

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL/AGRICULTURE COMMITTEE
AGENDA****Thursday, June 4, 2020**

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>AGENDA- June 4, 2020</u>	Approve
	<u>Supplementary Agenda</u>	Receive
	<u>MINUTES</u>	
3-7	Rural/Agriculture Committee Meeting Minutes - May 7, 2020	Adopt
	<u>PLANNING DEPARTMENT (All Directors)</u>	
	<u>Mine Referral</u>	
8-12	Deneve Vanderwolf, Planning Technician Mine Referral No. 1300260-202001 (BamBam Trucking) (Area C)	Recommendation
	<u>Crown Land Referral</u>	
13-15	Ashley Evanoff, Planning Student - Crown Land Referral No. 119419857-006 (Brian Pollard) (Area F)	Recommendation
	<u>AGRICULTURE REPORTS</u>	
16	Nellie Davis, Regional Economic Development Coordinator – 2020 Connecting Consumers and Producers Programs	Receive
17-50	Haley Jeffrey, Emergency Services Manager - Livestock Evacuation Plan	Recommendation
	<u>RURAL REPORTS</u>	
51-69	John Illes, Chief Financial Officer and Cheryl Anderson, Manager of Administrative Services – Impact of Electoral Areas Joining the Transit Service	Recommendation
70-71	John Illes, Chief Financial Officer - Northern Capital and Planning Grant	Discussion

CORRESPONDENCE

72 **Ministry of Municipal Affairs and Housing** **Receive**
 - Response to Inquiry re: Hunting Licenses

SUPPLEMENTARY AGENDA

NEW BUSINESS

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL/AGRICULTURE COMMITTEE MEETING****Thursday, May 7, 2020****Via Video/Teleconference**

PRESENT: Chair Mark Parker

Directors Mark Fisher
Clint Lambert – arrived at 10:27 a.m.
Chris Newell – left at 10:54 a.m.
Jerry Petersen
Michael Riis-Christianson
Gerry Thiessen – arrived at 10:44 a.m.

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

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Jason Blackwell, Regional Fire Chief
Debbie Evans, Agriculture Coordinator
John Illes, Chief Financial Officer
Deborah Jones-Middleton, Director of Protective Services
Jason Llewellyn, Director of Planning
Wendy Wainwright, Executive Assistant

Others Shane Brienen, District of Houston
Dolores Funk, Village of Burns Lake – arrived at 10:48 a.m.
Don Jolly, Consultant, Response Specialties Consulting – arrived at 10:38 a.m.
Brad Layton, Village of Telkwa – arrived at 11:03 a.m.
Linda McGuire, Village of Granisle – arrived at 11:00 a.m.
Sarrah Storey, Village of Fraser Lake – arrived at 10:59 a.m.
Taylor Turkington, Manager, Assurance, Beswick Hildebrandt Lund

CALL TO ORDER

Chair Parker called the meeting to order at 10:18 a.m.

AGENDAMoved by Director Riis-Christianson
Seconded by Director Petersen**RDC.2020-4-1**

“That the Rural/Agriculture Committee approve the May 7, 2020 Agenda.”

(All/Directors/Majority) **CARRIED UNANIMOUSLY****MINUTES****Rural Directors Committee Meeting Minutes -March 5, 2020**Moved by Director Petersen
Seconded by Director Riis-Christianson**RDC.2020-4-2**

“That the minutes of the Rural Directors Committee meeting of March 5, 2020 be received.”

(All/Directors/Majority) **CARRIED UNANIMOUSLY**

AGRICULTURE REPORT

RDBN Food and Agriculture Plan – Marketing and Promotional Strategy

Moved by Director Fisher
 Seconded by Director Riis-Christianson

RDC.2020-4-3

“That the Rural/Agriculture Committee receive the Agriculture Coordinator’s May 7, 2020 memo titled RDBN Food and Agriculture Plan – Marketing and Promotional Strategy.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

AGRICULTURE CORRESPONDENCE

RDBN Letter to Ministry of Agriculture – COVID-19 Crisis and Class D and E Licenses

Moved by Director Petersen
 Seconded by Director Fisher

RDC.2020-4-4

“That the Rural/Agriculture Committee receive the RDBN Letter to Ministry of Agriculture – COVID-19 Crisis and Class D and E Licenses.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to:

- Follow up to ensure that Class D and E licenses are established within the RDBN and potential for a Class A license in the region
- Class D license
 - o 25 animal units
 - 1 animal unit - 1,000 lbs
 - Smaller animal units – poultry/swine
- Class E license
 - o 1-10 animal units
- COVID-19/COVID-19 recovery
 - o Class A and B abattoirs are experiencing high demand
 - o Having a Class A abattoir in region may assist in relieving the demand and allow for a viable business
 - o Market for animals
 - Having to keep animals at home
 - Food shortage
 - Producers and consumers seeking local processing to alleviate the strain.

VERBAL REPORT – Chair Parker re: Agriculture Update

UNBC Agriculture Working Group

Director Parker participated in a working group with the University of Northern B.C. regarding UNBC becoming more involved in the Agriculture sector. Concerns were raised in regard to capacity at the University level and potential directions moving forward. Chair Parker requested Director Lara Beckett, Regional District of Fraser-Fort George also be included in the working group. He will provide the minutes when they are available.

COVID-19 Pandemic Programs – Agriculture

Chair Parker commented that there are a number of Agriculture COVID-19 Pandemic Programs available and staff has them listed on the RDBN Agriculture website page.

VERBAL REPORT – Chair Parker re: Agriculture Update (Cont'd)

Federal Government's \$252 million in COVID-19 relief funding for agri-food industry

Chair Parker mentioned the recent announcement from the Federal Government regarding \$252 million in COVID-19 relief funding for agri-food industry. Approximately \$125 million is to be provided to producers to assist with costs associated with keeping animals at home due to the COVID-19 Pandemic impacts. He noted that allocation of the funding has yet to be clearly defined. Debbie Evans, Agriculture Coordinator spoke of the funding being allocated for agri-stability, recovery and risk management programs.

Local Producers assisting Food Banks

Chair Parker expressed appreciation for local producers supplying product to food banks to assist during the Pandemic.

Discussion took place regarding:

- Finishing meat for processing and sale purposes
- 4H Programs provide instruction to members in regard to finishing cattle
- Ms. Evans indicated there is potential for her to provide a workshop on the finishing process.

Federal Government's COVID-19 Agri-Food Industry and Producer Funding

Moved by Director Fisher
 Seconded by Director Lambert

RDC.2020-4-5

"That the Rural/Agriculture Committee recommend that the Board write a letter to Taylor Bachrach, MP Skeena-Bulkley Valley and Todd Doherty, MP Cariboo-Prince George requesting that a portion of the recently announced Federal Government COVID-19 relief funding for the agri-food industry and producers be provided to small producers within the RDBN."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

PLANNING DEPARTMENT (Rural Directors)

Crown Land Application Referrals

Crown Land Application Referral No. 7409684 (Thon) – Electoral Area "D"

Moved by Director Lambert
 Seconded by Director Fisher

RDC.2020-4-6

"That the Comment Sheet for Crown Land Application Referral No. 7409684 be provided to the Province as the Regional District's comments on Crown Land Application 7409684."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Crown Land Application Referral No. 6409187 (Lower Dean River Lodge) – Electoral Areas "E" and "G"

Moved by Director Lambert
 Seconded by Director Newell

RDC.2020-4-7

"That the Comment Sheet for Crown Land Application Referral No. 6409187 be provided to the Province as the Regional District's comments on Crown Land Application 6409187."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Crown Land Application Referrals (Cont'd)

Crown Land Application Moved by Director Lambert
Referral No. 0264318 (Tchentlo Seconded by Director Petersen
Lake Lodge) – Electoral Area “C”

RDC.2020-4-8 “That the Comment Sheet for Crown Land Application Referral No. 0264318 be provided to the Province as the Regional District’s comments on Crown Land Application 0264318.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

REPORT

Cluculz Lake Volunteer Fire Moved by Director Petersen
Department Study Seconded by Director Riis-Christianson

RDC.2020-4-9 “That the Rural/Agriculture Committee receive the Regional Fire Chief’s May 7, 2020 memo titled Cluculz Lake Volunteer Fire Department Study.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

DELEGATION

Don Jolly, Consultant, Response Specialties Consulting RE: Cluculz Lake Volunteer Fire Department Study

Chair Parker welcomed Don Jolly, Consultant, Response Specialties Consulting.

Mr. Jolly provided a PowerPoint Presentation.

Cluculz Lake Volunteer Fire Department Study

- Legislative Context
- Organizational Challenges
- General Findings
- Playbook
- WorkSafe BC
- Motor Vehicle Act & Freedom of Information and Protection and Privacy Act
- Major Asset Program
- Primary Recommendations.

Discussion took place in regard to:

- Liability considerations
- Volunteer Fire Department respond is with available resources and within its allowable parameters
- A number of outstanding items to be addressed
- Outlined recommendations to bring CLVFD on par with RDBN Rural Volunteer Fire Departments is attainable
- Studies completed for all RDBN rural Volunteer Fire Departments
 - Information will be brought forward, including the role and responsibility of the Regional Fire Chief, rural volunteer fire departments and municipal fire departments in June/July 2020.

Mr. Jolly noted that the Cluculz Lake Volunteer Fire Department members have indicated their satisfaction with the level of service currently being provided. Potential concern is for the replacement of long term capital assets.

Chair Parker thanked Mr. Jolly for attending the meeting.

ADJOURNMENT

Moved by Director Riis-Christianson
Seconded by Director Lambert

RDC.2020-4-9

“That the meeting be adjourned 11:19 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Executive Assistant



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT**

TO: Chair Parker and Rural/Agriculture Committee
FROM: Deneve Vanderwolf, Planning Technician
DATE: June 4, 2020
SUBJECT: Mine Referral No. 1300260-202001 (BamBam Trucking)

RECOMMENDATION

That the attached comment sheet be provided to the Province as the Regional District's comments on Mine Referral 1300260-2020010.

VOTING

All Directors / Majority

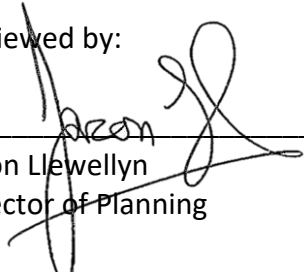
DISCUSSION

This application is regarding a 5 year Notice of Work permit for an existing sand and gravel pit located on property owned by the applicant. The land is zoned Rural Resource (RR1), and is 11 km from the District of Fort St James. The application is asking for a permit to allow gravel extraction, crushing, and screening.

There are a number of dwellings in the immediate area. Therefore, it is recommended that the Province require the applicant to consult with area residents to identify any concerns with the proposed gravel pit.

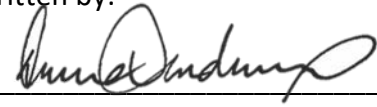
It is also noted that the crushing or washing of gravel is not allowed in the RR1 Zone. Therefore, it is noted that the use should not occur until a temporary use permit has been issued to allow these uses.

Reviewed by:



 Jason Llewellyn
 Director of Planning

Written by:

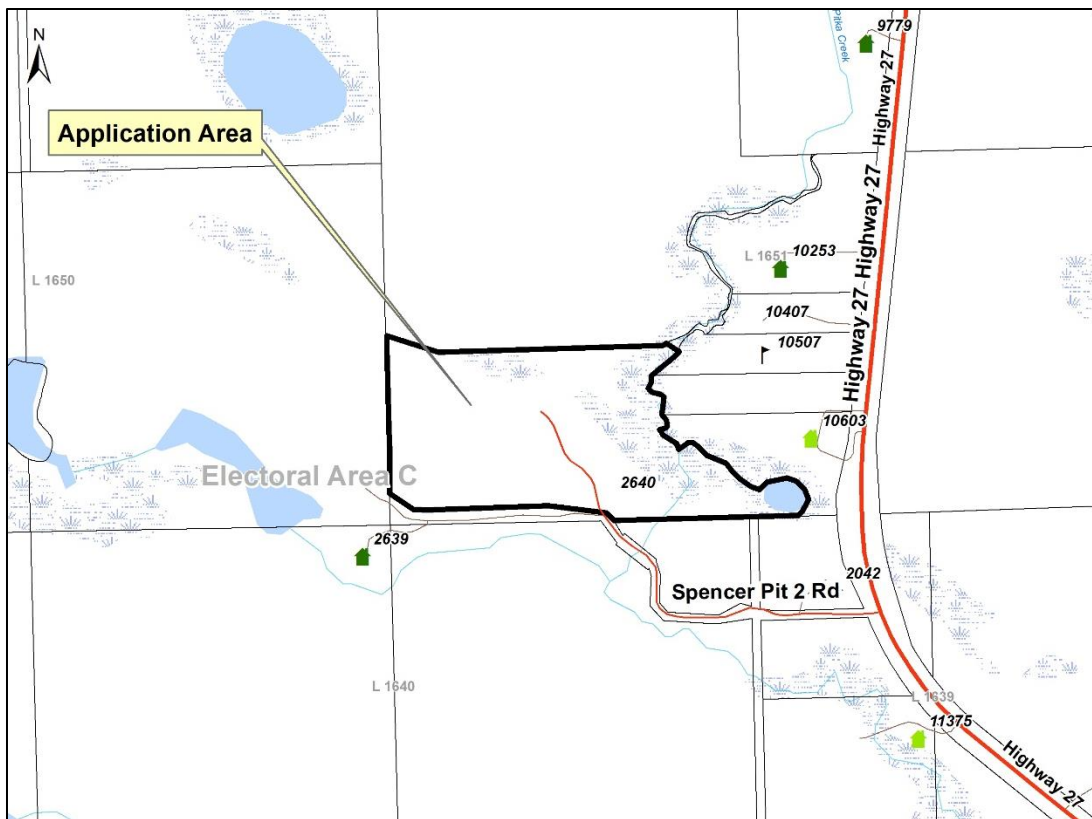


 Deneve Vanderwolf
 Planning Technician

General Location Map



Application Area with Surrounding Properties





**REGIONAL DISTRICT OF BULKLEY-NECHAKO
COMMENT SHEET ON MINE REFERRAL 1300260-202001**

Electoral Area:	C
Applicant:	BamBam Trucking
Existing Land Use:	Sand and Gravel Pit
Zoning:	Zoned Rural Resource (RR1) Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020.
Plan Designation	Designated Resource (RE)
Proposed Use Comply with Zoning:	No
If not, why?	
Agricultural Land Reserve:	No
Access Highway:	Highway 27
Archaeological Site:	None according to provincial mapping
Building Inspection:	Inside the Building Inspection Area
Fire Protection:	Not Inside the Rural Fire Protection Area
Other comments:	<p>The RDBN recommends that the Province require the applicant to consult with property owners that are in close proximity to the application area and access road to identify any concerns with the gravel pit operation.</p> <p>The crushing and washing of gravel are not allowed in the RR1 Zone. Therefore, these uses may not occur on the subject property. An application may be made to the RDBN for a temporary use permit to allow crushing and screening.</p>

Brad's Pit. Parcel: 023292989 Plan #: PRP14582 P.I.D: 23282989 RDBN

The proposed mining activities at Brad's Pit involve aggregate extraction on an existing and previously operational gravel pit. The total area of the private property is 26.2 Ha. The mining activities will comprise approximately 2.2 Ha. Haul roads and proposed potential future activities will comprise approximately another 1.7 Ha during the foreseeable life of the mine.

The materials being extracted will be done by loader and loaded into gravel trucks for hauling to established customers. Loads are prepared as ordered and materials are left in the banks until an order is confirmed. Minimal stockpiling will occur on the rare occasion of large orders or for sorting purposes. All stockpiling will be in accordance with the documents contained in the Notice of Work and will follow established best management practices.

The typical annual volumes for sale are 2000 yards (2177 T) of total material. Most material will be pitrun. Screening may occur via loader into truck with screener installed or via conveyor into screener and then piled and loaded into the trucks. Annually it is forecast that of the 2000 yards extracted, 500-1000 yards will be crush, 500 yards of 3" minus, and 500-1000 yards of pitrun/ sand.

All extraction, mitigation, and haul road planning, implementation, construction, and maintenance shall be done in accordance with the BC *Mines Act*, the *Mine Health, Safety and Reclamation Code for Mines in BC* (the Code), all other applicable legislation, the terms and documents of the Notice of Work, any issued permits, and the following documents (included in the Notice of Work submission):

- Aggregate Operators Best Management Practices Handbook for British Columbia Volume 1- Introduction and Planning, BC Ministry of Energy and Mines, 2002.
- Aggregate Operators Best Management Practices Handbook for British Columbia Volume 2- Best Management Practices, BC Ministry of Energy and Mines, 2002.
- Health and Safety- A Practical Guide for Aggregate Operations, Ministry of Energy, Mines and Petroleum Resources, 2007.

The extraction area is located at the top of the natural ridge and is connected to the property boundary and public roads via a haul road. The previous extraction area at the top of the ridge will be brought down to an elevation that will permit access to an old haul road from the former mine operation that is located to the west of the extraction area. This is expected to take at least 2 years to sell enough material to access this road. The old road located to the west will gradually be re-established in 3m deep by 10-16m wide sections along the length of the road. The re-establishment of this road has the potential to supply the mine with 5+ years of material until it is fully opened up and constructed. At that point (in approximately 7+ years) the extraction area will be along the upper cut-banks of the road to the west and areas adjacent to the current operating location.

At such a time the abovementioned road is established, the hauling will be done on a one way loop

through the property. Until this occurs, the hauling is done via the one way road already in place. There are tentative plans to widen this existing road to permit 2-way hauling. Currently, the road has sufficient width throughout for 2-way except at two points (the gate and the corner below the gate).

All benches, excavations, and roads will be done according to the BMPs established within the Aggregate Operators Best Management Practices Handbook for British Columbia Volume 1- Introduction and Planning and the Aggregate Operators Best Management Practices Handbook for British Columbia Volume 2- Best Management Practices. These documents prescribe the proper berming of haul roads, BMPs for benching and all other activities that are expected and will be kept on-site in a binder with all other applicable documents. These BMPs will be reviewed prior to and during the implementation of any planned activities. The mine manager will ensure he/ she is well versed in these BMPs and will train all staff accordingly.

Year 1 activities include establishing erosion and sediment control measures along the existing haul road (water bars, settling ponds, crowning, ditching). Extraction will include the volumes mentioned above (2177 T) from the existing bench and ongoing reclamation in the form of seeding, sloping, and the implementation of any other BMPs required.

Years 2-5 will involve accessing the abovementioned old road to the west and selling the materials encountered as a result.

The property is owned by the mine operator. When the mine is no longer feasible or otherwise closed the property will be used as storage or perhaps a private residence will be constructed.



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
STAFF REPORT**

TO: Chair Parker and The Rural/Agriculture Committee
FROM: Ashley Evanoff, Planning Summer Student
DATE: May 20, 2020
SUBJECT: Crown Land Application Referral No. 119419857 – 006 (Brian Pollard)

RECOMMENDATION

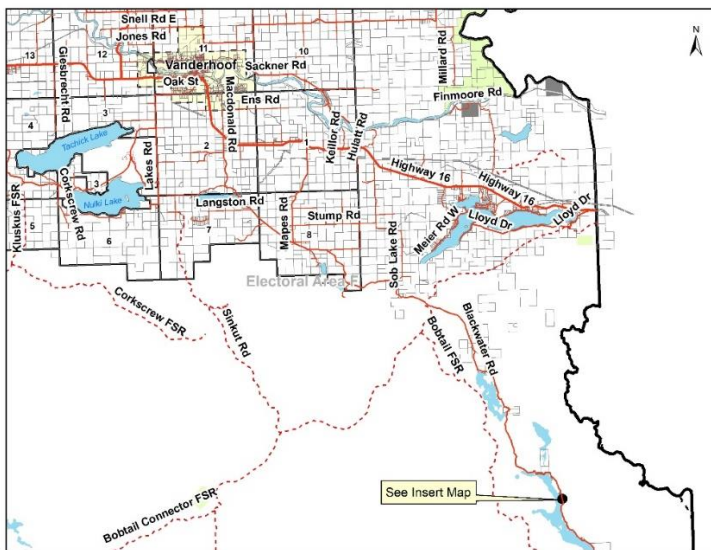
That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land Application 119419857 – 006.

VOTING

All Directors / Majority

DISCUSSION

This application is regarding a Crown Grant to allow the sale of an existing recreational lease. The property (Part of District Lot 12632, Cariboo District) is located on Blackwater Rd, approximately 54.47 km SE of Vanderhoof, on Naltesby Lake.



In situations such as this where the parcel is relatively small, achieving appropriate on-site sewage disposal may be challenging. To ensure that the future development of the sensitive lakeshore lot is done with care and to protect the environment and the public's health, it is recommended that the Province identify the capacity of the lot to accommodate on-site sewage disposal, and that purchasers be made aware of the limitations of the property. It is also recommended that the Province ensure that any existing on-site sewage disposal system is constructed in accordance with Northern Health regulations.

The application area is not zoned under the RDBN Zoning Bylaw and is not located within the Agricultural Land Reserve (ALR).

Reviewed by:



Jason Llewellyn

Director of Planning

Written by:



Ashley Evanoff

Planning Summer Student



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
COMMENT SHEET ON CROWN LAND REFERRAL 7410115**

Electoral Area:	F
Applicant:	Brian Pollard
Existing Land Use:	Recreational Lease
Zoning:	Not zoned under Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020.
Plan Designation	No designation under Vanderhoof Rural Official Community Plan, Bylaw No. 1517, 2009
Proposed Use Comply with Zoning:	N/A
If not, why?	N/A
Agricultural Land Reserve:	No
Access Highway:	Blackwater Road
Archaeological Site:	None according to provincial mapping
Building Inspection:	Outside the Building Inspection Area
Fire Protection:	Outside the Rural Fire Protection Area
Other comments:	It is recommended that the Ministry of Forests, Lands and Natural Resource Operations and Rural Development identify the capacity of the lot to accommodate on-site sewage disposal, and that purchasers be made aware of the limitations of the property. It is also recommended that the Province ensure that any existing on-site sewage disposal system is constructed in accordance with Northern Health regulations.



Regional District of Bulkley-Nechako Rural Directors Committee

To: Chair and the Rural Directors Committee
From: Nellie Davis, Regional Economic Development Coordinator
Date: June 4, 2020
Regarding: **2020 Connecting Consumers and Producers Programs**

Recommendation:

Receive.

Background:

Staff are adapting Connecting Consumers and Producers Programs in response to COVID-19 impacts.

Producer Directory

The 2020 Connecting Consumers and Producers Directory has been created in an online format instead of the previous booklet versions. This format will be easier to access for residents, as Community Events and distribution have been greatly impacted by COVID-19 requirements.

The Directory is now live, and staff will give a brief tour of the new web-based version.

Community Events Grant Program

The 2020 Connecting Consumers and Producers Community Event Grant Program has been put on hold, as gatherings of over 50 people will not be permitted until Phase 4 of the Province's Reopening Plan, which will not occur during the Program's timeframe.

Additional opportunities to support increased awareness and access to local Producer's products are being explored. Suggestions are welcome.



17
REGIONAL DISTRICT OF BULKLEY NECHAKO
STAFF REPORT

TO: Rural/Agriculture Committee
FROM: Haley Jeffrey, Emergency Services Manager
DATE: June 4, 2020
SUBJECT: Livestock Evacuation Plan

RECOMMENDATION:

1. That the Rural/Agriculture Committee recommends that the Board approve the amended "Livestock Evacuation Plan."

VOTING: All/Directors/Majority

EXECUTIVE SUMMARY

As per the 2020 Protective Services work plan, staff have been working on updating and developing the Region's emergency plans. The most recent plan updated was the Livestock Evacuation Plan.

Protective Services staff have worked with Debbie Evans, RDBN Agriculture Coordinator, to update the content to ensure that the plan provides the most current information.

Significant changes to the content have been highlighted for easy reference, as well contact information has been updated. The structure of the document has changed to remain consistent with the rest of the emergency plan updates.

Written by:

A handwritten signature in black ink, appearing to read "Haley Jeffrey".

Haley Jeffrey
Emergency Services Manager

Reviewed By:

A handwritten signature in black ink, appearing to read "Deborah Jones-Middleton".

Deborah Jones-Middleton
Director of Protective Services

Attachments:

- Regional District of Bulkley-Nechako Livestock Evacuation Plan



Regional District of Bulkley-Nechako

Addendum # **Livestock Evacuation**

Know the Risks, Make a Plan, Be Prepared

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GENERAL

The Livestock Evacuation Plan is an addendum of the Comprehensive Emergency Management Plan (CEMP).

This document is a living document and is subject to amendment and updating as new information and initiatives are identified.

Purpose

The purpose of the RDBN Emergency Livestock Evacuation Plan is to provide clear direction to the RDBN Emergency Operation Centre personnel, supporting emergency management stakeholders, local livestock owners and suppliers of services regarding the Regional District of Bulkley- Nechako policies and procedures during an emergency or disaster that requires livestock evacuation.

Scope

This addendum focuses on the Regional District of Bulkley-Nechako's Emergency Operations Centre key roles and responsibilities when responding to an emergency event where Livestock producers require support to evacuate their animals.

There is a long history of ranching and dairy production in the region, with a dramatic increase in ranching since the late 1970s. The major farming areas in the region are in the Bulkley Valley, Lakes District and the rural area surrounding Vanderhoof.

There are numerous farms in the region where pigs, sheep and goats are kept, but most are small holdings. Poultry of various types are present on farms and acreages, however, currently there are no large poultry farms operating.

A summary of farms and the number of animals in the RDBN is shown below:

Species	# of Farms	# of Animals
Cattle and Calves	859	80,807
Poultry (all types)	278	10,554
Horses and Ponies	352	2,346
Sheep and Lambs	93	3,488
Goats	42	1,142
Pigs	81	977
Llamas and Alpacas	24	66
Meat Rabbits	38	313

Note 1: Livestock data is primarily from Statistics Canada Census 2016, Agriculture Community Profiles. The number of farms in the table exceeds the district total, as many farms support more than one livestock species.

Authority

As per the *Emergency Program Act* legislative requirements, The Regional District of Bulkley-Nechako Board of Directors adopted the following bylaws:



- Regional District of Bulkley-Nechako Emergency Program Service Establishment Bylaw No. 1201
- Regional District of Bulkley-Nechako Program Service Bylaw No. 1210; and
- Regional District of Bulkley-Nechako Administration Structure Amendment Bylaw No. 1448.

The Regional District of Bulkley-Nechako CEMP has been constructed for the use of personnel involved in emergency events on behalf of the Regional District. It contains information and policy regarding the way emergency management will be conducted in accordance and compliance with the following legislation:

- *Emergency Program Act 1996*;
- Local Authority Emergency Management Regulation;
- Emergency Program Management Regulation;
- Compensation & Disaster Financial Assistance Regulation; and
- British Columbia Emergency Management System

The following legislation pertains specifically to the Livestock Evacuation Plan.

- *Assessment Act – Classification of Land as a Farm Regulation*
- *Farm Practices Protection (Right to Farm) Act*
- *Livestock Act*

Under the Emergency Management BC Policies:

- 2.01 Provincial Support for Livestock Relocation During an Emergency Procedures: [Policy 2.01 - Provincial Support for Livestock Relocation During an Emergency](#)
- 2.01 Provincial Support for Livestock Relocation During an Emergency Livestock Relocation Reimbursement Rate Card [Policy 2.01 - Provincial Support for Livestock Evacuation - Rate Card](#)

Objectives

The objectives of the Livestock Evacuation Plan are to provide guidelines and policy for potential support and actions needed to respond appropriately to an emergency event. This plan will achieve these objectives by:

- Considering all British Columbia Emergency Management System objectives;
- providing the operational guidelines for coordinating a response to incidents arising from the hazards and risks faced by the Regional District of Bulkley- Nechako that may cause the implementation of an emergency livestock evacuation;
- outlining the RDBN's authority and responsibilities to act in an emergency or disaster that requires livestock evacuation;
- communicating Regional District policies and procedures to outside organizations that are responsible under the plan; and
- guiding the ongoing efforts of Regional District, other government agency personnel, and livestock owners in coordinated emergency response procedures and in exercising the plan.

Confidentiality



See Comprehensive Emergency Management Plan (CEMP) for confidentiality information.

Definitions

Disaster

As defined by the *Emergency Program Act* disaster means a calamity that

- is caused by accident, fire, explosion or technical failure or by the forces of nature, and
- has resulted in serious harm to the health, safety or welfare of people, or in widespread damage to property.

Emergency

As defined by the *Emergency Program Act* emergency means a present or imminent event or circumstance that

- is caused by accident, fire, explosion, technical failure or the forces of nature, and
- requires prompt coordination of action or special regulation of persons or property to protect the health, safety or welfare of a person or to limit damage to property.

Local Authority

Regional District, member municipality and First Nations Communities.

Emergency Operations Center

The RDBN's response organization.

Farm Operation

As defined by the Farm Practices Protection Act "farm operation "means any of the following activities involved in carrying on a farm business:

- growing, producing, raising or keeping animals or plants, including mushrooms, or the primary products of those plants or animals;
- clearing, draining, irrigating or cultivating land;
- using farm machinery, equipment, devices, materials and structures;
- applying fertilizers, manure, pesticides and biological control agents, including by ground and aerial spraying;
- conducting any other agricultural activity on, in or over agricultural land; and includes
- intensively cultivating in plantations, any
 - specialty wood crops, or
 - specialty fibre crops prescribed by the minister;
- conducting turf production
 - outside of an agricultural land reserve, or
 - in an agricultural land reserve with the approval under the Agricultural Land Commission Act of the Provincial Agricultural Land Commission;
- aquaculture as defined in the Fisheries Act if carried on by a person licensed, under Part 3 of that Act, to carry on the business of aquaculture;
- raising or keeping game, within the meaning of the Game Farm Act, by a person licensed to do so under that Act;



- [Repealed 2014-16-107.]
- processing or direct marketing by a farmer of one or both of
 - the products of a farm owned or operated by the farmer, and
 - within limits prescribed by the minister, products not of that farm, to the extent that the processing or marketing of those products is conducted on the farmer's farm;

but does not include

- an activity, other than grazing or hay cutting, if the activity constitutes a forest practice as defined in the Forest and Range Practices Act;
- breeding pets or operating a kennel;
- growing, producing, raising or keeping exotic animals, except types of exotic animals prescribed by the minister.

Qualifying Farm Business

Livestock operations that have "farm" classification under the BC Assessment Act, Classification of Land as a Farm Regulation.

Livestock

The Livestock Act defines livestock as "cattle, goats, horses, sheep and game and includes any other animal designed by regulation." Local authorities will not be reimbursed for relocating hobby farms, horses not raised for sale, exotic animals, or pets.

Pets

Pets are members of the genus Canis, Felis or animals kept within the confines of a home.

Back Yard and Hobby Animals

Backyard and hobby animals are animals that are maintained by the resident for personal use.



ROLES AND RESPONSIBILITIES

Province of British Columbia

Emergency Management BC

Emergency Management BC (EMBC) maintains and updates the BC All Hazard Plan. Should it be required that the RDBN need to activate their Emergency Operations Centre (EOC), EMBC may support the response depending on the scope of the event.

Lead Response Agency

The Lead Response Agency will provide:

- Information to the RDBN EOC Director or his/her designate on the potential need of an evacuation status (Alert or Order) during a wildfire.
- Direction to the RDBN EOC Director or his/her designate that a livestock evacuation may be prudent in a specified “Evacuation Alert” area.
- Consultation with RDBN EOC Director or his/her designate and Agriculture Branch Coordinator in the EOC regarding the safety of livestock evacuation in an evacuated area.
- Logistical support to the RDBN EOC Director or his/her designate and to the Ministry of Agriculture designated staff; such as helicopter fly over, location of livestock in relation to the emergency, etc.
- Advice to the RDBN EOC Director or his/her designate that a livestock evacuation may cease due to
 - the need for an “Evacuation Order”; or
 - the rescinding of an “Evacuation Alert” or “Evacuation Order” in a specified area.

Ministry of Agriculture

The Ministry Responsible for Agriculture may:

- Help in the event of a large event, however, most of the Ministry's role will be in PREOC.
- Provide Ministry of Agriculture contact information, such a Premise IDs to the RDBN EOC.
- Support the RDBN to initiate programs such as the Emergency Hay Program in extreme events.

Regional District of Bulkley-Nechako

From the onset of a emergency, RDBN staff will monitor the situation’s progression to determine when an Emergency Operation Centre Activation is needed. The RDBN will ensure to work with member municipalities during a emergency event to provide support as needed to the communities though the following tasks:

- implement RDBN policy, priorities and emergency response plans;
- support site operations if requested through Northern Health;
- support local authority and RDBN coordination and partnerships;
- coordinate external resource requirements;



- manage local communications and public information (such as the RDBN website and Social Media);
- assist and support community recovery initiatives made available to residents; and
- liaise with Provincial Regional Emergency Operations Center.

The Regional District of Bulkley-Nechako may:

- Provide direction and control of the local authority's emergency response.
- Consult with Incident Commander regarding direction on the potential of a livestock evacuation during an emergency.
- Consult with Incident Commander and Agriculture Branch Coordinator in the EOC regarding the safety of livestock evacuation in an evacuated area.
- Provide ongoing information and updated status reports to the public and livestock owners regarding livestock evacuation.

Livestock Owners

The primary responsibility for Livestock during an emergency belongs to the Livestock owner. This would include but not be limited to:

- identifying locations for livestock in the case of a potential evacuation;
- identifying potential haulers for livestock relocation;
- preparing an evacuation plan for their operation;
- ensure the health and animal welfare is maintained during the event;
- provide animals vaccination information;
- providing proper animal identification; and
- updating Premise ID annually.

Livestock owners must make every effort to be self-sufficient in emergencies or disasters.

Upon the return of livestock to the owner's property, it is the responsibility of the owner to ensure that their facilities and/or fields are in safe conditions for their animals to return.

Suppliers of Service

Suppliers of services (e.g. Ranches, farms, feed stores, and stables) will obtain authorized purchase orders from the RDBN prior to provision of the service. Authorization will be organized through the Agriculture Branch Coordinator in the EOC.

Suppliers of services will send invoices to the RDBN for all goods and services that have been approved and provided.

RDBN must certify that the goods and services were received prior to payment.



AGENCY CONTACT INFORMATION

The Protective Services Department (PSD) has an Emergency Contact List that is updated annually. Please contact the PSD for access to this contact database.

Province of British Columbia

Emergency Management BC

Provincial Regional Emergency Coordination Centre

Phone 250-615-4800

Provincial Emergency Coordination Centre

1-800-663-3456

Ministry of Agriculture

Smithers Office

Phone: 250-847-6300

Regional Agrologist 250-847-6379

Prince George Office (Vanderhoof and Area)

Phone 250-614-7450

Regional Agrologist 236-409-2004

Agriservice B.C.

- site: www.gov.bc.ca/agriservicebc
- Phone: 1-888-221-7141
- Email: AgriServiceBC@gov.bc.ca

Forests, Lands, Natural Resource Operations & Rural Development

Range Program

Smithers

Burns Lake

Vanderhoof / Fort St. James



EOC RESPONSE

Under the direction of the EOC Director or his/her designate, the Livestock Evacuation Plan may be implemented to support Livestock Owners during an emergency. The Livestock Evacuation Plan will not be implemented unless the RDBN EOC has been activated and the EOC has obtained an Emergency Management BC task number.

During an emergency or disaster, the Incident Commander may provide direction to the EOC Director, or his/her designate, to prepare to implement the RDBN Emergency Livestock Evacuation Plan, based on the potential of the emergency or disaster to escalate and affect livestock.

Agriculture Response Phases

During an emergency event, the Operations Section Chief may activate the Agriculture Branch if there is a potential that Livestock will be impacted. The Livestock response is categorized into the following four 'Phases'.

Phase 1 – Standby

A Phase 1 activation will be primarily monitoring and information sharing only. This monitoring and information gathering will be used to advise the Livestock Evacuation plan, other local authorities, the public and situational awareness.

The RDBN EOC staff and the Agriculture Branch Coordinator may begin planning to address livestock issues. This process will consider strategies to address responder safety, producer safety, and animal welfare, while considering the financial, social and environmental impacts of the strategies. There may be input from the Ministry of Agriculture. Strategies may include shelter in place or livestock evacuation.

Phase 2 – Evacuation Alert

A Phase 2 activation may be necessary when there is a need to act on collaborative processes with the Province and other local authorities to support the event.

Due to the enormity of the task of evacuating livestock, once the Incident Commander has declared that for the safety of livestock an evacuation may be prudent, the EOC may begin the implementation of the RDBN Livestock Evacuation Plan.

Phase 3 – Evacuation Order

To provide for the safety of first responders, residents, and livestock owners, once an Evacuation Order has been executed by the Regional District of Bulkley-Nechako, re-entry into an Evacuated Area will only be permitted under the Evacuation Zone Entry Permit Process.

Under special circumstances, with approval from the Incident Commander, the Agriculture Branch Coordinator and the Regional District of Bulkley- Nechako EOC Director or his/her designate, permission to continue a livestock evacuation within a specified section of an evacuated area may be granted.



Phase 4 – Evacuation Alert & Order Rescind

Once the “Evacuation Alert” or “Evacuation Order” has been rescinded the livestock owner must within four days be ready to assume full responsibility of the livestock and immediately arrange to move the livestock at the owner’s expense from the temporary livestock holding area.

EOC Section Response Tasks – Agriculture

In addition to the responsibilities outlined in the RDBN Emergency Plan, the EOC Director or his/her designate may consider the following actions if the event requires livestock evacuation:

EOC Director

Phase 1

- Advise the EOC Management Team that there is a potential for the RDBN Livestock Evacuation Plan to be implemented.
- Request the Planning Section Chief to distribute the Regional District of Bulkley-Nechako Livestock Evacuation Plan to all members of the EOC Management Team for advanced planning purposes.
- Advise the policy group of potential implementations of the RDBN Livestock Evacuation Plan.

Phase 2

- Advise the EOC Management Team that the Incident Commander has determined that the RDBN Emergency Livestock Evacuation Plan may be implemented;
- Request the EOC Management Team implement the Regional District of Bulkley-Nechako Emergency Livestock Evacuation Plan.
- Advise Policy Group if the RDBN Livestock Evacuation Plan has been implemented.

Phase 3

- Consult with Incident Commander and Agriculture Branch Coordinator in the EOC regarding the safety and the need for continuing livestock evacuation in a specified area of an evacuation area.
- Instruct EOC Management Team that all livestock evacuation actions cease and all livestock owners and other response agencies must evacuate the area immediately, subject to provisions made above.
- Advise the Policy Group that the EOC has ceased evacuation of livestock in the affected area.

Phase 4

- Instruct all Section Chiefs that livestock owners have four days to assume full responsibility of the livestock within four days and are to immediately arrange to move the livestock from the temporary livestock holding area, at the expense of the livestock owner.



Liaison Officer

Phase 1

- With direction from the EOC Director, or his/her designate, establish communications with the Ministry of Agriculture to:
 - advise that there is a potential for a livestock evacuation;
 - take all livestock owner inquiries and advise that the RDBN is in Level 1 – Standby status of the livestock evacuation.

Phase 2

- Forward all inquiries from livestock owners to the Agriculture Branch Coordinator in the EOC.
- Forward all inquiries from Ministry of Agriculture staff to the Operations Section Chief.

Phase 3

- No actions required.

Phase 4

- No actions required.

Information Officer

During an emergency, the EOC Director will initiate the RDBN Crisis Communications Plan.

Phase 1

- With direction from the EOC Director, or his/her designate, draft a public announcement that can be used in the event a livestock evacuation is implemented. See Appendix 4.
- Update the Call Centre Binders and direct Call Centre staff to forward all livestock owner inquiries to the Agriculture Branch Coordinator.

Phase 2

- Once a livestock evacuation has been approved to proceed by the EOC Director, or his/her designate, prepare and issue a public announcement via all media resources available together with the RDBN website advising the public of the implementation of the RDBN Livestock Evacuation Plan.
- Direct calls into the EOC to the designated Agriculture Branch Coordinator in the EOC to livestock owners for assistance authorization.
- Prepare and provide an up to date report for public announcement and website information placement at all EOC Management Meetings.

Phase 3

- With direction from the EOC Director, or his/her designate, include information regarding livestock evacuation in all public announcement via all media resources available to the RDBN advising the public.
- Prepare and provide an up to date report on the public announcement and website information placement at all EOC Management Meetings.



Phase 4

- With direction from the EOC Director, or his/her designate, include information regarding the responsibility of all livestock owners to make arrangement for the removal of all livestock from the temporary shelter of containment area within four days.

Operations Section Chief

Phase 1

- With direction from the EOC Director, or his/her designate, contact Agriculture Branch Coordinator in the EOC to implement the evacuation of livestock from the affected area.

Phase 2

- Once the EOC Director or his/her designate confirms a livestock evacuation may commence contact the Agriculture Branch Coordinator in the EOC to review protocols of the RDBN Emergency Livestock Plan regarding authorization for evacuation and expenditures.
- Set up regular reporting protocols for the Operation Section staff.
- Maintain a list of the active livestock evacuations including:
 - the type of livestock evacuated;
 - the number of livestock evacuated by type;
 - the number of livestock deaths by type; and
 - livestock disposal by type.
- Complete Form 514 – Request for Resources sent to Logistics and copied to Planning for resources.
- Prepare and provide an up to date report on the progress of the livestock evacuation for EOC Management Meetings.

Phase 3

- Once confirmed by the EOC Director, or his/her designate, ensure that Operations Section staff are aware of the cease livestock evacuation order, and/or any special arrangements made for continued livestock evacuations within an evacuated area.
- Advise Agriculture Branch Coordinator in the EOC to cease livestock evacuation and ensure that all personnel are evacuated or evacuating the affected area immediately, subject to special arrangements made for continued livestock evacuations within a specified evacuated area.
- Where special arrangements have been made for continued livestock evacuations within a specified evacuated area, continue to monitor and maintain a list of active livestock evacuations and provide reports for EOC Management meetings.
- If the initial EAF days of support has passed request information from the RDBN EOC Director regarding extending the time for providing shelter and food for livestock.



Phase 4

- Once an Evacuation Alert or Evacuation Order rescind has been confirmed by the RDBN EOC Director, contact the Agriculture Branch Coordinator in the EOC to advise all livestock owners they must assume full responsibility of the livestock within four days and that they are to immediately make arrangements to move the livestock from the temporary livestock holding area, at the expense of the livestock owner.
- Confirm with the Agriculture Branch Coordinator in the EOC that they will ensure that the facilities used to shelter or contain livestock repaired to pre-emergency condition.

Agriculture Branch Coordinator

Phase 1

- With the direction from the EOC Operations Chief or his/her designate, plan the implementation of the evacuation of livestock from the affected area. Review current plans and available information to identify potential agriculture response and recovery issues likely to occur within the next 2 to 5 days.
- With the direction from the EOC Operations Chief or his/her designate, work with the Information officer or his/her designate, to create on the RDBN website and Facebook page that can connect farmers in need of support with community members willing to volunteer their assistance.
- With the direction from the EOC Operations Chief or his/her designate, organize volunteers, “Super Volunteers”, to assist hobby farmers within the region.

Phase 2

- Once the EOC Operations Section Chief or his/her designate confirms a livestock evacuation review protocols of the RDBN Emergency Livestock Plan regarding authorization for evacuation and expenditures.
- Set up regular reporting protocols to the Operation Section staff.
- Set up regular daily reporting protocols with the “Super” volunteer team to track total animals, that needed assistance to be relocated.
- Any donated feed to the RDBN EOC will be redirected to the “Super” volunteer team to support hobby farmers.
- Maintain a list of the active livestock evacuations including:
 - the type of livestock evacuated;
 - the number of livestock evacuated by type;
 - the number of livestock deaths by type; and
 - livestock disposal by type.
- Prepare and provide an up to date report on the progress of the livestock evacuation for EOC Management Meetings.
- Be available to answer questions and provide direction to livestock owners, and the EOC Operations Chief or his/her designate, during a livestock evacuation.
- Contact livestock owners to discuss livestock management strategies during an emergency event which may include evacuation.
- Develop livestock strategies with individual producers that may include evacuation or shelter in place.



- Develop evacuation route with individual producers.
- Assist with securing:
 - transportation, if required
 - alternative shelter or containment areas; and
 - food for the livestock
- Consult with the EOC Operation Chief or his/her designate, regarding the safety of livestock evacuation in the alert area.
- Record Resource Requests – Document producer requests for assistance with livestock transportation. Resource requests may include:
 - trucks and drivers;
 - ramps, chutes;
 - personnel to load animals; and
 - feed, water at relocation site.
- Prepare one Resource Request for each kind of resource for each farm, considering the following:
 - Note 1: Confirm that the property is classified as a “farm” by the BC Assessment Authority. The land classification appears on the individual’s Property Assessment Notice and can check the address online at www.bcassessment.ca. Farmers may also provide their Farmer ID Card number.
 - Note 2: Producers should confirm that trucks of a certain size can access the site where animals will be picked up (liners may not be able to negotiate farm access roads).
 - Note 3: Ensure the Resource Request identifies the exact location for animal pickup, including road address, Premises Identification (PID), and/or GPS coordinates, if available. Provide a contact number at the site and email.
- To complete the Expenditure Authorization Form, Form 530, using the provincial support, Livestock Relocation Reimbursement Rate Card 2018, or update, on firm assumptions about eligibility of particular response costs, especially when dealing with large cost items.
- Complete Form 514 – Application for Livestock Relocation Assistance. Complete Form 530 Expenditures Authorization Form and send to EOC Operations Chief or his/her designate, for each individual producer requesting assistance.
- Obtain authorization from the RDBN EOC for a livestock owner to evacuate their livestock under the RDBN Emergency Response Plan.
- Obtain an authorized purchase order from the RDBN EOC for all purchases. **ONLY PREAPPROVED EXPENDITURES WILL BE REIMBURSED.**
- Provide the RDBN EOC with a daily update of active livestock evacuations and the estimated expenditures.
- With the Operations Section Chief, or his/her designate, review available situation reports, status reports, action plans, and other significant documents relevant to agriculture impacts and protection. Determine the effect of weather forecasts on the need for agriculture response. Identify potential response related issues within the coming 2 to 5 days.

Phase 3

- Once confirmed by the EOC Operations Section Chief, or his/her designate,



livestock evacuation is ceased and special arrangements must be made for continued livestock evacuation within an evacuated area.

- Work with the EOC Re-entry Permit personnel to assist individual producers temporary permitted access to evacuated farm land. The Operations Section Chief and Incident Commander will determine the criteria for safe temporary re-entry, e.g., time of day, need for escort with radio, time limitations, etc.
- Track the number of farm owners seeking access.
- If the event extends past two weeks, revisit individual producer's EAF to determine if a amendment needs to be completed and submitted to EOC Finance for approval. Recommend monitoring all active EAF and preparing amendments 2 – 3 days before current EAF expires. Track and report all of the expenditures in the daily EOC report.
- In extended events monitor with producers who sheltered in-place on their feed situation. Some might have livestock moved home and having to utilize their winter feed for the event. If the event extends over a month, work with EOC Operations Section Chief and consult BC Ministry of Agriculture staff to access if an Emergency Hay program should have an EAF developed to cover the cost of the program. The cost would include hay, transportation, and coordinators. In the event of an emergency hay program need two coordinators to run the program. Would encourage the EOC to allow hay coordinator permit access to applying farms to allow an on-farm assessment of the emergency hay needed.
- Coordinate with community shelters which are open to receiving relocated livestock to ensure that eligible farmers covered by the emergency livestock response expenditures are registered to receive feed/housing costs and any eligible transportation costs. Set up a daily call with the shelters to record numbers and discuss any potential issues, such as shortage of feed, preferably 5 days in advance.
- Prepare an EAF for shelter feed if the event is extended and the need if needed.
- If livestock has been displaced and a "Range Rider" program is needed, in consultation with the Operation Section Chief, or his/her designate, and with BC Ministry of Agriculture staff prepare a contract with BC Cattlemen's Association to administer the Range Rider program, as the RDBN does not have WCB coverage for riders and the BCCA has in past events run this program for an administration cost. Prepare the EAF and submit.

Phase 4

- Once an "Evacuation Alert Rescind" or "Evacuation Order Rescind" has been confirmed by the Operations Section Chief, or his/her designate, the provision of food and shelter for livestock cease four days after the rescind order has been issued.
- Contact relocated producers to give a reminder about the 96 hours deadline. Assist in the coordination of transport if needed.
- In consultation the Operation Section Chief, or his/her designate, identify issues of transportation conflicts for approved Emergency Hay Program recipients if the delivery of hay will not be completed by the 96 hours deadline.
- Contact producers to have their documents submitted by the locations where animals were relocated, confirm numbers of animals returned to the producer's



location and have Form 3 copied for haulers.

- Work on closing all the EAF files with the EOC Finance and EMBC.

Planning Section Chief

Phase 1

- Meet with Operations Section Chief, Finance/Administration Section Chief and Logistics Section Chief to establish authorization protocols and identify potential resources required to support the Agriculture Branch Coordinator in the EOC and livestock owners in the evacuation process.

Phase 2

- Once livestock evacuation commencement is confirmed by the EOC Director, or his/her designate, provide the EOC Director and all Function Section Chiefs with an advanced plan and authorization protocols.
- Ensure all future Situation Reports include up to date information regarding the livestock evacuation process, including but not limited to:
 - the types of animals being evacuated (see Operations Section Chief);
 - the number of animals evacuated, dead, or disposed of (see Operations Section Chief);
- attach any outstanding Form 514 – Resource Requests (see Finance/Administration Section Chief).
- Work on demobilization and recovery plans.

Phase 3

- Once confirmed by the EOC Director, or his/her designate, ensure that Planning Section staff are aware of the cease livestock evacuation order, and/or any special arrangements for continued livestock evacuations within a specified evacuated area.

Phase 4

- Review demobilization and recovery plans with the EOC Director;
- At the direction of the EOC Director implement demobilization and recovery plans.

Logistics Section Chief

Phase 1

- Meet with Planning Section Chief, Operations Section Chief and Finance/Administration Section Chief to establish authorization protocols and identify potential resources required to support the Agriculture Branch Coordinator in the EOC and livestock owners in the evacuation process.

Phase 2

- Maintain a list of all:
 - EOC Form 514 – Resource Request received from Operations Section.
 - EOC Form 530 – EOC Expenditure Authorization Form received from Finance/Administration Section.
 - Resources ordered and received.

Phase 3



- Once an “Evacuation Order” has been confirmed by the EOC Director, or his/her designate, ensure that Logistics Section staff are aware of the cease livestock evacuation order, and/or any special arrangements made for continued livestock evacuations within a specified evacuated area.

Phase 4

- Once an “Evacuation Alert Rescind” or “Evacuation Order Rescind” has been confirmed by the RDBN EOC Director or his/her designate, provision of food and shelter for livestock cease four days after the rescind order has been issued.
- Request services are provided to areas used for shelter or containment after the four-day period for repairs and maintenance back to pre-emergency condition.

Finance/Administration and the EOC Director.

Phase 1

- Review the Provincial Support for Livestock Relocation During an Emergency Livestock Relocation Reimbursement Rate Card to confirm eligible and ineligible expenses. Ensure the copy you are working from has not been changed or updated,
- Meet with Planning Section Chief, Operations Section Chief and Logistics Section Chief to establish authorization protocols and identify potential resources required to support the Agriculture Branch Coordinator in the EOC and livestock owners in the evacuation process.

Phase 2

- Review and submit all EOC Form 514 – Resource Request received from Logistic to EMBC.
- Maintain a list of all:
 - Requests for Assistance received from livestock owners received and approved;
 - EOC Form 530 – EOC Expenditure Authorization Forms received and forwarded to EMBC for approval, once approved by EMBC forward to Logistics.
- Provide the Planning Section with copies of any outstanding EOC Form 530
- EOC Expenditure Authorization forms for the daily situation report.

Phase 3

- Once confirmed by the EOC Director, or his/her designate, ensure that Finance/Administration Section staff are aware of the cease livestock evacuation order, and/or any special arrangements made for continued livestock evacuations within a specified evacuated area.

Phase 4

- Once an “Evacuation Alert Rescind” or “Evacuation Order Rescind” has been confirmed by the RDBN EOC Director or his/her designate, ensure all staff are aware that all invoices for livestock feeding and shelter services will only be eligible for four days past the date of the rescind order.

Invoices for services provided for areas used for shelter or containment dated after the four-day period regarding repairs and maintenance to pre-emergency condition will be permitted.



EOC Demobilization

When there is no longer a risk to public health Evacuation Alerts, Orders and Declarations of State of Local Emergency have been rescinded and RDBN response is no longer required, the EOC will activate the EOC Demobilization plan.



Evacuation Support for Livestock Owners

RDBN Support Provision

The RDBN may provide the following support for a period that is determined by EMBC based on the scope and scale of the event, if livestock are evacuated:

- shelter or contained area that will provide for the containment and safety of evacuated livestock;
- transportation for livestock from the evacuation area to the designated shelter or containment area;
- provision of food for feeding livestock at the shelter or contained area; and
- restoration of facilities used for those purposes during an emergency or disaster. but does not include:
 - feeding of livestock;
 - veterinary care of livestock; and
 - corralling and management of livestock.

The above noted support may be provided under the following conditions:

- there is an emergency or disaster declared by the Regional District of Bulkley-Nechako that warrants livestock evacuation implementation;
- the livestock owner is operating a "farm operation" and have a "qualifying farm business" as defined in Section 2 definitions of this document;
- the animals being evacuated are considered "livestock" as defined in Section 2 definitions of this document;
- livestock owners are not able to provide alternate accommodations;
- primary and secondary shelter or containment areas are uninhabitable due to an imminent or occurring emergency or disaster;
- the RDBN has issued a formal "Evacuation Alert"; and,
- the RDBN EOC Director, the Ministry Responsible for Incident Commander and the Agriculture Branch Coordinator in the EOC deem it prudent to proceed with an Emergency Livestock Evacuation in a specified area.

Requests for extension of livestock assistance may be approved by the RDBN Emergency Operation Centre Director in consultation with the Board Chair.

To receive the above noted support livestock owners must:

- request authorization from the RDBN through the Agriculture Branch Coordinator in the EOC for assistance in livestock evacuation;
- request "Expenditure Authorization" from RDBN through the Agriculture Branch Coordinator in the EOC, ONLY PREAPPROVED EXPENDITURES WILL BE REIMBURSED;
- provide primary contact information to RDBN EOC through Agriculture Branch Coordinator in the EOC;
- be responsible for management of the evacuation of their livestock;
- be responsible for management of their livestock;
- once the "Evacuation Alert" or "Evacuation Order" has been rescinded, within four days, the livestock owner must assume full responsibility of the livestock and



- immediately arrange to move the livestock at their own expense from the temporary livestock holding area; and,
- submit all eligible paid invoices to the RDBN EOC for reimbursement.

Eligibility Criteria

During an emergency or disaster as defined by the *Emergency Program Act* support to livestock owners for livestock evacuation may be provided by the RDBN under the following conditions:

- there is an emergency or disaster declared by the Regional District of Bulkley-Nechako that warrants livestock evacuation implementation;
- the livestock owner is operating a "farm operation" and have a "qualifying farm business" as defined in Section 2 definitions of this document;
- the animals being evacuated or sheltered in place are considered "livestock" as defined in Section 2 definitions of this document;
- livestock owners are not able to provide alternate accommodations;
- primary and secondary shelter or containment areas are uninhabitable due to an imminent or occurring emergency or disaster;
- the RDBN has issued a formal "Evacuation Alert"; and,
- the RDBN EOC Director and the Incident Commander deem it prudent to proceed with an Emergency Livestock Evacuation in a specified area.

To receive the above noted support livestock owners must:

1. request authorization from the RDBN through the Agriculture Branch Coordinator in the EOC for assistance in livestock evacuation;
2. request "Expenditure Authorization" from RDBN through the Agriculture Branch Coordinator; **ONLY PREAPPROVED EXPENDITURES WILL BE REIMBURSED**;
3. provide primary contact information to RDBN EOC through the Agriculture Branch Coordinator in the EOC;
4. be responsible for management of the evacuation of their livestock;
5. be responsible for management of their livestock;
6. once the "Evacuation Alert" or "Evacuation Order" has been rescinded, within four days, the livestock owner must assume full responsibility of the livestock and immediately arrange to move the livestock at their own expense from the temporary livestock holding area; and
7. submit all eligible paid invoices to the RDBN EOC for reimbursement.

Disaster Financial Assistance

B.C.'s Disaster Financial Assistance Program (DFA) helps those impacted by a disaster cope with the cost of repairs and recovery from uninsurable disaster-related property damage. Fire insurance for homes and businesses is reasonably and readily available across the province so DFA is not available for wildfire losses.

Following a disaster, the provincial government may declare the event eligible for DFA. Once declared, the DFA program may compensate individuals for essential uninsurable losses and/or reimburse local governments for damaged infrastructure. Individuals should contact the RDBN if they have been impacted by a disaster or emergency event.



DFA Eligibility Criteria:

- Disaster Financial Assistance is only available for provincial disasters after the provincial government has declared them eligible;
- the provincial government works closely with local governments to determine if and when an event should be eligible;
- private sector damage must be from an event that is uninsurable;
- insurable damages in the private sector from wildfires, earthquakes, snow load, wind storms, sewer or sump pit back-up, water entry from above ground (including roofs, windows or other areas of the building), are NOT eligible for DFA; and
- damages from certain landslides may be eligible, if it can be shown that the landslide is the direct result of heavy rainfall or other sudden catastrophic event, and not caused by pre-existing slope instability.



APPENDIX 1 – Livestock Associations and Councils

Provincial & Regional Livestock Owners Associations and Councils	
AgSafe (formerly FARSHA) Suite 311, 9440 - 202 Street Langley, BC V1M 4A6 1-877-533-1789 www.agsafebc.ca	BC Cattlemen's Association 4-10145 Dallas Drive Kamloops, BC V2C 6T4 250-573-3611 cattlemen.bc.ca
Horse Council of BC 27336 Fraser Highway Aldergrove, BC V4W 3N5 604-856-4304 or 1-800-345-8055 www.hcbc.ca	BC Sheep Federation 604-856-3365 www.bcsheepfed.com
BC Goat Association 26215 84 Ave Langley, BC V1M 3M6 604-856-6849 www.bcgoat.ca	BC Breeder and Feeder Association 308 St. Laurent Avenue Quesnel, BC V2J 5A3 250-992-8433 www.bcbfa.ca
BC Milk Marketing Board 200-32160 South Fraser Way Abbotsford, BC V2T 1W5 Gary Broerken, Transportation Coordinator 604-854-4478 Gbroerken@bcmilk.com	BC Dairy Association 3236 Beta Avenue Burnaby, BC V5G 4K4 604-294-3775 or 1-800-242-6455 www.bcdairy.ca
BC Pork Producers' Association PO Box 8000 – 280 Abbotsford, BC V2S 6H1 604-287-4647 www.bcpork.ca/	BC Llama and Alpaca Association Tocino Alpacas Salmon Arm, BC 250-804-2611 www.bclaa.com
First Nations Agricultural Association PO Box 1186 Station Main Kamloops, BC V2C 6H3 778-469-5040	Livestock Producers Cooperation Assn BC Livestock operates four stockyards, located in Kamloops, Williams Lake, Okanagan Falls and Vanderhoof, BC 250-961-1970 www.bclivestock.bc.ca
Local Livestock Associations	
Bulkley Valley Dairymen's Association Janik Heer, BVDA President Smithers, BC home: 250-846-5082 cell: 250-847-1273	Northern Interior Dairymen's Association Alan Martens 7868 Northside Rd PO Box 219 Vanderhoof, BC V0J 3A0 Office: 250-567-2155 Alan: 250-567-8791
Nechako Regional Cattlemen's Association Janice Tapp 250-699-6466	Skeena Regional Cattlemen's Association Linda Dykens



ttapp@bcgroup.net	250-845-3013 lindadykens@xplornet.com
Cluculz Lake Livestock Association Mike Pritchard 250-567-4187 rbranch@hwy16.com	Bulkley Valley Cattlemen's Association Wayne Tofsrud 250-846-5550 springhill@bulkley.net
Fort Fraser Livestock Association Alex Kulchar 250-567-9497 akulchar@hwy16.com	Lakes District Cattlemen's Association Jon Solecki 250-694-3342 Sheri Peebles (Sec) 250-695-6314 cspeebles@lakescom.net
Punchaw Cattlemen's Association Charles Poole 250-569-5672 punchawpooles@hughes.net	Skeena Stockmen's Association Linda Dykens 250-845-3013 lindadykens@xplornet.com
Sinkut Mountain Cattlemen's Association Ken Fawcett Aubree Corbier (Secretary) decdvc@hotmail.com	Pleasant Valley Cattlemen's Association Sandy Anaka (Secretary) 250-696-3624 buckrow@xplornet.com



APPENDIX 2 – Equipment Hire, Facility & Transportation Resources

Company	Services Provided
BC Road Builders & Heavy Construction Association Suite 307 – 8678 Greenall Avenue Burnaby, BC V5J 3M6 604-436-0220 www.roadbuilders.bc.ca	The association includes construction, service and supply and maintenance sectors and provides a unified voice for the industry. It represents privatized highway maintenance contractors, construction contractors, underground/utility contractors, paving contractors and various service & supply companies.
BC Trucking Association #100-20111 93A Avenue Langley, BC V1M 4A9 604-888-5319 www.bctrucking.com	Provides information for shippers and assistance with locating trucking resources and transportation services.
Prince George Construction Association 3851-18 Avenue Prince George, BC V2N 1B1 250-563-1744	Promotes standard practices and high standards in the construction industry. Can provide assistance with locating heavy equipment.
BC Ministry of Transportation and Infrastructure Northern Region Office 213 - 1011 4 th Avenue Prince George BC V2L 3H9 250-565-6185	MOT District Offices maintain extensive current listings of local and regional equipment-hire contractors, trucking services and other critical resources. Bulkley-Stikine Area Bag 5000, 3726 Alfred Avenue Smithers, BC V0J 2N0 250-847-7403 Lakes Area 161 – Hwy 16 Box 3500 Burns Lake, BC V0J 1E0 250-692-7161 Dease Lake Area Box 148 Dease Lake, BC V0C 1L0 250-771- 4511

Feed and Facility Resources

Company	Services Provided
P& B Feeds' 910 Torrika Dr Burns Lake, BC V0J 1E0	<ul style="list-style-type: none"> ➤ Portable Fencing ➤ All livestock feed ➤ Shavings, no hay/straw
Lakes District Fair Association 250 695 6381 (Joan McFee) www.ldfallfair.com	<ul style="list-style-type: none"> ➤ Portable Fencing ➤ Panels ➤ Feeders
Eagle Creek Grounds Burns Lake, BC Richard Cannon 250-699-8697	<ul style="list-style-type: none"> ➤ Portable Fencing ➤ Panels ➤ Feeders



Company	Services Provided
Bulkley Valley Home Centre 250 845 7606 2920 Hamblin Frontage Road Houston, BC www.bvhome.ca	<ul style="list-style-type: none"> ➤ livestock feed ➤ Hi-Hog potable fencing and panels. ➤ No hay/straw.
Nechako Valley Feeds Ltd 250 567 4400 346 1st Street West (Hwy 16) Vanderhoof, BC www.nvfeeds.com nechakovalleyfeeds@gmail.com	<ul style="list-style-type: none"> ➤ Portable Fencing/panels
Smithers Feed Store 250 847 9810 3242 Highway 16 Smithers, BC smithersfeed@telus.net www.smithersfeedstore.com	<ul style="list-style-type: none"> ➤ All livestock feed ➤ Straw ➤ Salt licks, water troughs ➤ Has access to good portable fencing supplies.
BV Exhibition Association Town of Smithers 250 847 3816 Leave Message	<ul style="list-style-type: none"> ➤ Portable panels ➤ Tent canopies
Smithers Fairgrounds www.bvfair.ca 250-847-1600 bvfair@telus.net Smithers, BC	
Skeena-Stikine Forest District c/o FLNR DSS office (Range Dept) 250 847 6329 Smithers, BC	<ul style="list-style-type: none"> ➤ Hi-hog chute and panels enough for a small corral, about 25 head.
Bulkley Valley Home Centre 250 846 5856 1300 Highway 16 Telkwa, BC infotelkwa@bvhome.ca www.bvhome.ca	<ul style="list-style-type: none"> ➤ all livestock feed ➤ portable fencing.
Nechako Valley Exhibition 4051 Northside Road Vanderhoof, BC V0J 3A0 250 567 4225 nechakoexsociety@outlook.com www.nvesociety.com	
New Holland Farm Equipment Grassland Equipment (Vanderhoof) 951 Hwy 16 W Vanderhoof, BC	<ul style="list-style-type: none"> ➤ hay and all other livestock feed ➤ custom feed cows ➤ Barns, shelters, large cold storage facility ➤ New Holland Farm Equipment is located



Company	Services Provided
V0J 3A0Harry Dykstra 250 567 4446 contactus@grassland.equipment.ca	on a large farm. They have excellent contacts with other farmers and can provide equipment, shelters, feed, barns etc.
Four Rivers Co-operative, Vanderhoof 250 E Stewart Vanderhoof, BC V0J 3A1 Debbie@ 250 567-4464 Ext 2110 Renee@ 250 567 4464 Ext 226	<ul style="list-style-type: none"> ➤ Portable panel fencing ➤ Feeding supplies

Other Resources

Equipment Rental Rate Guide – B.C. Builders & Heavy Construction Association – The Blue Book – Authorized by the Government of British Columbia, B.C. Hydro and Power Authority and B.C. Rail Ltd. – Copies of these books are in the Operations Section Supplies Box.

A more complete list of Local Resources will be update and attached every year.



ADDENDUM 3 – Agriculture Branch Coordinator EOC Position Guide

AGRICULTURE BRANCH COORDINATOR	
Reports to	OPERATIONS SECTION CHIEF
Position Description	The Agriculture Branch Coordinator provides direction to livestock owners, and the EOC Director or his/her designate, during a livestock evacuation.
Responsibilities:	<ul style="list-style-type: none"> ➤ Determine status of emergency and assess the level of Agriculture Support required with EOC Director. ➤ Liaise with Livestock Owners and ensure that appropriate Livestock resources are identified and acquired. ➤ Oversee the development of branch objectives, status reports, and daily expenditures. ➤ Develop livestock management strategies that may include evacuation or shelter in place.
Activation Phase	<ul style="list-style-type: none"> ➤ Follow the Generic Activation Phase Checklist. ➤ Obtain briefing from Operations Section Chief or EOC Director. ➤ Assess level of agriculture support required and initiate call-out of agriculture support staff as required. ➤ Ensure communications is established with Agriculture Branch Coordinators in EOCs in other affected communities and/or with the Agriculture Regional Representative and/or Operational Area Coordinator in the PREOC.
Operational Phase	<p>EOC Responsibilities</p> <ul style="list-style-type: none"> ➤ Establish and maintain a position log or other necessary files. ➤ Prioritize requests for agriculture support. ➤ Facilitate requests from other communities in the region, and/or from PREOC, as available to do so. ➤ Refer all contacts with the media to the Information Officer and ensure that critical livestock information (is included in media releases. ➤ Provide assistance with securing: <ul style="list-style-type: none"> ➤ transportation, if required; ➤ alternative shelter or containment areas; and ➤ food for the livestock. ➤ Ensure emergency expenses and extensions for Agriculture are pre-authorized by the EOC Director, PREOC, and the Operations Section Chief. ➤ Consult with RDBN EOC Director or his/her designate, Incident



AGRICULTURE BRANCH COORDINATOR

Commander regarding the safety of livestock evacuation in an evacuated area.

- Contact livestock owners to discuss livestock management strategies during an emergency event which may include evacuation.
- Obtain authorization from the RDBN EOC for a livestock owner to evacuate their livestock under the Regional District of Bulkley-Nechako Emergency Response Plan.
- Assist livestock owners with sourcing required resources for the purpose of evacuating livestock.
- Obtain an authorized purchase order from the Regional District of Bulkley- Nechako EOC for all purchases. ONLY PREAPPROVED EXPENDITURES WILL BE REIMBURSED;
- Provide the RDBN EOC with a daily update of active livestock evacuations and the estimated expenditures.
- Brief your relief at shift change, informing them of all ongoing activities and branch objectives for the next operational period.
- Once livestock have been removed from temporary shelters or contained areas, by livestock owners, provide a recovery plan to the Regional District of Bulkley- Nechako, and organize suppliers of service, for the necessary repairs to the area to bring it back to pre-emergency condition.
- To assist hobby farmers who are not covered in the EMBC Provincial Support for Livestock Relocation During an Emergency, livestock owners who do not have Farm Status, a group of “Super Volunteers” will be established. The “Super Volunteers” will report to the Agriculture Branch Coordinator in the EOC for a daily check-in and report numbers of hobby farm livestock that have been relocated during the day. The agriculture lead in the EOC will redirect hobby farm call to the “Super Volunteers”. Any donated feed that is reported to the EOC will be delegated to assist the hobby farmers and will be managed through the “Super Volunteers”.

Information

- Maintain Agriculture resource status board, keeping track of number and type of Agriculture resources deployed and still available and share this information with the Operations Section Chief, PREOC, and other EOCs as request.
- Actively share Agriculture information with other branches and sections in the EOC.



AGRICULTURE BRANCH COORDINATOR

➤ Forward all financial expenditures information to the Finance Section.

Staffing

➤ Ensure alternates are identified for your position to allow for extended operations.

Action Planning Meetings

➤ Plan and provide objectives for each operational period to the Operations Section Chief prior to the Action Planning meetings.



Appendix 4 – Livestock Emergency Plan Implementation Notice

<NAME OF DISASTER> INFORMATION BULLETIN

<DATE AND TIME>

As a result of increased risk to safety in the <NAME AND LOCATION OF EMERGENCY>.in the <AREAS AFFECTED>, the RDBN has implemented the “RDBN Emergency Livestock Evacuation Plan”.

Livestock owners who have livestock in the above noted area(s) please contact

RDBN Emergency Operations Center and ask for the Agriculture Desk to request authorization.

ELIGIBILITY FOR EVACUATION ASSISTANCE

Livestock owners must make every effort to be self-sufficient in emergencies or disasters. The RDBN may provide the following support for a period of up to a maximum of 72 hours, if livestock are evacuated:

- shelter or contained area that will provide for the containment and safety of evacuated livestock;
- transportation for livestock from the evacuation area to the designated shelter or containment area;
- provision of food for feeding livestock at the shelter or contained area; and
- restoration of facilities used for those purposes during an emergency or disaster. but does not include:
 - feeding of livestock;
 - veterinary care of livestock; and
 - corralling and management of livestock.

The above noted support may be provided under the following conditions:

- there is an emergency or disaster declared by the Regional District of Bulkley-Nechako that warrants livestock evacuation implementation;
- the livestock owner is considered to be operating a “farm operation” and have a “Qualifying Farm Business” as defined in Section 2 definitions of this document;
- the animals being evacuated are considered “livestock” as defined in Section 2 definitions of this document;
- livestock owners are not able to provide alternate accommodations;
- primary and secondary shelter or containment areas are uninhabitable due to an imminent or occurring emergency or disaster;
- the RDBN has issued a formal “Evacuation Alert”; and,
- the RDBN EOC Director, the Ministry Responsible for Wildfire Management Incident Commander and the Agriculture Branch Coordinator in the EOC deem it prudent to proceed with an Emergency Livestock Evacuation in a specified area.
- Requests for extension of livestock assistance may be approved by the RDBN Emergency Operation Centre Director in consultation with the Board Chair.

To receive the above noted support livestock owners must:



- request authorization from the RDBN through the Agriculture Branch Coordinator in the EOC for assistance in livestock evacuation;
- request “Expenditure Authorization” from RDBN through the Agriculture Branch Coordinator in the EOC, **ONLY PREAPPROVED EXPENDITURES WILL BE REIMBURSED**;
- provide primary contact information to RDBN EOC through the Agriculture Branch Coordinator in the EOC;
- be responsible for management of the evacuation of their livestock;
- be responsible for management of their livestock;
- once the “Evacuation Alert” or “Evacuation Order” has been rescinded, within four days, the livestock owner must assume full responsibility of the livestock and immediately arrange to move the livestock at their own expense from the temporary livestock holding area; and,
- submit all eligible paid invoices to the RDBN EOC for reimbursement.





Regional District of Bulkley-Nechako

Rural/Agriculture Committee

To: Rural/Agriculture Committee
From: John Illes, Chief Financial Officer
 Cheryl Anderson, Manager of Administrative Services
Date: June 4, 2020
Re: Impact of Electoral Areas joining the Transit Service

Recommendation (All/Directors/Majority):

That the Rural/Agriculture Committee consider:

“That the Rural/Agriculture Committee recommend to the Board that Bylaw No. 1790 be amended to include the entire Regional District as the Service Area and increase the maximum requisition amount in the bylaw to \$150,000.”

Background:

This memo outlines the taxation impacts of including the Electoral Areas as contributors to the service.

Bylaw 1790 was adopted on March 2, 2017 in great haste to meet the 2017 budget deadline of March 31st. The Province provided an option to create the Highway 16 Transit Service with a favourable funding formula with the condition that a bylaw would be established and that local government contributions would be guaranteed in 2017.

The provincial deadline did not allow sufficient time for the Regional District to obtain consent from the Electoral Area citizens as required by the *Local Government Act*. To meet the timeline, in consultation with the Ministry of Transportation and Infrastructure and the Ministry of Municipal Affairs and Housing, the Board decided to move forward with including only municipalities as part of the original bylaw and revisiting the potential inclusion of Electoral Areas as contributors in the future.

The current bylaw is apportioned by population and a weighting factor. The weighting factor allows those communities that are off of Highway 16 to pay 1/5 of the taxation (by population) of those communities that are on Highway 16. The maximum requisition amount under the current bylaw is \$90,000. The requisition in 2020 will be \$61,834.

If the Electoral Areas were to be included in the service, the taxation for a \$200,000 household would range from \$0.26 per household (or \$0.0013 per \$1,000) in Area C (off of Highway 16) to \$3.64 per household (or \$0.0125 per \$1,000) in Area F.



Because of the very low impact on taxpayers and the costs associated with holding referendums, this type of service may be established through the Alternative Approval Process. Participating Area Approval may be obtained by Alternative Approval process where the maximum amount that may be requisitioned for the service is the amount equivalent to 50 cents for each \$1,000 of net taxable value of land and improvements included in the service area. Further, under s.342(3) and (4) of the *Local Government Act*, participating area approval must be obtained separately for each participating area in the proposed service area unless the Board by resolution adopted by at least 2/3 of the votes cast, provides that the participating area approval under s.342(2)(a) or (b) is to be obtained for the entire proposed service area. This would further simplify the process and reduce establishment costs.

The cost of a referendum per electoral area is estimated to be \$7,000-\$8,000. This includes payment of elections officials, rental of polling stations, advertising, ballots, and other necessary supplies.

The cost of the Alternative Approval Process per electoral area is estimated to be \$1,000. The only expenses for this process are advertising costs.

Financial Analysis:

Minister Trevena wrote to the Board on March 25, 2020 confirming that the current funding formula will continue to March 31, 2025. However, the letter notes that the capital costs (new busses) are not guaranteed to be provided at no cost to the Regional District as when the service was first established. If the Regional District will be required to pay a portion of the capital costs for the transit service, the current bylaw requisition limit will not be enough to cover the lease costs. An initial estimate of lease costs is \$57,000 per year based on utilizing the same funding formula for operations. Draft financial planning until 2025 indicates that a maximum of \$150,000 requisition will cover both operational and capital costs.

The standard sharing formula is that the local government B.C. Transit partner pays 53.31% of all operational and capital costs. The special formula for Highway 16 transit is that the local government partner (the Regional District in this case) pays 33.33% of all operational and capital costs. In the past the Federal Government has provided a special grant to cover capital costs (such as the initial purchase of busses).

Besides taxation, the Regional District was able to access other revenue.

City of Prince George	\$ 50,000
Grants from First Nations Partners	\$ 7,500
Transit Grant (Municipal Admin)	\$ 5,400
Bus Fees and Passes	\$ 30,000
MOTI (Staff Grant ends on March 2023)	<u>\$ 22,500</u>
	\$115,400



In addition, Grant in Aid was often supplied to support the service by Electoral Area Directors in both RDBN and RDFFG.

An overview of the costs associated with this service vary greatly depending on the funding formula. The attached taxation summary illustrates the 2020 taxation under the current bylaw and what the 2020 taxation would look like under the proposed bylaw (scenarios 1 and 2).

The third Scenario of the analysis shows what the taxation would look like under the current maximum requisition under the proposed bylaw.

The fourth and last part of the analysis shows what the taxation would look like under the new proposed maximum requisition \$150,000 – this amount would support the Regional District contributing towards the capital costs at the current Highway 16 funding formula.

Assuming our **current “Highway 16” funding formula** and with no contribution towards capital costs, the average costs in 2022 would be:

\$ 52,500 for RD related costs
\$155,000 for RD Share of Operational Costs
 \$207,500
(\$115,400) less other funding sources outlined above

\$92,100 Taxation

If capital costs would be included an additional \$57,000 of payments would be required.

\$ 52,500 for RD related costs
 \$ 57,000 for RD Share of Capital Costs
\$155,000 for RD Share of Operational Costs
 \$264,500
(\$115,400) less other funding sources outlined above

\$149,100 Taxation

It is this \$149,100 of required potential taxation for this service that any new bylaw must consider.



If the **standard funding formula** was to be applied, the expenses would be:

\$ 52,500 for RD related costs
 \$248,000 for operational costs
\$ 91,000 for capital costs
 \$391,500
 (115,400) less other funding sources outlined above

\$276,100 Taxation.

If this scenario the Regional District would be required to assume a potential taxation limit of approximately \$300,000. The estimated tax rates would be twice that as described in the fourth analysis in the attachment.

Current Ridership:

The Riders' Survey has been conducted a total of 6 times. This data provides information on the location of rider's primary residence. When we apply the percentages of where riders live with actual ridership the numbers indicate that municipal and electoral area ridership is approximately equal with electoral area ridership being slightly higher in all three years:

Overall Ridership-Survey Results

Year	Total Actual Riders	Rural Riders (50%)	Municipal (46%)	Other (4%)
2017	2,548	1,274	1,172	102
2018	6,779	3,390	3,118	271
2019	7,708	3,854	3,546	308
Totals	17,035	8,518	7,836	681

A full summary of ridership can be found in the appendix.

Regional District services are to be paid for (by taxation if not by fees) by the beneficiaries of the service. The current ridership indicates that the municipal and electoral areas should all be participants in the current bylaw.

- Attachments:**
1. Letter of March 25, 2020 concerning continued funding
 2. Financial Analysis - Scenarios
 3. Rider's Survey Report – Compilation of Data 2017-2019



March 25, 2020

Gerry Thiessen, Chair
Regional District Bulkley-Nechako
PO Box 900
Vanderhoof BC V0J 3A0

Reference: 291670

Tom Greenaway, Chair, Regional Transit Committee
Regional District Bulkley-Nechako
PO Box 1296
Fort St. James BC V0J 1P0

Dear Mr. Thiessen and Mr. Greenaway:

Re: BC Transit Highway 16 Inter-community Service

This letter serves as confirmation of the items discussed during our call on January 15, 2020.

As you are aware, the provincial government made a five-year commitment to the Highway 16 inter-community transit service, which extends to March 2022. We are pleased with the response to the service and the ridership. We had not expected to make a decision so soon regarding the future funding of the service; however, we recognize the Regional District's interest in ensuring the service continues and can be sustained.

I am pleased to advise that the current funding formula will continue until March 31, 2025. Under this formula, the provincial government contributes 66.7 per cent of operating costs and the local partners contribute 33.3 percent.

The replacement of the buses, which were 100 per cent funded by the provincial government and the federal government, has also been considered. Given the lifespan of the vehicles, they will likely need to be replaced between 2022 and 2024. We intend to work with the federal government to fully fund the replacement vehicles. The federal government currently has a program that would apply to transit vehicles. However, there is no guarantee that the program will continue, and local partners may need to contribute to vehicle replacement in the future. This decision applies to the three vehicles currently in service in the Regional District of Bulkley-Nechako.

.../2

In July 2019, a request for continued funding for the Regional Transit Coordinator position was received. We understand that the Coordinator has made a significant contribution to establishing the inter-community service and now that position can be reduced to quarter time (0.25 FTE). I am pleased to advise that the provincial government will continue to support the Regional Transit Coordinator position until March 31, 2023, with a maximum annual contribution of \$22,500. Please ensure that if there is a continued need for a Regional Transit Coordinator following March 31, 2023, that the Regional District assumes full responsibility for funding the position.

As the Highway 16 inter-community transit service becomes established, the provincial government reserves the right to revisit the funding cost-share formula through engagement with the local partners.

These decisions have been shared with BC Transit and will be reflected in the agreement between the provincial government and BC Transit.

Thank you for your continued efforts to make inter-community transit a success along Highway 16.

Yours sincerely,



Claire Trevena
Minister

Copy to: Curtis Helgesen, Chief Administrative Officer
Regional District Bulkley-Nechako

John Illes, Chief Financial Officer
Regional District Bulkley-Nechako

Cheryl Anderson, Manager, Administrative Services
Regional District Bulkley-Nechako

Deneve Vanderwolf, Regional Transit Coordinator
Regional District Bulkley-Nechako

Catherine Holt, Chair, Board of Directors
BC Transit

Deborah Bowman, Assistant Deputy Minister
Transportation Policy and Programs Department

Andrea Mercer, Executive Director
Transit Branch

Linda Harmon, Director, Strategic Outreach and Business Engagement
Transit Branch

Scenario 1

CURRENT BUDGET AND BYLAW

	Budget 2020	Per \$1,000	Per \$100,000	Per \$200,000
	\$61,834			
Area A	-	0.0000	\$ -	\$ -
Area B	-	0.0000	\$ -	\$ -
Area C	-	0.0000	\$ -	\$ -
Area D	-	0.0000	\$ -	\$ -
Area E	-	0.0000	\$ -	\$ -
Area F	-	0.0000	\$ -	\$ -
Area G	-	0.0000	\$ -	\$ -
	-			
Smithers	18,905.61	0.0169	\$ 1.69	\$ 3.38
Telkwa	4,596.60	0.0266	\$ 2.66	\$ 5.33
Houston	10,920.39	0.0274	\$ 2.74	\$ 5.48
Burns Lake	6,240.72	0.0336	\$ 3.36	\$ 6.72
Fraser Lake	4,077.41	0.0230	\$ 2.30	\$ 4.60
Vanderhoof	15,665.83	0.0209	\$ 2.09	\$ 4.17
Granisle	212.52	0.0105	\$ 1.05	\$ 2.10
Fort St James	1,214.92	0.0038	\$ 0.38	\$ 0.76
	61,834.00			
	\$61,834.00			

Scenario 2

CURRENT BUDGET AND PROPOSED BYLAW

	Budget 2020	Per \$1,000	Per \$100,000	Per \$200,000
	\$61,834			
	10,252.35	0.0112	\$ 1.12	\$ 2.25
	3,780.26	0.0122	\$ 1.22	\$ 2.44
	552.02	0.0009	\$ 0.09	\$ 0.18
	2,871.28	0.0104	\$ 1.04	\$ 2.08
	621.46	0.0028	\$ 0.28	\$ 0.56
	7,148.95	0.0125	\$ 1.25	\$ 2.50
	<u>1,761.39</u>	0.0118	\$ 1.18	\$ 2.36
	26,987.71			
	10,654.17	0.0095	\$ 0.95	\$ 1.90
	2,590.40	0.0150	\$ 1.50	\$ 3.00
	6,154.14	0.0154	\$ 1.54	\$ 3.09
	3,516.93	0.0189	\$ 1.89	\$ 3.79
	2,297.81	0.0130	\$ 1.30	\$ 2.59
	8,828.41	0.0118	\$ 1.18	\$ 2.35
	119.77	0.0059	\$ 0.59	\$ 1.18
	<u>684.66</u>	0.0022	\$ 0.22	\$ 0.43
	34,846.29			
	\$61,834.00			

Scenario 3

MAXIMUM REQUISITION AND PROPOSED BYLAW

	Maximum Requisition	Per \$1,000	Per \$100,000	Per \$200,000
	\$ 90,000.00			
	\$ 14,922.40	0.0164	\$ 1.64	\$ 3.27
	\$ 5,502.21	0.0178	\$ 1.78	\$ 3.55
	\$ 803.47	0.0013	\$ 0.13	\$ 0.26
	\$ 4,179.18	0.0151	\$ 1.51	\$ 3.02
	\$ 904.54	0.0041	\$ 0.41	\$ 0.82
	\$ 10,405.36	0.0182	\$ 1.82	\$ 3.64
	\$ 2,563.72	0.0172	\$ 1.72	\$ 3.43
	\$ 39,280.88			
	\$ 15,507.26	0.0139	\$ 1.39	\$ 2.77
	\$ 3,770.35	0.0219	\$ 2.19	\$ 4.37
	\$ 8,957.41	0.0225	\$ 2.25	\$ 4.49
	\$ 5,118.93	0.0276	\$ 2.76	\$ 5.52
	\$ 3,344.48	0.0189	\$ 1.89	\$ 3.78
	\$ 12,849.84	0.0171	\$ 1.71	\$ 3.42
	\$ 174.32	0.0086	\$ 0.86	\$ 1.72
	\$ 996.53	0.0031	\$ 0.31	\$ 0.63
	\$ 50,719.12			
	\$ 90,000.00			

Scenario 4

REQUISITION WITH CAPITAL INCLUDED AND PROPOSED BYLAW

	Proposed Maximum	Per \$1,000	Per \$100,000	Per \$200,000
	\$150,000.00			
	\$ 24,870.66	0.0273	\$ 2.73	\$ 5.46
	\$ 9,170.35	0.0296	\$ 2.96	\$ 5.92
	\$ 1,339.12	0.0021	\$ 0.21	\$ 0.43
	\$ 6,965.30	0.0252	\$ 2.52	\$ 5.04
	\$ 1,507.57	0.0068	\$ 0.68	\$ 1.37
	\$ 17,342.27	0.0303	\$ 3.03	\$ 6.06
	\$ 4,272.87	0.0286	\$ 2.86	\$ 5.72
	\$ 65,468.14			
	\$ 25,845.43	0.0231	\$ 2.31	\$ 4.62
	\$ 6,283.91	0.0364	\$ 3.64	\$ 7.29
	\$ 14,929.02	0.0374	\$ 3.74	\$ 7.49
	\$ 8,531.55	0.0460	\$ 4.60	\$ 9.19
	\$ 5,574.13	0.0315	\$ 3.15	\$ 6.29
	\$ 21,416.40	0.0285	\$ 2.85	\$ 5.71
	\$ 290.54	0.0144	\$ 1.44	\$ 2.87
	\$ 1,660.88	0.0052	\$ 0.52	\$ 1.05
	\$ 84,531.86			
	\$150,000.00			

Rider's Survey Report

Compilation of Data – 2017 to 2019

Background

At the September 7, 2017 Rural Directors Committee meeting discussion took place regarding the need to identify the origin of persons using the bus service. Therefore, a rider's survey was conducted in the following months:

2017	November
2018	March
	July
	December
2019	May
	November

This report compiles all six months of data.

Introduction

The main purpose of the survey was to learn where transit rider's primary residence is located. Additionally, four questions were asked to obtain more information on transit riders, and a space for comments was included.

1. Why are you riding the bus?
2. How often do you ride the Bulkley-Nechako Transit System?
3. What best describes your transit travel?
4. What age category best describes you?

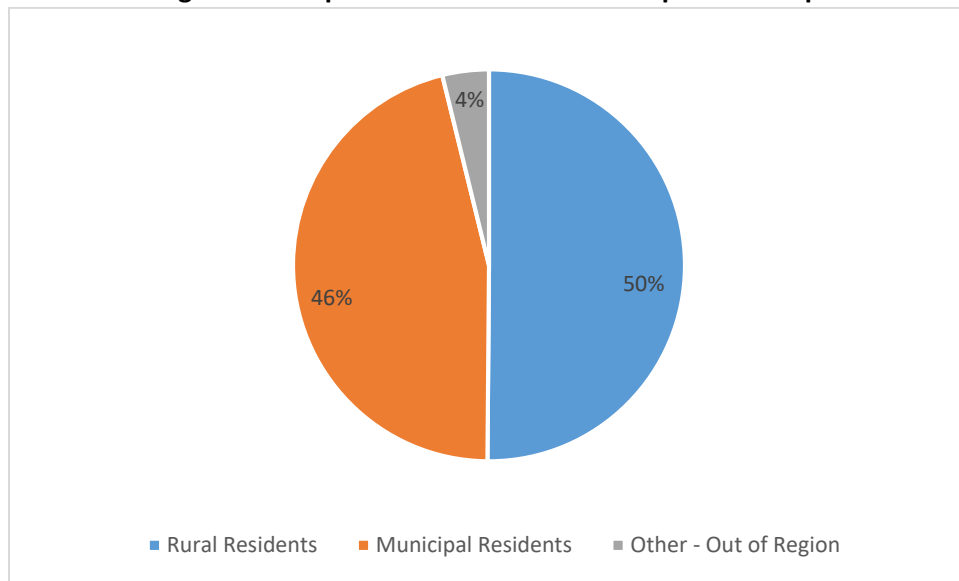
The following table summarizes survey participation. Total participation in the survey was good with an average of 23% of riders filling out the survey over the six different months it was offered.

Table 1: Survey Participation

Month	Number of Surveys	Total Ridership (161 & 162 Routes)	Percentage of riders that participated in the survey
November 2017	116	365	32%
March 2018	164	515	32%
July 2018	106	599	18%
December 2018	96	522	18%
May 2019	211	648	33%
November 2019	89	688	13%
Totals	782	3337	23%

Who is Riding the Bus

Figure 1: Comparison of Rural and Municipal Ridership



Survey results indicate that rural ridership is slightly higher than municipal ridership. When ridership percentages are applied to actual ridership the following data can be inferred. Table 2 breaks down total ridership by year. Rural and municipal riders are based on the percentages of survey respondents.

Table 2: Overall Ridership

Year	Total Actual Riders	Rural Riders (50%)	Municipal (46%)	Other (4%)
2017	2,548	1,274	1,172	102
2018	6,779	3,390	3,118	271
2019	7,708	3,854	3,546	308
Totals	17,035	8,518	7,836	681

By applying survey percentages to actual ridership, of the 17,035 people that have ridden the bus, we can estimate that 8,518 were from rural areas and 7,836 were from municipalities. The 681 other riders are survey respondents that indicated their primary residence was outside the borders of the RDBN.

Rural Riders

The Rider's Survey has shown that riders from all electoral areas are represented. The data we receive from BC Transit is based on bus stops and does not provide information on where riders live. The majority of bus stops are located in the on corridor municipalities and BC Transit ridership data is based on ridership at these bus stops. The number of bus stops in rural areas are as follows:

- Area D 4
- Area B 4
- Area F 1
- Area G 1
- Area A 1
- Area E 0
- Area C 0

We can not get an accurate picture of rural ridership from typical rider counts. The rider's survey collected data on where people's primary residence is located. Data collected indicate that 50% of riders are from rural areas. Table 3 breaks down survey data by electoral area. Figure 2 shows the percentages of riders and Table 4 uses the percentages to extrapolate ridership in electoral areas from actual ridership numbers.

Table 3: Survey Results for Rural Riders

Electoral Area	2017 November	2018 March	2018 July	2018 December	2019 May	2019 October	Total
Area D	12	22	13	12	24	15	98
Area B	21	29	9	16	11	3	89
Area F	16	15	4	6	26	6	73
Area G	17	10	17	1	10	6	61
Area A	3	12	3	1	4	2	25
Area E	2	6	3	1	6	5	23
RDFFG-Area C	2	12	3	0	1	1	19
Area C	2	2	0	0	0	0	4

Figure 2: Percentage of Rural Riders by Electoral Area

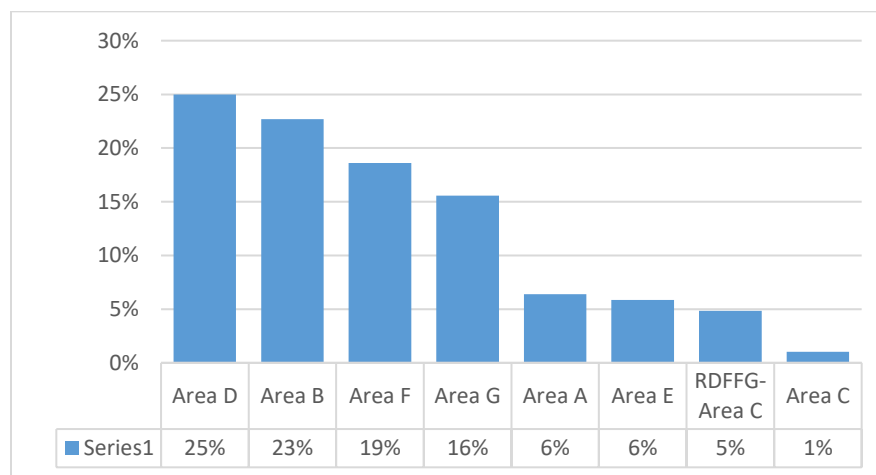


Table 4: Rural Riders 2017-2019 based on survey percentages

Electoral Area	Total Riders
Area D	2129
Area B	1959
Area F	1618
Area G	1363
Area A	511
Area E	511
Area C	85

Municipal Riders

Just as in the rural riders section, we see rider representation from all municipalities. Burns Lake has the highest numbers as it is the starting point for the bus and includes data for both the 161 and 162 routes. Table 5 breaks down survey data by municipality. Figure 3 show the percentages of riders and Table 6 uses the percentages to extrapolate total municipal ridership from actual ridership numbers.

Table 5: Survey results for Municipal Riders

Municipality	2017 November	2018 March	2018 July	2018 December	2019 May	2019 October	Total
Burns Lake	9	19	18	34	57	30	167
Houston	7	10	10	9	16	3	55
Vanderhoof	8	11	4	3	14	4	44
Prince George	4	5	9	2	13	7	40
Fraser Lake	4	5	5	5	5	5	29
Smithers	5	0	2	3	7	1	18
Telkwa	1	1	0	1	0	0	3
Granisle	1	0	0	0	1	0	2
Fort St. James	0	2	0	0	0	0	2

Figure 3: Percentage of Municipal Riders by Municipality

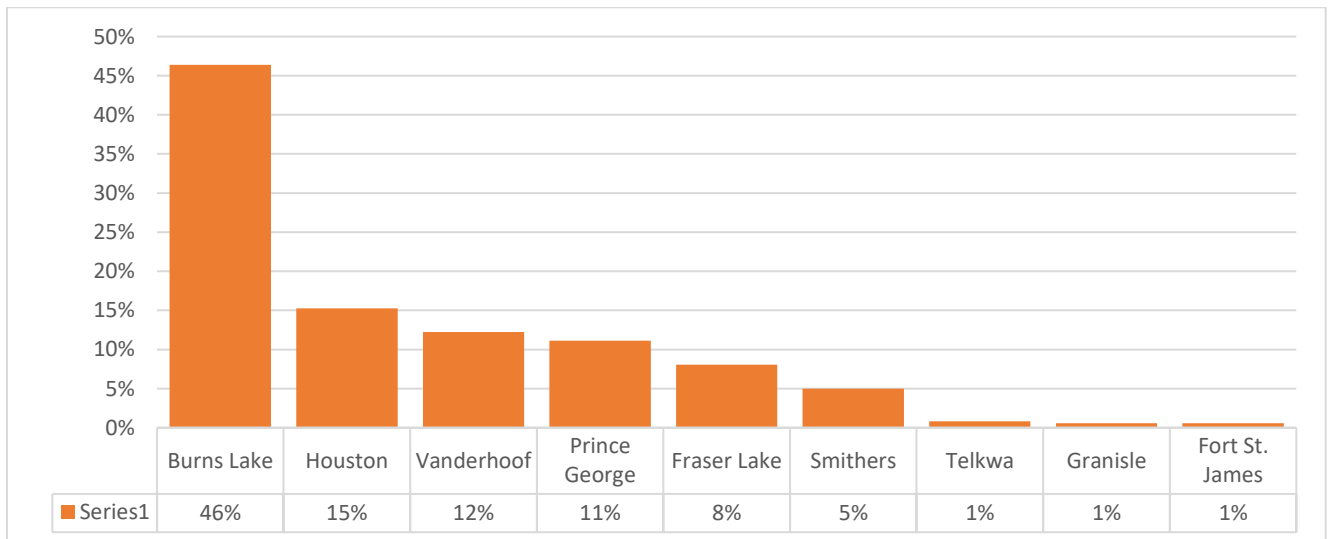


Table 6: Municipal Riders 2017-2019 based on survey percentages

Municipality	Total Riders
Burns Lake	3605
Houston	1175
Vanderhoof	940
Fraser Lake	627
Smithers	392
Telkwa	78
Granisle	78
Fort St. James	78

The following tables summarize the additional data that was collected in the six different months we did the survey.

Table 6: Rider Frequency

	2017 November	2018 March	2018 July	2018 December	2019 May	2019 October	Total
1-2 times per month	51	81	37	38	95	42	344
Less than once a month	35	52	38	30	56	25	236
Weekly	30	31	31	28	60	22	202

Table 7: Riding Habits

	2017 November	2018 March	2018 July	2018 December	2019 May	2019 October	Total
Return trip on the same day	58	67	34	49	101	45	354
Return trip on a future day	31	61	42	37	79	28	278
One-way trip	27	36	30	10	31	16	150

Table 8: Age Demographics

	2017 November	2018 March	2018 July	2018 December	2019 May	2019 October	Total
25-64 years	77	103	57	76	140	59	512
18-24 years	17	23	17	7	30	8	102
17 years and under	4	20	20	6	18	10	78
65 years and over	18	18	12	7	23	12	90

Table 9: Reason for Travel

	2017 November*	2018 March	2018 July	2018 December	2019 May	2019 October	Total
Visiting Friends and Family	0	64	35	26	50	27	202
Medical Appointment	0	32	23	20	46	34	155
Shopping	0	29	21	26	41	12	129
Other	0	15	6	12	15	5	53
Travel Connections	0	14	14	8	19	5	60
Work	0	8	7	4	30	4	53
School	0	2	0	0	10	2	14

*This question was not asked on the November 2017 survey

BC Transit Ridership Data

The following tables include actual ridership provided by BC Transit. BC Transit data counts riders getting on at designated bus stops. The data in these tables are organized by Electoral Area, First Nation, and Municipality. Numbers include multiple bus stops. Individual bus stop information is available by request.

2017 Ridership

Municipality/Electoral Area	Jul-17	Aug-17	Sep-17	Oct-17	Nov-17	Dec-18	2017 Totals
Route 161 Burns Lake - Prince George							
Electoral Area "B" Burns Lake Rural							
Wet'suwet'en First Nation	10	8	6	12	17	14	67
Burns Lake/Lake Babine Nation/Burns Lake Band	71	64	69	66	48	99	417
Electoral Area "D" Fraser Lake Rural							
Stellat'en First Nation/Nadleh Whut'en	12	25	22	24	18	26	127
Fraser Lake	18	13	7	26	25	29	118
Vanderhoof/Saik'uz First Nation	49	52	45	52	51	48	297
RDFFG - Electoral Area "C" Beaverly	0	0	0	1	1	1	3
Prince George	101	154	139	158	115	145	812
Total Passengers	261	316	288	339	275	362	1841
Average per day	22	23	22	26	23	30	24
Route 162 Burns Lake - Smithers							
Electoral Area "B" Burns Lake Rural							
Wet'suwet'en First Nation	0	2	0	10	1	5	18
Burns Lake/Lake Babine Nation/Burns Lake Band	22	15	14	14	16	16	97
Electoral Area "G" Houston Rural	0	1	1	1	1	3	7
Houston	71	56	31	52	35	45	290
Electoral Area "A" Smithers Rural	1	0	4	0	0	0	5
Telkwa	5	2	2	1	6	2	18
Smithers	54	47	38	53	31	49	272
Total Passengers	153	123	90	131	90	120	707
Average passengers per day	12	10	8	11	7	10	10
162 Midday Run- Departs Smithers 11:30 am Departs Houston at 1:00 pm							
Houston	18	16	2	14	9	8	67
Electoral Area "A" Smithers Rural	0	0	0	0	0	0	0
Telkwa	0	1	0	1	0	0	2
Smithers	21	11	16	12	10	10	80
Total Passengers	39	28	18	27	19	18	149
Average passengers per day	3	2	2	2	1	2	2

2018 Ridership

Route 161 Burns Lake - Prince George	Jan-18	Feb-18	Mar-18	Apr-18	May-18	Jun-18	Jul-18	Aug-18	Sep-18	Oct-18	Nov-18	Dec-18
Electoral Area "B" Burns Lake Rural Wet'suwet'en First Nation	21	13	17	13	26	11	18	17	20	25	28	13
Burns Lake/Lake Babine Nation/Burns Lake Band	81	63	91	56	109	97	117	72	94	122	88	90
Electoral Area "D" Fraser Lake Rural Stellat'en First Nation/Nadleh Whut'en	24	24	39	34	61	29	30	24	35	37	47	28
Fraser Lake	30	23	22	23	38	23	36	19	16	24	21	22
Vanderhoof/Saik'uz First Nation	40	34	41	34	32	65	47	72	47	50	51	38
RDFFG - Electoral Area "C" Beverly Prince George	2	2	4	1	3	1	0	4	0	2	4	2
	163	140	180	145	222	184	185	160	152	200	234	181
Total Passengers	361	299	394	306	491	410	433	368	364	460	473	374
Average boardings per day	28	25	28	26	35	32	33	28	28	35	36	31
Route 162 Burns Lake - Smithers												
Electoral Area "B" Burns Lake Rural Wet'suwet'en First Nation	20	6	9	7	8	5	8	1	0	0	7	0
Burns Lake/Lake Babine Nation/Burns Lake Band	34	20	12	12	22	19	8	34	7	17	20	25
Electoral Area "G" Houston Rural Houston	3	1	1	0	0	0	5	1	3	6	0	1
	87	35	54	73	96	86	70	71	86	82	84	66
Electoral Area "A" Smithers Rural Telkwa	0	0	0	0	0	0	0	0	0	0	0	0
	3	0	4	2	1	2	4	9	0	1	1	0
Smithers	83	33	41	66	84	83	71	73	70	69	78	56
Total Passengers	230	95	121	160	211	195	166	189	166	175	190	148
Average boardings per day	18	9	10	12	18	15	13	15	15	13	15	12
162 Midday Run- Departs Smithers 11:30 am Departs Houston at 1:00 pm												
Houston	7	10	28	18	16	25	17	18	43	19	29	19
Electoral Area "A" Smithers Rural Telkwa	0	0	0	0	0	0	0	0	0	0	0	0
	1	0	0	0	0	0	0	3	0	0	0	0
Smithers	18	11	10	17	22	31	25	16	21	17	17	17
Total Passengers	26	21	38	35	38	56	42	37	64	36	46	36
Average boardings per day	2	2	3	3	3	4	3	3	6	3	4	3

2019 Ridership

Route 161 Burns Lake - Prince George	Jan-19	Feb-19	Mar-19	Apr-19	May-19	Jun-19	Jul-19	Aug-19	Sep-19	Oct-19	Nov-19	Dec-19
Electoral Area "B" Burns Lake Rural Wet'suwet'en First Nation	30	3	37	39	9	13	14	3	7	13	22	18
Burns Lake/Lake Babine Nation/Burns Lake Band	98	83	102	115	81	87	132	78	115	123	166	132
Electoral Area "D" Fraser Lake Rural Stellat'en First Nation/Nadleh Whut'en	26	16	50	29	37	30	35	12	42	41	26	48
Fraser Lake	27	16	14	12	14	22	22	17	20	39	31	35
Vanderhoof/Saik'uz First Nation	54	46	48	41	73	49	67	36	54	73	61	56
RDFFG - Electoral Area "C" Beverly Prince George	2	0	3	2	3	3	7	2	6	2	4	1
	206	108	197	194	203	191	219	101	169	212	244	222
Total Passenger Boardings	443	272	451	432	420	395	496	249	413	503	554	512
Average boardings per day	34	23	35	36	30	30	38	19	32	39	43	43
Route 162 Burns Lake - Smithers												
Electoral Area "B" Burns Lake Rural Wet'suwet'en First Nation	0	4	6	3	6	7	1	1	3	3	4	2
Burns Lake/Lake Babine Nation/Burns Lake Band	18	19	28	26	32	51	10	4	8	14	31	20
Electoral Area "G" Houston Rural	3	4	5	2	1	13	1	0	0	0	2	3
Houston	95	65	80	91	103	73	108	32	94	78	136	104
Electoral Area "A" Smithers Rural	1	0	0	0	1	1	0	1	0	6	17	2
Telkwa	0	0	0	0	0	0	1	0	3	1	4	3
Smithers	99	69	91	144	85	81	111	48	98	83	131	93
Total Passenger Boardings	216	161	210	266	228	226	232	86	206	185	325	227
Average boardings per day	18	13	16	20	18	17	18	7	16	14	25	17
162 Midday Run- Departs Smithers 11:30 am Departs Houston at 1:00 pm												
Houston	24	15	18	27	16	16	31	9	17	16	30	13
Electoral Area "A" Smithers Rural	0	0	0	0	0	0	0	0	0	0	0	0
Telkwa	0	0	0	0	0	0	1	0	2	0	0	0
Smithers	30	22	38	38	34	37	34	14	19	36	53	22
Total Passenger Boardings	54	37	56	65	50	53	66	23	38	52	83	35
Average boardings per day	4	3	5	5	4	4	5	2	3	4	6	3

2020 Ridership

Route 161 Burns Lake - Prince George	Jan	Feb	Mar	Apr	May	Jun	Jul	Aug	Sep	Oct	Nov	Dec
Electoral Area "B" Burns Lake Rural Wet'suwet'en First Nation	9	10	9									
Burns Lake/Lake Babine Nation/Burns Lake Band	93	97	71									
Electoral Area "D" Fraser Lake Rural Stellat'en First Nation/Nadleh Whut'en Fraser Lake	44	42	47									
Vanderhoof/Saik'uz First Nation	62	58	32									
RDFFG - Electoral Area "C" Beverly Prince George	0	0	0									
	190	197	152									
Total Passenger Boardings	423	430	328	0	0	0	0	0	0	0	0	0
Average boardings per day	33	36	25	0	0	0	0	0	0	0	0	0
Route 162 Burns Lake - Smithers												
Electoral Area "B" Burns Lake Rural Wet'suwet'en First Nation	1	1	3									
Burns Lake/Lake Babine Nation/Burns Lake Band	10	11	19									
Electoral Area "G" Houston Rural Houston	3	5	12									
	77	107	66									
Electoral Area "A" Smithers Rural Telkwa	2	7	1									
	3	3	0									
Smithers	70	105	57									
Total Passenger Boardings	166	239	158	0	0	0	0	0	0	0	0	0
Average boardings per day	14	20	12	0	0	0	0	0	0	0	0	0
162 Midday Run- Departs Smithers 11:30 am Departs Houston at 1:00 pm												
Houston	16	27	15									
Electoral Area "A" Smithers Rural Telkwa	1	0	0									
	0	2	0									
Smithers	22	23	31									
Total Passenger Boardings	39	52	46	0	0	0	0	0	0	0	0	0
Average boardings per day	3	5	4	0	0	0	0	0	0	0	0	0



Regional District of Bulkley-Nechako

Rural/Agriculture Committee

To: Rural/Agricultural Committee
From: John Illes, Chief Financial Officer
Date: June 4, 2020
Re: Northern Capital and Planning Grant

Recommendation (All/Directors/Majority):

For Discussion

Background:

At the Board Meeting on May 21, 2020, an additional \$1,095,500 of the recent \$1,565,000 Northern Capital and Planning grant was provided to the Electoral Area Directors to allocate. The Directors are now in a position to work on a recommendation to the Board for the allocation of these funds to capital or planning projects.

From the reduced amount of funding that was provided to the Regional Districts (as compared to the municipalities) in this current round of Northern Capital and Planning grants, the Province has adjusted the formula, and one can speculate as to the reasoning behind this change.

Projects that can be completed this year or in the next couple of years include projects for Bulkley Valley Pool (Area A); Projects related to Cluculz Lake Fire (Area F); reserve allocation for future replacement of the administration building (all Areas); Upgrades to Smithers and Telkwa Recycling Centre (Area A); Houston Transfer and Recycling Station development (Area G and all Areas); Equipment for Luck Bay Fire Department (Area C), and Environmental Services Capital Projects including machinery, haul vehicles, and landfill development (All Areas).

The Northern Capital and Planning Grant can be spent on Capital Assets owned by the Regional District or plans that will aid in the development, establishment, or better management of Regional District Services.

The current allocation including both the 2019 amounts and the new 2020 amounts are included for your reference. The 2020 amounts are highlighted under funds "Remaining Unallocated".

NORTHERN CAPITAL AND PLANNING GRANT - ELECTORAL AREA PROJECTS - UPDATED FOR 2020 ALLOCATION

	Planned Year of Project	Electoral Area A	Electoral Area B	Electoral Area C	Electoral Area D	Electoral Area E	Electoral Area F	Electoral Area G	Project Cost
Total Allocation (2019 and 2020)		\$1,202,423	\$675,828	\$592,823	\$601,869	\$621,074	\$949,919	\$511,564	\$ 5,155,500
Clucluz Lake Fire Plan	Complete						\$ 40,000		\$ 40,000
Rural Fire Capital Reserve Project Water Infrastructure	Pro Svc Allocated	\$ 200,000	\$ 140,000	\$ 30,000		\$ 150,000	\$ 100,000	\$ 30,000	\$ 650,000
Rural Fire Capital Reserve - Fire Vehicles, Equipment and Plans	Pro Svc Allocated	\$ 200,000				\$ 100,000	\$ 100,000		\$ 400,000
Fort Fraser Infrastructure	Allocated				\$ 425,628				\$ 425,628
Emergency Operations Storage Facility	Admin Allocated	\$ 46,646	\$ 26,218	\$ 22,998	\$ 23,349	\$ 24,093	\$ 36,851	\$ 19,845	\$ 200,000
Recycling Centre Depot Upgrades	Env Services Allocated		\$ 45,000	\$ 90,000		\$ 45,000	\$ 90,000		\$ 270,000
Parks and Trails Capital and Planning Projects	2020+	\$ 200,000	\$ 100,000			\$ 70,008			\$ 370,008
Economic Development Projects	Allocated	\$ 110,273							\$ 110,273
Other Projects **	**		\$ 221,002	\$ 323,855	\$ 25,000	\$ 100,000	\$ 381,218	\$ 353,016	\$ 1,404,091
Solid Waste Inventory Feasibility business Plan	2020-2021	\$ 75,000							\$ 75,000
Telkwa Crosswalk capital project	Complete	\$ 25,000							\$ 25,000
Glacier Gulch Capital Reserve	Allocated	\$ 30,000							\$ 30,000
Round Lake Capital Reserve	Allocated	\$ 10,000							\$ 10,000
Area "A" Neighborhood Emergency Response Plan	2020-2021	\$ 50,000							\$ 50,000
Remaining Unallocated (2020 Funds Received)		\$255,504	\$143,608	\$125,970	\$127,892	\$131,973	\$201,850	\$108,703	\$ 1,095,500
									<u><u>\$ 5,155,500</u></u>

Cheryl Anderson

Subject: FW: [EXTERNAL]: Bulkley-Nechako follow up: Minister Robinson's May 7 regional call**From:** Wilkins, Christina MAH:EX <Christina.Wilkins@gov.bc.ca>**Sent:** Tuesday, May 19, 2020 3:33 PM**To:** 'mayor@district.vanderhoof.ca' <mayor@district.vanderhoof.ca>; Curtis Helgesen <curtis.helgesen@rdbn.bc.ca>**Cc:** Andrade, Ana MAH:EX <Ana.Andrade@gov.bc.ca>; Marotz, Nicola MAH:EX <Nicola.Marotz@gov.bc.ca>; McCabe, Kate MAH:EX <Kate.McCabe@gov.bc.ca>; Faganello, Tara MAH:EX <Tara.Faganello@gov.bc.ca>; Ducker, Jayne MAH:EX <Jayne.Ducker@gov.bc.ca>**Subject:** [EXTERNAL]: Bulkley-Nechako follow up: Minister Robinson's May 7 regional call

This message is being forwarded to you on behalf of Nicola Marotz, Strategic Advisor, Local Government, Ministry of Municipal Affairs and Housing

Dear Chair Thiessen,

Thank you for the Bulkley-Nechako Regional District's participation in Minister Selina Robinson's May 7 regional call with mayors and chairs regarding COVID-19 issues, impacts and transition.

During that call, the Bulkley-Nechako Regional District raised the issue of hunting licences, who is getting them and the implications for travel into the region.

Up-to-date information about the rules regarding hunting and fishing and any changes during COVID-19 response can be found here: <https://www2.gov.bc.ca/gov/content/sports-culture/recreation/fishing-hunting/fishing-and-hunting-covid-19-updates>. People in B.C. are permitted to use Crown land for recreational activities (camping, hiking, fishing, etc.), so long as the orders and guidance of the Provincial Health Officer are observed (e.g. appropriate physical distancing).

In regard to hunting, the Limited Entry Hunting draw is expected to run in a manner consistent with previous years (the draw for Fall hunts is open to BC residents to May 29) but applicants are being advised to take into consideration several factors given the unprecedented circumstances of COVID-19, including:

- the Provincial Health Officer has asked all British Columbians to limit travel; and
- hunters are asked to only apply for Limited Entry Hunt areas close to home.

<https://www2.gov.bc.ca/gov/content/sports-culture/recreation/fishing-hunting/hunting/limited-entry-hunting>

By the time fall hunting is underway, it is anticipated that BC will be in Phase 3 of its Restart Plan

<https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/covid-19-provincial-support/bc-restart-plan>. But as that phased plan is based on gradual reopening dependent on close monitoring of public health information, applicants for the Limited Entry Hunting draw are also advised that it is uncertain when the "stay local" travel measures will change or if more restrictive measures may come into place in the future.

I hope that this information is of assistance to you.

Sincerely,

Nicola Marotz