



Regional District of Bulkley-Nechako  
Committee of the Whole  
AGENDA  
Thursday, April 6, 2023

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>First Nations Acknowledgement</u>	
	<u>AGENDA – April 6, 2023</u>	Approve
	<u>Supplementary Agenda</u>	Receive
	<u>MINUTES</u>	
3-8	Committee of the Whole Meeting Minutes - March 9, 2022	Receive
	<u>REPORTS</u>	
9-20	Cheryl Anderson, Director of Corporate Services -Code of Conduct	Recommendation
21-25	Nellie Davis, Manager of Regional Economic Development – <i>Accessibility Act</i> Timeline	Recommendation
26-70	Deborah Jones-Middleton, Director of Protective Services – Regional District of Bulkley-Nechako Hazard, Risk & Vulnerability Analysis Report	Receive
	<u>CORRESPONDENCE</u>	
71-73	Ministry of Tourism, Arts, Culture and Sport -Geographical Name Change – Rescind Cripple Creek	Receive
74-78	Union of BC Municipalities – Potential Land Opportunities for Housing within your Local Government	Receive

## SUPPLEMENTARY AGENDA

### NEW BUSINESS

#### IN-CAMERA MOTION

That this meeting be closed to the public pursuant to Section 90(1)(e) of the *Community Charter* for the Board to deal with matters relating to the following:

- Land acquisition.

### ADJOURNMENT

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****COMMITTEE OF THE WHOLE MEETING****Thursday, March 9, 2023**

**PRESENT:** Chair Mark Parker

Directors Gladys Atrill  
Shane Brienen – left at 10:33 a.m., returned at 10:41 a.m.  
Leroy Dekens  
Martin Elphee  
Judy Greenaway  
Clint Lambert – left at 10:35 a.m., returned at 10:39 a.m.  
Linda McGuire  
Shirley Moon  
Kevin Moutray  
Chris Newell  
Michael Riis-Christianson  
Stoney Stoltenberg  
Sarrah Storey  
Henry Wiebe

Staff Curtis Helgesen, Chief Administrative Officer  
Cheryl Anderson, Director of Corporate Services  
John Illes, Chief Financial Officer  
Deborah Jones-Middleton, Director of Protective Services –  
arrived at 11:00 a.m.  
Jason Llewellyn, Director of Planning – arrived at 10:39 a.m.,  
left at 10:45 a.m., returned at 11:22 a.m.  
Wendy Wainwright, Deputy Director of Corporate Services

Others Christina Ianniciello, Executive Director, Clean Transportation  
Branch, Ministry of Energy, Mines and Low Carbon Innovation –  
via Zoom – left at 11:20 a.m.

**CALL TO ORDER** Chair Parker called the meeting to order at 10:30 a.m.

**FIRST NATIONS ACKNOWLEDGEMENT**

**AGENDA &  
SUPPLEMENTARY AGENDA** Moved by Director Stoltenberg  
Seconded by Director Lambert

**C.W.2023-3-1** “That the Agenda of the Committee of the Whole meeting of  
March 9, 2023 be approved; and further, that the  
Supplementary Agenda be dealt with at this meeting.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

## MINUTES

Committee of the Whole Minutes – February 9, 2023      Moved by Director Brienen  
 Seconded by Director McGuire

C.W.2023-3-2      “That the Committee of the Whole Meeting Minutes of February 9, 2023 be received.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## SUPPLEMENTARY AGENDA

### DELEGATION

**MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION - Christina Ianniciello, Executive Director, Clean Transportation Branch Re: Clean BC - Clean Transportation Action Plan- via Zoom**

Chair Parker welcomed Christina Ianniciello, Executive Director, Clean Transportation Branch Ministry of Energy, Mines and Low Carbon Innovation.

Ms. Ianniciello provided a PowerPoint Presentation.

### Clean BC - Clean Transportation Action Plan

- Transportation is the biggest source of BC’s GHGs (greenhouse gasses) and presents an opportunity for timely, equitable, cost-effective reductions
- Purpose of Clean Transportation Action Plan (CTAP)
- CTAP Targets
  - o Vehicle kilometer travel reduction targets
  - o Mode share targets
  - o Energy intensity targets for personal and commercial transportation
  - o Zero-emission vehicle (ZEV) targets
  - o Low carbon fuel targets
- Charging infrastructure for EVs throughout BC
- B.C. ZEV sales in 2022
- Clean Transportation Action Plan Timeline
- What Clean BC has Heard from Previous Engagement
- Input on CTAP
  - o What are the policies that local government can implement that will help meet the CTAP targets? What are barriers to implementing them, if any?
  - o What do local government think are the priority policies that should be addressed in CTAP?
  - o General comments?
  - o Written Input due April 5, 2023.

## DELEGATION (CONT'D)

### MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION - Christina Ianniciello, Executive Director, Clean Transportation Branch Re: Clean BC - Clean Transportation Action Plan- via Zoom (Cont'd)

The following was discussed:

- Electricity needs to operate EVs in the province
  - o Significant number of mining operations required to create batteries, etc. for EVs
  - o Impacts of renewable energy forms i.e. wind/hydrogen, etc.
  - o Require a balanced approach
- Lack of power sources (three phase) in the north currently
- Where are the resources going to come from and where does the product go afterwards?
  - o Ministry of Energy, Mines and Low Carbon Emissions is working with the Ministry of Environment and Climate Change Strategy regarding end product responsibility
  - o Need to look at a holistic approach
  - o EV production creates emissions
- EVs are only a component of the overall picture
- Reducing the energy demand as a whole
- EVs battery performance in colder climates is reduced
- Differences in smaller northern rural B.C. vs. southern B.C. communities
  - o Travel distances for services such as medical appointments can be significant in northern B.C.
  - o Cycling and walking in northern climates can be challenging
  - o Accessibility for seniors and those with disabilities
- Discourage mandating objectives and encourage a willingness to adopt a better cost-effective technology to encourage people to participate in CTAP initiatives
  - o Investing in technology
  - o Currently automakers are being mandated to encourage an increased supply of EVs in B.C. for sale
    - Targets based on industry forecasts of global battery and auto vehicle production
  - o Want options that benefit northern residents e.g. Village of Granisle's biomass system
- The Ministry is committed to regular review periods
- Local businesses installing EV charging stations are unable to charge for electricity used
  - o Measurement Canada recently developed a charging formula
  - o Ms. Ianniciello will follow up
- Concern CTAP will be unable to acknowledge rural/remote residents or penalize them
- Ms. Ianniciello encouraged the Board to provide feedback specific to northern rural concerns

## DELEGATION (CONT'D)

### MINISTRY OF ENERGY, MINES AND LOW CARBON INNOVATION - Christina Ianniciello, Executive Director, Clean Transportation Branch Re: Clean BC - Clean Transportation Action Plan- via Zoom (Cont'd)

- Encourage the Province to support northern communities with challenges such as:
  - o Intercity transportation
    - Not an affordable option for northern communities
    - Encourage the Ministry of Energy, Mines and Low Carbon Emissions to work with BC Transit
  - o Creating livable spaces and Active Transportation
    - Infrastructure costs to small rural communities makes it challenging to retrofit streets and pathways to create multi-use spaces
- Adopting components of Initiatives from other areas such as California for B.C.
- CTAP Public engagement
  - o Climate Action Secretariate intending to include CTAP discussion with Clean BC initiative
  - o Union of B.C. Municipalities Convention a potential opportunity to provide information regarding what the Ministry heard from stakeholders
  - o Separate CTAP follow-up public engagement sessions suggested and encouraged
  - o Ms. Ianniciello will take public engagement follow-up into consideration
- Public messaging region by region to encourage support for participation from northern rural communities.

Chair Parker thanked Ms. Ianniciello for attending the meeting.

## REPORTS

North Central Local  
 Government Association  
 Resolutions

Moved by Director Stoltenberg  
 Seconded by Director Storey

C.W.2023-3-3

“That the Committee recommends that the Board approve the following resolutions for consideration at the NCLGA Convention:

1. Healthcare Worker Shortage
2. Building Bylaw Enforcement
3. Clean Transportation Action Plan for Rural and Northern Communities.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

## REPORTS (CONT'D)

RDBN Draft Letter - Provincial Vaccine Mandate for Healthcare Professionals Moved by Director Lambert  
 Seconded by Director Newell

C.W.2023-3-4

"That the Committee recommend that the Board approve and send the RDBN Letter - Provincial Vaccine Mandate for Healthcare Professionals to the Honourable David Eby, Premier, the Honourable Adrian Dix, Minister of Health, Dr. Henry, Provincial Health Officer and Northern Health."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Five Year Financial Plan

Moved by Director Lambert  
 Seconded by Director Greenaway

C.W.2023-3-5

"That the local fire services that are provided by member municipalities, the Vanderhoof Pool Service, and the Smithers Recreation and Culture Service be included in the 2023 Five Year Financial Plan."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Director Greenaway brought forward the District of Fort St. James increasing its tax rate for the Fire Department by 127%. Staff will work with the District of Fort St. James.

## CORRESPONDENCE

BC Hydro – North Coast Electrification

Moved by Director Dekens  
 Seconded by Director Storey

C.W.2023-3-6

"That the Committee receive the correspondence from BC Hydro regarding North Coast Electrification."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Ministry of Indigenous Relations and Reconciliation -Meeting with the RDBN

Moved by Director Storey  
 Seconded by Director Stoltenberg

C.W.2023-3-7

"That the Committee receive the correspondence from the Ministry of Indigenous Relations and Reconciliation regarding Meeting with the RDBN."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **CORRESPONDENCE**

RDBN Letter to the Ministry of Energy, Mines and Low Carbon Innovation – Clean BC – Clean Transportation Action Plan (CTAP) Request for Input Moved by Director Lambert  
 Seconded by Director Stoltenberg

C.W.2023-3-8

“That the Committee receive the RDBN Letter to the Ministry of Energy, Mines and Low Carbon Innovation regarding Clean BC – Clean Transportation Action Plan (CTAP) Request for input.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

### **NEW BUSINESS**

Artemis Gold Inc. Blackwater Gold Project – Receives *Mines Act* Approval Chair Parker commented that the Province and Artemis Gold Inc. announced this morning that the Province has approved a *Mines Act* permit for Artemis Gold Inc.’s Blackwater Gold Project.

### **ADJOURNMENT**

Moved by Director Storey  
 Seconded by Director Stoltenberg

C.W.2023-3-9

“That the meeting be adjourned at 11:34 a.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Mark Parker, Chair

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Wendy Wainwright, Deputy Director of  
 Corporate Services





## Regional District of Bulkley-Nechako Committee of the Whole

**To:** Chair and Committee  
**From:** Cheryl Anderson, Director of Corporate Services  
**Date:** April 6, 2023  
**Subject:** **RDBN Code of Conduct**

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**RECOMMENDATION:** **(all/directors/majority)**

That the Committee recommend that the Board adopt the revised Code of Conduct.

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### BACKGROUND

At its September 23, 2021 Board meeting, the Board adopted the RDBN Code of Conduct (attached).

At the February 23, 2023 Board meeting, the Code of Conduct was brought forward to the Board as per Section 113.1(1) of the *Community Charter* which states that:

Within 6 months after its first regular meeting following a general local election, a board must decide whether to establish a Code of Conduct or if a Code of Conduct has already been established, whether it should be reviewed.

- (2) Before making a decision under subsection (1), the board must
- (a) Consider the prescribed principles for codes of conduct,
  - (b) Consider the other prescribed matters, if any, and
  - (c) Comply with the prescribed requirements, if any, including requirements respecting public notice or consultation.
- (3) If the Board debates, under subsection (1), not to establish a code of conduct or review an existing code of conduct, it must make available to the public, on request, a statement respecting the reasons for its decision.

The Board discussed the Code of Conduct and directed staff to bring forward a modified version for consideration.

Attachment:

1. Draft RDBN Code of Conduct
2. RDBN Code of Conduct (Adopted September 23, 2021)



**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
BOARD OF DIRECTORS AND STAFF  
CODE OF CONDUCT  
Adopted: \_\_\_\_\_**

### **Purpose**

In addition to the Oath of Office that the Board members must affirm prior to taking office, the following Code of Conduct sets out shared expectations for conduct and behaviour for how Board members shall conduct themselves while carrying out their responsibilities and in their work as a collective decision-making body for the region.

### **Application**

This code applies to the Board of Directors and staff (where applicable) of the Regional District of Bulkley-Nechako.

### **Key Values**

#### **1. Integrity**

Board members are keepers of the public trust and must uphold the highest standards of ethical behaviour and are expected to:

- make decisions that benefit the community/region;
- act lawfully and within the authorities of the Regional District;
- be free from undue influence and not act, or appear to act, in order to gain financial or other benefits for themselves, family, friends or business interests.

#### **2. Leadership**

Board members must demonstrate and promote the key principles of the Code of Conduct through their decisions, actions and behaviour. Their behaviour must build and inspire the public's trust and confidence in local government.

#### **3. Responsibility**

Board members must act responsibly, within the law and within the authorities of the *Local Government Act* and *Community Charter*. They must follow the letter and spirit of policies and procedures and exercise all conferred power strictly for the purpose for which the powers have been conferred.

#### **4. Respect**

Board members and staff must conduct public business efficiently, with decorum and with proper attention to the Regional District's diversity. They must treat each other and others with respect at all times. This means not using derogatory language towards others, respecting the rights of

other people, treating people with courtesy and recognizing the different roles others play in local government decision making.

### **General Conduct:**

#### **Act in the Public Interest**

Board members and staff shall act in the public interest by conducting business with integrity in a fair, honest and open manner.

#### **Comply with the Law**

Board members and staff shall comply with all applicable federal, provincial and local municipal laws in the performance of their public duties, including but not limited to: the *Local Government Act*, the *Community Charter*, the *Freedom of Information and Protection of Privacy Act*, the *Financial Disclosure Act*, and all applicable Regional District bylaws and policies. (This section has been condensed)

#### **Conduct of Board Members and Staff**

Board members and staff will treat one another and the public with dignity and respect and shall refrain from abusive conduct, personal charges or verbal attacks upon the character or motives of other members of the Board, Committees, Staff or the public.

#### **Respect for Process**

Board members and staff shall perform their duties in accordance with the policies and procedures and rules of order established by the Board governing the deliberation of public policy issues, including involvement of the public. (New)

#### **Conduct of Meetings**

Board members and staff shall prepare themselves for meetings, listen courteously and attentively to all discussions before the body, and focus on the business at hand. Cell phones should be turned off during meetings, however, if an urgent matter necessitates that a Director be interrupted during the meeting, the cell phone shall be kept on silent or vibrate.

Board members and staff shall endeavour not to interrupt other speakers or make personal comments or comments not germane to the business of the body or otherwise disturb a meeting.

### **Decisions Based on Merit**

Board members shall base their decisions on the relevant merits and substance of the matter at hand, including input received from staff, Committees, and the public. (New)

### **Communication and Media Relations**

The Regional Board Chair is the spokesperson for the Regional District on Board matters. The CAO or his/her designate is the spokesperson for the Regional District on administrative and operational matters.

Board members will accurately communicate the decisions of the Board, even if they disagree with the majority decision of the Board. A Director may state that he/she voted against a decision but will refrain from making disparaging comments about other Directors or the Board's decision itself. (Condensed)

### **Social Media**

Board members and staff will use caution in reporting decision-making by way of their social media profiles websites ensuring that any material they publish is accurate, precise, and communicates the intent of the Board.

When presenting their individual opinions and positions, Board members and staff shall explicitly state they do not represent the Board or the Regional District, nor shall they allow the inference that they do. (Condensed)

### **Conflict of Interest**

Board members shall familiarize themselves and act in accordance with the provisions set out in the conflict of interest sections of the *Community Charter*. (Condensed)

### **Gifts**

Board members and staff must not, directly or indirectly, accept a fee, gift or personal benefit that is connected with the Board or staff member's performance of their duties, except in accordance with the provisions of the *Community Charter*. (New)

### **Confidential Information**

Board members and staff shall respect the confidentiality of information concerning the property, personnel, legal affairs, or other information of the Regional District distributed for the purposes of, or considered in, a closed Council meeting. Board members and staff shall neither disclose confidential information without proper authorization, nor use such information to advance their own or anyone's personal, financial or other private interests. Without limiting the generality of the foregoing, Board members and staff shall not disclose Board resolutions or staff report contents from a closed meeting of the Board

unless and until a Board decision has been made for the information to become public. Board members and staff shall not disclose detail on the Board's closed meeting deliberations or how individual Board members voted on a question in a closed meeting. (Slightly modified)

### **Advocacy**

Board members and staff shall represent the official policies or positions of the Board to the best of their ability when acting as delegates for this purpose. When presenting their individual opinions and positions, Board members and staff shall explicitly state they do not represent the Board or the Regional District, nor shall they allow the inference that they do. (Condensed)

### **Policy Role of Board Members** (Formerly combined with Interactions of Board Members and Staff)

Board members shall respect and adhere to the Board/Chief Administrative Officer structure of municipal government as practiced in the Regional District. In this structure, the Board determines the policies of the Regional District with the advice, information and analysis provided by staff and Board committees. Directors therefore shall not interfere with the administrative functions of the Regional District or with the professional duties of Regional District staff, nor shall they impair the ability of staff to implement or enforce the Board's policy decisions.

### **Positive Workplace Environment**

Board members and staff shall treat other members, the public and staff with respect and shall encourage the personal dignity, self-esteem and wellbeing of those with whom they come in contact with during the course of their professional duties. Comments about Regional District staff performance shall only be made to the Chief Administrative Officer through private correspondence or conversation.

### **Interactions of Board Members and Staff**

The Regional Board operates under a single employee model. The single employee is the Chief Administrative Officer (CAO). Requests for information from the Board other than over the counter inquiries must be addressed to the CAO who will refer the inquiry to the appropriate staff member to respond.

The Board as a whole, not individual Directors, gives direction to staff through Board resolutions. Accordingly, Directors shall not request staff to undertake work that has not been expressly authorized by the Board. (Condensed)

## **Implementation**

As an expression of the standards of conduct for members expected by the Regional District, this Code is intended to be self-enforcing. This Code therefore becomes most effective when Directors and staff are thoroughly familiar with it and embrace its provisions. For this reason, this Code shall be provided as information to candidates for the Board. (Condensed)

## **Compliance and Enforcement**

Board members are responsible for positive, proactive conflict resolution and will speak first to the Director with which they have a conflict. If unresolved then the Director will inform the Chair and the Chief Administrative Officer about the conflict. The Chair and Chief Administrative Officer will make the necessary considerations and, if needed, seek professional third-party support. (Modified)

## **Review**

This policy shall be brought forward for review at the beginning of each term as per the *Community Charter* and at any other time that the Board considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of members.



ADOPTED: 2021

## REGIONAL DISTRICT OF BULKLEY-NECHAKO BOARD OF DIRECTORS CODE OF CONDUCT POLICY

### PURPOSE

To set out shared expectations for conduct and behaviour for how Board members and staff shall conduct themselves while carrying out their responsibilities and in their work as a collective decision-making body for the region.

### 1. KEY VALUES

- i. ***Integrity*** – Board members and staff are keepers of the public trust and must uphold the highest standards of ethical behaviour and are expected to:
  - make decisions that benefit the community/region;
  - act lawfully and within the authorities of the Regional District;
  - be free from undue influence and not act, or appear to act, in order to gain financial or other benefits for themselves, family, friends or business interests
- ii. ***Leadership*** – Board members and staff must demonstrate and promote the key principles of the Code of Conduct through their decisions, actions and behaviour. Their behaviour must build and inspire the public’s trust and confidence in local government;
- iii. ***Responsibility*** – Board members and staff must act responsibly, within the law and within the authorities of the *Local Government Act*. They must follow the letter and spirit of policies and procedures, and exercise all conferred power strictly for the purpose for which the powers have been conferred;
- iv. ***Respect*** – Board members and staff must conduct public business efficiently, with decorum and with proper attention to the Regional District’s diversity. They must treat each other and others with respect at all times. This means not using derogatory language towards others, respecting the rights of other people, treating people with courtesy and recognizing the different roles others play in local government decision making.

## **2. General Conduct**

- 2.1 Board members and staff must adhere to the key values and provisions of the Code of Conduct.
- 2.2 Board members and staff must comply with all applicable federal, provincial, and local laws in the performance of their public duties. These laws include, but are not limited to:
- *the Constitution Act of Canada*
  - *the Provincial Human Rights Code,*
  - *Declaration on the Rights of Indigenous Peoples Act*
  - *the Criminal Code,*
  - *the Local Government Act,*
  - *the Community Charter,*
  - laws pertaining to financial disclosures and employer responsibilities, and
  - all relevant Regional District bylaws and policies.
- 2.3 Board members and staff have an obligation to consider issues consistently and fairly;
- 2.4 Board members and staff will treat one another and the public with dignity and respect. They must also refrain from abusive conduct, intimidating or demeaning behaviour, or verbal attacks upon the character, professionalism or motives of others;
- 2.5 Board members and staff are obliged to question any request to act or make a decision that they think may be unethical or unlawful;

## **3. Meetings**

Board members and staff shall prepare themselves for meetings, listen courteously and attentively to all discussions before the body, and focus on the business at hand. Cell phones should be turned off during meetings, however, if an urgent matter necessitates that a Director be interrupted during the meeting, the cell phone shall be kept on silent or vibrate.

Board members and staff shall not interrupt other speakers, make personal comments or comments not germane to the business of the body, or otherwise disturb a meeting. Meetings shall provide an environment for transparent and healthy debate on matters requiring deliberation by the Board.



#### **4. Communication and Media Relations**

The Regional Board Chair is the spokesperson for the Regional District on Board matters. The CAO or his/her designate is the spokesperson for the Regional District on administrative and operational matters.

Board members and staff will accurately communicate the decisions of the Board, even if they disagree with the majority decision of the Board. A Director may state that he/she voted against a decision but will refrain from making disparaging comments about other Directors or the Board's decision itself. By doing so will affirm the respect for and integrity of the decision making process of the Regional Board.

#### **5. Use of Social Media**

- 5.1 Board members and staff will use caution in reporting decision-making by way of their social media profiles and websites ensuring that any material they publish is accurate, precise, and communicates the intent of the Board.
- 5.2 Board members and staff will include an "in my opinion" or similar disclaimer, either within the banner of their individual social media site(s) or separately when making follow up posts to the RDBN's social media postings and when creating original posts pertaining to RDBN related business.
- 5.3 Board members and staff will refrain from using or permitting use of their social media accounts for purposes that include generating or recirculating:
  - Defamatory remarks, obscenities, profane language or sexual content;
  - Negative statements disparaging other members of the Board;
  - Negative statements disparaging staff or calling into question the professional capabilities of staff;
  - Content that endorses, promotes, or perpetuates discrimination or mistreatment on the basis of race, religion or belief, age, gender, marital status, national origin, physical or mental disability, or sexual orientation;
  - Statements that indicate an actual attitudinal bias in relation to a matter that is to be the subject of a statutory or other public hearing;
  - Promotion of illegal activity;
  - Information that may compromise the safety or security of the public or public systems.

**6. Conflict of Interest**

- 6.1 Board members and staff are expected to make decisions that benefit the community/region. They are to be free from undue influence and not act or appear to act in order to gain financial or other benefits for themselves, family, friends or business interests;
- 6.2 A conflict exists when an individual is, or could be, influenced or appear to be influenced, by a personal interest, financial (pecuniary) or otherwise, when carrying out their public duty. Personal interest can include direct or indirect pecuniary interest, bias, pre-judgement, closemindedness or undue influence;
- 6.3 Board members and staff must appropriately resolve any conflict or incompatibility between their personal interests and the impartial performance of their public or professional duties in accordance with statutory requirements. When considering whether or not a conflict of interest exists, it is important to consider whether there are any grounds for a reasonable person to think that a conflict exists;
- 6.4 Board and staff members must not use Confidential Information gained through their official position for the purpose of securing a private benefit for themselves or for any other person;

**7. Interactions of Board Members and Staff**

- 7.1 The Regional Board is the governing body of the Regional District of Bulkley-Nechako. It has the responsibility to govern the Regional District in accordance with the *Local Government Act*, *Community Charter*, and other relevant legislation;
- 7.2 The Regional Board of Directors must act in accordance with the Board's Procedure Bylaw and the conduct guidelines outlined in this document;
- 7.3 Board members must not direct or influence, or attempt to direct or influence any staff or advisory body member in the exercise of their duties or functions;
- 7.4 Board members are not to contact or issue instructions to any of the Regional District's contractors, tenderers, consultants or other service providers;
- 7.5 Board members must not make public statements attacking or reflecting negatively on Regional District staff or invoke staff matters for political purposes;
- 7.6 The Chief Administrative Officer is responsible for the efficient and effective operation of the Regional District organization and for ensuring the implementation of the decisions of the Board;
- 7.7 The Regional Board operates under a single employee model. That single employee is the Chief Administrative Officer (CAO). Requests for information from the Board other than over the counter inquiries must be addressed to the CAO who will refer the inquiry to the appropriate staff member to respond;
- 7.8 The Board as a whole, not individual Directors, gives direction to staff through Board resolutions. The Chief Administrative Officer directs administrative staff and

oversees the implementation of those Board resolutions. Accordingly, Directors shall not request staff to undertake work that has not been expressly authorized by the Board. Directors shall submit such requests directly to the Board or, where the Director believes the request is of a minor nature consistent with corporate policies, to the Chief Administrative Officer who shall determine if the request can be accommodated without compromising other Board-approved directives or if the request needs to be referred to the Board for consideration of resource allocation.

## **8. Confidential Information**

- 8.1 Board members shall be aware of their responsibilities under Section 205 of the *Local Government Act* and Section 117 of Division 1 of Part 5 of the *Community Charter* and shall fulfill the requirements of the legislation;
- 8.2 Board members and staff shall not disclose or release to anyone, confidential information acquired by virtue of their office, in either oral or written form except when required by law or authorized by the Board to do so;
- 8.3 Board members and staff shall not disclose the substance of deliberations of an in-camera meeting until the Board approves a resolution to bring formerly confidential information to a meeting that is open to the public or releases the information to the public;
- 8.4 Confidential information includes documents and discussions regarding all matters described under Section 90 of the Community Charter affecting the business affairs of the Region as well as information provided by a third party on a confidential basis. Confidential information also includes, but is not limited to information:
  - 8.5 Disclosed or discussed at an In-Camera or Confidential Meeting of the Board;
  - 8.6 That is circulated to Directors and marked “Confidential”; or
  - 8.7 That is given verbally in confidence in preparation for or following an in-camera meeting.

## **9. Advocacy**

- 9.1 It is recognized that Directors play a dual role of representing the interests of their respective taxpayers, while recognizing the benefits of regional collaboration and cooperation within the democratic process of decision making as a regional entity. All members of the Board shall respect the diverse interests of its citizenry and the role of Directors to balance the views of their respective jurisdictions with that of other jurisdictions. As such, a Director needs to consider all aspects of an issue including applying the Board’s Key Values prior to making decisions that support the Board’s strategic objectives. While it is not anticipated that all decisions will be unanimous, it is recognized that the

decisions of the Board will be the only position portrayed as a corporate decision;

- 9.2 When presenting their individual opinions and positions, Directors shall expressly state that the views are their own and do not represent the views of the Regional District. Directors shall not use Regional District letterhead for personal matters or to convey an opinion on any matter not specifically approved by the Board.

## **10. Implementation**

- 10.1 The Regional District's Code of Conduct is intended to be self-enforcing. Directors and staff should view the Code as a set of guidelines that express collectively the standards of conduct expected of them. It, therefore, becomes most effective when Directors and staff are thoroughly familiar with the Code and embrace its provisions.

For this reason, the Code of Conduct will be provided to candidates for Regional District elections. Persons elected to the Regional District will be requested to sign the Director's Statement affirming they have read and understand the Regional District's Code of Conduct. The Code of Conduct will be reviewed in detail at orientation sessions for new and returning directors following each election or by-election.

## **11. Compliance and Enforcement**

- 12.1 The Regional District's Code of Conduct expresses standards of ethical conduct expected for Board members and staff. They themselves have the primary responsibility to assure that these ethical standards are understood and met, and that the public can continue to have full confidence in the integrity of the governance of the Regional District.

## **12. Review**

- 13.1 This policy shall be brought forward for review at the beginning of each term and at any other time that the Board considers appropriate to ensure that it remains current and continues to accurately reflect the standards of ethical conduct expected of members.



## Regional District of Bulkley-Nechako Committee of the Whole

**To:** Chair and Committee  
**From:** Nellie Davis, Manager of Regional Economic Development  
**Date:** April 6, 2023  
**Subject:** **Accessibility Act Timeline**

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**RECOMMENDATION:** **(all/directors/majority)**

That the Committee direct staff to pursue Joint-Committee establishment with interested partners within the region.

---

### **BACKGROUND**

As per an information memo presented in December, 2022, local governments are required to meet the requirements of the Accessible BC Act by September 2023. The requirements are:

- 1) Establish an Accessibility Committee.  
Committee structure can be determined by the organization but must, to the best extent possible, have at least half of the members be persons with disabilities or who represent disability-serving organizations, and should have Indigenous representation.
- 2) Adopt an Accessibility Plan.  
The organization's Plan should be developed in consultation with the Committee. Like organizations are encouraged to co-create Plans for adoption.
- 3) Have a public tool to receive feedback on Accessibility.

Due to concerns about capacity strain on small community staff and volunteers alike, 'like organizations' are encouraged to develop joint plans to meet the requirements of the Act. Other local governments and public libraries are considered 'like organizations' with the RDBN. Several member municipalities and libraries are interested in pursuing a joint-committee structure to reduce the capacity burden across the region. A sample Terms of Reference (TOR) for a regional committee has been drafted and is attached for your consideration.

If the Committee is supportive, staff propose the following timeline:

- April 11 Continue to request and receive feedback on the Draft TOR and Draft Committee Application from interested partner organizations.
- May 4 Revised Draft TOR and Draft Committee Member Application will be presented to RDBN Committee of the Whole for final review and comment.
- May 8 Provide Draft TOR and Application to partner organizations for review and consideration. Partners can present to their council/boards to determine participation.
- June 9 Final deadline for partner organizations to provide resolutions confirming participation in the joint committee.
- June 22 Final Draft of TOR and Application presented to RDBN Board for approval.
- June 23 Advertising of Committee creation and the application process is undertaken by all partner organizations. Applications for Committee participation are accepted by the RDBN.
- July 28 Final day to receive applications for participation on the joint Committee.
- August 10 Staff from the RDBN and partner organizations provide recommendations for Committee appointments based on applications received. RDBN Board affirms appointments and appoints RDBN representative.
- August 14 Appointed Committee members are contacted and a date for the inaugural meeting date is selected. The feedback mechanism is published live to receive input for the committee's consideration.
- Fall 2023 As the direction of the Committee, work progresses to develop a joint-accessibility plan. Drafts are provided to each partner organization for feedback. The final version of the plan is intended for adoption by all partners before the end of 2023.

## **ATTACHMENTS**

Draft Joint-Committee Terms of Reference

## **Bulkley-Lakes-Nechako Joint Accessibility Advisory Committee Terms of Reference**

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### **1. Mandate**

To advise all participating Councils and Boards in the Regional District of Bulkley-Nechako of the need to establish, develop and maintain equitable policies, services and facilities for persons with disabilities, including, but not limited to: transportation; housing; employment; education; and recreation.

To provide an opportunity for public input on accessibility issues affecting people with disabilities.

To identify barriers to services and facilities encountered by people with disabilities, and partner with local councils and agencies to address them.

To promote initiatives that foster active living, and the “full” participation of people with disabilities in their communities.

### **2. Funding**

The Committee does not have a specific budget. Financial requests must be submitted to the RDBN Board for approval.

As an inter-agency committee, application may be made to each participating local government for funding to sustain the Committee’s activities. The Committee also accepts public donations and seeks various grants.

The Committee also welcomes and appreciates in kind services, input, and expertise from municipal councils, agencies, businesses, and volunteers on an as needed basis.

### **3. Membership**

The Committee will be comprised of at least seven (7), and up to twelve (12) voting members, representing the public, business, and community interests within the RDBN. The Committee will strive to maintain the following membership criteria:

The Chair of the Committee and the alternate shall be a Rural Director of the RDBN appointed by the RDBN Chair.

Fifty percent (50%) of members are persons with a disability, or are individuals who support persons with disabilities either at a personal or organizational level;

At least one (1) Indigenous member; and

Reflect the diversity of persons with disabilities in BC.

Membership from each community represented by the partnering organizations.

Partner organizations can appoint one non-voting staff member to support the work of the Committee within their organization.

To support the facilitation of the Committee, the RDBN commitment is to provide a Staff Liaison, as directed by the Chief Administrative Officer, to act as administrative support for the Committee and provide a Recording Secretary for all meetings.

#### **4. Appointments**

Vacancies for voting members of the Committee will be advertised by the RDBN and the partner community where the vacancy exists; interested individuals shall submit applications to the RDBN.

The RDBN Board shall approve the appointment of the voting members of the Committee. Recommendations for membership will be provided to the Board by staff through consultation with partner community representatives.

The appointment of the non-voting staff member(s) on the Committee will be exempt from regulations, which apply to the appointment of voting members.

The RDBN Staff Liaison on the Committee will be appointed by the Chief Administrative Officer.

#### **5. Voting**

Each representative that is appointed by the RDBN Chair and Board has one vote each.

The Committee's preferred method of decision-making is to reach resolution by consensus however, when consensus cannot be reached, a vote will be conducted, and simple majority will rule.

#### **6. Quorum**

A quorum consists five (5) of the eligible voting members, and the Chair or Vice Chair must be present.

#### **7. Meeting Frequency and Facilitation**

In the first year, the Committee shall meet as necessary to complete the Accessibility Plan and thereafter shall meet quarterly, or at the determination of the Chair.

Meetings will take place at the advertised time at the RDBN Office in Burns Lake. Both in-



person and virtual attendance will be supported.

All meetings will be open to the public to attend.

### **8. Reporting Relationship with Municipal Councils and Organization Boards**

The RDBN Staff Liaison will be responsible for reporting Accessibility Advisory Committee minutes to all partner organizations promptly.

Minutes shall be included for receipt on partner council/board agendas and councils/boards will make individual decisions about action items to bring forward for consideration.

Partner organizations will also apprise the Advisory Committee of any municipal initiatives involving or having impact on people with disabilities via the RDBN Staff Liaison. This information will be provided to the Advisory Committee via meeting agendas.

### **9. Term of Office**

Term of Office is two calendar years. Members may re-apply for seats upon completion of their term.

In a case where a member must vacate a seat before the end of the two-year term, another resident representing the same area can apply for appointment to complete the remaining term.

### **10. Representative Authority**

The Committee does not have the authority to pledge the credit of any partner organization, or to authorize any expenditure to be charged against partner organizations.

The Committee members do not have the authority to speak publicly (e.g. to the media) on behalf of the Committee unless so directed by the Committee Chair.

### **11. Minutes**

Meeting minutes be taken at each meeting.

Minutes will be provided for receipt to all partner organization councils/boards.



## Regional District of Bulkley-Nechako Committee of the Whole

**To:** Chair and Committee  
**From:** Deborah Jones-Middleton, Director of Protective Services  
**Date:** April 6, 2023  
**Subject:** **Regional District of Bulkley-Nechako Hazard, Risk & Vulnerability Analysis Report**

**RECOMMENDATION:** **(all/directors/majority)**

Receive.

### BACKGROUND

The Board approved the use of the Northern Capital & Planning Grant to develop the RDBN Hazard, Risk, & Vulnerability Analysis (HRVA) Report.

The purpose of the project was to take a holistic approach to the hazards, risks, and vulnerabilities within each Electoral Area of the RDBN. The HRVA is a requirement mandated by the *Local Authority Emergency Management Regulations* of the *Emergency Program Act*.

A Project Charter was developed that outlined the requirements of the project which is summarized below.

HRVA Project Status December 31, 2022							
HRVA Advisory Committee Steps	A	B	C	D	E	F	G
HRVA Committee Orientation	✓	✓	✓	✓	✓	✓	✓
Hazard Identification	✓	✓	✓	✓	✓	✓	✓
Understanding Community Resiliency	✓	✓	✓	✓	✓	✓	✓
Hazard Likelihood and Consequence Scoring	✓	✓	✓	✓	✓	✓	✓
Priority Hazards and Risk Reduction Initiatives	✓	✓	✓	✓	✓	✓	✓
Committee Review of Draft HRVA	✓	✓	✓	✓	✓	✓	✓
Presentation of the RDBN HRVA to the Board				!			
Conduct Public Education Campaign							
	✓ Complete	!		In Progress			

Committees were set up for each Electoral Area that invited municipalities, First Nations, provincial agencies, other emergency management partners, and Electoral Area residents to participate, each committee was led by the Electoral Area Director. Each committee member, municipal council, and First Nation council will receive a final Electoral Area HRVA Report and a copy of the final RDBN HRVA Report.

Once the RDBN HRVA Report is received by the Board, staff will:

- Create a work plan to address the Future Risk Reduction Strategies provided by the Committees and outlined in the RDBN HRVA Report.
- Develop a Public Education Campaign to provide information to residents on the identified risks, what risk reduction efforts are happening, and what they can do to reduce the risks for themselves, and their families.
- Staff will review the RDBN HRVA Report annually and amend information based on new and emerging information.

A full review of the HRVA will be conducted every 5 years.

## **ATTACHMENTS**

Regional District of Bulkley-Nechako Hazard, Risk & Vulnerability Analysis Report



**Regional District of Bulkley-Nechako**  
**Hazard, Risk & Vulnerability Analysis Report**  
**April 6, 2023**

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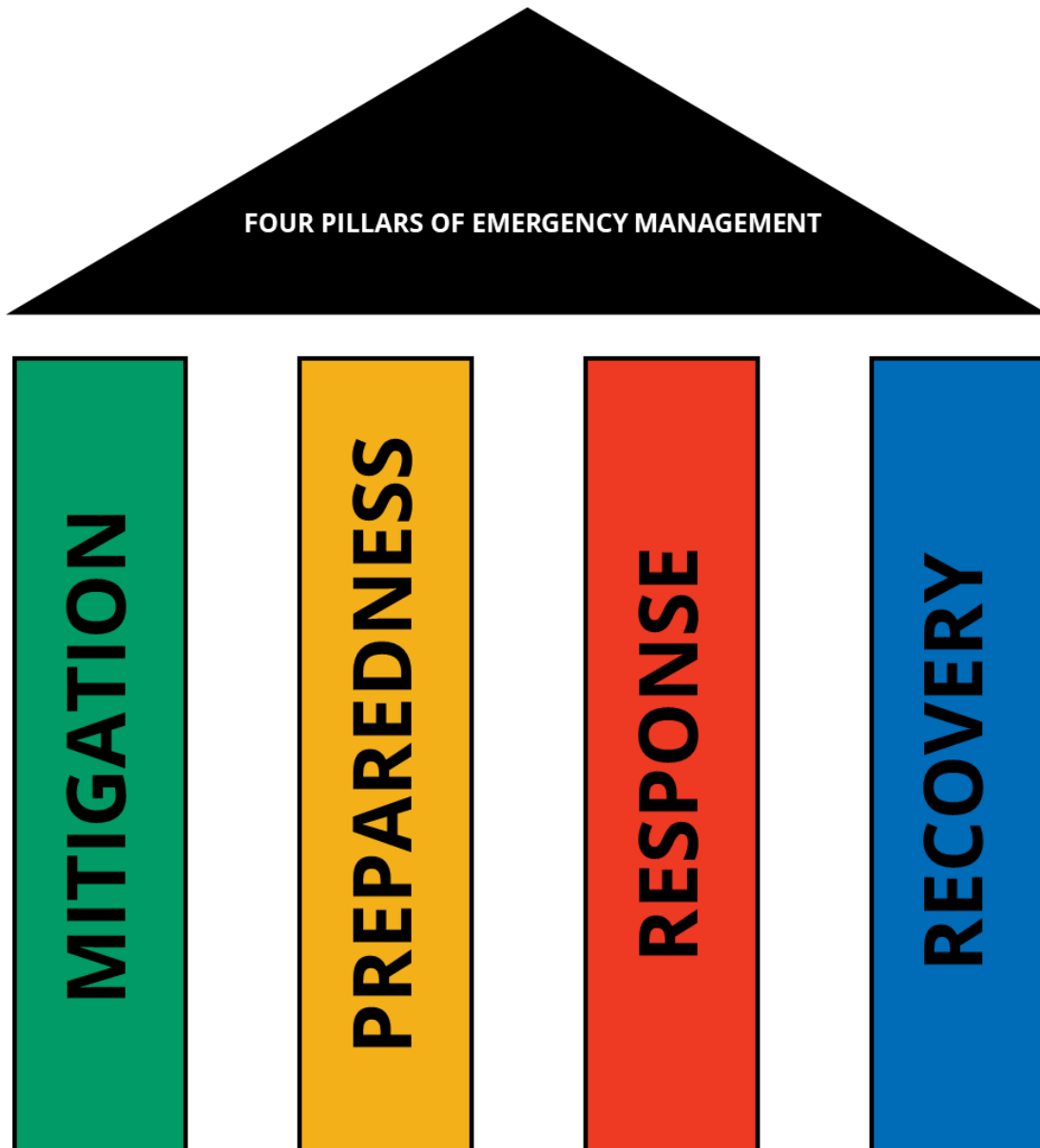
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## Regional District of Bulkley Nechako

### Emergency Management Mission Statement

Building a safer future through effective partnerships with local government, First Nations, emergency services agencies, the private sector, volunteer agencies, and the residents of the Regional District of Bulkley-Nechako to save lives, protect property, and reduce the effects of emergencies through mitigation, preparedness, response, and recovery activities.



## Revision History

Revision #	Date	Summary of Changes	Revised By
00		Initial Document	Deborah Jones-Middleton





## Definitions

Within the Comprehensive Emergency Management Plan there are several acronyms used, below is a list of the acronyms and the definition.

<b>CEMP</b>	Comprehensive Emergency Management Plan
<b>EA</b>	Electoral Area
<b>EPA</b>	<i>Emergency Program Act 1996</i>
<b>HRVA</b>	Hazard, Risk & Vulnerability Analysis
<b>HSAR</b>	Houston Search & Rescue
<b>IR</b>	Indian Reserves
<b>LAEMR</b>	<i>Local Authority Emergency Management Regulation</i>
<b>MOF</b>	Ministry of Forests
<b>MOTI</b>	Ministry of Transportation and Infrastructure
<b>RDBN</b>	Regional District of Bulkley-Nechako
<b>SAR</b>	Search & Rescue



# INTRODUCTION

“In its analysis, an HRVA considers several factors, including the unique geographical area and functions of a community or organization, and any societal, environmental, economic, political, or reputational risks. The results of an HRVA give the emergency management program the information it needs to develop an emergency plan, set priorities for action, and allocate time and resources accordingly.”

*British Columbia Emergency Management System*

## General

The HRVA is a foundational step towards enhancing the RDBN Emergency Management Program. The objectives of this process were to increase regional awareness and resilience to natural, technological, and conflict-related hazards by informing the CEMP. The HRVA will be an appendix of the CEMP and is a living document that guides the RDBN Emergency Management Program.

## Purpose Statement

As environmental and human caused hazards are increasing in scope, intensity, and frequency, the RDBN continues to explore and invest in improvement opportunities to increase the resiliency of the region. The most significant hazards in the RDBN include flooding and wildfire in wildland urban interface areas. Hazards like these expose the region's vulnerabilities and create increasing risks to residents.

The previous HRVAs were conducted in 2005. 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 large-scale emergencies, their consequences, and the stress these events put on the RDBN's limited resources. The review stressed the need for innovative solutions, and engagement of residents in emergency management.

The HRVA supports the development of a collective community understanding of hazards and the development of activities to enhance our regional awareness and resilience. The findings from this analysis will serve as a tool in updating the CEMP and determining the work plan for the Protective Services Department.

## Scope

The scope of the HRVA covers the geographic area of the RDBN. The Committees reviewed all 57 categorized natural, human-caused, disease, epidemic, pest infestation, and



conflict-related hazards that could potentially disrupt the RDBN and require a disaster response. The Committees also received information on each of the hazards that had historically impacted the RDBN.

## Out of Scope

While the HRVA did not assess the risk or impacts within the boundaries of member municipalities and First Nations located within the geographical area of the RDBN, the Committee recognized that hazards occur across jurisdictional boundaries. The HRVA did not assess hazards on an individual property basis and climate change modelling was not in the scope of this project.

## Authority

The HRVA is a requirement mandated by the *LAEMR* of the *EPA*. Section 6(2) of the *EPA* 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 *LAEMR*, “The 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”.

## Committees

The RDBN HRVA was conducted by a Committee for each EA. The EA Committees invited representatives from the municipalities, First Nations, local community members, provincial agencies, local response groups, and was led by the Electoral Area Director.

The Regional District of Bulkley-Nechako appreciates the time and commitment invested into the program by the members of each EA Committee and their contributions to the HRVA for the EA and the RDBN as a whole.



# HAZARD IDENTIFICATION

“A hazard is a process, phenomenon or human activity that may cause loss of life, injury or other health impacts, property damage, social and economic disruption, or environmental degradation. Hazards may be natural, anthropogenic or socionatural in origin.”

*United Nations Office for Disaster Risk Reduction*

## Geographic Setting

The RDBN is in central British Columbia and covers 77,987 square kilometres. The western boundary of the RDBN is located approximately two kilometres east of Telkwa High Road junction and 2 kilometres west of River Road junction. The eastern boundary is about 500 metres east of Lloyd Drive and 1.3 kilometres west of Bobtail Forest Service Road. The northern boundary runs along the 56<sup>th</sup> parallel North of Takla Lake and the southern boundary runs along the 53<sup>rd</sup> parallel within the northern portion of Tweedsmuir Park.

The RDBN spans the traditional territories of many First Nations, including the Dakelh, Nedut'en, Tse'khene and Wet'suwet'en peoples.

The map below identifies each EA and municipality, and the First Nations in the geographic area of the RDBN.



Below is a high-level description of each EA, identifying the differences in size, incorporated and unincorporated communities, and First Nation IR's.

### **Electoral Area A (Smithers/Telkwa Rural)**

EA A covers 3,677 square kilometres and has Hudson Bay Mountain to the west, the Babine Mountain range to the east and Telkwa Range to the South. The Bulkley River transects a portion of the Bulkley Valley.

Some of the unincorporated communities in EA A are Driftwood Creek, Glentanna, Evelyn, Quick, Hudson Bay Mountain Ski Community, the area surrounding the Village of Telkwa and the Town of Smithers, and many small neighbourhoods.

The geographic area of the EA includes the Town of Smithers, located halfway between the cities of Prince Rupert and Prince George along Highway 16 and the Village of Telkwa, also located in the Bulkley Valley between the District of Houston and the Town of Smithers.

EA A is situated within the Yintah (land) of the traditional territory of the Wet'suwet'en, home to the Gitdumden (Wolf/Bear) and Laksilyu (Small Frog) Clan's people.

### **Electoral Area B (Burns Lake Rural)**

EA B covers 3,905 square kilometres and boasts 4,828 kilometres of lake shoreline, Boer Mountain Bike Park, and the Omineca Ski Club.

The unincorporated communities in EA B include Decker Lake, Donald Landing, Palling, Rose Lake, Sheraton, Tintagel, Pendleton Bay, and Forestdale.

The geographic area of the EA includes the Village of Burns Lake, located in the heart of the Lakes District on Highway 16 between the Village of Fraser Lake and the District of Houston. The Village of Burns Lake serves as the supply centre for approximately 7,000 residents from the surrounding areas.

The main IR communities for Wet'suwet'en First Nation, Lake Babine Nation, and Ts'il Kaz Koh are within the geographic boundaries of EA B:

- Palling 1 (Wet'suwet'en First Nation) – located west of Burns Lake along Highway 16.
- Woyenne 27 (Lake Babine Nation) – located adjacent to, and to the north of, the Village of Burns Lake.
- Burns Lake 18 (Ts'il Kaz Koh) – located adjacent to, and to the south and west of, the Village of Burns Lake.

### **Electoral Area C (Fort St. James Rural)**

The EA C is the largest EA spanning 27,184 square kilometres, it is the gateway to a chain of rivers and lakes that traverse 400 kilometres of central British Columbia.

Some of the unincorporated areas in EA C are Manson Creek, Germansen Landing, Leo Creek, Tachie, Nancut, Pinchie, Takla Landing, Old Hogem, and Trembleur.

The geographic area of the EA includes the District of Fort St. James, located on the eastern end of Stuart Lake approximately 61 kilometers north of the District of Vanderhoof. The



District of Fort St. James serves as the main supply centre for approximately 4,500 people living in the EA.

The main IR communities for Nak'azdli Whut'en, Binche Whut'en, Tl'azt'en Nation, Yekooche First Nation, and Takla Nation are within the geographic boundary of EA C:

- Nak'azdli (Nak'azdli Whut'en) – located adjacent to Fort St. James at the southeast end of Stuart Lake.
- Binche 2 (Binche Whut'en) – located north of Fort St. James on the western shore of Stuart Lake.
- Tache 1 (Tl'azt'en Nation) – located north of Fort. St James where the Tachie River meets Stuart Lake.
- Ye Koo Che 3 (Yekooche First Nation) – located on south shore of Stuart Lake at Nancut Creek.
- North Takla Lake 7 (Takla Nation) – located at Takla Landing on the east shore of Takla Lake.

### **Electoral Area D (Fraser Lake Rural)**

EA D covers 4,781 square kilometres with 170 lakes within a 100 kilometre radius.

The unincorporated communities in the EA include Fort Fraser, Endako, and East Francois Lake or Glenannan.

The geographic area of the EA includes the Village of Fraser Lake, with a population of 965, located near the centre of Fraser Lake on Highway 16 between the District of Vanderhoof and the Village of Burns Lake. The West Fraser Timber Company operates the Fraser Lake Sawmill. Endako mine is currently in Care & Maintenance mode, however Centerra Gold is expected to re-evaluate the status of the mine as market conditions warrant.

The main IR communities for Nadleh Whut'en and Stellat'en First Nation are within the geographic boundary of EA D:

- Nautley 1 (Nadleh Whut'en) – located at the east end of Fraser Lake.
- Stellaquo 1 (Stellat'en First Nation) – located at the west end of Fraser Lake.

### **Electoral Area E (Francois/ Ootsa Lake Rural)**

EA E encompasses 17,745 square kilometres and is the only EA that does not have a municipality within the geographic boundaries of the EA. A large portion of this vast area is remote with limited or no access. There are multiple provincial parks and protected areas in the EA and the Nechako Reservoir, which is managed by Rio Tinto Mining Corporation.

The unincorporated communities within the EA are Tchesinkut Lake, Francois Lake, Southbank, Colleymount, Clemretta, Noralee, Grassy Plains, Danskin, Uncha Lake, Takysie Lake, Tatalrose, Wistaria, Streatham, Ootsa Lake, Cheslatta, and Marilla.

The main IR communities for Cheslatta Carrier Nation, Nee-Tahi-Buhn, and Skin Tyee are within the geographic boundary of EA E:

- Cheslatta 1 (Cheslatta Carrier Nation) – located south of Francoise Lake.



- Uncha Lake 13A (Nee-Tahi-Buhn) – located on the north shore of Uncha Lake near the west end.
- Skins Lake 16B (Skin Tye) – located on the northwest shore of Uncha Lake.

### **Electoral Area F (Vanderhoof Rural)**

EA F spans 5,617 square kilometres with terrain dominated by rolling hills covered with pine and spruce forests and agricultural lands. Although considered 'flat', the area also has some interesting topography including steep rocky bluffs, waterfalls, and mountains. The area is also rich with lakes and rivers that abound with sport fish and other wildlife.

The unincorporated communities within the EA are Engen and Cluculz Lake.

The geographic area of the EA includes the District of Vanderhoof, located at the geographic centre of B.C. and various levels of Federal and Provincial agencies such as:

- Canada Employment.
- BC Wildfire Service.
- Ministry of Forests.
- Ministry of Agriculture.
- Northern Health.

The main IR community for Saik'uz First Nation is within EA F's boundaries:

Stony Creek 1 – located south of Vanderhoof between Nulki and Tachik Lakes.

### **Electoral Area G (Houston/Granisle Rural)**

EA G covers 15,091 square kilometres of wilderness and natural landscapes, including provincial parks around the Morice Lakes and large rivers like the Morice and Bulkley. Huckleberry Mine, started operations in 1997 as an open pit copper mine, the mine operations ceased in August 2016 and remains on care and maintenance status.

The unincorporated communities of Perow, Kuldo, Smithers Landing, Topley, Topley Landing, and Buck Flats are within the EA.

The geographic area of the EA includes the Village of Granisle, located on the shores of Babine Lake, and the District of Houston, located along Highway 16 between the Villages of Burns Lake and Telkwa.

EA G has several populated IR communities that are part of Lake Babine Nation:

- Babine 16 (Fort Babine) – located at the north end of Babine Lake.
- Nedoats 11 (Old Fort) – located on the northerly shore of Babine Lake at Old Fort.
- Babine 25 (Tachet) – located near Topley Landing on the west shore of Babine Lake.



## Population

The total population of the geographic region is 38,630 according to Statistics Canada 2021 Census. The following breakdown includes the EA, municipalities, and First Nations populations within the geographic area of each EA.

Regional Population		
<b>Electoral Area A (Smithers/Telkwa Rural)</b>		
Rural	5,587	
Town of Smithers	5,378	
Village of Telkwa	1,474	
<b>Total EA A (Smithers/Telkwa Rural)</b>		<b>12,439</b>
<b>Electoral Area B (Burns Lake Rural)</b>		
Rural	1706	
Village of Burns Lake	1659	
Wet'suwet'en First Nation	248	
Ts'il Kaz Koh (Burns Lake Band)	183	
Lake Babine Nation Woyenne reserve	603	
<b>Total EA B (Burns Lake Rural)</b>		<b>4399</b>
<b>Electoral Area C (Fort St. James Rural)</b>		
Rural	1266	
District of Fort St. James	1386	
Tl'azt'en Nation	449	
Binche Whut'en	80	
Nak'azdli Whut'en	701	
Takla Lake Nation	213	
Yekooche First Nation	92	
<b>Total EA C (Fort St. James Rural)</b>		<b>4187</b>
<b>Electoral Area D (Fraser Lake Rural)</b>		
Rural	1607	
Village of Fraser Lake	965	
Nadleh Whuten Band	253	
Stellat'en First Nation	211	
<b>Total EA D (Fraser Lake Rural)</b>		<b>3036</b>
<b>Electoral Area E (Francois/Ootsa Lake Rural)</b>		
Rural	1512	
Cheslatta Carrier Nation	151	
Nee-Tahi-Buhn Band	35	
Skin Tyee Band	52	
<b>Total EA E (Francois/Ootsa Lake Rural)</b>		<b>1750</b>
<b>Electoral Area F (Vanderhoof Rural)</b>		
Rural	3517	
District of Vanderhoof	4346	
Saik'uz First Nation	331	
<b>Total EA F (Vanderhoof Rural)</b>		<b>8194</b>
<b>Electoral Area G (Houston/Granisle Rural)</b>		
Rural	836	
District of Houston	3052	
Village of Granisle	337	
Lake Babine Nation Babine reserve	200	
Lake Babine Nation Tachet reserve	200	
<b>Total EA G (Houston/Granisle Rural)</b>		<b>4625</b>
<b>Total regional population</b>		<b>38,630</b>





## Hazard Identification

Each EA Committee reviewed the information on 57 hazards and determined what hazards they would score the likelihood and consequences on as follows:

Number of Hazards Reviewed by EA	
Total EA A (Smithers/Telkwa Rural)	37
Total EA B (Burns Lake Rural)	36
Total EA C (Fort St. James Rural)	39
Total EA D (Fraser Lake Rural)	42
Total EA E (Francois/Ootsa Rural)	38
Total EA F (Vanderhoof Rural)	42
Total EA G (Houston/Granisle Rural)	37

Additional hazards considered outside of the 57 hazards, were deforestation in EA F, mass casualty and missing persons in EA C.

The hazards that were not considered by any of the committees were:

- Coastal Flooding.
- Liquefaction.
- Nuclear Incident.
- Seiche.
- Space Debris.
- Storm Water Flooding (urban, local, pluvial).
- Submarine Slides.
- Tsunami.
- Volcanic Flow.

Each committee member was asked to score the likelihood of a hazard occurring as follows:

- Rare.
- Unlikely.
- Probable.
- Likely.
- Almost Certain.




















































Each committee member was also asked to score the potential consequence of a hazard using low, medium, high, or extreme for each of the following categories as follows:

- Fatalities.
- Injury/Illness.
- Displacement.
- Property Damage.
- Support System Impact.
- Cultural Impact.
- Critical Infrastructure.
- Environmental.
- Economic.
- Reputational.
- Psychosocial.

To best reflect the results for each hazard, the likelihood scores were accumulated, and the mean was determined. Finally, the consequence scores were accumulated, and the average was determined. The table below shows the identified hazards in order of the consequence scoring for each EA. Each EA's hazard likelihood and consequence scores were then accumulated by hazard, and the outcome for the RDBN was determined in the same way.

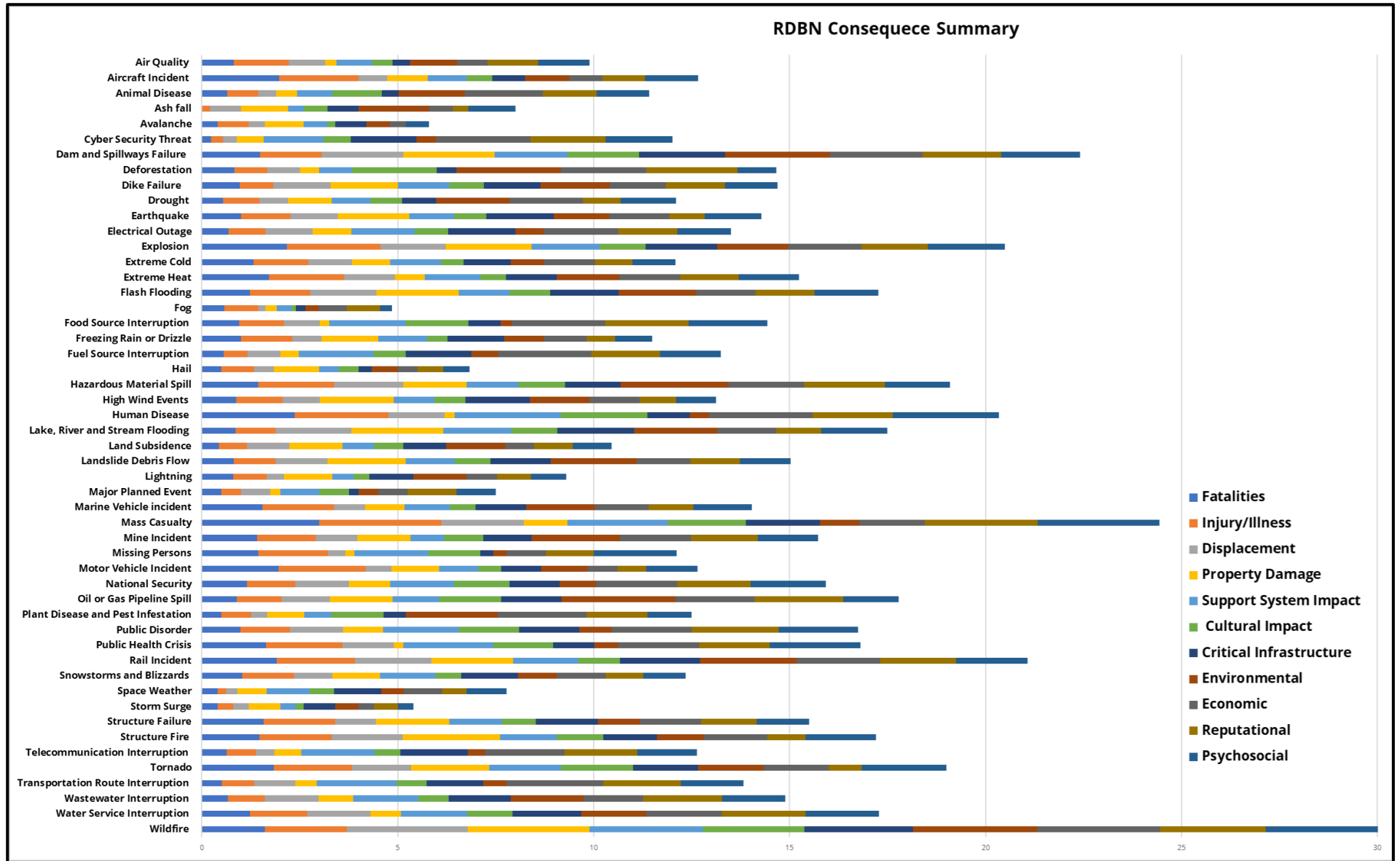


## Hazard Summary

Hazard Name	Current Likelihood	Current Consequence	Future Likelihood
 Wildfire	D - Likely	30	D - Likely
 Mass Casualty	A - Rare	24	A - Rare
 Dam and Spillways Failure	B - Unlikely	22	B - Unlikely
 Rail Incident	C - Probable	21	D - Likely
 Explosions	B - Unlikely	20	B - Unlikely
 Hurricane, Typhoon, Highwind Event	D - Likely	20	D - Likely
 Hazardous Material Spill	C - Probable	19	D - Likely
 Tornado	A - Rare	19	A - Rare
 Oil or Gas Pipeline Spill	C - Probable	18	C - Probable
 Lake, River, and Stream Flooding	D - Likely	17	D - Likely
 Water Service Interruption	C - Probable	17	C - Probable
 Flash Flooding	B - Unlikely	17	B - Unlikely
 Structure Fire	D - Likely	17	D - Likely
 Public Health Crisis	C - Probable	17	D - Likely
 Public Disturbance	C - Probable	17	D - Likely
 National Security Threat	C - Probable	16	C - Probable
 Mine Incident	B - Unlikely	16	B - Unlikely
 Structure Failure	B - Unlikely	15	C - Probable
 Extreme Heat	D - Likely	15	D - Likely
 Landslide, Debris Flow	C - Probable	15	C - Probable
 Wastewater Interruption	B - Unlikely	15	C - Probable
 Dike Failure	B - Unlikely	15	B - Unlikely
 Deforestation	B - Unlikely	15	B - Unlikely
 Food Source Interruption	C - Probable	14	C - Probable
 Earthquake	B - Unlikely	14	B - Unlikely
 Marine Vehicle Incident	C - Probable	14	C - Probable
 Transportation Route Interruption	C - Probable	14	C - Probable
 Electrical Outage	D - Likely	13	E - Almost Certain
 Fuel Source Interruption	C - Probable	13	C - Probable
 Human Disease	D - Likely	13	D - Likely
 Aircraft Incident	B - Unlikely	13	C - Probable
 Motor Vehicle Incident	D - Likely	13	D - Likely
 Telecommunications Interruption	D - Likely	13	D - Likely
 Plant Disease and Pest Infestation	C - Probable	12	D - Likely
 Snowstorms and Blizzards	E - Almost Certain	12	E - Almost Certain
 Missing Persons	B - Unlikely	12	B - Unlikely
 Drought	C - Probable	12	D - Likely
 Extreme Cold	D - Likely	12	D - Likely
 Cyber Security Threat	C - Probable	12	D - Likely
 Freezing Rain or Drizzle	D - Likely	11	D - Likely
 Animal Disease	C - Probable	11	C - Probable
 Land Subsidence and Sinkholes	B - Unlikely	10	B - Unlikely
 Air Quality	D - Likely	10	D - Likely
 Lightning	E - Almost Certain	9	E - Almost Certain
 Ash Fall	B - Unlikely	8	B - Unlikely
 Space Weather	B - Unlikely	8	B - Unlikely
 Major Planned Event	B - Unlikely	8	B - Unlikely
 Hail	B - Unlikely	7	B - Unlikely
 Avalanche	A - Rare	6	B - Unlikely
 Storm Surge	A - Rare	5	A - Rare
 Fog	C - Probable	5	D - Likely

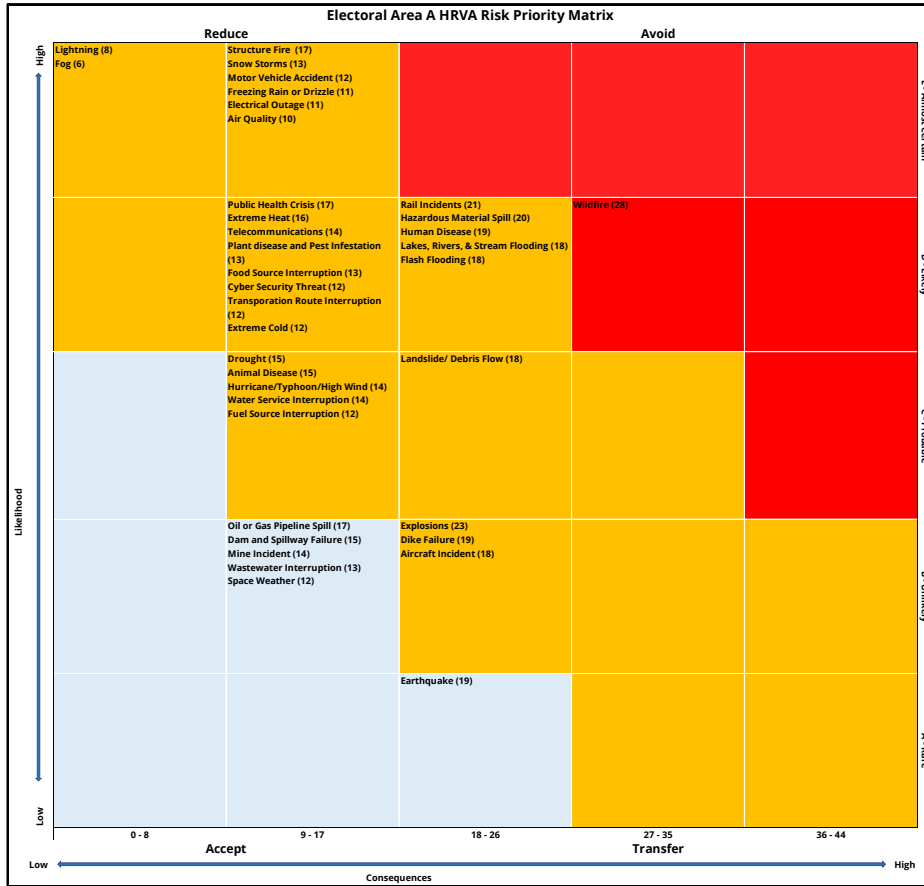


## Consequence Summary

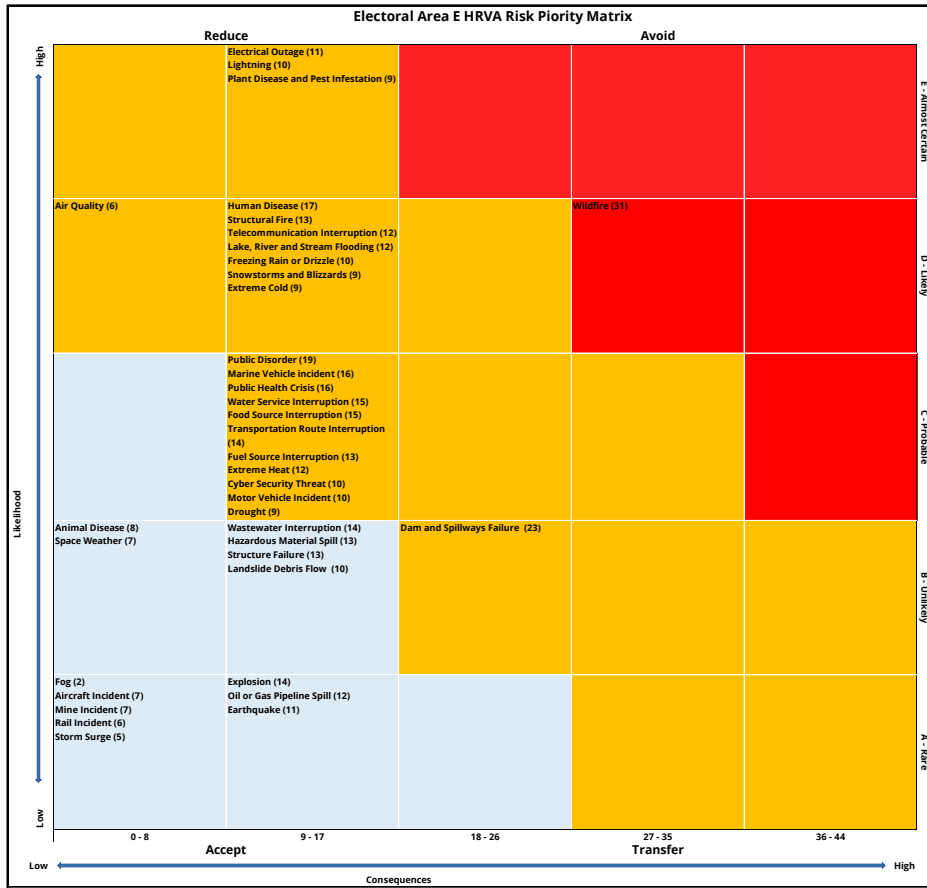


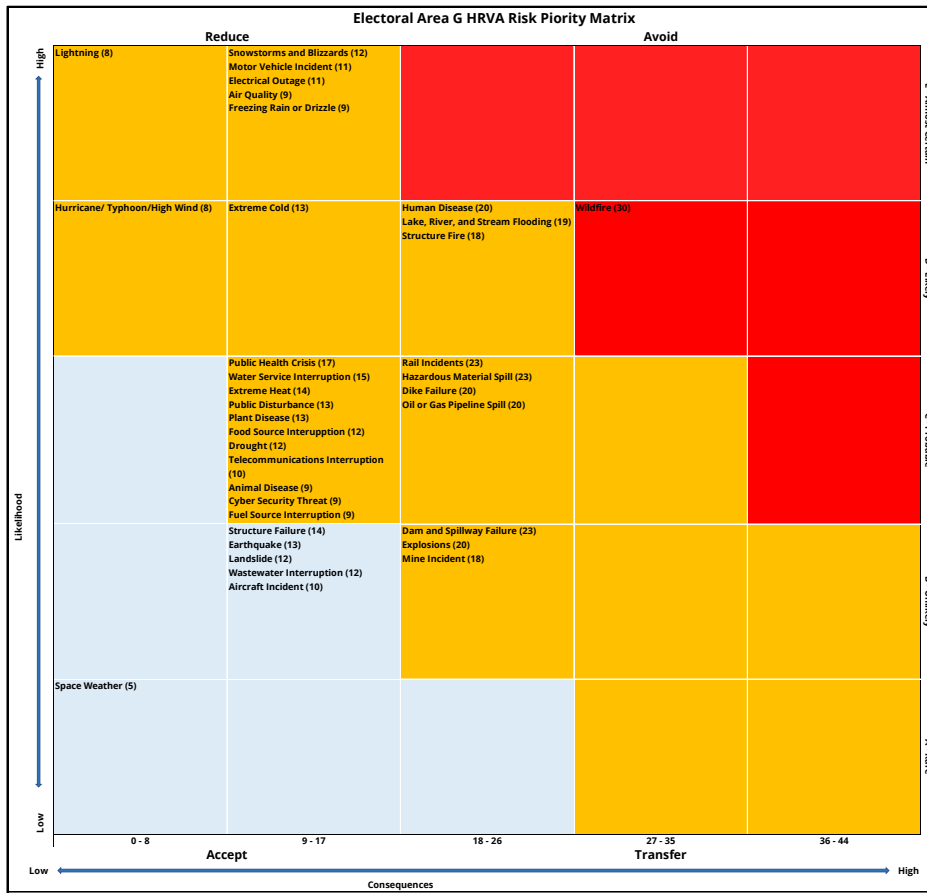
## Risk Priority Matrix for each Electoral Area

The following graphs reflect the results of the likelihood and consequence scoring by the committee for each EA.













# RISK REDUCTION STRATEGIES

"We cannot stop natural disasters but we can arm ourselves with knowledge: so many lives wouldn't have to be lost if there was enough disaster preparedness."

*Petra Nemcova, Advocate for UNDRR*

## Existing Risk Reduction Measures

With the identification of the hazards and risks, the Committee considered the existing Risk Reduction Measures and provided feedback on potential Risk Reduction Measures. The following section lists the known Risk Reduction Measures, resources, and community emergency planning documents that are available in the region and at the community level. Efforts to build resiliency and recovery capacity are most effective when undertaken at the regional and community level.

Below is information that provides a snapshot of the existing strategies under the following categories:

- Emergency Response.
- Programs, Services, and Education.
- Social and Non- Structural Mitigation.
- Environmental Mitigation.
- Economic Mitigation.
- Structural Mitigation.

## Emergency Response

Strategies for increasing response capacity and coordination:

### Regional Strategies

#### Oil and Gas Pipeline Spill

- PNG Pipeline has a strong emergency and safety program, including a [Transmission Pipeline Emergency Response Plan](#).

#### Rail Disaster

- CN First Responder Training and Resources - [Transportation Community Awareness and Emergency Response](#).



## Response Preparedness

- Regional District of Bulkley-Nechako Emergency Preparedness Plan 2003 updated in 2011. This plan is being replaced by a Comprehensive Emergency Management Plan, with the following addendums approved by the Regional Board of Directors:
  - Livestock Evacuation Plan 2020.
  - Crisis Communication Plan 2021.
  - Pandemic Response 2020.
  - Evacuation Route Planning 2022.
  - RDBN Business Continuity Plan 2021.
  - Farmed Animal Mass Carcass Disposal Emergency Plan 2010.
  - Regional Emergency Support Services (ESS) Plan.
- Annual Partners of Emergency Preparedness meeting inviting municipal, First Nation, Provincial, and volunteer program partners from across the geographic area of the RDBN.
- Annual Network for Emergency Support Services Teams Conference.
- Bulkley Nechako Emergency & Public Alerts, powered by Voyent Alert! – ongoing training and inclusion of Indigenous community partners.
- Monthly and semi-annual Regional Emergency Support Services (ESS) meetings.

## Electoral Area Strategies

### Airport Safety Plan

- The Smithers Regional Airport is mandated in accordance with Transport Canada Aerodrome Standards & Recommended Practices TP312E to maintain and update an Emergency Response Plan for the airport grounds, operations, and air space under their jurisdiction.

### Local Authority and First Nations Response Preparedness

- Town of Smithers Emergency Preparedness Plan
- Village of Burns Lake Emergency Response Plan.
- Lake Babine Nation Community Emergency Preparedness Plan.
- District of Fort St. James Emergency Management Program Municipality Emergency Plan.
- Takla Nation Emergency Plan.
- Nak'azdli Indian Band Emergency Plan.
- Tl'azt'en First Nations Emergency Plan.
- Yekooche First Nation Emergency Plan.
- Village of Fraser Lake Emergency Plan.
- Binche Whut'en First Nation Emergency Plan.
- Village of Fraser Lake Emergency Preparedness Plan.
- Stellat'en Emergency Plan.
- Nadleh Whut'en Emergency Plan.
- Chinook Emergency Response Society.
- District of Vanderhoof Emergency Plan.
- District of Houston Emergency Response Plan.



- Village of Granisle Emergency Preparedness Plan.

## Programs, Services, and Education

Strategies for enhancing public awareness and capabilities of response personnel.

### Regional Strategies

- Public awareness for Emergency Preparedness on [Facebook](#) and the [RDBN Website](#).
- [RDBN FireSmart Program](#) - FireSmart is a federal, provincial, and community-based program that encourages the public to take simple, scientifically proven steps to increase wildfire resiliency.

### Electoral Area Strategies

- [Neighbourhood Emergency Preparedness Program \(NEPP\) for Area A](#) residents 2022 pilot project– program designed to build neighbourhood level resiliency.

## Social and Non- Structural Mitigation

Plans, bylaws, regional strategies for encouraging safer, more sustainable communities which includes developing land-use policies and official community plans that integrate the HRVA lens to reduce risks and improve public safety.

### Regional Strategies

- [Regional Adaptation Strategies: Bulkley-Nechako & Fraser-Fort George](#).
- [RDBN Food and Agriculture Plan 2020](#).
- [RDBN Housing Needs Assessment 2021](#).

### Electoral Area Strategies

- RDBN [Smithers Telkwa Official Community Plan](#) .
- Smithers [Official Community Plan 2010](#) includes flood and environmental development permit areas.
- Telkwa [Official Community Plan 2011](#).
- [Village of Telkwa Housing Needs Assessment 2020](#).
- [Town of Smithers Housing needs Assessment 2020](#).
- Smithers [Age Friendly Assessment and Action Plan 2016](#).
- [Village of Telkwa Integrated Community Sustainability Plan](#) .
- [Burns Lake Official Community Plan 2021](#).
- [RDBN Burns Lake Rural and Francois Lake \(North Shore\) Official Community Plan](#).
- [RDBN Fort St James Rural Official Community Plan – Under Review](#).
- [Fort St James Official Community Plan 2010](#).
- Takla Lake Community Plan.
- Yekooche First Nations Physical Development Plan and Yekooche Community Transformation Plan.
- [Tl'azt'en Nation Comprehensive Community Plan in progress \(2021- current\)](#).
- [Nak'azdli Community Plan](#).



- [RDBN Area D: Endako, Fort Fraser, Fraser Lake Rural Official Community Plan.](#)
- [Fraser Lake Official Community Plan 2010.](#)
- [Fraser Lake Age-Friendly Action Plan 2019.](#)
- [Regional District of Bulkley-Nechako Electoral Area E - Francois/Ootsa Lake Rural Electoral Areas Housing Needs Report.](#)
- [Cheslatta Carrier Nation Comprehensive Community Plan March 2017.](#)
- [RDBN Southside Rural Community Plan Resource Document \(Electoral Area E\).](#)
- [Lakes District Aboriginal Community Resource Guide – A tool for collaborative planning in patient care – Jan 2019.](#)
- [RDBN Housing Needs Assessment 2021.](#)
- [RDBN Vanderhoof Rural Official Community Plan.](#)
- [Vanderhoof Official Community Plan 2020.](#)
- [Saik'uz Comprehensive Community Plan.](#)
- [District of Vanderhoof Housing Needs Assessment 2020.](#)
- [RDBN, Houston, Topley, Granisle Rural Official Community Plan 2011.](#)
- [Houston Official Community Plan 2019.](#)
- [Granisle Official Community Plan 2019.](#)

## Environmental and Structural Mitigation

Strategies for repairing or preventing further damage to the environment, infrastructure, and homes.

### Regional Strategies

#### Flooding

- [RDBN Floodplain Management Bylaw No. 1878, 2020.](#)
- [Ministry of Environment Floodplain Mapping.](#)
- Sandbags, located at the Smithers/Telkwa Transfer Station
- Stormwater mitigation features in municipalities and in the region with MOTI, e.g., storm sewers, culverts, ditches, overland flow on roadways, and streams.

#### Geotechnical

- [Geotechnical Report Guidelines RDBN brochure.](#)

#### Plant Infestations

- [Northwest Invasive Plant Council Landowner Weed Removal Rebate.](#) Annual Rebate program for 50% up to \$500 for certified removal of invasive plants on private land.

#### Wildfire

- [Crown Land Wildfire Risk Reduction.](#)

### Electoral Area Strategies

#### Air Quality

- [Bulkley Valley Lakes District \(BVLVD\) airshed management plan.](#)
- [Town of Smithers and the Bulkley Valley Woodstove Exchange.](#)
- [Towards a Healthy Nechako: Nechako Watershed Strategy – Version 1](#)



- [Vanderhoof Woodstove Exchange Program.](#)
- [Village of Granisle Open Air Burning Regulations Bylaw 2019.](#)
- [Village of Granisle Outdoor Solid Fuel Bylaw 2008.](#)

### Climate Change

- Takla Lake First Nations Climate Change Vulnerability & Risk Assessment.

### Drought

- [Town of Smithers Bylaw No. 1811 - Water Restriction.](#)
- [Village of Telkwa Water conservation plan policy and bylaw.](#)
- [District of Houston Bylaw No. 1064 - Water Restriction.](#)

### Flooding

- [RDBN Ebenezer Flats Flood Mitigation Study 2019.](#)
- Village of Telkwa dike management and planning.
- [Village of Telkwa Floodplain Management Bylaw 2020.](#)
- Sandbags, located at the Smithers Fire Hall.
- Ministry of Environment [Flood Plain mapping](#) along the Stewart River and Lake at Fort St. James.
- 2021 Flood Prediction Enhancement – Emergency Management BC, Water Stewardship BC and Tl'azt'en Nation Emergency Management. A new river level monitoring gauge was installed at the Tachie River Boat Launch and calibrated with the Stuart River water level and flow gauge.
- [Nechako Reservoir Dam Emergency Plan \(DEP\) Nov 2020.](#)
- [Nechako Reservoir Dam Inundation Maps.](#)
- Ministry of Environment Flood Plain mapping along the Nechako River.
- District of Vanderhoof Flood Plain Management Bylaw no. 1174, 2017.
- [District of Houston Floodplain mapping.](#)

### Land Slides and Erosion

- [Alluvial Fan Study \(Lake Kathlyn Area, Smithers\).](#)
- [Geotechnical Assessment Potential Terrain Hazards \(Slope Stability\) Lower Viewmount Road Area 2006.](#)
- [Ebenezer Flats/Kidd Road Erosion Protection Study.](#)

### Mining Studies

- Huckleberry Mine tailings storage facilities [Emergency Preparedness and Response plan](#) Extracted from: [Operation, Maintenance and Surveillance Manual; Section 9 Prepared by BGC, June 31, 2013.](#)

### Oil and Gas Pipeline Spill

- PNG Pipeline has a strong emergency and safety program, including a [Transmission Pipeline Emergency Response Plan.](#)
- Coastal GasLink [Comprehensive Emergency Response Plan.](#)

### Plant Infestations

- [Seymour Lake Conservation Society](#)
- [Lake Kathlyn Aquatic Weed Harvesting - Lake Kathlyn Protection Society.](#)



- [Lake Kathlyn Management Plan Rough Draft #1](#)

### Rural Fire Protection

- Annual RDBN Rural Fire Chiefs Meeting.
- Training, administrative support and funding to four rural fire departments through the RDBN Regional Fire Chief.
- Agreements with the (see Appendix A for mapping of each services area):
  - Town of Smithers to provide Fire Protection to a specified area of EA A.
  - Village of Telkwa to provide Fire Protection to a specified area of EA A.
  - Village of Burns Lake to provide Fire Protection to a specified area of EA B.
  - Topley Volunteer Fire Department to provide Fire Protection to a specified area of EA B and EA G.
  - District of Fort St. James to provide Fire Protection to two specified areas of EA C.
  - Fort Fraser Volunteer Fire Department to provide Fire Protection to a specified area of Electoral Area D.
  - Southside Volunteer Fire Department to provide Fire Protection to a specified area of EA E.
  - District of Vanderhoof to provide Fire Protection to a specified area of EA F.
  - District of Houston to provide Fire Protection to a specified area of EA G.

### Water

- [Assessment of the Vanderhoof South Drinking Water Supply: Source Water Characteristics 2005](#)
- Lake Kathlyn Water Quality

### Wildfire

- [Smithers Wildfire Protection Plan 2012.](#)
- Telkwa Community Wildfire Protection Plan 2008.
- [Skeena Approved Wildfire Risk Reduction Projects.](#)
- [Village of Burns Lake Community Wildfire Protection Plan.](#)
- [Houston Wildfire Protection Plan](#) 2018.
- [Village of Granisle Community Wildfire Protection Plan](#) 2017.
- District of Fort St James Community Wildfire Protection Plan 2013.
- Village of Fraser Lake Community Wildfire Protection Plan 2013.
- [Trial by Fire: Nadleh Whut'en and the Shovel Lake Fire, 2018.](#)
- [Shovel Lake Wildfire Ecosystem Restoration Plan 2019.](#)
- [Community voices as agents of change: 2018 wildfire experiences in the southside. By Susan Miller, UNBC May 2021.](#)
- [Wildfire Risk Reduction Danskin and Southbank.](#)
- Saik'uz Community Wildfire Protection Plan.
- Vanderhoof Community Forest Wildfire Risk Management Plan 2018.



## Economic Mitigation

### Regional Strategies

- [Connecting Consumers and Producers](#) is a marketing project that promotes local food producers and provides resources to consumers that support eating locally produced food all year round. The program has an online directory and funding available for local food events in the region.
- [NDIT Business Façade Improvement Program](#).
- Regional Connectivity Service Establishment - RDBN is pursuing partnerships to ensure that all residents have access to high-speed internet and cellular connectivity through the Connectivity Strategy.
- RDBN Regional Economic Development Plan 2022 – 2024 includes 4 goals:
  - Improve or develop critical infrastructure to support economic and social development.
  - Support stability and growth in the Agriculture Sector and for Small Business.
  - Increase and streamline communication and partnerships within and outside the region.
  - Develop and market the incredible built and natural amenities in the region.



## Future Risk Reduction Strategy Suggestions

The Committee was asked to consider other possible Risk Reduction Strategies that would support efforts to build resiliency. The following suggestions were provided:

Risk Reduction Measure Ideas		
Description	Hazard(s)	Potential RDBN Partners
<p>Partner with local airshed management groups and the provincial government to improve on air quality and reduce anthropogenic air quality episode events such as from dust and smoke. This could include:</p> <ul style="list-style-type: none"> <li>➤ Educational assistance (“Burn it Smart” seminars).</li> <li>➤ Financial and/or in-kind support for local air quality monitoring where it does not exist.</li> <li>➤ Ask Board to lobby Northern Health for air quality resources and education.</li> </ul>	Air quality	BC MOE, BVAMS, RDBN, Northern Health
Develop strategies/partnerships to reduce slash burn piles – bio energy or secondary products.	Air quality	Provincial Agencies
Maintain and expand (with potential additional partners and stakeholders) the Electoral Area A HRVA Committee to assist with communications, coordination, and implementation of risk reduction measures into the future. This could be a great opportunity and foundation for fostering continued interagency cooperation.	All	Municipalities First Nations Provincial Agencies Federal Agencies Search & Rescue Emergency Support Services
<p>Suggested Public Education opportunities are:</p> <ul style="list-style-type: none"> <li>➤ Seniors Luncheons.</li> <li>➤ Rotary Club Meetings.</li> <li>➤ Chamber of Commerce Meetings.</li> <li>➤ Door to Door Campaigns.</li> </ul> <p>Develop a structured program. Provide residents with a better understanding of what BCWS and structural Fire Departments do.</p>	All	





<b>Risk Reduction Measure Ideas</b>		
<b>Description</b>	<b>Hazard(s)</b>	<b>Potential RDBN Partners</b>
Increase communication about extreme weather events.	All	Advocate for increased access to region specific information.
Advocate for the Province to bring funding models to the region that mimic Vancouver Island/Lower Mainland programs that pool resources and allow smaller communities to collaborate.	All	
The RDBN could give this information in booklet form to each community hall, they have a dedicated people running each of them and they are all rural. <ul style="list-style-type: none"> <li>➤ Wisteria Hall</li> <li>➤ Grassy Plains</li> <li>➤ Decker Lake</li> <li>➤ Palling</li> <li>➤ Rose Lake</li> <li>➤ Round Lake</li> </ul>	All	Public Education
Support local groups/neighbourhoods with increasing local communication capacity. Work with CERS on HAM radio and handheld radio communication efforts.	All	
Emergency Operations Centre training, host two tabletop exercises a year to address changes in personnel.	All	All local authorities All relevant agencies All First Nations
Conduct Regional tabletop exercise to include all electoral areas for one of the top three identified hazards.	All	RDBN and member municipalities
Planning and inspections. Consult and follow agriculture agency guidelines.	Animal Disease	CFIA Ministry of Agriculture
Do all the major service providers have access to emergency power generation? Could we create a list of residents in the community with significant generating power that could be called upon should the need arise? Examples include large	Catastrophic Power Failure	RDBN, Volunteers



<b>Risk Reduction Measure Ideas</b>		
<b>Description</b>	<b>Hazard(s)</b>	<b>Potential RDBN Partners</b>
portable generators or truck-mounted welding generators.		
Consult with RCMP on how to support their response.	Cyber Security Threat	RCMP
Create reservoirs on creeks to hold back water for drought years, while maintaining fish habitat.	Drought	Society for Eco System Restoration - SERN
Include marketing for “Connecting Consumers and Producers” in all community activities – if information about local producers was all in one place, more new residents would be able to access farm products.	Economic	RDBN
Map areas and facilities most likely to be affected and draw up plans. Map storage locations of hazardous explosive materials.	Explosions	
Create the RDBN's heat response plan in accordance with Provincial recommendations.	Extreme heat	HEMBC, RDBN
Advocate for funding to create free assessments for households that are in areas that have been identified as high risk of flood/landslide.	Flood/landslide	RDBN, Fire department, provincial /municipal government
Agricultural producers have a drainage management plan for lands in a floodplain.	Flooding	
Studies on climate change effects in RDBN. Use data to model and update plans.	Flooding	UNBC Ministry of Environment and Climate Change Canada Local governments
Disruption cause could be many kilometers away due to a highway closure. Consider rail or air support in such an event. Education/public awareness of local producers.	Food Source Interruption	



<b>Risk Reduction Measure Ideas</b>		
<b>Description</b>	<b>Hazard(s)</b>	<b>Potential RDBN Partners</b>
Increase local food storage capacity in the region.	Food source interruption	
<p>Work with the Province to develop a catalogue of potential hazardous materials and response strategies for materials that are being road and rail transported through the RDBN – Electoral Area B. This could include:</p> <p>Work with the province to develop a catalogue of potential hazardous materials and response strategies for materials that are being transported via road and rail through the RDBN – Electoral Area B.</p> <p>A catalogue of the most hazardous material, such as TIH (Toxic Inhalation Hazard) material, that is being transported and in what quantities.</p> <p>Who and where are hazardous material trained personnel stationed that can deal with particular materials.</p> <p>An assessment of response adequacy.</p> <p>Communication strategies to inform of a particular incident.</p>	Hazardous Material Spill	RDBN, EMBC
Work with CN and Transport Canada to limit speeds of trains carrying hazardous materials through communities and settled areas of the RDBN to reduce derailment potential. This could be commodity-specific and season-specific, such as during periods of extreme cold.	Hazardous Material Spill, Rail Incidents	CN, TC, RDBN
Communicate Emergency Response Plans to residents who live in areas close to potential spill sites.	Hazardous Materials Spills	Pipeline companies Local governments
Improvement of communication strategies/methods in cases of health risks that impact the broad RDBN or specific EAs.	Human Disease	HEMBC RDBN



Risk Reduction Measure Ideas		
Description	Hazard(s)	Potential RDBN Partners
Take lessons learned from Covid 19 pandemic to forecast and make response plans for future disease outbreaks.	Human Disease	Northern Health Ministry of Health Local governments
Increase awareness of landowner rebate program, as well as work to make the program more accessible to landowners.	Invasive/pest plants Wildfire	
Monitor stream flow and lake levels. Monitor and distribute River Forecast Center bulletins. Have sandbags available. Construction of dikes. Consider bylaws prohibiting construction in flood prone areas.	Lake River Stream Flooding	
Divert roads where banks are sloughing further away from the embankments	Landslide/ debris	
Identify and map potential hazard areas. Consider bylaws prohibiting construction	Landslide/Debris Flow	
Liaise with pipeline companies as to their spill response plans. Discourage construction in the immediate vicinity of pipelines. Map areas of higher risk near neighbourhoods and environmentally sensitive areas. Encourage pipelines to keep local staff once pipeline is active, so response times are quicker.	Oil/Gas Pipeline Spill	
Encourage critical facilities to have backup capabilities.	Power Outage	
Provide snow removal and radio control on Helipads for emergency evacuations of injured or ill – BCEHS Adding Helipads for the Southside Health and Wellness Centre.	Public Health Crisis	
Investigate what will happen with CN once the pipeline is completed, will that reduce the LNG product moving through on cars?	Rail	Coastal Gas Link
Get Hazardous Material crews closer to our area instead of 12 hours away.	Rail and Hazardous material spills	CN Rail MoTI



Risk Reduction Measure Ideas		
Description	Hazard(s)	Potential RDBN Partners
<ul style="list-style-type: none"> <li>➤ Exceptional hot weather – identify and establish cooling shelters when required.</li> <li>Extreme cold – identify and establish warming shelters when required.</li> <li>Planning for the homeless in the above situations.</li> <li>➤ Heavy snow – create a list of equipment from private industry to help facilitate opening roads and rescuing/checking on snowbound travelers and citizens (especially seniors).</li> <li>➤ Windstorm- broadcast warnings.</li> <li>➤ Freezing Rain – broadcast warnings.</li> <li>➤ Air Quality – broadcast warnings and instructions.</li> <li>➤ Drought – wells and water systems going dry. Water delivery.</li> <li>➤ Relocating livestock.</li> </ul>	Severe Weather	
Add to the Tax Notice a map of the Electoral Area showing where the Fire Protection Area is and asking the question 'Are you in a Fire Protection Area?'	Structural Fire	RDBN
Lists of major buildings that have or do not have sprinkler systems. List locations of firefighting equipment. Encourage FireSmart compliance.	Structural fire	
Advocate for funding to create area specific fire protection and prevention plans, activities, and events for the public Increase promotion of FireSmart program , there needs to be more engagement with the public for this program.	Structural/Wildfire	



<b>Risk Reduction Measure Ideas</b>		
<b>Description</b>	<b>Hazard(s)</b>	<b>Potential RDBN Partners</b>
Advocate for funding for public forums for households and properties that are not within the immediate fire protection zone. Rural properties are often not aware they are not protected. Public awareness campaign to inform public of what level of protection their house/property is under.	Structural/Wildfire	RDBN, Fire Departments
Increase signage around Smithers and outskirts – muster points, evacuation zones etc.	Structural/Wildfire	RDBN, Municipalities
Advocate for the Province to bring in the Resilient Minds Program – Building the Psychological Strength of Fire Fighters.	Structure/Wildfire	RDBN – Rural Fire Departments Volunteers
Increase cell tower reception throughout the region.	Telecommunication interruption	
Adding Cell Tower on the Southside and Colleymount areas for more communications – adds better access to internal information and communications.	Telecommunication Interruptions	
Training and equipment for First Responders. Mapping of alternate routes. Work with CN on joint planning and response. Address the main street curves in Burns Lake. Gather information on the hazards for the roadways areas, from MoTI, CN, and FLNRO. Wastewater interruption – maps of systems and regular inspections and maintenance.	Transportation Interruptions	CN, Fire Departments
Changing 800 Forest Service Road to a highway that is maintained so that it can be used if transportation routes are interrupted. If a road closure happens on the main road this would give another route out. Thirteen kilometers are already maintained by LDM Maintenance on both sides.	Transportation Route Interruptions	



Risk Reduction Measure Ideas		
Description	Hazard(s)	Potential RDBN Partners
There are ongoing complaints from many residents in Granisle re: road conditions in the wintertime – the roads are classed as a road B, there should be advocacy on the Village’s behalf to get it changed so the road have better maintenance during the winter months so there would a reduced risk of a road closure cutting that community off.	Transportation Route Interruption	Ministry of Transportation.
Wastewater interruption – maps of systems and regular inspections and maintenance.	Wastewater Interruption	RDBN
Map areas of water distribution systems. Regular inspections and maintenance. Plan for water delivery systems in case of a system failure. Also, for firefighting.	Water Service Interruption	
Adopt and engage in all 7 disciplines of FireSmart: Education, Fuel Management, Development Considerations, Legislation and Planning, Interagency Cooperation, Emergency Planning, and Cross-Training.	Wildfire	RDBN Fire Departments BCWS
RDBN in coordination with local municipalities and BCWS increase educational activities. Raising awareness of wildfire risk and opportunities for prevention and mitigation.	Wildfire	
Participate in and help promote fuels management activities including the use of prescribed fire.	Wildfire	
Value wildfire risk as a key factor when engaged in land use and development planning, that supports community wildfire resiliency and infrastructure survivability.	Wildfire	
Electoral Area A serving fire departments to participate in annual field based operational cross training events with BCWS.	Wildfire	



<b>Risk Reduction Measure Ideas</b>		
<b>Description</b>	<b>Hazard(s)</b>	<b>Potential RDBN Partners</b>
Continue to develop Mutual Aid agreements with other Electoral Areas to include pre-organized Task Forces.	Wildfire	RDBN and Municipal Fire Chiefs
Most of the Fiber in the PG TSA is located north of Fort St. James, so it would make sense to have the Initial Attack Team located in Fort St. James.	Wildfire	RDBN-Minister of Forests
Complete FireSmart assessments on all properties in the RDBN and provide all owners with FireSmart pamphlets. Can do entire district over multiple years to control costs. Create a FireSmart assistance program for senior homeowners who cannot financially or physically complete tasks to improve their fire rating.	Wildfire	Home Partners Program BC FireSmart Program Community Resiliency Investment Grant
Have multiple structure protection units for each EA for deployment in case of wildfire activity.	Wildfire	Municipalities BCWS
Build on the Burns Lake Community Wildfire Plan (CWP) for all settled areas in Electoral Area B and integrate recent local First Nation Wildfire Planning (i.e., Lake Babine Nation CWPP) into a comprehensive RDBN led CWP. This could include: <ul style="list-style-type: none"> <li>➤ Fire Hazard Mapping.</li> <li>➤ Response Coordination.</li> <li>➤ FireSmart Initiatives.</li> </ul> Create a catalogue of available fire equipment: <ul style="list-style-type: none"> <li>➤ Local Fire Departments.</li> <li>➤ Industry.</li> <li>➤ BCWS fire base.</li> </ul>	Wildfire	RDBN, local First Nations, VBL, FLNRO, Community Forests, Area Licensees





Risk Reduction Measure Ideas		
Description	Hazard(s)	Potential RDBN Partners
<p>More Integration of Emergency Response Agencies: Fire, SAR, BCAS, Houston EOC, RDBN EOC, ESS, and RCMP.</p> <p>Annual multi agency training, annual mock emergency response scenario or tabletop exercises.</p>	<p>Wildfire Flood Rail Incidents Aircraft Incident Telecommunications Interruption</p>	
<p>Source and provide consistent regional annual training dollars for emergency response agencies. Provide joint training to promote multi agency response competencies (Fire, SAR, BCAS, Houston EOC, Regional EOC, ESS, RCMP). Training examples include:</p> <ul style="list-style-type: none"> <li>➤ Incident Command.</li> <li>➤ Swiftwater Flood Response.</li> <li>➤ Critical Incident Stress Management.</li> <li>➤ Other emergency management courses.</li> </ul>	<p>Wildfire Flood Rail Incidents Aircraft Incident Telecommunications Interruption</p>	<p>EMBC All agencies</p>
<p>Source and provide consistent RDBN funding for emergency equipment. Coordinate emergency equipment acquisition to avoid duplication and share assets e.g., HSAR is willing to provide use of our Command vehicle, SAR hall, Starlink Satellite System, and/or trained Incident Command volunteers for local emergencies beyond SAR specific.</p>	<p>Wildfire Flood Rail Incidents Aircraft Incident Telecommunications Interruption</p>	<p>Municipalities All agencies</p>
<p>Partner to solidify the alternate evacuation route planning work done to date by partnering with MoTI, MOF, area licensees, regarding local Industry and FSR roads that may also be acceptable as through routes. This also includes maintenance planning for roads that may not be active with industrial traffic.</p>	<p>Wildfire/Emergency Evacuation/ Transportation Route interruption</p>	<p>MOTH, FLNRO, Licensees, Community Forests</p>



# NEXT STEPS

“Emergency management responsibilities in Canada are shared by Federal, Provincial, and Territorial governments and their partners, including Indigenous peoples, municipalities/communities and individual citizens who have a responsibility to be prepared for disasters and contribute to community resiliency.”

*An Emergency Management Framework for Canada - Third Edition*

The Risk Reduction Actions identified by the Committee will be prioritized based on the likelihood and consequences of the hazard(s) they mitigate. Funding and partnership opportunities to support implementation of the Risk Reduction Actions identified will be sourced and options will be presented to the RDBN Board.

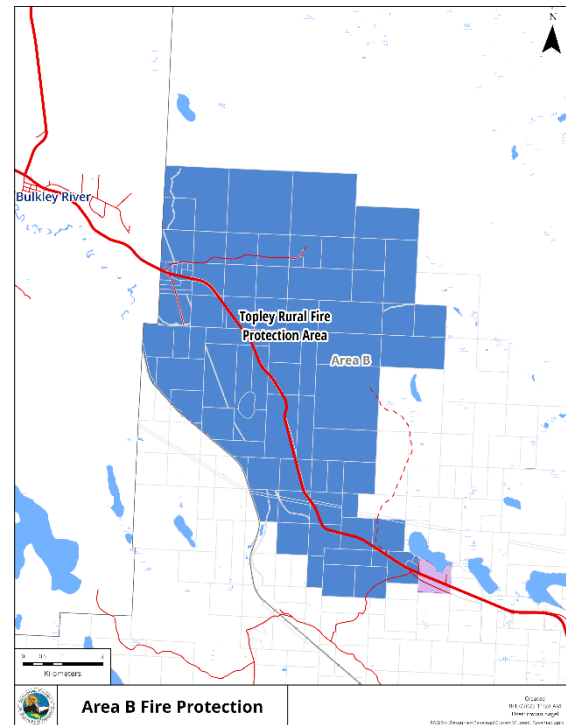
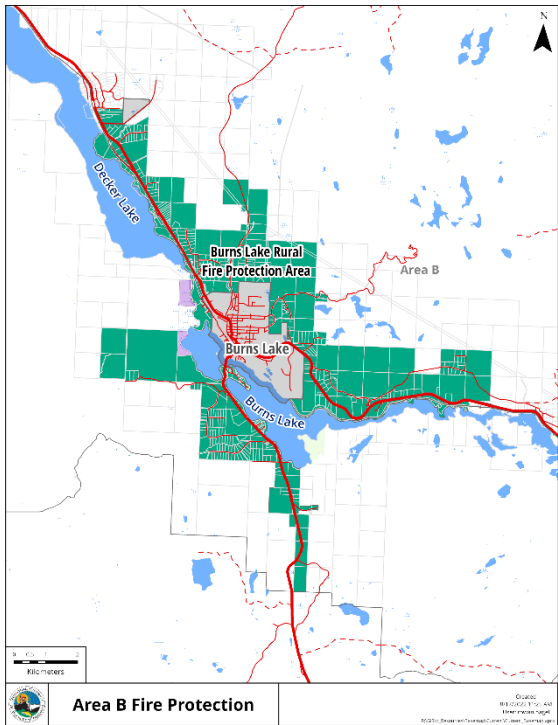
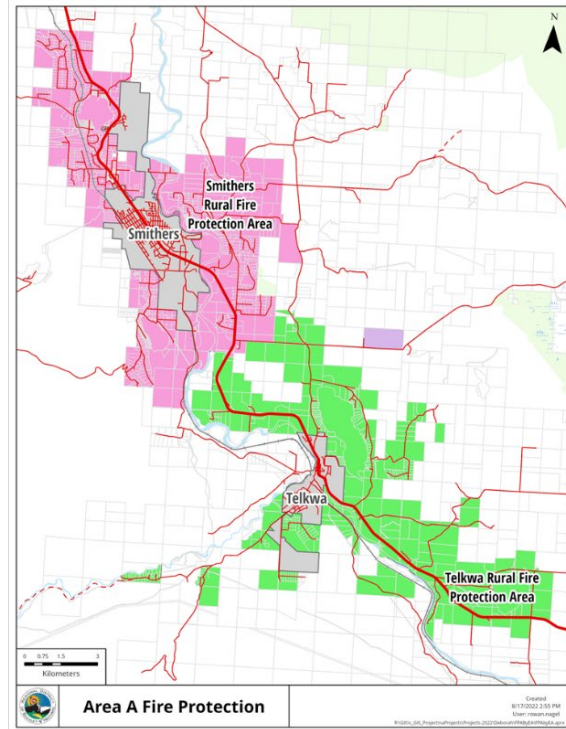
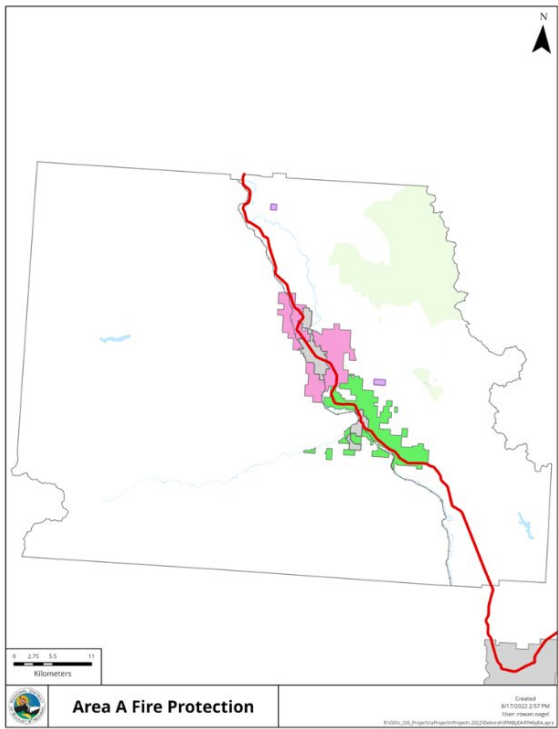
A public education campaign to provide information to residents on the identified risks, what risk reduction efforts are happening, and what they can do to reduce the risks for themselves, and their families will be implemented.

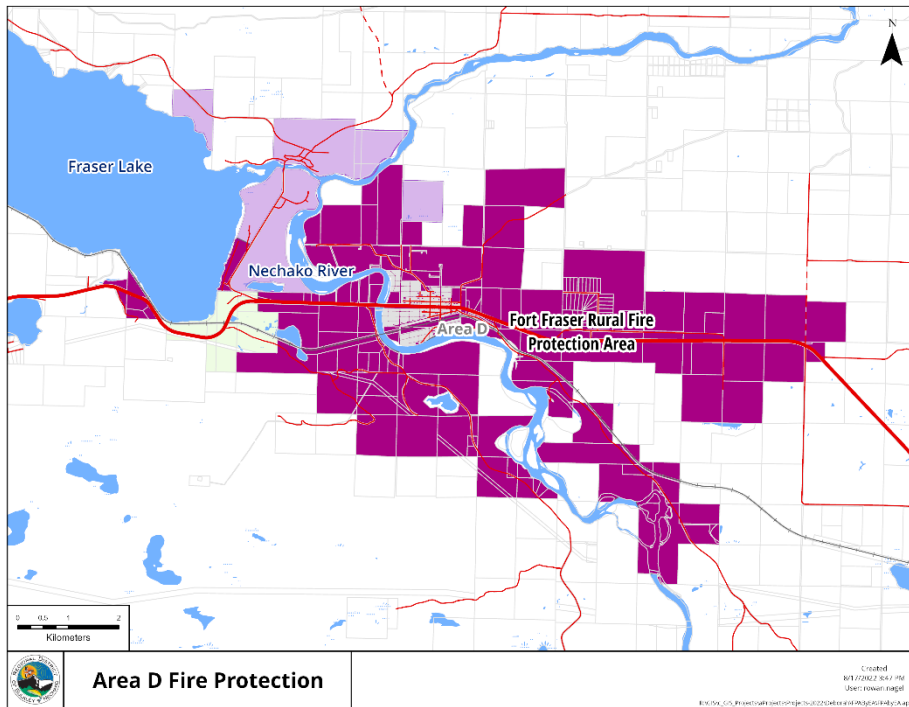
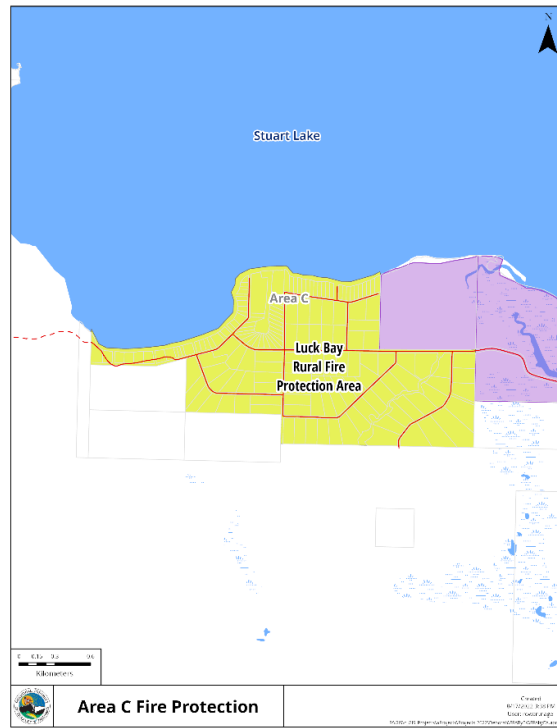
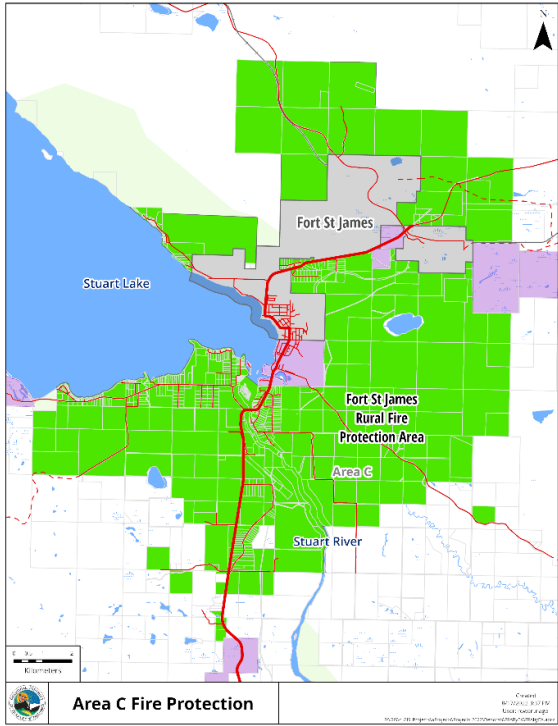
The RDBN will review the HRVA annually and amend the document based on new and emerging information. A full review of the HRVA will be conducted every 5 years.

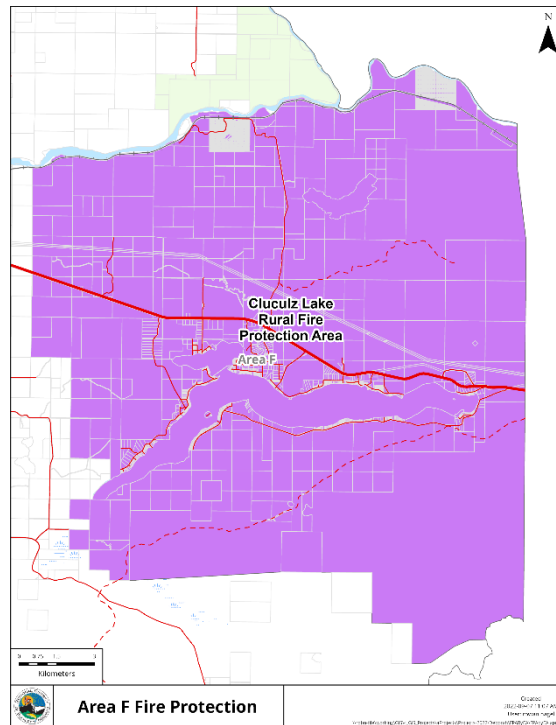
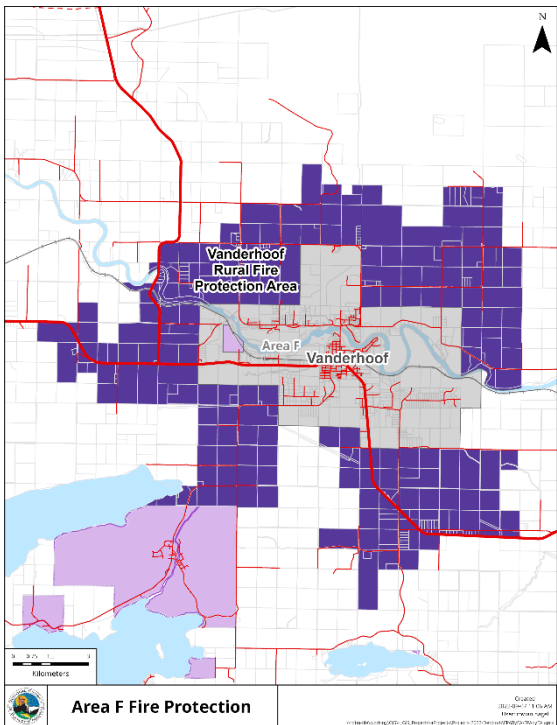
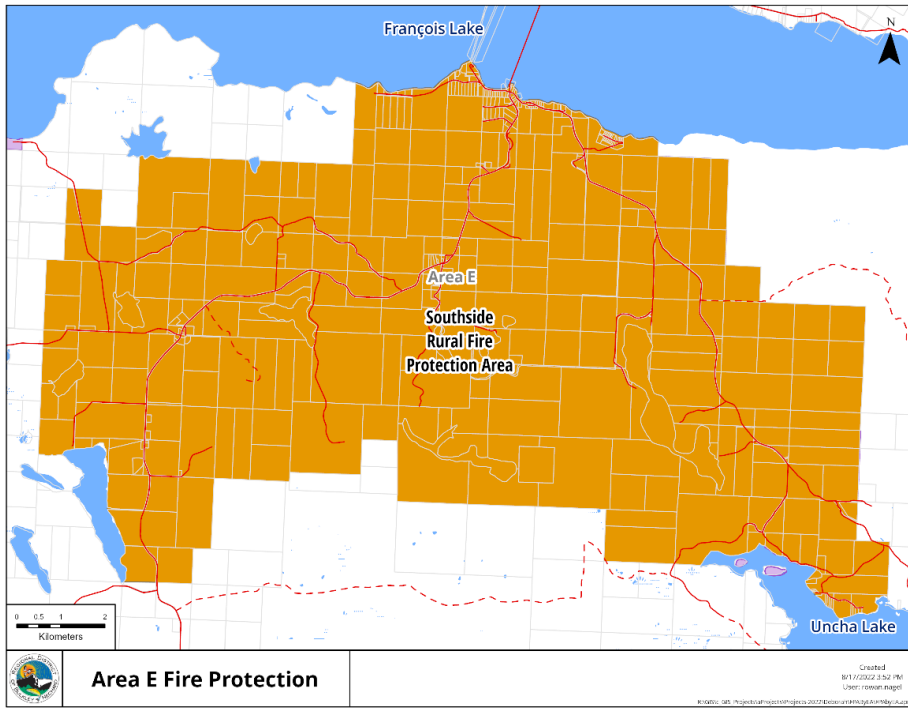


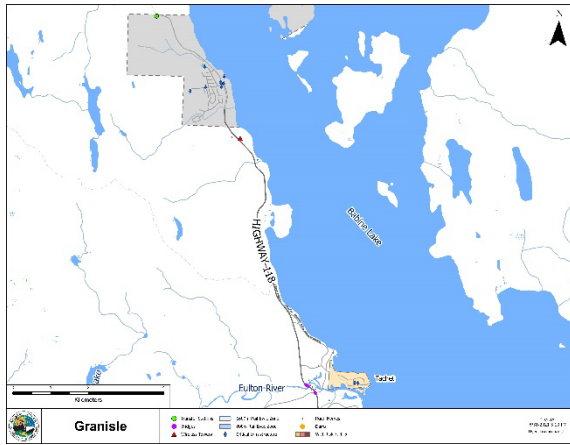
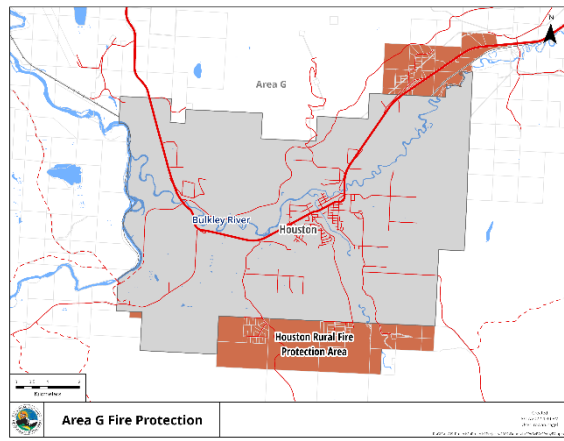
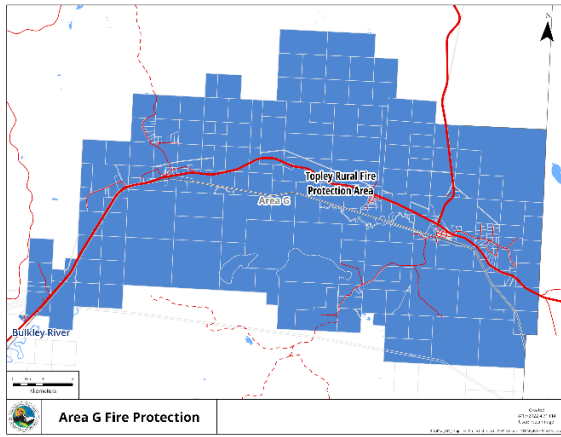
# Appendix A

## Rural Fire Services Maps













March 28, 2023

File: 10280-60 (93K/16)

Chair and Board of Directors  
Regional District of Bulkley-Nechako  
37 3rd Avenue, PO Box 820 Burns Lake, British Columbia V0J 1E0  
Sent by email to: [info@rdbn.bc.ca](mailto:info@rdbn.bc.ca)

Dear Chair and Board of Directors:

The BC Geographical Names Office (BCGNO) has received a request to address several derogatory geographical names in B.C. At this time, we are requesting your comments on one proposed name change, detailed in Appendix A and on the attached map. The request is to rescind the name and does not include officially replacing the name.

The request to rescind this official name is based on the derogatory nature of the name language. The BCGNO is aware of the potential harms arising from derogatory language in geographical names and is pursuing a more limited community consultation on this request.

If rescinded, the place name records online would forever include the history of this name having once been official, but the name would no longer be labelled on provincial maps and charts or distributed as an official place name in B.C. Until a broadly supported naming proposal is brought forward and officially adopted in accordance with the BC Geographical Naming Policy and Procedures, this place would not have an official name, and references to this feature would be by GPS coordinates or in relation to nearby named features.

Please let me know by June 4, 2023, if rescinding this name would have any negative operational impacts on your organization or if you have any other comments. Redirect this letter to the appropriate contact within your organization as needed or let me know if it should be sent elsewhere. Feel free to contact me directly if you have any questions.

Kind regards,

A handwritten signature in black ink that reads "Trent Thomas".

Trent Thomas  
BC Geographical Names Office  
[Trent.thomas@gov.bc.ca](mailto:Trent.thomas@gov.bc.ca)

Enclosure

cc: Curtis Helgesen, Chief Administrative Officer  
[curtis.helgesen@rdbn.bc.ca](mailto:curtis.helgesen@rdbn.bc.ca)

## Appendix A: Name Proposal

Rescind **Cripple Creek** as an official name for the creek flowing west into Tezzeron Creek, north of Fort St. James, Regional District of Bulkley-Nechako.

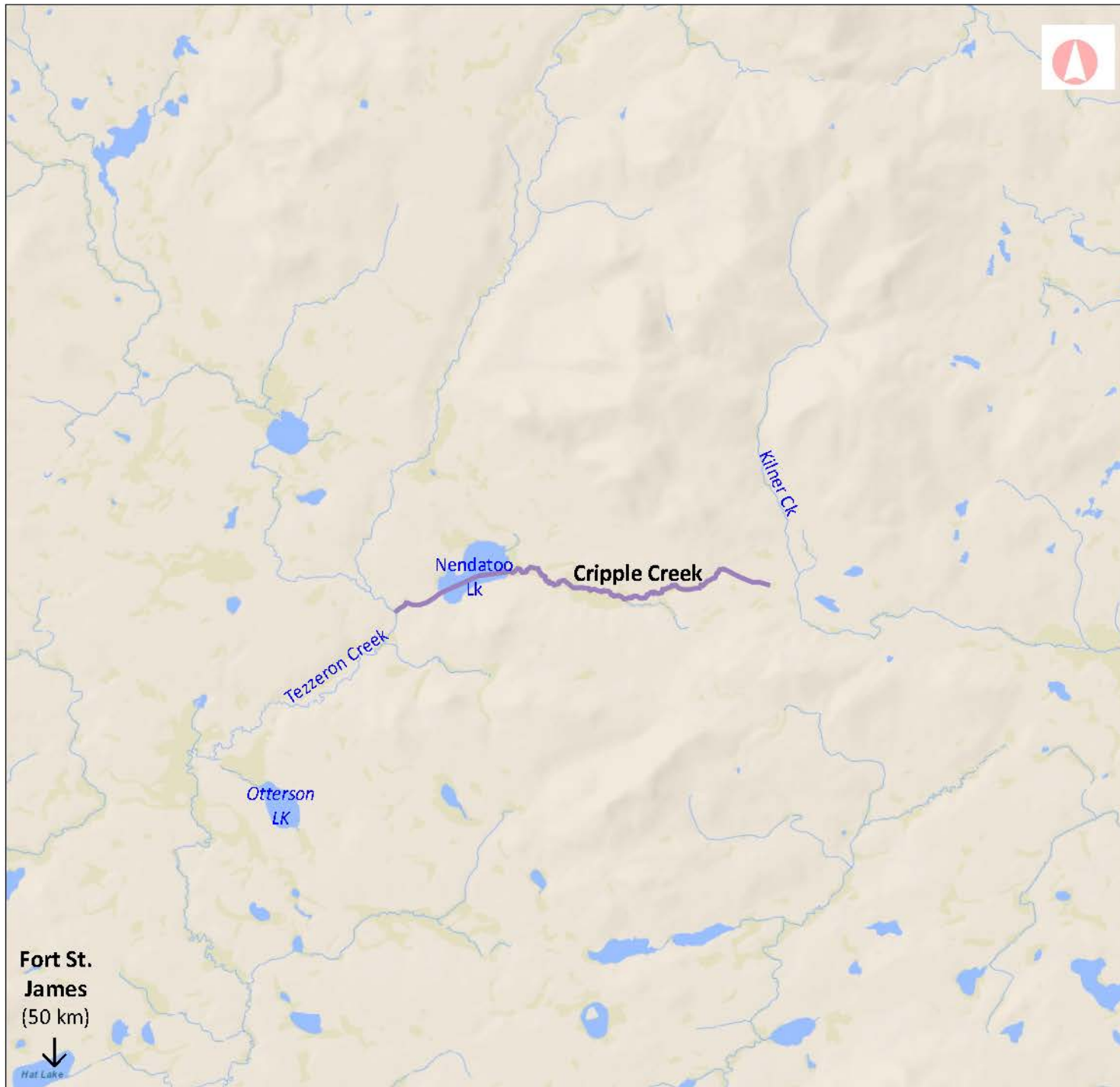
- Made an official name July 5, 1951
- The mouth of this creek is located at: 54.8780, -124.1480
- Name record: <https://apps.gov.bc.ca/pub/bcgnws/names/35124.html>

**The proposal did not include a replacement name for this feature.**

### Distribution List:

Binche Whut'en  
Disability Alliance BC  
Fort St. James SAR  
Nak'azdli Whut'en  
Rec Sites and Trails  
Regional District of Bulkley-Nechako  
Tl'azt'en Nation





## BC Geographical Names Office

Name Information

### Cripple Creek

Adopted: 5 July 1951

Location: 54.8780, -124.1480

NTS Map: 93K/16



1: 250,000

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CAUTION: Maps obtained using this site are not designed to assist in navigation. These maps may be generalized and may not reflect current conditions. Uncharted hazards may exist. DO NOT USE THESE MAPS FOR NAVIGATIONAL PURPOSES.

Datum: NAD83

Projection: WGS\_1984\_Web\_Mercator\_Auxiliary\_Sphere

### Key Map of British Columbia



March 24, 2023

Dear Mayor and Chief Administrative Officer,

In a spirit of continued partnership with the provincial government to address the issue of housing, which is pressing in so many of our member communities both rural and urban, we are writing to convey a voluntary request on behalf of the Ministry of Housing. The Ministry is seeking your assistance with respect to documenting potential municipal land for housing as the Province rolls out and implements its refreshed housing strategy in the coming months and years.

The provincial government is currently undertaking an inventory of provincial lands that could potentially be used for the creation of affordable housing of all sorts: co-ops, non-profits, affordable home ownership and other opportunities to get more people into housing they can afford.

At the same time, the Ministry of Housing would like to invite willing local governments to provide a list of municipally owned land that could potentially be used for housing. This can include bare land. And they are also encouraging local governments to think ahead for the next five to ten years: in addition to potential bare land, is there a community centre, library, firehall or other municipal infrastructure that you plan to build or rebuild where, through partnership, housing could be part of the development or redevelopment?

Providing a list to the Ministry creates no obligation on behalf of the Province or the local government to take any further action. The purpose at this point is to get a sense of public land available for housing and understand which municipalities might be interested down the road in partnerships to create more housing in their communities. All information shared with the Province will be kept confidential.

To make it simple, the Ministry is providing an example (see Appendix A) of the kind of information they are seeking. All that is being requested at this point, as per the Appendix, is a simple description of the lot or lots and any maps or information easily available to share.

**Please submit any information you wish to share in confidence with the Ministry by July 31<sup>st</sup> 2023 by email to [housing.policy@gov.bc.ca](mailto:housing.policy@gov.bc.ca)**

In Minister Kahlon's words, "The Province and local governments have been working together to address the housing crisis and together we've had success. In 2017, our government committed \$7 billion to get housing built for people and today we see new affordable housing opening in communities across the province. Yet still with a strong economy and high quality of life, our province, and your communities, continue to grow. That's why in budget 2023 our government is

committing another \$4.2 billion to continue to work with you to build housing that working people, families and seniors can afford, so they can make a good life and have a good home in your cities and towns.”

Sincerely,

A handwritten signature in cursive script that reads "JCFord". The letters are connected and fluid, with a prominent loop on the 'J' and a long tail on the 'd'.

Jen Ford  
UBCM President

## **APPENDIX A**

770 Vernon Avenue (C-4 Office and Apartment Zoned) 366,775 sq ft. This property houses the District of Saanich Municipal Hall, Fire Station and Police Station, which would all need to be incorporated into a redeveloped building on the site (unless suitable alternate location(s) are found).



# District of Saanich Property Information Report

Report generated 3/14/2023 2:01:10 PM



Property location within District of Saanich



Property Map

### 770 VERNON AVE

## Property Information

**Folio:** 65-2046-999

**PID:** 004-317-211

**Status:** ACTIVE

**Property Number:** 114568

**LTO Number:** EM6832

**Legal:** LOT A SECTION 33 VICTORIA DISTRICT PLAN 14934 EXCEPT PLAN 33545 AND PT IN 803RW.

## Land Attributes

<b>Exemption/ Taxation Code:</b>	SAANICH OWNED PROPERTY
<b>School District:</b>	SCHOOL DISTRICT 61
<b>BCAA Lot Size:</b>	366775 SQUARE FEET
<b>BCAA Manual Class:</b>	WAREHOUSE - STORAGE
<b>BCAA Neighbourhood Code:</b>	SWAN LAKE/CREASE-CADILLAC
<b>Development Cost Charge Area:</b>	----
<b>Municipal Parks DCC Area:</b>	----
<b>Year Built:</b>	1962
<b>Zoning:</b>	C-4 OFFICE AND APARTMENT
<b>Local Area:</b>	SAANICH CORE
<b>Development Permit Area:</b>	SAANICH CORE

# 78

## Property Tax Levies and Assessments Summary

Notice Date	Total Levy	Class	Gross Land	Gross Improvement	Gross Assessment	Net Assessment
May 11, 2022	0.00	6-Bus/Other	41,627,000	175,000	41,802,000	0
May 11, 2021	0.00	6-Bus/Other	36,423,000	179,000	36,602,000	0

### Property Activity

<b>Building Permits: (any)</b>	YES
<b>Engineering Permits: (any)</b>	YES
<b>Active Tree Permits:</b>	NO
<b>Active Development Applications:</b>	NO
<b>Active Business License:</b>	NO
<b>Active Bylaw Calls:</b>	NO
<b>Covenants on File With Saanich:</b>	NO

It is the responsibility of the client to confirm through a title search at the Land Title Office whether there are covenants or other charges on title. A YES or NO in this field only indicates that the District of Saanich does or does not have a copy of a covenant on file.

If you require additional information, call 250-475-5457 (Inspection Enquiries).

### Local Service / Business Improvement Areas

There is no additional information.

### Additional Comments

Category	Date	Details
PLANNING	Dec 19, 2011	STREAMSIDE DP AREA
PLANNING	Jul 29, 2003	DEVELOPMENT PERMIT NUMBER DPR2003-00001 proposed construction of a single storey addition for vehicle maintenance bays, with basement, at the north end of the existing municipal fire hall.
PLANNING	Jul 29, 2003	VARIANCE PERMIT DVP97-00007; DVP93-00008 DVP99-00007
PLANNING	Mar 29, 2007	CONTROLLED ACCESS CLASSIFICATION CONTACT MINISTRY OF TRANSPORTATION REGARDING ACCESS TO OR FROM MINISTRY CONTROLLED ROADS
PLANNING	Sep 02, 2008	CONTROLLED ACCESS CLASSIFICATION CONTACT MINISTRY OF TRANSPORTATION REGARDING ACCESS TO OR FROM MINISTRY CONTROLLED ROADS
PLANNING	Sep 02, 2008	DEVELOPMENT PERMIT NUMBER DPR2003-00001 - PROPOSED CONSTRUCTION OF A SINGLE STOREY ADDITION FOR VEHICLE MAINTENANCE BAYS, WITH BASEMENT, AT THE NORTH END OF THE EXISTING MUNICIPAL FIRE HALL
PLANNING	Sep 02, 2008	VARIANCE PERMIT DVP97-00007 DVP93-00008 DVP99-00007

The information on this report is provided in good faith for the interest and convenience of the general public. The District of Saanich makes no representations as to, and does not warrant, the accuracy or completeness of any electronic data; you should confirm all information before making any decisions based on it. The District of Saanich disclaims all responsibility for accuracy and completeness, or errors and omissions of the information contained herein.