**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL/AGRICULTURE COMMITTEE  
AGENDA****Thursday, March 11, 2021**

<b><u>PAGE NO.</u></b>		<b><u>ACTION</u></b>
	<b><u>AGENDA- March 11, 2021</u></b>	<b>Approve</b>
	<b><u>Supplementary Agenda</u></b>	<b>Receive</b>
	<b><u>MINUTES</u></b>	
<b>3-6</b>	<b>Rural/Agriculture Committee Meeting Minutes - February 11, 2021</b>	<b>Adopt</b>
	<b><u>RURAL REPORTS</u></b>	
<b>7-62</b>	<b>Liliana Dragowska, HRVA Coordinator - Hazard, Risk and Vulnerability Analysis Program Update</b>	<b>Recommendation</b>
<b>63</b>	<b>John Illes, Chief Financial Officer Provincial COVID-19 Relief Funds</b>	<b>Discussion/ Receive</b>
<b>64</b>	<b>John Illes, Chief Financial Officer - Northern Capital and Planning Grant/Gas Tax Swap</b>	<b>Receive</b>
<b>65-67</b>	<b>John Illes, Chief Financial Officer - Annual Tax Bill Notice</b>	<b>Discussion/ Receive</b>
	<b><u>DEVELOPMENT SERVICES</u></b>	
	<b><u>Crown Land Referral</u></b>	
<b>68-73</b>	<b>Rowan Nagel, GIS/Planning Technician Crown Land Referral No. 7403286 (Area D and Area F)</b>	<b>Recommendation</b>
<b>74-78</b>	<b>Deneve Vanderwolf, Planner 1 Parkland Referral No. Omineca Park Boundary Adjustment (Area C)</b>	<b>Recommendation</b>
	<b><u>AGRICULTURE REPORT</u></b>	
<b>79-80</b>	<b>Nellie Davis, Manager of Regional Economic Development – Food and Agriculture Plan - Implementation Update</b>	<b>Receive</b>

## **Discussion Item**

### **1. Communication – Rural Community Engagement**

#### **Rural Directors Roundtable**

- Input on Rural Agenda items
- Rural priorities

## **SUPPLEMENTARY AGENDA**

### **NEW BUSINESS**

#### **IN-CAMERA**

In accordance with Section 90 of the Community Charter, it is the opinion of the Board of Directors that matters pertaining to Section 90 (2)(b) – the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Connectivity) must be closed to the public, and therefore exercise their option of excluding the public for this meeting.

## **ADJOURNMENT**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****RURAL/AGRICULTURE COMMITTEE MEETING****Thursday, February 11, 2021**

**PRESENT:** Chair Mark Parker

Directors Mark Fisher  
Tom Greenaway  
Clint Lambert  
Chris Newell – arrived at 9:18 a.m.  
Jerry Petersen  
Michael Riis-Christianson  
Gerry Thiessen – arrived at 9:26 a.m.

Staff Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Manager of Administrative Services  
Nellie Davis, Manager of Regional Economic Development  
John Illes, Chief Financial Officer  
Deborah Jones-Middleton, Director of Protective Services – arrived at 9:19 a.m.  
Jason Llewellyn, Director of Planning  
Wendy Wainwright, Executive Assistant

Others Gladys Atrill, Town of Smithers – arrived at 9:18 a.m.  
Linda McGuire, Village of Granisle  
Bob Motion, District of Fort St. James  
Sarrah Storey, Village of Fraser Lake

**CALL TO ORDER**

Chair Parker called the meeting to order at 9:16 a.m.

**AGENDA**Moved by Director Petersen  
Seconded by Director Greenaway**RDC.2021-2-1**

“That the Rural/Agriculture Committee Agenda for February 11, 2021 be approved as amended that Dog Control be added under New Business.”

(All/Directors/Majority) **CARRIED UNANIMOUSLY****MINUTES****Rural/Agriculture Committee  
Meeting Minutes  
-January 14, 2021**Moved by Director Riis-Christianson  
Seconded by Director Petersen**RDC.2021-2-2**

“That the minutes of the Rural/Agriculture Committee meeting of January 14, 2021 be adopted.”

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

## RURAL REPORTS

### Grant in Aid Allocation

Moved by Director Fisher  
 Seconded by Director Riis-Christianson

### RDC.2021-2-3

"That the Rural/Agriculture Committee recommend that the Board approve the following Grant in Aid allocations:

1. That the Area A - "Smithers and Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020" be allocated \$4,184.30 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the purchase of Trout Creek.
2. That the Area A - "Smithers and Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020" be allocated \$3,025.15 grant in aid monies from Electoral Area "A" (Smithers Rural) for costs associated with the Cycle 16 (Smithers – Telkwa) Commuter Trail
3. That the Areas B and E – "Burns Lake, Electoral Area B, Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020" be allocated \$2,210.87 grant in aid monies from Electoral Area "B" (Burns Lake Rural) for costs associated with the acquisition of Imerson's Beach.
4. That the Areas B and E – "Burns Lake, Electoral Area B, Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020" be allocated \$3,817.87 grant in aid monies from Electoral Area "E" (Francois/Ootsa Rural) for costs associated with the acquisition of Hospital Point."

(All/Directors/Majority) CARRIED UNANIMOUSLY

### Provincial COVID-19 Relief Funds

Moved by Director Lambert  
 Seconded by Director Newell

### RDC.2021-2-4

"That the Rural/Agriculture Committee receive the Chief Financial Officer's Provincial COVID-19 Relief Funds memorandum."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Discussion took place regarding:

- Allocating funds to grant in aid
  - o Bound by grant in aid requirements
  - o Electoral Area Directors to contact staff concerning allocation
- COVID-19 impacts to community halls and not for profit societies
- Utilizing funding for community halls and not for profit societies/projects impacted by COVID-19
  - o Staff to provide assistance to groups
- Propose RDBN agreements with some halls
  - Emergency Support Services (ESS) - Reception Centres
  - o Staff will investigate options
- Provincial COVID – 19 Relief Funds criteria and the Province's consideration of the impacts from COVID-19

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

- Bringing forward a resolution to the RDBN Committee of the Whole meeting allocating \$218,574 of the COVID Safe Restart Grant to 2021 identified projects in the 2021 budget, and to allocate \$132,047 based on population to each Electoral Area, and the remaining \$132,007 to the Electoral Areas to be allocated later in 2021
- Potential ideas:
  - o Reuse Sheds – investigate funding and options to reopen
  - o Advisory Planning Commissions (APC's) – workshop to assist groups and electoral area representatives to govern efficiently
  - o Supporting municipal service partners
- Provincial Government's allocation of the COVID-19 Safe Restart Grants for Local Governments
  - o Director Lambert mentioned that Grace McGregor, Electoral Area Representative, UBCM Executive at the 2021 Virtual LGLA Electoral Area Directors Forum spoke of the funding allocation to rural areas and municipalities and that the allocated amount may be different
  - o Staff will look into the matter.

## **CORRESPONDENCE**

Forage Management Webinar Series Moved by Director Lambert  
 Seconded by Director Newell

RDC.2021-2-5 "That the Rural/Agriculture Committee receive the correspondence regarding the Forage Management Webinar Series."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## **DISCUSSION ITEM**

### Community Halls

Chair Parker spoke of the struggle community halls are having in the region due to the impacts from COVID-19. He mentioned that having an inventory of community halls and services they provide would be beneficial. CFO Illes mentioned that Fort Fraser and Braeside Community Halls have service establishment bylaws.

## **NEW BUSINESS**

Dog Control in Rural Areas Director Riis-Christianson brought forward dog control in rural areas for discussion. He mentioned there has been interest and concern from Electoral Area "B" residents in regard to dog/animal control. Director Riis-Christianson noted the difficulty of implementing dog/animal control services. Discussion took place in regard to other RDBN Electoral Area Directors experience concerning animal control. Staff noted that there is a low level for demand for animal control services within the region. Dangerous dog situations are reported and addressed by the RCMP and incidents involving wildlife can be reported to the BC Conservation Officer Service. Monitoring the situation was discussed and having discussion with the RCMP appearing as a Delegation at a future Board meeting.

**ADJOURNMENT**

Moved by Director Petersen  
Seconded by Director Lambert

RDC.2021-2-6

“That the meeting be adjourned at 9:55 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Mark Parker, Chair

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Wendy Wainwright, Executive Assistant



## REGIONAL DISTRICT OF BULKLEY NECHAKO STAFF REPORT

**TO:** Chair Parker and Rural/Agricultural Committee  
**FROM:** Liliana Dragowska, HRVA Coordinator  
**DATE:** March 11, 2021  
**SUBJECT:** Hazard, Risk and Vulnerability Analysis Program Update

### RECOMMENDATIONS:

1. That the Rural Directors recommend to the Board that the Hazard, Risk and Vulnerability Analysis project charter be endorsed.
2. And that the Rural Directors approve the draft Terms of Reference for the electoral area specific HRVA committees.
3. And that the Rural Directors participate in HRVA Committee recruitment on an electoral area basis.

**VOTING:** All/Directors/Majority

### EXECUTIVE SUMMARY

In November 2020, the RDBN Hazard, Risk, Vulnerability Coordinator began developing a Regional District of Bulkley-Nechako (RDBN) Hazard, Risk, and Vulnerability Analysis (HRVA) project charter to outline the project process. This project has been presented in a four phased approach over a two-year timeline. The Charter will help guide the next steps in project planning and the process moving forward. Engagement will be a key component to building consensus on the emergency issues facing each Electoral Area (EA). Therefore, staff are inviting the Director's participation.

Written By:

*Liliana Dragowska*

Liliana Dragowska  
 Hazard, Risk, Vulnerability Analysis Coordinator

Reviewed By:

*Deborah Jones-Middleton*

Deborah Jones-Middleton  
 Director of Protective Services

Attachments:

- Draft HRVA Project Charter
- Draft ToR Advisory Group
- HRVA Rural Committee Presentation

## DISCUSSION

A comprehensive Hazard, Risk, and Vulnerability Analysis (HRVA) is required to update the Regional District of Bulkley-Nechako (RDBN) Comprehensive Emergency Preparedness Plan. The HRVA process will help identify risks and expose vulnerabilities resulting from potential emergencies and disasters that may impact the ability to protect lives, property and reduce economic losses. The After-Action Review of the RDBN Emergency Operations Centre response to the 2018 Wildfires recommended the RDBN update the current HRVA to guide a more concise Emergency Preparedness Plan.

Staff have drafted an HRVA project charter to outline the project process. This report presents this guiding document and invites the Rural Directors participation in making this a successful project.

### What is an HRVA?

The HRVA is a process which identifies the likelihood and severity of consequences a community may experience during an emergency event. The HRVA process analyzes three (3) key areas:

- **Hazards** – potential sources of harm to human health, property, the environment, and other identified elements having value;
- **Risks** – likelihood that a hazard will occur and the severity of impacts to human health, property, the environment, and other things of value; and
- **Vulnerabilities** – people, property, infrastructure, industry, resources, or environments that are particularly exposed to adverse impact from a hazardous event.

EMBC 2019. Companion Guide to the HRVA. <sup>1</sup>

### How will the HRVA be used?

The results from the analysis will serve as a useful tool in furthering community discussions, determining unacceptable levels of risk, and identifying the highest priority hazards for risk management, resiliency building, and emergency preparedness activities. Specifically, the outcomes of the HRVA will be a foundation resource to guide RDBN staff and community partners to:

- update Emergency Plans;
- allocate resources for risk mitigation;
- enhance community preparedness and education; and,
- collaborate with agencies to develop complete recovery and community resilience plans.

### Project Phases

Staff have developed a RDBN HRVA program project charter to outline the project process. This project has been presented in a phased approach over the two-year timeline. Please see the attached draft Project Charter for your review and endorsement. The Charter will help guide the next steps in project planning and the process moving forward.

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<sup>1</sup> EMBC 2019. Companion Guide to the HRVA. Retrieved from: [https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/hrva/guides/companion\\_guide\\_to\\_the\\_hrva.pdf](https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/hrva/guides/companion_guide_to_the_hrva.pdf)



Phase	Timeline	Objectives
1	January 2021 – May 2021	Phase one is focusing on the collection of information, resources to better understand opportunities for collaboration in the development of an HRVA; and, establishing a process for communication and engagement for the HRVA.
2	June 2021 – September 2022	Phase two will implement the collaborative processes designed in Phase 1 to complete the necessary technical work in identifying hazards, analyzing risks, understanding community vulnerabilities and planning mitigation strategies. This phase will focus on externally engaging stakeholders to collect information and participate in the technical analysis required to complete an HRVA for each EA.
3	October 2022 – January 2023	Phase three will focus on formal approval of the HRVA's and the development of implementation plans for each EA.
4	2023 – Ongoing	Phase four will be feeding the HRVA project into the CEMP and implementing the ongoing HRVA program to ensure continual improvement and revisions according to a proposed review schedule.

### Project Engagement

Engagement will be a key component to building consensus on the emergency issues facing each EA. To establish a successful engagement process staff are requesting that the Rural Directors act as the advisory group for the HRVA project. The purpose of the advisory role is to ensure the HRVA project goals are achieved from a regional lens and to identify key individuals who will help gain community engagement and willingness to participate. In particular the Rural Directors would commit to:

- participate in the training for the HRVA process to ensure awareness of the expectations and preliminary schedule of the project;
- the Electoral Area Director will chair each of the EA specific HRVA committees;
- identify key individuals who may participate in the EA specific HRVA Committees;
- advise staff on engagement tools and outreach techniques best suited for each EA;
- provide information to the RDBN Board as required;
- serve as project champions to ensure the HRVA project receives the appropriate attention it requires; and
- assist protective services staff along the way with any hurdles or unforeseen resources required to complete the analysis.

To further structure the engagement Staff are proposing the establishment of seven (7) HRVA EA specific committees. The intent of the seven (7) HRVA committees is to engage community members and subject matter experts in an interactive analysis of the HRVA for each EA in the Region. Staff invites Electoral Area Directors to help with recruitment for these committees. Committees will assist in building relationships and trust with communities and residents by sharing information, building consensus, and engaging RDBN residents in collecting information about localized hazards, risks, and individual vulnerabilities. These Committees seek to include a diverse selection of

individuals who have a well-rounded outlook on their EA and may consist of any of the following:

- RDBN Electoral Area Director, Chair;
- local First Nations representatives;
- local municipal representatives;
- social services agency representatives;
- long term residents and elders;
- media representative;
- agricultural association representatives;
- emergency response agencies;
- public sector/institution representative;
- industry and business representative; and,
- rotating hazards experts.



**Regional District of Bulkley-Nechako**  
**Hazard, Risk, and  
Vulnerability Analysis  
Project Charter**

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## GENERAL

A Hazard, Risk and Vulnerability Analysis (HRVA) is a process which identifies the likelihood and severity of consequences a community may experience during an emergency event. This process is facilitated by the analysis of:

- **Hazards** - potential sources of harm to human health, property, the environment, and other identified elements having value;
- **Risks** – refers to the likelihood that a hazard will occur and the severity of possible impacts to human health, property, the environment, and other things of value; and,
- **Vulnerabilities** – refers to the people, property, infrastructure, industry, resources, or environments that are particularly exposed to adverse impacts from a hazardous event.

EMBC 2019. Companion Guide to the HRVA.

The Hazard, Risk and Vulnerability Analysis (HRVA) is a foundational step towards enhancing the Regional District of Bulkley-Nechako (RDBN) emergency management program. The objectives of this process will increase regional awareness and resilience to natural, technological, and conflict-related hazards by informing the Comprehensive Emergency Management Plan (CEMP). The HRVA will be an appendix of the CEMP, a living document that guides the RDBN Emergency Program.

## Purpose

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As environmental-based hazards are increasing in scope, intensity, and frequency, the RDBN continues to explore and invest in improvement opportunities to emergency management systems. The most significant hazards in the RDBN include increased flooding and the ongoing threat of wildfire in wildland urban interface areas.<sup>1</sup> Hazards like these expose the Region's vulnerabilities and create increasing risks to residents in the RDBN.

Previous HRVAs have been done in isolation from the public, first responders, and those affected by an emergency. Since the current RDBN Emergency Preparedness Plan was written in 2003 and updated in 2011, there have been significant changes in agencies, best practices and terminology. In the summer of 2018, the RDBN responded to 16 interface wildfires, resulting in 64 evacuation orders, alerts and extensions affecting approximately 3,475 people. This emergency and the subsequent independent review highlighted this "new normal" of "mega hazards," their consequences, the stress these events put on the RDBN's limited resources, and the need for innovative solutions and engagement of residents in emergency management.

The HRVA responds to these factors and is a foundational step towards developing a collective community understanding of hazards and developing activities to enhance our regional awareness and resilience to this "new normal."

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<sup>1</sup> Emergency Management & Training Inc. August 2019. RDBN Emergency Operations Centre Response to the 2018 Wildfires.

By following the methodology and HRVA tool established by Emergency Management BC (EMBC), the RDBN will work with local community members, stakeholders, and Elected Officials to document and obtain relevant information about the hazards present in the Region and how the communities as a whole can better prepare for emergencies. The findings from this analysis can serve as a useful tool in promoting robust discussions, determining unacceptable levels of risk, and arriving at the highest priority hazards for risk management, resiliency building, and emergency preparedness activities.

In particular, the outcomes of the HRVA will provide a tool to help regional district staff:

- update the CEMP;
- identify areas of concern where risk mitigation measures are appropriate;
- enhance community preparedness through education and public engagement;
- update the comprehensive all-hazards CEMP addendums;
- prepare budgets for cost-effective ongoing emergency planning; and,
- collaborate with agencies to develop complete recovery and community resilience plans.

This document is a living document and will adapt to new information and experiences.

## Scope

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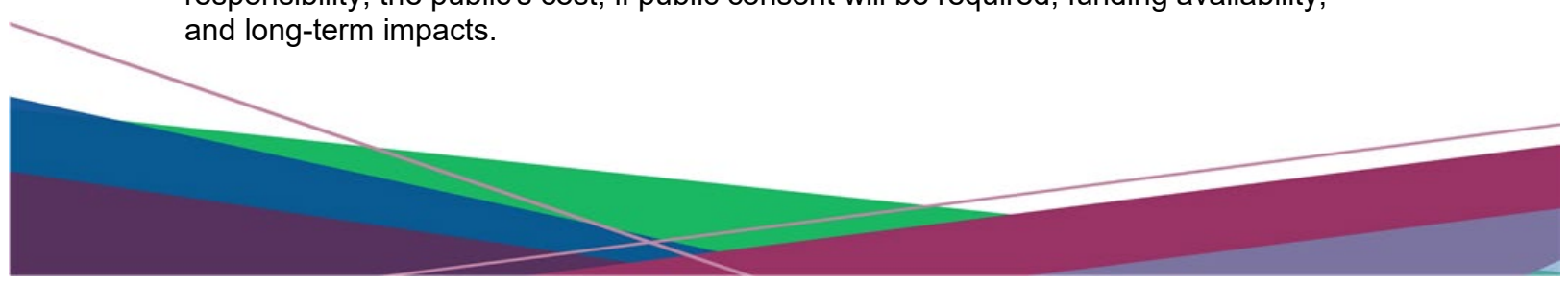
The scope of this assessment will cover the geographic area of the RDBN, including each of the following Electoral Areas (EA):

- Electoral Area A – Smithers Rural;
- Electoral Area B – Burns Lake Rural;
- Electoral Area C – Fort St. James Rural;
- Electoral Area D – Fraser Lake Rural;
- Electoral Area E – Francois/Ootsa Rural;
- Electoral Area F – Vanderhoof Rural; and
- Electoral Area G – Houston Rural.

The HRVA will consider those hazards that present a risk to the Region overall, including the member municipalities and the Region's First Nations communities. The assessment will be inclusive of natural, technological, and conflict-related hazards that require a disaster response and can potentially disrupt communities.

The project's scope will focus on identifying critical resources which service the community, considering infrastructure that is owned and operated by local authorities, First Nations, Province, or the private sector. This analysis will consider the accessibility or availability of these resources to better understand how an event might affect each EA.

All mitigation strategies proposed in the process will follow due process when being assessed by the RDBN. Consideration will be transparent and consider jurisdictional responsibility, the public's cost, if public consent will be required, funding availability, and long-term impacts.



Once an initial HRVA is complete, a monitoring and implementation program will be developed to include an anticipated future review schedule. A review of the HRVA will include climate change data to inform future risk assessments.

### **Out of Scope**

The HRVA will explore the level of risk and potential impacts of specific hazards to the Region overall and **will not** assess the following:

- the risk or specific impact within the boundaries of member municipalities and First Nations communities located within the RDBN;
- hazards on an individual property basis; and
- climate change modelling is not in the scope of this project.

### **Authority**

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This HRVA is a requirement mandated by the Local Authority Emergency Management Regulation of the *Emergency Program Act*. *Section 6(2)* of the *Act* requires local authorities to “prepare or cause to be prepared local emergency plans respecting preparation for, response to and recovery from emergencies and disasters.” According to *Section 2 (1) (a) and (b)* of the Regulations, these local emergency plans must reflect the potential emergencies, and disasters that could affect the jurisdictional area and the local authority’s assessment of the relative risk of occurrence and the potential impact on people and property of the emergencies and disasters”.



## PROJECT OUTLINE

As previously discussed, developing an HRVA program to encourage a robust cross-sector understanding of the unique hazards, risks, and vulnerabilities within the region is imperative in meeting the following goals through a modernized CEMP: to save lives, protect property and reduce the effects of disasters through mitigation, preparedness, response, and recovery activities.



## Key Goals

The overall goals of this HRVA are to:

- complete the HRVA so that the RDBN has critical technical input that will guide the continued improvement to the CEMP;
- design the HRVA process in a way that develops a collective community understanding of what emergency hazards exist throughout the RDBN; and,
- develop an HRVA to "help community leaders make risk-based choices to address vulnerabilities, mitigate hazards and prepare for response and recovery from emergencies." <sup>2</sup>

## Objectives

The objectives of the HRVA program are to:

- establish ongoing HRVA committees for each EA;
- strengthen relationships with residents, member municipalities, First Nation governments, and other regional and provincial disaster response organizations;
- complete a detailed HRVA for each EA of the RDBN that will:
  - provide up-to-date community profiles;
  - identify and facilitate a common understanding of current natural, technological, and conflict-related hazards;
  - develop a shared understanding of the likelihood and potential consequences of risks associated with the identified hazards;
  - apply community knowledge to inform the possible consequences of each hazard;
  - gauge public acceptability of risk and prioritize the hazards that pose the most significant risk; and,
  - identify recommendations for mitigation strategies to build community resiliency.
- deliver consolidated HRVA's for each EA, including an implementation program for all HRVA's that addresses:

<sup>2</sup> EMBC. (2004, January). *Hazard, Risk and Vulnerability Analysis Tool Kit*. Retrieved Nov 30, 2020 from Government of British Columbia: <http://hrva.embc.gov.bc.ca/toolkit.pdf>



- environmental changes to hazards over time to ensure an up-to-date CEMP;
- delivers strong public messaging and education on high-risk hazards;
- ongoing HRVA outreach and engagement strategies;
- explores alternative funding models for program continuance and maintenance;
- identifies partnership opportunities with local governments & First Nations; and
- make recommendations for an annual program maintenance budget.



# PROJECT DEVELOPMENT & IMPLEMENTATION

The HRVA is essential for ensuring that the RDBN's CEMP is effective and considers the region's complex geography and demographics. The phases below highlight the RDBN's intent for a collaborative approach that involves community members and hazard experts in the development of an HRVA for each EA. The RDBN HRVA process will be broken down into four phases. Detailed components and objectives for each phase are outlined in Figure 1 below.

## Hazard Risk Vulnerability Analysis Timeline

Regional District of Bulkley Nechako



Figure 1- HRVA Proposed Timeline



## Project Phases

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### Phase 1 Establishing the Process

Phase 1 will focus on establishing the following structures to facilitate a successful collaborative process.

Objectives of Phase 1 are:

- collection of information and resources to better understand opportunities for collaboration in the development of an HRVA; and,
- establishing a process for communication and engagement for the HRVA.

Outcomes of Phase 1:

#### 1. Finalize workplan


Developing a detailed workplan including a break down of tasks, timelines, and resource requirements will ensure the project has structure which meets expectations and stays the course of the project intent. This workplan will be developed with RDBN staff and serve as an internal operations document that will be updated as required and allow for ease of progress reports.

#### 2. External Engagement Plan

The development of a draft external engagement plan will include key messaging, an engagement schedule, key forums for sharing information and receiving feedback from HRVA Committees, stakeholders, and the public, a detailed stakeholder list to inform HRVA committees and subject matter experts, a promotional scheme/branding for sharing information with the public and promoting engagement opportunities, and communicate risks and mitigation. The plan will outline development of print and online materials, such as a project website and social media. This will be a living document that will be reviewed with the Rural Directors Committee, updated, and used throughout phases 1 – 3 of the project.

#### 3. Draft Community Profile Report & Document Database

A draft Community Profile Report will be used to inform the scope and conversations of the EA specific HRVA's – The information collected will be informed by statistics, discussions with potential partners, and subject matter experts and will include:

- community profiles and boundary maps for inclusion;
  - inventory of regional reports, studies, policies, actions, resources that contribute to an understanding of emergency hazards or vulnerabilities in the communities of the RDBN region;
  - gather existing hazard information, including historical hazard data; and,
  - identification of any immediate or planned windows of opportunity for partnership with municipalities and First Nations Emergency Planning initiatives.
- 

#### 4. Confirm Rural Directors Committee Support

The Rural Directors Committee will act as the advisory group for the HRVA project. The purpose of the advisory role is to ensure the HRVA project goals are achieved from a regional lens and to identify key individuals who will help gain community engagement and willingness to participate. In particular the Rural Directors will:

- participate in training on the HRVA process to ensure awareness of the expectations and preliminary schedule of the project;
- chair each of the EA specific HRVA committees;
- identify key individuals who may participate in the EA specific HRVA Committees;
- advise staff on engagement tools and outreach techniques best suited for each EA;
- provide information to the RDBN Board as required;
- serve as project champions to ensure the HRVA project receives the appropriate attention it requires; and
- assist protective services staff along the way with any hurdles or unforeseen resources required to complete the analysis.

#### 5. Establish EA HRVA Committees

Developing a draft Terms-of-Reference which outlines the purpose, commitment and duration will help guide and focus the HRVA Committees. The intent of the committees is to engage community members and subject matter experts in an interactive analysis of the HRVA for each EA in the Region. This committee could include a diverse selection of individuals who have a well-rounded outlook on their EA and may consist of any of the following community representatives:

- RDBN Rural Area Director;
- local First Nations officials;
- local municipal authorities;
- social services agencies;
- long term residents and elders;
- media;
- agricultural association representatives;
- emergency response agencies;
- public sector/ institution;
- industry and business; and,
- rotating hazards experts.

#### 6. HRVA Training

Hiring an HRVA specialist to conduct training for the HRVA committee members to review the Province's HRVA process and tools available will be essential to project success. This training will be organized once HRVA committees have been established.



## Phase 2 Collecting the Data

Phase 2 will implement the collaborative processes designed in Phase 1 to complete the necessary technical work in identifying hazards, risks, community vulnerabilities and mitigation strategies. This phase will focus on externally engaging stakeholders to collect information and participate in the technical analysis required to complete a HRVA.

Objectives of Phase 2 are:

- engaging external partners and subject matter experts in the HRVA process; and,
- completing a HRVA for each EA, simultaneously across the Region.

Outcomes of Phase 2

Staff will research and develop content for review by the HRVA committees through each step of the HRVA process. The following HRVA steps will be taken to assist the RDBN in populating the HRVA online tool that will generate reports for each EA:

### 1. Hazard Identification

Staff will collect hazard related documents, other risk assessments, historical archives, and other hazard data sources. This information will be summarized and presented in a hazard identification workshop with the HRVA Committees to select applicable hazards and discuss the spatial scale of the hazards. Following this, the RDBN staff team will conduct hazard follow up identification interviews, define any unique hazards, and consider surveying the public to confirm identified hazards in each EA. Hazards will be confirmed and defined before proceeding in the data collection process.

### 2. Vulnerability Assessment - Understanding Community Resilience

The RDBN staff team will work with the HRVA committees to collect information on existing risk reduction measures, update community maps, identify critical resources and infrastructure, identify social and economic vulnerabilities, physical and environmental vulnerabilities, and underlying risks drivers. The development of Hazard Risk Scenarios will be considered as a value added step in the HRVA process. Staff will consider follow-up interviews or sector-specific engagement sessions to better understand community vulnerabilities and explore any unique partnership opportunities related to response and community vulnerabilities.

### 3. Risk Assessment - Hazard Likelihood

Using the Province's likelihood scale, based off BC's 2018 strategic Climate Change 5-point Risk Assessment Scale, RDBN staff will gather and apply scientific and local knowledge to determine historical likelihood scores, understand and document changing likelihood scores, and assess future likelihood. The results of this assessment will be workshoped with the HRVA committees to assign frequency ratings that will be documented in the Province's online HRVA tool.

#### 4. Impact Analysis - Assess Consequences

Using the Province's hazard consequence categories and rating system, the project staff team will collaborate with the HRVA committee members to review, rate, and document the potential hazard impacts to communities.

#### 5. Prioritize Risk

In this step, the HRVA committees will review the risk matrices developed using the Province's HRVA tool. The matrices will outline the risk levels and consequences of all hazards identified in the process. The committees will work with the RDBN staff team staff to rank hazard priorities for each region and gather information to gauge the public's acceptability of these risks and issues.

#### 6. Resiliency Planning - Identify Mitigation Strategies

The RDBN staff team will summarize mitigation measures in place and work with the HRVA committees and regional stakeholders to generate strategies and actions to reduce risk and vulnerability to priority hazards. Development of evaluation criteria for mitigation measures will be considered and may include the development of a cost and benefit analysis for the most promising risk reduction options, including an estimate of the prevented loss of life, property damage, and community disruption with attention to timelines, funding source, maintenance requirements, responsibility and accountability to regional taxpayers.

#### 7. Review Draft HRVA

In this step, the draft HRVA reports for each EA will be reviewed with the HRVA committees. The RDBN staff team will incorporate any feedback.

#### Rural Directors Committee Progress Updates

Throughout the HRVA, the RDBN staff will provide progress updates to the Rural Directors Committee. These updates will ensure the HRVA's are coordinated across the Region and identify any deficiencies or efficiencies that can be addressed throughout the process.

### **Phase 3 Implementation Planning**

Phase 3 will focus on formal approval of the HRVA's and the development of implementation plans for each EA.

Objectives of Phase 3 are:

- to seek approval from the RDBN Board for each EA's HRVA; and,
- to develop implementation plans for each EA's ongoing HRVA program improvements.



### Outcomes of Phase 3

#### 1. Present HRVA's to the Public

Devise a plan to share the HRVA's with the general public, seek comments and feedback for consideration before final approval by the board. A review will include both in-person meetings and providing an up-to-date project webpage.

#### 2. Obtain Approval of HRVA for each EA

Each EA's HRVA will be sent to the Board of Directors for final approval and integration into the CEMP.

#### 3. Draft an Implementation Plan for each EA

An implementation plan will look to apply the findings from the HRVA and clear recommendations to:

- outline priority mitigation strategies;
- identify funding sources and allocate resources for risk mitigation;
- enhance community preparedness and education;
- update the comprehensive all-hazards Crisis Communications Plan;
- prepare budgets for cost-effective ongoing emergency planning;
- outline an HRVA review schedule for each EA that will consider observed environmental variations over time; and,
- outline objectives to ensure a continuous HRVA program.

#### 4. Collect Feedback on Draft Implementation Plans

The RDBN staff team will present the draft Implementation Plan to the HRVA committees, Rural Directors Committee and any identified community partners before seeking approval from the RDBN Board.

### **Phase 4 Community Action**

Phase 4 will be feeding the HRVA project into the CEMP and implementing the ongoing HRVA program to ensure continual improvement and revisions.

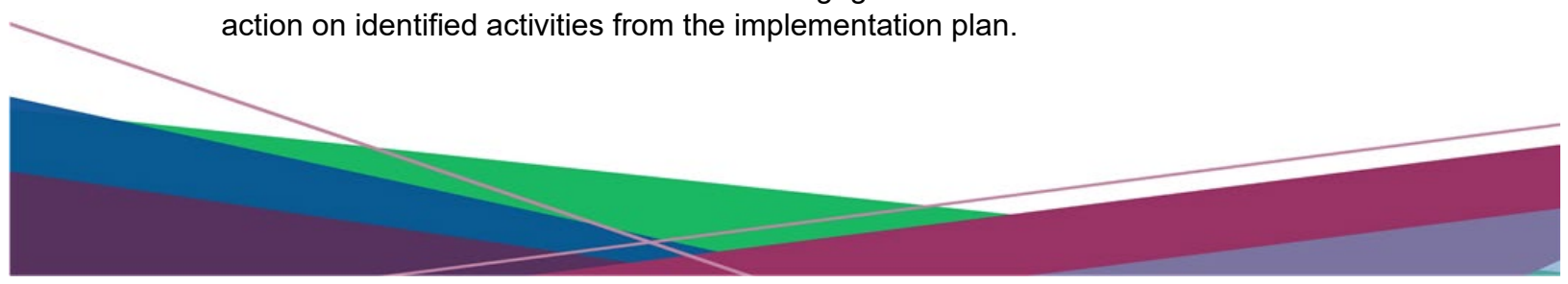
Objectives of Phase 4 are:

- operationalize HRVA program objectives, recommendations, community education initiatives relating to community hazard preparedness; and,
- update HRVA's for each EA according the proposed review schedule.

### Outcomes of Phase 4

#### 1. Operationalize HRVA Program Activities

Ensuring the HRVA program activities are incorporated into the Protective Services annual workplan and RDBN budgets will reinforce the HRVA programs continued effectiveness. This will include continual engagement with HRVA committees and action on identified activities from the implementation plan.



## 2. Ongoing HRVA Updates

Phase 3 of this project will identify an anticipated rotating future review schedule that the RDBN will pursue to ensure that the HRVA's information is accurate and up to date.

## Limitations / Assumptions

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The following limitations are to be considered during the planning:

- funding for the HRVA program will drive the timeline of the project and future implementation;
- understanding of the RDBN's jurisdictional role and responsibilities as they relate to Emergency Planning and mitigation within the boundary of the RDBN;
- each community within the RDBN is unique with regards to its capacity to participate in collaborative projects;
- relationships with First Nations communities are in their initial stages of development; there is a high level of interest, however, there are limitations given the capacity of each community and that of the RDBN; and
- the project's geographic scope is large, creating a limitation on the level of detail possible when creating HRVA's for each EA that provides a level of detail at a neighbourhood level.

At the time of writing, the following major assumptions are being made:

- Provincial, local governments and First Nation communities will provide information and data about hazards, historical frequency, and any associated research at no cost;
- member municipalities and First Nations communities will participate and share knowledge regarding historical hazards on their respective traditional territories;
- all EA's will have full recruitment and participation to the HRVA committees;
- HRVA committees will provide meaningful content for input into the analysis that can inform clear recommendations to guide the RDBN's access to grant funding for mitigation and risk treatment strategies; and
- projects may be suspended if interruptions from natural disasters or local states of emergency are declared and will resume and consider the effects of the most recent emergency disasters in the analysis; funding for projects and positions will be extended accordingly.





## Significant Risks

	Risk	Proposed Response Strategy
1	COVID-19 continues	Keep engagement online and continue to navigate the complexities of planning during a pandemic.
2	Natural disasters or local states of emergency cause significant delays in phase 2, particularly when it comes to HRVA committee participation and data collection.	Keep communication with HRVA members and the public up to date using email, phone calls and updating the project webpage and social media page. Adapt the project schedule as needed and extend the budget to suit the timeline.
3	No participation from First Nation communities	Continue to update First Nations communities of the status of the project, welcoming participation at any step in the process. Also, provide HRVA summary reports to all First Nation communities within the Region as a reference document, advising that the RDBN intends to update the information within the documents continually and welcomes participation at any time in the future.
4	No participation from partnering municipalities and emergency response agencies in each of the EA's.	Same strategy as above
5	The assessment stays very high level due to a lack of information.	Encourage all EA's in Neighbourhood planning and include further detail in future revisions of the HRVA.  Ensure that provincial resources for hazard information are accessed to their fullest capacity.
6	Funding for mitigation work and upkeep of a continuous HRVA program is not secured.	The current HRVA funding is solely to complete the initial project and implement the continuous improvement schedule. The RDBN will explore additional funding with all government levels to secure the necessary resources to prepare for, respond to, and mitigate future emergency disasters.

## APPENDIX A – DEFINITIONS

The following definitions have been extracted from the Province of British Columbia's Companion Guide to the HRVA<sup>3</sup>. The following definitions are key to understanding the process of the HRVA moving forward.

<b>Emergency Operations Centre (EOC)</b>	The Regional District of Bulkley-Nechako's response organization.
<b>Hazard, Risk, Vulnerability Analysis (HRVA)</b>	An assessment of: Hazards: These are sources of potential harm, or situations with a potential for causing harm, in terms of human injury; damage to health, property, the environment, and other things of value; or some combination of these. Risk: This refers to the likelihood that a hazard will occur, as well as the severity of possible impact to health, property, the environment, or other things of value. Vulnerability: This refers to the people, property, infrastructure, industry, resources, or environments that are particularly exposed to adverse impact from a hazardous event.
<b>Hazards</b>	A source of potential harm, or a situation with a potential for causing harm, in terms of human injury; damage to health, property, the environment, and other things of value; or some combination of these.
<b>Risk</b>	A concept that considers the likelihood that a hazard will occur and the severity of possible impact to health, property, the environment, or other things of value.
<b>Vulnerability</b>	The conditions determined by physical, social, economic, and environmental factors or processes which increase the susceptibility of an individual, a community, assets, or systems to the impacts of hazards.
<b>Mitigation</b>	The phase of emergency management in which proactive steps are taken to prevent a hazardous event from occurring by eliminating the hazard, or to reduce the potential impact of such an event before it occurs.
<b>Emergency<sup>4</sup></b>	"A present or imminent event or circumstance that (a) is caused by accident, fire, explosion, technical failure, or the forces of nature, and (b) requires prompt coordination of action or special regulation of persons or

<sup>3</sup> Companion Guide to the HRVA: [https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/hrva/guides/companion\\_guide\\_to\\_the\\_hrva.pdf](https://www2.gov.bc.ca/assets/gov/public-safety-and-emergency-services/emergency-preparedness-response-recovery/local-government/hrva/guides/companion_guide_to_the_hrva.pdf), Nov 25<sup>th</sup>, 2020

<sup>4</sup>The province of BC is Modernizing the *Emergency Program Act* including definitions which may change in the coming year. To find out more about Modernizing the *EPA* visit: <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/emergency-management-bc/legislation-and-regulations/modernizing-epa>

	property to protect the health, safety, or welfare of a person or to limit damage to property." <i>[Emergency Program Act]</i>
<b>Disaster</b>	"A calamity that (a) is caused by accident, fire, explosion, or technical failure or by the forces of nature, and (b) has resulted in serious harm to the health, safety, or welfare of people, or widespread damage to property." <i>[Emergency Program Act]</i>



## **ATTACHMENT B – EXTERNAL ENGAGEMENT PLAN**

The purpose of this External Engagement Plan is to outline the overall communication and engagement strategy that will guide and support the development of the HRVA across the Region. In addition, this Plan will serve as a living document for developing communications material that will ensure the communications with external organizations is consistent with the goals of the project and expectations of RDBN senior Staff and Board members. More specifically, this document aims to achieve the following:

- articulate the project’s engagement objectives and key messages;
- provide an overview of the key audiences that will be engaged in the project; and,
- describe the engagement activities that will be facilitated throughout the process including strategies, tools, and estimated timelines.

### **Engagement Objectives**

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The objectives of the Engagement Process are as follows:

- by May of 2021 establish ongoing HRVA committees for each EA that will work with RDBN staff over the life of the project to provide direction, identify community vulnerabilities, seek agreement on the HRVA’s outcomes, and generate new mitigation strategies that will benefit the region;
- strengthen relationships with member municipalities, First Nations, and other regional and provincial disaster response organizations;
- by the summer of 2022 project outcomes will lead to strengthened connections with residents across the region to both understand individual vulnerabilities and provide hazard risk information that can help residents build individual resiliency to emergency situations; and,
- by the fall of 2022 engagement findings will have shaped each EA’s HRVA.



## Project Communications

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It is important to use plain language to ensure that the HRVA is easy to understand and does not lead to confusion for the public. This section includes a project title and key messages that use plain language to explain the project to the public.

### Project Title

Hazard, Risk, Vulnerability Analysis

*Building a safer future through effective partnerships of local government, emergency services, private sector, and volunteer agencies and the residents of the Regional District of Bulkley-Nechako.*

### Key Messages

Key messages are integrated into the Project Primer attached in [Attachment A](#) and include [frequently asked questions](#) that can be updated through out the project's life. The Project Primer is intended to serve as a public-facing document that helps to articulate the purpose and scope of the project in plain language.

### Project Narrative

1. Building consensus on the emergency issues facing each EA:
  - Hazards - potential sources of harm to human health, property, the environment, and other things of value;
  - Risks – likelihood that a hazard will occur and the severity of impacts to human health, property, the environment, and other things of value; and
  - Vulnerabilities – people, property, infrastructure, industry, resources, or environments that are particularly exposed to adverse impact from a hazardous event.
2. Assisting elected officials and stakeholders to understand and link the issues to emergency management practices in the region through solutions found in the project narrative:
  - Engagement - develop a collective community understanding of what emergency hazards exist throughout the RD; and,
  - Action – develop activities that improve our awareness and resilience to emergencies throughout the RD.

### Key Messages for the “General Public”

1. Our region is facing significant issues when it comes to environmental-based hazards, such as flooding and urban interface wildfires. These hazards pose a risk to our residents and expose our diverse region to potential vulnerabilities.
2. In response, the RDBN is working to improve its overall emergency management systems by completing a Hazard Risk Vulnerability Analysis (HRVA) for each of the EA's to:
  - develop understanding of what emergency hazards exist throughout the RD; and,



- develop activities that improve awareness and our community's ability to withstand emergencies throughout the RD.
3. The HRVA will be completed over the next two years and include the participation of local community members, emergency response agencies, stakeholders, and Elected Officials. The project is funded through the Northern Capital and Planning Grant.
  4. The results from the analysis will serve as a useful tool to:
    - update Emergency Plans;
    - allocate resources for risk mitigation;
    - enhance community preparedness and education; and,
    - collaborate with agencies on emergency management.
  5. A HRVA is a critical part of every local government's emergency program and is a requirement mandated by the Local Authority Emergency Management Regulation of the BC Emergency Program Act.

### **Project Website**

The HRVA coordinator will be responsible for updating the <https://www.rdbn.bc.ca/departments/protective-services/regional-emergency-planning/hazard-risk-vulnerability-analysis-program> webpage. It would be ideal if the site could use a shortened URL: [www.rdbn.bc.ca/HRVA](http://www.rdbn.bc.ca/HRVA), this shortened URL could be used in any outgoing communication and allow for ease of navigation to the project webpage.

Content for the website will be broken down by EA, revised at key project milestones and will include an initial outline of the project phases. Draft content for the project website can be found in [Attachment B](#).



## Key Audiences

To deliver the described engagement objectives, staff will engage with RDBN residents, various stakeholders, First Nations, and member municipalities. The table below provides an overview of each stakeholder group, their level of engagement and which engagement forums will be available to them. The level of engagement is adapted from the International Association for Public Participation's (IAP2) spectrum of engagement. A detailed stakeholder list is provided in [Attachment C](#).

	Inform	Consult	Involve	Collaborate	Empower
Engagement Goal	Providing balanced and objective information to assist individuals and organizations in understanding the problem, alternatives, opportunities and/or solutions.	Obtaining feedback on analysis, alternatives and/or decisions.	Working directly with individuals and organizations throughout the process to ensure that concerns and aspirations are understood and considered.	Partnering with individuals and organizations in each aspect of the development of recommendations including the development of alternatives and the identification of the preferred solution.	To place final decision-making in the hands of the organizations and individuals external to the RDBN.
Stakeholders	<ul style="list-style-type: none"> <li>➤ General Public</li> </ul>	<ul style="list-style-type: none"> <li>➤ General Public</li> <li>➤ RDBN Rural Directors</li> <li>➤ General Public</li> <li>➤ Identified stakeholders</li> <li>➤ Provincial Government staff involved in Emergency Response (FLNRO, EMBC, MOTI, BC Parks)</li> </ul>	<ul style="list-style-type: none"> <li>➤ HRVA Committees</li> </ul>	<ul style="list-style-type: none"> <li>➤ RDBN Rural Directors</li> <li>➤ Municipalities</li> <li>➤ First Nations</li> <li>➤ <i>other possible collaborative project may evolve during the process</i></li> </ul>	<ul style="list-style-type: none"> <li>➤ RDBN Region Board</li> </ul>

	Inform	Consult	Involve	Collaborate	Empower
Engagement Forums	<ul style="list-style-type: none"> <li>➤ Project Website &amp; Printed Information Bulletins</li> <li>➤ Social Media Posts, emails</li> <li>➤ Explainer Videos</li> <li>➤ Media Releases</li> <li>➤ Response summaries</li> </ul>	<ul style="list-style-type: none"> <li>➤ Online/mailed Surveys</li> <li>➤ Social media polls</li> <li>➤ Stakeholder Interviews</li> <li>➤ Open Houses</li> </ul>	<ul style="list-style-type: none"> <li>➤ Committee meetings</li> <li>➤ Focus Groups/ focused conversations</li> <li>➤ Workshops</li> </ul>	<ul style="list-style-type: none"> <li>➤ n/a</li> <li>➤ <i>If these opportunities evolve techniques to bring people together can be similar to involve.</i></li> </ul>	<ul style="list-style-type: none"> <li>➤ n/a</li> </ul>
Topics of Discussion	<ul style="list-style-type: none"> <li>➤ Project Key Messages &amp; Purpose &amp; Project Updates</li> </ul>	<ul style="list-style-type: none"> <li>➤ Survey: Identifying hazards and mitigation activities</li> <li>➤ Interviews: Identifying hazard risks, data collection, social and economic vulnerabilities, physical and environmental vulnerabilities</li> </ul>	<ul style="list-style-type: none"> <li>➤ Populating the EMBC HRVA tool and developing HRVA's for each EA that represent the hazards and risks to rural residents, identify partnership efficiencies and opportunities.</li> </ul>	<ul style="list-style-type: none"> <li>➤ n/a</li> </ul>	<ul style="list-style-type: none"> <li>➤ n/a</li> </ul>



## Engagement Process Overview & Timeline

To build awareness and a collaborative process for the HRVA, the RDBN will undertake an interactive engagement process. This will be broken down into three phases: Pre-engagement & establishing the team, collecting the data, and gathering public feedback. Communication resources will be developed on a rolling basis for release throughout the phases and will be coordinated with other RDBN Protective Services department projects.

During the Pre-engagement and establishing the team phase, running through the Spring and early summer of 2021, presentation will be delivered across the region to member municipalities, first nations and other identified interest groups in the region. Concerns and ideas of these stakeholders will be recorded and addressed by RDBN staff and in the workplan of the project moving forward. Communication efforts and media relations will extend the project's key messages to residents of the RDBN.

The collecting data phase will work with HRVA Committees, stakeholders and regional residents, running through the fall of 2021 to the summer of 2022, to identify hazards, understand vulnerabilities, assess likelihood and consequence of hazards, prioritize risk and identify mitigation strategies through meetings, focus groups/webinars, surveys and public meetings. The results of engagements will be communicated directly back to stakeholders through email, RDBN website updates, as well as through media updates.

The final phase of gathering public feedback, running through the fall of 2022, will work to present the final HRVA's to communities across the region through presentations and engagement events. The results of the engagements will be incorporated into the documents, adopted by the Regional Board, and shared publicly.

Detailed components of the engagement plan phases are described in more detail below:

<b>Phase 1 (Jan – May 2021): Pre-Engagement &amp; Establishing the Team</b>			
<b>Engagement Forums</b>	<b>Purpose of Forum</b>	<b>Communication Tools/Deliverables</b>	<b>Who is involved</b>
HRVA Overview Presentation	<ul style="list-style-type: none"> <li>➤ ensure RDBN Board member endorsement and approval of the project</li> </ul>	<ul style="list-style-type: none"> <li>➤ Virtual Power point presentations</li> </ul>	<ul style="list-style-type: none"> <li>➤ Rural Committee</li> <li>➤ Senior Management</li> </ul>
Build Project Awareness	<ul style="list-style-type: none"> <li>➤ provide a landing pad for information on the project and a location to house any updates and future HRVA information.</li> <li>➤ explain the HRVA in simple language</li> </ul>	<ul style="list-style-type: none"> <li>➤ project website landing page links to each EA process</li> <li>➤ explainer Video (<a href="#">Bitable</a>) for website</li> <li>➤ Participate in Area A interview podcasts</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal Staff</li> <li>➤ general public</li> </ul>

<b>Phase 1 (Jan – May 2021): Pre-Engagement &amp; Establishing the Team</b>			
<b>Engagement Forums</b>	<b>Purpose of Forum</b>	<b>Communication Tools/Deliverables</b>	<b>Who is involved</b>
		<ul style="list-style-type: none"> <li>➤ Joint media release with other Protective Services Department Projects</li> <li>➤ Joint RDBN resident's newsletter with other Protective Services Department Projects</li> </ul>	
HRVA Overview Presentations	<ul style="list-style-type: none"> <li>➤ build awareness of project</li> <li>➤ Recruit HRVA Committee members</li> </ul>	<ul style="list-style-type: none"> <li>➤ Virtual Power point presentations</li> </ul>	<ul style="list-style-type: none"> <li>➤ member municipalities</li> <li>➤ First Nations</li> <li>➤ RDBN APC's</li> <li>➤ Emergency Mgmt. Stakeholder meeting</li> <li>➤ Stakeholder meetings</li> </ul>
Project Introduction Calls	<ul style="list-style-type: none"> <li>➤ introduce the project</li> <li>➤ gauge interest in participation</li> <li>➤ share their ideas about current issues and opportunities from a government operations perspective</li> <li>➤ collect any relevant data or information on Hazards and Emergency Mitigation Plans</li> </ul>	<ul style="list-style-type: none"> <li>➤ provide Project Primer by email</li> <li>➤ stakeholder calls</li> <li>➤ follow up emails and requests for information</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal RDBN Staff &amp; Board Members</li> <li>➤ member municipalities emergency managers</li> <li>➤ First Nations emergency managers, Band Council's</li> <li>➤ Provincial Gov Staff</li> <li>➤ identified hazard experts</li> </ul>
HRVA Committee Recruitment	<ul style="list-style-type: none"> <li>➤ recruit HRVA members across the Region to help complete the assessments</li> <li>➤ this group could include a diverse selection of individuals who have a well-rounded outlook on their EA and may</li> </ul>	<ul style="list-style-type: none"> <li>➤ phone calls</li> <li>➤ traditional media release / Ads</li> <li>➤ website updates</li> <li>➤ emails to potential members or identified stakeholder organizations</li> <li>➤ ads on social media and local press</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal staff</li> <li>➤ media</li> <li>➤ RDBN Rural Directors</li> <li>➤ target HRVA Members</li> </ul>

<b>Phase 1 (Jan – May 2021): Pre-Engagement &amp; Establishing the Team</b>			
<b>Engagement Forums</b>	<b>Purpose of Forum</b>	<b>Communication Tools/Deliverables</b>	<b>Who is involved</b>
	consist of identified community sectors involved in Emergency Response		
HRVA Committee Training	<ul style="list-style-type: none"> <li>➤ train HRVA Committee members on the purpose, scope, and technical details of “What is an HRVA?”</li> </ul>	<ul style="list-style-type: none"> <li>➤ training Session – interactive learning (on Zoom or in-person)</li> <li>➤ set up shared OneDrive for files sharing</li> </ul>	<ul style="list-style-type: none"> <li>➤ HRVA specialist</li> <li>➤ internal Staff</li> <li>➤ HRVA committee members</li> </ul>

<b>Phase 2 (Summer 2021- Fall 2022): Collecting the Data</b>			
<b>Engagement Forums</b>	<b>Purpose of Forum</b>	<b>Communication Tools/Deliverables</b>	<b>Who is involved</b>
HRVA Working Group Meetings	<ul style="list-style-type: none"> <li>➤ To collect the necessary data for the HRVA’s through a collaborative and community lead committee</li> <li>➤ Use Provinces HRVA Online Tool and resources as a guide for working group meetings to complete the following steps:               <ul style="list-style-type: none"> <li>▪ review Community Profiles</li> <li>▪ select applicable hazards</li> <li>▪ define priority hazards</li> <li>▪ collect information on existing risk reduction measures, generate community maps and spatial scale of hazards, identify critical resources and infrastructure, identify social and economic vulnerabilities, physical and environmental vulnerabilities, and underlying risks drivers</li> <li>▪ draft hazard scenarios</li> <li>▪ assign hazard likelihood ratings</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ working group meeting (on Zoom or in-person) 8-12 meeting for each HRVA EA Committee</li> <li>➤ populate and complete the steps and forms on the Provinces HRVA Online Tool</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal Staff</li> <li>➤ HRVA committee members</li> <li>➤ identified hazard experts</li> </ul>

<b>Phase 2 (Summer 2021- Fall 2022): Collecting the Data</b>			
<b>Engagement Forums</b>	<b>Purpose of Forum</b>	<b>Communication Tools/Deliverables</b>	<b>Who is involved</b>
	<ul style="list-style-type: none"> <li>▪ review, rate, and document the disaster impacts to communities</li> <li>▪ review the risk levels and consequences of all hazards identified in the process.</li> <li>▪ summarize existing and proposed mitigation strategies for prevention (risk avoidance), reduction, and response</li> <li>▪ review HRVA's to obtain feedback from partners and stakeholders – particularly important for anyone tasked with moving mitigation strategies forward</li> </ul>		
Public Surveys	<ul style="list-style-type: none"> <li>➤ ID Hazards in select areas</li> <li>➤ gather information to gauge the public's acceptability of risk priorities and issues.</li> <li>➤ explore resident's emergency preparedness:               <ul style="list-style-type: none"> <li>▪ familiarity with RDBN role in emergency management</li> <li>▪ ID known local hazards</li> <li>▪ understand the public's fears/mistrusts are around emergency hazards</li> <li>▪ understand individual vulnerabilities</li> </ul> </li> </ul>	<ul style="list-style-type: none"> <li>➤ electronic or mail in survey (depends on budget, potential with tax notices) or social media polling</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal Staff</li> <li>➤ HRVA committee for distribution</li> <li>➤ general public</li> </ul>
Community Events – information Kiosks	<ul style="list-style-type: none"> <li>➤ introduce project</li> <li>➤ gather local knowledge on historical hazard occurrence</li> <li>➤ will help establish an understanding of the likelihood of a hazard based on historical emergencies and local experience of hazards</li> </ul>	<ul style="list-style-type: none"> <li>➤ participate in established community events i.e. farmers markets, fall fairs, etc.</li> <li>➤ identify partner organization events and participate</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal Staff</li> <li>➤ HRVA Committee for promotion</li> <li>➤ regional museums other community organizations</li> <li>➤ elders, long-time residents,</li> </ul>

<b>Phase 2 (Summer 2021- Fall 2022): Collecting the Data</b>			
<b>Engagement Forums</b>	<b>Purpose of Forum</b>	<b>Communication Tools/Deliverables</b>	<b>Who is involved</b>
	<ul style="list-style-type: none"> <li>➤ gather historical knowledge of emergencies occurring in the distant and ancient past.</li> </ul>	<ul style="list-style-type: none"> <li>➤ community events in conjunction with regional Museums to gather historical knowledge</li> </ul>	<ul style="list-style-type: none"> <li>historians, and local records</li> <li>➤ general public</li> </ul>
Media Release	<ul style="list-style-type: none"> <li>➤ provide updates on the HRVA regional projects</li> <li>➤ seek support and promotion of engagement events</li> <li>➤ share project information</li> </ul>	<ul style="list-style-type: none"> <li>➤ press release</li> <li>➤ social media updates through the protective services department accounts and pages</li> <li>➤ Participate in the neighbourhood planning podcasts and share them with local organizations</li> <li>➤ Work with FireSmart coordinator on joint press releases</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal Staff</li> <li>➤ Media</li> <li>➤ General Public</li> </ul>
School Engagement -Optional -	<ul style="list-style-type: none"> <li>➤ getting Grade 6 teachers across the region to engage children in emergency management planning</li> <li>➤ Contact teachers in April for fall of 2021</li> </ul>	<ul style="list-style-type: none"> <li>➤ master of Disaster programming with a focus on HRVA Virtual sessions with students</li> <li>➤ work with other RDBN staff to coordinate</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal Staff</li> <li>➤ grade 6 students across the region</li> </ul>
Follow up focus group /workshop meetings	<ul style="list-style-type: none"> <li>➤ follow-up sector-specific engagement sessions to better understand community vulnerabilities</li> <li>➤ explore any unique partnership opportunities related to response and community vulnerabilities</li> </ul>	<ul style="list-style-type: none"> <li>➤ focus group meetings on specific topics (on Zoom or in-person)</li> <li>➤ Workshops to discuss and develop relevant content</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal Staff</li> <li>➤ identified community sector specific organizations</li> </ul>

<b>Phase 2 (Summer 2021- Fall 2022): Collecting the Data</b>			
<b>Engagement Forums</b>	<b>Purpose of Forum</b>	<b>Communication Tools/Deliverables</b>	<b>Who is involved</b>
Follow up stakeholder interviews	<ul style="list-style-type: none"> <li>➤ conduct hazard follow up identification interviews with select sectors to further define or consider potential hazards</li> <li>➤ follow-up interviews or sector-specific engagement sessions to define sector specific mitigation strategies</li> </ul>	<ul style="list-style-type: none"> <li>➤ one-on-one interviews (on Zoom or in-person)</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal Staff</li> <li>➤ identified hazard experts &amp; sector specific organizations</li> </ul>
Rural Directors Committee Briefings	<ul style="list-style-type: none"> <li>➤ ensure that the Rural Directors Committee members are engaged, informed on the project progress, and ensure the project goals are achieved from a regional lens</li> </ul>	<ul style="list-style-type: none"> <li>➤ reports and presentations</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal staff</li> <li>➤ Rural Directors Committee</li> </ul>

<b>Phase 3 (Fall 2022- Spring 2023): Gathering Public Feedback</b>			
<b>Engagement Forums</b>	<b>Purpose of Forum</b>	<b>Communication Tools/Deliverables</b>	<b>Who is involved</b>
7+ Open House Sessions (TBD locations of Open Houses)	<ul style="list-style-type: none"> <li>➤ share key findings from the HRVA process and review recommended mitigation activities</li> <li>➤ receive feedback from the public and gauge the level of support</li> </ul>	<ul style="list-style-type: none"> <li>➤ presentation</li> <li>➤ materials outlining key Hazards and mitigation activities proposed in each EA.</li> <li>➤ draft agenda and coordinated venues/resources/ etc. (may require virtual tool if COVID persists)</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal staff</li> <li>➤ 7 EA communities</li> <li>➤ HRVA committee</li> </ul>
HRVA Committee Review of Implementation Plan	<ul style="list-style-type: none"> <li>➤ ensure the next steps of implementation are inline with the HRVA process</li> <li>➤ collect feedback on HRVA maintenance schedule</li> </ul>	<ul style="list-style-type: none"> <li>➤ presentation</li> <li>➤ focused discussion</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal Staff</li> <li>➤ HRVA committee</li> </ul>
Share Final HRVA's with the Public and Stakeholders	<ul style="list-style-type: none"> <li>➤ ensure HRVA documents are accessible to the public and stakeholders for reference</li> </ul>	<ul style="list-style-type: none"> <li>➤ Website update</li> <li>➤ Email final HRVA's</li> </ul>	<ul style="list-style-type: none"> <li>➤ internal staff</li> <li>➤ general public</li> <li>➤ HRVA committee</li> </ul>

## Attachment Summary

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The following appendices are stored in the links below and will help to document the HRVA process. Not all the resources have been drafted at the time this document was created and will be updated as the HRVA process develops. These tools can be used in future phases and reviews of HRVA's in the RDBN:

- [Attachment A: Project Primer](#)
- [Attachment B: Website content](#)
- [Attachment C: Preliminary Stakeholder List](#)

The following content will be developed during the process:

- Attachment D: Promotional Scheme Content (Emails, Media Release, Social Media Posts, etc.)
- Attachment E: Stakeholder Interview Questions
- Attachment F: Public Survey Questions
- Attachment G: Workshop Planning Materials
- Attachment H: Open House Planning Materials



# Hazard, Risk, Vulnerability Analysis

*“Building a safer future through effective partnerships of local government, emergency services, private sector, volunteer agencies and the residents of the Regional District of Bulkley-Nechako.”*



## About the Project

Environmental hazards, such as flooding and urban interface wildfires, are increasing in scope, intensity, and frequency throughout the Regional District of Bulkley-Nechako. These hazards pose a risk to our residents and expose our diverse region to vulnerabilities.

In response to this, the RDBN is working to improve its overall emergency management system by completing a Hazard Risk Vulnerability Analysis (HRVA) for each of the Electoral Areas. The HRVA is a first step in order to:

- Build collective community understanding of what emergency hazards exist throughout the RDBN; and,
- Create activities that improve our awareness and resilience to emergencies throughout the RDBN.

The HRVA's will be completed over the next two years and include the participation of local community members, emergency response agencies, stakeholders, and Elected Officials. The project is funded through the Northern Capital and Planning Grant.

## What is an HRVA?

The HRVA is a process which identifies the **likelihood** and **severity** of consequences a community could experience during an emergency event. The HRVA process analyzes of:



### Potential Hazards

sources of harm to human health, property, the environment, and other things of value



### Risks

likelihood that a hazard will occur



### Vulnerabilities

to people, property, infrastructure, industry, resources, or environments that are particularly exposed should a hazard occur



### Impacts

Understanding impacts that a hazard may have on identified vulnerabilities



### Resiliency Planning

creating goals and identifying strategies to help a community be better prepared for an emergency



## How will our HRVA be used?

The results from the analysis will serve as a useful tool in furthering community discussions; determining unacceptable levels of risk; and identifying at the highest priority hazards for risk management; resiliency building; and emergency preparedness activities. Specifically, the outcomes of our HRVA's will be a resource to guide RDBN staff and community partners to:

- update Emergency Plans;
- allocate resources for risk mitigation;
- enhance community preparedness and education; and,
- collaborate with agencies to develop complete recovery and community resilience plans.

A HRVA is a critical part of every local government's emergency program and is a requirement mandated by the Local Authority Emergency Management Regulation of the

To find out more about the HRVA project visit [rdbn.bc.ca/hrva](http://rdbn.bc.ca/hrva)  
 or read through the [Q & A](#) on the HRVA project



**Project contact:**

Liliana Dragowska

HRVA Coordinator

Regional District of Bulkley-Nechako

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**Website:** [Protective Services Department](#)

**Facebook:** [BulkleyNechakoEmergencyInfo](#)

# Hazard, Risk, Vulnerability Analysis FAQ

*“Building a safer future through effective partnerships of local government, emergency services, private sector, and volunteer agencies and the residents of the Regional District of Bulkley-Nechako.”*

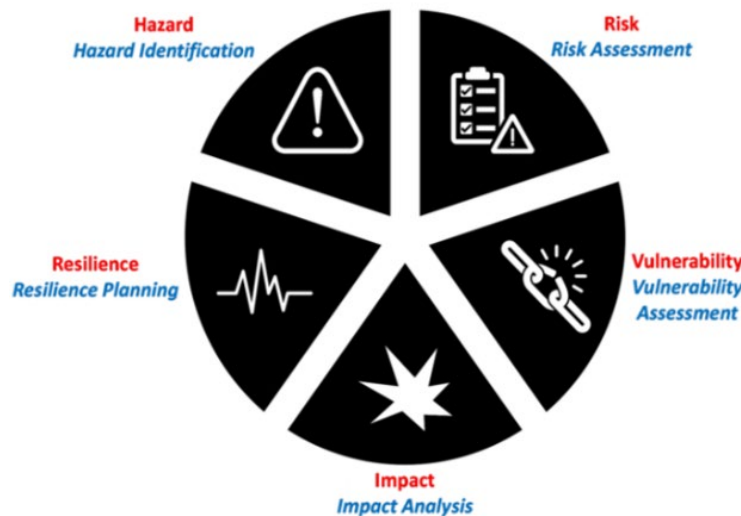
## What is an HRVA?

Is a process which identifies the likelihood and severity of consequences a community could experience during an emergency event. This process is facilitated by the analysis of:

**Hazards** - potential sources of harm to human health, property, the environment and other things of value;

**Risks** – refers to the likelihood that a hazard will occur and the severity of possible impacts to human health, property, the environment and other things of value; and

**Vulnerabilities** – refers to the people, property, infrastructure, industry, resources or environments that are particularly exposed to adverse impact from a hazardous event.



## Why does the Regional District need an HRVA?

A HRVA is a critical part of every local government’s emergency program and is a requirement mandated by the Local Authority Emergency Management Regulation of the *BC Emergency Program Act*.

Learn More about the Province of British Columbia’s [Local Authority Emergency Management Regulation](#) and [HRVA tools for local authorities](#).

## **Why does the Regional District need to revise their HRVA?**

Previous RDBN HRVAs have been done in isolation from the public, first responders, and those affected by an emergency. Since the current RDBN Emergency Preparedness Plan was written in 2003 and updated in 2011, there have been significant changes in agencies, best practices and terminology. In the summer of 2018, the RDBN responded to 15 major fires, resulting in 64 evacuation orders and alerts affecting approximately 3,475 people. This emergency and the subsequent independent review highlighted this "new normal" of "mega hazards," their consequences, the stress these events put on local authorities' limited resources, and the need for innovative solutions and engagement of residents in emergency management.

The HRVA responds to these factors and is a foundational step towards developing a collective community understanding of hazards and developing activities to enhance our regional awareness and resilience to this "new normal."

## **Why does it matter to me?**

Environmental-based hazards, such as flooding and urban interface wildfires, are increasing in scope, intensity, and frequency throughout the Regional District of Bulkley-Nechako. These hazards pose a risk to our residents and expose our diverse region to vulnerabilities.

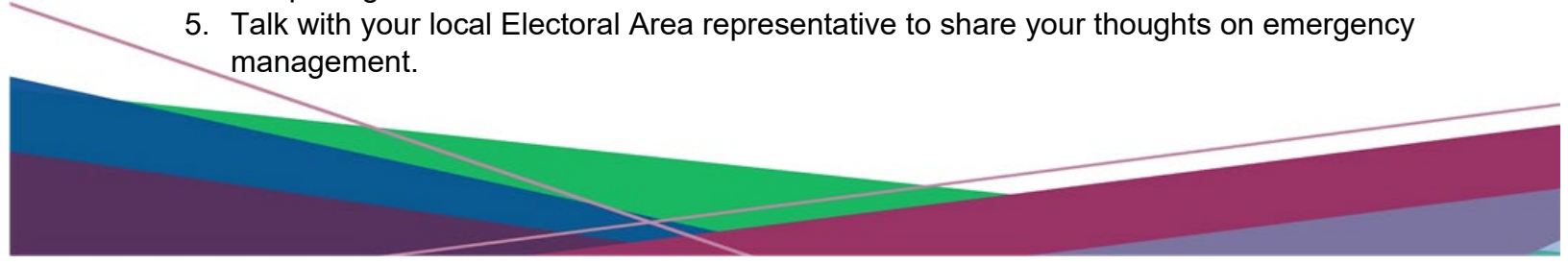
These facts do not have to come as a surprise to residents in our region. Our local government is dedicated through this project to work with you to develop a collective community understanding of what emergency hazards exist in your area and what activities we can do as individuals and as community to improve our awareness and ability to withstand these emergencies.

There are many programs that can help you and your family be prepared such as [PreparedBC](#), [FireSmart](#) and more. A HRVA is one more way to help understand our community's hazards and how we can all prepare for them. Your knowledge and participation help us all work better together during those uncertain times.

## **How can I participate?**

The HRVA will be completed over the next two years and include the participation of local community members, emergency response agencies, stakeholders, and Elected Officials.

As the project progresses there will be several ways to participate and get involved (update throughout the project – i.e. link to Matt's interview and/ or the video on HRVA):

1. Join your electoral areas HRVA Committee. Find out more here TBD.
  2. Fill out this survey on your family's emergency preparedness. Survey dates TBD
  3. Listen and learn what the HRVA project is all about.
  4. Let us know what you think about the hazards that effect your neighbourhood by completing this form. Date of form TBD
  5. Talk with your local Electoral Area representative to share your thoughts on emergency management.
- 

6. For more information about the RDBN's role in emergency response visit [www.rdbn.bc.ca/departments/protective-services](http://www.rdbn.bc.ca/departments/protective-services)

### **What is a Hazard?**

The Province has provided a Hazard Reference Guide for Local Authorities and First Nations that can be viewed [here](#).

### **What is an Emergency?**

"A present or imminent event or circumstance that (a) is caused by accident, fire, explosion, technical failure, or the forces of nature, and (b) 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." [*Emergency Program Act*]<sup>5</sup>

### **Have other Regional District's completed a HRVA?**

A HRVA is a critical part of every local government's emergency program and is a requirement mandated by the Local Authority Emergency Management Regulation of the BC *Emergency Program Act*. There are many HRVA's, and these documents require continual review and improvement with input from community members and regional emergency response agencies and stakeholders.

A recent example from the Regional District of Nanaimo, Town of Qualicum Beach, and City of Parksville completed in 2019 can be viewed [here](#).

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<sup>5</sup>The province of BC is Modernizing the *Emergency Program Act* including definitions which may change in the coming year. To find out more about Modernizing the EPA visit: <https://www2.gov.bc.ca/gov/content/safety/emergency-preparedness-response-recovery/emergency-management-bc/legislation-and-regulations/modernizing-epa>

## Attachment B: Website Content

# Hazard, Risk, Vulnerability Analysis

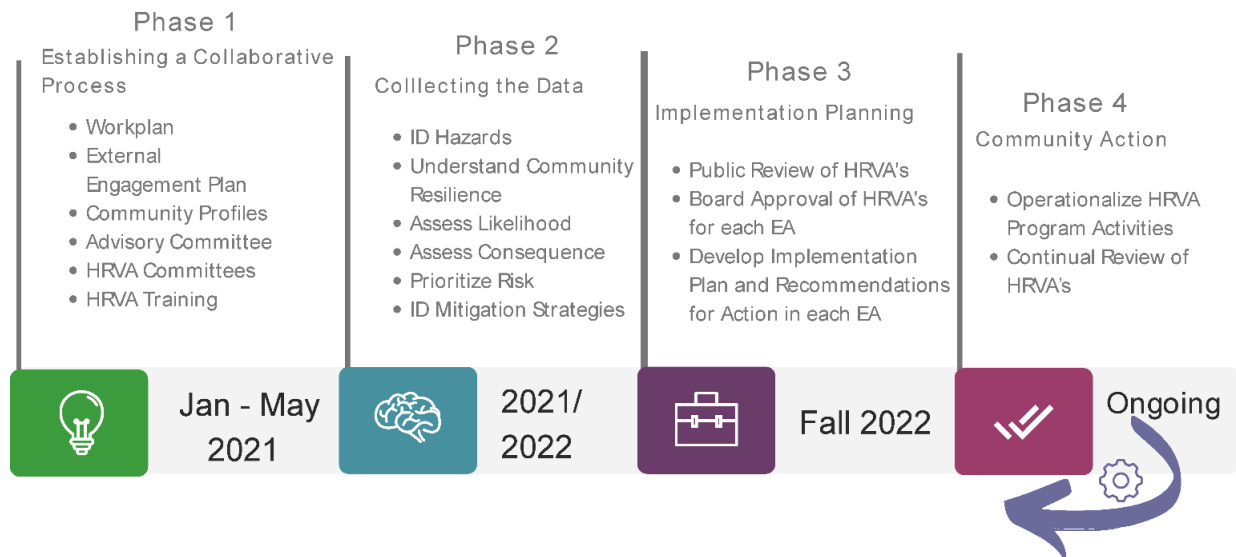
*“Building a safer future through effective partnerships of local government, emergency services, private sector, and volunteer agencies and the residents of the Regional District of Bulkley-Nechako.”*

A Hazard, Risk, and Vulnerability Analysis (HRVA) is a critical part of every emergency program and is a requirement mandated by the Local Authority Emergency Management Regulation of the [Emergency Program Act](#). Since the Regional District’s current Emergency Preparedness Plan was written in 2003 and updated in 2011 there have been significant changes in agencies, best practices, and terminology.

An HRVA is a process of engaging community members, hazard specialists and emergency response agencies in identify hazards that have the likelihood to cause an emergency or disaster in our local areas. The process assesses consequences should the emergency or disaster occur. Understanding vulnerable locations, or areas at risk, helps the community to establish priorities.

## Hazard Risk Vulnerability Analysis Timeline

Regional District of Bulkley Nechako



Key process elements and rough timeline are illustrated below.

**To find out more about the purpose of the HRVA project follow this link (insert link) or read through the Frequently Asked Questions (insert link) .**

Find out what is happening in your Region: (creating a page/ or image icon with what phase the project is in or a short update for each EA)



Historical information provided by members of the community plays a key role in identifying the hazards and risks of the many different areas in our region. If you are part of a community group that has valuable information that would benefit the HRVA process, please contact [liliana.dragowska@rdbn.bc.ca](mailto:liliana.dragowska@rdbn.bc.ca).

**Project contact:**

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 HRVA Coordinator  
 Regional District of Bulkley-Nechako  
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 Email: [liliana.dragowska@rdbn.bc.ca](mailto:liliana.dragowska@rdbn.bc.ca)  
 Website: [Protective Services Department](#)  
 Facebook: [BulkleyNechakoEmergencyInfo](#)

## Attachment C: Preliminary Stakeholder List

Category	Group
Municipal Authorities	Elected Officials
	Planners
	Public Works
	Emergency Program Coordinator
First Nations	Chief and council
	Emergency Program Coordinator
	Administration/ Natural Resources
Emergency Response Services	Fire Departments
	Search and Rescue (SAR)
	RCMP
	Rangers
	BC Ambulance Services
	Emergency Support Services Directors (ESSD)
	First Nations Emergency Services Society (FNESS)
Rotating Hazard Experts: FLNRO MOTI MOE	BC Wildfire Service
	Northwest Fire Centre (NWFC) Prevention Officer
	Prince George Fire Centre (PGFC) Prevention Officer
	Provincial Diking Authority
	Wildfire Risk Reduction Officer
	Stewardship/ Rehab/Recovery
	Recreation Sites and Trails Branch
	Ecosystems Lead (Biologist)
	Provincial Dam Safety Officer
	Emergency Management BC
	Water Stewardship Officers
	River Forecast Centre
	Air quality
	BC Parks
Social Service Agencies	Health Authority or Health Emergency Management BC
	FN Health Authority (on reserve)
	Community Service organizations
	Salvation Army
	Friendship Centres
	Housing providers
	Vulnerable populations
	School District
Local Knowledge Experts	Environmental Groups
	Agricultural Organizations
	Media
	Insurance Providers or Insurance Bureau of Canada
Industry and Business	Industry reps: Forest Licensees, Mine reps, dam reps
	Chamber of Commerce
	Tourism Reps
Utilities	BC Hydro
	Telus, City West, Rodgers
	PNG
Long Term residents	Public/Community Members

# Regional District of Bulkley-Nechako HRVA (Electoral Area Specific) Committee Terms of Reference

## Committee Mandate

---

The purpose of the Electoral Area (EA) Hazard, Risk, Vulnerability Analysis (HRVA) Committees is to complete a detailed HRVA for each EA of the RDBN in a way that develops a collective community understanding of what emergency hazards exist throughout the Regional District. Each EA specific HRVA Committee will report back to the RDBN Rural Directors to advise of progress and make recommendations for approval of the final HRVA's and implementation programs moving forward.

The HRVA's will be completed over the next two years and include the participation of local community members, emergency response agencies, stakeholders, and Elected Officials. The hope is that this process will build momentum in the Region and these select committees will transition into RDBN standing committees that will help guide the implementation of the HRVA programs beyond this project.

## Scope of Work

---

Each Electoral Area Committees shall:

- participate in training on the HRVA process;
- assist in identify emergency hazards;
- work with RDBN staff to:
  - collect and understand information on existing risk reduction measures, update community maps, identify critical infrastructure, identify social and economic vulnerabilities, physical and environmental vulnerabilities;
  - assess hazard likelihood;
  - review, rate, and document the potential hazard impacts to communities;
  - prioritize and rank emergency risks;
  - generate strategies and actions to reduce risk and vulnerability to priority hazards.
  - provide advice in the development of policies, procedures, and action plans to enhance community resiliency to emergencies;
  - review final HRVA documents; and,
- participate in community consultation on the development and implementation of ongoing HRVA programs and activities.

## Authority

---

The Committee is a select committee of the RDBN established by the Board under section 218 (1) of the **Local Government Act** to consider, inquire and make recommendations to the Board via the HRVA Advisory Group concerning the completion of HRVA's for each Electoral Area. Bylaw 1832, Part 19 outlines the requirements for select committees.



## Membership

---

Members shall be approved by the RDBN Board of Directors.

The Committee shall consist of no more than 17 members representing a diversity of backgrounds, interests, and geographical location within each of the EA. Invitations will extend to technical, political and community representation and will aim to involve the RDBN, municipal and First Nations governments from each EA in the Bulkley-Nechako region.

Membership may include representation as follows:

- RDBN electoral area representative – 1 member
- representative from RDBN member municipalities – 1 member per municipality
- representatives from First Nations Band or Tribal Council within the EA – 1 member per Nation
- media– 1 member
- agricultural association representative – 1 member
- first responders (RCMP, Search and Rescue, BC Ambulance, ESSD's) – 4 members (1 per group)
- long term residents and elders – 2 members
- public sector/institutions (School District, Northern Health) – 2 members
- social services agencies – 1 member
- industry representative – 1 member
- business community representative – 1 member
- rotating hazard/sector knowledge experts (i.e. Environmental groups, Insurance providers, Utility Representatives, Provincial agencies, etc.)
- RDBN staff shall act as a resource to the Committee.

## Tenure

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This select committees shall be disbanded by the RDBN Board upon the completion of the HRVA project and be replaced with standing committees to ensure implementation success and sector engagement of the HRVA program.

## Meetings

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- a) The Committee shall meet eight to ten times over the next two years, or as required in order to adequately address the Scope of Work in a timely manner. With provision for workshops or other presentations at the Committee's discretion.
- b) Meetings will be scheduled in consultation with the committee members and will consider the current state of the COVID pandemic in selecting meeting format.
- c) Meetings will generally be held virtually.
- d) Meeting will be held at the call of the Committee Chair, who will be the Electoral Area Director or alternate.
- e) All meetings must be open to the public unless strictly allowed to be closed under the **Local Government Act** or the **Community Charter**.
- f) The Committee must follow the RDBN Procedure Bylaw as amended from time to time.

## **Quorum**

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Quorum of the Committee shall be a minimum of 50% plus one. In the absence of a quorum, a meeting can still proceed, and topics can still be discussed, provided no motions are made or votes taken.

## **Decision Making**

---

Committee decisions will be made by consensus whenever possible. If necessary, votes may be taken. Committee meetings are open to the public; however only Committee members have speaking and voting privileges. Delegations that wish to address the Committee must seek approval from the Committee through a written request or invitation.

## **Minutes**

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- a) All meetings will be recorded, and a transcription of the meeting will be provided at the following meeting.
- b) After approval of the Committee the meeting minutes will be provided to the RDBN Rural Directors Committee for receipt.

## **Reporting to the Rural Directors Committee**

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- a) The Chair will support the HRVA Coordinator in providing a report to the RDBN Rural Directors Committee at a minimum once every six (6) months and shall provide other reports to the RDBN Rural Directors Committee, as needed from time to time.
- b) Recommendations of the Committee must be endorsed by the RDBN Rural Directors Committee.

## **Representative Authority**

---

- a) The Committee does not have the authority to pledge the credit of the RDBN, or to authorize any expenditure to be charged against the RDBN.
- b) The Committee Chair will be the public and media contact, Committee members do not have the authority to speak publicly on behalf of the Committee unless so directed by the Chair.

## **Staff Support**

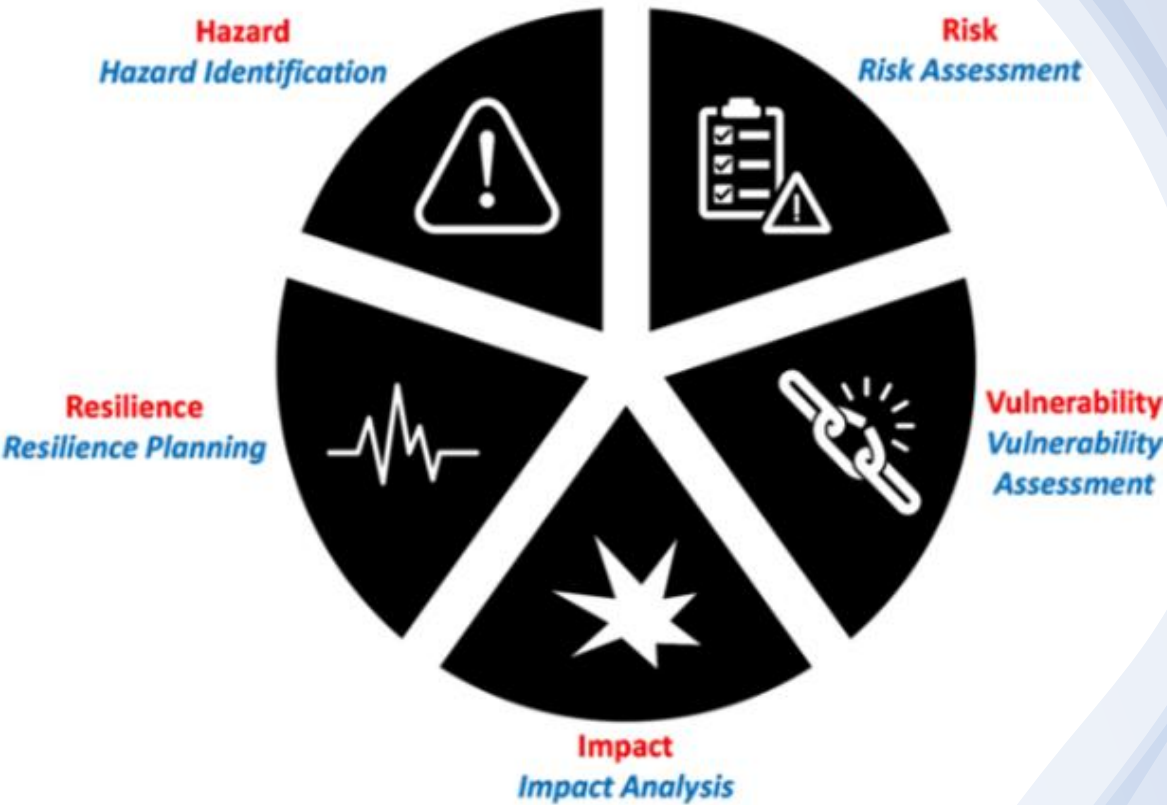
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- a) The HRVA Coordinator shall be the staff champion.
- b) Other RDBN staff shall be available from time to time upon request through the Director of Protective Services to provide technical and periodic administrative support.

## **Financial Resources**

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- a) The HRVA Project has a specific budget, however, financial requests must be submitted to the RDBN Director of Protective Services.



# RDBN Hazard, Risk and Vulnerability Analysis

*Building a safer future through effective partnerships of local government, emergency services, private sector, and volunteer agencies and the residents of the Regional District of Bulkley-Nechako.*

# Presentation Overview

- What is an HRVA?
- Why an HRVA in the RDBN?
- Project Goals and Objectives
- HRVA Outcomes
- Review Key Stakeholders
- Next Steps



# What is an HRVA? <sup>53</sup>

The HRVA is a process which identifies the **likelihood** and **severity** of consequences a community could experience during an emergency event.

A HRVA is a requirement mandated by the Local Authority Emergency Management Regulation of the *BC Emergency Program Act*.



**Hazards** - potential sources of harm to human health, property, the environment and other things of value;



**Risks** – likelihood that a hazard will occur and the severity of impacts to human health, property, the environment and other things of value; and,



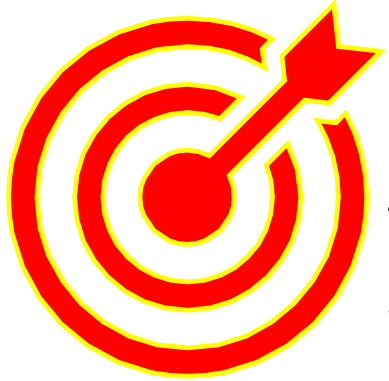
**Vulnerabilities** – people, property, infrastructure, industry, resources or environments that are particularly exposed to adverse impact from a hazardous event.

# Why an HRVA in the RDBN?

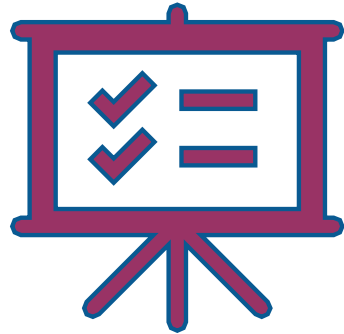
- Environmental-based hazards are increasing
- RDBN Emergency Preparedness Plan was written in 2003 and updated in 2011 with no community engagement
- Collaborative emergency planning is still new to the region
- Opportunity to develop a collective community understanding of hazards and enhance our regional awareness and resilience



# Project – Goals and Objectives



1. Up-to-date information
2. Inclusive and relationship building process
3. Develop a tool for elected officials



1. HRVA committees for each EA
2. Strengthen relationships
3. Complete HRVA's for each EA
4. Develop implementation programs

# About the Project



## Establishing a collaborative process by:

- collecting Info/resources
- exploring collaboration opportunities
- establishing EA HRVA Committees



## Engaging stakeholders and public to:

- identifying hazards
- analysing vulnerabilities
- prioritizing risk
- understanding impacts
- resiliency planning



## Implementation planning will include:

- public review of HRVA's
- development of implementation plans with community partners



## Community action will include:

- Operationalize HRVA program objectives
- updating HRVA's for each EA according to proposed review schedule

### Phase 1

Jan – May  
2021

### Phase 2

2021 / 2022

### Phase 3

Fall 2022

### Phase 4

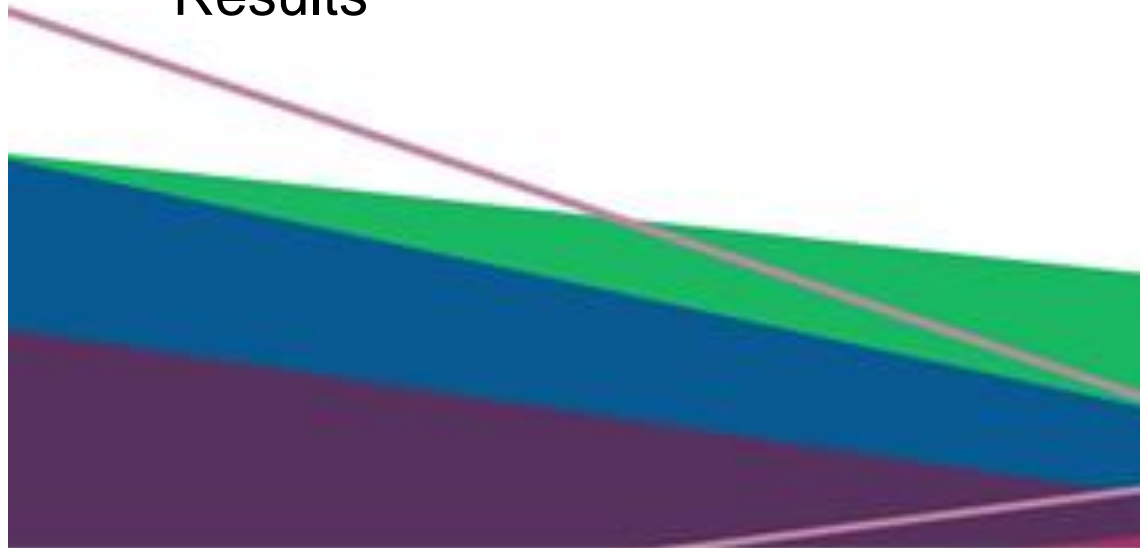
Ongoing



# HRVA Outcomes

The HRVA Report summarizes all the collected data and produces some key visuals to assist decision makers

- “All- Hazards Summary” Table
- Consequence Breakdown Table
- Likelihood & Consequence Results




## Likelihood & Consequence Results

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Likelihood Scoring	A - Rare	B - Unlikely	C - Probable	D - Likely	E - Certain
--------------------	----------	--------------	--------------	------------	-------------

Hazard: <i>(Imported from Step 2)</i>			Priority: <i>(Step 6)</i>		
Historical Likelihood Score:	<i>(Step 4a)</i>	Current Likelihood Score:	<i>(Step 4b)</i>	Future Likelihood Score:	<i>(Step 4c)</i>
<i>Results of Historical Data &amp; Local Knowledge Gathering</i>		<i>Adjusted Score (optional) Based on Current Change Factors<sup>3</sup></i>		<i>Future Forecasting for Long-Term Planning Purposes</i>	

Risk Matrix Table *(Plotted from Step 4 - Likelihood x Step 5 - Consequences Total)*

Likelihood ↑ High  Low	E	High Likelihood/ Low Consequence		High Likelihood/ High Consequence		
	D			High Consequence		
	C					
	B	Low Likelihood/ Low Consequence		Low Likelihood/ High Consequence		
	A					
			0-8	9-17	18-26	27-35
		Consequences →				High

# Engagement

58

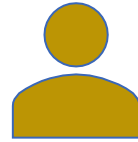
## Electoral Area HRVA Committees



**Long Term Residents or Elders**



**Municipal Authorities**



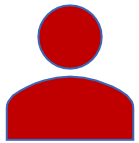
**Rural Directors (Chair)**



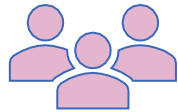
**First Nations**



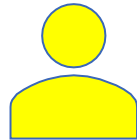
**Emergency Response Services**



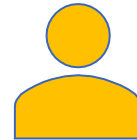
**Rotating Hazard Experts**



**Industry / Business**



**Media**



**Social Service Agency**



**School / Health**



**Agricultural Association**



# Rural Directors Advisory Role

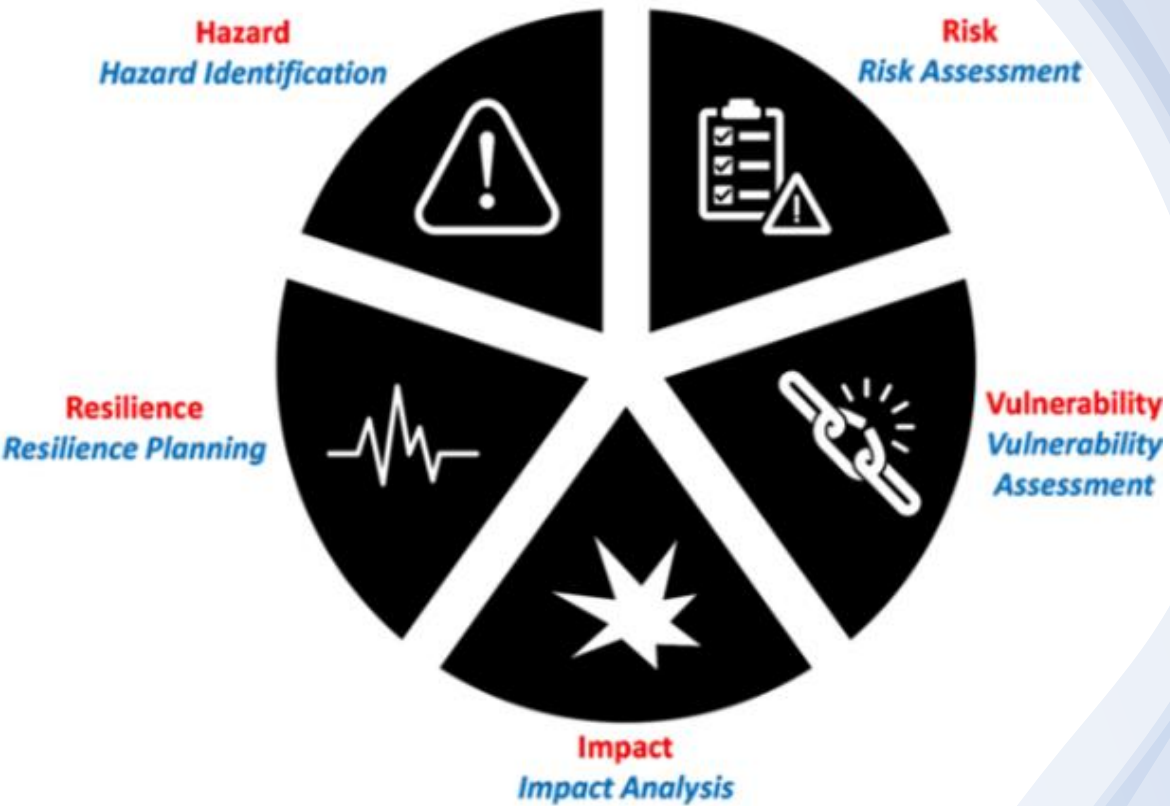
- Participate in HRVA training
- Chair HRVA Committee meetings
- Assist with Committee recruitment
- Advise staff on suitable outreach for area residents
- Provide information to RDBN Board as required
- Project champions



# Next Steps

1. Endorsement of the Project Charter
2. Build Project Awareness
3. Initial Stakeholder Outreach and Data Collection
4. HRVA Committee recruitment





## RDBN Hazard, Risk and Vulnerability Analysis

*Building a safer future through effective partnerships of local government, emergency services, private sector, and volunteer agencies and the residents of the Regional District of Bulkley-Nechako.*

# HRVA Steps

## BC EMBC Process

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*PROCESS TO DEVELOP A HRVA, USING THE HRVA TOOL,  
INVOLVES 9 STEPS:*





## Regional District of Bulkley-Nechako

**To:** Rural Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** March 11, 2021  
**Re:** Provincial COVID – 19 Relief Funds

---

### Recommendation (All/Directors/Majority):

Discussion

### Background:

At the last meeting the Board allocated \$132,047 broken down by Electoral Areas to be used for Covid Relief efforts within their jurisdictions:

A	\$42,732	E	\$12,951
B	\$15,756	F	\$29,796
C	\$11,504	G	\$ 7,341
D	\$11,967		

In addition, the Board further allocated an additional \$132,007 to be allocated by the Electoral Area Directors as a committee.

There are two steps to spend any of the funds. The first step is to allocate the money into a regional district service and the second step is to include the purchase (or grant) as part of that service's bylaw as part of a budget amendment. If the Board wishes to provide funds to a not for profit organization then that organization should be eligible to receive funds as part of that local service bylaw.

If the organization is not eligible to receive funds as part of a local service bylaw, the Province has indicated that some of the funds may be allocated to Rural Grant in Aid. This would increase the Grant in Aid amount for that Electoral Area. The community organization receiving funds this way would be required to make application justifying that the grant would be used for the additional Covid-19 related expenses to reopen or to provide service. The Safe Restart Grant is not to be used to cover lost revenue by non-profits as there are other provincial and federal grants available for these organizations.



## Regional District of Bulkley-Nechako

**To:** Rural Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** March 11, 2021  
**Re:** Northern Capital and Planning Grant/Gas Tax Swap

---

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

Receipt

**Background:**

Staff have arranged a NCPG exchange for Gas Tax between Electoral Areas C, F and G. Electoral Area F will provide each of Electoral Area C and G \$125,000 in Gas Tax funds in exchange for NCPG funds.

This exchange will allow for the complete funding of the new Cluculz Lake Fire Hall.

An updated NCPG and Gas Tax schedule will be brought forward to the April committee meeting.





## Regional District of Bulkley-Nechako

**To:** Rural Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** March 11, 2021  
**Re:** Annual Tax Bill Notice

---

### **Recommendation** (All/Directors/Majority):

Discussion

### **Discussion:**

The Province sends out the rural tax notices on behalf of Regional Districts, School Districts, Hospital Districts and other Provincial taxing authorities and provides the option to each Regional District to include a tax brochure; one 8 ½ by 14 sheet of paper double sided with each tax notice sorted by Electoral Area.

Every year the Finance and Administration Departments prepare a “tax brochure” to be included with the rural tax notices.

As a sample, the tax brochure for Electoral Area A that was included in the 2020 tax invoices is included as an attachment to this memo.

The content of the tax brochure is at the discretion of the Directors and must be pertinent to being received with the tax invoice.

**Attachment: 2020 Electoral Area A Tax Brochure**

**General Services**

- Participate in the Northwest Resource Benefits Alliance to investigate resource revenue sharing
- Politically support (rural internet/cell phone) broadband connectivity enhancements
- Capital Asset Management Plan
- Parks and Outdoor Recreation Study

**Environmental Services**

- Monitoring and moving forward with the initiatives in our recently approved Solid Waste Management Plan including regional waste diversion and expansion of regional recycling programs.
- Landfill phase development projects for the Clearview and Knockholt Landfills
- Backyard Composting Program promotion

**Protective Services**

- Perform Hazard Risk and Vulnerability Assessment
- Fire Smart public education and programs
- Implement a new Regional Mass Notification System
- Organize the Northern Emergency Support Services Conference

**Economic Development**

- Grant Support Services (Grant Writing Services, Gas Tax Grant Program and Grant in Aid)
- Supporting Immigrant Entrepreneurs through participation in the BC Provincial Nominee Program’s Entrepreneur Immigration Regional Pilot
- Supporting Local Producers through the Connecting Consumers and Producers Community Events Grant Program
- Providing support for Businesses (in partnership with NDIT) through the Business Façade Improvement Program
- Preparing “Connecting Consumers & Producers” - A Guide for Eating Local

**Inquiries regarding RDBN taxation can be directed to:**

John Illes, Chief Financial Officer  
 Telephone 250-692-3195  
 Toll Free 1-800-320-3339

**About the Regional District of Bulkley-Nechako**

Regional Districts were created by the Province to:

- Provide region wide services;
- Provide inter-municipal or sub-regional services where residents in the municipalities and rural residents outside the municipalities benefit from the same services;
- Act as local government for rural areas and provide local services.

The Regional District of Bulkley-Nechako (RDBN) includes the municipalities of Smithers, Telkwa, Houston, Granisle, Burns Lake, Fraser Lake, Vanderhoof, and Fort St. James and Electoral Areas of “A” Smithers Rural, “B” Burns Lake Rural, “C” Fort St. James Rural, “D” Fraser Lake Rural, “E” Francois/Ootsa Lake Rural, “F” Vanderhoof Rural and “G” Houston Rural. The RDBN provides a total of 79 different services throughout the region.

**Inquiries regarding Provincial Taxation and your property tax notice**

Please contact the Surveyor of Taxes

1-800-663-7867 and request a transfer to 250-387-0555

[www.sbr.gov.bc.ca/rpt/](http://www.sbr.gov.bc.ca/rpt/)

The B.C. Property Taxation website has information re home owner grants, the tax deferral program as well as other valuable tax information.

**Northwest Regional Hospital District**

The Northwest Regional Hospital District (NWRHD) was established in December of 1995 under the Hospital District Act of British Columbia. In spite of its name, the NWRHD does not own or operate any hospitals, health centres, or medical clinics of any kind. Its sole purpose is to provide a portion (usually 40% of major expenditures) of funds required by hospitals within its boundaries for equipment, renovations, and new construction. The funding is raised through property taxes. The NWRHD shares its boundaries with North Coast Regional District, the Regional District of Kitimat-Stikine and the western portion of the Regional District of Bulkley-Nechako and the Nisga’a Lands Governments.

The Northwest Regional Hospital District provides capital funding for over 16 facilities including the following facilities in your area:

- Houston Health Centre
- Bulkley Valley District Hospital

The RDBN budgeting process starts every fall and is finalized in March. The budget outlines revenues and expenditures for each service the RDBN provides for the year and in turn the tax rates. Please visit our website for more information regarding our annual budgets or to view our financial statements.

[www.rdbn.bc.ca](http://www.rdbn.bc.ca)

**2020 Regional District of Bulkley-Nechako**

**Rural Property Tax Guide**

For Taxpayers in Electoral Area “A” Smithers Rural



"A World of Opportunities Within Our Region"

## Message from the Chair

This has been a full year as a new Board after the election in the fall of 2018. It is always great to have new perspectives around the table at our Board of Directors meetings.

The Regional District of Bulkley-Nechako Board continued to work on concerns from the 2018 wildfire event in 2019 and looked to the Province to provide clear direction in the *Emergency Program Act* on how local government is to support residents who want to stay on their property in time of emergency. The Province developed the Managing Access to Areas Under Evacuation Order for Local Authorities and First Nations. This resource was very helpful in updating the RDBN Evacuation Order Entry Permit Policy and Procedures. In 2020 the Protective Services Department will be initiating new programs for all Electoral Area and Municipal residents.

2019 was a challenging year for recycling with the loss of a baling facility which impacted curbside programs and commercial cardboard recycling in the western part of our district. We are continuing to look for solutions to re-establish that service. The RDBN was excited to receive approval for its Solid Waste Management Plan (SWMP) from the Minister of Environment and Climate Change acknowledging our effort to collaborate with the region's residents, other local governments and First Nations in its development. Following the SWMP, the RDBN established two more residential recycling depots within the region, enabling a more efficient way to divert materials from our landfills.

The Regional Board continues to work toward all residents having access to high speed internet and completed its RDBN Broadband Study in July 2019. The RDBN began conducting an Internet Speed Test through the Canadian Internet Registration Authority (CIRA) in 2019 and will continue with the test in 2020. If you would like to participate in the Internet Speed Test, please visit our website at [www.rdbn.bc.ca](http://www.rdbn.bc.ca).

Industry plays a key role in the region and in 2019 we started to see more LNG pipeline activity and recognize the importance of accountability in development along with strong socio-economic diversity. The Board advocated for a number of key forestry issues as well, working hard to see our agriculture sector thrive. The Board initiated a Parks and Outdoor Recreation Services Study that will be completed in 2020 to assist the Board in determining steps moving forward in regard to recreation services throughout our District.

The RDBN, as a member of the RBA (Northwest B.C. Resource Benefits Alliance) continues to work with the Province to negotiate a new funding agreement for our citizens to ensure that our region benefits from the tremendous level of economic development activity in and going through our area.

Our Board has continued to work hard to maintain moderate, yet sustainable taxes to support the wants and needs of the region which allows us to advocate to higher levels of government on the issues, concerns and requirements of our residents. It continues to be my honour and privilege to be the Chair of the Regional District and work with a dedicated Board of Directors from across the region.

Sincerely,  
Gerry Thiessen, Chair

## Electoral Area "A" - Smithers Rural Residential Taxes per \$100,000 assessed value (except as otherwise noted)

Service	2020	2019
Rural Government Services	5.59	5.22
Area "A" Grant in Aid	0.00	4.15
General Government	20.70	21.72
Agriculture	1.90	0.00
Regional Economic Development	3.10	1.58
Solid Waste Management	55.60	56.25
Unightly Premises Regulatory Control	1.80	0.87
Development Services	5.80	4.63
Electoral Area Planning	5.90	4.35
Emergency Preparedness	9.14	8.93
(1) 9-1-1 Service	4.10	4.75
Noxious Weed Control	1.67	1.31
Building Numbering	0.26	0.25
*Building Inspection	12.08	10.85
*Smithers Rural Fire Protection	53.32	51.72
*Telkwa Rural Fire Protection	94.79	97.90
*Round Lake Rural Fire Protection	119.51	137.63
Smithers Victim Services	1.63	1.73
(1) Area "A" Emergency Services	0.77	0.87
Bulkley Valley Regional Pool	34.49	35.99
Smithers Rural Rec & Culture	73.54	75.55
*Laidlaw Street Lighting Service	0.73	1.77
*(1) Smithers/Telkwa/Houston TV	2.80	2.98
(1) Area "A" Economic Development	1.21	1.73
*(1) Telkwa Pedestrian Crosswalk	0.00	0.17
*(2) Lake Kathlyn Weed Harvesting	154.00	152.00
*(2) Glacier Gulch Water Diversion	48.00	48.00

(1) Taxation on improvements only

(2) Tax on each parcel of land

This is an estimate based upon the 2019 adopted financial plan. These amounts exclude the 5.25% fee charged by the Province to collect taxes for Regional Districts. **\*Please note that not all properties in Area "A" contribute to each of the functions listed above. Ex. If you live outside of the fire protection area, but in Area "A" you do not pay for the service.**

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## How is the RDBN portion of your property taxes calculated?

- The RDBN determines the budget and tax levy (or funding) to provide each service after thorough review by the RDBN Board of Directors
- BC Assessment Authority provides assessment information, which it has independently determined
- Calculate tax rate per \$1,000 of assessments:  

$$\frac{\text{Budgeted tax levy}}{\text{Assessed property value} \times 1000}$$

### Assessments & Tax Rates

How does the change in assessed values affect the amount of tax I pay?

This is a question many taxpayers ask each year. What happens when my property value increases? As all property values do not change by the same percentage the examples below address those issues:

If the budgeted tax levy to provide services remains the same from one year to the next, but property values increase 25%, the amount of tax collected does not change, but the rate declines:

Year	Assessed Value	Tax Rate	Tax you pay (levy)
1	\$150,000	1.00	\$150
2	\$187,500	.80	\$150

If the budgeted tax levy to provide services increases by 10%, and property values increase by 25% the change could be shown as follows:

Year	Assessed Value	Tax Rate	Tax you pay (levy)
1	\$150,000	1.00	\$150
2	\$187,500	0.88	\$165

## Understanding your Tax Notice

You have just received your 2020 property tax notice from the province. The Province collects taxes for schools, roads, policing and Regional District services. The Regional District of Bulkley-Nechako receives a lump sum payment from the province in August of each year. The following will explain each line on your property tax notice.

### BC Assessment Authority

BC Assessment Authority is a crown corporation that sets all property values in the province. Their costs are recovered by this tax.

### Municipal Finance Authority

The Municipal Finance Authority coordinates financial borrowing for all local governments in the province.

### Provincial School Tax

The Province collects this tax for education and school facilities.

### Provincial Rural Tax and Police Tax

The Provincial Government tax is for rural road maintenance and police protection services.

### Electoral Area "A" Smithers Rural

This is your electoral area tax for services provided by the RDBN.

### Other Local Services

You may benefit from other local services such as street lighting or fire protection. These may be listed separately on your tax notice.

### Northwest Regional Hospital District

The NWRHD provides capital funding for the hospital facilities in this region.



## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### STAFF REPORT

**TO:** Chair Parker and Rural/Agriculture  
**FROM:** Committee Rowan Nagel, GIS/Planning  
**DATE:** Technician March 11, 2021  
**SUBJECT:** Crown Land Referral No. 7403286

### RECOMMENDATION

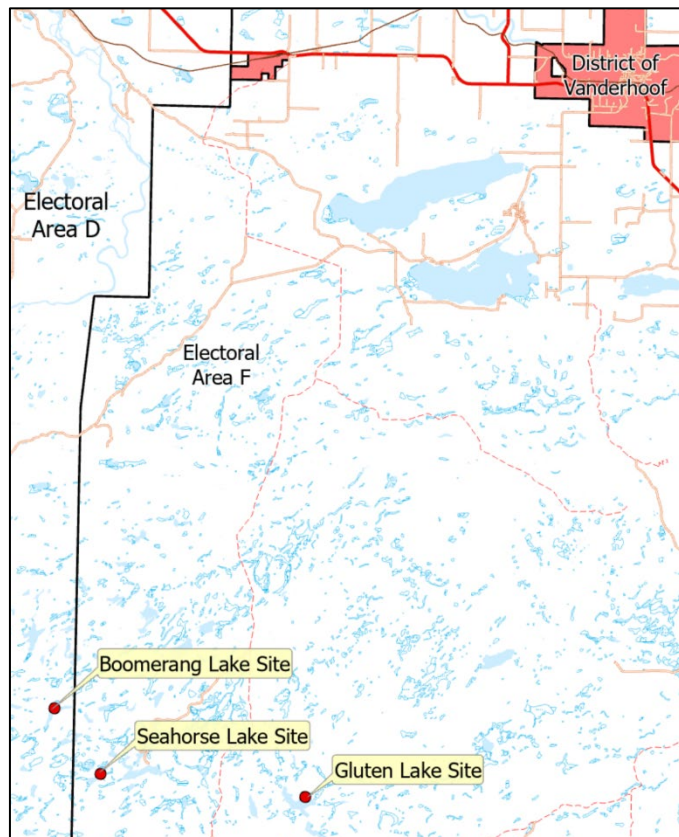
That the attached comment sheet be provided to the Province as the Regional District's comments on Crown Land Application 7403286.

### VOTING

All Directors / Majority

### DISCUSSION

This application is to add three areas to an existing License of Occupation for Adventure Tourism belonging to Crystal Lake Resort. Two of the three application areas are in Electoral Area F, and the third is in Electoral Area D. The application areas will be used for accommodation in connection with guided hunting excursions. Each area is approximately 1 ha. in size and will contain a single 16 by 20 ft. cabin plus tent sites. The areas are located on the Boomerang, Seahorse, and Gluten Lakes, approximately 46 kilometers south-west of Vanderhoof.



**ATTACHMENT**

- Comment Sheet
- Location Management Plans

**Detailed Map**





**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
COMMENT SHEET ON CROWN LAND REFERRAL 7403286**

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<b>Electoral Area:</b>	D, F
<b>Applicant:</b>	Crystal Lake Resort
<b>Existing Land Use:</b>	N/A
<b>Zoning:</b>	Not Zoned
<b>Plan Designation</b>	No Designation
<b>Proposed Use Comply with Zoning:</b>	N/A
<b>If not, why?</b>	N/A
<b>Agricultural Land Reserve:</b>	No
<b>Access:</b>	Domtar Rd, Kluskus FSR, Bobtail Connector FSR
<b>Building Inspection:</b>	No
<b>Fire Protection:</b>	No
<b>Other comments:</b>	None

## **Boomerang Lake Camp License of Occupation**

Boomerang Lake Camp is a proposed satellite camp for operations from Crystal Lake Resort. The primary activity is guided hunting associated with the Guiding Territory Certificate 701192. Additional activities include trapping associated with trapline TR0712T043 as well as general summer and winter outdoor recreation.

### **Boomerang Lake Camp General Operations**

- Wall tents
- Drinking water packed in, wash water in buckets from lake.
- Grey water dumped in outhouse.
- Outhouses are used year-round.
- Garbage is hauled out.

### **Boomerang Lake Camp Improvements**

- None

### **Boomerang Lake Camp Level of Use**

Proposed to host approximately 4 hunters each fall.

### **Boomerang Lake Camp Future Development**

Proposed 16' x 20' framed cabin to be constructed.

## **Gluten Lake Camp License of Occupation**

Gluten Lake Camp is a proposed satellite camp for operations from Crystal Lake Resort. The primary activity is guided hunting associated with the Guiding Territory Certificate 701192.

### **Gluten Lake Camp General Operations**

- Wall tents
- Drinking water packed in, wash water in buckets from lake.
- Grey water dumped in outhouse.
- Outhouses are used year-round.
- Garbage is hauled out.

### **Gluten Lake Camp Improvements**

- None

### **Gluten Lake Camp Level of Use**

Proposed to host approximately 4 hunters each fall.

### **Gluten Lake Camp Future Development**

Proposed 16' x 20' framed cabin to be constructed.



## Seahorse Lake Camp License of Occupation

Seahorse Lake Camp is a proposed satellite camp for operations from Crystal Lake Resort. The primary activity is guided hunting associated with the Guiding Territory Certificate 701192. Additional activities include trapping associated with trapline TR0712T043 as well as general summer and winter outdoor recreation.

### Seahorse Lake Camp General Operations

- Wall tents
- Drinking water packed in, wash water in buckets from lake.
- Grey water dumped in outhouse.
- Outhouses are used year-round.
- Garbage is hauled out.

### Seahorse Lake Camp Improvements

- None

### Seahorse Lake Camp Level of Use

Proposed to host approximately 4 hunters each fall.

### Seahorse Lake Camp Future Development

Proposed 16' x 20' framed cabin to be constructed.



## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### STAFF REPORT

**TO:** Chair Parker and Rural/Agriculture Committee  
**FROM:** Deneve Vanderwolf, Planner 1  
**DATE:** March 11, 2021  
**SUBJECT:** Parkland Referral No. Omineca Park Boundary Adjustment

### RECOMMENDATION

That the attached comment sheet be provided to the Province as the Regional District's comments on Parkland Referral No. Omineca Park Boundary Adjustment.

### VOTING

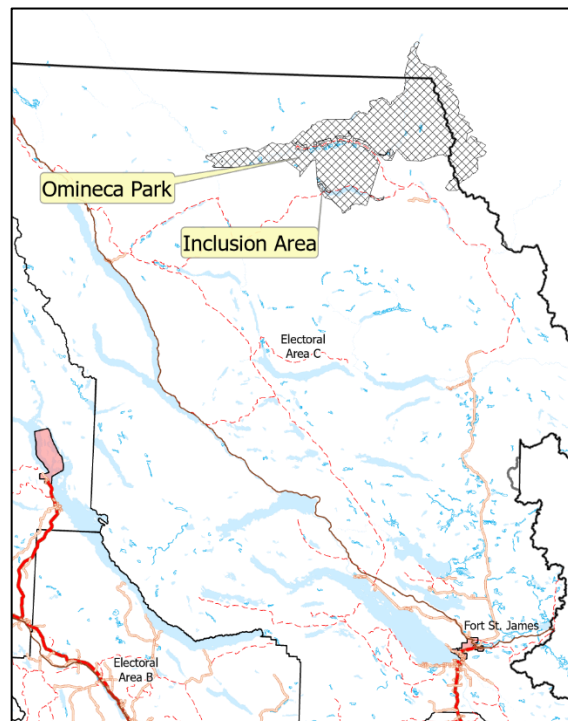
All Directors / Majority

### DISCUSSION

This application is to adjust the park boundary to exclude 169.83 ha (22 km) that is the Germansen Lake Mainline Road and add 254.90 ha of protected area to the park. Please see the attached letter and map from BC Parks for details regarding the inclusion and exclusion areas.

### ATTACHMENT

Comment Sheet  
 Letter and Map from BC Parks





**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**COMMENT SHEET ON PARKLAND REFERRAL Omineca Park Boundary Adjustment**

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<b>Electoral Area:</b>	C
<b>Applicant:</b>	BC Parks
<b>Existing Land Use:</b>	Park
<b>Zoning:</b>	None
<b>Plan Designation</b>	None
<b>Proposed Use Comply with Zoning:</b>	N/A
<b>If not, why?</b>	
<b>Agricultural Land Reserve:</b>	No
<b>Access:</b>	Germansen Lake Mainline Road
<b>Building Inspection:</b>	No
<b>Fire Protection:</b>	No
<b>Other comments:</b>	None



99300-01/09812

February 12, 2021

Attn: Jason Llewellyn, Director of Planning  
Regional District of Bulkley-Nechako  
37 3<sup>rd</sup> Avenue  
Burns Lake, BC V0J 1E0

Sent electronically: [jason.llewellyn@rdbn.bc.ca](mailto:jason.llewellyn@rdbn.bc.ca)

**Re: Proposed Boundary Amendments – Omineca Park and Protected Area associated with the Germansen Lake Mainline forest road.**

Dear Mr. Llewellyn,

Omineca Park (132,296 hectares) and Omineca Protected Area (3,138 hectares) were established in 2001 as a result of the 1999 Fort St. James and 2000 Mackenzie Land and Resource Management Plans (LRMP). The Mackenzie LRMP directed that the Germansen Lake Mainline Road (the road) along the north side of Germansen Lake be maintained as a forestry industry haul road managed by the Ministry of Forests, Lands and Natural Resource Operations and Rural Development (FLNRORD) to enable continued access to resource lands beyond the park. Omineca Protected Area was designated at that time to allow for construction of the existing road around the Gebhart Arm, as shown on the attached map.

An administrative error was made in 2004 when an amendment to the park boundary was made and the road was included within the boundary of the park and protected area. Industry roads are typically excluded from Class A parks. The intent of this proposal is to correct this error by excluding the road corridor from the park as well as revert the protected area around the Gebhart Arm back to Class A park status. Any modifications to the park's boundary must be made through an Act of the Legislature. This proposal will result in the exclusion of Germansen Lake Mainline Road from Omineca Park and Protected Area. The proposed excluded road corridor is shown on the attached map. The road corridor will be transferred to the administration of FLNRORD.

BC Parks would like to provide this opportunity to the Regional District of Bulkley-Nechako to comment on the proposed boundary amendments. Your comments would be used to inform government's decision on continuing with the proposal as detailed above. Please provide your response by March 15<sup>th</sup>, 2021.

Please feel free to contact myself at [Andrea.Somerville@gov.bc.ca](mailto:Andrea.Somerville@gov.bc.ca) or (250) 645-9299 if you have any questions or require more information.

Sincerely,

A handwritten signature in black ink, appearing to read "A. Somerville". The signature is fluid and cursive, with the first letter of the first name being a large, stylized capital 'A'.

Andrea Somerville  
Planning Officer  
Omineca Peace Region  
BC Parks and Conservation Officer Service Division

Attachment: Overview map of Omineca Park and Protected Area and proposed boundary amendments

# Proposed Boundary Amendment for Omineca Park and Protected Area

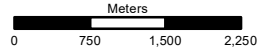
Proposed Protected Area to be added to Park = 254.90 Ha  
Proposed Industry Road Exclusion Area = 169.83 Ha  
Proposed Industry Road Exclusion Length = 22.70 km

Produced by  
Ministry of Forests, Lands &  
Natural Resource Operations  
Northern Service Centre  
FrontCounterBC  
Date: May 5, 2020



Scale: 1:75,000

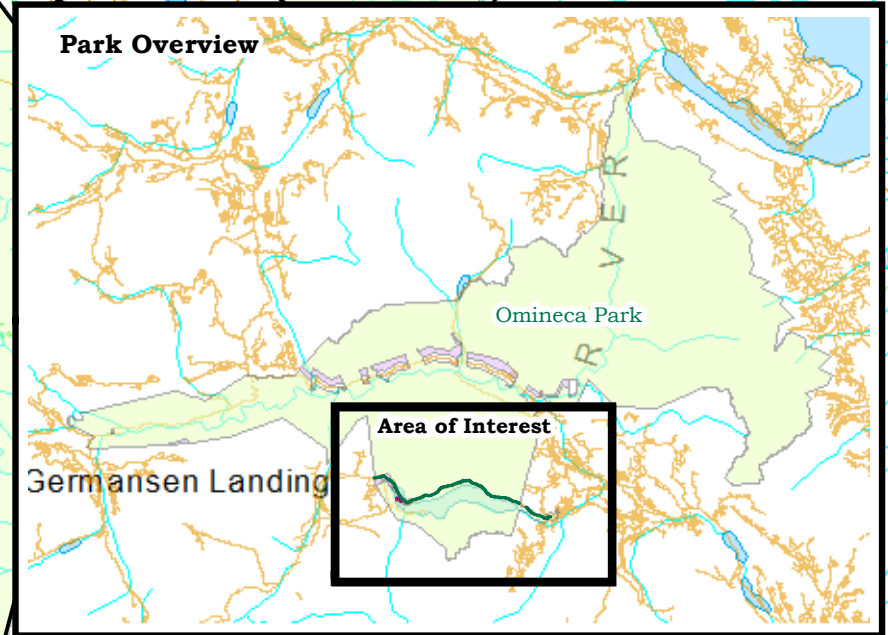
Projection: BC Albers  
Datum: NAD 83



## Legend

- Proposed Industry Road Exclusion
- Omineca Protected Area
- Omineca Park
- Campsite
- Road

## Park Overview



Protected Area to be converted to Park

Gebhardt Arm

Germansen Narrows Campsite

Rainbow Cove Campsite

Pebble Beach Campsite

Germansen Lake Mainline Road to be excluded from Park and Protected Area

Germansen Lake

Germansen East Campsite

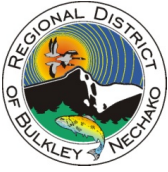
Road across narrows to remain as park road

Omineca Protected Area

Omineca Park

DL 392

All measurements are approximate.



## Regional District of Bulkley-Nechako Rural / Agriculture Committee Memorandum

To: Chair Parker and Committee  
 From: Nellie Davis, Manager of Regional Economic Development  
 Date: March 11, 2021  
 Regarding: **Food and Agriculture Plan – Implementation Update**

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### **Recommendation:**

Receive.

### **Background:**

Upon completion of the RDBN Food and Agriculture Plan in April 2020, staff committed to providing regular updates on the Implementation Strategy. The Plan is currently in Phase 1: 2020-2023. Several Priority Area actions have been (or are soon to be) completed. For reference, the eight top Priority Areas from the RDBN Food and Agriculture Plan are:

1. Support producers in navigating government policies and requirements
2. Prepare for emergencies
3. Develop the food and agriculture sector and market(s) for RDBN goods
4. Engage a broad audience in regional food and agriculture activities and information
5. Prevent and manage invasive and harmful species
6. Ensure agricultural policies are in-place and consistent across the region
7. Increase climate change resiliency and adaptation capacity
8. Continue to build capacity for effective and strategic implementation

Each Priority Area includes specific actions which are included in the three-phase implementation strategy. The phases contain concurrent actions and Phase 1 is not required to be complete prior to Phases 2 and 3, but each phase represents short, medium or long-term goals.

The following Implementation Actions remain underway and are ongoing through all three Phases:

- 3.2 Continue to update and distribute the Connecting Producers and Consumers Guide annually.
- 4.1 Continue to support and build relationships and networks around RDBN food and agriculture.

6.2 Continue to advocate to senior levels of government and industry around issues that impact RDBN producers.

8.2 Maintain the Agriculture Coordinator Position.

8.3 Compile and consolidate quantitative and qualitative data on food systems and agriculture in the RDBN.

8.4 Continue to be a learning organization.

The following Implementation Actions are associated with specific project work that is already complete, or well underway:

**2.1 Update and publish RDBN Agriculture Emergency Preparedness Information.**

<https://www.rdbn.bc.ca/departments/agriculture/livestock-emergency>

**3.3 Undertake a food hub feasibility study and a regional food economy assessment.**

Project completion scheduled for Spring 2021.

<https://www.rdbn.bc.ca/departments/agriculture/regional-food-economy-assessment-and-food-hub-viability-study>

**7.2 Increase climate risk mitigation and adaptation for agriculture lands.**

The RDBN is participating with the Climate Action Initiative on initiatives identified in the Bulkley-Nechako & Fraser-Fort George BC Agriculture and Climate Change Regional Adaptation Strategies. <https://www.rdbn.bc.ca/departments/agriculture/climate-change>

**7.3 Reduce organic and plastic agricultural waste in the landfill.**

This agricultural plastic waste portion of this initiative is currently under consideration with the proposal from CleanFarms BC.