1. CALL TO ORDER

2. INTRODUCTION OF LATE ITEMS

3. ADOPTION OF AGENDA

4. GUESTS & DELEGATES
   4.1 Taylor Community Foundation - Northeast Regional Community Foundation
      Sue Kenny, General Manager, Community Futures Development Corporation Peace Liard
      Taylor Community Foundation Endowment Fund

5. GALLERY COMMENTS ON AGENDA TOPICS

6. ADOPTION OF MINUTES

7. BUSINESS ARISING FROM THE MINUTES

8. CORRESPONDENCE
   8.1 Correspondence list
      September 3, 2019 Correspondence List
   8.2 Climate Action Recognition Program: Level 3 Award
      Tara Faganello, Assistant Deputy Minister, Local Government Division,
      Ministry of Municipal Affairs and Housing
      Gary Laclsaac, Executive Director, Union of British Columbia Municipalities
      Climate Action Recognition Program - Level 3 Award
   8.3 Additions to Reserve for Local Government Workshop: September 12, 2019
      Chief Trevor Makadahay & Doig River First Nation
      Additions to Reserve Workshop
   8.4 Resolution for Member Representative
      Miranda Flury, Director of Strategic Capital, and Planning, North Peace
8.5  Open House Invitation: September 19, 2019  
Enbridge  
Enbridge Open House Invitation

8.6  Working Group for the Proposed Frontier Project between Chetwynd & Taylor, BC  
Lindsay Walton, Project Assessment Director, Indigenous Relations, Environmental Assessment Office  
Working Group for the Proposed Frontier Project

8.7  Invitation to Meet during UBCM 2019  
Cathy Ulrich, President and Chief Executive Officer, Northern Health  
Northern Health UBCM Invitation 2019

8.8  Proposed Taxi Service Rate Increases 2019  
Teco Taxi Ltd.  
Fort St. John Cabs Ltd.  
Taxi Service Increases 2019 COMBINED

9.  UNFINISHED BUSINESS

10.  NEW BUSINESS

11.  COUNCIL REPORTS

12.  STAFF REPORTS

12.1  Referral Package for November 13, 2019 Proposed PNG Rights Disposition  
Andrew Young, MCIP, RPP, Chief Administrative Officer  
Ryan Nelson, Director of Operations  
Steve Byford, Fire Chief  
Referral Package for November 13, 2019 Proposed PNG Rights Disposition

13.  BYLAWS

13.1  Zoning Amendment Bylaw No. 835, 2019  
Third Reading  
Zoning Amendment Bylaw No. 835, 2019

13.2  Open Air Burning Bylaw No. 834, 2019  
First Three Readings  
Open Air Burning Bylaw No. 834, 2019

14.  MEDIA & GALLERY - QUESTION PERIOD

15.  CLOSED MEETINGS
15.1 As per the *Community Charter* Section 90:

- (1)(c) labour relations or other employee relations;
- (1)(n) the consideration of whether a council meeting should be closed under a provision of this subsection or subsection (2)
- (2)(a) a request under the Freedom of Information and Protection of Privacy Act, if the council is designated as head of the local public body for the purposes of that Act in relation to the matter;

16. **ADJOURNMENT**
WHAT IS THE NORTHEAST REGIONAL COMMUNITY FOUNDATION GRANT PROGRAM?

Canada’s community foundations are a national network of public foundations created by and for urban and rural communities to provide lasting support for local priorities. They are recognized sources of knowledge about local issues and are trusted for their ability to expertly manage donors’ funds. Community foundations are one of Canada’s largest grant makers, providing more than $137 million to a wide range of charities in 2006.

POLICY GUIDELINES

Grants will be awarded to charitable organizations in Dawson Creek, Fort St. John, Taylor, or Hudson’s Hope.

Grants are made only to organizations recognized by the Canada Customs and Revenue Agency as registered charities. However, organizations that are not registered charities can be eligible to apply for grants from the Foundation by contracting with an agency that is a registered charity.

The registered charity must:

- agree to having their charitable registration number used on the application
- accept any flow-through funds on behalf of the applicant, and
- provide a letter from the registered charity stating their agreement to the grant application. The letter MUST be included in the application.

Applicants must demonstrate fiscal responsibility and have a committed volunteer board. Organizations must be based in the Peace Liard region or projects must benefit the residents of the Peace Liard region.

Priorities

In awarding grants, particular consideration is given to projects which:

- translate needs and problems into issues and opportunities
- lead to individual and organizational self-sufficiency
- build effective partnerships
- promote networking and sharing
- realize a significant and sustainable result with a moderate amount of funding
- contribute to strengthening the community, especially by encouraging the participation of diverse groups and individuals
- are innovative

Funding Restrictions

The Northeast Regional Community Foundation does not support:

- fundraising events and campaign activities
- partisan political or religious activities
- individuals or businesses
- sports and recreation, team or club sponsorships
- deficit reduction
- purchase of computer equipment for administrative purposes
Application package – please submit the following items:
• Completed Application form.
• Budget Sheet.
• A list of your organization’s Board of Directors (full names).
• A copy of your organization's most recent Financial Statements – audited if available.
• A copy of your organization's most recent Annual Report.
• A letter of agreement from the registered charity that will serve as your “flow through”, if applicable.

Completed application packages can be returned to:

Susie Lefferson
Email: slefferson@communityfutures.biz

Community Futures Peace Liard
904 – 102 Avenue Dawson Creek BC
V1G 2B7

Phone: 250.782.8748
### Organization

<table>
<thead>
<tr>
<th>Field</th>
<th>Details</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Name of Organization or Group</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Organization Contact Information</strong></td>
<td></td>
</tr>
<tr>
<td>(address, phone number, email, and web address if applicable)</td>
<td></td>
</tr>
<tr>
<td><strong>Charitable Registration Number</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Mission Statement or Purpose of Organization or Group</strong></td>
<td></td>
</tr>
<tr>
<td><strong>Brief History of Organization or Group</strong></td>
<td></td>
</tr>
<tr>
<td>(age, past projects, successes or failures, who your organization has benefited in prior years)</td>
<td></td>
</tr>
<tr>
<td><strong>Do Your Organization's Services Duplicate Those in the Community?</strong></td>
<td></td>
</tr>
<tr>
<td>□ No</td>
<td></td>
</tr>
<tr>
<td>□ Yes (please explain):</td>
<td></td>
</tr>
<tr>
<td><strong>Is Any of the Income Generated by Your Organization Made Payable to or Available for the Personal Benefit of Any Proprietor, Member, Volunteer or Shareholder of the Organization?</strong></td>
<td></td>
</tr>
<tr>
<td>□ No</td>
<td></td>
</tr>
<tr>
<td>□ Yes (please explain):</td>
<td></td>
</tr>
</tbody>
</table>
ADMINISTRATION

CONTACT INFORMATION FOR EXECUTIVE DIRECTOR/MANAGER – INCLUDE EMAIL AND PHONE NUMBER

ARE YOUR BOARD MEMBERS VOLUNTEER OR PAID? Please give details.

PLEASE REPORT THE NUMBER OF VOLUNTEERS IN YOUR ORGANIZATION AND VOLUNTEER HOURS WORKED (not including board members)

PLEASE REPORT THE NUMBER OF PAID MANAGEMENT & STAFF, TOTAL HOURS WORKED AND TOTAL ANNUAL SALARIES (not including board members)

PROJECT DETAILS

WHAT IS THE NAME OF THE PROGRAM / INITIATIVE?

DESCRIBE THE PROGRAM AND HOW IT DOESN'T DUPLICATE OTHER PROGRAMS

IS THIS PROJECT / INITIATIVE:

- [ ] New
- [ ] Existing

WHAT IS THE LENGTH OF THE PROJECT / INITIATIVE? (Please include the start and end dates)

- [ ] Ongoing
- [ ] Start/end dates

WHAT ARE THE GOALS & OBJECTIVES OF THE PROJECT / INITIATIVE?
**WHO WILL BENEFIT FROM THIS PROJECT?**

---

**DESCRIBE YOUR PLAN OF ACTION, INCLUDING THE METHODS YOU WILL USE TO EVALUATE THIS PROJECT**

---

**DESCRIBE THE CAPABILITY OF YOUR AGENCY TO CONDUCT THE PROJECT AND NOTE SPECIAL STAFF QUALIFICATIONS**

---

**DEMONSTRATE HOW YOUR COMMUNITY PARTNERS ARE INVOLVED IN THIS INITIATIVE.**

---

**PROJECT COSTS**

**WHAT WILL BE THE TOTAL COST OF THE INITIATIVE?** (Please attach Budget Sheet)

---

**HOW WILL THIS INITIATIVE BE FUNDED IN THE FUTURE?**

---

**WHAT IS THE TOTAL GRANT REQUEST YOU ARE APPLYING FOR FROM THE NORTHEAST REGIONAL COMMUNITY FOUNDATION?**

---

**WHAT SPECIFIC COSTS WOULD BE COVERED BY A GRANT FROM THE NORTHEAST REGIONAL COMMUNITY FOUNDATION?**

---

**HOW DO YOU PROPOSE TO RECOGNIZE A GRANT FROM THE NORTHEAST REGIONAL COMMUNITY FOUNDATION?**

---

**LIST GRANT REQUESTS SUBMITTED TO THE NORTHEAST REGIONAL COMMUNITY FOUNDATION AND GRANTS RECEIVED FROM THE FOUNDATION IN THE PAST 5 YEARS (Please include date, amount and purpose – failure to provide evaluations from previous grants will be taken into consideration)**

---

NERCF Application form rev. August 2019
LIST PARTNERS

<table>
<thead>
<tr>
<th>Your Organization</th>
<th>IN-KIND CONTRIBUTIONS ($ VALUE)</th>
<th>FINANCIAL CONTRIBUTIONS</th>
</tr>
</thead>
<tbody>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>Northeast Regional Community Foundation</td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td></td>
<td>$</td>
<td>$</td>
</tr>
<tr>
<td>TOTAL</td>
<td>$</td>
<td>$</td>
</tr>
</tbody>
</table>

*Note in-kind evaluation of labour here.

THE INFORMATION INCLUDED IN THIS APPLICATION IS TRUE AND CORRECT TO THE BEST OF MY KNOWLEDGE.

AUTHORIZED SIGNATORY

NAME (please print)

TITLE (please print)

DATE
NORTH EAST REGIONAL COMMUNITY FOUNDATION

Financial Statements

Year Ended March 31, 2019

(See Independent Auditor's Report)
NORTH EAST REGIONAL COMMUNITY FOUNDATION

Index to Financial Statements
Year Ended March 31, 2019
(See Independent Auditor’s Report)

INDEPENDENT AUDITOR’S REPORT

FINANCIAL STATEMENTS

Statement of Financial Position 3
Statement of Operations 4
Statement of Changes in Net Assets 5
Statement of Cash Flow 6
Notes to the Financial Statements 7
INDEPENDENT AUDITOR’S REPORT

To the Directors of North East Regional Community Foundation

Opinion

We have audited the financial statements of North East Regional Community Foundation, which comprise the statement of financial position as at March 31, 2019 and the statement of operations and changes in net assets for the year then ended, and notes to the financial statements, including a summary of significant accounting policies.

In our opinion, the accompanying financial statements present fairly, in all material respects, the financial position of the North East Regional Community Foundation as at March 31, 2019 and the result of its operations and its cash flows for the year then ended in accordance with the Canadian accounting standards for Not-for-Profit Organizations.

Basis for Opinion

We conduct our audit in accordance with Canadian generally accepted auditing standards. Our responsibilities under those standards are further described in the Auditor’s Responsibilities for the Audit of the Financial Statements section of our report. We are independent of the North East Regional Community Foundation in accordance with the ethical requirements that are relevant to our audit of the financial statements in Canada, and we have fulfilled our other ethical responsibilities in accordance with those requirements. We believe that the audit evidence we have obtained is sufficient and appropriate to provide a basis for our opinion.

Responsibilities of Management and Those Charged with Governance for the Financial Statements

Management is responsible for the preparation and fair presentation of these financial statements in accordance with Canadian accounting standards for Not-for-Profit Organizations, and for such internal control as management determines is necessary to enable the preparation of financial statements that are free from material misstatement, whether due to fraud or error.

In preparing the financial statements, management is responsible for assessing the entity’s ability to continue as a going concern, disclosing, as applicable, matter relating to going concern and using the going concern basis of accounting unless management either intends to liquidate the entity or to cease operations, or has no realistic alternative but to do so.

Those charged with governance are responsible for overseeing the financial reporting process.

(continues)
Independent Auditor’s Report to the Directors of North East Regional Community Foundation (continued)

Report on Other Legal and Regulatory Requirements

As required by the Society Act of British Columbia, we report that, in our opinion, these principles have been applied on a basis consistent with that of the preceding year.

Auditor’s Responsibilities for the Audit of the Financial Statements

Our objectives are to obtain reasonable assurance about whether the financial statements as a whole are free from material misstatement, whether due to fraud or error, and to issue an auditor’s report that includes our opinion. Reasonable assurance is a high level of assurance, but is not a guarantee that an audit conducted in accordance with Canadian generally accepted auditing standards will always detect a material misstatement when it exists. Misstatements can arise from fraud or error and are considered material if, individually or in the aggregate, they could reasonably be expected to influence the economic decisions of users taken on the basis of the financial statements. As part of an audit in accordance with Canadian generally accepted auditing standards, we exercise professional judgement and maintain professional scepticism throughout the audit. We also:

- Identify and assess the risks of material misstatement of the financial statements, whether due to fraud or error, design and perform audit procedures responsive to those risks, and obtain audit evidence that is sufficient and appropriate to provide a basis for our opinion. The risk of not detecting a material misstatement resulting from fraud is higher than for one resulting from error, as fraud may involve collusion, forgery, intentional omissions, misrepresentations, or the override of internal control.

- Obtain an understanding of internal control relevant to the audit in order to design audit procedures that are appropriate in the circumstances, but not for the purpose of expressing an opinion on the effectiveness of the entity’s internal control.

- Evaluate the appropriateness of accounting policies used and the reasonableness of accounting estimates and related disclosures made by management.

- Conclude on the appropriateness of management’s use of the going concern basis of accounting and, based on the audit evidence obtained, whether a material uncertainty exists related to events or conditions that may cast significant doubt on the entity’s ability to continue as a going concern. If we conclude that a material uncertainty exists, we are required to draw attention in our auditor’s report to the related disclosures in the financial statements or, if such disclosures are inadequate, to modify our opinion. Our conclusions are based on the audit evidence obtained up to the date of our auditor’s report. However, further events or conditions may cause the entity to cease to continue as a going concern.

- Evaluate the overall presentation, structure and content of the financial statements, including the disclosures, and whether the financial statement represent the underlying transactions and events in a manner that achieves fair presentation.

We communicate with those charged with governance regarding, among other matters, the planned scope and timing of the audit and significant audit findings, including any significant deficiencies in internal control that we identify during our audit.

Dawson Creek, BC

Chartered Professional Accountants
**NORTH EAST REGIONAL COMMUNITY FOUNDATION**

Statement of Financial Position

March 31, 2019

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Restricted Fund</th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CURRENT</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Cash - unrestricted</td>
<td>$39</td>
<td>$39</td>
<td>$35</td>
<td></td>
</tr>
<tr>
<td>- restricted</td>
<td>$1,662</td>
<td>$1,662</td>
<td>$1,548</td>
<td></td>
</tr>
<tr>
<td>Goods and services tax receivable</td>
<td>$645</td>
<td>$645</td>
<td>$409</td>
<td></td>
</tr>
<tr>
<td>Prepaid expenses</td>
<td>$1,542</td>
<td>$1,542</td>
<td>$1,179</td>
<td></td>
</tr>
<tr>
<td></td>
<td>39</td>
<td>3,849</td>
<td>3,888</td>
<td>3,171</td>
</tr>
<tr>
<td>RESTRICTED CASH -</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCOTIA INVESTMENTS (Note 3)</td>
<td>-</td>
<td>4,594</td>
<td>4,594</td>
<td>5,006</td>
</tr>
<tr>
<td>ENDOWMENTS -</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>SCOTIA INVESTMENTS (Note 3)</td>
<td>-</td>
<td>633,720</td>
<td>633,720</td>
<td>597,643</td>
</tr>
<tr>
<td>TANGIBLE CAPITAL ASSETS (Note 4)</td>
<td>600</td>
<td>-</td>
<td>600</td>
<td>600</td>
</tr>
<tr>
<td></td>
<td>$639</td>
<td>$642,163</td>
<td>$642,802</td>
<td>$606,420</td>
</tr>
<tr>
<td><strong>LIABILITIES AND NET ASSETS</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>CURRENT</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Trade payables</td>
<td>$3,919</td>
<td>$3,919</td>
<td>$3,169</td>
<td></td>
</tr>
<tr>
<td>NET ASSETS</td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Invested in tangible capital assets</td>
<td>600</td>
<td>-</td>
<td>600</td>
<td>600</td>
</tr>
<tr>
<td>Unrestricted</td>
<td>39</td>
<td>39</td>
<td>35</td>
<td></td>
</tr>
<tr>
<td>Externally restricted</td>
<td>$638,244</td>
<td>$638,244</td>
<td>$602,616</td>
<td></td>
</tr>
<tr>
<td></td>
<td>639</td>
<td>638,244</td>
<td>638,883</td>
<td>603,251</td>
</tr>
<tr>
<td></td>
<td>$639</td>
<td>$642,163</td>
<td>$642,802</td>
<td>$606,420</td>
</tr>
</tbody>
</table>

Approved by

[Signature]

Director

[Signature]

Director

See accompanying notes to financial statements
### NORTH EAST REGIONAL COMMUNITY FOUNDATION

**Statement of Operations**

**Year Ended March 31, 2019**

<table>
<thead>
<tr>
<th></th>
<th>General Fund</th>
<th>Restricted Fund</th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>REVENUE</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Investment income - dividends</td>
<td>$ -</td>
<td>$ 12,907</td>
<td>$ 12,907</td>
<td>$ 9,753</td>
</tr>
<tr>
<td>- interest</td>
<td></td>
<td>$ 6,342</td>
<td>$ 6,342</td>
<td>$ 7,473</td>
</tr>
<tr>
<td></td>
<td></td>
<td>19,249</td>
<td>19,249</td>
<td>17,226</td>
</tr>
<tr>
<td><strong>EXPENSES</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Bank charges</td>
<td></td>
<td>286</td>
<td>286</td>
<td>265</td>
</tr>
<tr>
<td>Grants</td>
<td></td>
<td>3,000</td>
<td>3,000</td>
<td>-</td>
</tr>
<tr>
<td>Insurance</td>
<td></td>
<td>1,510</td>
<td>1,510</td>
<td>1,844</td>
</tr>
<tr>
<td>Licences, fees and software</td>
<td>-</td>
<td>561</td>
<td>561</td>
<td>40</td>
</tr>
<tr>
<td>Professional</td>
<td></td>
<td>3,909</td>
<td>3,909</td>
<td>3,251</td>
</tr>
<tr>
<td>Scotia management fees</td>
<td>-</td>
<td>4,589</td>
<td>4,589</td>
<td>4,620</td>
</tr>
<tr>
<td></td>
<td></td>
<td>13,855</td>
<td>13,855</td>
<td>10,020</td>
</tr>
<tr>
<td><strong>EXCESS OF REVENUE OVER</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>EXPENSES BEFORE OTHER ITEMS</strong></td>
<td>-</td>
<td>5,394</td>
<td>5,394</td>
<td>7,206</td>
</tr>
<tr>
<td>GAIN (LOSS) ON DISPOSAL OF INVESTMENTS</td>
<td></td>
<td>30,489</td>
<td>30,489</td>
<td>(1,168)</td>
</tr>
<tr>
<td>UNREALIZED (LOSS) GAIN ON INVESTMENTS</td>
<td>-</td>
<td>(251)</td>
<td>(251)</td>
<td>7,129</td>
</tr>
<tr>
<td><strong>EXCESS OF REVENUE OVER EXPENSES</strong></td>
<td>$</td>
<td>$ 35,632</td>
<td>$ 35,632</td>
<td>$ 13,167</td>
</tr>
</tbody>
</table>

See accompanying notes to financial statements
**NORTH EAST REGIONAL COMMUNITY FOUNDATION**

Statement of Changes in Net Assets  
Year Ended March 31, 2019

<table>
<thead>
<tr>
<th></th>
<th>Dawson Creek</th>
<th>Fort St John</th>
<th>Hudson's Hope</th>
<th>Pouce Coupe</th>
<th>Taylor</th>
<th>Total</th>
<th>Total</th>
<th>Total</th>
<th>Total</th>
<th>Total</th>
<th>Total</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>Net assets, beginning of year.</strong></td>
<td>$ 149,005</td>
<td>$ 65,065</td>
<td>$ 137,732</td>
<td>$ 111,352</td>
<td>$ 139,462</td>
<td>$ 602,616</td>
<td>$ 600 $ 35</td>
<td>$ 603,251</td>
<td>$ 590,091</td>
<td></td>
<td></td>
</tr>
<tr>
<td><strong>Receipts</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Dividends</td>
<td>3,191</td>
<td>1,393</td>
<td>2,950</td>
<td>2,384</td>
<td>2,986</td>
<td>12,904</td>
<td>-</td>
<td>3</td>
<td>12,907</td>
<td>9,753</td>
<td></td>
</tr>
<tr>
<td>Interest</td>
<td>1,568</td>
<td>685</td>
<td>1,449</td>
<td>1,172</td>
<td>1,467</td>
<td>6,341</td>
<td>-</td>
<td>1</td>
<td>6,342</td>
<td>7,473</td>
<td></td>
</tr>
<tr>
<td>Gain (Loss) on disposal of investments</td>
<td>7,539</td>
<td>3,291</td>
<td>6,696</td>
<td>5,634</td>
<td>7,056</td>
<td>30,489</td>
<td>-</td>
<td>-</td>
<td>30,489</td>
<td>1,167</td>
<td></td>
</tr>
<tr>
<td><strong>Distributions</strong></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Grants</td>
<td>1,000</td>
<td>2,000</td>
<td>-</td>
<td>-</td>
<td>-</td>
<td>3,000</td>
<td>-</td>
<td>4</td>
<td>3,000</td>
<td>-</td>
<td>-</td>
</tr>
<tr>
<td>Program expenses</td>
<td>1,550</td>
<td>677</td>
<td>1,432</td>
<td>1,158</td>
<td>1,449</td>
<td>6,266</td>
<td>-</td>
<td>-</td>
<td>6,266</td>
<td>5,400</td>
<td></td>
</tr>
<tr>
<td>Scotia management fees</td>
<td>1,135</td>
<td>495</td>
<td>1,049</td>
<td>848</td>
<td>1,062</td>
<td>4,589</td>
<td>-</td>
<td>-</td>
<td>4,589</td>
<td>4,621</td>
<td></td>
</tr>
<tr>
<td><strong>Net receipts over distributions before other item</strong></td>
<td>3,685</td>
<td>3,172</td>
<td>2,481</td>
<td>2,006</td>
<td>2,511</td>
<td>13,855</td>
<td>-</td>
<td>-</td>
<td>13,855</td>
<td>10,021</td>
<td></td>
</tr>
<tr>
<td>Unrealized (loss) gain on investments</td>
<td>(62)</td>
<td>(27)</td>
<td>(57)</td>
<td>(46)</td>
<td>(59)</td>
<td>(251)</td>
<td>-</td>
<td>-</td>
<td>(251)</td>
<td>7,122</td>
<td></td>
</tr>
<tr>
<td><strong>Net receipts over distributions</strong></td>
<td>8,551</td>
<td>2,170</td>
<td>8,330</td>
<td>7,138</td>
<td>8,939</td>
<td>35,628</td>
<td>-</td>
<td>4</td>
<td>35,632</td>
<td>13,160</td>
<td></td>
</tr>
<tr>
<td><strong>Net assets, end of year</strong></td>
<td>$ 157,556</td>
<td>$ 67,235</td>
<td>$ 146,562</td>
<td>$ 118,490</td>
<td>$ 148,401</td>
<td>$ 638,244</td>
<td>$ 600 $ 39</td>
<td>$ 638,883</td>
<td>$ 603,251</td>
<td></td>
<td></td>
</tr>
</tbody>
</table>

See accompanying notes to financial statements
NORTH EAST REGIONAL COMMUNITY FOUNDATION

Statement of Cash Flow

Year Ended March 31, 2019

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td><strong>OPERATING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Excess of revenue over expenses</td>
<td>35,632</td>
<td>13,167</td>
</tr>
<tr>
<td>Non-cash items</td>
<td></td>
<td></td>
</tr>
<tr>
<td>Unrealized loss (gain) on investments</td>
<td>251</td>
<td>7,129</td>
</tr>
<tr>
<td>(Gain) Loss on sale of investment</td>
<td>(30,489)</td>
<td>1,168</td>
</tr>
<tr>
<td>Changes in non-cash working capital (Note 5)</td>
<td>150</td>
<td>502</td>
</tr>
<tr>
<td>Cash flow from operating activities</td>
<td>5,544</td>
<td>7,508</td>
</tr>
<tr>
<td><strong>INVESTING ACTIVITIES</strong></td>
<td></td>
<td></td>
</tr>
<tr>
<td>Sale of investments</td>
<td>206,285</td>
<td>45,280</td>
</tr>
<tr>
<td>Purchase of investments</td>
<td>(212,123)</td>
<td>(51,544)</td>
</tr>
<tr>
<td>Cash flow used by investing activities</td>
<td>(5,838)</td>
<td>(6,264)</td>
</tr>
<tr>
<td><strong>INCREASE (DECREASE) IN CASH</strong></td>
<td>(294)</td>
<td>1,244</td>
</tr>
<tr>
<td>CASH - BEGINNING OF YEAR</td>
<td>6,589</td>
<td>5,345</td>
</tr>
<tr>
<td><strong>CASH - END OF YEAR</strong></td>
<td>$6,295</td>
<td>$6,589</td>
</tr>
</tbody>
</table>

**CASH CONSISTS OF:**

- Cash - unrestricted $39 $35
- Restricted $1,662 $1,548
- Scotia Investments - restricted cash $4,594 $5,006

$6,295 $6,589

See accompanying notes to financial statements.
NORTH EAST REGIONAL COMMUNITY FOUNDATION
Notes to the Financial Statements
Year Ended March 31, 2019

1. PURPOSE OF ORGANIZATION

The North East Regional Community Foundation raises, holds and disburses donated funds and gifts-in-kind for the enhancement of Peace Region Communities. The Foundation is incorporated under the Societies Act of British Columbia as a not-for-profit organization and is a registered charity under the provisions of the Income Tax Act of Canada.

2. SIGNIFICANT ACCOUNTING POLICIES

These financial statements have been prepared in accordance with Canadian accounting standards for Not-for-Profit Organizations (ASNPO); accordingly these financial statements have been prepared in accordance with Canadian generally accepted accounting principles.

Cash and cash equivalents

Cash is defined as cash on hand, cash on deposit and short term deposits with maturity dates of less than 90 days net of cheques issued and outstanding at the reporting date.

Fund accounting

The Foundation follows the restricted fund method of accounting for contributions. This method of accounting reports restricted receipts and disbursements in the related restricted fund.

The Restricted Funds are invested, on a perpetual basis, in Scotia investments. Investment income earned on these funds is distributed in accordance with the provisions of each endowment agreement.

The General Fund accounts for the Foundation's administration activity and funds donated by Community Futures to pay the Foundation's expenses.

Revenue recognition

Restricted contributions are recognized in the Foundation's funds in the year of receipt.

Unrestricted contributions are recognized as revenue in the General Fund in the year received or receivable if the amount to be received can be reasonably estimated and collection is reasonably assured.

Interest revenue earned from the Restricted Funds is recognized as revenue in their respective funds.

Tangible capital assets

Tangible capital assets are stated at cost and are not amortized; however, in common with non-for-profit organizations, acquisitions are expensed in the year incurred. Contributed capital assets are recorded at fair value at the date of contribution.
2. SIGNIFICANT ACCOUNTING POLICIES (continued)

Financial instruments

The North East Regional Community Foundation initially measures its financial assets and financial liabilities at fair value. The Foundation subsequently measures all its financial assets and liabilities at amortized cost, except for investments in equity instruments that are quoted in an active market, which are measured at fair value. Changes in fair value are recognized in net income. Financial assets measured at amortized cost include cash and goods and services tax receivable. Financial liabilities measured at amortized cost include payables. Financial assets measured at fair market value include Endowments - Scotia Investments.

The North East Regional Community Foundation regularly assesses whether there are any indications of impairment. If there is an indication of impairment, and the Foundation determines that there is a significant adverse change in the expected timing or amount of future cash flows from the financial asset, it recognizes an impairment loss in the statement of operations. Any reversal of previously recognized impairment losses are recognized in operations in the year the reversal occurs.

Prepaid expenses

Prepaid expenses consist of unexpired insurance premiums which will be amortized over the term of the policies.

Contributed materials and supplies

Community Futures donates staffing, office space, and office equipment and supplies required for the daily operations of the Foundation. These contributions are not reported in the financial statements as their value cannot be reasonably estimated.

Use of estimates

The preparation of financial statements in conformity with Canadian accounting standards for Not-for-Profit Organizations requires management to make estimates and assumptions that affect the reported amounts of assets and liabilities and disclosure of contingent assets and liabilities at the date of the financial statements and the reported amounts of revenues and expenses during the period. Significant estimates include those used when accounting for useful life of tangible capital assets and payables. All estimates are reviewed periodically and adjustments are made to the statements of operations as appropriate in the year they become known.

3. ENDOWMENTS - SCOTIA INVESTMENTS

The contributions forwarded to Scotia Investing, by the North East Regional Community Foundation, are invested and managed by the Scotia Private Client Group.

<table>
<thead>
<tr>
<th>Year</th>
<th>Cash and short term</th>
<th>Fixed income</th>
<th>Canadian equities</th>
<th>US equities</th>
<th>International equities</th>
</tr>
</thead>
<tbody>
<tr>
<td>2019</td>
<td>3%</td>
<td>41%</td>
<td>53%</td>
<td>3%</td>
<td>0%</td>
</tr>
<tr>
<td>2018</td>
<td>3%</td>
<td>38%</td>
<td>40%</td>
<td>14%</td>
<td>5%</td>
</tr>
</tbody>
</table>

100% 100%
NORTH EAST REGIONAL COMMUNITY FOUNDATION  
Notes to the Financial Statements  
Year Ended March 31, 2019  

3. ENDOWMENTS - SCOTIA INVESTMENTS (continued)  

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Scotia investments at Cost</td>
<td>$556,408</td>
<td>$520,080</td>
</tr>
</tbody>
</table>

4. TANGIBLE CAPITAL ASSETS  

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Office equipment</td>
<td>$600</td>
<td>$600</td>
</tr>
</tbody>
</table>

5. CHANGES IN NON-CASH WORKING CAPITAL  

<table>
<thead>
<tr>
<th></th>
<th>2019</th>
<th>2018</th>
</tr>
</thead>
<tbody>
<tr>
<td>Goods and services tax receivable - (increase)</td>
<td>$237</td>
<td>$38</td>
</tr>
<tr>
<td>Prepaid expenses - (increase) decrease</td>
<td>(363)</td>
<td>340</td>
</tr>
<tr>
<td>Accounts payable - increase</td>
<td>750</td>
<td>-</td>
</tr>
<tr>
<td></td>
<td>$150</td>
<td>$302</td>
</tr>
</tbody>
</table>

6. FINANCIAL INSTRUMENTS  

Risks and concentrations  
The Foundation is exposed to various risks through its financial instruments, without being exposed to concentrations of risk. The following analysis provides a measure of the foundation’s risk exposure at the statement of financial position date.  

Liquidity risk  
Liquidity risk is the risk that the Foundation will not be able to meet its obligations associated with financial liabilities. The Foundation monitors its cash flows from operations by preparing and monitoring cash flows against budget and anticipates future requirements based on their needs. The Foundation has limited exposure to this type of risk.  

Credit risk  
Credit risk is the possibility that other parties may default on their financial obligations. At year end the maximum exposure of the Foundation to credit risk is the carrying value of cash and account receivables. The Society’s cash is deposited with Federally regulated credit worthy financial institutions and receivables are due from the federal government, and as such the Foundation has limited exposure to this type of risk.  

Market risk  
Market risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in market prices. Market risk comprises of currency risk, interest rate risk, and other price risk.

(continued)
6. FINANCIAL INSTRUMENTS (continued)

Currency risk

Currency risk is the risk that the fair value or future cash flows of a financial instrument will fluctuate because of changes in foreign exchange rates. The Foundation has very limited exposures to this type of risk.

Interest rate risk

The Foundation’s interest bearing assets and liabilities include cash.

The Foundation’s cash is generally of a demand nature which minimizes the impact of fluctuations in market interest rates. These assets are held with the Lake View Credit Union and Scotia.

Other price risk

Other price risk refers to the risk that the fair value of financial instruments or future cash flows associated with the instruments will fluctuate because of changes in market prices. Risk and volatility of investment returns are mitigated through diversification of investments in different countries, business sectors and corporation sizes.

7. ECONOMIC DEPENDENCE

The Foundation is able to fund ongoing administrative operations by way of donated staffing, office space, and office equipment and supplies provided by Community Futures Corporation of Peace Liard. It is management’s opinion that the loss of these donated materials, services and supplies would have an adverse effect on the Foundation’s operations.

8. ALLOCATION OF REVENUES AND EXPENSES

The expenses and revenues of the foundation are allocated to each restricted fund based on the percentage ownership of total funds. For any additional contributions within the year, expenses and revenue are prorated based on the timing of the contribution and the adjusted percentage ownership of total funds. The allocation percentages noted below are the ending percentages as at March 31, 2019.

<table>
<thead>
<tr>
<th>Restricted Funds</th>
<th>DC</th>
<th>FSJ</th>
<th>HH</th>
<th>PC</th>
<th>Taylor</th>
</tr>
</thead>
<tbody>
<tr>
<td>Revenue and expenses</td>
<td>25%</td>
<td>11%</td>
<td>23%</td>
<td>18%</td>
<td>23%</td>
</tr>
</tbody>
</table>
District of Taylor Community Foundation Endowment Fund

WHEREAS the Council of the District of Taylor (the Council), wish to establish the District of Taylor Community Foundation Endowment Fund (the “Taylor Fund”) with the Northeast Regional Community Foundation (the “NERCF”).

NOW THEREFORE the terms of the Taylor Fund shall be as follows:

1. The Taylor Fund shall be known as “District of Taylor Community Foundation Endowment Fund”.

2. The Taylor Fund will be established on receipt, by the NERCF, of Twenty-Five Thousand Dollars ($25,000) for 2008, plus Twenty-Five Thousand Dollars ($25,000) in matching funds from Northern Development Initiative Trust, being the initiating capital of the Taylor Fund. The Taylor Fund’s capital may be increased from time to time by gifts, bequests and devises from the Regional District or any other person or organization.

3. The NERCF will furnish receipts valid for income tax purposes in respect to all charitable donations for the Taylor Fund received by it. Any gifts, bequests and devises to the Taylor Fund shall be subject to the terms of this agreement, shall be irrevocable and shall, unless otherwise agreed in writing by the NERCF, be made and received subject to the condition and direction that the gift, bequest or devise is to be held by the NERCF, or a transferee from the NERCF, for a period of not less than ten (10) years, subject only to a power to encroach on such sum to the extent and for the purpose permitted by the Income Tax Act for encroachments on enduring property.

4. The NERCF shall have all powers necessary, or in its sole discretion desirable, to carry out the purpose of the Taylor Fund, including, but not limited to, the power to retain, invest and reinvest the Taylor Fund in any manner within the standards of law applicable to the management of Trust funds, including the power to co-mingle the assets of the Taylor Fund with those of other Community Foundation funds for investment purposes. Subject to an appropriate resolution of the Board of the NERCF, the NERCF shall not be limited to investments authorized by law for trustees. Neither the NERCF nor any of its Directors, Officers or Employees shall be liable for any loss that may happen to the monies or other assets constituting the Taylor Fund in respect of investments made by or on behalf of the NERCF in good faith.

5. The NERCF shall, after advice and recommendation from the Council or its assignee contemplated in paragraph 6 below, and subject to the general disbursement policy of the NERCF in place from time to time, determine annually the disbursement from the Taylor Fund to registered charities or other qualified donees. Undistributed income, including realized and accrued capital gains, may be transferred to a stability reserve and the stability reserve may be drawn on at any time, in the same manner as for annual disbursements noted herein, and shall not form part of the capital of the Taylor Fund.
6. The Council may at any time assign this agreement and all of the Council’s rights and obligations hereunder to a designated society (the “Society”) incorporated under the Society Act of British Columbia, by delivering written notice of assignment to the NERCF. Upon receipt of such written notice from the Council, the NERCF shall acknowledge and honour the assignment of this agreement to the designated Society, and thereafter shall take advice and recommendations from time to time from the designated Society with respect to the applicable matters under this agreement, including without limitation the disbursements and other matters set out in paragraph 5 above.

7. If the designated Society described in paragraph 6 above ceases to exist, or ceases to be a registered charity, or if there has not been an assignment to a designated Society and the Council ceases to exist, or ceases to be a registered charity, the NERCF shall disburse the income of the Taylor Fund to similar charitable entities for similar charitable purposes as the Northeast Regional Community NERCF, in its discretion, shall determine.

8. Provided that the Council has assigned this agreement to the Society, the NERCF may, from time to time, encroach upon the capital of the Taylor Fund and pay or transfer the whole or any part or parts thereof to the Society, subject to the following conditions:

(a) no encroachment on the capital of the Taylor Fund shall be made unless it has been requested in writing by the Society;

(b) no encroachment on the capital of the Taylor Fund shall be made until at least three (3) years after the Taylor Fund has been established;

(c) any request from the Society for an encroachment on the capital of the Taylor Fund of less than One Million Dollars ($1,000,000) must be received by the NERCF at least four (4) months prior to the encroachment;

(d) any request from the Society for an encroachment on the capital of the Taylor Fund of One Million Dollars ($1,000,000) or greater must be received by the NERCF at least one (1) year prior to the encroachment;

(e) no encroachment upon the capital of the Taylor Fund shall be made unless the Society is a registered charity at the time of the encroachment and no encroachments shall be made for any organization other than the Society;

(f) any encroachment on capital of the Taylor Fund shall be subject to the condition that the Society shall hold such capital or any property substituted therefore for at least ten (10) years after the encroachment, except that the Society may expend such capital or substituted property to the extent permitted by the Income Tax Act (Canada) in order to meet its disbursement quota.

9. Unless the NERCF otherwise agrees, the Council or the Society, as the case may be, shall designate all gifts made to the Taylor Fund as “specified gifts” (as defined in the Income Tax Act (Canada)).

10. The Taylor Fund shall be subject to payment of a fair allocation of the administrative costs incurred by the NERCF. The Board of the NERCF shall determine the allocation and amount of such expenses in each year and the Board shall have the sole discretion as to the nature and amount of such costs and expenses that shall be charged against the Taylor Fund. Any costs of the NERCF in accepting, transferring or managing property donated to the NERCF for the Taylor Fund shall also be paid from the Taylor Fund’s income.
IN WITNESS WHEREOF the Council and the Northeast Regional Community Foundation have executed this Agreement as follows:

DISTRICT OF TAYLOR
10007-100A St., PO Box 300, Taylor, B.C., V0C 2K0
Telephone: (250) 789-3392 Fax: (250) 789-3543

by its authorized signatories on the ____ day of ________________________, 20 ___.

authorized signatory

print name

authorized signatory

print name

NORTHEAST REGIONAL COMMUNITY FOUNDATION
904 – 102 Ave., Dawson Creek, BC V1G 2B7
Telephone: (250) 782-8748 Fax: (250) 782-8770
Email: necommunityfoundation@communityfutures.biz

by its authorized signatories on the ____ day of ____________________, 20 ___.

authorized signatory

print name

authorized signatory

print name
1. **Local & Regional Government**
   - Zoning Bylaw Amendment No. 2358, 2019 Referral
     Toms Lake, Peace River Regional District
     To rezone the subject property from A-2 “Large Agricultural Holding Zone” to CF
     “Communal Farm”
   - Zoning Bylaw Amendment No. 2357, 2019 Referral
     Charlie Lake, Peace River Regional District
     To rezone the subject property from A-2 “Large Agricultural Holdings Zone” to R-5
     “Residential 5 Zone”
   - Proceeds of Crime Resolution of Support
     Angila Bains, Manager, Legislative Services, District of Saanich
   - Clean Up of Needles and Other Harm Reduction Paraphernalia
     Angila Bains, Manager, Legislative Services, District of Saanich
   - Provincial Support for Libraries
     Allen Courtoreille, Mayor, District of Chetwynd

2. **Provincial & Federal Government**
   - Resolutions Response re: R16 - Fire Mitigation on Transportation Corridors & R19 - Safety
     of First Responders Attending a Roadside Accident
     Ed Miska, Assistant Deputy Minister, Highway Services
     Ministry of Transportation & Infrastructure
   - Resolution Response re: R33 - Community Childcare
     Katrina Chen, Minister of State for Child Care
     Ministry of Children and Family Development
   - Resolution Response re: R5 - Shipment of Dangerous Goods by Rail
     George Heyman, Minister, Ministry of Environment and Climate Change Strategy
   - Resolution Response re: R8 – Importance of 9-1-1 in Remote and Rural Areas
     Mike Farnworth, Minister of Public Safety and Solicitor General
     Ministry of Public Safety and Solicitor General
   - Resolution Response re: R17 – More Small Aircraft Pilot Training Needed & R29 – Effects
     of New Ammonia Regulations
     Susan Burns for Trudy Rotgans, Executive Director, Post-Secondary Programs Branch
     Ministry of Advanced Education, Skills and Training
   - Resolution Response re: R7 – Rural Broadband
     The Honourable Bernadette Jordan, Minister of Rural Economic Development
   - Provincial Plastics Policy & Engagement Re: Action on Plastics - Website and Policy
     Consultation Paper
     Environmental Standards Branch, Ministry of Environment and Climate Change Strategy

3. **Industry**
   - August 2019 Construction Activity Update #3: Coastal GasLink Pipeline Project
     TC Energy
4. **General Correspondence**

- June 5, 2019 Regular Meeting Minutes
  North Peace Airport Society
- July 3, 2019 Regular Meeting Minutes
  North Peace Airport Society
- 2019 Federal Election
  Jan Simpson, National President, Canadian Union of Postal Workers
August 15, 2019

His Worship Mayor Rob Fraser and Councillors
District of Taylor
Box 300
Taylor BC V0C 2K0

Dear Mayor Fraser and Councillors:

On behalf of the joint Provincial-Union of British Columbia Municipalities (UBCM) Green Communities Committee (GCC), we would like to extend our congratulations for your successful efforts to undertake significant corporate or community-wide climate action to reduce greenhouse gas (GHG) emissions in the 2018 reporting year.

As a signatory to the Climate Action Charter, you have demonstrated your commitment to work with the Province of British Columbia and UBCM to take action on climate change and to reduce GHG emissions in your community and through corporate operations.

The work that local governments are undertaking to reduce their corporate emissions demonstrates significant climate leadership and sets the stage for broader climate action in the community. Your leadership and commitment continues to be essential to ensuring the achievement of our collective climate action goals.

The GCC was established under the Charter to support local governments in achieving their climate goals. In acknowledgement of the efforts of local leaders, the GCC is again recognizing the progress and achievements of local governments such as yours through the multi-level Climate Action Recognition Program. A description of this program is enclosed for your reference.

As a Charter signatory who has achieved Level 1 and Level 2 recognition, and demonstrated significant climate action (corporately or community-wide) to reduce GHG emissions for the 2018 reporting year, you have been awarded Level 3 recognition – ‘Accelerating Progress on Charter Commitments’.
Mayor Fraser and Councillors

Page 2

In recognition of your significant achievements, the GCC is pleased to provide you with climate action community branding for use on official websites and letterheads. An electronic file with the 2018 logo will be provided to your Chief Administrative Officer via email. Also enclosed is a BC Climate Action Community 2018 – Climate Leader window decal, for use on public buildings.

Congratulations again on your continually improving achievement. We applaud your leadership and wish you continued success in your ongoing commitment to the goal of corporate carbon neutrality, and your efforts to reduce emissions in the broader community.

Sincerely,

Tara Faganello
Assistant Deputy Minister
Local Government Division
Ministry of Municipal Affairs and Housing

Gary MacIsaac
Executive Director
Union of British Columbia Municipalities

Enclosures
GCC Communiqué on the Climate Action Recognition Program

B.C. local governments continue to play a critical role in reducing GHG emissions across the province. In acknowledgment of the ongoing efforts of B.C. local government leaders, the joint Provincial-UBCM Green Communities Committee (GCC) is pleased to continue the Climate Action Recognition Program (Recognition Program) for the 2018 reporting year. This multi-level program provides the GCC with an opportunity to review and publicly recognize, on an annual basis, the progress and achievements of each Climate Action Charter (Charter) signatory on their Charter commitments. Recognition is provided according to the following:

**Level 1: Demonstrating Progress on Charter Commitments**
Local governments who demonstrate progress on fulfilling one or more of their Charter commitments receive a letter from the GCC acknowledging their accomplishments.

**Level 2: Measuring GHG Emissions**
Local governments that achieve level 1, have completed a corporate carbon inventory for the reporting year and demonstrate that they are familiar with their community’s community energy and emissions inventory receive a letter from the GCC and a ‘BC Climate Action Community 2018’ logo, for use on websites, letterhead, etc.

**Level 3: Accelerating Progress on Charter Commitments**
Local governments that achieve levels 1 and 2 and demonstrate significant corporate or community-wide climate action to reduce GHG emissions in the reporting year receive a letter from the GCC and a ‘BC Climate Action Community 2018 – Climate Leader’ logo, for use on websites, letterhead, etc.

**Level 4: Achievement of Carbon Neutrality**
Local governments that achieve carbon neutrality in the reporting year receive a letter from the GCC and a ‘BC Climate Action Community 2018 – Climate Leader - Carbon Neutral’ logo, for use on websites, letterhead, etc.

To be eligible for the Recognition Program, local governments must fulfill the public reporting requirements (including reporting progress to carbon neutrality) of the Climate Action Revenue Incentive Program (CARIP). Recognition levels for the Recognition Program are based on the information included in each local government’s annual CARIP public report. For more information on CARIP and the public reporting requirements go to: https://www2.gov.bc.ca/gov/content/governments/local-governments/grants-transfers/climate-action-revenue-incentive-program-carip
SAVE THE DATE!

ADDITIONS TO RESERVE (ATR) FOR LOCAL GOVERNMENT WORKSHOP

Je aa h’aanache!

In the spirit of collaboration and reconciliation, the Doig River Chief and Council cordially invite you to attend a one day workshop/information session on Additions to Reserve (ATR) for Local Government.

Date: September 12th, 2019
Location: Northern Grande Hotel, Fort St. John
Time: 10:00 am to 3:00 pm (Lunch Provided)

Indigenous Services Canada, Urban Systems and MNP will be delivering information sessions on the Additions to Reserve (ATR) process, successful examples of Urban Indigenous Reserves and the economic benefits to the local economy for citizens and local government.

We look forward to seeing you, sharing ideas, concepts and how we can all collaborate together for the benefit of all.

Please RSVP to Amber Attachie at aattachie@doigriverfn.com by September 6, 2019.

Chief Trevor Makadahay and DRFN Council
District of Taylor Council (‘TAY’)  
10007 - 100th A Street  
Taylor, BC V0C 2K0  

Dear Mayor Fraser and the District of Taylor Council,

The North Peace Airport Society recently amended its bylaws for greater clarity on identification of members at general meetings. The North Peace Airport Society is comprised of the following members: District of Taylor, District or Hudson’s Hope, Peace River Regional District, and the City of Fort St. John. Over the past 22 years, an appointed director from their respective council/board (typically Mayor or Chair) would vote at general meetings on both ordinary and special resolutions. As the North Peace Airport Society continues to evolve, the Board is now requesting that each member formally delegate this authority to one person known as the ‘Member Representative’ on behalf of their council/board every four years to coincide with the director’s term length.

Please see the requested resolution below, if there are any questions please do not hesitate to reach out.

Resolution:

‘THAT the District of Taylor’s Council appoint ____________ (person) to be their Member Representative for the North Peace Airport Society until December 15, 2022 or otherwise amended by resolution of Council.’

Upon approval by the board, please have a staff member indicate on letterhead that the resolution was passed for the North Peace Airport Society’s records.

Thank you.

Regards,

Miranda V. Flury  
Director of Strategy, Capital, and Planning  
flurym@yxjairport.com  
778-256-9117
Enbridge is pleased to extend this invitation for you to attend an open house at our new office location in Fort St. John.

Come and meet Enbridge employees and leaders who work on our natural gas pipeline system. We welcome a conversation about our operations, maintenance and expansion projects and safety programs.

Thursday, September 19, 2019

Catering and refreshments will be provided.

Please join us:

Thursday, September 19
3:30 p.m. to 6:30 p.m.

4pm – Welcoming and opening remarks

Enbridge
8320 - 89A Avenue
Fort St. John, B.C. T1J 0P1

For more information, please contact:

Michaela Bjorseth
Community and Indigenous Engagement
250-264-9228 | michaela.bjorseth@enbridge.com

Laura Prosko
Community and Indigenous Engagement
250-264-9241 | laura.prosko@enbridge.com
Tyla Pennell

From: Walton, Lindsay EAO:EX [mailto:lindsay.Walton@gov.bc.ca]
Sent: August 26, 2019 9:53 AM
Cc: May-Poole, Tanner EAO:EX <Tanner.MayPoole@gov.bc.ca>; Leung, David EAO:EX <David.Leung@gov.bc.ca>; Braun, Nathan EAO:EX <Nathan.Braun@gov.bc.ca>; Robinson, Tiffany EAO:EX <Tiffany.Robinson@gov.bc.ca>; Wittig, Gregory EAO:EX <Gregory.Wittig@gov.bc.ca>
Subject: Working Group for the Proposed Frontier Project between Chetwynd and Taylor, BC

Reference: 347710
File: 30050-20/FRNT-05-04

Good morning,

Enbridge Frontier Inc. (Enbridge) proposes to construct a natural gas liquids straddle plant and 130 to 170 kilometre (km) pipeline in northeastern British Columbia. The straddle plant and pump station are proposed to be located approximately 36 km west of Chetwynd, and the pipeline is proposed to span from the straddle plant to Taylor. The Frontier Project is also proposing a 15 to 45 km long electrical transmission line with associated substation at the straddle plant, and a custody transfer meter in Taylor. Further information on the Frontier Project is available on our environmental project information centre (EPIC) website at https://projects.eao.gov.bc.ca/p/5d49e9ef4cb2c7001b13ce23/.

Frontier Project is a reviewable project under the provincial Environmental Assessment Act.

The Environmental Assessment Office (EAO) is establishing an advisory working group. The working group (WG) will consist of federal, provincial, local government and Indigenous nation representatives to assist the province with the environmental assessment (EA) of the Frontier Project.

We would like to invite you to an introductory WG meeting to be held in Fort St. John in late September-October 2019. A calendar invite with meeting details will follow in the coming days.

The objectives of the meeting are to provide:
- An overview by Enbridge of the Frontier Project and key potential effects;
- An overview of Enbridge’s draft Valued Components;
- An overview of the EA and permitting processes in the regulatory continuum for the Frontier Project; and
- An opportunity for the WG members to ask questions and have a discussion of preliminary issues and concerns to help inform their feedback on various milestones in the EA.

If your First Nation, department, ministry or local government wishes to participate in this EA as a member of the WG, and you haven’t already done so, please respond by September 3, 2019.

(i) If you wish to participate on the WG; and,
(ii) The name, address, phone number and email for your designated contact and WG member(s).

If your First Nation, group, department, ministry of local government does not wish to participate in this EA as a member of the WG, please indicate as much. Note that some organizations may wish to receive correspondence while participating as an observer.

A draft agenda and Powerpoint presentation for the introductory WG meeting will be sent out in the coming weeks.
If you have any questions or require further information, please contact me by telephone at 778 698-9322 or Lindsay.Walton@gov.bc.ca. You can also reach Tanner May-Poole, Project Assessment Officer at 778 698-9185 or Tanner.MayPoole@gov.bc.ca.

We look forward to working with you on the Frontier Project EA.

Yours truly,

LINDSAY WALTON
Project Assessment Director, Indigenous Relations
Environmental Assessment Office
Government of British Columbia
OFFICE: 778-698-9322
MOBILE: 250-208-6412

The EAO respectfully acknowledges that it carries out its work on the traditional territories of Indigenous nations throughout British Columbia.

This e-mail is confidential and intended only for the person(s) to whom it is addressed. Any distribution, copying, or other use by anyone else is strictly prohibited. If you received this e-mail in error, please destroy this e-mail and contact me directly.
INVITATION

August 26, 2019

Mayor Rob Fraser
District of Taylor
Via email: Mayorfraser@districtoftaylor.com Lford@districtoftaylor.com

Dear Mayor Fraser:

Re: Union of BC Municipalities Convention & Awards, Vancouver, BC

We are pleased to inform you of the Northern Health’s participation at the upcoming UBCM Convention in Vancouver, BC.

At the upcoming UBCM convention I will be joining Colleen Nyce, Northern Health Board Chair, for the opportunity to meet one-on-one with local government representatives to discuss health care issues and to answer questions. If you are interested in meeting with us, we invite you to contact our offices to arrange a time convenient for you.

We will be hosting meetings throughout Wednesday, September 25th and Thursday, September 26th. Meetings will be held in Nootka Meeting room located in the Fairmont Waterfront Hotel (900 Canada Place).

To book an appointment please contact Irma Trudel, Administrative Assistant, at (250) 649-7038 or by email at nhadministration@northernhealth.ca no later than Wednesday September 18th. If you can please provide the names of attendees and the specific topics you would like to discuss that would be helpful. A reminder to provide as much detail as possible to assist us in preparing for the discussion.

We look forward to seeing you in September.

Sincerely,

Cathy Ulrich
President and Chief Executive Officer
Northern Health
Legislation

Passenger Transportation Act section 7(1)(g):

the board may...make rules respecting
   (i) rates that are or may be charged by a licensee,
   (ii) any rules or practices of a licensee relating to those rates, and
   (iii) any tariff of those rates.

Purpose

To describe the Taxi and Limousine Cost Index ("TLCI") and the implementation of a 2019 TLCI rate increase for taxis in British Columbia.

Context

- The Board uses the TLCI as an objective measurement for identifying rate increases for taxis.
- TLCI uses Consumer Price Index (CPI) data for BC that is obtained from Statistics Canada and BC Stats.
- For the 2018 calendar year, CPI (BC) data showed an increase of 2.7%; therefore, the Board is allowing taxi licensees to request a 2019 TLCI increase in their rates by up to 2.7%.
- Taxi licensees seeking a rate increase greater than 2.7% or after the TLCI request deadline of August 31, 2019, must make a Change of Rates application.
- TLCI rate increases are optional for taxi licensees.

Rule

1. Applicability

The Board approved a maximum TLCI rate increase of 2.7% for any licensee:

   a) whose license has express authorization to use a top light or pick up hails and flags from the street, and
   b) who is approved to charge:
      i. metered rates, or
      ii. non-metered rates.

Any change to metered taxi rates must include a change to the flag rate.
2. **Requirements for TLCI rate increases**

To obtain a TLCI rate increase, taxi licensees must:

- a) complete and send a "2019 TLCI Request for Taxis" form to the Passenger Transportation Board no later than **August 31, 2019**;

- b) send notice of the TLCI request to the administrator or manager of each local government or First Nations council where the licensee is authorized to pick up passengers;

- c) attach to the request form a copy of each notice sent to local governments or First Nations councils; and

- d) receive written confirmation from the Board before implementing a TLCI rate increase.

3. **Uniform Rates in Common Geographic Areas**

- a) In Prince George, Nanaimo, Penticton, Port Alberni or the Capital Regional District, at least 51% of licensees must submit TLCI request forms before the Board will authorize a rate increase.

- b) In the Metro Vancouver or Fraser Valley regional districts, licensees that, in total are authorized to operate at least 51% of the taxis in the common rate area, must submit TLCI request forms before the Board will authorize a rate increase.

4. **Effective Dates for Rate Changes**

- a) Rates are effective on the date set by the PT Board.

- b) Licensees may not change their rates before the effective date set by the Board.

**Prior Rule**

The following Board rule is rescinded:

- *Taxi & Limousine Cost Index 2018* dated September 24, 2018

**Date of Rule**

- May 15, 2019
Notice to Local Government

TO: Municipality or First Nation

Date of Notice: August 27, 2019

Chief Administrative Officer or Manager

Municipality or First Nation: District of Taylor
Address: Box 300, 10007 - 100th A Street, Taylor, BC V0C 2K0
Email: AYoung@districtoftaylor.com

FROM: Taxi Licensee

Name of Taxi Company: Fort St. John Cabs Ltd.
Trade Name: Fort Cabs
Address: 9415 100 Avenue, Fort St. John, BC V1J 6W1
Contact & Title: Tag Gill, Manager
Contact Phone: 604-765-4794
Contact Email: teco.taxi@live.com

Pending Increase in Taxi Rates

This letter notifies local government that Fort St. John Cabs Ltd. is asking the Passenger Transportation (PT) Board to implement a 2.7% increase in its taxi rates.

Our request is based on a decision of the PT Board to allow taxi companies to request a 2019 Taxi & Limousine Cost Index (TLCI) increase of up to 2.7% for taxis. The decision is based on Consumer Price Index (CPI) data for BC in 2018.

You are receiving this notice for information only. Local government comment or action is not required. More information about taxi rates in BC and TLCI rate increases is on the PT Board website at:

- Taxi Rates: https://www.ptboard.bc.ca/taxi-rates.htm
- TLCI: https://www.ptboard.bc.ca/tci.htm

If you have questions about our request for a rate increase, contact our company representative using the contact information provided above.

Thank you,
Notice to Local Government

TO: Municipality or First Nation
Date of Notice: August 27, 2019
Chief Administrative Officer or Manager
Municipality or First Nation: District of Taylor
Address: Box 300, 10007 - 100th A Street, Taylor, BC V0C 2K0
Email: AYoung@districtoftaylor.com

FROM: Taxi Licensee
Name of Taxi Company: Teco Taxi Ltd.
Trade Name: Teco Taxi
Address: 9415 100 Avenue, Fort St. John, BC V1J 6W1
Contact & Title: Tag Gill, Manager
Contact Phone: 604-765-4794
Contact Email: teco.taxi@live.com

Pending Increase in Taxi Rates

This letter notifies local government that Teco Taxi Ltd. is asking the Passenger Transportation (PT) Board to implement a 2.7% increase in its taxi rates.

Our request is based on a decision of the PT Board to allow taxi companies to request a 2019 Taxi & Limousine Cost Index (TLCI) increase of up to 2.7% for taxis. The decision is based on Consumer Price Index (CPI) data for BC in 2018.

You are receiving this notice for information only. Local government comment or action is not required.

More information about taxi rates in BC and TLCI rate increases is on the PT Board website at:

- Taxi Rates: https://www.ptboard.bc.ca/taxi-rates.htm
- TLCI: https://www.ptboard.bc.ca/tci.htm

If you have questions about our request for a rate increase, contact our company representative using the contact information provided above.

Thank you.
Notice to Local Government

TO: Municipality or First Nation
Date of Notice: August 27, 2019

Chief Administrative Officer or Manager
Municipality or First Nation: City of Fort St. John
Address: 10631 - 100 Street, Fort St. John, BC V1J 3Z5
Email: info@fortstjohn.ca; citymanager@fortstjohn.ca

FROM: Taxi Licensee
Name of Taxi Company: Fort St. John Cabs Ltd.
Trade Name: Fort Cabs
Address: 9415 100 Avenue, Fort St. John, BC V1J 6W1
Contact & Title: Tag Gill, Manager
Contact Phone: 604-765-4794
Contact Email: teco.taxi@live.com

Pending Increase in Taxi Rates

This letter notifies local government that Fort St. John Cabs Ltd. is asking the Passenger Transportation (PT) Board to implement a 2.7% increase in its taxi rates.

Our request is based on a decision of the PT Board to allow taxi companies to request a 2019 Taxi & Limousine Cost Index (TLCI) increase of up to 2.7% for taxis. The decision is based on Consumer Price Index (CPI) data for BC in 2018.

You are receiving this notice for information only. Local government comment or action is not required. More information about taxi rates in BC and TLCI rate increases is on the PT Board website at:
- Taxi Rates: https://www.ptboard.bc.ca/taxi-rates.htm
- TLCI: https://www.ptboard.bc.ca/tci.htm

If you have questions about our request for a rate increase, contact our company representative using the contact information provided above.

Thank you.
Notice to Local Government

TO: Municipality or First Nation
Date of Notice: August 27, 2019

Chief Administrative Officer or Manager
Municipality or First Nation: City of Fort St. John
Address: 10631 - 100 Street, Fort St. John, BC V1J 3Z5
Email: info@fortstjohn.ca; citymanager@fortstjohn.ca

FROM: Taxi Licensee
Name of Taxi Company: Teco Taxi Ltd.
Trade Name: Teco Taxi
Address: 9415 100 Avenue, Fort St. John, BC V1J 6W1
Contact & Title: Tag Gill, Manager
Contact Phone: 604-765-4794
Contact Email: teco.taxi@live.com

Pending Increase in Taxi Rates

This letter notifies local government that Teco Taxi Ltd. is asking the Passenger Transportation (PT) Board to implement a 2.7% increase in its taxi rates.

Our request is based on a decision of the PT Board to allow taxi companies to request a 2019 Taxi & Limousine Cost Index (TLCI) increase of up to 2.7% for taxis. The decision is based on Consumer Price Index (CPI) data for BC in 2018.

You are receiving this notice for information only. Local government comment or action is not required. More information about taxi rates in BC and TLCI rate increases is on the PT Board website at:

- Taxi Rates: https://www.ptboard.bc.ca/taxi-rates.htm
- TLCI: https://www.ptboard.bc.ca/tci.htm

If you have questions about our request for a rate increase, contact our company representative using the contact information provided above.

Thank you.
Notice to Local Government

TO: Municipality or First Nation
Date of Notice: August 27, 2019
Chief Administrative Officer or Manager
Municipality or First Nation: Peace River Regional District
Address: 9505 100 Street, Fort St. John, BC V1J 4N4
Email: prrd.fsj@prrd.bc.ca

FROM: Taxi Licensee
Name of Taxi Company: Fort St. John Cabs Ltd.
Trade Name: Fort Cabs
Address: 9415 100 Avenue, Fort St. John, BC V1J 6W1
Contact & Title: Tag Gill, Manager
Contact Phone: 604-765-4794
Contact Email: teco.taxi@live.com

Pending Increase in Taxi Rates

This letter notifies local government that Fort St. John Cabs Ltd. is asking the Passenger Transportation (PT) Board to implement a 2.7% increase in its taxi rates.

Our request is based on a decision of the PT Board to allow taxi companies to request a 2019 Taxi & Limousine Cost Index (TLCI) increase of up to 2.7% for taxis. The decision is based on Consumer Price Index (CPI) data for BC in 2018.

You are receiving this notice for information only. Local government comment or action is not required. More information about taxi rates in BC and TLCI rate increases is on the PT Board website at:

- Taxi Rates: https://www.ptboard.bc.ca/taxi-rates.htm
- TLCI: https://www.ptboard.bc.ca/tci.htm

If you have questions about our request for a rate increase, contact our company representative using the contact information provided above.

Thank you,
Notice to Local Government

TO: Municipality or First Nation
Date of Notice: August 27, 2019
Chief Administrative Officer or Manager
Municipality or First Nation: Peace River Regional District
Address: 9505 100 Street, Fort St. John, BC V1J 4N4
Email: prrd.fsj@prrd.bc.ca

FROM: Taxi Licensee
Name of Taxi Company: Teco Taxi Ltd.
Trade Name: Teco Taxi
Address: 9415 100 Avenue, Fort St. John, BC V1J 6W1
Contact & Title: Tag Gill, Manager
Contact Phone: 604-765-4794
Contact Email: teco.taxi@live.com

Pending Increase in Taxi Rates

This letter notifies local government that Teco Taxi Ltd. is asking the Passenger Transportation (PT) Board to implement a 2.7% increase in its taxi rates.

Our request is based on a decision of the PT Board to allow taxi companies to request a 2019 Taxi & Limousine Cost Index (TLCI) increase of up to 2.7% for taxis. The decision is based on Consumer Price Index (CPI) data for BC in 2018.

You are receiving this notice for information only. Local government comment or action is not required. More information about taxi rates in BC and TLCI rate increases is on the PT Board website at:
- Taxi Rates: [https://www.ptboard.bc.ca/taxi-rates.htm](https://www.ptboard.bc.ca/taxi-rates.htm)
- TLCI: [https://www.ptboard.bc.ca/tci.htm](https://www.ptboard.bc.ca/tci.htm)

If you have questions about our request for a rate increase, contact our company representative using the contact information provided above.

Thank you.
TO: Mayor and Council

Andrew Young, MCIP, RPP, Chief Administrative Officer
Prepared collaboratively with Ryan Nelson, Director of Operations, and with Steve Byford, Fire Chief - Taylor Fire-Rescue Department

DATE: September 3, 2019

SUBJECT: Referral Package for November 13, 2019 Proposed PNG Rights Disposition

ATTACHMENT(S): □ Energy - Mines Referral letter 2019-08-15

STRATEGIC GOALS & PRIORITIES:
This report complies with the following strategic goals set out by Council:
- Foster strong communication at all levels (locally, regionally, provincially).

This report complies with the above strategic goal through Council and staff sharing concerns and ideas with each other; and through frequent and open dialogue with Ministers and Government agencies.

RECOMMENDED RESOLUTION:
That the following comments be forwarded to the Ministry of Energy, Mines, and Petroleum Resources regarding Parcel area 1911002 and the referral package for the November 13, 2019 PNG Rights Disposition:

1. The parcel areas are located within watersheds that pass through the District of Taylor, precautions are required to prevent contamination of the District's water source;
2. Some of the parcel areas lie within, or partly within, the District of Taylor's rural fire protection area; the District therefore requests consultation prior to undertaking any exploration and development activities as fire suppression or rescue services may be limited to some of these areas; and
3. The District of Taylor requests consultation on emergency response prior to the development of emergency plans. Emergency plans must be submitted to the Taylor Fire-Rescue Department prior to drilling activities.

PURPOSE:
To provide Council with an opportunity to give comment on proposed Petroleum and Natural Gas Rights Dispositions.
BACKGROUND:
In mid-August 2019 the District of Taylor received referral information for the November 13, 2019 petroleum and natural gas rights disposition including Parcel 1911002. The Ministry of Energy, Mines and Petroleum Resources has provided this information for review and comment. In order to meet the deadline for the Notice of Public Tender of Crown Petroleum and Natural Gas Rights the Ministry has asked the District to provide its comments, if any, by September 16, 2019.

FINANCIAL IMPLICATIONS:
None noted.

COMMENTS & DISCUSSION:
The CAO has discussed the PNG referral with the District's Director of Operations and Taylor's Fire Chief and determined that some of the parcel areas identified in the 1911002 referral:

- Are located within watersheds that pass through the District of Taylor, precautions will therefore be required to prevent contamination of the District’s water source;
- Lie within, or partly within, the District of Taylor’s rural fire protection area; the District therefore requests consultation prior to undertaking any exploration and development activities as fire suppression or rescue services may be limited to some of these areas.

Lastly, based on staff’s discussions it is recommended that the District of Taylor requests consultation on emergency response prior to the development of emergency plans. Accordingly, emergency plans should be submitted to the Taylor Fire-Rescue Department for review and comment prior to drilling activities.

ALTERNATIVE OPTIONS:
Based on Council’s knowledge of the subject lands, Council may choose to provide additional/no comments concerning the proposed PNG Rights Disposition for Parcel Areas 1911002 or any of the other nearby parcels described in the referral.

SUMMARY & CONCLUSION:
Should Council agree with the recommendations put forward in this report the District will send those comments to the Ministry of Energy, Mines, and Petroleum Resources regarding Parcel Areas 1911002 and the referral package for the November 13, 2019 PNG Rights Disposition.

RESPECTFULLY SUBMITTED:
The District of Taylor's guiding principle is “Safety, Family, then Work.”
August 15, 2019

Andrew Young, CAO
District of Taylor
PO Box 300
10007 – 100A Street
Taylor, BC V0C 2K0

Dear Andrew Young, CAO:

Please find enclosed the referral package detailing the petroleum and natural gas rights proposed for disposition on November 13, 2019. This information is being provided to you for your review and comment. This referral package includes:

- List of parcels where comments are requested (please refer to page 2)
- North and/or South posting request map(s)
- Summary sheet of parcels with tract descriptions
- Detailed referral map(s)

Posting request map(s), GIS files and parcel descriptions are available online at: http://www2.gov.bc.ca/gov/content/industry/natural-gas-oil/petroleum-natural-gas-tenure/posting-request-maps

Your response can be submitted to the Tenure and Geoscience Branch by email to PNGreferral@gov.bc.ca or by fax to 250-952-0291. In order to meet the publishing date for this proposed disposition, we ask that you submit your response no later than September 16, 2019.

If you require further information or are unable to meet the above deadline, please contact me by phone at (778) 698-3694 or by email at PNGreferral@gov.bc.ca.

Sincerely,

Richard Bader
Acting Director, Resource Development
(778) 698-3694
List of parcels where comments are requested:

1911002

Additional Information on the Crown Petroleum and Natural Gas Rights Disposition Process can be found online at the following links:

- Oil and Gas Titles main page: [http://www2.gov.bc.ca/gov/content/industry/natural-gas-oil/petroleum-natural-gas-tenure](http://www2.gov.bc.ca/gov/content/industry/natural-gas-oil/petroleum-natural-gas-tenure)

- iMapBC (to view existing tenure): [https://maps.gov.bc.ca/ess/hm/imap4m/](https://maps.gov.bc.ca/ess/hm/imap4m/)

- iPS Web (to look up tenure details): [https://a100.gov.bc.ca/pub/ipsweb/mainPage.html](https://a100.gov.bc.ca/pub/ipsweb/mainPage.html)

- Disposition (Sales) Notices: [http://www2.gov.bc.ca/gov/content/industry/natural-gas-oil/petroleum-natural-gas-tenure/crown-sales-notices](http://www2.gov.bc.ca/gov/content/industry/natural-gas-oil/petroleum-natural-gas-tenure/crown-sales-notices)

- Disposition (Sales) Results: [http://www2.gov.bc.ca/gov/content/industry/natural-gas-oil/petroleum-natural-gas-tenure/sales-results-statistics](http://www2.gov.bc.ca/gov/content/industry/natural-gas-oil/petroleum-natural-gas-tenure/sales-results-statistics)

- All disposed tenure GIS files: [file://ftpmem.nrs.bcgov/ftpmem/Outgoing/CSGISS/PNG_Tenure/](file://ftpmem.nrs.bcgov/ftpmem/Outgoing/CSGISS/PNG_Tenure/)
District of Taylor
Bylaw No. 835, 2019
A Bylaw to Amend District of Taylor Zoning Bylaw No. 783, 2014

WHEREAS it is deemed desirable to amend the District of Taylor Zoning Bylaw No. 783, 2014 (as amended);

NOW THEREFORE the Council of the District of Taylor in open meeting assembled enacts as follows:

1. CITATION

   a. This bylaw may be cited for all purposes as District of Taylor Zoning Bylaw No. 783, 2014, Amendment Bylaw No. 835, 2019.

2. AMENDMENTS

   a. District of Taylor Zoning Bylaw No. 783, 2014 (as amended) is hereby further amended by:

      i. Adding the following definitions in alphabetical order to Section 3 - Definitions:

         CANNABIS means cannabis as defined in the Federal Controlled Drugs and Substances Act or Cannabis Act and includes any products containing cannabis.

         CANNABIS RETAIL means the retail sale of cannabis or cannabis accessories as lawfully permitted and authorized under the Provincial Cannabis Control and Licensing Act (BC).

         MEDICAL CANNABIS PRODUCTION FACILITY means a facility used for the cultivation, growth, processing, testing, storage, destruction, packaging, shipping or distribution of cannabis for medical purposes as lawfully permitted and authorized under the Federal Access to Cannabis for Medical Purposes Regulations (ACMPR) or any subsequent legislation which may be enacted in substitution thereof.

         MICRO BREWERY means the use of buildings and structures for the primary purpose of brewing a maximum of 1,000 barrels (1,200 hecto-litres) of beer per annum and may include accessory retail sales, restaurant, tours, and tastings.
CRAFT DISTILLERY means the use of buildings and structures for the primary purpose of distilling a maximum of 500 hecto-litres of spirits per annum through fermentation that is completed onsite at the distillery, the operation may include accessory retail sales, restaurant, tours, and tastings.

RECREATIONAL CANNABIS PRODUCTION FACILITY means a facility used for the cultivation, growth, processing, testing, storing, destruction, packaging, shipping or distribution of cannabis or its derivatives for recreational purposes, as lawfully permitted and authorized under the Federal Cannabis Act.

ii. Amending Section 9.1 Permitted Uses in the Commercial (C-1) Zoning Schedule by adding, in alphabetical order, the following to the list of permitted uses:
   - Cannabis Retail
   - Craft Distillery
   - Micro Brewery

iii. Amending Section 9.2 Permitted Uses in the Service Commercial (C-2) Zoning Schedule by adding, in alphabetical order, the following to the list of permitted uses:
   - Cannabis Retail
   - Craft Distillery
   - Micro Brewery

iv. Amending Section 4.0 General Regulations in Section 4.30 – Prohibited Uses by replacing subsection 2.0 (iii) with the following text:

   iii. The selling, dispensing, production, or cultivation of cannabis except where specifically permitted in a ZONE, and permitted and authorized under the Provincial Cannabis Control and Licensing Act (BC).

   And adding the following text:

   iv. Cannabis Retail shall be prohibited:
   a. Within 200 metres (in a straight line from closest parcel line to the closest parcel line) of a licensed Daycare, or School;
   b. Within 100 metres (in a straight line from closest parcel line to the closest parcel line) of a Golf Course, Park, or Place of Worship.
v. Amending Section 5.0 Off-Street Parking and Loading Regulations in Section 5.7 – Schedule of Off-Street Parking Requirements in Table 3 by adding the following in alphabetical order under COMMERCIAL:

<table>
<thead>
<tr>
<th>COMMERCIAL</th>
<th>COLUMN II</th>
</tr>
</thead>
<tbody>
<tr>
<td>Cannabis Retail</td>
<td>1 per 20 m² of gross floor area</td>
</tr>
<tr>
<td>Craft Distillery</td>
<td>1 per 20 m² of gross floor area</td>
</tr>
<tr>
<td>Micro Brewery</td>
<td>1 per 20 m² of gross floor area</td>
</tr>
</tbody>
</table>

3. SEVERANCE PROVISION

a. If any section, subsection sentence, clause or phrase of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, the invalid portion shall be severed and the part that is invalid shall not affect the validity of the remainder.

READ A FIRST TIME THIS 2nd DAY OF July, 2019
READ A SECOND TIME THIS 2nd DAY OF July, 2019
PUBLIC HEARING HELD ON THIS 19th DAY OF August, 2019
READ A THIRD TIME THIS _____ DAY OF __________, 2019

MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE APPROVAL RECEIVED THIS 14th DAY OF August, 2019

ADOPTED THIS _____ DAY OF __________, 2019

________________________________________
Mayor

________________________________________
Corporate Officer

I hereby certify that this is a true copy of Bylaw No. 835, 2019 cited as ”District of Taylor Zoning Bylaw No. 783, 2014, Amendment Bylaw No. 835, 2019” as adopted by Council Resolution No. xxx / 2019 dated this ___ day of __________, 2019.

________________________________________
Corporate Officer
WHEREAS, the Local Government Act authorizes Council, by bylaw, to make regulations with respect to fire suppression and prevention:

AND WHEREAS, the Community Charter authorizes a local government to regulate, prohibit and impose requirements in relation to the protection and enhancement of the air quality of the community;

AND WHEREAS, the Community Charter authorizes Council to regulate, prohibit and impose requirements in relationship to the protection of the natural environment;

NOW THEREFORE, the Council of the District of Taylor, in open meeting assembled enacts as follows:

1. **TITLE**

   1.1 This bylaw may be known and cited for all purposes as the "Open Air Burning Bylaw 834, 2019."

2. **REPEALS** – none applicable

3. **DEFINITIONS**

   3.1 In this Bylaw, unless context otherwise requires:

       “APPROVED INCINERATOR” means a non-combustible container placed upon a non-combustible base and filled with a device or screen to contain sparks and flying debris;

       “BUILDING” means a structure used or intended to be used for supporting or sheltering any use or occupancy;

       “BURNING PERMIT” means a document issued pursuant to this bylaw authorizing a person to carry on an open burn under the specific conditions outlined in this Bylaw;

       “BYLAW ENFORCEMENT OFFICER” means a person designated by the municipality to be responsible for enforcing this bylaw, except where otherwise provided.

       “CAMPFIRE” means a contained fire within a fire pit and intended for cooking food, with direct or indirect heat;

       “COUNCIL” means the Council for the District of Taylor;
“EQUIPMENT” means any tools, contrivances, devices or materials used by the Fire Department to combat an incident or other emergency;

“FIRE DEPARTMENT” means the Taylor Fire Rescue Department and the officers of the Department;

“FIRE PIT” means a non-combustible enclosure, used for a campfire.

“FIRE PROTECTION” means all aspects of fire safety including but not limited to fire prevention, firefighting or suppression, pre-fire planning, fire investigation, public education and information, training or other staff development and advising;

“INCIDENT” means a fire or situation where a fire explosion is imminent and includes an assistance response from the Fire Department;

“MUNICIPAL REPRESENTATIVE” means the Chief Administrative Officer, Corporate Officer or their designate;

“NUISANCE” means the emission into the atmosphere of smoke by any means, which disturbs the comfort or convenience of persons in the vicinity;

“OCCUPIER” means any person who occupies the property, or who is qualified to maintain an action for trespass in respect of the property, and/or who is in possession of the property under lease, license, agreement for sale or other agreement with the owner of the property;

“OPEN AIR BURNING” means any fire, other than a campfire, conducted outside a building, including a fire conducted in a garden, yard, alley, field, park, industrial site, building lot, street or other place;

“SMOKE” means the gas, particulate matter and all products of combustion emitted into the atmosphere when a substance or material is burned including, without limitation, smoke, dust, gas, sparks, ash, soot, cinders, fumes or other effluvia; and

“PROHIBITED BURNING MATERIAL” means waste material including demolition renovation or construction waste material and those listed in the Open Burning Smoke Control Regulation enacted pursuant to the Environmental Management Act as amended from time to time including the following:

a) Tires
b) Domestic Waste
c) Treated wood
d) Asphalt
e) Plastic
f) Paint  
g) Railroad ties  
h) Asphalt products  
i) Drywall  
j) Special waste  
k) Manure  
l) Demolition waste  
m) Rubber  
n) Standing grass  
o) Fuel & Lubricant containers  
p) Tar Paper  
q) Bio-medical waste

4. **BURNING PERMIT**

4.1 Unless prohibited pursuant to Section 10 of this Bylaw, no person may start open air burning on a parcel of land unless the person holds a valid burn permit issued pursuant to this Bylaw.

4.2 Any person wishing to start open air burning shall first obtain a permit from the District Office during regular business hours.

4.3 The burning permit holder shall have the burning permit available on site for review by any Fire Department member, Bylaw Officer or Municipal Representative.

4.4 The burning permit holder is responsible for controlling the fire, completely extinguishing the fire and is responsible for any damages caused by the fire.

4.5 Open fires - Category 2 (requiring a burning permit shall be no larger than 3 meters (9.84 feet) by 3 meters (9.84 feet) in width, by 2 meters (6.56 feet) in height):
   a) A burning permit shall be obtained from the District Office;
   b) Burn piles shall only be ignited when weather conditions are favorable to burn (i.e. wind, venting Index- see Sections 5.4 & 5.6);
   c) Appropriate firefighting equipment shall be stationed on site during the burn;
   d) The land owner shall retain full responsibility for burning; and
   e) Burning barrels are banned when a Category 2 fire prohibition is in effect.

4.6 Open fires - Category 3 (Open Fires requiring a burning permit and a Provincial Burn Registration Number are fires larger than 3 meters (9.84 feet) by 3 meters (9.84 feet) in width, by 2 meters (6.56 feet) in height) are for the purpose of land clearing projects that may be permitted under the following conditions:
   a) Permits for Open Fires – Category 3 will only be issued from November 1st to March 1st for land clearing projects, unless approved by the Taylor Fire Rescue - Fire Chief or Deputy Fire Chief in special circumstances;
b) A burning permit shall be obtained from the District Office and a Provincial Burn Registration Number from the Province of British Columbia;

c) Appropriate firefighting equipment and personnel shall be stationed on site during the burn;

d) Burn piles shall only be ignited when weather conditions are favorable to burn (i.e. wind, venting index - see Sections 5.4 & 5.6;

e) No burning shall be commenced or permit issued before the Fire Department member has approved the site, size and location of burn piles;

f) No burning permits shall be issued for land clearing projects other than during the time cited in Section 4.6 (a). For land clearing projects commenced during periods other than cited in Section 4.6 (a), land clearing material and wood debris shall be hauled to approved land fill, recycling or transfer sites; and

g) The land owner shall retain full responsibility for land clearing, hauling debris, piling and burning.

5. OPEN AIR BURNING PROHIBITIONS

5.1 No person may start an open fire Class 2 or 3 in the District of Taylor without first receiving authorization from the District of Taylor;

5.2 No material other than brush material, including tree limbs and branches, leaves, bush trimmings or raked grass shall be burned;

5.3 No industrial or domestic waste of any kind, construction material or pressure treated wood shall be burned;

5.4 No open burning is allowed on days when the ventilation index is defined as "Poor" or “Fair” by Environment Canada. Before debris can be ignited, the Ventilation Index must be predicted to be both “GOOD” the day of the burn as well as “FAIR” or “GOOD” the following day;

5.5 No open burning of Category 2 or Category 3 is allowed between the hours of 9:00 pm and 7:00 am daily;

5.6 No open burning is permitted during winds greater than 20 kilometers (12.42 miles) per hour;

5.7 Fire or smoke from an Open Air Burn shall not create a nuisance for those in the surrounding area; and

5.8 No person shall be granted an Open Air Burning Permit, or burn when there is a "No Burn" advisory from the Government of British Columbia.
6. **CLEARANCES**

6.1 No open burning of Category 2 or Category 3 is allowed:
   a) Within 2 meters (6.56 feet) of any hedges or fence or 5 meters (16.40 feet) of any combustible structure when using an approved incinerator;
   b) Within 8 meters (26.24 feet) of any building or structure, fence or hedge when not using an approved incinerator;
   c) Within 10 meters (32.80 feet) of any stream;
   d) Within 5 meters (16.40 feet) of any public roadway;
   e) Within 5 meters (16.40 feet) of any power poles or power lines;
   f) Within 6 meters (19.68 feet) of any propane or fuel tanks; and
   g) Within 300 meters (984.25 feet) of any school between 8:00 am to 5:00 pm on regular school days.

7. **MEANS OF CONTROL**

7.1 Every person to whom a burning permit has been issued must:
   a) Ensure that open air burning is in accordance with any terms and conditions contained in the burning permit or in the guidelines or instructions presented by the Fire Department member, Bylaw Enforcement Officer, Municipal Representative or the Province of British Columbia;
   b) Ensure an individual over the age of eighteen is in charge of the open burn and is on site and prepared with the appropriate equipment required to control and extinguish the fire; and
   c) Ensure that the burn does not get out of control and/or cause damage to any property or person.

8. **PUBLIC SAFETY**

8.1 No person shall burn material in any manner which:
   a) Produces heavy or toxic smoke and/or flying ash which endangers the health, safety or welfare of persons or animals; or,
   b) Causes smoke to obscure visibility and thereby creates a hazard to the public at large, or traffic on a public roadway; or,
   c) Creates a nuisance to those in the area.

9. **RESTRICTION OR CANCELLATION OF PERMITS**

9.1 The Fire Department member, Bylaw Enforcement Officer or Municipal Representative may require any person to extinguish Open Air Burning which is in breach of any provision, condition or restriction of this Bylaw or any burning permit issued pursuant to this Bylaw;

9.2 Where, in the opinion of the Fire Department member, Bylaw Enforcement Officer or Municipal Representative, hazardous open air burning conditions develop or exist, the Fire Department member, Bylaw Enforcement Officer or Municipal Representative may, at any time, make an order cancelling or suspending all or any permits issued pursuant to this
Bylaw, or attaching to all permits, any conditions or restrictions as the Fire Department members, Bylaw Enforcement Officer or Municipal Representative may deem necessary; and

9.3 All burning permits issued will be considered null and void if the Government of British Columbia bans Open Fires, and/or Campfires in the District of Taylor’s jurisdiction. This "No Burn" policy will continue to be enforced until such time the appropriate provincial government agency rescinds the restriction.

10. **EXEMPTIONS**

10.1 Within 10 meters (32.80 feet) of any stream;

10.2 This Bylaw does not apply to the normal use of charcoal, gas fired or electric grills and barbecues for the purpose of cooking food or approved gas fueled outdoor fireplaces or heaters;

10.3 This Bylaw does not apply to Open Air Burning set for the purpose of Fire Department "Live Fire" training exercises; and

10.4 Special burn permits may be issued during Provincial wide fire bans, with written consent of Council and the Fire Department, but only after a detailed report has been issued to Council outlining why the fire is needed and the precautionary steps that will be taken to avoid a fire spread.

11. **CAMPFIRE/COOKING FIRE**

11.1 An outdoor campfire – Open Fire Class 1 may be operated without a permit provided that:
   a) There is a distance of not less than 1.82 meters (6 feet) between the fire pit and any building, structure, property line, tree, hedge, fence, roadway, overhead wire or other combustible articles;
   b) It is contained by a distinctive, raised, non-combustible barrier that has a minimum height of 15cm (5.9 inches), and completely surrounds the fire pit to prevent the fire from spreading to the surrounding area;
   c) No Prohibited Burning Material are to be burned;
   d) It does not create a nuisance;
   e) A portable fire extinguisher or operable garden hose is available from the time of setting of the fire until the fire is totally extinguished;
   f) The owner or occupier is eighteen years of age or older and maintains constant watch and control over the outdoor fire pit from the time of the setting of the fire until the fire is completely extinguished; and
   g) Fire pits will be disallowed if the Government of British Columbia issues Open Fire or Campfire restrictions and will not be allowed until such time the appropriate agency rescinds the restriction.
12. **ENFORCEMENT AND COST RECOVERY**

12.1 Where the Fire Department member, Bylaw Officer or Municipal Representative finds that any provision of this bylaw has been contravened or has not been complied with, or has been complied with improperly or only in part, or that conditions exist in or upon a building or property and which, in their opinion, constitutes a fire hazard or otherwise constitutes a hazard to life and/or property, they may make an order to ensure full and proper compliance with this Bylaw or to eliminate the fire hazard. Without limiting the generality of the foregoing, they may:
   a) Give the owner, occupier or lessee to the building or property such directions as they deem necessary to correct the contravention or to ensure compliance with this Bylaw or to remove the hazards, or
   b) Make such an order as they deem necessary with respect to any of the matters referred to in this Bylaw.

12.2 An order made under this Bylaw shall be in writing and shall be directed to the owner, occupier or lessee of the building or property in respect of which the order is made or to both;

12.3 Where the owner or occupier fails to comply with any order under this section, the Fire Department member, Bylaw Enforcement Officer or Municipal Representative may, at the expense of the owner or occupant, cause the condition to be remedied as required;

12.4 Any expenses incurred by the District under pursuant to this bylaw are recoverable pursuant to Section 258 of the *Community Charter*;

12.5 Cost recovery will depend on the amount of the personnel and equipment required to deal with emergency response for an Open Fire/Campfire that has spread from its intended area. A number of factors will be considered in cost recovery including but not limited to: Number of violations/notices, blatant disregard for life safety, blatant disregard for health safety, size and severity of affected area, and amount of material cost included in successful suppression; and

12.6 The cost recovery bill will be approved by the District of Taylor Chief Administrative and Taylor Fire-Rescue Department Chief.

13. **OFFENSE AND PENALTY**

13.1 No person shall commit any act or permit any act or thing to be done in contravention of this Bylaw.

13.2 Every person who violates any provision of this Bylaw, or who permits any act or thing to be done in contravention of this Bylaw, or who fails to do any act or thing required by this by-law, shall be deemed to have committed an offence against this Bylaw and:
   a) Shall be liable to any conditions set out in the District of Taylor Bylaw Notice Enforcement; or
   b) Shall be liable, upon summary conviction, to the penalties provided under the Offence
Act; or

c) Any combination of the above.

13.3 Each day that an offence against this Bylaw continues shall be deemed a separate and distinct offence.

13.4 Any penalty imposed pursuant to this Bylaw shall be in addition to, and not in substitution for, any other penalty or remedy imposed pursuant to any other applicable statute, law or legislation.

14. SEVERABILITY

14.1 If any section, subsection or clause of this Bylaw is declared or held to be invalid by a court of competent jurisdiction, then that invalid portion shall be severed and the remainder of this Bylaw shall be deemed to have been enacted and adopted without the invalid and severed section, subsection or clause.

READ A FIRST TIME THIS _________________________ DAY OF _________________________, 2019

READ A SECOND TIME THIS _______________________ DAY OF _______________________, 2019

READ A THIRD TIME THIS ________________________ DAY OF _______________________, 2019

ADOPTED THIS ________________________________ DAY OF _______________________, 2019

_________________________________________ MAYOR

_________________________________________ CORPORATE OFFICER

I hereby certify that this is a true copy of Bylaw No. 834, 2019 of the District of Taylor, cited as “Open Air Burning Bylaw No. 834, 2019.”

_________________________________________ CORPORATE OFFICER