main St., Lillooet

### Supporting material

Documents have been developed to help inform advice for the Government of Canada on whether or not to list the Upper Fraser River designatable unit of White Sturgeon under SARA. These documents include:

- DFO Species Profile for White Sturgeon: <http://www.dfo-mpo.gc.ca/species-especies/profiles-profil/white-sturgeon-esturgeon-blanc-eng.html>
- COSEWIC assessment and status report on White Sturgeon (2012): [https://www.sararegistry.gc.ca/document/default\\_e.cfm?documentID=414](https://www.sararegistry.gc.ca/document/default_e.cfm?documentID=414)
- Recovery Potential Assessment for the Upper Fraser River White Sturgeon designatable unit: <https://waves-vagues.dfo-mpo.gc.ca/Library/40595171.pdf>
- Listing Options under the *Species at Risk Act* (Attached)

In addition, the following information will be made available on May 10, 2019 on the consultation website:

- DFO Management scenarios summary for White Sturgeon (Upper Fraser River designatable unit)
- DFO Socio-economic analysis summary for White Sturgeon (Upper Fraser River designatable unit)

In order for your input to be considered in DFO's advice to the Government of Canada, comments must be received by July 9, 2019.

If you have any questions or concerns, please contact the SARA program at [sara.xpac@dfo-mpo.gc.ca](mailto:sara.xpac@dfo-mpo.gc.ca) or 604-666-2344.

Thank you for your consideration. We look forward to hearing from you.

Yours sincerely,



Cheryl Webb  
Regional Director, Ecosystems Management Branch, Pacific Region

.../3

Canada

Attachments (4)

- Backgrounder – Upper Fraser and Lower Fraser River White Sturgeon
- Backgrounder – Listing under the *Species at Risk Act*
- Backgrounder – Consultation Survey
- Draft Meeting Agenda: May 15, 2019 (Vanderhoof) and May 28, 2019 (Lillooet)

## Aquatic Species at Risk



# Listing under the *Species at Risk Act*

The *Species at Risk Act* (SARA) listing process has a number of steps, starting with the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) assessment and ending with a final decision on whether a species will be listed under SARA. This decision is ultimately made by the Governor in Council: the Governor General acting on advice of the federal cabinet.

## How Species Get Listed

### COSEWIC assesses a species as being at risk

COSEWIC's assessment is based on everything from the species' overall abundance or scarcity to the rate and extent of its decline. If COSEWIC determines that a species is at risk, it sends its species assessment to the federal Minister of Environment.

### The Minister of Environment issues a response statement

The Minister of Environment takes COSEWIC's assessments as recommendations, and has 90 days to issue a response statement indicating how he or she intends to respond to the assessment – and to provide timelines for action. This information is published in the Response Statements that appear in the SARA Public Registry.

### The listing process begins

The standard SARA listing process lasts nine months. It begins when the Governor in Council acknowledges receipt of a COSEWIC species assessment on the recommendation of the Minister of Environment. In some cases, the Minister may delay forwarding a COSEWIC assessment to provide adequate time for additional consultations and an analysis of the biological, social, and economic impacts of listing species under SARA. Once the consultations and analysis are complete, the Minister forwards the assessment to the Governor in Council and the standard process is followed.

### The Government consults with Canadians

Before any firm decision is made about listing a species, the government seeks input from Canadians in the regions where a SARA listing would affect people's lives and livelihoods. If a species is being considered for protection

### Aquatic Species at Risk Program

<http://www.dfo-mpo.gc.ca/species-especes/index-eng.htm>

### Search Aquatic Species at Risk

<http://www.dfo-mpo.gc.ca/species-especes/listing-eng.htm>

### What SARA means to you

<http://www.dfo-mpo.gc.ca/species-especes/act-loi/act-loi-eng.htm>

### Education and Resources

<http://www.nfl.dfo-mpo.gc.ca/e0009621>

under SARA and your business or community will feel the impact, be sure to communicate your point of view. When you participate in the process, you help shape the ultimate solution.

### The Minister of Fisheries and Oceans provides advice

For aquatic species that fall under his or her responsibility, the Minister of Fisheries and Oceans considers reports from the consultations as well as all available scientific information, social and economic impact studies,



and other key documents. The Minister of Fisheries and Oceans then provides advice on whether these species should be listed under SARA to the Minister of Environment.

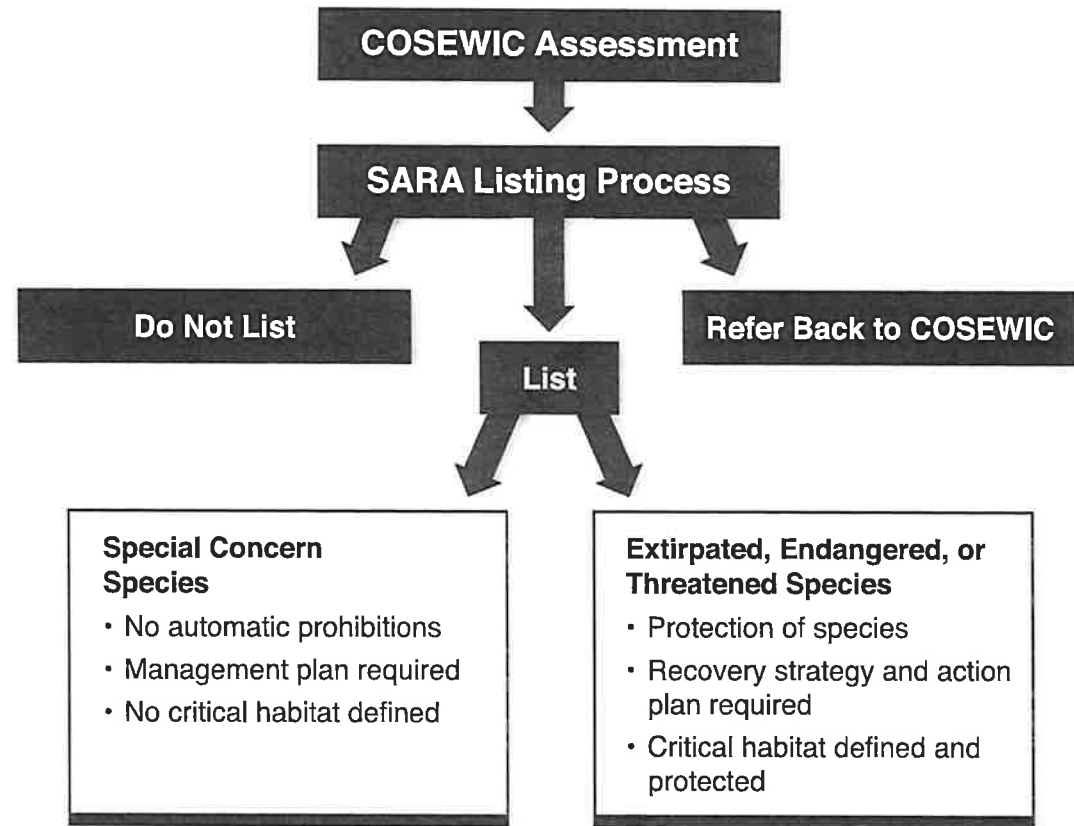
**The Minister of the Environment’s recommendations are published in the *Canada Gazette***

The Minister of Environment’s proposed recommendations on whether these species should be listed under SARA are published for public comment in the *Canada Gazette*. This usually occurs four to five months after the listing process begins but before a final decision is made, providing a further opportunity for Canadians to have input.

**The Governor in Council makes the final listing decision**

After all the information has been weighed – and after Canadians’ opinions have been heard – the Governor in Council may decide to: accept COSEWIC’s assessment and list the species under SARA; not list the species; or return the species assessment to COSEWIC for further information or consideration. Once an aquatic species is added to the SARA list, the SARA prohibitions automatically apply and specific actions must be taken within a clearly defined period of time to help ensure protection of the species (except species listed as Special Concern).

If the Governor in Council does not make a decision within nine months after receiving the COSEWIC assessments, the species must be listed.



If a species is listed in Schedule 1 of the *Act* as extirpated (extinct in Canada), endangered, or threatened, specific protection measures immediately come into effect that prohibit harmful actions against the species. In addition, a recovery strategy must be completed within one year for an endangered species, and within two years for a threatened or extirpated species. If a species is listed

as Special Concern, the automatic prohibitions do not apply, but a management plan must be completed within three years of the listing date.

For more information, visit the SARA Registry at [www.SARAreistry.gc.ca](http://www.SARAreistry.gc.ca) or the website below.

*Cette publication est également disponible en français.*

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[www.aquaticspeciesatrisk.gc.ca](http://www.aquaticspeciesatrisk.gc.ca)

*Section 32 (1) of the Species at Risk Act (SARA) states that “no person shall kill, harm or harass, capture or take an individual of a wildlife species that is listed as an extirpated species, an endangered species or a threatened species.”*

<b><u>AGENDA</u></b>	
<b>FISHERIES AND OCEANS CANADA CONSULTATION: SPECIES AT RISK ACT LISTING PROCESS FOR WHITE STURGEON (UPPER FRASER RIVER DESIGNATABLE UNIT)</b>	
<b>May 15, 2019 (Integris Community Centre, Vanderhoof) May 28, 2019 (REC Centre Mezzanine, Lillooet)</b>	
<b>MEETING OBJECTIVES</b>	
<ul style="list-style-type: none"> <li>▪ Provide an overview of the <i>Species at Risk Act</i> listing recommendation process for White Sturgeon (Upper Fraser River designatable unit)</li> <li>▪ Receive advice with respect to whether or not to list White Sturgeon (Upper Fraser River designatable unit) under the <i>Species at Risk Act</i></li> </ul>	
<b>5:30 pm</b>	<b>Registration</b>
<b>6:00 pm</b>	<b>Welcome, meeting objectives, round table introductions</b>
<b>6:15 pm</b>	<b>White Sturgeon backgrounder</b> <ul style="list-style-type: none"> <li>➤ White Sturgeon biology, distribution, threats</li> </ul>
<b>6:30 pm</b>	<b><i>Species at Risk Act</i> listing process</b> <ul style="list-style-type: none"> <li>➤ Discussion period</li> </ul>
<b>7:00 pm</b>	<b>Management scenarios for White Sturgeon</b> <ul style="list-style-type: none"> <li>➤ Management scenario process and measures</li> <li>➤ Discussion period</li> </ul>
<b>7:45 pm</b>	<b>Cost-benefit analysis and Indigenous cultural significance</b> <ul style="list-style-type: none"> <li>➤ Overview of cost-benefit analysis</li> <li>➤ Provision for Indigenous cultural significance information</li> <li>➤ Discussion period</li> </ul>
<b>8:15 pm</b>	<b>Review next steps</b> <ul style="list-style-type: none"> <li>➤ Review next steps in the listing process and opportunities for providing input</li> </ul>
<b>8:30 pm</b>	<b>Meeting close</b>



## White Sturgeon (Upper Fraser River designatable unit)

### [Submit Your Comments Here](#)

Information summary and [survey](#) for the consultations on potentially adding the White Sturgeon (Upper Fraser River designatable unit) to the List of Wildlife Species at Risk as endangered – **Please provide input by July 9, 2019.**

#### Consultations

Let your opinion be heard

Canada's *Species at Risk Act* (SARA) provides legal protection for wildlife species at risk to conserve biological diversity. It also acknowledges that all Canadians have a role to play in the conservation of wildlife species.

Before deciding whether the Upper Fraser River designatable unit of White Sturgeon (*Acipenser transmontanus*) will be added to the List of Wildlife Species at Risk as endangered, the Government of Canada would like to hear your opinion, comments, and suggestions regarding the possible ecological, cultural, and economic impacts of listing or not listing this species under SARA.

#### Adding a species to the List of Wildlife Species at Risk

The process of listing a species under SARA consists of several steps: it begins with a status assessment by the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) and ends with a Government of Canada decision on whether or not to add a species to the List of Wildlife Species at Risk. Public consultations are conducted to gather the opinions of Canadians and are an important step in this process.



Juvenile White Sturgeon. Credit: David Gluns.

#### Facts about White Sturgeon

White Sturgeon is the largest and longest lived freshwater fish species in North America, with some individuals reported at over six metres in length and 100 years of age. White Sturgeon has a flattened head with barbels (whiskers) between the snout and mouth, and a large grey to white body with five rows of bony plates (scutes).

In Canada, White Sturgeon occur in the Fraser River and Columbia River systems, including the river mainstems, and several larger tributaries and large lakes. The Upper Fraser River designatable unit of White Sturgeon extends from Hell's Gate to McBride in the Fraser River and from the confluence with the Fraser River to Fraser and Trembleur lakes in the Nechako River.



The Upper Fraser River designatable unit of White Sturgeon includes the Middle Fraser, Upper Fraser and Nechako populations, outlined in red box. Source: DFO 2014. Recovery Strategy for White Sturgeon in Canada. Note: White Sturgeon is also found in portions of the Nechako watershed not displayed.







In 2006, two portions the designatable unit were listed as endangered under SARA: Nechako River nationally significant population and Upper Fraser River nationally significant population (i.e., upstream of Cottonwood Canyon). In 2006, the Middle Fraser River nationally significant population was not listed under SARA. The listing consultations currently underway apply to the entire range of the Upper Fraser River designatable unit. A listing decision will result in listing or not listing the entire designatable unit under SARA.

#### **Who assigned the endangered status to the Upper Fraser River designatable unit of White Sturgeon?**

COSEWIC is an independent committee of experts that assesses which wildlife species are in some danger of disappearing from Canada and assigns a status to these species. It conducts its assessments based on the best available information including scientific data, local ecological knowledge, and Aboriginal traditional knowledge. In 2012, COSEWIC assessed White Sturgeon within Canada as four designatable units: Upper Fraser River, Lower Fraser River, Upper Columbia River and Upper Kootenay River. COSEWIC determined that the Upper Fraser River, Upper Columbia River and Upper Kootenay River DUs are endangered, and that the Lower Fraser River DU is Threatened. Under SARA, an endangered species is defined as one that is facing imminent extirpation or extinction.

#### **Why is White Sturgeon (Upper Fraser River designatable unit) at risk?**

COSEWIC assessed the Upper Fraser River designatable unit of White Sturgeon as endangered because the species has declined considerably over the last century and will likely continue to decline owing to localized habitat degradation and recruitment failure.

White Sturgeon faces several threats, including: loss of habitat quality and quantity, fishing effects, reduced or altered food supply, altered hydrograph, pollution, effects of small population size, hatchery and aquaculture effects on health and population, and change in ecological community.

#### **If a species is listed under the *Species at Risk Act***

If the Upper Fraser River designatable unit of White Sturgeon is listed as endangered, the prohibitions of SARA would immediately come into effect in Canadian

waters. It would be illegal to kill, harm, harass, capture, possess, buy, sell, or trade individuals of the species. However, activities that may affect the species or its critical habitat may be permitted under SARA section 73-74, or exempt under section 83, where that activity does not jeopardize the survival or recovery of the species.

A recovery strategy and subsequent action plan(s) would be developed to identify measures to address known threats. Critical habitat – the habitat necessary for the survival and recovery of the Upper Fraser River designatable unit of White Sturgeon – would need to be identified, to the extent possible, in a recovery strategy or action plan and protected from destruction.

**We would like to receive your comments on the potential impacts of adding or not adding White Sturgeon (Upper Fraser River designatable unit) to the List of Wildlife Species at Risk under SARA designated as endangered.**

**Your comments are important. Please fill out the [survey](#).**

**We want to hear from you.**

Before completing this survey, you may wish to review the following background information found at the links below:

- [White Sturgeon Species Profile](#)
- [2012 COSEWIC Assessment and Status Report on White Sturgeon](#)
- [Recovery Potential Assessment](#) (DFO's peer-reviewed scientific advice)
- [Summary of Management Scenarios](#)
- Summary of analysis of the economic benefits and costs of the Management Scenarios
- Other information can be found on the [Species at Risk Public Registry](#).

**Thank you for completing this survey.**  
**Species at Risk Program, Pacific Region**  
**200-401 Burrard Street**  
**Vancouver, British Columbia, V6C 3S4**  
[sara@pac.dfo-mpo.gc.ca](mailto:sara@pac.dfo-mpo.gc.ca)





## Upper Fraser River and Lower Fraser River White Sturgeon

Canada's *Species at Risk Act* (SARA) provides legal protection for wildlife species at risk to conserve biological diversity. It also acknowledges that all Canadians have a role to play in the conservation of wildlife species.

### White Sturgeon

White Sturgeon (*Acipenser transmontanus*) is the largest and longest lived freshwater fish species in North America, with some individuals reported at over six metres in length and 100 years of age.

In British Columbia, White Sturgeon occur in the Fraser River and Columbia River systems, including the river mainstems, several of the larger tributaries and large lakes. Despite being a primarily freshwater species, Lower Fraser River individuals have been known to enter the sea, and the brackish water found in coastal rivers, estuaries, and bays.

White Sturgeon populations face several threats, including: loss of habitat quality and quantity, fishing effects, reduced or altered food supply, altered hydrograph, pollution, effects of small population size, hatchery and aquaculture effects on health and population, and change in ecological community.

### Current SARA Status

In November 2003, the Committee on the Status of Endangered Wildlife in Canada (COSEWIC) determined that White Sturgeon populations in Canada were Endangered. The COSEWIC assessment considered the six Nationally Significant Populations (NSPs) of White Sturgeon as a whole: Nechako River, Upper Fraser River, Middle Fraser River, Lower Fraser River, Upper Columbia River and Upper Kootenay River.

In August 2006, the Governor in Council listed four NSPs of White Sturgeon as Endangered under Schedule 1 of SARA: Nechako River, Upper Fraser River, Upper Columbia River, and Upper Kootenay River NSPs. The Lower and Middle Fraser River NSPs were not listed at that time.

### COSEWIC Re-assessment

In November 2012, COSEWIC re-assessed the status of White Sturgeon in Canada and divided the species into four new Designatable Units (DUs) which differ in genetic structure and distribution from the six NSPs: Upper Fraser River, Lower Fraser River, Upper Columbia River and Upper Kootenay River. The DUs cover the same geographic area as the NSPs, except the former Nechako River, Upper Fraser River, and Middle Fraser River NSPs are now combined into a single Upper Fraser River DU.

COSEWIC determined that the Upper Fraser River, Upper Columbia River and Upper Kootenay River DUs are Endangered, and that the Lower Fraser River DU is Threatened.



Lower Fraser River and Upper Fraser River White Sturgeon populations. The Upper Fraser River designatable unit includes the Middle Fraser River, Upper Fraser River and Nechako River populations.

Source: DFO 2014. Recovery Strategy for White Sturgeon in Canada.



### Listing Process under SARA

COSEWIC's assessment of White Sturgeon triggers the Government of Canada to consider whether to list the species under SARA. The COSEWIC re-assessment for Upper Columbia River and Upper Kootenay River DUs confirmed their Endangered status, so their current status on Schedule 1 of SARA remains unchanged. However, as the COSEWIC re-assessment restructured the Upper Fraser River DU, and because the Lower Fraser River DU was not previously listed under SARA, as of November 2012 these two DUs are now under consideration for listing under SARA.

### Implications of Listing Decision

A decision by the Governor in Council to list Upper Fraser River and Lower Fraser River White Sturgeon DUs as Endangered and Threatened, respectively, may have immediate and significant implications to a variety of activities which threaten the populations in the Lower and Middle Fraser reaches, including fisheries, development, and other resource uses in these aquatic environments.

There are likely few or no incremental implications of a decision to list the Nechako River and Upper Fraser River NSPs as part of the Upper Fraser River DU because they are already SARA-listed as Endangered.

### *Prohibitions*

Listing on Schedule 1 of SARA would trigger immediate prohibitions against the killing, harming, harassment, capture and/or possession of White Sturgeon would come into effect. Such prohibitions may result in restrictions on fisheries and shoreline or aquatic-based activities.

### *Identification and Protection of Critical Habitat*

Under SARA, Critical Habitat must be identified and protected for species listed as Threatened or Endangered. Critical Habitat is the habitat necessary for the survival and recovery of the species, and is protected against destruction. Critical Habitat is currently protected for the Upper Fraser River and Nechako River NSPs.

### *SARA Exemptions*

It is possible to permit or exempt activities for certain purposes provided certain preconditions are met and these activities do not jeopardize survival and recovery of the species.

### Actions Underway

SARA prohibitions and Critical Habitat protection apply to SARA-listed NSPs, including the Nechako River and Upper Fraser River NSPs. Conservation aquaculture, habitat restoration, educational programs, and research are underway in the Nechako River.

Salmon fisheries in the Upper Fraser River and Lower Fraser River are managed under the *Fisheries Act*. Current fisheries management measures include the requirement to release by-caught White Sturgeon in FSC fisheries, non-retention in commercial fisheries, and the use of barbless hooks and non-retention in recreational fisheries.

Freshwater recreational fisheries are managed through delegated authority provided to the Province of British Columbia. The Province manages the White Sturgeon recreational catch-and-release fishery in the Lower and Middle Fraser River. In the non-tidal Lower Fraser River, management actions include research, monitoring and regulatory restrictions, such as seasonal closures.



Juvenile White Sturgeon. Credit: David Gluns.

### **For more information:**

**Species at Risk Program, Pacific Region**  
**200-401 Burrard Street**  
**Vancouver, British Columbia, V6C 3S4**  
[SARA.XPAC@dfo-mpo.gc.ca](mailto:SARA.XPAC@dfo-mpo.gc.ca)



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Board-Receive

**Licence Inspectors' and Bylaw Officers' Association of British Columbia**

To: **Bulkley-Nechako Regional District  
Gerry Thiessen & Cheryl Anderson  
Box 820  
Burns Lake BC V0J 1E0**

REVELSTOKE

JUN 04 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

**RE: On the Verge of Victory in Precedent-Setting Local Government Dangerous Dog Appeal**

The License Inspectors' and Bylaw Officers' Association of British Columbia ("LIBOA") was urgently compelled to make an Intervenor application in *Santics v. Cristofoli (Animal Control Officer) and the City of Vancouver* ("Santics").

The issue involves jurisdiction of the Courts in section 49 dangerous dog cases. Court decisions have expanded judicial discretion which has resulted in increased costs to local governments in dangerous dog enforcement since the 2008 decision in *CRD. v. Kuo*. At 2016 UBCM, you unanimously passed a resolution condemning the case law interpretation in *Kuo* and supported an amendment to section 49 of the *Community Charter* (see attached resolution from the 2016 UBCM Conference).

**Financial Hardship to Local Governments**

Examples of how costly these public safety cases are to local governments since *Kuo*, are outlined below:

**SECTION 49 APPLICATIONS – COSTS TO LOCAL GOVERNMENTS\***

CASE	YEAR	COST
CRD v. Orr	2003	\$5,981.15
CRD v. Wilkinson	2003 – 2004	\$4,045.20
CRD v. Ney	2004 – 2006	\$11,043.03
CRD v. Becker	2004 – 2005	\$10,576.56
CRD v. Koehler	2004 – 2005	\$5,430.16
<b>CRD v. Kuo (BCSC) 2008</b>		
RDCO v. Smith	2012 – 2014	\$45,482.04
RDCO v. Panton	2015	\$67,611.63
RDCO v. Panton- Appeal	2015 – 2018	\$48,439.89
CRD v. Mouner-Johnson & Clark	2016 – 2017	\$24,899.99
City of Revelstoke v. Staume and Daley	2017	\$35,605.82

\*These are total legal costs from participating local governments who have agreed to disclose their costs in legal services, expert reports and miscellaneous disbursements for this appeal.

As you can see, the cost to local governments in British Columbia for protecting the public from dangerous dogs in s. 49 applications has risen from approximately \$5,000 - \$10,000 per case to between \$25,000 - \$67,000! If you protect the public from dangerous dog attacks, you either have to use section 49 or do nothing and risk liability exposure, or worse, receive public condemnation from the latest victim of a dangerous dog attack.

**The Legal Battle**

LIBOA has retained experienced appellate counsel in Dominion GovLaw LLP ("GovLaw") to represent local governments. GovLaw has litigated precedent setting dangerous dog cases and its principal, Troy DeSouza, was successful in the hotly contested intervenor application on April 12, 2019.

On May 22<sup>nd</sup>, LIBOA participated in the BC Court of Appeal on behalf of all local governments and their animal control officers in BC. The case went well. Mr. DeSouza advises that 13 years after the poorly reasoned decision in *Kuo*, the B.C. Court of Appeal is engaged on the issue of jurisdiction. That is, if a Provincial Court Judge does not have the jurisdiction to make a conditional order, it will be a substantive victory for all local governments and their bottom line in animal control.

### How Your Local Government Can Help

We need your help!

The outcome of this appeal will have a substantial impact to your bottom line. What is at stake is tens of thousands of dollars for each costly dangerous dog application and, the effectiveness of local governments to make and enforce their own bylaws on dangerous or aggressive dogs!

LIBOA moved quickly to protect your interests. However, our capacity to fund this appeal is extremely limited. We have used our name and organization to engage local governments interests but need your financial support. The estimated legal costs to LIBOA for this appeal are approximately \$35,000.

Accordingly, if you could make a contribution of \$500 to our non-profit society to be used for this appeal, that would be much appreciated.

Please kindly make the cheque payable to the Licence Inspectors' and Bylaw Officers' Association of British Columbia, and direct any mail to the following address:

Inder Litt, LIBOA President  
City of Abbotsford  
32315 South Fraser Way  
Abbotsford BC V2T 1W7

### Conclusion

Be part of the forward-thinking group of local governments who have banded together to chip in a little so that all of us can save a lot.

We cannot imagine a better investment on your behalf that directly impacts your bottom line.

Thank you very much for your consideration!

Sincerely,



Inder Litt  
LIBOA President

P.S. If you require further information regarding this appeal, please contact Troy DeSouza at [troy.desouza@govlaw.ca](mailto:troy.desouza@govlaw.ca) or (250) 590-1840.

**UBCM Resolution at 2016 Conference**

**B88 DANGEROUS DOGS:**

WHEREAS local governments protect the public from dangerous dogs and incur significant costs and uncertainty in court due to narrowly drafted provisions under s. 49 of the Community Charter;

AND WHEREAS case law interpretation from judges has expanded judicial discretion and oversight beyond the court's statutory jurisdiction and at the full expense, continuing cost and liability to local government;

AND WHEREAS such interpretation of s. 49 undermines public safety to persons, dog owners and their victim dogs or domestic animals and adds increased and unnecessary costs and liability to local government:

THEREFORE BE IT RESOLVED that UBCM support adoption of the Hugo's and Charley's Law amendments to s. 49 of the Community Charter, to protect the public and their dogs from dangerous dogs.

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Board-Receive

**Geraldine Craven**

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**From:** Cathy Peters <ca.peters@telus.net>  
**Sent:** Thursday, May 30, 2019 10:39 AM  
**To:** 'Cathy Peters'  
**Subject:** new Canadian Human trafficking hotline number  
**Attachments:** Preventing Child Sex trafficking.docx  
  
**Importance:** High

RECEIVED

MAY 30 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

Dear BC Mayors and City Councillors,  
The Canadian Human trafficking hotline number was announced yesterday: 1-833-900-1010 or:  
[canadianhumantraffickinghotline.ca](http://canadianhumantraffickinghotline.ca)

Please alert all of your community service providers, frontline service providers, educators, health practitioners, law enforcement and constituents of this number.

BC Council for Families asked me to write an article on how to stop Child Sex Trafficking in BC.  
Please see attached document and share with your contacts.

**ASK:** email me if you support my work and advocacy to stop sexual exploitation/human sex trafficking/child sex trafficking in BC.

Sincerely, Cathy Peters

BC anti-human trafficking educator, speaker, advocate  
#302-150 W. 15<sup>th</sup> St., North Vancouver, BC V7M 0C4  
Phone: 604-828-2689

## Preventing Child Sex Trafficking in BC

**Buying and selling children for sex is one of the fastest growing crimes in Canada, and it is happening in communities across BC.**

**Globalization, unregulated technology, lack of law enforcement and inadequate prevention education** is allowing this crime to grow globally.

Human sex trafficking (HT) involves the recruitment, transportation or harbouring of people for the purpose of exploitation through the use of force, coercion, fraud, deception or threats against the victim or person known to them. It is known as modern day slavery. According to the US State department's annual global report on trafficking in persons (TIP), Canada is a source, transit and destination for sex trafficking. (<https://www.state.gov/j/tip/rls/>)

Child sex trafficking is a lucrative crime. It has low costs and huge profits; a trafficker can make \$280,000 per victim, per year. The average age of entry into prostitution in Canada is 12-14 years of age, although traffickers are known to target younger children. Traffickers seek young victims both to service the demand for sex with those who look young, and because these victims are easier to manipulate and control.

The biggest problem in Canada is that people do not know there is a problem; therefore, child sex trafficking is expanding in the dark. Every child can be a target and a potential victim, but learning about this issue is the first step.

**Five things that parents can do to help prevent their children from being lured into sex trafficking:**

### **1. Set a high standard of love within your home**

The way you define and express love shapes your children's self-image, confidence and opinions of future relationships. Treat them the way you want their future partners to treat them. Help them to distinguish between real love and empty promises or cheap gifts.

### **2. Talk to your children about sexual abuse**

According to the US Department of Justice, someone in the US is sexually assaulted every two minutes, of which 29% are between the ages of 12-17. Let your children know that if anyone has or ever does hurt them, they can talk to you. This is the most important thing you can say. Don't assume they have not been hurt by sexual violence before. Leave the door open for your child to talk about past circumstances that they haven't shared with you.

### **3. Talk to your children about sex trafficking**

Discuss ways children and teens are targeted for sex trafficking. Let them know that traffickers specifically try to woo young girls and boys with promises of a better life – whether it's promises of love and attention, or promises of nice things and trips. Traffickers can be male or female, even classmates. Traffickers may even use kids to recruit other kids.

### **4. Talk to your children about the dangers of social media**

It is important to provide practical safety tips, such as: don't share personal information on the internet; don't accept Facebook requests from unknown people; NEVER share naked photos of yourself with anyone; and tell a parent or a trusted adult if you feel threatened or uncomfortable online. Children also need help defining friendships. Teach them that a friend is not someone you met yesterday and that a "friend" on Facebook is not the same thing as a friendship.

### **5. Pay attention to your children**



Monitor your children's social media accounts. Look for ways to meet their friends, their friends' parents and those they hang out with. Be alert to boyfriends who are much older, or friendships that tend to isolate your child from other friends or family. Notice if your child has new clothing items, makeup products, cell phone or other items and ask how they acquired them.

#### Resources and Links:

- Covenant House (crises program for ages 16-24): [info@covenanthousebc.org](mailto:info@covenanthousebc.org), 604-685-7474
- Internet Safety Tips: [www.Cybertip.ca](http://www.Cybertip.ca)
- Fraser Health Forensic Nurse Service
- Kids Help Phone: 1-800-668-6868
- Office to Combat Trafficking in Persons (OCTIP): 1-888-712-7974 (24/7 interpretation available), 604-660-5199, [octip@gov.bc.ca](mailto:octip@gov.bc.ca)
- Plea Community Services Society (assisting youth 24/7): [onyx@plea.bc.ca](mailto:onyx@plea.bc.ca), 604-708-2647
- Vancouver Rape Relief and Women's Shelter (24/7): 604-872-8212, [info@rapereliefshelter.bc.ca](mailto:info@rapereliefshelter.bc.ca)
- RCMP: Victims of Human Trafficking National Headquarters (24 hours): 1-866-677-7267
- Trafficking Resource Centre (USA): [www.traffickingresourcecenter.org](http://www.traffickingresourcecenter.org)
- VictimLinkBC (24/7): 1-800-563-0808 Ministry of Public Safety, BC
- Youth Against Violence (24/7): [info@youthagainstviolenceline.com](mailto:info@youthagainstviolenceline.com), 1-800-680-4264

#### Authorities Contacts:

- RCMP: [www.rcmp-grc.gc.ca](http://www.rcmp-grc.gc.ca); 1-855-850-4640 OR 1-800-771-5401
- Ministry of Child Protection Services: 1-800-663-9122 or 604-660-4927 (24 hours) or 310-1234 if a child is in danger to reach Ministry of Child and Family Development
- Crime Stoppers : 1-800-222-TIPS (8477)

**National Human Trafficking Crisis Hotline Number: 1-866-528-7109**

#### About the Author:

Cathy Peters raises awareness of Child Sex Trafficking to all three levels of government in British Columbia, police agencies and the public. She is a former inner city high school teacher and has volunteered for two Members of Parliament (John Weston/BC, Joy Smith/Manitoba). She has made hundreds of presentations, including to City Councils, School Boards, Police Boards, high schools, universities and law enforcement agencies.

For information about her prevention education presentations, please contact Cathy Peters at [ca.peters@telus.net](mailto:ca.peters@telus.net)

#### Additional Resources:

**Children of the Street Society (Coquitlam)** provides prevention education in BC schools; 25,000 students last school year Grades 3-12. They have an excellent website with tools/resources listed for every community in BC:

<https://www.childrenofthestreet.com/>

**Joy Smith Foundation (Manitoba)** provides prevention education, resources and an overview of human sex trafficking Canada: <http://www.joysmithfoundation.com/>

**Shared Hope International (Washington State)** sponsors The JuST (Juvenile Sex Trafficking) Conference in the USA; an event that spotlights the most pressing issues in the anti-trafficking field. Visit: [www.justconference.org](http://www.justconference.org) for more information.

A MODERN EQUAL SOCIETY DOES NOT BUY AND SELL WOMEN AND CHILDREN.



Board-Receive

## Inter-Agency & Community Preparedness Meeting for Camps, May 28, 2019

Betty Patrick, LBN  
Chief Alec Gordon, LBN  
Jason Llewellyn, Regional District  
Gina West, LBN  
Val, Burns Lake  
Shauna Lewis, RCMP  
Emma Palmantier, Child and Family  
Service  
Erin Wilcox, RCMP

Bernard Patrick Housing  
Barbara Tom, Operations  
Alanyna Smith, MIRR  
Rachel Shaw, LNG Canada  
Verna Power, LBN  
Betty Patrick, LBN  
Ginger Gibson, Firelight

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JUN 04 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

### Action Requests

- Send contact suggestions for Northern Health and Chamber of Commerce
- Review next date and confirm participation (all)

### Meeting Summary

- This meeting was called by LBN to prepare the region for the Mile 7 camp proposed by CGL. CGL was not present at the meeting, but all agreed that the next meeting should include the company.
- Review of the 2017 report on Communities and Industrial Camps;
- Review of the past formation of the provincial working group on the issue (Indigenous Communities and Industrial Camps).
- The intent to work together on any issues that pop up during construction, and an intent to keep track of social and community indicators during construction and take action together where possible.
- A number of agencies came together and discussed their key concerns, and identified how they would like to continue to work together in the future.
- The agencies agreed to meet monthly during the ramp up to construction, and then take the pulse later if meetings should slow down. The next meeting will be coordinated to ensure that CGL is available.
- The topics in the meeting included: transportation, community health, community safety, well-being, land use conflicts, drugs and alcohol, programming to support wellness, among other topics.

### Questions for Meeting Roundtable included:

1. What short and long-term opportunities and challenges will your agency have to deal with during the work camp construction period? And how will you maximize economic gain?
2. How should we respond to these opportunities and challenges?
3. What other agencies should participate in responding to these opportunities and challenges?
4. What will be the direct and indirect impacts on local and regional programs and services?
5. What preparations and planning will be needed to respond to these impacts?



## **Meeting Comments** (Comments not verified, and not in full)

Verna Power – our intent is to have a interagency web of safety for the community, and the goal is to have no incidents in the region. The intent is to have people together working on the ground.

Betty Patrick – C3 started in 2017, and after the CGL pipeline was re-routed to not go directly through our territory. But when the camp was located so close to our community, we decided to pick up the work again. It is important to make sure that our vulnerable people are going to be protected. Not all camps are bad, but there is always that one individual that can wreck it for people, we need safety measures in our community. There are 15 camps from FSJ to the coast, and there is the closer ones are Vanderhoof, Lejac, here and Smithers. We wanted to make a safety net, and make sure that people are protected. I have seen for example First Nations health creating crisis response teams – if we can have something like that for communities and construction. At the onset of LNG we had two outreach workers. Haven't had the funds to keep them on, and now that the camp is so close to the Woyenne community, it is the most populated in the region. I watched the Indigenous Focus Training and they have trained a number of individuals and created crisis response team, and that type of initiative for communities would be a good outcome. Need an interagency – infrastructure, housing, there are a lot of homeless people starting to be in the area. That is why we did the invitation as widely as we could so we could tap into resources as well as we could.

Presentation – by Ginger Gibson (See attached)

**Jason Lewellen** – The primary question that I have is that during the EA process, there wasn't a lot of commitments made about specific approaches. The intent back then was to make sure that there was plans made, and that they would mitigate impacts. The specific details around CGLs approach is not fleshed out, so that if issues do emerge, then what will happen. When will CGL bring more specific plans to our attention?

**Betty Patrick** – the socio-economic part of the approach was never focused on social or environmental concerns. The socioeconomic piece of it was not covered. LBN has been a part of the EA reform, with specific recommendations. We expect socioeconomic concerns to be covered.

**Rachel Shaw** – CGL has developed socioeconomic effects management plan, and they are updating it. They need to be updating it and with respect to adaptive management, we are going to be designing a process that will be used to monitor and adapt, and are tracking the action plan.

**Jason** – with respect to predicting impacts, they say they will develop plans to address the issues – they haven't been prepared. We will need to have emergency plan and emergency preparedness plans with them, prior to construction. Until we



see those plans we will have a hard time commenting on the plans. I am supportive of the interagency approach. We are focused on municipalities and rural area, and we are less focused on socio-economic area – we would be involved in land use conflict and traffic, and impact of access to backcountry.

**Val** – wish the report had been available back then; Northern Health should be involved; and Chamber of Commerce; I think the Village should stay involved in it.

**Shauna Lewis** – RCMP. I know that we are in engagements with CGL in a regular basis in headquarters, and in district and have reached out to have local conversations. Impacts we will see is increase in traffic, and population, and how it affects the community and people, we will be working with security company and we will need to have zero tolerance. We are always looking at our population- we need more numbers for the district, for Burns Lake and entire H16 corridor. I think as far as the social aspect, we have three Indigenous Policing Service FN policing members with a great relationship with all the bands, and they provide a lot of education, and with adults and youth. With adults and youth, will be important as they see issues developing, is there a group that we can do a presentation for.

**Erin** – RCMP – working alongside other staff as a First nations Policing Officer. It is really great how the Band is trying to empower women and children – went to a focus group of all young female youth all working together, empowering female youth to speak up and talk about what is happening in their lives is very important. Having those groups, young women and women, whatever group needs to happen is great – if one of us needs to be present that is great for us to do, so that we are able to protect ourselves and protect our bodies, the role of policing in the community, drugs and alcohol in the community.

Whatever program we can help you with, we will be available. Whatever you need we will be on board. If you are witnessing things, or seeing concerns, we can work together to develop a solution for that. We need to prevent more, rather than reacting. The general duty officers are reacting to calls, and putting out fires, we want to more than that, we want to do preventive work with you.

**Betty** - Want to thank you for the participation. There was no response from the RCMP in our previous work.

**Emma Palmantier** – Health Director – had a health forum where we brought in the facilitators and that was where the young people were using the arts. Last year, when BC Housing announced \$7m for housing, used relationships to understand the BC Housing interest paper for housing for homeless in Burns Lake – and coordinated meetings with the five other bands, to deal with Homelessness – pushed after there was a death by freezing of a member. BC Housing is now supporting proposed homelessness housing and will be contracting a firm to meet with the Councils to have meetings to get a housing strategy – to identify land for housing – with Burns Lake there is no real accommodation, and we have been trying



to hire mental health counsellors, but it is so hard to recruit in the north with no housing. I think outside of the box and hired two on contract basis so that there are people on board – we are largest FN in the north, and Child and Family reports daily – and recently (described a case) there has been an increase in heroin and drugs. There needs to be a strategy for Chief and Council, and RCMP to prevent the trafficking. There are dealers hanging around the school trying to reach the children here, and Houston and Smithers. Majority of population is young people and young women – they will be impacted by this. I am very concerned about this – how will we start dealing with this. Work closely with FNHA and getting direct award for traditional healing (working on work plan and budget), we have vulnerable women here that could continue on with their education and employment, but they resort to drugs because it is their way to subsidize their income. We need to get them into cultural camps, and teach the skills. There are so many funding opportunities out there, need to access them for the members.

**Bernard** - Housing – how will capital infrastructure be impacted? We are so limited in funds, we won't have any additional dollars, need to reevaluate our funding. All the issues of housing – when drugs, partying and drug trafficking increases – we have to step in and that affects the residents. That is a huge impact on housing portion. And the other part emerges, is emergency management – this is more people to have to worry about. From those learning experiences, dealing with emergency management will be hard – we will have that many more people in the area. E.g., damage to housing makes it very hard to have the housing.

**Verna Power** – what we have to watch for is people who are on the project that need a place to stay and end up looking at the reserve for housing, and give a little bit of money for a place to stay. One of the things that needs to be thought about is the number of people that are not housed and overflow. Communities are already overfilled, and that was a concern for us. Ensuring that community members are safe is the most important component – safety of our people is number one.

**Emma Palmantier** – safety of people we had one young woman missing and murdered in Smithers. Members were afraid (in Fort Babine), there were traffickers going into Fort Babine going into our communities looking for our young woman. Just two weeks ago, there was another in Granisle. I don't know what the strategy of the RCMP is, I have been telling RCMP to have stationed in Fort Babine, because the poor people there are needing some protection. I know Nisga'a have their person in the station.

**Shauna Lewis** – with our 3 IPS members, it was not filled in the past. With having three people there that has allowed us into the communities more, and have been getting to have three positions in the area.

**Erin** – have been able to be in the community, need to have the trust so that we can have the trust and get the information to protect the people who need protection. Information sharing is key in order to ensure our safety. If the people are not getting



information in a viable way, we can't protect in a viable way. With relationship building we get information and information sharing. The more we are there, the more trust is built. It can't only get better. Monthly reports are provided on calls for service, types of calls for services, IPS members.

**Val** – question will people need housing? How will we know that?

**Verna** – (speaking of another camp experience) - the second year was the hardest – if we don't have the housing here.

**Shauna** – if there isn't housing, then there is an overflow in the campgrounds and campers in the parking lots.

**Barb** – RCMP reports, we do collect the reports and run the statistics on them, and we use them in proposals. We get the numbers on ambulance visits, we do really want another worker for Woyenne. We need these types of services for our members. There were a lot of different events that took place that blocked our members from trusting services. There was some events in the past – we tried to create trust in the past – the two workers (speaking of the Community Preparedness Workers) were really influential in creating trust. A lot of our members, when they get to grade 8 they have to move into town, they move into town and all the drugs and alcohol we see, unless we get prevention to them it is very hard to intervene afterwards. Getting those workers back (important). I support having a crisis response team. One community in Yukon was similar to ours – was a joint team – working with the communities would be really helpful. Fort Babine is close to Smithers; Tachet close to Houston. Very important. Had the issues with person found in Smithers, she was on the ground helping community members. We managed to keep our team members for a bit, getting our prevention works in early is vital in all five communities.

**Alanya Smith** – there is a lot of effort that has gone in to this effort. MIRR I appreciate what I am hearing today in supporting communication, information sharing, and how all the folks around the table are supporting information at the community level. The province wants everyone to be safe in relation to this project, and no one wants any negative impacts. Mostly here to listen and take it back to the cross – agency working group.

**Rachel** – thanks to LBN to participate, my role is specific to work with CGL and LNG Canada. There is a lot of work starting to gear up, has relevance to the conversation today. The Secretariat is unique because it reflects the investment in the region, and it also reflects the intent to include social and justice sector as well. Gearing up to have conversations with local governments, and there was a lull and we are re-initiating the conversations. An engagement approach is starting up – to re-spark those conversations. We are identifying the needs of the provincial government – grants, streamlining, effective ways to get information over to communities in an effective manner. Another thing we are doing is Community Readiness, often



government programs are hard to navigate, and we need information at our fingertips. Intent is to have information available for communities. All of this recognizes that there is a deep opportunity to work with the communities – they have been looking at the report, and have responses for how to deal with impacts. It is fine to plan, and need to adapt over time. Cross –agency work is to prepare for the cases that is related to a broader provincial response. There is other information out there about how communities can do the planning, so that they can have the conversations.

**Betty** – very appreciated, Verna have been working on this in 2015, the report was taken to provincial and aboriginal agencies, and AFN and UBCIC with support. Whenever there is major development, economics almost always out weighs community safety. That is where we need to be the voice for those that can't speak for themselves. There are a lot of vulnerable people in our communities. When we did the workshop in PG there were many stories about children that were impacted. People don't want to talk about rape and how it happens. If there is one rape, that is one to any. When we meet with CGL or any proponent, they always mention it in the management plans, with a rape kit. There is no rape kit in the management plan. The camp will also be a damp camp. They can consume their liquor in their rooms; we would like to see mitigations, like decaling company vehicles, that is why we worked really hard at producing the report, not just for LBN or Nak'azdli. People should take what you can use and what you don't need you leave. We are working hard to repost those positions in the community. When we first started, the camp was going to be right outside of the community. Economics almost always outweigh human safety.

**Chief**– first of all want to think each and everyone. For a quick increase in population, it is almost like the tree planters, it is almost like the people looking like Woodstock, where there are tree planters. But safety comes to mind, especially economics of the gas line coming in. I have witnessed Fraser Lake, where Endako is being refurbished, and there is a desert when no one is around. Extra garbage, and people in the region- as a politician, the impact on social activities, namely being drugs and alcohol, drugs mainly – heavy duty drugs being dealt with nowadays. The social impact is double the concentration, for the safety of our children. At the end of the day, need a committee to stand front and centre to deal with the emergencies, Town of Lake Babine, and Council, can't predict what will happen. Need to be ready and be vigilant as to the negative impact. The jobs will be created – what sort of jobs will be getting into; young people and grads need the work. Positive impact of such a project. Need to have the population being local. Need a safety team, need to be lined up with the RCMP. Need to have that win-win.

**Georgina** – just listening to everyone, we have been talking about a lot of the routes that are open, we can come out and see the drugs run that happen up there. Bu tit would be nice to have someone on the land checking out all these areas that are open. We come out and find drug run happening from Takla to Fort Babine – and comes out in Smithers. We need to have more people on the land, as a lot of our



young people will run for the drugs and alcohol if it is offered. We are trying to shut down roads that are not being used, close them and re-plant trees up there. We should also have our own tree planting companies. Shouldn't have all these Woodstock people. Need more conservation officers out on the land.

**Chief** - If there is no one out looking after the land. Need to shut down the 5,000 road, and had to close it down. Couldn't we have road blocks for searching vehicles to stop the flow of drugs?

**Shawn** - have trained up all the members in pipeline training to identify different behaviours from an average traveller to go into a driver investigation, on behaviours. Road-blocks are a part of the key this year, as a strategy, not just for distracted driving, for the drugs. The drugs are coming in and we need more people are on the street in town. We had a foot chase with an out of town foot chase. Ned to have the people willing to call us and tell us what is happening. Can't be everywhere. We need the eyes and voices. That is not saying that they have to go to court. We can't make charges stick often, but having those road checks happen is good, we can do more focused.

**Erin** - we can also change our shifts up as well, if you feel the activity has a peak time, if there is a particular night to do a road block, or if there is a location we should be out. If there are times, places or locations that we should road block we need to know. People should call Crime Stoppers and send information in, to give us more ammunition to act. If we can build up an infrastructure to build up the information and health services locally in a more traditional healing – need that for members.

**Shawn** - There are shifts that go to 4 AM. The shift can continue. Can increase patrols at target times. The Burns Lake detachment deals with a large area. Crime Stoppers is a great way to get information out, with Crime Stoppers to get information across.

**Verna** - How are we going to coordinate? Once a month

**Jason** - Is the scope related to health, social and crime? Is it appropriate to raise other issues? Transportation issues should be here.



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Board - Receive

British Columbia News

## Northwest business owners eligible for additional wildfire recovery funding

<https://news.gov.bc.ca/19990>

Monday, June 10, 2019 8:15 AM

JUN 10 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

**Victoria** - Small business owners in B.C.'s northwest who suffered financial and business losses following British Columbia's devastating 2018 wildfire season can now apply for additional assistance.

Eligible business owners may receive up to \$20,000 through the Canadian Red Cross's Support for Small Business Program.

"Small businesses are at the core of our communities in B.C., and it's critical that the Province support their recovery from any disaster," said Mike Farnworth, Minister of Public Safety and Solicitor General. "This financial assistance is about ensuring small business owners, employees and by extension, their communities, are more resilient to future events."

Eligible business owners and not-for-profit organizations with fewer than 50 employees will be able to apply through the program. The funding comes from \$10 million the Province provided to the Red Cross in November 2018 for wildfire recovery efforts.

"The Red Cross remains committed to supporting wildfire recovery in B.C.," said Elysia Dempsey, emergency management director, Canadian Red Cross. "Thanks to this funding from the provincial government, we can provide this program that will further assist people and their communities to recover after this disaster."

Financial assistance is designed to help with expenses including uninsured losses, cleanup and repair of property, replacement or short-term lease of tools and equipment, moving and storage expenses, lease payments, utility bills and other operational costs related to wildfire impacts. Eligibility will be based on individual needs and determined based on an application process managed through the Canadian Red Cross.

This program is based on similar successful initiatives used to support businesses in the Cariboo and Grand Forks following the wildfires and floods that impacted those regions in 2017 and 2018. Applications for the first phase of this new funding stream will be accepted from June 17 until Sept. 30, 2019. For information concerning eligibility requirements, visit: [www.redcross.ca/bcfires2018/smallbusiness](http://www.redcross.ca/bcfires2018/smallbusiness)

### Quick Facts:

- The program will provide up to \$20,000 to each eligible applicant.
- Not-for-profit organizations may also apply for additional financial assistance.
- The amounts allocated will be based on individual needs, which will be determined through the application process.

**Media Contacts**

**Ministry of Public Safety and Solicitor General**  
Emergency Management BC  
Media Relations  
250 952-5062



Canadian  
Cancer  
Society

# Peace of Mind Campaign Progress Report Summer 2019

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JUN 04 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO



Thank you!

Your contribution in support of Northerners affected by cancer will make an incredible difference. When people in Northern communities are facing a cancer diagnosis, often their only option for specialized care and treatment is to travel to Prince George. Leaving behind family, friends and loved ones can be both emotionally and financially overwhelming.

That's where you came in. You recognized the need to lower user fees and make a stay at the Kordyban Lodge more accessible. At \$54 per day, Kordyban Lodge is not always the most affordable option in the area. While meals, snacks, activities and support services are all included at the Lodge, user fees can put the program out of reach for many, especially when stays extend from days into weeks, and even months for ongoing treatment and care.

Nine out of ten Canadian families affected by cancer report some form of financial challenge as incomes decline and household costs rise. For some, a cancer diagnosis begins a financial tailspin that pushes ordinary people over the edge resulting in debt, distress, bankruptcy and even a lifetime on social assistance. Through the Peace of Mind campaign, your gift will help lower the Kordyban Lodge user fees while offering the kind of care and support that is so desperately needed in Northern BC.

## For Melissa, Kordyban Lodge was a lifesaver



Melissa Hunter,  
cancer survivor from  
Dawson Creek

Melissa Hunter's diagnosis of multiple myeloma 10 years ago has entailed ongoing treatments. "Some years were good, some not so good. After a stem cell transplant, things got better for a time. But now I have a few lesions on my bones so I needed 2 rounds of radiation." Fortunately, when she had to come to Prince George, she found all the comforts of home at Kordyban Lodge and took part in many activities that were a welcome distraction from the pain and discomfort of treatment.

"I played pool every day and listened to music. I enjoyed the cleanliness of the place. Everyone is so warm and friendly that you feel like you're at home! There were snacks available, and coffee/tea. That's important to me because I'm an early riser, so I could get a cup of coffee and relax for a couple hours and read. There are lots of places to be by yourself and lots of comfortable seating. It's such a blessing for me and many people."

While Melissa credits Kordyban Lodge for helping her through a very difficult time, she almost didn't stay there. "My stay was paid for by disability - I wouldn't have been able to afford it otherwise," explains Melissa.

Through the Peace of Mind campaign, you are helping keep finances from getting in the way of a stay that offers so much more than accommodation. The Kordyban Lodge, like all four Canadian Cancer Society lodges in BC, is a place where shared experiences can lead to lasting friendships and relieve some of the stress and anxiety of a cancer diagnosis. We often hear from guests that the relationships they form with other guests, staff and volunteers at the lodge are a lifeline at one of the most difficult times in their lives. By supporting the Kordyban Lodge, you are touching lives and hearts.

**"I don't know what I would have done without the Lodge. It's just amazing. It was my lifesaver," says Melissa.**



### Affordable accommodation close to treatment

With 36 beds available, Kordyban Lodge welcomes guests from all over the North, offering rest, nutritious meals, easy access to cancer information, and staff who are on-site 24 hours a day to provide support and information to guests.

The Lodge offers a variety of amenities to help guests feel at home, such as a media room, family room, spiritual room, laundry facilities, guest computer areas and more. There is also a wig and breast prosthesis bank on-site for those who need them. We invite you to see the lodge for yourself either by booking a tour in person or visiting the [Virtual Tour online](#).

“The lodge is such an oasis of peace after appointments, procedures, being in unfamiliar traffic. A simple thank you seems so inadequate.” – Penny R., former lodge guest

### Campaign progress update

The Peace of Mind campaign is rapidly gaining momentum. With support from Regional Districts across the North of BC and multiple pledges from community supporters like you, our goal to reduce user fees beginning in January 2020 is within reach. Help us spread the word by sharing this newsletter with friends and family.

### Supporting Northerners affected by cancer

CCS is the only national charity that supports Canadians with all cancers in communities across the country. In Prince George, the Kordyban Lodge is a hub of support for guests and anyone in the community who has been touched by cancer. Below are a few of the programs and services your gift makes possible at Kordyban Lodge.

#### Look Good, Feel Better Workshops

Free beauty workshops for women affected by cancer covering tips and strategies to cope with appearance-related side effects of cancer treatment such as losing hair, eyelashes, eyebrows and having sallow or dry skin. At a time when many women are feeling vulnerable, these workshops give women tools to restore their self-confidence and feel like themselves again.

#### Wig Bank and Salon

The CCS Wig and Breast Prosthesis bank at the Kordyban Lodge provides a wide range of free wigs, headwear, permanent breast prostheses and bras to cancer patients throughout Northern BC.

#### Craft and Card Making Workshops

Lodge guests can channel their inner artist by creating handmade cards. Craft supplies have been generously donated with everything from paint to collage materials available. These workshops provide a welcome outlet for creative talent and social networking.

#### Come see the difference you make

Would you like to see the lodge for yourself? Did you know we offer room bookings at the lodge for private functions and events? Please contact us for more information or to book a tour at your convenience.

#### Contact:

##### Margaret Jones-Bricker

Manager, Annual Giving

Phone: 250-645-2369 | Toll-free: 1-800-811-5666

[margaret.jonesbricker@cancer.ca](mailto:margaret.jonesbricker@cancer.ca)

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Board-Receive

Geraldine Craven

**From:** NCLGA Admin <admin@nclga.ca>  
**Sent:** Friday, May 17, 2019 12:58 PM  
**To:** 'NCLGA ADMIN'  
**Subject:** AGM Highlights and More

RECEIVED

MAY 21 2019

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

*To our Valued NCLGA Members,*

We would like to extend a big thank-you to all of those who attended and participated in the 2019 AGM and Convention last week! We believe that it was a productive and well-attended event, made successful by the hard work of all those involved.

For your review or for those who were unable to make the event, the final results of the [AGM Resolutions Debate](#) as well as copies of the [speaker presentations](#) have been posted on our website.

**2019 AGM Highlights:** Congratulations to our newly elected Board Executives: President Lara Beckett, 1<sup>st</sup> Vice-President Sarrah Storey, 2<sup>nd</sup> Vice-President Cori Ramsay, and returning Directors-at-Large: Steve Forseth, Judy Greenaway and Lynne Christiansen. We also welcomed two new appointed regional representatives to the Board of Directors: Dean Paranich, Area Director in the Kitimat-Stikine Regional District and Leonard Hiebert, Area Director in the Peace River Regional District.

During the banquet on Thursday night, we presented the 2019 Community Leadership Awards to two deserving communities: The District of Mackenzie and the Village of Burns Lake! Congratulations to Bill Miller, former chair of the Bulkley-Nechako Regional District, for being this year's winner of the Lifetime Achievement Award.

Check out our Social Media accounts ([Facebook](#) and [Twitter](#)) in the coming week to view photos of the convention!

**Community Economic Development Workshops:** We'd also like to tell you about a really great opportunity for communities in North Central BC. Michael Shuman from SFU is giving free workshops on economic leakages in Prince George, Vanderhoof, Quesnel, Smithers and Hazelton from May 30 - June 3. To register for the respective community workshops please register at the link below:

[https://www.sfu.ca/ced/news\\_events/michael-shuman-northern-tour.html](https://www.sfu.ca/ced/news_events/michael-shuman-northern-tour.html)

**Membership Dues:** Thank you kindly to those who have sent us their membership dues. We are very appreciative of your prompt payment and support. If you have yet to provide your payment, please do so as soon as possible so we can continue our advocacy work for those living in North Central BC.

Sincerely,

NCLGA Staff

Tel: 250-564-6585

Email: [admin@nclga.ca](mailto:admin@nclga.ca)

[NCLGA Website](#)



Follow the NCLGA on [Facebook](#) and [Twitter](#)

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Geraldine Craven

MAY 15 2019

**From:** MFA <mfaemail@mfa.bc.ca>  
**Sent:** Wednesday, May 15, 2019 3:34 PM  
**Subject:** Municipal Finance Authority - Report to Members on the activities for the period of October 2018 to April 2019  
**Attachments:** MFA Report to Members on Activities for the period of October 2018 to April 2019.pdf

REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

## Welcome to this year's 1st summary report on activities of the Municipal Finance Authority –

Dear MFA members,

We are pleased to share with you the attached summary of the activities and performance of the Municipal Finance Authority of British Columbia for the period of October 2018 to April 2019.

Please share this report with your respective organizations.

Please note, the MFA Semi-Annual General Meeting of the Members will take place on Tuesday afternoon, September 24, 2019 in Vancouver BC, at the time of the annual convention of the Union of BC Municipalities (UBCM). Further details will follow at a later date.

Thank you,

Malcolm Brodie, Chair  
Al Richmond, Vice-Chair



*BC's Authority on Local Government Finance*

### Municipal Finance Authority of BC

Unit 217 – 3680 Uptown Boulevard, Victoria, BC V8Z 0B9  
P: 250.383.1181 | Web: [mfa.bc.ca](http://mfa.bc.ca)

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## MUNICIPAL FINANCE AUTHORITY OF BRITISH COLUMBIA

### REPORT FROM THE CHAIR and VICE-CHAIR ON ACTIVITIES FOR THE PERIOD ENDED APRIL 2019

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#### **PURPOSE**

This report is intended to provide a summary of the activities and performance of the Municipal Finance Authority of British Columbia ("MFA") for the period ended April 2019.

#### **MFA**

##### **Board of Trustee Meetings**

The Board of Trustees attended three meetings during the six-month period of October 2018 – March 2019.

The Investment Advisory Committee, comprising all trustees, held one meeting. The purpose of these meetings is to receive reports from management and our pooled investment fund manager Phillips, Hager & North (PH&N) and assess the performance of the pooled funds.

##### **Annual General Meeting of Members and Board of Trustee Elections for 2019**

Members and trustees attended the Annual General meeting on March 28, 2019. The 39 appointed Members elect 10 trustees each year at the MFA AGM. The following trustees were elected from the members representing Metro Vancouver: Malcolm Brodie, Jonathan Coté, Jack Froese and Brad West. Geoff Young was nominated as the trustee representing the Capital Regional District. The following were elected as the five trustees from the remaining regional districts: Al Richmond (Cariboo Regional District), Ron Toyota (Regional District of Central Kootenay), Rob Gay (Regional District of East Kootenay), Lyn Hall (Fraser-Fort George Regional District) and Andy Adams (Strathcona Regional District). Malcolm Brodie and Al Richmond were acclaimed Chair and Vice Chair, respectively.

#### **2018 IN REVIEW AND LOOKING FORWARD**

Meetings of our Members were held September 11, 2018 (SAGM) and March 28, 2019 (AGM).

The Board of Trustees met with management several times throughout the year to review operating performance, access to the financial markets, administration and other miscellaneous items. In addition, the Board of Trustees held meetings of the Investment Advisory Committee which provides oversight for our Pooled Investment Funds. The Trustees and management also made presentations on behalf of the MFA at various local government conferences during the year.

From a staffing perspective, Graham Egan has decided to take a well-deserved retirement at the

end of 2018, culminating 19 years of service to our organization. Graham's legacy includes not only the financial strength of the MFA, but also the development of our proprietary in-house software system which has been instrumental in the continued success of our organization. Matthew O'Rae joined us in October from the Island Health Authority to take on the role of Director of Finance.

During 2018, we hired four additional team members to fill vacant positions: Marina Scott, Programmer Analyst; Selina Pieczonka, Administrative Assistant; Connor Neuman, Accountant; and Kyle Derrick, Credit and Economic Analyst. Alex Berg joined us in the newly created role of Client Support Specialist in February of this year.

Despite growth of the staff complement at MFA over the last few years – we have grown from 7 to 14 full time staff – we continue to answer questions from investors and the rating agencies to explain how our organization can operate with such a lean staff complement. In our recent meeting with the rating agencies, two out of the three noted that the few organizations around the world that do a similar function to MFABC (infrastructure lenders to local government) have much higher staff complement than MFA (ranging from 50 to several hundred staff in some cases). Management suggested there were many reasons for this relating to how MFA conducts its operations relative to these other organizations including:

1. MFA is not competing with other financial institutions in our main lines of business (borrowing and on-lending) so does not need to devote an inordinate amount of time and effort on marketing efforts;
2. MFA's lending parameters (for example level of indebtedness) are clearly defined and not subject to interpretation or competitive pressures;
3. MFA's capital market operations are simpler than many of those international organizations who tend to borrow in multiple currencies and employ swap and derivatives to a large extent. MFA has focuses on Canadian dollar issuance and lending, which keeps things much simpler to manage; and
4. MFA is not a regulated financial entity (nor should it be) as it operates under clearly defined parameters as per its Act – and lends to a very conservatively fiscally managed local government sector in BC. Regulations are ever increasing in the financial services industry and lead to additional staff needs and reporting requirements for those regulated entities.

From a program perspective, 2018 marked the end of the Municipal Investment Program (MIP), which offered individual investment accounts to municipal employees and politicians. As we described during the 2018 SAGM, the significant legal, regulatory and other complexities of dealing with individual investors outweighed the marginal benefits of the program. All participants who chose to remain in the program transitioned to the new Industrial Alliance program with Apri as the sponsor.

In mid-2018, we added a second service provider for our Pooled High Interest Savings investment program. As you know, we undertook a review in 2016/2017 on the issue of creating a new 'socially responsible (SRI)' pooled investment fund for clients who expressed this need. In 2018, interest in creating such a fund has continued to be static and remains at least \$35 million short of the \$100 million in scale we require to sufficiently defray costs.



From an accounting and reporting perspective, we are very pleased to report that we have successfully adopted IFRS 9 and the new requirement to model and estimate our forward-looking credit loss expectations for all assets held by the organization. Credit losses could be sustained by the MFA if one of our investments or loans were not paid back in time or in full. While we have never experienced any credit losses in our history, we are required to estimate potential future losses, based on new accounting standards used by financial institutions. This has resulted in an Expected Credit Loss on our balance sheet of just over \$600,000 as at December 31, 2018 on a balance sheet value of over \$9 billion. This represents less than 1 basis point, or 0.01% of the balance. This remarkably small Expected Credit Loss number reflects the quality of our loan and investment portfolios, will help inform our capital target, and should be supportive of our credit ratings going forward. We expect a capital strategy – effectively a target operating level for capital to be held on our balance sheet – to be developed and approved by Trustee in 2019.

### **2018 Year End Financial Results**

#### **Income from Operating Activities, Short-Term Debt Fund, and Retention Fund**

Our retention fund grew to \$73 million at the end of 2018, a \$9.3 million increase from 2017. This was accomplished by a combination of income from operations of \$3.2 million, short-term debt fund earnings of \$4.2 million, interest earned on the fund itself of \$1.4 million and \$0.5 million fair market value gain on investment holdings for accounting purposes. The uses of the retention fund are currently technically unrestricted; however, the fund supports our AAA ratings and investors' view of the MFA's credit quality. As such, management and trustees will be developing a formal policy (Capital Target) with respect to its intended use and targeted size.

#### **Asset and Investment Management**

Assets under management were \$9.2 billion at the end of 2018. Assets comprise our loans to clients of \$4.7 billion, representing 1,689 long-term requests for financing through 28 regional districts and three other entities. Our short-term loans of \$258 million represented 123 short-term requests for financing and 331 equipment financing arrangements. Included in our assets are investments of \$3.6 billion managed internally. Of these investments, \$3.5 billion are held as sinking funds which reflect payments collected from clients and invested for the future retirement of market obligations. We also manage and invest a debt reserve fund, valued at \$108 million at the end of the year. The debt reserve fund holds assets as security for debenture payments to bondholders in the unlikely event that a client is unable to make payment to the MFA. It is a measure of protection that has never been accessed in our history.

### **LENDING**

#### **Long-term Lending**

We issued \$1,741 million of long term bonds in 2018 – an increase of about \$785 million from 2017, due to a higher amount of maturing market debt to be refinanced. We issued four debenture issues during 2018 (compared to 2017 – \$956 million raised in five issues). These issues achieved 5-year and 10-year borrowing rates of between 2.60% to 3.084% which are still very low by historical standards. Throughout 2018, MFA continued to access the lowest long-term rates in Canada when compared to our municipal peers. This borrowing program refinanced maturing debt and underpinned both existing client loans as well as 73 new loans aggregating over \$726 million to our clients.

<b>New Long-Term Loans – 2018 Full Year</b>		
Size	Number	Aggregate Amount (\$)
Less than \$1 million	38	14,225,466
Between 1 & 5 million	27	62,131,423
Between 5 & 10 million	2	15,000,000
Between 10 & 15 million	2	25,500,000
Above \$15 million...	1	89,898,990
	1	120,000,000
	1	128,787,879
	1	270,000,000
<b>Total</b>	<b>73</b>	<b>\$725,543,758</b>

### Short-term Lending

At the end of 2018 we had \$675 million in commercial paper outstanding to support our current and expected growth in short-term lending. We issued \$5.7 billion in commercial paper throughout the year in weekly auctions. Short-term loans are refinanced weekly, allowing for flexibility and efficiency for our clients. This program is primarily used to provide interim financing for capital projects during construction and lending for our equipment financing program.

In 2018, advances totalled \$152.4 million. Of the 172 advances, \$12.2 million was the largest single transaction. At the end of December, we had 445 loans outstanding aggregating \$257.2 million.

<b>Short-term Outstanding Loans December 31, 2018</b>		
Size (\$)	Number	Aggregate Amount (\$)
< 50,000	213	4,525,485
50,000 < < 150,000	109	9,497,853
150,000 < < 500,000	74	20,606,973
500,000 < < 1 million	24	17,594,637
1 million < < 5 million	15	32,042,353
5 million < < 10 million	6	36,556,200
Greater than 10 million	4	136,381,000
<b>Total</b>	<b>445</b>	<b>257,204,502</b>

### Triple A Credit Ratings

Annual credit rating presentations were held April 16-17, 2019. The representatives for MFA were the Chair, Vice-Chair, CAO Peter Urbanc, Shelley Hahn (Director of Business Services), Matthew O'Rae (Director of Finance), Nikola Gasic (Portfolio Manager), Phil Trotzuk (CFO of Metro Vancouver

Regional District) and Dean Rear (Director/Deputy CFO of Metro Vancouver Regional District). We are pleased to report that no issues of concern were raised in those meetings. Confirmation of our ratings will be forthcoming over the coming weeks.

#### POOLED INVESTMENT FUNDS

In June 2018, we launched our second Pooled High Interest Savings Accounts (PHISA). The National Bank of Canada (NBC) PHISA is currently paying 2.52% and the CIBC PHISA at 2.46% on all money deposited. This rate will adjust with any changes in the prime rate. As at the time of this report, the NBC PHISA was \$144 million and CIBC PHISA was \$412 million on deposit.

The 2018 results for the three managed funds are all positive relative to the benchmark indexes. These are Money Market Fund, 1.65% (Index 1.15%), Intermediate Fund, 1.90% (Index 1.62%), and Bond Fund, 1.76 % (Index 1.71%).

Total pooled funds at December 31, 2018 was \$1.915 billion (2017, \$2.316 billion), with the Money Market Fund at \$1.106 billion (2017, \$1.200 billion), the Intermediate Fund at \$0.265 billion (2017, \$0.340 billion), and the Bond Fund at \$0.544 billion (2017, \$0.775 billion).

As at	January 31, 2019	January 31, 2018	Change	1 Year Returns at January 31, 2019	
				Funds	Benchmark
	\$ millions				
Bond	541	741	-200	2.68 %	2.62 %
Intermediate	240	314	-74	2.20 %	1.74 %
Money Market	1,076	1,107	-31	1.71 %	1.20 %
Pooled High Interest Savings Account *	661	209	452	**	N/A
<b>AUM</b>	<b>2,518</b>	<b>2,371</b>	<b>147</b>		

\*\* Current Rate on CIBC and NBC PHISA's are 2.46% and 2.52%, respectively.

As previously reported, MFA staff and PH&N have been working on the development of a pooled mortgage fund (the "PMF") since 2017 and are getting ready to launch the new fund over the coming months. Staff from both organizations believe that a commercial mortgage option in a pooled fund format would offer an attractive yield and good diversification for those local government investors that have a longer time horizon for a portion of their reserves. We have spoken directly to some of our larger clients and many have expressed an interest in participating. Introducing the fund can be done at minimal cost given it would make use of two existing pooled funds managed by PH&N – a bond fund with a small exposure to mortgages, the PH&N Short Term Bond & Mortgage Fund, and a mortgage fund – the PH&N Mortgage Pension Trust. One of the main risks of investing in commercial mortgages is liquidity risk due to the lack of an active secondary commercial mortgage market. The design of an MFA Pooled Mortgage fund can provide

some liquidity despite mortgages being an illiquid asset class as the fund will not be fully invested in mortgages; it will also hold liquid securities to help permit orderly redemptions by clients. The next steps for the mortgage fund included detailed educational session with interested customers in April and May and opening the fund for subscriptions in the June/July timeframe.

### **EDUCATIONAL SUPPORT**

Here are some specific ways we supported you, your teams, and your communities in 2018:

- The Len Traboulay Education Fund was established in 2001 and provides up to \$60,000 annually for the education of elected officials and employees in local government. \$30,000 was contributed to the Local Government Leadership Academy and \$30,000 was available for applications of interest towards providing education and training to local government staff;
- We contributed a further \$72,500 for annual conferences of UBCM, LGMA, and GFOABC, as well as the chapter and area association meetings for elected officials and officers in local government. MFA employees are requested, from time to time, to instruct or facilitate at these events;
- The Government Finance Officers' Association received \$12,000 towards their "Bootcamp" program, an Asset Management training day, and the first two Investors' Forum Webinars, a new educational offering underwritten by the MFA;
- We provided a travel bursary of \$12,000 from the James R. Craven Fund, funded annually to support local government staff from rural areas to attend the Municipal Administrators Training Institute (MATI Level 1); and
- Members of the MFA team have active representation on the Local Government Leadership Academy (LGLA) and Government Finance Officers Association of BC (GFOABC) Boards, and take an active part in CivicInfo BC committees on public sector scholarship and local government app development.

### **2019 BUSINESS PLAN**

Our business plan is driven by our key areas of focus: people, programs, processes, partnerships, policies, and profile. As we have augmented our team to accommodate new goals and challenges, our emphasis has evolved to concentrate on organizational resilience and excellence. By adding selectively to our staff complement over the last few years, we have increased our capacity to pursue new programs and refine our existing service model, while gaining access to expanded skillsets and fresh perspectives.

#### **Top level themes for 2019:**

- Greater connectivity and communication with related agencies, stakeholders, & clients;
- Internal streamlining and refining of processes;
- Incorporation of digital solutions, both internal and external;
- Cybersecurity and data security;
- Business continuity/disaster recovery planning;
- Refinement of education and sponsorship support to reflect our mandate & client needs; and
- Reimagining our mission and vision heading into our 50th year.

**SUMMARY / CONCLUSION**

The MFA Semi-Annual Meeting of members will be held on the afternoon of Tuesday, September 24, 2019 in Vancouver, at the time of the annual convention of the Union of BC Municipalities (UBCM).

Submitted by:

A handwritten signature in black ink, appearing to read "Malcolm Brodie".

Malcolm Brodie  
Chair


A handwritten signature in blue ink, appearing to read "Al Richmond".

Al Richmond  
Vice-Chair

Geraldine Craven

**From:** UBCM <radamson@ubcm.ca>  
**Sent:** Thursday, June 6, 2019 11:19 AM  
**To:** inquiries  
**Subject:** Call for Nominations: 2019-2020 UBCM Executive

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JUN 06 2019  
REGIONAL DISTRICT OF  
BULKLEY-NECHAKO



**Call for Nominations:  
UBCM Executive**

Deadline Tuesday July 31, 2019

Please find attached the 2019 [Call for Nominations](#) for positions on the UBCM Executive.

Please distribute this package to all of your elected officials.

This material is also posted on the UBCM [website](#).

Union of BC Municipalities, 60-10551 Shellbridge Way, Richmond, BC V6X 2W9 Canada

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351

June 5, 2019

**TO:** UBCM Members  
**ATTN: ELECTED OFFICIALS**

**FROM:** Councillor Murry Krause  
Chair, Nominating Committee

**RE: Call for Nominations for UBCM Executive**

UBCM is the collective voice for local government in BC. The membership signals the directions it wants to pursue during the Annual Convention. The members elect an Executive during the Convention to ensure the directions set by the general membership are carried forward. The Executive also provides direction to UBCM between Conventions.

This circular is notice of the UBCM Executive nomination process, including information about the positions open for nomination and the procedures for nomination. The deadline for advance nominations is **Wednesday July 31, 2019**.

### **1. Positions Open to Nomination**

The following Executive positions are open for nomination:

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Metro Area Representative (2 positions)

Information on the responsibilities and commitments of UBCM Executive members is attached as Appendix B. Information on nominations and elections procedures is attached as Appendix C. The relevant extract from the UBCM Bylaws is attached as Appendix D.

### **2. Qualifications for Office**

Each candidate must be an elected official from a UBCM member local government or First Nation.

A candidate for Small Community Representative must be from the council of a village, or a municipality with a population not greater than 2,500.

A candidate for Electoral Area Representative must be an Electoral Area Director on a regional district board.

A candidate for Vancouver Metro Area Representative must be an elected official from either or both a member municipality of the GVRD, or the GVRD Board.

### **3. Nomination Process**

A candidate must be nominated by two elected officials from a UBCM member local government/First Nation, using the attached nomination and consent form (Appendix A).

The Nominating Committee reviews the qualifications of each candidate. The members of the 2019 Nominating Committee are:

- Councillor Murry Krause, Immediate Past President, UBCM, Chair
- Councillor Gord Klassen, North Central Local Government Association
- Councillor Shelley Sim, Southern Interior Local Government Association
- Chair Rob Gay, Association of Kootenay & Boundary Local Governments
- Mayor Jack Crompton, Lower Mainland Local Government Association
- Councillor Carl Jensen, Association of Vancouver Island & Coastal Communities

#### **4. Advance Nominations & Nominating Committee Report**

The Nominating Committee will prepare a Report on Nominations including, at the candidate's option, a photo and 300-word biography. The Report on Nominations will be distributed to all UBCM members for their consideration, in mid-August.

To be included in this report, nominations must be received by **Wednesday July 31, 2019**.

Nominations submitted for inclusion in the Report on Nominations are deemed advance nominations. It is to a candidate's advantage to submit an advance nomination, since the candidate's name, photo and biography will appear in the Report on Nominations distributed to every UBCM member elected official prior to Convention.

#### **5. Nominations Off the Floor**

Any qualified candidate may be nominated "off the floor" at the Convention.

Nominations from the floor will be solicited at specific times during the Convention. Please refer to the Convention Program for these times.

As with advance nominations, a candidate must be nominated by two elected officials from a UBCM member local government/First Nation.

#### **6. Further Information**

The Call for Nominations, Nomination & Consent Form, and related background information are available on the UBCM website under Convention > Nominations & Elections.

Inquiries about the UBCM Executive nominations process should be directed to:

Councillor Murry Krause	Chair email: <a href="mailto:murry_krause@telus.net">murry_krause@telus.net</a>
Chair, Nominating Committee	Chair tel: 250.561.2772 (home)
60-10551 Shellbridge Way	
Richmond BC V6X 2W9	

#### **UBCM Contact:**

Marie Crawford	Email: <a href="mailto:mcrawford@ubcm.ca">mcrawford@ubcm.ca</a>
General Manager, Richmond Operations	Tel: 604-270-8226 ext. 104



**1 NOMINATION & CONSENT FORM FOR 2019/2020 UBCM EXECUTIVE**

We are qualified under the UBCM Bylaws to nominate<sup>1</sup> a candidate and we nominate:

Name: \_\_\_\_\_

Elected Position (Mayor/Chief/Councillor/Director): \_\_\_\_\_

Mun/RD/First Nation: \_\_\_\_\_

Nominated for: \_\_\_\_\_

**NOMINATED BY:**

Name: \_\_\_\_\_

Name: \_\_\_\_\_

Elected Position: \_\_\_\_\_

Elected Position: \_\_\_\_\_

Mun/RD/First Nation: \_\_\_\_\_

Mun/RD/First Nation: \_\_\_\_\_

Signature: \_\_\_\_\_

Signature: \_\_\_\_\_

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

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

**CONSENT FORM**

I consent to this nomination and attest that I am qualified to be a candidate for the office I have been nominated to pursuant to the UBCM Bylaws<sup>2</sup>. I will also forward by July 31, 2019 to the Chair of the Nominating Committee, the following documentation:

- Nomination & Consent Form, completed and signed;
- Portrait photograph\* (resolution: 300 ppi; size: 600x400 px; format: TIFF or JPEG); and
- Biographical information\*. The maximum length of such information shall be 300 words. If the information provided is in excess, the Nominating Committee Chair shall return it once for editing; if it still exceeds 300 words the Nominating Committee Chair shall edit as required.

\* Photo and bio will be published in the Report on Nominations.

**CANDIDATE:**

Name: \_\_\_\_\_

Elected Position: \_\_\_\_\_

Mun/RD/First Nation: \_\_\_\_\_

Nominated for: \_\_\_\_\_

Signature: \_\_\_\_\_

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

Photograph, biographical information, and completed Nomination & Consent Form should be submitted to the attention of the Chair, Nominating Committee, via email: [mcrawford@ubcm.ca](mailto:mcrawford@ubcm.ca) .

**Submission Deadline: July 31, 2019**

<sup>1</sup> Nominations require two elected officials of members of the Union [Bylaw 4(b)].

<sup>2</sup> All nominees to the Executive shall be elected representatives of a member of the Union [Bylaw 3(c)].

Nominees for Electoral Area Representative, Small Community Representative and Vancouver Metro Area Representative must hold the appropriate office.

## BACKGROUND INFORMATION FOR CANDIDATES TO THE UBCM EXECUTIVE

### 1. RESPONSIBILITY OF UBCM EXECUTIVE

Under the UBCM Bylaws:

*The Executive shall have the power and it shall be their duty to put into effect the will of the Union as expressed by resolutions at any of its meetings. Between meetings they shall manage the affairs of the Union and shall report all the transactions of the year to the Annual Convention.*

### 2. UBCM EXECUTIVE STRUCTURE

#### Executive

- President
- First Vice-President
- Second Vice-President
- Third Vice-President
- Director at Large (5 positions)
- Small Community Representative
- Electoral Area Representative
- Vancouver Representative
- GVRD (Metro Vancouver) Representative
- Immediate Past President
- Area Association Rep. (5 positions)
- Vancouver Metro Area Rep. (2 positions)

#### Committees

The President appoints Executive members to Committees – of which the following are currently active:

- Presidents
- Resolutions
- Convention
- Community Safety
- Environment
- Health and Social Development
- Indigenous Relations
- Community Economic Development

Each Executive member generally serves on two committees.

### 3. EXECUTIVE MEETINGS

The full Executive meets six times a year, over 2-3 days, following this general pattern:

- Friday, the last day of the Annual Convention (1 hour)
- 2<sup>nd</sup> or 3<sup>rd</sup> week of November (2 days)
- 2<sup>nd</sup> or 3<sup>rd</sup> week of February (3 days)
- 2<sup>nd</sup> or 3<sup>rd</sup> week of May (2 days)
- 3<sup>rd</sup> full week of July (2-3 days)
- Sunday afternoon preceding the Annual Convention (half day)

Executive meetings, other than the two coinciding with Convention, usually take place over a Thursday and Friday. Committee meetings are held Thursday and the full Executive meets on Friday.

Committee Chairs or Table Officers may be called on for more frequent representation. In addition, certain Committees' activities require attendance at meetings or conferences throughout the year.

Executive members' travel expenses and a per diem for meals and incidentals are reimbursed for all activities on behalf of UBCM.

However, for Executive members attending the Annual Convention, UBCM provides reimbursement only for the added expenses that would not normally be incurred by attending as a delegate from a local government.

## UBCM EXECUTIVE NOMINATION & ELECTION PROCEDURES

### UBCM EXECUTIVE STRUCTURE

The ongoing administration and policy work of the UBCM is governed by an Executive Board that is elected and appointed at the Annual Convention. The Board is comprised of 21 members, with the following structure:

#### 13 Elected Positions

President  
 First Vice-President  
 Second Vice-President  
 Third Vice-President  
 Director at Large (5 positions)  
 Small Community Representative  
 Electoral Area Representative  
 Vancouver Metro Area Representative (2 positions)

#### 8 Appointed Positions

Immediate Past President  
 Vancouver Representative  
 GVRD (Metro Vancouver) Representative  
 Area Association Representatives: AKBLG, AVICC, LMLGA, NCLGA & SILGA

### NOMINATING COMMITTEE

In accordance with the UBCM Bylaws, a **Nominating Committee** is appointed to oversee the nomination and election process. The Committee is comprised of the Immediate Past President and representatives of the five Area Associations.

The **Nominating Committee** reviews all nomination documents to verify that nominees meet the qualifications for office. It is not the role of the Nominating Committee to recommend any one candidate. The Committee's mandate is to ensure that nominations are complete and in accordance with policies and procedures.

### NOMINATION PROCESS

#### May/June

Nominating Committee will circulate a Call for Nominations notice that will contain the following information:

- positions open for nomination
- process for nomination
- qualifications for office
- role of Nominating Committee
- closing date for nominations to be included in the Report on Nominations
- general duties of an Executive member

The Call for Nominations will include instructions on how to access additional information on UBCM Executive responsibilities and how to submit a nomination.

#### July 31, 2019

Advance nominations close.

Following the July 31<sup>st</sup> advance nominations deadline, the Nominating Committee will review nominees' qualifications and prepare a Report on Nominations. For all qualifying nominees, photos and biographical information received by the advance nominations deadline will be included in the Report on Nominations.

### Mid-August

The Report on Nominations will be distributed to all UBCM members and will include the following information for each candidate:

- name and the position for which he or she has been nominated
- portrait photograph
- biographical information

### On-Site at Convention

Any qualified candidate may be nominated off the floor of the Convention. The specific times when nominations will be accepted from the floor are given below.

## ELECTION PROCESS

### Step 1 – Election of Table Officers

#### WEDNESDAY, SEPTEMBER 25

- |              |   |
|--------------|---|
| 9:20 am      | Nominating Committee presents the list of advance nominees for Table Officer positions: President, First Vice-President, Second Vice-President, and Third Vice-President. |
| 11:55 am     | Nominations from the floor for Table Officer positions.   |
| 2:30-2:45 pm | Candidate speeches <i>(if there is more than one candidate for a position)</i> .  |
| 2:45-5:00 pm | Elections for Table Officer positions <i>(if there is an election)</i> .  |

#### THURSDAY, SEPTEMBER 26

- |              |   |
|--------------|---|
| 8:00-9:00 am | Elections continue for Table Officer positions <i>(if there is an election)</i> . |
|--------------|---|

### Step 2 – Election of Remaining Executive Positions

#### THURSDAY, SEPTEMBER 26

- |                |   |
|----------------|---|
| 8:30 am        | Nominating Committee presents the list of advance nominees for the remaining Executive positions: Director at Large, Small Community Representative, Electoral Area Representative and Vancouver Metro Area Representative. |
| 11:30-11:35 am | Nominations from the floor for the remaining Executive positions.   |
| 11:35-12:00 pm | Candidate speeches <i>(if there is more than one candidate for a position)</i> .  |
| 2:00-5:00 pm   | Elections for the remaining Executive positions <i>(if there is an election)</i> .  |

#### FRIDAY, SEPTEMBER 27

- |              |   |
|--------------|---|
| 7:30-8:30 am | Elections continue for the remaining Executive positions <i>(if there is an election)</i> . |
|--------------|---|

*For further information on the nomination and election process, please contact the Chair of the UBCM Nominating Committee.*

*Please review the Convention Program for final timing of events.*

**EXTRACT FROM THE UBCM BYLAWS:  
EXECUTIVE COMPOSITION, NOMINATIONS & ELECTIONS**

**UBCM BYLAWS SECTIONS 2 TO 5**

**2. OFFICERS:**

The Officers of the Union shall be: President, First Vice-President, Second Vice-President, and Third Vice-President.

**3. EXECUTIVE:**

(a) There shall be an Executive which shall be composed of:

- the Officers of the Union;
- the Immediate Past President, who shall be the last president to have completed the term of office as President;
- a Vancouver Representative, who shall be a member of the Vancouver City Council;
- a Small Community Representative, who shall be a member of a Council of a Village or a municipality with a population not greater than 2,500;
- an Electoral Area Representative, who shall be an Electoral Area Director of a Regional Board;
- a GVRD Representative who must be a member of the GVRD Board;
- five Directors representing the five Area Associations as defined in Section 21;
- five Directors at Large; and
- two representatives ("Vancouver Metro Area Representatives") who must be elected members of either or both a council of a member municipality of the GVRD or of the GVRD Board.

The members of the Executive shall be the Directors of the Union.

(b) The Officers, the Directors at Large, the Small Community Representative, the Electoral Area Representative and the Vancouver Metro Area Representatives, shall be elected annually at the Annual Convention, and except as herein otherwise provided, shall hold office until their successors are elected at the next Annual Convention. The Vancouver Representative shall be appointed annually by the Vancouver City Council, the GVRD Representative shall be elected annually by the Board of the GVRD, and the five Area Association Directors shall each be appointed by their respective Area Associations as identified in Section 21. All such appointments shall be communicated to the Nominating Committee by the appointing body pursuant to Section 4(b).

(c) Except for the Immediate Past President, all members of the Executive, including Officers of the Union, shall hold office only so long as they remain elected representatives of a member of the Union. If a person holding the office of Immediate Past President ceases to be an elected representative of a member of the Union while holding the office such person shall only hold the office for the remainder of the then current term.

- (d) No person shall hold a position as Officer of the Union unless elected as an Officer by the membership of the Union and no person shall be elected more than twice, whether consecutively or otherwise, as President of the Union.

In the event of a vacancy occurring amongst the Officers, the next ranking Officer willing to serve shall fill the vacancy, provided that if the office of President cannot for any reason be filled as aforesaid, the Executive shall call a special election for the office of President and such election may be held by a mail ballot pursuant to the rules and procedures established and determined by the Executive.

In the event of a vacancy:

- amongst the Officers, other than President, the Executive may appoint, from amongst persons qualified to be elected to the Executive, Acting Directors at Large equal to the number of vacancies;
  - amongst the Directors at Large, the Small Community Representative, the Electoral Area Representative, or the Vancouver Metro Area Representatives, the Executive may appoint a person qualified to hold the office to fill the position for the term remaining;
  - in the position of Vancouver Representative, GVRD Representative or amongst the five Directors appointed by the Area Associations such vacancies shall be filled in the manner of the original appointment.
- (e) The Union shall pay the expenses of the Executive incurred on authorized business of the Union, except for attendance at the annual Convention. For attendance at the Executive meeting immediately preceding the annual Convention such expenses shall be limited to the per diem rates and extra hotel accommodation costs incurred for the period of that Executive meeting only. No travelling expenses nor any part of other expenses ordinarily incurred by Executive members in attending the annual Convention will be borne by the Union. In the event that the Immediate Past President no longer holds municipal office, while still remaining a member of the Executive, his or her expenses incurred in attending the annual Convention and the Executive meeting immediately prior to it shall be paid by the Union.

#### **4. NOMINATIONS FOR ELECTION OF OFFICERS AND EXECUTIVE:**

- (a) There is constituted a committee of the Executive to be known as the Nominating Committee consisting of the Immediate Past President (if any) and the five appointed Area Association Directors provided that where any of the five appointed Area Association Directors declares an interest in seeking election to the Executive of the Union, the Area Association that appointed such Area Association Director may name another elected official of a member of the Union to serve on the Nominating Committee.
- (b) The Nominating Committee shall elect a Chair from amongst the members of the Committee and shall prior to the Annual Convention:
- issue a call for nominations for each of the positions of Officer of the Union and for the positions of Small Community Representative, Electoral Area Representative, the five Directors at Large, and the Vancouver Metro Area Representatives;

- encourage potential nominees to come forward as candidates for office and as requested provide information to such person relating to duties, responsibilities and roles pertaining to the various offices;
  - review the credentials of nominees to ensure that each nominee is qualified to hold office pursuant to Section 4(j);
  - accept qualified nominees nominated by two elected officials of members of the Union;
  - obtain the name of a qualified person who has been appointed by the City of Vancouver to assume office as the Vancouver Representative, the name of the GRVD Representative and the names of the five Area Association Directors who have each been appointed to assume the office of Area Association Director by the respective Area Association;
  - at least 30 days prior to the Annual Convention, prepare and provide to all members of the Union a report on nominations accepted for each office that have been received by the close of business on the last business day of July and on the persons appointed by the City of Vancouver, by the GVRD and the five Area Associations. Such report shall be neutral and the Nominating Committee shall not recommend any nominee or group of nominees.
- (c) In making its report the Nominating Committee, taking into consideration the names of appointees submitted by the City of Vancouver, the GVRD and the five Area Associations, shall ensure they are balanced and representative nominations including:
- that sufficient nominations are received;
  - that each general area of the Province is represented on the Executive nominated or appointed.

The Nominating Committee shall not recommend any nominee or group of nominees.

- (d) The Chair of the Nominating Committee, during the morning session of the first day of the Annual Convention, shall present the nominations for the positions of Officers on the UBCM Executive, i.e. President, First Vice-President, Second Vice-President, and Third Vice-President. After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Officers, in addition to the names presented by the Nominating Committee.
- (e) If, at the close of nominations, only one candidate for each position of Officer stands validly nominated, the Chair of the Nominating Committee shall forthwith proclaim the candidate elected.
- (f) If, at the close of nominations, more than one candidate stands validly nominated for any of the positions of Officers, the Chair of the Nominating Committee shall cause an election to be held.
- (g) On the second day of the Annual Convention at the time after the results of the election of Officers has been announced, the Chair of the Nominating Committee shall present the nominations for the positions of:
- Small Community Representative;

- Electoral Area Representative;
- for the five positions of Director at Large; and
- the two Vancouver Metro Area Representatives.

After the Chair's report on these positions has been read, the Chair shall call for nominations from the floor for each of the positions of Small Community Representative, Electoral Area Representative, for the five positions of Director at Large, and the two Vancouver Metro Area Representatives.

- (h) If, at the close of nominations: only one person stands validly nominated for the position of Small Community Representative, or only one person stands validly nominated for the position of Electoral Area Representative, or in the case of the five positions of Directors at Large, only five persons stand validly nominated; or in the case of the two Vancouver Metro Area Representatives, only two persons stand validly nominated, the Chair of the Nominating Committee shall forthwith declare the only candidates in each of the categories to be elected.
- (i) If, at the close of nominations, more than one person stands validly nominated for the positions of Small Communities Representative, Electoral Area Representative, or in the case of the five positions of Director at Large, more than five persons stand validly nominated, or in the case of the two Vancouver Metro Area Representatives more than two persons stand validly nominated, the Chair shall cause an election to be held.
- (j) Where a nomination is made from the floor, the nominators must advise the Chair that the nominee is qualified pursuant to Section 3 to hold the office and that he or she has consented to be nominated. The Chair shall forthwith ask the nominee to confirm such consent from the floor and if the nominee is not present on the floor at the time of nomination, the nominators may either withdraw the nomination or immediately provide the Chair with the written and signed consent of the nominee.
- (k) Nominations shall require two nominators. The nomination shall state only the candidate's name, elected office, municipality, regional district or other membership affiliation, and Area Association, and that the consent of the person nominated has been received.

#### **5. ELECTION OF OFFICERS AND EXECUTIVE:**

- (a) If, at the close of nominations, more than one candidate stands validly nominated for each position of the Officers, and for the position of Small Community Representative, and for the position of Electoral Area Representative, or in the case of the five positions of Director at Large, more than five such candidates stand, or in the case of the two Vancouver Metro Area Representatives, more than two candidates stand, the Chair of the Nominating Committee shall cause elections to be held as may be required.
- (b) The election of Officers shall be held on the afternoon of the first day and the morning of the second day of the Annual Convention.
- (c) The election of Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two positions of Vancouver Metro Area



Representative shall be held on the afternoon of the second day and the morning of the third day of the Annual Convention.

- (d) If any election is to be held, ballot papers shall be prepared and distributed. In the case of an election for Officer positions, one ballot shall be used. In the case of elections for Small Community Representative, Electoral Area Representative, the five positions of Director at Large, and the two Vancouver Metro Area Representatives, individual ballots shall be used for each category. The names of the candidates shall be printed alphabetically in order of surnames on the ballots, and shall show only the candidates' names, official positions, municipality, regional district or other member affiliation and Area Association. Before any ballot is taken, any person nominated may decline or withdraw his or her name by giving two hours' notice thereof following the time of the candidates' speeches.
- (e) Scrutineers shall be appointed by the President and it shall be among the duties of such Scrutineers to count the votes on such ballots and declare the result of such elections to the Chair of the Nominating Committee who shall report the results of the elections to the Convention. In the case of a ballot vote being held for the five positions of Director at Large, and the two Vancouver Metro Area Representatives, all ballots marked for more than the number to be elected shall be counted as spoiled ballots.
- (f) All elected representatives from members who are present at the Convention shall be entitled to vote for Directors at Large. Only representatives from Small Communities members who are present at the Convention shall vote for the Small Community Representative, only representatives from Electoral Areas who are present at the Convention shall vote for the Electoral Area Representative, and only representatives of the GVRD and the delegates from its member Municipalities may vote for Vancouver Metro Area Representatives. No vote by proxy shall be recognized or allowed.
- (g) In the event that the result of election for the position of any Officer of the Union, Small Community Representative or Electoral Area Representative cannot be declared because of an equality of votes between two or more persons receiving the greatest number of votes, then the Chair shall hold a run-off election amongst those persons who received equal votes.

In the case of an election for the position of Vancouver Metro Area Representative, the Chair shall declare elected the two candidates who receive the highest number of votes. If a candidate cannot be elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.

In the case of an election for office as Director at Large, the Chair shall declare elected the five candidates who received the highest number of votes, provided that if a candidate cannot be declared elected because of an equality of votes between two or more candidates, the Chair shall hold a run-off election for the positions remaining undeclared in which the only candidates shall be the unsuccessful candidates in the original election who do not withdraw.



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## Local Government Awareness Week

May 15, 2019

UBCM, in partnership with CivicInfo BC and the Ministry of Municipal Affairs, is pleased to support the 2019 Local Government Awareness Week, May 19-25. This annual initiative is aimed at building public awareness of local government roles and encouraging participation in local government processes.

For information and resources please visit the Local Government Awareness Week page.

If you have activity ideas that you would like to share with your peers, please send them to Jamee Justason, Resolutions and Policy Analyst, for inclusion on the Local Government Awareness Week website.

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## Volunteer Fire Department Funding

May 15, 2019

The Province of British Columbia is providing \$5 million in funding to support volunteer and composite fire departments with grants for equipment and training. Local governments and all First Nations in BC will be eligible to apply for up to \$25,000 towards the purchase of fire department and interface firefighting equipment (i.e. hoses, bladders, personal protection equipment) and firefighting and mental wellbeing training.

UBCM's Community Emergency Preparedness Fund (CEPF) will administer the new funding stream. The deadline for applications is November 15, 2019, and the Program and Application Guide and Application Form are now available.

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## \$31 Million Renewal of CEPF

May 29, 2019

Premier Horgan has announced the renewal of the Community Emergency Preparedness Fund (CEPF) with \$31 million in new funding. The program supports community resiliency in the face of wildfires, floods and other emergencies. CEPF will provide two new funding streams, and will be open to all First Nations starting in October 2019.

The renewed program will include the original five funding streams:

- Flood Risk Assessment, Flood Mapping and Flood Mitigation Planning, January 24, 2020 next intake deadline
- Emergency Support Services, February 14, 2020 deadline
- Emergency Operations Centres and Training, March 13, 2020 deadline
- Structural Flood Mitigation, October 25, 2019 deadline
- Evacuation Route Planning, April 17, 2020 deadline

Two new funding streams have been added:

- Indigenous Cultural Safety and Cultural Humility Training, December 13, 2019 deadline
- Volunteer and Composite Fire Department Equipment and Training, November 15, 2019 deadline.

The new programs respond to the Abbott-Chapman Report by supporting emergency response professionals that serve indigenous communities and volunteer fire departments. An additional \$5 million in funding that will also be delivered through CEPF will support volunteer fire departments and was announced earlier in the month.

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## UBCM Executive Meeting Highlights

May 29, 2019

Executive members met in Richmond May 15-17 for their quarterly Committee and board meetings. Executive members received a delegation from the Minister of Municipal Affairs and Housing, the Honourable Selina Robinson as part of the Friday board meeting.

### Highlights of the May 17<sup>th</sup> Executive meeting include:

- Received a report on the President's activities since the last meeting noting his attendance at all of the Area Association conferences.
- Received a report on provincial legislation and policy of interest to local government.
- Received notice of appointment of Richard Walton to the Land Title Survey Authority board of directors in response to UBCM's recommendation.
- Approved the following appointments to external committees:
  - Recycle BC Advisory Committee
    - Director Lara Beckett, Regional District of Fraser Fort George
  - Provincial Urban Deer Advisory Committee
    - Councillor Mike Gray, Village of Radium Hot Springs
    - Mayor Kevin Murdoch, Mayor of Oak Bay
  - BC Energy Step Code Council
    - Megan Lohmann, Energy Manager, Regional District of East Kootenay
- Received an update on the following policy files: Vessel Operation Restriction Regulations; Wrecked, Abandoned or Hazardous Vessels; New RCMP Labour Relations Regime; Legalization of Cannabis; Auxiliary Program; Traffic Fine Revenue Sharing Program; Employer Health Tax, Auditor General for Local Government; *The Safe Drinking Water for First Nations Act*; Federal Additions to Reserve Policy; Federal Comprehensive Land Claims Policy; BC Ferries; National Inquiry into Missing & Murdered Aboriginal Women and Girls; Licensing of Commercial Dog & Cat Breeding; 911 Call Answer Levy; Assessment Appeals: special use properties; Electronic Roadside Ticketing; and Revitalization of the ALR.
- Received a report on provincial legislation introduced into the House of interest to, or affecting local governments.
- Reviewed the feedback from Executive on 2019 Advocacy Days, discussed options for improvement.
- Received an update on the housing file; including an update on the Development Application Process Review, the Federal Budget, and a variety of updates on provincial activities on housing.
- Received a report on the Province's new Modernized Land Use Planning process.
- Received a staff report providing an analysis of the provincial responses to the 2018 UBCM resolutions. Provincial responses to the 2018 resolutions are available on the UBCM website.
- Received a report on the Regional District Chairs/CAO Forum held on March 26-27 in Victoria.
- Received an update on issues related to cannabis, including excise tax revenue, regulation of edibles and the development of the BC retail market. The Executive also discussed provincial policy changes impacting the production of cannabis in the ALR, and the lack of communication and engagement with local governments on this file.
- Received an update from UBCM's Fire Safety Act working group noting that members of the working group would be meeting with the Office of the Fire Commissioner to discuss report findings related to the service delivery options for fire inspections, compliance monitoring and investigations.
- Received a report on next steps by the working group on Responsible Conduct.
- Received a report on the newly established Flood and Fire Advisory Committee, including upcoming engagement regarding the *Emergency Program Act* review.

- Received a report on the status of the caribou recovery plan, UBCM engagement on this file, and outreach to the Province seeking greater consultation and engagement with affected local governments.
- Received the financial report for the period ending March 31, 2019.
- Received a staff report on recent activities and updates for the Local Government Program Services and the Gas Tax Fund.
- Received for information, correspondence from the Minister of Municipal Affairs in response to the Alternate Electoral Area Director review; Minister of Environment on caribou recovery plan; and federal minister Champagne on federal gas tax additional allocation.
- Met with the Minister of Municipal Affairs and Housing, the Honourable Selina Robinson and discussed consultation process with local governments; flood and fire advisory committee; local government autonomy and next steps in regard to the Development Approvals Process Review Committee

## Highlights of the May 16<sup>th</sup> Committee meetings:

### Presidents Committee

Presidents Committee members received reports on: staffing, member benefits and services; financial statements; FCM's Toward Parity Initiative; Commercial Vehicle Licencing Program and the work plan and timeline for the 2019 Excellence Awards program. Members received an update on the development of a guide to assist local governments to establish and adopt remuneration policies; the status of the Development Approvals Process Review; the Province's new Modernized Land Use Planning process and will be writing the Province with respect to recent policy changes impacting the ALR – Bill 15 and production of cannabis in the ALR.

### Convention Committee

The Committee received updates on Convention program details, partners program, catering, entertainment, sponsorship, and child minding services. The Committee provided recommendations on the budget, child minding, speaker gifts, and entertainment that were brought forward for Executive approval.

### Environment Committee

The Environment Committee received a delegation from the Forest Practices Board; and from the BC Environmental Assessment Office. Updates were received on species at risk, with a focus on caribou recovery; and on the federal *Fisheries Act*. The Committee also discussed the Special Committee on Climate Action and reviewed the Committee terms of reference.

### Community Economic Development Committee

The Community Economic Development Committee joined the Environment Committee to receive a delegation from Kevin Kriese, Chair of the Forest Practices Board. Committee members directed that UBCM formally respond to the Province on the draft agreements related to the caribou recovery plan and prepare a submission to the Province's audit of private managed forest land. Updates were received on the regional pilots to support entrepreneur immigration through the provincial nominee program; received reports and findings from the local economic development survey; and discussed UBCM's response to the federal Fisheries Act.

### Health and Social Development Committee

The Health and Social Development Committee received a delegation from Ministry of Mental Health and Addictions staff to discuss the Province's Mental Health and Addictions Strategy and the role of local governments in the implementation of the Strategy. Updates were received on the provincial Poverty Reduction Strategy, and provincial initiatives on dental care.

### Community Safety Committee

The Committee received a delegation from the Ministry of Public Safety and Solicitor General. The delegation discussed the status of the provincial initiative to implement a 911 call answer levy, including the UBCM Executive's recommendation that an independent body be created to administer revenue. Following the delegation, the Committee discussed reports related to the *Community Safety Act*, policing issues impacting local governments, traffic fine revenue sharing, the Bylaw Adjudication Program, the *Emergency Program Act* review, and search and rescue funding.

### Indigenous Relations Committee

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The Committee received a delegation from the First Nations Summit to discuss organizational priorities and opportunities for collaboration. Committee members discussed the status of planning for a Convention session to engage membership on resolution 2018-B150, Financing Reconciliation: Solutions for Local Communities. The Committee also received updates on implementation of an MOU on Engagement with the Province on Indigenous issues, new Urban Communities Partnering for Reconciliation funding, and a collaboration with the Ministry of Jobs, Trade & Technology. In addition, the Committee received information on Federal and Provincial policy updates.

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Board-Receive



## RCMP Introduces Civilian Management Advisory Board

May 29, 2019

A Management Advisory Board has been established to provide the RCMP Commissioner with external advice on the administration of the RCMP. This comes in response to reviews conducted by the Civilian Review and Complaints Commission and former Auditor General Sheila Fraser that found significant workplace challenges within the RCMP.

Comprised of civilians, the 13 member Board will initially focus on developing a healthier workplace environment. It is expected to address other issues in the long-term, including efficient and effective use of RCMP resources; corporate risk; human resources; labour relations; and performance measurement. The Board will not be involved with issues related to active investigations.

Legislative changes to the *RCMP Act* will make the Board a permanent fixture.

Board members are to be announced within the next 1-2 weeks.

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## Resolutions Deadline: June 30th

May 29, 2019

UBCM's annual resolutions process provides a forum for its membership to identify common issues, express concerns and develop united positions. Local governments that missed the deadline for submissions to Area Association meetings may directly submit resolutions to UBCM until June 30.

Best practices guidelines are provided in the Resolutions Procedures section of the UBCM website. Resolutions endorsed at the Area Associations automatically move forward for consideration at UBCM's September Convention. All resolutions, whether submitted to an Area Association, or provided directly to UBCM, require Council or Board endorsement.

Please look for your Area Association's disposition following their Spring Convention to confirm the status of resolutions submitted the 2019 Area Association meetings.

If you require assistance drafting a resolution or have a resolution to submit directly, please contact Jamee Justason, Resolutions & Policy Analyst (604 270 8226 ext. 100).

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## UBCM Benefits Program

May 29, 2019

Did you know that UBCM provides Group Benefits insurance coverage to over 3,000 employees employed in the municipal sector and provincial affiliated community based agencies? This purchasing power of over 125 municipalities creates economies of scale and lowers overall costs.

Each employer has the flexibility to design their own plan to meet their individual needs. UBCM is pleased to assist our members in evaluating options given our many years of experience with municipal group benefit plans.

UBCM advocates on behalf of our members to ensure high service standards and responsive customer service. We contract with an independent actuary, George and Bell to ensure our Group Benefits Programs are competitive.

UBCM is happy to assist members of our group benefit program with the following:

- Quotes for new plans, and plan design changes
- Maintaining benefit contracts and plan summary documents
- Benefit administration questions
- Assistance reviewing benefit provisions in employee communications
- Escalation of questions or service concerns
- Any questions you have regarding your group benefit program

If you would like to learn more, please contact Anna-Maria Wijesinghe, Manager, Member and Association Services by e-mail or call 604-270-8226 extension 111.

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**Gas Tax Fund**

**Guidelines for Identifying Project Eligibility  
for Community Works Fund Projects**



This document is provided by the Union of BC Municipalities (UBCM) to support local government decision-making with regard to the expenditure of allocated Federal Gas Tax Funds, delivered through the Community Works Fund (CWF) program. The CWF provides dedicated, predictable long-term funding to all local governments in British Columbia to support local priorities. UBCM administers the Federal Gas Tax Fund in British Columbia.

## **Community Works Fund**

The Community Works Fund (CWF) is one of three program streams established under the *Administrative Agreement on the Federal Gas Tax Fund in British Columbia* (GTA).

The CWF transfers over \$100 million in federal revenues annually to local governments in British Columbia. In turn, local governments invest CWF allocations within a range of capital and capacity building projects and in accordance with the program's eligibility framework.

In order to receive annual CWF allocations, all local governments enter into an agreement with UBCM which sets out the terms and conditions of the program, including outlining eligible project categories, eligible costs and reporting requirements. The agreement also lays out provisions for providing funding to a third party for eligible projects.

### **Eligibility Framework for CWF projects**

As projects are identified at a local government level and not approved by UBCM in advance, local governments must make a determination on whether a project meets the eligibility requirements set out in the CWF agreement. While Community Works Funds may be used for a broad range of eligible costs for eligible projects, not every local infrastructure will be eligible.

For projects to meet eligibility in BC, they need to be reviewed under a three-step process: the funds may only be utilized by one of the entities set out in the "Ultimate Recipient" definition within the GTA; the funds must be applied towards the eligible expenditures of an eligible project as set out within an "Eligible Project Category", and the project must meet the definition of "Infrastructure", as defined in the Agreement.

#### **1. Is the recipient eligible?**

An "Ultimate Recipient" is defined in Annex A of the Agreement as:

- (i) a Local Government or its agent (including its wholly owned corporation);
- (ii) a non-municipal entity, including for-profit, non-governmental and not-for-profit organizations, on the condition that (a) the Local Government(s) where the Eligible Project would be located, if applicable, has (have) indicated support for the project through a formal resolution of its (their) council(s) or board(s).
- (iii) the South Coast British Columbia Transportation Authority, the Greater Vancouver Water District and the Greater Vancouver Sewerage and Drainage District; a trust council, a local trust committee and the trust fund board, all within

the meaning of the Islands Trust Act, and any other entity that delivers core local government services agreed to, in advance, by the Parties; and,

(iv) BC Transit subject to the agreement of the appropriate Local Government, through its council or board. In the case of transit Eligible Projects within the Capital Regional District, the appropriate Local Government is the Capital Regional District.

It is important to note that for all non-municipal entities, the council or board must still support the transfer of funds to that Ultimate Recipient for eligible costs of an eligible project through a formal resolution.

It is also strongly recommended that the local government and the Ultimate Recipient enter into an agreement that sets out the commitments of both parties for the use of funds, including reporting of project outcomes, public access to the infrastructure, and access to documentation for audit purposes.

## **2. Eligible Project Categories**

The Eligible Project Categories are set out in Schedule B of the GTA. The Agreement stipulates that eligible investments are those associated with acquiring, planning, designing, constructing or renovating a tangible capital asset; or strengthening the ability of local governments to improve local and regional planning and asset management; and joint communications activities or federal signage.

The table below provides a list of Eligible Project Categories with some examples of the types of projects considered under each category:

<b>Project Category</b>	<b>Description</b>	<b>Examples</b>
<b>Public Transit</b>	Infrastructure which supports a shared passenger transport system which is available for public use	<ul style="list-style-type: none"> <li>• Transit infrastructure such as rail and bus rapid transit systems, and related facilities</li> <li>• Buses, rail cars, ferries, para-transit vehicles, and other rolling stock and associated infrastructure</li> <li>• Intelligent Transport Systems such as fare collection, fleet management, transit priority signaling, and real time traveler information system at stations and stops</li> <li>• Related capital infrastructure including bus lanes, streetcar and trolley infrastructure, storage and maintenance facilities, security enhancement, and transit passenger terminals</li> </ul>
<b>Local Roads,</b>	Roads, bridges and	<ul style="list-style-type: none"> <li>• New and rehabilitation of roads</li> </ul>

Project Category	Description	Examples
<b>Bridges, and Active Transportation</b>	active transportation (active transportation refers to investments that support active methods of travel)	<ul style="list-style-type: none"> <li>• New and rehabilitation of bridges</li> <li>• Cycling lanes, paths, sidewalks and hiking trails</li> <li>• Intelligent Transportation systems</li> <li>• Additional capacity for high occupancy/transit lanes, grade separations, interchange structures, tunnels, intersections and roundabouts</li> </ul>
<b>Regional and Local Airports</b>	Airport related infrastructure (excludes National Airport System)	<ul style="list-style-type: none"> <li>• Construction projects that enhance airports and are accessible all year-round, through the development, enhancement or rehabilitation of aeronautical and/or non-aeronautical infrastructure (includes runways, taxiways, aprons, hangars, terminal buildings etc.)</li> <li>• Non-aeronautical infrastructure such as groundside access, inland ports, parking facilities, and commercial and industrial activities</li> </ul>
<b>Short-line Rail</b>	Railway related infrastructure for carriage of passengers or freight	<ul style="list-style-type: none"> <li>• Construction of lines to allow a railway to serve an industrial park, an intermodal yard, a port or a marine terminal</li> <li>• Construction, rehabilitation, or upgrading of tracks and structures, excluding regular maintenance, to ensure safe travel</li> <li>• Construction, development or improvement of facilities to improve interchange of goods between modes</li> <li>• Procurement of technology and equipment used to improve the interchange of goods between modes</li> <li>• Short-line operators must offer year-round service</li> </ul>
<b>Short-sea Shipping</b>	Infrastructure related to the movement of cargo and passengers around the coast and on inland waterways, without directly crossing an ocean	<ul style="list-style-type: none"> <li>• Specialized marine terminal intermodal facilities or transshipment (marine to marine) facilities</li> <li>• Capitalized equipment for loading/unloading required for expansion of short-sea shipping</li> <li>• Technology and equipment used to improve the interface between the</li> </ul>

Project Category	Description	Examples
		<p>marine mode and the rail/highways modes or to improve integration within the marine mode including Intelligent Transportation Systems (ITS)  <i>Note: The purchase of vessels, infrastructure that supports passenger-only ferry services, rehabilitation and maintenance of existing facilities such as wharves and docks, and dredging are not eligible for funding</i></p>
<b>Community Energy Systems</b>	Infrastructure that generates or increases efficient use of energy	<ul style="list-style-type: none"> <li>• Renewable electricity generators</li> <li>• Electric vehicle infrastructure/fleet vehicle conversion</li> <li>• Hydrogen infrastructure (generation, distribution, storage)</li> <li>• Wind/solar/thermal/geothermal energy systems</li> <li>• Alternative energy systems that serve local government infrastructure</li> <li>• Retrofit local government buildings and infrastructure</li> </ul>
<b>Drinking Water</b>	Infrastructure that supports drinking water conservation, collection, treatment and distribution systems	<ul style="list-style-type: none"> <li>• Drinking water treatment infrastructure</li> <li>• Drinking water distribution system (including metering)</li> </ul>
<b>Wastewater</b>	Infrastructure that supports wastewater and storm water collection, treatment and management systems	<ul style="list-style-type: none"> <li>• Wastewater collection systems and or wastewater treatment facilities or systems</li> <li>• Separation of combined sewers and or combined sewer overflow control, including real-time control and system optimization</li> <li>• Separate storm water collection systems and or storm water treatment facilities or systems</li> <li>• Wastewater sludge treatment and management systems</li> </ul>
<b>Solid Waste</b>	Infrastructure that supports solid waste management systems including the collection, diversion and disposal of recyclables, compostable	<ul style="list-style-type: none"> <li>• Solid waste diversion projects including recycling, composting and anaerobic digestion</li> <li>• Solid waste disposal projects including thermal processes, gasification, and landfill gas recovery</li> </ul>



Project Category	Description	Examples
	materials and garbage	<ul style="list-style-type: none"> <li>• Solid waste disposal strategies that reduce resource use</li> </ul>
<b>Sport Infrastructure</b>	Amateur sport infrastructure (excludes facilities, including arenas, which would be used as a home of professional sports teams or major junior hockey teams)	<ul style="list-style-type: none"> <li>• Sport infrastructure for community public use</li> <li>• Sport infrastructure in support of major amateur athletic events</li> </ul>
<b>Recreation Infrastructure</b>	Recreational facilities or networks	<ul style="list-style-type: none"> <li>• Large facilities or complexes which support physical activity such as arenas, gymnasiums, swimming pools, sports fields, tennis, basketball, volleyball or other sport-specific courts, or other facilities that have sport and/or physical activity as a primary rationale</li> <li>• Community centers that offer programming to the community at large, including all segments of the population</li> <li>• Networks of parks, fitness trails and bike paths</li> </ul>
<b>Cultural Infrastructure</b>	Infrastructure that supports arts, humanities, and heritage	<ul style="list-style-type: none"> <li>• Museums</li> <li>• The preservation of designated heritage sites</li> <li>• Local government owned libraries and archives</li> <li>• Facilities for the creation, production, and presentation of the arts</li> <li>• Infrastructure in support of the creation of a cultural precinct within an urban core</li> </ul>
<b>Tourism Infrastructure</b>	Infrastructure that attract travelers for recreation, leisure, business or other purposes	<ul style="list-style-type: none"> <li>• Convention centers</li> <li>• Exhibition hall-type facilities</li> <li>• Visitor centres</li> </ul>
<b>Disaster Mitigation</b>	Infrastructure that reduces or eliminates long-term impacts and risks associated with natural disasters	<ul style="list-style-type: none"> <li>• Construction, modification or reinforcement of structures that protect from, prevent or mitigate potential physical damage resulting from extreme natural events, and impacts or events related to climate change</li> <li>• Modification, reinforcement or relocation of existing public infrastructure to</li> </ul>

Project Category	Description	Examples
		<p>mitigate the effects of and/or improve resiliency to extreme natural events and impacts or events related to climate change</p> <p><i>Note: this category is related to disaster prevention (such as dykes, berms, seismic upgrades etc.) and <u>not</u> response (such as fire trucks, fire halls etc.)</i></p>
<b>Broadband Connectivity</b>	Infrastructure that provides internet access to residents, businesses, and/or institutions in British Columbia	<ul style="list-style-type: none"> <li>• High-speed backbone</li> <li>• Point of presence</li> <li>• Local distribution within communities</li> <li>• Satellite capacity</li> </ul>
<b>Brownfield Redevelopment</b>	Remediation or decontamination and redevelopment of a brownfield site within municipal boundaries, where the redevelopment includes: the construction of public infrastructure as identified in the context of any other category under the GTF, and/or the construction of municipal use public parks and publicly-owned social housing.	<ul style="list-style-type: none"> <li>• New construction of public infrastructure as per the categories listed under the Federal Gas Tax Agreement</li> <li>• New construction of municipal use public parks and affordable housing</li> </ul>
<b>Asset Management</b>	Increase local government capacity to undertake asset management planning practices.	<ul style="list-style-type: none"> <li>• Asset Management Practices Assessment</li> <li>• Current State of Assets Assessment</li> <li>• Asset Management Policy</li> <li>• Asset Management Strategy</li> <li>• Asset Management Plan</li> <li>• Long-Term Financial Plan</li> <li>• Asset Management Practices Implementation Plan</li> <li>• Asset Management Plan Annual Report</li> </ul>
<b>Integrated Community Sustainability Plans</b>	Increase local government capacity to undertake integrated community sustainability	<ul style="list-style-type: none"> <li>• Integrated community sustainability plans</li> <li>• Regional growth strategies</li> <li>• Community development plans</li> </ul>

Project Category	Description	Examples
	plans	<ul style="list-style-type: none"> <li>• Community plans</li> </ul>
<b>Long-term Infrastructure Plans</b>		<ul style="list-style-type: none"> <li>• Transportation plans</li> <li>• Infrastructure development plans</li> <li>• Liquid waste management plans</li> <li>• Solid waste management plans</li> <li>• Long-term cross-modal transportation plans</li> <li>• Water conservation/demand management plans</li> <li>• Drought management contingency plans</li> <li>• Air quality plans</li> <li>• GHG reduction plans</li> <li>• Energy conservation plans</li> </ul>

### 3. Definition of Infrastructure/ Public Use or Benefit

“Infrastructure” is defined in Annex A as: *“municipal or regional, publicly or privately owned tangible capital assets in British Columbia **primarily for public use or benefit.**”*

While the Agreement includes guidelines for identifying Ultimate Recipients, a definition of “Infrastructure” as well as “Eligible Project Categories”, a definition for “Public Use or Benefit” is not defined.

Specifically, local government councils and boards, who are responsible for approving Community Works Fund funding allocation will need to identify whether a project is “primarily for public use” or “public benefit” when a non-municipal entity seeks funding.

Although the Agreement does not include a definition for “Public Use or Benefit”, the term has been defined by a number of government and academic sources. The *Canada 150 Community Infrastructure Program* is a federal-provincial partnership program that distributes federal funds to eligible applicants for renovation, expansion and improvement of existing community and cultural infrastructure. For this program, Infrastructure Canada defines “Public Use or Benefit” as: *“The facility or asset is accessible to the public and not limited to a private membership, or confers a tangible benefit on a sufficiently large segment of the public or community.”*

The Canada Revenue Agency (CRA) provides guidelines for determining the characteristics of a “Public Benefit” and has developed a test for determining whether a facility or an asset will be for Public Benefit. While the test was established for charity registration purposes, the criteria used to determine Public Benefit may apply to eligible projects.

The basic requirements for the CRA's test are similar to the definition provided by Infrastructure Canada: a sufficient segment of the community must benefit and the benefit must be demonstrably tangible. The CRA provides further guidelines for defining "tangibility", "proof of benefit", as well as case law references.

#### 4. Determining Public Use or Public Benefit

The set of questions below provides guidance for local government decision-makers to determine if a proposed project primarily provides a public use or benefit.

If the answer is "yes" to each of the following questions, then most likely the criteria for meeting public use or benefit is met. If only some of the questions can be answered in the affirmative, then consideration be given to whether the project provides sufficient public use or benefit.

##### Public Use:

- Does the proposed project primarily provide a service that is available or open to the public?
- Does the proposed project result in a service that is not limited by private membership?
- Does proposed project primarily result in a publicly owned asset or delivers a public service that a local government traditionally provides?

##### Benefit:

- Does the project provide a service that is a tangible benefit that aligns with the national outcomes of productivity and economic growth; a clean environment; or strong cities and communities?
- Does the project result in a service that benefits a sufficiently large segment of the public or community?

The following are examples of eligible and ineligible projects based on the three criteria: Ultimate Recipient, Eligible Project Categories and Public Use or Benefit.

##### Example: Construction of a society-operated community hall:

- **Ultimate Recipient:** Meets requirement (a non-municipal entity, including for-profit, non-governmental and not-for-profit organizations, on the condition that (a) the Local Government(s) where the Eligible Project would be located, if applicable, has (have) indicated support for the project through a formal resolution of its (their) council(s) or board(s).)
- **Eligible Project Category:** Meets requirement (Cultural infrastructure; privately owned tangible capital asset); funds are expended on eligible costs.
- **Public Use or Benefit:**

- Does the proposed project primarily provide a service that is available or open to the public? YES
- Does the proposed project result in a service that is not limited by private membership? YES
- Does proposed project primarily result in a publicly owned asset or delivers a public service that a local government traditionally provides? NO
- Does the project provide a service that is a tangible benefit that aligns with the national outcomes of productivity and economic growth; a clean environment; or strong cities and communities? YES
- Does the project result in a service that benefits a sufficiently large segment of the public or community? YES

Conclusion: This project satisfies the test for public use and benefit.

**Example: Installing energy efficient lighting system for common areas in strata housing complex:**

- **Ultimate Recipient:** Meets requirement (a non-municipal entity, including for-profit, non-governmental and not-for-profit organizations, on the condition that (a) the Local Government(s) where the Eligible Project would be located, if applicable, has (have) indicated support for the project through a formal resolution of its (their) council(s) or board(s).)
- **Eligible Project Category:** Meets requirement (Community energy systems; privately owned tangible capital asset); funds are expended on eligible costs.
- **Public Use or Benefit:**
  - Does the proposed project primarily provide a service that is available or open to the public? NO
  - Does the proposed project result in a service that is not limited by private membership? NO
  - Does proposed project primarily result in a publicly owned asset or delivers a public service that a local government traditionally provides? NO
  - Does the project provide a service that is a tangible benefit that aligns with the national outcomes of productivity and economic growth; a clean environment; or strong cities and communities? YES
  - Does the project result in a service that benefits a sufficiently large segment of the public or community? NO

Conclusion: This project does not satisfy the test for public use and benefit.

**Example: Enhancing sprinkler system for private golf course:**

- **Ultimate Recipient:** Meets requirement (a non-municipal entity, including for-profit, non-governmental and not-for-profit organizations, on the condition that (a) the Local Government(s) where the Eligible Project would be located, if

applicable, has (have) indicated support for the project through a formal resolution of its (their) council(s) or board(s).)

- **Eligible Project Category:** Meets requirement (Recreational infrastructure; privately owned tangible capital asset); funds are expended on eligible costs.
- **Public Use or Benefit:**
  - Does the proposed project primarily provide a service that is available or open to the public? NO
  - Does the proposed project result in a service that is not limited by private membership? NO
  - Does proposed project primarily result in a publicly owned asset or delivers a public service that a local government traditionally provides? NO
  - Does the project provide a service that is a tangible benefit that aligns with the national outcomes of productivity and economic growth; a clean environment; or strong cities and communities? YES
  - Does the project result in a service that benefits a sufficiently large segment of the public or community? NO

Conclusion: This project does not satisfy the test for public use and benefit.

## 5. Reporting

Local governments are required under the GTA to report annually, by June 1, all transactions related to funding during the previous calendar year along with a declaration by the officer responsible for financial administration that the Ultimate Recipient has complied with all funding agreements between it and UBCM.

UBCM, the Government of Canada, and a third party auditor reviews ultimate Recipient reporting. In the event of a question about the eligibility of any projects, UBCM or the audit team will contact the Ultimate Recipient for additional information.

Should a project not meet the eligibility criteria outlined above, local governments will be required to resolve the issue through removing the project from the report and any Gas Tax funding applied to the project must be reinvested in another eligible project or returned to the local government Gas Tax fund account for future use.

## 6. Questions

If you have questions or comments about this informational pamphlet, please contact:

Gas Tax Program Services  
[gastax@ubcm.ca](mailto:gastax@ubcm.ca)  
 (250) 356-5134



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## Climate & Energy Action Awards

May 29, 2019

Is your community implementing actions related to active transportation, electric vehicles, building energy retrofits, energy efficient new buildings, renewable or district energy, organics diversion, or climate change adaptation? Receive recognition for your work by applying for a 2019 Climate & Energy Action Award. Awards are offered in 3 categories: community planning and development, corporate operations, and climate change adaptation.

The awards will be presented at the UBCM Convention in September and winners will be featured in the December issue of *Municipal World* magazine. For further information and to apply for an award, visit CEA's website. The application deadline is **July 2**.

*The Climate & Energy Action Awards are co-sponsored by the Community Energy Association, Province of BC, FortisBC, BC Hydro, Union of BC Municipalities, and Real Estate Foundation of BC.*

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## MMIWG Inquiry Final Report

June 5, 2019

The National Inquiry into Missing and Murdered Indigenous Women and Girls (MMIWG) has released a final report finding that “persistent and deliberate human and Indigenous rights violations and abuses” underlie violence against Indigenous women and girls. The report makes far-reaching calls for change directed to governments, media, individuals and others.

The release of the report marks the closure of a process launched on September 1, 2016 that saw more than 2,380 family members, survivors of violence, experts and Knowledge Keepers contribute through public hearings and evidence gathering.

The two-volume report delivers 231 “Calls for Justice” that are framed as legal imperatives rather than optional recommendations. These include:

- The establishment of a National Indigenous and Human Rights Ombudsperson and a National Indigenous and Human Rights Tribunal, and
- Developing and implementing a National Action Plan to ensure equitable access to employment, housing, education, safety and health care.

Wide-ranging calls to action are directed to all governments (federal, provincial, territorial, municipal and Indigenous) including calls to:

- Fully implement and comply with relevant rights instruments including the UN Declaration on the Rights of Indigenous Peoples (UNDRIP).
- Prioritize and resource measures to eliminate marginalization of Indigenous women, girls and others when developing budgets and determining government priorities; and, ensure adequate representation of these groups in governance.
- Ensure rights to health and wellness of Indigenous peoples, including through programs for survivors of trauma and violence, and accessible holistic wraparound services including mobile trauma and addictions recovery teams.
- Provide access to safe housing, clean water and adequate food for Indigenous peoples.
- Ensure that non-Indigenous police services have the capacity and resources to serve and protect Indigenous women, girls and others.
- Provide sufficient transportation to Indigenous communities, and in towns and cities, with planning and funding that considers ways to increase safe transit and special accommodations for rural and remote communities.

The report also includes distinctions-based Calls for Justice focused on Inuit, Métis and 2SLGBTQQ1A (two-spirit, lesbian, gay, bisexual, transgender, queer, questioning, intersex and asexual) people.

In response to the report, the Federal Government has highlighted steps taken to address early recommendations, and indicated that it will develop and implement a National Action Plan to address violence against Indigenous women, girls and LGBTQ and two-spirit people. The Prime Minister also committed to working with provinces, territories and local governments to encourage cooperation across orders of government in responding to the report.

Premier Horgan’s response indicated that the Province would review and consider the recommendations in the context of work underway in BC, including the Province’s commitment to implement UNDRIP. Premier Horgan also noted that community-based engagement to collaborate on taking concrete steps towards ending violence against Indigenous women and girls would begin soon, and continue through the summer and early fall.

UBCM members have long supported action on missing and murdered Indigenous women and girls, and in 2015 passed resolution B111 calling on the federal government to convene a national inquiry. UBCM’s outreach on this issue also included a submission on the design



of the inquiry process. UBCM will continue to monitor this issue, including steps towards implementation of the Calls for Justice.

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Board-Receive



## Province Seeks Feedback on Forest Policy

June 5, 2019

The Province has initiated two engagement processes of specific interest to forest communities – Forest and Range Practices Act (FRPA) Improvement Initiative and a review of the Private Managed Forest Land Program (PMFLP).

UBCM will be responding to both engagement processes recognizing that local governments have long standing policy asking for changes to forest practices, and to the regulations pertaining to private managed forest lands.

Comments on the FRPA discussion paper will be accepted until July 15<sup>th</sup>. The deadline for comments on the PMFLP review is July 9<sup>th</sup>.

Interested local governments are encouraged to make their views known through these engagement processes.

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## Session Proposal Process

The session proposal process for the 2019 UBCM Convention will open on April 29th, 2019 and proposals will be accepted until June 7th, 2019.

There are two opportunities for session participation at the 2019 Convention: workshops and clinics. Please refer to the session details and tips offered below prior to submitting a proposal.

### Workshops

These are limited to *four* sessions of approximately two hours. While some proposals are accepted as submitted, preference is given to those that have multi-party participation. UBCM will review such proposals and may suggest combining them with other proposals that have similar themes.

### Clinics

These are early morning sessions of 45 minutes in length that generally involve a presentation by a group to a small audience of delegates. Typically, five clinics are offered on Tuesday and four to five each on Wednesday and Thursday. *Approximately 15 clinics* are held, making this the best opportunity for inclusion in the Convention program.

### Proposal Guidelines

The proposal submission process is comprised of the following steps:

- Call for proposals: **April 29**
- Proposals received until **June 7**
- Convention Committee deliberates: **July 11**
- Proponents are informed of results by **July 24**. *Please do not contact UBCM about results before this date.*
- Successful applicants must confirm their session description and list of presenters with UBCM by **August 8**, for inclusion in the Convention program booklet
- Presenters must agree to submit all PowerPoint and multimedia files for their presentation to the Convention Presentation Management upload site no later than **September 13**

### Writing your Session Description

Please write a session description and session title that UBCM delegates would read in the Convention program booklet when determining which clinics and workshops to attend at the 2019 UBCM Convention. The session description must not exceed 125 words in length. The session description and title is required when submitting your session proposal to the Convention Committee. Successful applicants must submit their final session description and title to UBCM by **August 8** for inclusion in the Convention program booklet.

### Criteria

1. Proposals must be submitted following the application process provided by UBCM. Submissions sent in any other format will not be accepted.



2. UBCM will accept applications until June 7.
3. The application must be completed online.
4. All questions/fields of the online application form must be completed.
5. All successful applicants must provide a properly labeled electronic copy of their presentation to the Presentation Management System no later than September 13. Once uploaded, the presenter must inform their UBCM contact person. Information on accessing this website will be provided by the UBCM staff contact person assigned to each successful applicant.
6. These requirements apply to all proposals, including those from UBCM staff, UBCM Committees and external groups.

### **Committee Decision**

The Convention Committee will carefully weigh all final proposals to determine which contribute the most to delegate knowledge and contain subject matter currently relevant to local governments. Proponents will be informed of the Committee's decisions by July 24.

Once accepted, proponents must commit to having a clinic/workshop description and title complete by August 8, should the initial application description not be sufficient. This final description will be published in the convention program. The description must be 125 words or less in length.

Should proponents fail to meet the program description deadline, the Committee may substitute with another proposal.

### **Submit Your Session Proposal Here: 2019 Convention Session Proposal**

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## Community Better Challenge

June 5, 2019

ParticipACTION invites local governments to participate in the Community Better Challenge and compete for the title of Canada's Most Active Community. Prizes range from \$10,000 to \$150,000 and can be used to support local physical activity initiatives.

The winner of Canada's Most Active Community will receive \$150,000. Five regional winners will also be recognized and receive \$20,000 each. One community in BC will be recognized as British Columbia's Most Active Community and will be awarded \$10,000 thanks to the generous support of the Government of British Columbia.

The Community Better Challenge encourages all Canadians to sit less and move more together. Two goals whose benefits are clearly articulated in *A Common Vision for increasing physical activity and reducing sedentary living in Canada: Let's Get Moving* and *Pathways to Wellbeing, The Framework for Recreation in Canada*.

How does it work? The ParticipACTION Community Better Challenge will determine the most active community based on the number of tracked physical activity minutes divided by the population from May 31<sup>st</sup> to June 16<sup>th</sup>. Individuals can track minutes using the ParticipACTION app, and organizations can track physical activity minutes for a group like a Phys. Ed. class, soccer team or group swimming class at a recreation centre. All tracked minutes go toward the community's score.

Local governments can get involved by endorsing and participating in the Community Better Challenge. By taking the lead, you are inspiring your community to be more physically active, create inclusive programming and be more socially connected. ParticipACTION encourages you to participate in the Community Better Challenge by:

- Tracking existing local government events where people are active
- Hosting an event for the public that promotes physical activity
- Encouraging your residents to download the ParticipACTION app and track their minutes
- Encouraging community organizations to register events and track the physical activity

Earlier this year ParticipACTION distributed \$110,000 across 158 organizations in BC to run and track Community Better Challenge events.

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Board-Receive



## Deadline Extended to Complete Cannabis Cost Survey

June 5, 2019

Local governments have one additional month to complete UBCM's survey examining costs related to cannabis legalization. Data obtained through this survey will support UBCM's discussions with the provincial government regarding cannabis excise tax revenue sharing with local governments. Completed surveys should be sent to Bhar Sihota, UBCM Policy Analyst, by June 28, 2019.

To ensure responses are provided in a consistent manner, please see the accompanying documents for more information on how to complete the survey:

- Overview of Local Government Tracking Model for Incremental Costs Associated with Cannabis Legalization
- Local Government Guide for Recording Incremental Costs Associated with Cannabis Legalization 2018-2020
- Information regarding cannabis excise tax revenue sharing and advocacy to date is available on UBCM's cannabis regulation webpage.

UBCM, in collaboration with GFOABC, initially released this survey on May 1, 2019.

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## MMIWG Inquiry Final Report

June 5, 2019

The National Inquiry into Missing and Murdered Indigenous Women and Girls (MMIWG) has released a final report finding that “persistent and deliberate human and Indigenous rights violations and abuses” underlie violence against Indigenous women and girls. The report makes far-reaching calls for change directed to governments, media, individuals and others.

The release of the report marks the closure of a process launched on September 1, 2016 that saw more than 2,380 family members, survivors of violence, experts and Knowledge Keepers contribute through public hearings and evidence gathering.

The two-volume report delivers 231 “Calls for Justice” that are framed as legal imperatives rather than optional recommendations. These include:

- The establishment of a National Indigenous and Human Rights Ombudsperson and a National Indigenous and Human Rights Tribunal, and
- Developing and implementing a National Action Plan to ensure equitable access to employment, housing, education, safety and health care.

Wide-ranging calls to action are directed to all governments (federal, provincial, territorial, municipal and Indigenous) including calls to:

- Fully implement and comply with relevant rights instruments including the UN Declaration on the Rights of Indigenous Peoples (UNDRIP).
- Prioritize and resource measures to eliminate marginalization of Indigenous women, girls and others when developing budgets and determining government priorities; and, ensure adequate representation of these groups in governance.
- Ensure rights to health and wellness of Indigenous peoples, including through programs for survivors of trauma and violence, and accessible holistic wraparound services including mobile trauma and addictions recovery teams.
- Provide access to safe housing, clean water and adequate food for Indigenous peoples.
- Ensure that non-Indigenous police services have the capacity and resources to serve and protect Indigenous women, girls and others.
- Provide sufficient transportation to Indigenous communities, and in towns and cities, with planning and funding that considers ways to increase safe transit and special accommodations for rural and remote communities.

The report also includes distinctions-based Calls for Justice focused on Inuit, Métis and 2SLGBTQQ1A (two-spirit, lesbian, gay, bisexual, transgender, queer, questioning, intersex and asexual) people.

In response to the report, the Federal Government has highlighted steps taken to address early recommendations, and indicated that it will develop and implement a National Action Plan to address violence against Indigenous women, girls and LGBTQ and two-spirit people. The Prime Minister also committed to working with provinces, territories and local governments to encourage cooperation across orders of government in responding to the report.

Premier Horgan’s response indicated that the Province would review and consider the recommendations in the context of work underway in BC, including the Province’s commitment to implement UNDRIP. Premier Horgan also noted that community-based engagement to collaborate on taking concrete steps towards ending violence against Indigenous women and girls would begin soon, and continue through the summer and early fall.

UBCM members have long supported action on missing and murdered Indigenous women and girls, and in 2015 passed resolution B111 calling on the federal government to convene a national inquiry. UBCM’s outreach on this issue also included a submission on the design

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of the inquiry process. UBCM will continue to monitor this issue, including steps towards implementation of the Calls for Justice.

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## Call for Nominations: UBCM Executive

June 12, 2019

A Call for Nominations has been issued to local elected officials wishing to serve on the 2019-2020 UBCM Executive. The deadline for advance nominations is Wednesday July 31, 2019. The Call for Nominations provides information about the positions open for nomination, the procedures, Executive member responsibilities, as well as a nomination form.

For those who miss the advance nominations process, there will be an opportunity to be nominated from the floor at specified times during the week of Convention.

For further information please contact Councillor Murry Krause, Chair of the Nominating Committee.

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## Funding & Resources Update

June 12, 2019

Each month we provide an update on UBCM funding programs and information on other programs, events and resources that may be of interest to local governments and First Nations.

### Local Government Program Services

**Regional Community to Community Forums:** With the goal of increased understanding and improved overall relations between First Nations and local governments, C2C Forum events are intended to provide a time and place for dialogue to build on opportunities, support reconciliation efforts, resolve issues of common responsibility, interest or concern, and/or to advance tangible outcomes. The C2C program can contribute a maximum of 50% of the cost of eligible activities – to a maximum of \$5,000.00. Application deadlines for forum events to be held by March 31, 2020, are September 13 and December 6, 2019.

**Asset Management Planning:** This program seeks to support local governments to take next steps on the path to better asset management practices. A further objective of the program is to support local governments in meeting their asset management commitments under the Gas Tax Fund. Matching grants of up to \$15,000.00 are available. The next application deadline is October 4, 2019.

The following three funding opportunities are currently being offered under the Community Emergency Preparedness Fund:

**Structural Flood Mitigation:** The intent of this funding stream is to support eligible applicants to prevent, eliminate or reduce the impacts of hazards through construction of structural flood mitigation projects. Ongoing operational costs are not eligible. The maximum eligible funding is \$750,000. The application deadline is October 25, 2019.

**Volunteer & Composite Fire Departments Equipment & Training:** The intent of this funding stream is to build the resiliency of volunteer and composite fire departments through the purchase of new or replacement equipment, and to facilitate the delivery of training and exercises. The application deadline is November 15, 2019.

**Indigenous Cultural Safety Training:** This stream supports eligible applicants to provide emergency management personnel with cultural safety and humility training in order to more effectively partner with and provide assistance to Indigenous communities during times of emergency. The application deadline is December 13, 2019.

**Housing Needs Report Program:** This program supports local governments in undertaking housing needs reports in order to meet the provincial requirements. The reports will strengthen the ability of local governments to understand what kinds of housing are most needed in their communities, and help inform local plans, policies, and development decisions. Application deadline is November 29, 2019.

### Other Funding

**New Horizons for Seniors:** This program offers community-based grants that are either for activity-based or capital assistance projects. Projects are eligible to receive up to \$25,000 in grant funding per project for up to 1 year. Application deadline is June 21, 2019.

**BC Rural Dividend:** The sixth intake of the BC Rural Dividend Program runs June 15, 2019 to August 15, 2019. The Province is providing up to \$25 million a year to assist rural communities, both Indigenous and non-Indigenous, with a population of 25,000 or less to strengthen and diversify their local economies. It was developed to recognize both the contribution rural communities have made to B.C.'s economy, and the unique challenges they face to diversify beyond natural resources. The online application form opens on June 15, 2019.

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**BC Rural Dividend Info Session:** Join the Program Team for an overview of the Rural Dividend Program - with information for new applicants, how to apply to the program, and highlights of what's new for this round. Following the presentation, there will be an opportunity for participants to ask questions. Join the webinar on June 13 10:00am

**Indigenous Services Canada Asset Management Program:** This program's intent is to help First Nations develop capacity for long-term infrastructure construction and maintenance planning and to manage their infrastructure in a more sustainable way. It can allow communities to proactively manage their assets, such as schools, water treatment facilities and buildings, and take preventative measures with improved operations and maintenance. The deadline to submit an application is June 30, 2019.

**Infrastructure Planning Grant Program:** The BC Ministry of Municipal Affairs and Housing offers grants to support local government in projects related to the development of sustainable community infrastructure. The program is open for applications year-round, and has regular processing deadlines. Next deadline is July 10, 2019.

**NDIT Strategic Initiatives Fund:** The deadline is quickly approaching for the Northern Development Strategic Initiatives Fund. Approximately \$600,000 is available for large-scale projects that will enhance a community's ability to overcome economic challenges and increase strategic economic infrastructure within a First Nation or local government. This funding is only available to local governments and First Nations within Northern Development's service region. Apply before July 31, 2019.

**Community Outdoor Revitalization:** These Columbia Basin Trust Grants are available to municipalities with populations of 5,000 or less, unincorporated areas and First Nations communities. The deadline to apply for capital grants is June 14, 2019. Project Planning and Design Grant applications are accepted on an ongoing basis.

**Ship-source Oil Pollution Fund:** The SOPF is available to pay claims to victims of oil pollution damages from ships. In case of oil pollution, the Fund provides municipalities with compensation for: clean-up costs and preventive measures, environmental damage repair costs, property damage, losses related to tourism and fishing, and other economic losses. The SOPF's priority this year is to increase awareness of the Fund, so that municipalities bordering the sea, lakes or rivers can benefit from the Fund in case of oil pollution from a ship or boat.

**Local Government Restructure Grants:** This program supports the arms length, credible examination of the potential impacts of significant changes to the geography or services of a local government. These grants also cover the transition and implementation costs to reduce barriers to restructuring local governments.

**Indigenous Agriculture and Food Systems Initiative:** The objective of this initiative is to increase economic development opportunities of Indigenous Peoples and communities in Canada by supporting Indigenous communities and entrepreneurs who are ready to launch agriculture and food systems projects and others who want to build their capacity to participate in the Canadian agriculture and agri-food sector.

**First Nations Adapt Program:** This federal program supports First Nation communities to assess and respond to climate change impacts on community infrastructure and emergency management. It prioritizes communities most impacted by sea level rise, flooding, forest fires, and winter road failures. Applications are reviewed on an ongoing basis.

**FCM Funding Opportunities:** Visit this site to learn about FCM's funding offerings, from plans and studies, to pilots, capital projects and more.

## **Events & Resources**

**ALC Regional Seminars:** With recent changes to the ALC Act and Regulations, the Agricultural Land Commission is hosting regional seminars around the province. Local governments are encouraged to send a variety of staff, including planning, building, engineering, and bylaw enforcement staff. The events are also open to Elected Officials and Agricultural Advisory Committee members. Two dates remain: Prince George on June 12, 2019, and Fort St. John on June 19, 2019.

**Planning and Implementing Fuel Treatment Activities in BC's Diverse Ecosystems:** This webinar will provide practical examples of what constitutes an effective wildfire risk reduction treatment in BC, including both landscape fuel break planning and stand-level tools. June 20, 2019, 9:00am.

**BC FireSmart Website:** The BC FireSmart Committee has launched a new website in time for the 2019 wildfire season. The website introduces the FireSmart program and its seven disciplines and is intended as a one stop shop for all things FireSmart. The site includes links to training, education, an events calendar, resource library and downloadable content. It also features a short video inviting everyone to become involved in prevention and to learn about the benefits of FireSmart.

**Weathering the Storm - Developing a Canadian Standard for Flood-Resilient Existing Communities:** This report from the Intact Centre on Climate Adaptation presents a flood hazard and vulnerability screening framework that can help identify areas in existing residential communities that require the most immediate attention for flood risk. Application of the framework will enable communities to make better-informed decisions when prioritizing areas for flood-resiliency programming.

**Resources for Rural & Small Communities:** BC Healthy Communities has launched a collection of resources related to PlanH action areas, with a rural and small community lens.

**Asset management resources:** Are you interested in learning more about asset management practices and infrastructure planning? The FCM's Municipal Asset Management Program's Technical Working Group has curated a selection of asset management resources, including a Beginner's Guide, from across the country.

**Introduction to Reconciliation Webinar:** This Reconciliation Canada webinar creates a safe place for participants to explore our shared Canadian history, examine the meaning of reconciliation, and their respective role to play. Join Charlene Seward in this recorded hour-long webinar and explore your values and beliefs as they relate to reconciliation.

**CivicInfo BC:** British Columbia's local government information hub offers comprehensive organizational and grant directories, events listings, tools for training, research and career development, bids & tenders, and other resources.

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Board Receive

**Geraldine Craven**

**From:** BC Natural Resources Forum <info@bcnaturalresourcesforum.com>  
**Sent:** Thursday, June 6, 2019 10:20 AM  
**To:** inquiries  
**Subject:** Save the Date | 17th BC Natural Resources Forum | Jan. 28-30, 2020

RECEIVED

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REGIONAL DISTRICT OF  
BULKLEY-NECHAKO

Save the Date for 2020

Prince George Conference & Civic Centre | January 28-30, 2020

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Mark your calendar for the  
**17th Annual BC Natural Resources Forum**  
**January 28-30, 2020**

**at the Prince George Conference & Civic Centre**

Join leaders from Indigenous communities, federal, provincial and local governments, and from across BC's business communities and resource sectors to discuss cross-sector solutions and to help shape the future of the province's resource economy.

Be part of the Western Canada's largest multi-resource conference.  
Registration opens September 2019!

**LESSONS IN SUCCESS**

The BC Natural Resources Forum sessions examine and share success stories of First Nations, resource sector developers, the service and supply sector and all levels of government working together to create opportunities that support local communities and the economy. The Forum has established a positive reputation for exploring public policy, best practices, emerging trends and the significant possibilities that are linked to a strong, vibrant, and dynamic resource economy.

**VIDEOS FROM THE 2019 FORUM**

Refresh your memory - who spoke last year! [\[View Videos\]](#)



## UPCOMING EVENTS

Please note the upcoming events focused on resource development in BC over the next year. Mark your calendar with these dates!

<u>The Truck Loggers Association</u>	January 16-18, 2020
<u>AME Roundup</u>	January 20-23, 2020
<u>Prince George Chamber's True North Event</u>	January 28, 2020
<u>17th Annual BC Natural Resources Forum</u>	January 28-30, 2020
<u>COFI Convention</u>	April 1-3, 2020
<u>5th Indigenous Resource Opportunities Conference</u>	April 8-9, 2020

## THANK YOU: 2019 Forum Sponsors

Your continued support helps make this important event possible.

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MEAL EVENTS



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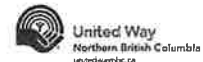
POCKET PROGRAM

PARTIAL PROCEEDS SUPPORT



National Aboriginal

Outland



We are pleased to share partial proceeds of this event with the Mining for Miracles Campaign, in support of the BC Children's Hospital Foundation, as well as the Outland Youth Employment Program for Indigenous youth in Western Canada.



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**Regional District of Bulkley-Nechako**

**Action List - March 2019 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE Completed</b>
Committee of the Whole Meeting C.W.2019-2-8 March 7, 2019	Peace of Mind Campaign for the Canadian Cancer Society Kordyban Lodge - Request for Support	Staff to include an increase to the Regional Grant in Aid budget of \$25,000 to contribute \$25,000 to the Peace of Mind Campaign for the Canadian Cancer Society Kordyban Lodge.	John	Completed	
Waste Management Committee Meeting WMC.2019-2-3 March 7, 2019	Major Appliance Recycling Roundtable (MARR) - Compensation of Program Products	1. Staff to negotiate a fair agreement with the Major Appliance Recycling Roundtable (MARR) Stewardship agency for compensation for management of their program products listed as major appliances and to bring the agreement back for Board approval after negotiation. 2. Staff to amend Bylaw #1764 User Fee Schedule to remove the fee for Ozone Depleting Substances appliances for the program products under the MARR program.	Janette/Rory	In Progress	
Waste Management Committee Meeting WMC.2019-2-4 March 7, 2019	Construct and Operate a Recycle BC Depot at the Fort St. James Transfer Station	Staff to enter into a contract with Recycle BC to operate a Recycle BC Depot at the Ft. St. James Transfer Station; and further, Regional District of Bulkley-Nechako build and operate a Recycle Depot at the Ft. St. James Transfer Station with funding for construction coming from Federal Gas Tax money to a maximum of \$150,000 if alternate funding is not available.	Janette/Rory	In Progress	Soft opening June 12, 2019
Waste Management Committee Meeting WMC.2019-2-5 March 7, 2019	Construct and Operate a Recycle BC Depot at the Old Houston Landfill Site	Staff to enter into a contract with Recycle BC to operate a Recycle BC Depot at the old Houston Landfill site; and further, that the Regional District of Bulkley-Nechako build and operate a Recycle depot at the Houston Landfill site with funding for construction coming from Federal Gas Tax money to a maximum of \$95,000 if alternate funding is not available	Janette/Rory		Motion Rescinded
Waste Management Committee Meeting WMC.2019-2-6 March 7, 2019	Construct and Operate a Waste Transfer Station at the Old Houston Landfill Site	Staff to build and operate a Waste Transfer Station at the old Houston Landfill site.	Janette/Rory		Motion Rescinded
Waste Management Committee Meeting WMC.2019-2-6 March 7, 2019	Letter to Nathan Cullen re: Zero Waste Packaging Act	Send the letter to Nathan Cullen regarding Zero Waste Packaging Act.	Cheryl	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - March 2019 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE Completed
2019-3-3 Board Meeting March 7, 2019	RDBN Agenda Distribution for April 4 Committee Meetings	Distribute agendas on March 29, 2019 for the April 4, 2019 Committee meetings.	Cheryl	Completed	
2019-3-4 Board Meeting March 7, 2019	Federal Gas Tax Funds - Electoral Area "C" Fort St. James Rural - RDBN Recycle Depot - Set-up	1. Contribute up to \$150,000 (plus recoverable GST) of Electoral Area "C" Federal Gas Tax allocation monies if no alternative funding is available for the set-up of the Recycle Depot, located at the Fort St. James Transfer Station, and further, 2. That the RDBN Board of Directors authorize the withdrawal of up to \$150,000 from the Federal Gas Tax Reserve Fund.	Kristi/John		Alternative funding utilized
2019-3-5 Board Meeting March 7, 2019	Federal Gas Tax Funds - Electoral Area "G" Houston Rural- RDBN Recycle Depot - Set-up	1. Contribute up to \$95,000 (plus recoverable GST) of Electoral Area "G" Federal Gas Tax allocation monies if no alternative funding is available for the set-up of the Recycle Depot, located at the old landfill site on Mountainview Drive in Houston, and further, 2. That the RDBN Board of Directors authorize the withdrawal of up to \$95,000 from the Federal Gas Tax Reserve Fund.	Kristi/John		Alternative funding utilized
2019-3-6 Board Meeting March 7, 2019	Budget Update and Environmental Services	1. Staff to include the Environmental Services budget in the 2019 Budget on March 21, 2019; and, 2. That if the Houston Transfer and Recycling Station is an eligible capital expense under the recently announced Northern Capital and Planning grant being provided to the Regional District that \$700,000 be provided to this project to offset general taxation for years 2020 to 2023.	John	Completed in approved Budget	
2019-3-8 Board Meeting March 7, 2019	Northern Conference for Wildfire Resilience	Registration for the RDBN's Agriculture Coordinator and Director of Protective Services attendance at the Northern Conference for Wildfire Resilience April 24-26, 2019 in Burns Lake, B.C.; and further, that Agriculture Chair Mark Parker and Forestry Chair Brad Layton be authorized to attend the Northern Conference for Wildfire Resilience with costs being allocated to General Government Budget; and further, that the RDBN Board of Directors authorize any Rural Directors wanting to attend may do so with costs being allocated from the Rural Directors Discretionary Travel Budget.	Cheryl/john	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - March 2019 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE Completed
2019-3-10 Board Meeting March 7, 2019	Rio Tinto's BC Works - Water Engagement Initiative - Follow up to Recent Correspondence/ Information Session for Rio Tinto's Water Engagement Initiative	Staff to write a letter to Rio Tinto's BC Works providing notification that the Regional District of Bulkley-Nechako Board of Directors will participate in Rio Tinto BC Works – Water Engagement Initiative as observers only; and will consider engaging once the First Nations, Province of British Columbia and Government of Canada are engaging in the process; and further, that the letter be cc'd to the Honourable Doug Donaldson, Minister of Forests, Lands, Natural Resource Operations and Rural Development (FLNRORD); Ted White, Director and Controller of Water Rights, Resource Stewardship Division, FLNRORD; the Honourable Jonathan Wilkinson, Minister of Fisheries and Oceans Canada, and First Nations stakeholders.	Melany	Completed	March 8, 2019
2019-3-17 Board Meeting March 7, 2019	Write a Letter to the Ministry of Agriculture re: Agriculture Recovery- Wildfire Event 2018	Staff in consultation with Director Parker to write a letter to the Ministry of Agriculture outlining the issues associated with the Wildfire Event 2018 Agriculture Recovery funding being taxable and the impact to farming operations.	Cheryl	Completed	
Regional Transit Committee Meeting March 7, 2019	Delegation Thank You Letters	Write a thank you letter to Linda Harmon, Director, Strategic Outreach and Business Engagement.	Cheryl	Completed	
Regional Transit Committee Meeting March 7, 2019	Delegation Thank You Letters	Write a thank you letter to Rob Ringma, Manager, Government Relations BC Transit.	Cheryl	Completed	
Regional Transit Committee Meeting RTC.2019-1-4 March 7, 2019	2018 Survey Report	Staff to continue conducting the survey twice a year.	Deneve	1st - Completed in May 2nd - to be Completed in October 2019	

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**Regional District of Bulkley-Nechako**

**Action List - March 2019 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE Completed</b>
Regional Transit Committee Meeting RTC.2019-1-5 March 7, 2019	Area A Public Engagement Plan - 2019 - Transit Related Initiative	Provide five tickets to Directors wanting to use the tickets as giveaways to promote the Transit Service.	Deneve	Directors Fisher, Riis-Christianson and Lambert have received tickets	
Regional Transit Committee Meeting RTC.2019-1-6 March 7, 2019	2019 GradPass Program	Participate in the GradPass Program for 2019.	Deneve	Completed	
Regional Transit Committee Meeting RTC.2019-1-7 March 7, 2019	Infrastructure Request	Move forward with the installation of a bus shelter at the stop beside the Lake Babine Nation Band Office on Sus Ave in the community of Woyenne.	Deneve	In Progress	
Regional Transit Committee Meeting RTC.2019-1-11 March 7, 2019	2019 GradPass Program	Include the Houston Christian School, Northside Christian School (Vanderhoof) and Bulkley Valley Christian School (Smithers) in the GradPass Program for 2019.	Deneve	Completed	
Rural Directors Committee Meeting RDC.2019-3-4 March 7, 2019	Fort St. James Secondary School - Request for Grant in Aid - Electoral Area "C" (Fort St. James Rural)	Write a letter and contribute \$1,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) to the Fort St. James Secondary School for a Grade 12 Scholarship.	Cheryl/Kim	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - March 2019 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE Completed</b>
Rural Directors Committee Meeting RDC.2019-3-8 March 7, 2019	Friends of the Smithers Public Library - Request for Grant in Aid - Electoral Area "A" (Smithers Rural)	Write a letter and contribute \$2,000 grant in aid monies from Electoral Area "A" (Smithers Rural) to the Friends of the Smithers Public Library for costs associated with the Community Repair Café Program.	Cheryl/Kim	Completed	
Rural Directors Committee Meeting RDC.2019-3-9 March 7, 2019	FCM - May 30-June 2, 2019 - Quebec City, Quebec	Registration and travel arrangements for Director Newell's attendance at the FCM Conference May 30 to June 2, 2019 in Quebec City, Quebec.	Ger	Completed	
Board Meeting March 21, 2019	Delegation Thank You Letter	Write a thank you letter to John Rustad, MLA Nechako Lakes.	Wendy	Completed	
Board Meeting March 21, 2019	Delegation Thank You Letter	Write a thank you letter to Kiel Giddens, Public Affairs Manager, Coastal GasLink.	Wendy	Completed	
2019-4-6 Board Meeting March 21, 2019	Local Government Management Association - Commemorative Tree Planting	Staff to proceed with selecting a tree to purchase for placement in a location at staff's discretion in recognition of the local government profession and ongoing commitment to the region.	Cheryl	Completed	
2019-4-7 Board Meeting March 21, 2019	Annual UBCM Convention - September 23-27, 2019 - Vancouver, B.C.	Travel Arrangements and registration for the attendance of Chair Thiessen, Rural Directors, the Chief Administrative Officer, and Manager of Administrative Services at the UBCM Convention from September 23-27, 2019 in Vancouver, B.C.	Ger	In Progress	

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**Regional District of Bulkley-Nechako**

**Action List - March 2019 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE Completed</b>
2019-4-8 Board Meeting March 21, 2019	First Nation and Regional District of Bulkley-Nechako Relationship Protocol	Defer Motion 2019-4-8 to a future meeting.	Deneve	Completed	Brought forward April 18, 2019
2019-4-11 Board Meeting March 21, 2019	BC Rural Dividend Special Circumstances Application - RDBN on Behalf of Lakes District Fair Association	Staff to assist the Lakes District Fair Association in identifying and applying for sources of grant funding alternative to the Special Circumstances Program for the Rodeo Concession Project.	Nellie	In Progress	
2019-4-12 Board Meeting March 21, 2019	Electoral Area "A" Economic Development Service - Bulkley Valley Farmers' Market Request	Contribute \$5,000 of Electoral Area "A" Economic Development Service funds to the Bulkley Valley Farmer's Market for a 2019 Vendor Recruitment project.	John	Completed	
2019-4-13 Board Meeting March 21, 2019	Burns Lake Tradeshow	Contribute \$250 from the Administration Tradeshow Budget toward the rental of an RDBN booth at the Burns Lake Tradeshow April 26 & 27, 2019.	John	Completed	
2019-4-14 Board Meeting March 21, 2019	Federal Gas Tax Funds - Electoral Area "A" Smithers Rural - Bulkley Valley Aquatic Centre Management Society	1. Contribute up to \$7,353.64 of Electoral Area "A" Federal Gas Tax allocation monies to the Bulkley Valley Aquatic Centre Management Society towards the Community Energy Systems/Recreation Infrastructure project located at the Bulkley Valley Regional Pool in Smithers; and further, 2. That the RDBN Board of Directors authorize the withdrawal of up to \$7,353.64 from the Federal Gas Tax Reserve Fund.	Kristi/John	In Progress	
2019-4-18 Board Meeting March 21, 2019	RDBN 2019 Strategic Priorities Chart	Staff to amend the RDBN 2019 Strategic Priorities Chart to include "Work Camp Strategy" and "Public Engagement" in the "Now" category.	Wendy	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - March 2019 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE Completed</b>
2019-4-33 Board Meeting March 21, 2019	Community Energy Association - Charge North Grant Application - Request for Letter of Support	Write a letter of support to the Community Energy Association for its Charge North Grant Application.	Cheryl	Completed	March 22, 2019
2019-4-34 Board Meeting March 21, 2019	Bulkley Valley Intensive Motorized Association - Request for Letter of Support	Write a letter of support to the Bulkley Valley Intensive Motorized Association for the concept of an Intensive Motorized Area (IMA) on crown land in the Bulkley Valley for off road vehicles to legally enjoy recreating.	Cheryl	Completed	March 22, 2019
2019-4-35 Board Meeting March 21, 2019	Ministry of Forests, Lands, Natural Resource Operations and Rural Development - Name Change Proposals	Write a letter of support to the write a letter of support in regard to the Ministry of Forests, Lands, Natural Resource Operations and Rural Development name change proposals; and further, that the Ministry of Forests, Lands, Natural Resource Operations and Rural Development consider signage for the lake to contain both the English name and the First Nation name.	Cheryl	Completed	
2019-4-36 Board Meeting March 21, 2019	Community Futures of Nadina - Rural and Northern Immigration Pilot	Write a letter of support to Community Futures of Nadina for its Rural and Northern Immigration Pilot.	Cheryl	Completed	
2019-4-50 Board Meeting March 21, 2019	BC Haskap Association - Haskap 3.0	RDBN Agriculture Coordinator attend the Haskap 3.0 Workshop in Salmon Arm.	Debbie	Completed	
2019-4-51 Board Meeting March 21, 2019	Fort Fraser Local Community Commission - Request for Grant in Aid - Electoral Area "D" (Fraser Lake Rural)	Contribute \$2,500 grant in aid monies from Electoral Area "D" (Fraser Lake Rural) for the Fort Fraser Water Infrastructure Project.	Cheryl/Laura	Completed	

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**Regional District of Bulkley-Nechako**

**Action List - March 2019 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE Completed
2019-4-53 Board Meeting March 21, 2019	Fort Fraser Local Community Commission - Recommendation to Endorse the Fort Fraser Water Conservation Plan	Submit the Water Conservation Plan for the Fort Fraser Local Community Commission to the Province.	Janette/Rory	Completed	

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Board-Ratify

CHEQUE LISTING MAY 2019

Sort order: Control account, vendor number, report group  
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Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
<b>5MC001 5M CONTRACTING INC</b>									
PA	32351	05/24/19			32351	-315.00	0.00		
Vendor (5MC001) totals:						<b>-315.00</b>	<b>0.00</b>		
<b>ABC003 ABC COMMUNICATIONS</b>									
PA	32316	05/10/19			32316	-2,082.53	0.00		
PA	32352	05/24/19			32352	-4,914.00	0.00		
Vendor (ABC003) totals:						<b>-6,996.53</b>	<b>0.00</b>		
<b>ABE001 ABERDEEN BUSINESS CONSULTING</b>									
PA	TP-450-001	05/14/19			TP-450-001	-1,075.20	0.00		
Vendor (ABE001) totals:						<b>-1,075.20</b>	<b>0.00</b>		
<b>ACE002 ACE HARDWARE</b>									
PA	32353	05/24/19			32353	-25.12	0.00		
Vendor (ACE002) totals:						<b>-25.12</b>	<b>0.00</b>		
<b>ALL002 ALL WEST GLASS - BURNS LAKE</b>									
PA	TP-450-002	05/14/19			TP-450-002	-3.75	0.00		
Vendor (ALL002) totals:						<b>-3.75</b>	<b>0.00</b>		
<b>ALL008 BRUCE ALLAN</b>									
PA	32354	05/24/19			32354	-250.00	0.00		
Vendor (ALL008) totals:						<b>-250.00</b>	<b>0.00</b>		
<b>ALT003 ALTERNATIVE GROUNDS</b>									
PA	TP-450-003	05/14/19			TP-450-003	-90.30	0.00		
PA	TP-452-001	05/24/19			TP-452-001	-729.23	0.00		
Vendor (ALT003) totals:						<b>-819.53</b>	<b>0.00</b>		
<b>ARO001 ARO AUTOMOTIVE &amp; INDUSTRIAL</b>									
PA	TP-450-004	05/14/19			TP-450-004	-145.35	0.00		
Vendor (ARO001) totals:						<b>-145.35</b>	<b>0.00</b>		
<b>BCH002 BC HYDRO</b>									
PA	TP-450-005	05/14/19			TP-450-005	-7,447.90	0.00		
Vendor (BCH002) totals:						<b>-7,447.90</b>	<b>0.00</b>		
<b>BCT001 BCTRANSIT</b>									
PA	32317	05/10/19			32317	-9,127.78	0.00		
Vendor (BCT001) totals:						<b>-9,127.78</b>	<b>0.00</b>		
<b>BKT001 BK TWO-WAY RADIO LTD.</b>									
PA	32355	05/24/19			32355	-481.60	0.00		
Vendor (BKT001) totals:						<b>-481.60</b>	<b>0.00</b>		
<b>BLA001 BLACK PRESS GROUP LTD</b>									
PA	TP-450-006	05/14/19			TP-450-006	-400.00	0.00		
PA	TP-452-002	05/24/19			TP-452-002	-721.18	0.00		
Vendor (BLA001) totals:						<b>-1,121.18</b>	<b>0.00</b>		
<b>BRU004 THE BRUINS DEN</b>									
PA	32356	05/24/19			32356	-258.75	0.00		
Vendor (BRU004) totals:						<b>-258.75</b>	<b>0.00</b>		
<b>BUC003 BUCK CREEK ENTERPRISES</b>									
PA	32357	05/24/19			32357	-59.55	0.00		
Vendor (BUC003) totals:						<b>-59.55</b>	<b>0.00</b>		
<b>BUL008 BULKLEY VALLEY HOME CENTRE LTD</b>									
PA	TP-450-007	05/14/19			TP-450-007	-292.82	0.00		
Vendor (BUL008) totals:						<b>-292.82</b>	<b>0.00</b>		

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BUL010	BULKLEY VALLEY WATER SERVICES									
	PA TP-450-008	05/14/19			TP-450-008	-100.00	0.00			
	Vendor (BUL010) totals:						<b>-100.00</b>	<b>0.00</b>		
BUL027	BULKLEY VALLEY HIVE & HONEY									
	PA 32318	05/10/19			32318	-560.00	0.00			
	Vendor (BUL027) totals:						<b>-560.00</b>	<b>0.00</b>		
BUR001	BURNS LAKE AUTOMOTIVE SUPPLY									
	PA TP-450-009	05/14/19			TP-450-009	-9,053.40	0.00			
	Vendor (BUR001) totals:						<b>-9,053.40</b>	<b>0.00</b>		
BUR012	BURNS LAKE PUBLIC LIBRARY									
	PA TP-453-001	05/30/19			TP-453-001	-18,916.67	0.00			
	Vendor (BUR012) totals:						<b>-18,916.67</b>	<b>0.00</b>		
BUR014	BURNS LAKE REBROADCAST SOCIETY									
	PA TP-453-002	05/30/19			TP-453-002	-2,708.33	0.00			
	Vendor (BUR014) totals:						<b>-2,708.33</b>	<b>0.00</b>		
BUR028	BURNS LAKE HOME HARDWARE									
	PA TP-450-010	05/14/19			TP-450-010	-430.43	0.00			
	Vendor (BUR028) totals:						<b>-430.43</b>	<b>0.00</b>		
BVA001	B V AQUATIC CENTRE MANG. SOCIE									
	PA TP-453-003	05/30/19			TP-453-003	-49,916.67	0.00			
	Vendor (BVA001) totals:						<b>-49,916.67</b>	<b>0.00</b>		
BVJ001	BV JET CONTROLS CO									
	PA 32319	05/10/19			32319	-711.38	0.00			
	Vendor (BVJ001) totals:						<b>-711.38</b>	<b>0.00</b>		
CAN008	CANCADD IMAGING SOLUTIONS									
	PA 32320	05/10/19			32320	-559.08	0.00			
	Vendor (CAN008) totals:						<b>-559.08</b>	<b>0.00</b>		
CAR007	CARVELLO LAW CORPORATION									
	PA TP-450-011	05/14/19			TP-450-011	-1,323.14	0.00			
	Vendor (CAR007) totals:						<b>-1,323.14</b>	<b>0.00</b>		
CAR009	CARMEN CHARLIE									
	PA 32358	05/24/19			32358	-310.00	0.00			
	Vendor (CAR009) totals:						<b>-310.00</b>	<b>0.00</b>		
CHE002	PARKLAND REFINING (BC) LTD.									
	PA TP-450-012	05/14/19			TP-450-012	-4,336.64	0.00			
	Vendor (CHE002) totals:						<b>-4,336.64</b>	<b>0.00</b>		
CLU003	CLUCULZ LAKE VOL. FIRE DEPT									
	PA TP-453-004	05/30/19			TP-453-004	-1,475.00	0.00			
	Vendor (CLU003) totals:						<b>-1,475.00</b>	<b>0.00</b>		
COU002	COUNTRY WIDE PRINTING/STATIONA									
	PA 32321	05/10/19			32321	-17.66	0.00			
	Vendor (COU002) totals:						<b>-17.66</b>	<b>0.00</b>		
D&M001	D&M INDUSTRIAL SUPPLIES									
	PA 32322	05/10/19			32322	-46.49	0.00			
	Vendor (D&M001) totals:						<b>-46.49</b>	<b>0.00</b>		
DIS004	DISTRICT OF VANDERHOOF									
	PA 32323	05/10/19			32323	-70,000.00	0.00			
	Vendor (DIS004) totals:						<b>-70,000.00</b>	<b>0.00</b>		

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EAG001	EAGLE AUTOMOTIVE CENTER								
	PA TP-450-013	05/14/19			TP-450-013	-1,328.62	0.00		
	PA TP-452-003	05/24/19			TP-452-003	-714.21	0.00		
	Vendor (EAG001) totals:					-2,042.83	0.00		
EVE002	EVERGREEN INDUSTRIAL SUPPLIES								
	PA TP-450-014	05/14/19			TP-450-014	-6.19	0.00		
	Vendor (EVE002) totals:					-6.19	0.00		
FIN003	FINNING (CANADA)								
	PA TP-450-015	05/14/19			TP-450-015	-1,353.23	0.00		
	Vendor (FIN003) totals:					-1,353.23	0.00		
FOR008	FORT FRASER VOL. FIRE DEP.								
	PA TP-453-005	05/30/19			TP-453-005	-1,633.33	0.00		
	Vendor (FOR008) totals:					-1,633.33	0.00		
FOR015	FORT ST. JAMES LIBRARY								
	PA TP-453-006	05/30/19			TP-453-006	-1,432.33	0.00		
	Vendor (FOR015) totals:					-1,432.33	0.00		
FOR033	FORT SAINT JAMES TV SOCIETY								
	PA TP-453-007	05/30/19			TP-453-007	-13,958.33	0.00		
	Vendor (FOR033) totals:					-13,958.33	0.00		
FRA003	FRANCOIS TCHESINKUT REC COMM								
	PA 32324	05/10/19			32324	-300.00	0.00		
	Vendor (FRA003) totals:					-300.00	0.00		
FRA014	FRASER LAKE LIBRARY BOARD								
	PA TP-453-008	05/30/19			TP-453-008	-2,516.25	0.00		
	Vendor (FRA014) totals:					-2,516.25	0.00		
FRA016	FRASER LAKE REBROADCASTING SOC								
	PA TP-453-009	05/30/19			TP-453-009	-6,281.25	0.00		
	Vendor (FRA016) totals:					-6,281.25	0.00		
GAR002	GARY PHILLIPS TRUCKING								
	PA 32359	05/24/19			32359	-525.00	0.00		
	Vendor (GAR002) totals:					-525.00	0.00		
GEM003	GEM STAR TRUCKING LTD.								
	PA 32360	05/24/19			32360	-14.56	0.00		
	Vendor (GEM003) totals:					-14.56	0.00		
GIV001	GIVER A YANK TOWING								
	PA 32361	05/24/19			32361	-1,110.90	0.00		
	Vendor (GIV001) totals:					-1,110.90	0.00		
GLO001	GLOBALSTAR CANADA								
	PA 32362	05/24/19			32362	-179.18	0.00		
	Vendor (GLO001) totals:					-179.18	0.00		
GOB001	GOBROCHURES.COM								
	PA 32363	05/24/19			32363	-112.00	0.00		
	Vendor (GOB001) totals:					-112.00	0.00		
GRA002	GRAYDON SECURITY SYSTEMS								
	PA TP-449-001	05/03/19			TP-449-001	-220.19	0.00		
	Vendor (GRA002) totals:					-220.19	0.00		
GRE008	GREAT WEST EQUIPMENT								
	PA TP-452-004	05/24/19			TP-452-004	-634.68	0.00		

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GRE008	GREAT WEST EQUIPMENT (Continued)								
	Vendor (GRE008) totals:					-634.68	0.00		
HEL001	Curtis Helgesen								
	PA 32376	05/27/19			32376	-1,001.01	0.00		
	Vendor (HEL001) totals:					-1,001.01	0.00		
HIL003	HILL STOP TRUCK WASH								
	PA 32325	05/10/19			32325	-77.28	0.00		
	Vendor (HIL003) totals:					-77.28	0.00		
HOU018	HOUSTON BOTTLE DEPOT								
	PA TP-452-005	05/24/19			TP-452-005	-3,455.24	0.00		
	Vendor (HOU018) totals:					-3,455.24	0.00		
IND006	INDUSTRIAL TRANSFORMERS								
	PA TP-450-016	05/14/19			TP-450-016	-958.90	0.00		
	Vendor (IND006) totals:					-958.90	0.00		
INT001	INTERIOR ELECTRICAL AUTOMATION								
	PA TP-450-017	05/14/19			TP-450-017	-3,665.03	0.00		
	Vendor (INT001) totals:					-3,665.03	0.00		
JAN002	JANIK SERVICES LTD.								
	PA 32364	05/24/19			32364	-2,520.00	0.00		
	Vendor (JAN002) totals:					-2,520.00	0.00		
JUB001	JUBINVILLE ENTERPRISES								
	PA 32365	05/24/19			32365	-642.11	0.00		
	Vendor (JUB001) totals:					-642.11	0.00		
KAL003	KAL TIRE - BURNS LAKE								
	PA 32326	05/10/19			32326	-3,673.90	0.00		
	Vendor (KAL003) totals:					-3,673.90	0.00		
LAK004	LAKES DISTRICT AIRPORT SOCIETY								
	PA TP-453-010	05/30/19			TP-453-010	-6,875.00	0.00		
	Vendor (LAK004) totals:					-6,875.00	0.00		
LAK012	LAKES DISTRICT MUSEUM SOCIETY								
	PA TP-453-011	05/30/19			TP-453-011	-4,000.00	0.00		
	Vendor (LAK012) totals:					-4,000.00	0.00		
LAK027	LAKES DISTRICT ARTS COUNCIL								
	PA TP-453-012	05/30/19			TP-453-012	-2,500.00	0.00		
	Vendor (LAK027) totals:					-2,500.00	0.00		
LAK032	LAKES DISTRICT FILM								
	PA TP-453-013	05/30/19			TP-453-013	-150.00	0.00		
	Vendor (LAK032) totals:					-150.00	0.00		
LAK037	LAKES DISTRICT EXPRESS								
	PA 32327	05/10/19			32327	-366.66	0.00		
	Vendor (LAK037) totals:					-366.66	0.00		
LDF001	LDFC PRINTING & STATIONARY								
	PA TP-450-018	05/14/19			TP-450-018	-2,909.18	0.00		
	Vendor (LDF001) totals:					-2,909.18	0.00		
M4E001	M 4 ENTERPRISES								
	PA TP-450-019	05/14/19			TP-450-019	-5,723.20	0.00		
	PA TP-452-006	05/24/19			TP-452-006	-1,296.75	0.00		
	Vendor (M4E001) totals:					-7,019.95	0.00		

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<b>MED001 MEDICAL SER. PLAN</b>									
PA	32308	05/02/19			32308	-2,475.00	0.00		
Vendor (MED001) totals:						<b>-2,475.00</b>	<b>0.00</b>		
<b>MIN001 MINISTER OF FINANCE</b>									
PA	32366	05/24/19			32366	-210.00	0.00		
Vendor (MIN001) totals:						<b>-210.00</b>	<b>0.00</b>		
<b>MIN002 MINISTER OF FINANCE - PROVINCE OF</b>									
PA	TP-449-002	05/03/19			TP-449-002	-600.00	0.00		
PA	TP-452-007	05/24/19			TP-452-007	-600.00	0.00		
Vendor (MIN002) totals:						<b>-1,200.00</b>	<b>0.00</b>		
<b>NAD002 NADINA TRUCK SERVICE LTD</b>									
PA	32328	05/10/19			32328	-29.21	0.00		
Vendor (NAD002) totals:						<b>-29.21</b>	<b>0.00</b>		
<b>NOR019 NORTHLAND AUTOMOTIVE</b>									
PA	TP-450-020	05/14/19			TP-450-020	-118.49	0.00		
Vendor (NOR019) totals:						<b>-118.49</b>	<b>0.00</b>		
<b>NOR039 NORTHERN SCALE</b>									
PA	32367	05/24/19			32367	-4,055.73	0.00		
Vendor (NOR039) totals:						<b>-4,055.73</b>	<b>0.00</b>		
<b>OKT001 1118662 BC LTD DBA OK TIRE</b>									
PA	TP-450-021	05/14/19			TP-450-021	-26.36	0.00		
Vendor (OKT001) totals:						<b>-26.36</b>	<b>0.00</b>		
<b>OUE001 OUELLETTE BROS BUILDING SUPPLIE</b>									
PA	32368	05/24/19			32368	-1,572.66	0.00		
Vendor (OUE001) totals:						<b>-1,572.66</b>	<b>0.00</b>		
<b>OVE002 SAVE ON FOODS</b>									
PA	32329	05/10/19			32329	-244.57	0.00		
Vendor (OVE002) totals:						<b>-244.57</b>	<b>0.00</b>		
<b>PAC004 PACIFIC NORTHERN GAS LTD.</b>									
PA	TP-450-022	05/14/19			TP-450-022	-3,098.16	0.00		
Vendor (PAC004) totals:						<b>-3,098.16</b>	<b>0.00</b>		
<b>PAC007 PACIFIC TRUCK &amp; EQUIPMENT INC</b>									
PA	TP-450-023	05/14/19			TP-450-023	-253.95	0.00		
Vendor (PAC007) totals:						<b>-253.95</b>	<b>0.00</b>		
<b>PIT001 PITNEY BOWES</b>									
PA	32369	05/24/19			32369	-534.74	0.00		
Vendor (PIT001) totals:						<b>-534.74</b>	<b>0.00</b>		
<b>PRA002 PRAGMATIC CONFERENCING</b>									
PA	TP-450-024	05/14/19			TP-450-024	-21.56	0.00		
Vendor (PRA002) totals:						<b>-21.56</b>	<b>0.00</b>		
<b>PRO009 PROVINCE OF BC</b>									
PA	TP-451-001	05/23/19			TP-451-001	-19,528.73	0.00		
Vendor (PRO009) totals:						<b>-19,528.73</b>	<b>0.00</b>		
<b>PWC001 PRICEWATERHOUSECOOPERS LLP</b>									
PA	32330	05/10/19			32330	-23,609.25	0.00		
Vendor (PWC001) totals:						<b>-23,609.25</b>	<b>0.00</b>		
<b>RED004 RED ROCKET SERVICES</b>									
PA	TP-450-025	05/14/19			TP-450-025	-315.00	0.00		

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RED004	RED ROCKET SERVICES (Continued)								
	Vendor (RED004) totals:					-315.00	0.00		
REG001	REG.DIST.OF FRASER-FORT GEORGE								
PA	32331	05/10/19			32331	-1,310.40	0.00		
PA	32370	05/24/19			32370	-3,595.45	0.00		
	Vendor (REG001) totals:					-4,905.85	0.00		
REG007	REGIONAL DISTRICT OF CENTRAL KOC								
PA	32332	05/10/19			32332	-272.52	0.00		
	Vendor (REG007) totals:					-272.52	0.00		
RIC001	RICH'S SAW SALES								
PA	TP-452-008	05/24/19			TP-452-008	-81.09	0.00		
	Vendor (RIC001) totals:					-81.09	0.00		
ROC003	ROCKY MOUNTAIN PHOENIX								
PA	32371	05/24/19			32371	-6,233.23	0.00		
	Vendor (ROC003) totals:					-6,233.23	0.00		
ROG001	ROGERS								
PA	TP-452-009	05/24/19			TP-452-009	-160.54	0.00		
	Vendor (ROG001) totals:					-160.54	0.00		
SCH008	SCHLAMP LOGGING CONTRACTORS L1								
PA	32333	05/10/19			32333	-110.25	0.00		
	Vendor (SCH008) totals:					-110.25	0.00		
SHE005	EVA SHERWOOD								
PA	32315	05/10/19			32315	-105.00	0.00		
PA	32372	05/24/19			32372	-375.00	0.00		
	Vendor (SHE005) totals:					-480.00	0.00		
SMI007	SMITHERS PUBLIC LIBRARY								
PA	TP-453-014	05/30/19			TP-453-014	-6,975.92	0.00		
	Vendor (SMI007) totals:					-6,975.92	0.00		
SMI027	SMITHERS HOME HARDWARE								
PA	32334	05/10/19			32334	-826.36	0.00		
PA	32373	05/24/19			32373	-24.28	0.00		
	Vendor (SMI027) totals:					-850.64	0.00		
SOU003	SOUTHSIDE VOLUNTEER FIRE DEPT.								
PA	TP-453-015	05/30/19			TP-453-015	-2,075.33	0.00		
	Vendor (SOU003) totals:					-2,075.33	0.00		
SPO001	SPOTLESS UNIFORM LTD.								
PA	TP-450-026	05/14/19			TP-450-026	-16.75	0.00		
PA	TP-452-010	05/24/19			TP-452-010	-16.75	0.00		
	Vendor (SPO001) totals:					-33.50	0.00		
SSQ001	SSQ FINANCIAL								
PA	32309	05/02/19			32309	-1,411.26	0.00		
	Vendor (SSQ001) totals:					-1,411.26	0.00		
STA008	STARLAND SUPPLY LTD								
PA	TP-450-027	05/14/19			TP-450-027	-8.94	0.00		
	Vendor (STA008) totals:					-8.94	0.00		
STE012	STEWART MCDANNOLD STUART								
PA	TP-450-028	05/14/19			TP-450-028	-3,406.54	0.00		
	Vendor (STE012) totals:					-3,406.54	0.00		

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Sort order: Control account, vendor number, report group  
 Selection: Checks from May 01 2019 to May 31 2019 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZ]  
 All report groups  
 Include fully paid transactions.

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)	
SUD001	SUDS N' DUDS									
	PA TP-450-029	05/14/19			TP-450-029	-108.11	0.00			
	Vendor (SUD001) totals:						-108.11	0.00		
SUN002	SUN LIFE FINANCIAL									
	PA 32310	05/02/19			32310	-25,533.04	0.00			
	Vendor (SUN002) totals:						-25,533.04	0.00		
SUP003	SUPERIOR PROPANE									
	PA TP-452-011	05/24/19			TP-452-011	-997.33	0.00			
	Vendor (SUP003) totals:						-997.33	0.00		
SWE001	SWEEPING BEAUTIES JANITORIAL									
	PA TP-453-016	05/30/19			TP-453-016	-2,271.15	0.00			
	Vendor (SWE001) totals:						-2,271.15	0.00		
TAK001	TAKYSIE LAKE ENTERPRISES									
	PA TP-452-012	05/24/19			TP-452-012	-300.00	0.00			
	Vendor (TAK001) totals:						-300.00	0.00		
TAN002	TANEX ENGINEERING CORPORATION									
	PA 32311	05/03/19			32311	-2,008.13	0.00			
	PA 32335	05/10/19			32335	-11,080.13	0.00			
	Vendor (TAN002) totals:						-13,088.26	0.00		
TAY002	TAYLOR BROS HARDWARE									
	PA TP-450-030	05/14/19			TP-450-030	-75.86	0.00			
	Vendor (TAY002) totals:						-75.86	0.00		
TEL002	TELUS COMMUNICATIONS INC.									
	PA TP-450-031	05/14/19			TP-450-031	-3,117.56	0.00			
	Vendor (TEL002) totals:						-3,117.56	0.00		
TEL004	TELUS COMMUNICATIONS INC.									
	PA 32336	05/10/19			32336	-2,240.00	0.00			
	Vendor (TEL004) totals:						-2,240.00	0.00		
TEL007	TELUS MOBILITY									
	PA TP-450-032	05/14/19			TP-450-032	-1,840.99	0.00			
	Vendor (TEL007) totals:						-1,840.99	0.00		
TOP005	TOPLEY FIRE PROTECTION SOC.									
	PA TP-453-017	05/30/19			TP-453-017	-2,837.50	0.00			
	Vendor (TOP005) totals:						-2,837.50	0.00		
TOU001	TOURISM PRINCE GEORGE									
	PA 32337	05/10/19			32337	-3,044.99	0.00			
	Vendor (TOU001) totals:						-3,044.99	0.00		
TOW001	TOWN OF SMITHERS									
	PA 32374	05/24/19			32374	-77.65	0.00			
	Vendor (TOW001) totals:						-77.65	0.00		
TOW003	TOWER COMMUNICATIONS									
	PA TP-452-013	05/24/19			TP-452-013	-4,683.29	0.00			
	Vendor (TOW003) totals:						-4,683.29	0.00		
VAL005	VALLEY DIESEL									
	PA 32338	05/10/19			32338	-805.07	0.00			
	Vendor (VAL005) totals:						-805.07	0.00		
VAN005	VANDERHOOF & DISTRICTS CO-OP									
	PA TP-452-014	05/24/19			TP-452-014	-18,611.72	0.00			



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Sort order: Control account, vendor number, report group  
 Selection: Checks from May 01 2019 to May 31 2019 with  
 All control accounts  
 Vendor number [ ] to [ZZZZZZ]  
 All report groups  
 Include fully paid transactions.

Vendor Number	Vendor Name / Doc. Number	Doc. Date	Due Date	Disc Date	Reference	Orig. Amount	Curr. amount	Max Payable (if changed)	Disc. Base (if changed)
VAN005 VANDERHOOF & DISTRICTS CO-OP (Continued)									
Vendor (VAN005) totals:						-18,611.72	0.00		
VIL001 VILLAGE OF FRASER LAKE									
PA	32339	05/10/19			32339	-21.00	0.00		
Vendor (VIL001) totals:						-21.00	0.00		
WAS001 WASTE MANAGEMENT OF CANADA CO									
PA	TP-450-033	05/14/19			TP-450-033	-6,409.56	0.00		
Vendor (WAS001) totals:						-6,409.56	0.00		
WEL002 WELLMAN'S CAR AND TRUCK WASH									
PA	TP-452-015	05/24/19			TP-452-015	-188.58	0.00		
Vendor (WEL002) totals:						-188.58	0.00		
WIE004 KEN WIEBE									
PA	TP-450-034	05/14/19			TP-450-034	-391.96	0.00		
PA	TP-452-016	05/24/19			TP-452-016	-391.96	0.00		
Vendor (WIE004) totals:						-783.92	0.00		
WIL004 WILLIAMS MACHINERY									
PA	TP-450-035	05/14/19			TP-450-035	-108.92	0.00		
Vendor (WIL004) totals:						-108.92	0.00		
WIS002 WISTARIA HALL									
PA	32375	05/24/19			32375	-450.00	0.00		
Vendor (WIS002) totals:						-450.00	0.00		
XER001 XEROX CANADA LTD.									
PA	TP-450-036	05/14/19			TP-450-036	-2,811.97	0.00		
PA	TP-452-017	05/24/19			TP-452-017	-1,101.37	0.00		
Vendor (XER001) totals:						-3,913.34	0.00		
Control account (1) totals:						-436,826.32	0.00		
REC002 RECEIVER GENERAL									
PA	32340	05/13/19			32340	-44,122.32	0.00		
Vendor (REC002) totals:						-44,122.32	0.00		
Control account (2) totals:						-44,122.32	0.00		
Report Total						-480,948.64	0.00		

116 vendor(s) printed.

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1875

A BYLAW TO ESTABLISH THE ELECTORAL AREA "G" (HOUSTON RURAL)  
ECONOMIC DEVELOPMENT SERVICE

---

**WHEREAS:**

- A. Under Section 332 of the *Local Government Act* a Regional District may operate any service the Board considers necessary or desirable for all or part of the Regional District;
- B. The Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of the promotion of economic development in electoral Area "G";
- C. The approval of the Inspector of Municipalities has been obtained under section 342 of the *Local Government Act*; and
- D. Participating area approval in the participating area has been obtained under Section 347 of the *Local Government Act*.

**NOW THEREFORE** the Board of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

**1) Service**

The Electoral Area "G" (Houston Rural) Economic Development Service (the "**Service**") is established by this Bylaw for the purpose of the promotion of economic development in Electoral Area "G".

**2) Boundaries**

The boundaries of the Service Area are the boundaries of Electoral Area "G" (Houston Rural) in the Regional District of Bulkley-Nechako (the "**Service Area**").

**3) Participating Areas**

The "Participating Area" is Electoral Area "G" (Houston Rural).

**4) Cost Recovery**

As provided in Section 378 of the *Local Government Act*, the annual cost of providing this service shall be recovered by one or more of the following:

- a. Property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*
- b. Fees and charges imposed under Section 397 of the *Local Government Act*;
- c. Revenues received by way of agreement, enterprise, gift, grant or otherwise;
- d. Revenues raised by other means authorized by the *Local Government Act*.

**5) Tax Base for Property Value Taxes**

The tax base for property value taxes shall be for the participating electoral area in accordance with section 384 (5) (c) of the *Local Government Act* - the net taxable value of improvements in the participating area.

**4) Citation**

This Bylaw may be cited for all purposes as the "Regional District of Bulkley-Nechako Electoral Area "G" (Houston Rural) Economic Development Service Area Establishment Bylaw No. 1875, 2019."

READ A FIRST TIME this \_\_\_ day of \_\_\_, 2019

READ A SECOND TIME this \_\_\_ day of \_\_\_ 2019

READ A THIRD TIME this \_\_\_ day of \_\_\_ 2019

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1875 at third reading.

\_\_\_\_\_  
Corporate Administrator

CONSENT OF ELECTORAL AREA "G" DIRECTOR RECEIVED this \_\_\_ day of \_\_\_, 2019.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this \_\_\_ day of \_\_\_, 2019

ADOPTED THIS \_\_\_ day of \_\_\_, 2019

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****BYLAW NO. 1874****A bylaw to amend the tax limit of the Cluculz Lake Emergency Response Team Contribution Service from \$18,750 per annum to \$23,437 per annum**

---

**WHEREAS** the Regional District of Bulkley-Nechako has established by Bylaw No. 1127, a service for contribution to the Cluculz Lake Volunteer Fire Department, formerly known as Cluculz Lake Emergency Response Team, for its emergency response services;

**AND WHEREAS** the Regional Board wishes to increase the tax limit for the service from EIGHTEEN THOUSAND SEVEN HUNDRED FIFTY DOLLARS (\$18,750) per annum to TWENTY-THREE THOUSAND FOUR HUNDRED THIRTY SEVEN (\$23,437) per annum;

**AND WHEREAS** under Section 349 (1)(b) of the Local Government Act, the sole participant has consented to the adoption of this bylaw;

**AND WHEREAS** under Regulation 113/2007, the approval of the Inspector is not required because the increase in the tax limit is not greater than 25% of the baseline amount five years previous;

**NOW THEREFORE** the Regional Board of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

1. Section 5 of Bylaw No. 1127 is hereby repealed and replaced with the following:
  5. The maximum amount of taxation that may be requisitioned annually for this service under Section 806.1(1)(a) of the *Local Government Act* is TWENTY-THREE THOUSAND FOUR HUNDRED THIRTY-SEVEN (\$23,437).
2. This bylaw may be cited as the "Cluculz Lake Emergency Response Team (CLERT) Contribution Local Service Area Establishment Amendment Bylaw No. 1874, 2019."
3. Bylaw 1863 is hereby repealed.

READ A FIRST TIME this \_\_\_ day of \_\_\_, 2019

READ A SECOND TIME this \_\_\_ day of \_\_\_, 2019

READ A THIRD TIME this \_\_\_ day of \_\_\_, 2019

CONSENT OF ELECTORAL AREA "F" DIRECTOR RECEIVED this  
\_\_\_\_\_ day or \_\_\_\_\_, 2019

ADOPTED this            day of            2019

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1874 as adopted.

\_\_\_\_\_  
Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 1876**

**Being a bylaw to amend the Financial Plan  
for the years 2019 to 2023**

---

**The Regional District of Bulkley-Nechako in open meeting assembled  
ENACTED as follows:**

- 1. Schedule "A" attached hereto, and made part of this bylaw, is the amended Schedule "A" for the Financial Plan for the Regional District of Bulkley-Nechako for the years 2019 through 2023.**
- 2. This bylaw may be cited as "Regional District of Bulkley-Nechako Financial Plan Amendment Bylaw No. 1876, 2019."**

**READ A FIRST TIME this            day of            ,2019**

**READ A SECOND TIME this        day of            , 2019**

**READ A THIRD TIME this        day of            , 2019**

**I hereby certify that the foregoing is a true copy of Bylaw No. 1876.**

---

**Corporate Administrator**

**ADOPTED this            day of            , 2019**

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**Chairperson**

---

**Corporate Administrator**

**Regional District of Bulkley-Nechako**  
**2019 to 2023 Financial Plan Amendment- Bylaw No. 1876**

Schedule "A"

2019 Financial Plan:

Service	FUNDING						TRANSFERS From/(To)				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCA's	Total Transfers	Debt Pmts. Int & P'pal	Capital Expenditures	Amortization of TCA's	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	288,496				1,044,516	1,333,012	(226,658)	302,797		76,139				1,409,150		1,409,150
1200 General Government Services	1,293,080		15,900		5,744,534	7,053,514	(5,211,343)	380,647	80,000	(4,750,696)	7,800	94,300	80,000	2,120,719		2,302,819
1301 Feasibility Studies					552	552		16,593		16,593				17,145		17,145
1401 Agriculture	43,379				93,085	136,464		34,188		34,188				170,652		170,652
1501 Local Community of Fort Fraser	3,506				5,000	8,506		6,664		6,664				15,170		15,170
1701 Chinook Community Forest	(0)					(0)		15,874		15,874				15,873		15,873
2100 Lakes Economic Development	102,321				1,000	103,321		323		323				103,644		103,644
2200 Area "E" Economic Development	10,000				12,751	22,751		28,697		28,697				52,448		52,448
2300 Stuart-Nechako Economic Development								8,692		8,692				8,692		8,692
2400 Area "A" Economic Development	10,000					10,000		10,000		10,000				20,000		20,000
2500 Regional Economic Development	93,917				461,167	555,084	(3,300)	251,458		248,158				803,242		803,242
3101 Member Fiscal Services					959,436	959,436					959,436					959,436
4101 Planning	215,762		10,250		29,188	255,200	6,329	27,791	5,500	39,620		11,000	5,500	278,320		294,820
4201 Building Inspection	200,466		231,812			432,298	(22,161)	41,234	12,485	31,558			12,485	451,371		463,856
4301 Development Services	275,976		28,500		32,032	338,508	(4,677)	56,664	10,000	61,787			10,000	384,295		394,295
4401 Building Numbing Extended Service	7,473				1,602	9,075	(420)	2,180		1,760				10,835		10,835
4501 Unsightly Premises Regulatory Control	23,816				2,991	26,807	(3,238)	12,222		8,986				35,793		35,793
5101 Environmental Services	3,349,452		371,290	308,650	846,599	4,875,961	(3,272)	700,235	700,000	1,396,963	407,223	1,288,800	700,000	3,876,901		6,272,924
5901 Weeds	38,766		50		8,342	47,158		16,534		16,534				63,692		63,692
5902 Lake Kathryn Aquatic Weed Harvesting		8,191	544		150	8,885		90		90				8,975		8,975
5903 Glacier Gulch Water Diversions		2,652	180		25	2,867		10,147		10,147				13,014		13,014
6101 Ft. Fraser Sewer System		49,045	26,010		20,000	95,055	(41,136)	22,487	16,000	(2,649)			16,000	76,406		92,406
6201 Ft. Fraser Water System		47,275	42,129		198,095	287,499	(50,302)	68,445	100,000	118,143		235,657	100,000	69,985		405,642
6301 Cluculz Lake - Somerset Estates Sewer		2,600				2,600		2,608		2,608				5,208		5,208
6401 Pump & Haul Sewer Disposal			500			500								500		500
6402 Liquid Waste Disposal			5,000			5,000		9,456		9,456				14,456		14,456
7101 Ft. Fraser Fire Protection	54,640				5,000	59,640	(5,666)	3,069	10,800	8,203	10,718		10,800	46,325		67,843
7102 Southside Rural Fire Protection	44,066				9,500	53,566	(1,166)	394	18,000	17,228			18,000	52,794		70,794
7103 Topley Rural Fire Protection	71,987				3,000	74,887	(1,666)		23,000	21,334	17,741		23,000	55,245	235	95,221
7201 Burns Lake Rural Fire Protection	102,134					102,134				(10,000)				102,134		102,134
7202 Ft. St. James Rural Fire Protection	144,973					144,973	(10,000)			(10,000)				134,973		134,973
7203 Houston Rural Fire Protection	21,360					21,360				(10,000)				21,360		21,360
7204 Lurck Bay Rural Fire Protection	50,860					50,860	(6,200)	4,841	9,300	5,941	7,095		9,300	40,405		56,801
7205 Smithers Rural Fire Protection	208,516					208,516	(10,000)			(10,000)				198,516		198,516
7206 Telkwa Rural Fire Protection	118,271					118,271	(6,000)			(6,000)				112,271		112,271
7207 Vanderhoof Rural Fire Protection	41,415					41,415				(6,000)				41,415		41,415
7208 Round Lake Fire Protection	10,351					10,351	(1,500)	2,100	600	1,200	1,025		600	9,926		11,551
7301 Cluculz Lake Emergency Response	23,437				5,313	28,750								28,850	100	28,750
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
7402 Area "F" Extrication Services																
7403 Lakes District Emergency Services																
7404 Area "D" Extrication	1,531				2,221	3,752		1,248		1,248				5,000		5,000
7405 Area "C" Road Rescue Service	17,864					17,864		87		87				17,951		17,951
7406 Topley Road Rescue/First Responders	6,910					6,910	(10)	100	1,000	1,090			1,000	7,000		8,000
7501 9-1-1 Service	282,544		133,000		29,174	444,718	(22,208)	20,912	70,000	68,704		30,000	70,000	413,422		513,422
7600 Emergency Preparedness Planning	265,030				774,011	1,039,041	18,845	42,345	4,000	65,190		21,000	4,000	1,069,283	9,948	1,104,231
7701 Burns Lake & Area Victim Services	11,107				2,795	13,902		2,273		2,273				16,175		16,175
7702 Smithers Victim Services	35,438					35,438		1,535		1,535				36,973		36,973
8101 Lakes District Airport	109,965				41,498	151,463	(35,000)	12,062		(22,938)	36,025			92,500		128,525
8201 Smithers Para-Transit																
8202 FSJ Seniors Helping Seniors Transportation Sr	41,806					41,806		1,194		1,194				43,000		43,000
8203 Regional Public Transit & Para Transit Service	56,767		83,935		67,846	208,548	(52,000)	58,956		6,956				215,504		215,504
8301 Telkwa Pedestrian Crosswalk	1,000					1,000								1,000		1,000
9101 Decker Lake Street Lighting		9,956	350			10,306		275		275				10,581		10,581
9102 Endako Street Lighting	3,313		320			3,633		148		148				3,782		3,782
9103 Ft. Fraser Street Lighting	7,731		490			8,221		639		639				8,860		8,860
9104 Gerow Island Street Lighting	4,352					4,352		33		33				4,385		4,385
9105 Gooften Road Street Lighting																
9106 Colony Point Street Lighting	2,896					2,896		838		838				3,734		3,734
9107 Laidlaw Street Lighting	1,460					1,460		(33)		(33)				1,427		1,427
10101 Bulkley Valley Regional Pool and Rec. Centre	989,785				20,135	1,009,920	(244,152)	106,132	120,000	(18,020)	1,200		120,000	870,699		991,900
10102 Vanderhoof Pool	304,812					304,812	(30,000)			(30,000)				274,812		274,812
10201 Ft. St. James Arena Grant	37,500					37,500								37,500		37,500
10202 Burns Lake Arena	241,796				2,500	244,296	14,500	705		15,205	19,030			240,471		259,501
10301 Smithers Rural Recreation/Culture	303,842					303,842								303,841	1	303,842
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10303 Lakes District Arts and Culture	242,701				86,365	329,066								329,066		329,066
10401 Ft. Fraser Cemetery Grant	1,984		35			1,999		1		1				2,000		2,000
10402 Topley Cemetery Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	59,323				600	59,923		77		77				60,000		60,000
10502 Fraser Lake and Area TV Rebroadcasting	41,072				29,705	70,777		7,098		7,098				77,875		77,875
10503 Ft. St. James and Area TV Rebroadcasting	163,801				2,800	166,601		699		699				167,500		167,500
10504 Burns Lake and Area TV Rebroadcasting	33,507				12,776	46,283		1,217		1,217				47,500		47,500
10601 Burns Lake and Area Library Grant								12,349		12,349				12,349		12,349
10602 Fraser Lake Rural Library Grant	12,333		60		17,250	29,643		3,752		3,752				33,395		33,395
10603 Fort St. James Library	17,075				50	17,125		63		63				17,188		17,188
10701 Burns Lake Museum Society								1,046		1,046				1,046		1,046
10801 Fort Fraser Community Hall	2,452		46			2,498		2		2				2,500		2,500
10802 Braeside Community Hall	5,000					5,000								5,000		5,000
<b>Total/Total Departments</b>	<b>10,257,502</b>	<b>119,729</b>	<b>950,401</b>	<b>308,650</b>	<b>10,573,575</b>	<b>22,209,856</b>	<b>(5,954,599)</b>	<b>2,313,382</b>	<b>1,180,685</b>	<b>(2,460,532)</b> </						

424

1st, 2nd, 3rd Reading  
& Adoption

REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1877

A bylaw to establish user fees for the Bulkley Valley Regional Pool and Public Racquet Courts Service

---

**WHEREAS** the Regional District of Bulkley-Nechako operates the Bulkley Valley Regional Pool and Public Racquet Courts Service;

**AND WHEREAS** the Regional District may, by bylaw, adopted under section 397 of the Local Government Act impose fees or charges for the provision of services or for the use of Regional District Property;

**NOW THEREFORE** the Regional Board of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

1. The rates set out in Schedule "A", attached to and forming part of this bylaw, are applicable for the Bulkley Valley Regional Pool and Public Racquet Courts Service.
2. The "Bulkley Valley Regional Pool and Public Racquet Courts User Fee Bylaw No. 1767, 2016" is hereby repealed.
3. This bylaw may be cited as "Bulkley Valley Regional Pool and Racquet Courts User Fee Bylaw No. 1877, 2019."

READ A FIRST TIME this        day of                    , 2019

READ A SECOND TIME this        day of                    , 2019

READ A THIRD TIME this        day of                    , 2019

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1877.

\_\_\_\_\_  
Corporate Administrator

ADOPTED this        day of                    , 2019

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator



**Bylaw No. 1877**

**Schedule "A"**

**BULKLEY VALLEY REGIONAL POOL & RECREATION CENTRE - User and Program FEE's**

ADMISSIONS - effective Sept 1, 2019	2017	2019	MEMBERSHIPS - Sept 1, 2019	2017	2019	PROGRAMS - Effective July1, 2019	2016	2019
Caregiver	free	free	10 Pass Pool and Fitness - Child	\$ 29.25	\$ 30.15	<b>Advance Course/Programs</b>		
Pool & Fitness - Infant Drop-in	free	free	10 Pass Pool and Fitness - Youth	\$ 38.25	\$ 39.60	Red Cross Babysitters Course	\$ 59.50	\$ 62.48
Pool & Fitness - Child Drop-in	\$ 3.25	\$ 3.35	10 Pass Pool and Fitness - Adult	\$ 56.25	\$ 58.05	Bronze Star	\$ 88.00	\$ 92.40
Pool & Fitness - Youth Drop-in	\$ 4.25	\$ 4.40	10 Pass Pool and Fitness - Senior	\$ 38.25	\$ 39.60	Bronze Medallion	\$ 236.00	\$ 247.80
Pool & Fitness - Adult Drop-in	\$ 6.25	\$ 6.45	10 Pass Pool and Fitness - Family	\$ 114.75	\$ 118.35	Bronze Cross	\$ 170.00	\$ 178.50
Pool & Fitness - Senior Drop-in	\$ 4.25	\$ 4.40	1 Month Pool and Fitness - Child	\$ 39.00	\$ 40.20	Emergency First Aid & CPR-A	\$ 105.00	\$ 110.25
Pool & Fitness - Family Drop-in	\$ 12.75	\$ 13.15	1 Month Pool and Fitness - Youth	\$ 51.00	\$ 52.80	CPR-C	\$ 105.00	\$ 110.25
Parent Daytime Rate	\$ 4.00	\$ 4.25	1 Month Pool and Fitness - Adult	\$ 75.00	\$ 77.40	CPR-C Recertification	\$ 50.00	\$ 52.50
Full Facility (Wall/Court/Pool) - Child Drop-in	\$ 3.75	\$ 3.85	1 Month Pool and Fitness - Senior	\$ 51.00	\$ 52.80	Standard First Aid (SFA)	\$ 205.00	\$ 215.25
Full Facility (Wall/Court/Pool) - Youth Drop-in	\$ 4.75	\$ 4.90	1 Month Pool and Fitness - Family	\$ 153.00	\$ 157.80	Standard First Aid Recertification	\$ 95.00	\$ 99.75
Full Facility (Wall/Court/Pool) - Adult Drop-in	\$ 8.00	\$ 8.25	3 Month Pool and Fitness - Child	\$ 87.75	\$ 90.45	National Lifeguard	\$ 500.00	\$ 450.00
Full Facility (Wall/Court/Pool) - Senior Drop-in	\$ 5.75	\$ 5.90	3 Month Pool and Fitness - Youth	\$ 114.75	\$ 118.80	Water Safety Instructor *New format	\$ 550.00	\$ 575.00
Full Facility (Wall/Court/Pool) - Family Drop-in	\$ 16.50	\$ 17.00	3 Month Pool and Fitness - Adult	\$ 168.75	\$ 174.15	Water Safety Instructor Recert	\$ 105.00	\$ 110.25
Wallyball Court Rental *not include swimming	\$ 17.45	\$ 17.95	3 Month Pool and Fitness - Senior	\$ 114.75	\$ 118.80	<b>Climbing Programs</b>		
Shower	\$ 3.65	\$ 3.75	3 Month Pool and Fitness - Family	\$ 344.25	\$ 355.05	Monkey Climb - drop-in	\$ 10.00	\$ 10.50
Special Event - Pool	\$ 5.00	\$ 5.00	6 Month Pool and Fitness - Child	\$ 152.10	\$ 156.78	Adult Climb Time - drop-in	\$ 12.10	\$ 12.70
Special Event - Wall	\$ 5.00	\$ 5.00	6 Month Pool and Fitness - Youth	\$ 198.90	\$ 205.92	Vertical Climbing Club (10)	\$ 150.00	\$ 98.44
Toonie Swim	\$ 2.00	\$ 2.00	6 Month Pool and Fitness - Adult	\$ 292.50	\$ 301.86	Little Rockers (10)	\$ 45.00	\$ 47.25
Twilight Swim	\$ 4.00	\$ 4.25	6 Month Pool and Fitness - Senior	\$ 198.90	\$ 205.92	Little Rocker (1)	\$ 6.00	\$ 6.30
Group Swim Adult	\$ 4.50	\$ 4.65	6 Month Pool and Fitness - Family	\$ 596.70	\$ 615.42	Little Rocker (1)- 2nd child	\$ 3.00	\$ 3.15
Group Swim Youth	\$ 3.75	\$ 3.85	1 Year Pool and Fitness - Child	\$ 234.00	\$ 241.20	Super Kids Climbing Club (10)	\$ 77.30	\$ 81.15
Group Swim Child	\$ 2.75	\$ 2.80	1 Year Pool and Fitness - Youth	\$ 306.00	\$ 316.80	NID Grip & Swim - Day Camps (1)	\$ 38.00	\$ 40.00
Group Swim with Wallyball/Climb booking	\$ 2.75	\$ 2.80	1 Year Pool and Fitness - Adult	\$ 450.00	\$ 464.40	Introduction to Climbing (Belay)	\$ 53.75	\$ 56.44
			1 Year Pool and Fitness - Senior	\$ 306.00	\$ 316.80	Belay Refresher (1)	\$ 15.00	\$ 15.75
<b>FACILITY RENTAL</b>		increase 5%	1 Year Pool and Fitness - Family	\$ 918.00	\$ 946.80	<b>Court Programs</b>		
Private Pool Rental (up 29 ppl)	\$ 78.30	\$82.20	10 Pass Full Facility - Child	\$ 33.75	\$ 34.65	Junior Squash (10)	\$ 70.00	\$ 73.50
Private Pool Rental (30- 74 ppl)	\$ 110.20	\$115.70	10 Pass Full Facility - Youth	\$ 42.75	\$ 44.10	Intro to Squash	\$ 66.00	\$ 69.30
Private Pool Rental (75-125 ppl)	\$ 173.05	\$181.70	10 Pass Full Facility - Adult	\$ 72.00	\$ 74.25	<b>Swimming Lessons * based on 10sessions</b>		
Court Additional hour or with Climb	\$ 10.00	\$ 10.05	10 Pass Full Facility - Senior	\$ 51.75	\$ 53.10	Preschool Swimming Lessons (30 min)	\$ 59.50	\$ 62.50
Group Climb 1.5 hour (up 6 ppl)	\$ 60.00	\$ 63.00	10 Pass Full Facility - Family	\$ 148.50	\$ 153.00	Preschool School Group (30min)	\$ 48.50	\$ 50.90
Group Climb 1.5 hour (7-12 ppl)	\$ 95.00	\$ 99.75	1 Month Full Facility - Child	\$ 45.00	\$ 46.20	Swim Kids 1 - 4 (30 min)	\$ 53.75	\$ 56.45
Group Climb 1.5 hour (13- 18 ppl)	\$ 135.00	\$ 141.75	1 Month Full Facility - Youth	\$ 57.00	\$ 58.80	Swim Kids 5&6 (45 min)	\$ 64.75	\$ 68.00
Group Climb 1.5 hour (19- 25 ppl)	\$ 175.00	\$ 183.75	1 Month Full Facility - Adult	\$ 96.00	\$ 99.00	Swim Kids 7 - 10 (1 hour)	\$ 70.00	\$ 73.50
Little Rocker set up with climb (1 belayer)	\$ 35.00	\$ 36.75	1 Month Full Facility - Senior	\$ 69.00	\$ 70.80	School Group Lessons (30 min)	\$ 40.50	\$ 42.75
Little Rocker set up with climb (2 belayer)	\$ 20.00	\$ 21.00	1 Month Full Facility - Family	\$ 198.00	\$ 204.00	Swim Patrol (6-11 yrs)	\$ 70.00	\$ 78.50
Lane rental (Swim club)	\$ 9.70/hr	\$ 10.18/hr	10 Pass Full Facility - Child	\$ 101.25	\$ 103.95	Junior Lifeguard Club/ Mermaid school	\$ 84.55	\$ 88.75
Lane rental Adult (swim Club)	\$ 16.25/hr	\$ 17.06/hr	3 Month Full Facility - Youth	\$ 128.25	\$ 132.30	Private Lessons (1)	\$ 26.50	\$ 27.80
Pool rental (Swim club)	\$69.56/hr	\$ 73.03/hr	3 Month Full Facility - Adult	\$ 216.00	\$ 222.75	Private Lessons set (10)	\$ 200.00	\$ 210.00
Lane Rental (private) (\$25/hr for 2+people )	\$15/hour	\$ 15.75/hr	3 Month Full Facility - Senior	\$ 155.25	\$ 159.30	Tri-It Triathlon Training (6-8 yrs)	\$ 84.00	\$ 88.20
			3 Month Full Facility - Family	\$ 445.50	\$ 459.00	Tri-It Triathlon Training (9-14 yrs)	\$ 84.00	\$ 88.20
			6 Month Full Facility - Child	\$ 175.50	\$ 180.18	<b>Adult and Fitness</b>		
			6 Month Full Facility - Youth	\$ 222.30	\$ 229.32	Swimming Basics 1 & 2- Adult/teen	\$ 73.75	\$ 77.45
			6 Month Full Facility - Adult	\$ 374.40	\$ 386.10	Stroke Development -Adult/Teen	\$ 73.75	\$ 77.45
			6 Month Full Facility - Senior	\$ 269.10	\$ 276.12	Fitness Studio Orientation	\$ 25.00	\$ 26.25
			6 Month Full Facility - Family	\$ 772.20	\$ 795.60	Small Group training/ WOW (20)	\$ 280.00	\$ 294.00
			1 Year Full Facility - Child	\$ 270.00	\$ 277.20	Personal Training (3)	\$ 125.00	\$ 135.00
			1 Year Full Facility - Youth	\$ 342.00	\$ 352.80	Tri-It Triathlon Training (15+)	\$ 105.00	\$ 110.25
			1 Year Full Facility - Adult	\$ 576.00	\$ 594.00	Postnatal Aquafit	\$ 61.50	\$ 64.50
			1 Year Full Facility - Senior	\$ 414.00	\$ 424.80	Kayak Rolling (4)	\$ 45.00	\$ 47.25
			1 Year Full Facility - Family	\$ 1,188.00	\$ 1,224.00	Kayaking Drop-in	\$ 15.00	\$ 15.75

**Legend:**

- Existing fee- no change
- Increase Admissions
- New fee or missing from bylaw 1805/program structure evaluated, cost change

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## BYLAW NO. 1867

A BYLAW TO ESTABLISH THE ELECTORAL AREA "B" (BURNS LAKE RURAL)  
ECONOMIC DEVELOPMENT SERVICE

---

**WHEREAS:**

- A. Under Section 332 of the *Local Government Act* a Regional District may operate any service the Board considers necessary or desirable for all or part of the Regional District;
- B. The Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of the promotion of economic development in electoral Area "B";
- C. The approval of the Inspector of Municipalities has been obtained under section 342 of the *Local Government Act*; and
- D. Participating area approval in the participating area has been obtained under Section 347 of the *Local Government Act*.

**NOW THEREFORE** the Board of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

**1) Service**

The Electoral Area "B" (Burns Lake Rural) Economic Development Service (the "**Service**") is established by this Bylaw for the purpose of the promotion of economic development in Electoral Area "B".

**2) Boundaries**

The boundaries of the Service Area are the boundaries of Electoral Area "B" (Burns Lake Rural) in the Regional District of Bulkley-Nechako (the "**Service Area**").

**3) Participating Areas**

The "Participating Area" is Electoral Area "B" (Burns Lake Rural).

**4) Cost Recovery**

As provided in Section 378 of the *Local Government Act*, the annual cost of

providing this service shall be recovered by one or more of the following:

- a. Property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*
- b. Fees and charges imposed under Section 397 of the *Local Government Act*;
- c. Revenues received by way of agreement, enterprise, gift, grant or otherwise;
- d. Revenues raised by other means authorized by the *Local Government Act*.

**5) Tax Base for Property Value Taxes**

The tax base for property value taxes shall be for the participating electoral area in accordance with section 384 (5) (c) of the *Local Government Act* - the net taxable value of improvements in the participating area.

**4) Citation**

This Bylaw may be cited for all purposes as the "Regional District of Bulkley-Nechako Electoral Area "B" (Burns Lake Rural) Economic Development Service Area Establishment Bylaw No. 1867, 2019."

READ A FIRST TIME this 18<sup>th</sup> day of April, 2019

READ A SECOND TIME this 18<sup>th</sup> day of April, 2019

READ A THIRD TIME this 18<sup>th</sup> day of April, 2019

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1867 at third reading.



Corporate Administrator

CONSENT OF ELECTORAL AREA "B" DIRECTOR RECEIVED this 18<sup>th</sup> day of April, 2019.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 16 day of May, 2019

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2019

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Administrator

## REGIONAL DISTRICT OF BULKLEY-NECHAKO

## BYLAW NO. 1868

A BYLAW TO ESTABLISH THE ELECTORAL AREA "E" (FRANCOIS/OOTSA LAKE RURAL) ECONOMIC DEVELOPMENT SERVICE

---

**WHEREAS:**

- A. Under Section 332 of the *Local Government Act* a Regional District may operate any service the Board considers necessary or desirable for all or part of the Regional District;
- B. The Board of the Regional District of Bulkley-Nechako wishes to establish a service for the purpose of the promotion of economic development in electoral Area "E";
- C. The approval of the Inspector of Municipalities has been obtained under section 342 of the *Local Government Act*; and
- D. Participating area approval in the participating area has been obtained under Section 347 of the *Local Government Act*.

**NOW THEREFORE** the Board of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

**1) Service**

The Electoral Area "E" (Francois/Ootsa Lake Rural) Economic Development Service (the "**Service**") is established by this Bylaw for the purpose of the promotion of economic development in Electoral Area "E".

**2) Boundaries**

The boundaries of the Service Area are the boundaries of Electoral Area "E" (Francois/Ootsa Lake Rural) in the Regional District of Bulkley-Nechako (the "**Service Area**").

**3) Participating Areas**

The "Participating Area" is Electoral Area "E" (Francois/Ootsa Lake Rural).

**4) Cost Recovery**

As provided in Section 378 of the *Local Government Act*, the annual cost of

providing this service shall be recovered by one or more of the following:

- a. Property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*
- b. Fees and charges imposed under Section 397 of the *Local Government Act*;
- c. Revenues received by way of agreement, enterprise, gift, grant or otherwise;
- d. Revenues raised by other means authorized by the *Local Government Act*.

**5) Tax Base for Property Value Taxes**

The tax base for property value taxes shall be for the participating electoral area in accordance with section 384 (5) (c) of the *Local Government Act* - the net taxable value of improvements in the participating area.

**4) Citation**

This Bylaw may be cited for all purposes as the "Regional District of Bulkley-Nechako Electoral Area "E" (Francois/Ootsa Lake Rural) Economic Development Service Area Establishment Bylaw No. 1868, 2019."

READ A FIRST TIME this 18<sup>th</sup> day of April , 2019

READ A SECOND TIME this 18<sup>th</sup> day of April, 2019

READ A THIRD TIME this 18<sup>th</sup> day of April, 2019

I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1868 at third reading.

  
Corporate Administrator

CONSENT OF ELECTORAL AREA "E" DIRECTOR RECEIVED this 18<sup>th</sup> day of April, 2019.

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 16 day of May , 2019

ADOPTED THIS \_\_\_\_\_ day of \_\_\_\_\_, 2019

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Administrator