



REGIONAL DISTRICT
OF BULKLEY & NECHAKO

AGENDA

MEETING NO. 3

MARCH 19, 2020

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"A WORLD OF OPPORTUNITIES
WITHIN OUR REGION"

VISION

“A World of Opportunities
Within Our Region”

MISSION

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



REGIONAL DISTRICT OF BULKLEY-NECHAKO

AGENDA

Thursday, March 19, 2020

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – March 19, 2020</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u> (All highlighted items may be received as a block)	
7-19	Board Meeting Minutes – February 20, 2020	Adopt
20-22	Committee of the Whole Meeting Minutes - March 5, 2020 (Unapproved)	Receive
23-25	Committee of the Whole Meeting Minutes - February 20, 2020	Receive
26-29	Rural/Agriculture Committee Meeting Minutes - March 5, 2020 (Unapproved)	Receive
30-34	Waste Management Committee Meeting Minutes - March 5, 2020	Receive

BUSINESS ARISING OUT OF THE MINUTES

DELEGATION

URBAN FOOD STRATEGIES (via teleconference)

Janine de la Salle, Principal

RE: RDBN Food and Agriculture Plan

<u>PAGE NO.</u>	<u>PLANNING (All Directors)</u>	<u>ACTION</u>
	<u>Building Inspection Section 57 Notice on Title</u>	
	Call to gallery for comments	
35-43	Steve Davis, Building Inspector Section 57 Notice on Title - 23285 Howells Road Electoral Area "G"	Recommendation
	Call to gallery for comments	
44-66	Steve Davis, Building Inspector Section 57 Notice on Title - 3830 Meier Road East Electoral Area "F"	Recommendation
	<u>Bylaws for 3rd Reading</u>	
67-127	Maria Sandberg, Planner New Zoning Bylaw 3rd Reading - Bylaw 1800, 2020	Recommendation
128-140	Jennifer MacIntyre, Planner 1 Rezoning Application A-07-19 (Hansen North Valley) 3rd Reading – Bylaw 1901 and 1902, 2020 Electoral Area "A"	Recommendation
	<u>ALR Applications</u>	
141-151	Jennifer MacIntyre, Planner 1 ALR Non-Farm Use Application No. 1221 (Burns) Electoral Area "A"	Recommendation
	<u>Mines Application Referrals</u>	
152-161	Deneve Vanderwolf, Planning Technician Mines Application Referral 119000759-008 (Tristone Minerals Corp) Electoral Area "C"	Recommendation

<u>PAGE NO.</u>	<u>Mines Application Referrals (cont'd)</u>	<u>ACTION</u>
161-167	Deneve Vanderwolf, Planning Technician Mines Application Referral 119054420-005 (Worthing) Electoral Area "C" <u>Other</u>	Recommendation
168-172	Jason Llewellyn, Director of Planning Cycle 16 Trail Electoral Area "A"	Recommendation
<u>ADMINISTRATION REPORTS</u>		
173	Wendy Wainwright, Executive Assistant - Committee Meeting Recommendations - March 5, 2020	Recommendation
174-181	John Illes, Chief Financial Officer - 2020 Budget Bylaw 1903	Recommendation
182-183	John Illes, Chief Financial Officer - Passenger Vehicle Purchase	Recommendation
184-187	Cheryl Anderson, Manager of Administrative Services – Fort Fraser Fire Protection Service Area Boundary Amendment Bylaw No. 1904, 2020	Recommendation
188-189	Cheryl Anderson, Manager of Administrative Services – Municipal Finance Authority - Request for Letter of Acknowledgment - 50 th Anniversary	Recommendation
190-195	Nellie Davis, Regional Economic Development Coordinator – Grant in Aid Request – District of Fort St. James	Recommendation
196-198	Cheryl Anderson, Manager of Administrative Services – RDBN Electoral Area "C" (Fort St. James Rural) Road Rescue Service Establishment Repeal Bylaw No. 1905, 2020	Recommendation
199-201	Cheryl Anderson, Manager of Administrative Services – RDBN Electoral Area "D" (Fraser Lake Rural) Emergency Extrication Service Area Establishment Repeal Bylaw No. 1822, 2018	Recommendation

<u>PAGE NO.</u>	<u>ADMINISTRATION REPORTS (CONT'D)</u>	<u>ACTION</u>
202-203	Cheryl Anderson, Manager of Administrative Services – NCLGA Resolution re: Municipal Solid Waste	Ratify
204	Nellie Davis, Regional Economic Development Coordinator – Grant in Aid Update – Month of February 2020	Receive
205	Cheryl Anderson, Manager of Administrative Services – Requirements for Public Notice	Receive
<u>ENVIRONMENTAL SERVICES REPORT</u>		
206	Rory Mckenzie, Director of Environmental Services – Proceed with Purchase of Capital Equipment – Two Skid Steer Loaders	Recommendation

VERBAL REPORTSRECEIPT OF VERBAL REPORTSACTION LISTS

207-209 February 2020

SUPPLEMENTARY AGENDANEW BUSINESSIN-CAMERA MOTION

In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90(1)(c) – labour relations or other employee relations and 90(1)(k) – negotiations and related discussions respecting the proposed provision of a municipal service that are at their preliminary stages and that, in the view of the council, could reasonably be expected to harm the interests of the municipality if they were held in public may be closed to the public, therefore exercise their option of excluding the public for this meeting.

ADJOURNMENT

REGIONAL DISTRICT OF BULKLEY-NECHAKO**MEETING NO. 2****Thursday, February 20, 2020**

PRESENT: Chair Gerry Thiessen

Directors Gladys Atrill – arrived at 11:15 a.m.
Shane Brienen – left at 10:47 a.m., returned at 11:29 a.m.
Mark Fisher
Dolores Funk
Tom Greenaway
Clint Lambert
Linda McGuire
Andrea Newell
Mark Parker
Jerry Petersen
Bev Playfair
Kim Watt-Senner

Directors Brad Layton, Village of Telkwa
Absent Michael Riis-Christianson, Electoral Area “B” (Burns Lake Rural)

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

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Steve Davis, Building Inspector/Bylaw Enforcement Officer – left at 11:30 a.m.
Janette Derksen, Deputy Director of Environmental Services – arrived at 12:49 p.m.
John Illes, Chief Financial Officer
Deborah Jones-Middleton, Director of Protective Services
Jason Llewellyn, Director of Planning
Jennifer MacIntyre, Planner 1 – arrived at 12:58 p.m.
Rory McKenzie, Director of Environmental Services – arrived at 11:30 a.m., left at 12:06 p.m.
Maria Sandberg, Planner – left at 12:03 p.m., returned at 12:58 p.m.
Wendy Wainwright, Executive Assistant

Others Kris Boland, Project Manager, Northwest BC Resource Benefits Alliance and Deputy CAO Regional District of Kitimat-Stikine – left at 10:47 a.m.
David Johnson, Senior Authorization Specialist, Stuart Nechako Resource District, Ministry of Forests, Lands, Natural Resource Operations & Rural Development – left at 12:06 p.m.
Ron Poole, CAO, Regional District of Kitimat-Stikine – left at 10:47 a.m.
Hillary Morgan, RPP MCP, Principal, Dynamic Community Planning – arrived at 12:42 p.m.

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

**AGENDA &
SUPPLEMENTARY AGENDA**

Moved by Director Petersen
Seconded by Director Brien

2020-2-1

“That the Board Meeting Agenda of February 20, 2020 be approved as amended withdrawing Rezoning Application B-04-19 (Kornelsen); and further, that the Supplementary agenda be received and dealt with at this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Board Meeting Minutes
-January 23, 2020

Moved by Director McGuire
Seconded by Director Playfair

2020-2-2

“That the Board Meeting Minutes of January 23, 2020 be adopted.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Committee Meeting
Minutes

Moved by Director Parker
Seconded by Director Playfair

2020-2-3

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

- Committee of the Whole Meeting Minutes
 - February 6, 2020 (unapproved)
- Rural Directors Committee Meeting Minutes
 - February 6, 2020 (unapproved).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATIONS

NORTHWEST BC RESOURCE BENEFITS ALLIANCE (RBA) – Kris Boland, Project Manager (Deputy CAO, Regional District Kitimat-Stikine) and Ron Poole, Chief Administrative Officer, Regional District of Kitimat-Stikine

Chair Thiessen welcomed Kris Boland, Project Manager, Northwest BC Resource Benefits Alliance and Deputy CAO and Ron Poole, Chief Administrative Officer, Regional District of Kitimat-Stikine.

Mr. Poole provided a brief overview of the RBA currently that included the restructuring that took place in 2019 and the revised MOU in April 2019. He also noted the formation of the Steering Committee and CAO Advisory Committee. Mr. Boland provided an overview of the February 5, 2020 report titled “RBA Update”.

Director Brien thanked Messrs. Boland and Poole for providing an in-person update and spoke of the process over the past year. He commented that Premier Horgan’s willingness to meet with the RBA at the BC Natural Resources Forum in Prince George in January 2020 was positive.

Discussion took place in regard to steps moving forward and working toward an agreement.

Chair Thiessen thanked Director Brien, the RBA Steering Committee and CAO’s for their work moving the RBA forward.

Chair Thiessen thanked Messrs. Boland and Poole for attending the meeting.

DELEGATIONS (CONT'D)**MINISTRY OF FORESTS, LANDS, NATURAL RESOURCE OPERATIONS & RURAL DEVELOPMENT – David Johnson, Senior Authorization Specialist, Stuart Nechako Resource District RE: Shovel Fire Ecosystem Restoration Plan**

Chair Thiessen welcomed David Johnson, Senior Authorization Specialist, Stuart Nechako Resource District, Ministry of Forests, Lands, Natural Resource Operations & Rural Development.

Mr. Johnson provided a PowerPoint Presentation.

Shovel Fire Ecosystem Restoration Plan

1. Fire overview map
2. Fire severity mapping
3. Strategic Threat Analysis
4. Volume Analysis
5. Chief Forester's guidance
6. Major Licensee chart area
7. Tenures issued post fire
8. Next steps.

Discussion took place regarding:

- Shelf life of the burnt timber from 2018 wildfires
- Burnt timber being salvaged where economically viable
- Delivered log costs a concern
- Utilizing the timber for secondary manufacturing
- Potential future fire risks if the timber is not harvested and left in the bush
 - Mr. Johnson indicated that the FLNRORD Strategic Threat Mapping indicates there is a low threat of another fire moving through the area
- Lobbying the Minister and Deputy Minister to utilize the burnt timber
 - Mechanisms to incentives licensees to harvest damaged timber
- Shovel Lake Fire harvesting in comparison to salvaging of some of the other 2018 wildfires in the region and fire severity
- Cone seed disbursement post fire and natural regeneration
- Area based tenures on western end of fire are being harvested
- Major licenses can consult with secondary manufactures to allow salvaging of non-saw log profiles and allow access to material
- No government requirements for sawmills/major licenses to salvage burnt timber
 - If economics make it viable will salvage
 - A number of variables – Softwood Lumber Agreement, etc.
 - If no value for sawlogs - secondary manufactures have an opportunity
- BC Timber Sales
 - Mr. Johnson will investigate and provide information to the RDBN
- Stumpage rates for Area and Volume based tenures and damaged timber translating to lower stumpage rates.

Chair Thiessen spoke of having a complete understanding of the harvesting taking place in the entire region and all activities associated with the removal of burnt timber from the 2018 wildfires. He spoke of the importance of utilizing the fibre within the limited two-year shelf life.

Chair Thiessen thanked Mr. Johnson for attending the meeting.

PLANNING (All Directors)**Building Inspection Section 57 Notice on Title**

Section 57 Notice on Title
Block P, DL 2531, Range 5,
Coast District (135 Prairie Road)
Electoral Area "A"

Chair Thiessen called for comments from the gallery.

Moved by Director Fisher
 Seconded by Director Atrill

2020-2-4

"That the Board confirm the recommendations of the Building Inspector and pass the resolution directing the Corporate Officer to file a notice in the Land Title Office for the property at Block P, DL 2531, Range 5, Coast District (135 Prairie Rd)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Section 57 Notice on Title
Lot 13, DL 4973, Cariboo
District, Plan 25016
(46550 Marsolais Drive)
Electoral Area "F"

Chair Thiessen called for comments from the gallery.

Moved by Director Petersen
 Seconded by Director Playfair

2020-2-5

"That the Board confirm the recommendations of the Building Inspector and pass the resolution directing the Corporate Officer to file a notice in the Land Title Office for the property at Lot 13, DL 4973, Cariboo District, Plan 25016 (46550 Marsolais Drive)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Section 57 Notice on Title
Lot 5, DL 1423, Cariboo
District, Plan PGP47307
(1755 Meier Rd.)
Electoral Area "F"

Chair Thiessen called for comments from the gallery.

Moved by Director Petersen
 Seconded by Director Parker

2020-2-6

"That the Board confirm the recommendations of the Building Inspector and pass the resolution directing the Corporate Officer to file a notice in the Land Title Office for the property at Lot 5, DL 1423, Cariboo District, Plan PGP47307 (1755 Meier Rd.)."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Temporary Use Permit Application

Chair Thiessen called for comments from the gallery.

Director Atrill noted that in the past there have been a number of complaints in regard to the impacts of crushing operations along the river corridor. The Board discussed the cumulative impacts of activity on the river corridor and addressing the topic at the time an Official Community Plan (OCP) is updated.

Temporary Use Permit Renewal Application for A-01-17 (B&A Rentals Ltd.) Moved by Director Fisher
Seconded by Director Lambert

2020-2-7 "That the Board renew Temporary Use Permit A-01-17 for the property legally described as 'Lot A, Section 17, Township 4, Range 5, Coast District, Plan PRP 12817' for three years or upon expiry of ALC (Agriculture Land Commission) approvals, whichever comes first."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bylaw for Adoption

Regional District of Bulkley-Nechako Development Procedures Bylaw No. 1898,2020 Moved by Director Fisher
Seconded by Director Brienien

2020-2-8 "That "Regional District of Bulkley-Nechako Development Procedures Bylaw No. 1898, 2020 be adopted this 20th day of February, 2020."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bylaw for 1st and 2nd Reading

New Zoning Bylaw for 1st and 2nd Reading Moved by Director Funk
Seconded by Director Fisher

2020-2-9 "That "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" be given first and second reading this 20th day of February, 2020 and subsequently be taken to Public Hearing.

That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1800, 2020" be delegated to the Director for Electoral Area "B" or Vice-Chair of the RDBN Board."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Rezoning Application B-01-19 (Kornelsen) 1st and 2nd Reading Report for Rezoning Bylaws 1899 & 1900, 2020 -Electoral Area B **APPLICATION WITHDRAWN**

Bylaw for 1st and 2nd Reading (Cont'd)

Rezoning Application A-07-19
(Hanson North Valley) 1st and
2nd Reading for Rezoning
Bylaws 1901 & 1902, 2020
-Electoral Area "A"

Moved by Director Fisher
 Seconded by Director Brien

2020-2-10

1. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1901, 2020" be given first and second reading this 20th day of February, 2020 and subsequently be taken to Public Hearing.
2. That "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1902, 2020" be given first and second reading this 20th day of February, 2020 and subsequently be taken to Public Hearing.
3. That the Public Hearing for "Regional District of Bulkley-Nechako Rezoning Bylaw No.1901, 2020" and "Regional District of Bulkley-Nechako Rezoning Bylaw No. 1902, 2020" be delegated to the Director or Alternate Director for Electoral Area "A".
4. And, that staff be directed to not schedule the Public Hearing until a letter is provided by an engineer or authorized person under the *Sewerage System Regulation* explaining how an on-site sewage disposal system is proposed to be provided to support the additional dwelling."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Bylaw Enforcement

Unightly Premises, 7239
Stella Rd., Electoral Area "D"

Moved by Director Parker
 Seconded by Director Watt-Senner

2020-2-11

"That the RDBN Board direct staff to continue to work with the owner of 7239 Stella Rd. to gain voluntary compliance with "Regional District of Bulkley Nechako Unightly Premises Bylaw No.1649, 2012" and report back to the Board regarding future compliance and enforcement at the discretion of the Director for Electoral Area "D"."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Crown Land Application Referrals

Crown Land Application
Referral 6409175 (CTL
Contractors) Electoral Area "E"

Moved by Director Lambert
 Seconded by Alternate Director Bysouth

2020-2-12

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6409175" be provided to the Province as the Regional District's comments on Crown Land application 6409175."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Crown Land Application Referrals (Cont'd)

Crown Land Application Referral 6409186 (Tower Communication Ltd.) Electoral Area "E"

Moved by Director Lambert
Seconded by Alternate Director Bysouth

2020-2-13

"That "Regional District of Bulkley-Nechako Comment Sheet on Crown Land Referral 6409186" be provided to the Province as the Regional District's comments on Crown Land application 6409186."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Planning Other

Proposed NCLGA Resolution on the BC Energy Step Code

Moved by Director Atrill
Seconded by Director Funk

2020-2-14

"That the Board support the draft resolution from the Town of Smithers regarding the BC Energy Step Code as outlined in the Director of Planning's February 4, 2020 staff report."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Housing in the RDBN: A Discussion Paper

Moved by Director Fisher
Seconded by Director Brienen

2020-2-15

"That the Board receive the Report titled "Housing in the RDBN: A Discussion Paper."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Planning Department Year-End Report for 2019

Moved by Director Petersen
Seconded by Director Newell

2020-2-16

"That the Board receive the Planning Department Year-End Report for 2019."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS

Committee Meeting
Recommendation
and January 9, 2020

Moved by Director Lambert
Seconded by Director Atrill

2020-2-17

"That the Board approve the February 6, 2020 Committee Meeting Recommendations 1 through 3 as written:

Committee of the Whole Meeting – February 6, 2020**Recommendation 1:****Re: Broadcasting Meetings**

"That the Board direct staff to conduct a pilot/test recording of a future RDBN meeting utilizing free technology; and further, that the test recording be brought forward to the Board for review."

Recommendation 2:**Re: 2020 Budget Change**

"That the Board direct staff to remove the capital cost for the Houston Recycling Centre from the 2020 Budget and revisit in 2021."

Recommendation 3:**Re: 2020 Budget**

"That the Board direct staff to bring forward the 2020 budget for first and second reading at the February 20th Board meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Minerals North 2020
-Quesnel, B.C. – April 29 to
May 1, 2020

Moved by Director Playfair
Seconded by Director Greenaway

2020-2-18

"That the Board receive the Executive Assistant's February 20, 2020 memo titled "Minerals North 2020 April 29 to May 1, 2020 in Quesnel, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

North Central Local
Government Association AGM
and Convention – May 13 -15,
2020 – Prince George, B.C.

Moved by Director Greenaway
Seconded by Director Parker

2020-2-19

"That Rural Directors be authorized to attend the North Central Local Government Association (NCLGA) AGM May 13-15, 2020 in Prince George, B.C."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Break for lunch at 12:06 p.m.

Reconvened at 12:42 p.m.

ADMINISTRATION REPORTS (CONT'D)

Request for Funding - Charge
North EV Network Study
Advisory Committee – Bridge
Funding Work Plan

Moved by Director Atrill
Seconded by Director McGuire

2020-2-20

“That the Board contribute \$4,000 from Special Projects General Government for costs associated with furthering the Community Energy Association’s Charge North process of securing EV infrastructure capital.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Burns Lake Rural Fire
Protection Local Service
Establishment Amendment Bylaw
No. 1887, 2020

Moved by Director Funk
Seconded by Director McGuire

2020-2-21

“That “Burns Lake Rural Fire Protection Local Service Establishment Amendment Bylaw No. 1887, 2020” be adopted this 20th day of February, 2020.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

CityWest Letter of Support
Request

Moved by Director Atrill
Seconded by Director Lambert

2020-2-22

“That the Board provide Letters of Support to CityWest for Phase 3, Last Mile applications to the CRTC Broadband Fund and the Connecting British Columbia Program.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Federal Gas Tax Funds
Electoral Area “A” (Smithers
Rural) Smithers Community
Services Association

Moved by Director Fisher
Seconded by Director Atrill

2020-2-23

1. “That the Board authorize contributing up to an additional \$100,000 of Electoral Area “A” Federal Gas Tax allocation monies to the Smithers Community Services Association for a Cultural Infrastructure project at the Smithers Rail Station building, and further,

(All/Directors/Majority)

2. That the RDBN Board of Directors authorize the withdrawal of up to \$100,000 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION REPORTS (CONT'D)2020 Budget Bylaw 1903

Moved by Director Brien
 Seconded by Director Parker

2020-2-24

“That “Regional District of Bulkley-Nechako Five Year Financial Plan Bylaw No. 1903, 2020” be given first and second reading this 20th day of February, 2020.”

(All/Weighted/Majority)

CARRIED UNANIMOUSLY

Southside Fire Department
 Application to the Nechako-
 Kitamaat Development Fund

Moved by Director Lambert
 Seconded by Director Funk

2020-2-25

1. “That the Board support an application to Nechako-Kitamaat Development Fund on behalf of the Southside Fire Department for funding to replace their aging water tender.
 2. That the Board authorize the Chair and CAO to enter into a contract with the Nechako-Kitamaat Development Fund Society should the funding be approved and provide overall grant management for the project.
 3. That the Board confirm that \$100,000 from Electoral Area ‘E’ Northern Capital and Planning Grant will be contributed to this project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

UBCM Emergency Operations
 Centre Funding Application

Moved by Director Playfair
 Seconded by Director Watt-Senner

2020-2-26

“That the Board supports the application to UBCM’s Community Emergency Preparedness Fund – Emergency Operation Centres and Training stream for \$25,000 to support the Emergency Operation Centre function in the Regional District of Bulkley-Nechako, and that the Board provide overall grant management.”

(All/Directors/Majority)

CARRIED UNANIMOUSLYAdministration Reports

Moved by Director Lambert
 Seconded by Director Greenaway

2020-2-27

“That the Board receive the following Administration Reports:

-Regional Economic Development Coordinator’s February 20, 2020 memo titled “Grant in Aid Update – month of January 2020”
 -Regional Economic Development Assistant’s February 20, 2020 memo titled “2019 Connecting Consumers and Producers Project Report”
 -Chief Financial Officer’s February 20, 2020 memo titled “Investment Summary.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ENVIRONMENTAL SERVICES

Berman Lake Regional Transfer Station Cost Sharing Agreement Moved by Director Petersen
 Seconded by Director Fisher
-Renewal

2020-2-28

“That the Board enter into a three-year cost sharing agreement (beginning January 1, 2020 and expiring December 31, 2022) with the Regional District of Fraser-Fort George for operation of the Berman Lake Regional Transfer Station for an annual cost of \$32,281.20.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Northwest Invasive Plant Council (NWIPC) Funding for 2020 & Field Scabious Plan

Moved by Director Funk
 Seconded by Director Watt-Senner

2020-2-29

1. “That the Board approve the annual \$44,500 of funding to the Northwest Invasive Plant Council (NWIPC) for invasive plant management in the region for 2020.
 2. And further, that the Board of Directors approve an additional \$12,000 in 2020 and \$10,000 in 2021 and 2022 to initiate the Field Scabious Plan for the Bulkley, Lakes and Nechako Invasive Plant Management Areas (IPMA).”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

Northern Health Board Meeting and Breakfast
-February 10, 2020
-Burns Lake, B.C.

Director Petersen mentioned that he attended the Northern Health Board Meeting and breakfast on February 10, 2020 in Burns Lake, B.C. An update was provided in regard to the Procurement Process for the Fort St. James Hospital Replacement Project. It is currently on track with shovels in the ground summer of 2021 with completion currently scheduled for 2024. Discussion also took place regarding the Stuart Nechako Manor and Chair Thiessen and Director Petersen met with Michael Hofer, Regional Director, Capital Planning and Support Services, Northern Health in Vanderhoof on February 19, 2020 in regard to the issues at the manor.

LNG in Fraser Lake

Director Parker commented that the pipeline construction is moving forward in the Fraser Lake area and he has received some calls from residents as it moves forward. It is going well and there is very good communication with Coastal GasLink representatives.

BC Natural Resource Forum
-January 29-30, 2020 – Prince
George, B.C.

Director Lambert noted that while attending the BC Natural Resources Forum on January 29-30, 2020 in Prince George B.C. along with CAO Helgesen, he met with Coastal GasLink, Rio Tinto, Telus and Cheslatta Carrier Nation representatives to discuss Telus cellular towers on the Southside of Francois Lake. Director Lambert is optimistic moving forward.

District of Vanderhoof Official
Community Plan Process

Chair Thiessen mentioned that the District of Vanderhoof is moving forward with its Official Community Plan process and will begin public consultation the last week of February, 2020.

VERBAL REPORTS (CONT'D)

District of Vanderhoof
Swimming Pool Reopens
After six Week Closure

Chair Thiessen reported that the District of Vanderhoof swimming pool reopened after a six week closure and the facility was full of patrons in attendance to enjoy its reopening.

Receipt of Verbal
Reports

Moved by Director Playfair
Seconded by Director Greenaway

2020-2-30

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADMINISTRATION CORRESPONDENCE

Administration Correspondence

Moved by Director McGuire
Seconded by Director Atrill

2020-2-31

“That the Board receive the following Administration Correspondence:
-Canadian Cancer Society, BC and Yukon – Peace of Mind Campaign
-Canadian Cancer Society, BC and Yukon – Peace of Mind Campaign Progress Report – January 2020.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ACTION LISTS

Action Lists – January 2020
December 2019

Moved by Director Playfair
Seconded by Director Greenaway

2020-2-32

“That the Board receive the Action Lists for January 2020 and December 2019.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA**PLANNING DEPARTMENT****Special Use Permit**

Special Event Permit from
the BC Liquor and Cannabis
Regulation Board

Moved by Director Fisher
Seconded by Director Brienen

2020-2-33

“That the Board support the issuance of a Special Use Permit for the “Stand with Wet’suwet’en” event proposed to be held at the Glenwood Hall, located at 13804 Telkwa High Road, from 8:00 p.m. Friday, March 6, 2020 to 2:00 a.m. Saturday, March 7, 2020, provided that the RCMP have no concerns.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

OTHER

OGC Referral Multi-Use
Site Notices for Pacific Trails
Pipeline Project

Moved by Director Lambert
Seconded by Director Brienen

2020-2-34

“That the Board direct staff to re-send the attached letter dated May 16, 2019 to the Oil and Gas Commission and Chevron Canada Ltd. in response to the OGC Referral Notices for the proposed Morice River Multi-Use Site, Owen Creek Multi-Use Site, Buck Creek Campsite, and Colleymount Multi-Use Site.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Rural/Agriculture Committee
-Rural Directors Discretionary
Travel Fund Discussion

Director Lambert brought forward the Rural Directors Discretionary Travel Budget and having further discussion regarding the Budget at the March 5, 2020 Rural/Agriculture Committee Meeting.

Letter to the Prime Minister
of Canada and Minister
of Crown – Indigenous
Relations RE: Indigenous
Relations and Current
Rail Blockade Economic Impacts

Moved by Director Petersen
Seconded by Director Funk

2020-2-35

“That the Board write a letter to the Honourable Justin Trudeau, Prime Minister and the Honourable Carolyn Bennett, Minister of Crown – Indigenous Relations advocating Prime Minister Trudeau and Minister Bennett to work with Indigenous people to build positive long-term relationships; and further, that the Federal Government find a resolution and resolve the recent CN Rail blockades impacting Canada’s economy.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director McGuire
Seconded by Director Atrill

2020-2-36

“That the meeting be adjourned at 1:10 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, March 5, 2020**

PRESENT: Vice-Chair Mark Parker

Directors Shane Brienen
Mark Fisher
Dolores Funk
Clint Lambert
Brad Layton
Linda McGuire
Jerry Petersen
Bev Playfair
Kim Watt-Senner

Directors Absent Gladys Atrill, Town of Smithers
Tom Greenaway, Electoral Area "C" (Fort St. James Rural)
Chris Newell, Electoral Area "G" (Houston Rural)
Michael Riis-Christianson, Electoral Area "B" (Burns Lake Rural)
Gerry Thiessen, District of Vanderhoof

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

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Alex Eriksen, Director of Environmental Services
Debbie Evans, Agriculture Coordinator
John Illes, Chief Financial Officer
Jason Llewellyn, Director of Planning
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Vice-Chair Parker called the meeting to order at 10:30 a.m.

Introduction – New Director of Environmental Services

CAO Helgesen introduced Alex Eriksen, the new Director of Environmental Services and spoke of Rory Mckenzie's, Director of Environmental Services, upcoming retirement.

AGENDA & SUPPLEMENTARY AGENDAMoved by Director Layton
Seconded by Director McGuire**C.W.2020-4-1**

"That the Agenda of the Regional District of Bulkley-Nechako Committee of the Whole meeting of March 5, 2020 be received; and further, that the Supplementary agenda be dealt with at this meeting."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTESCommittee of the Whole
Minutes – February 20, 2020Moved by Director Petersen
Seconded by Director Watt-SennerC.W.2020-4-2

“That the Committee of the Whole meeting minutes of February 20, 2020 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**REPORTS**Capital Reserve SummaryMoved by Director Watt-Senner
Seconded by Director FisherC.W.2020-4-3

“That the Committee receive the reserves established by bylaw summary for the year ending December 31, 2019; and,

That the ‘Weed Vehicle’ reserve be withdrawn and used towards the purchase of a new Environmental Services vehicle in the 2020 budget; and,

That a one-time capital grant to the Village of Burns Lake be made for the balance of the Burns Lake Rural Fire Protection Equipment Capital Reserve and the Burns Lake Arena Reserve and that a one-time capital grant to the District of Houston for the balance of the Houston Rural Fire Protection Equipment Reserve be included in the 2020 budget.”

(All/Directors/Majority)

CARRIED UNANIMOUSLYApril 2020 Committee and
Board Meetings – Proposed
Date ChangesMoved by Director Watt-Senner
Seconded by Director LambertC.W.2020-4-4“That the meeting dates in April 2020 be changed to Thursday, April 9th and Thursday, April 23rd.”

(All/Directors/Majority)

CARRIED UNANIMOUSLYRDBN Food and Agriculture
Plan (Draft)Moved by Director Watt-Senner
Seconded by Director BrienC.W.2020-4-5

“That the Committee receive the Agriculture Coordinator’s memo titled “RDBN Food and Agriculture Plan (Draft).”

(All/Directors/Majority)

CARRIED UNANIMOUSLYNorth Central Local
Government Association
(NCLGA) – Executive
NominationsMoved by Director Lambert
Seconded by Director LaytonC.W.2020-4-6

“That the Committee receive the Manager of Administrative Services’ memo titled “North Central Local Government Association (NCLGA) – Executive Nominations.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

SUPPLEMENTARY AGENDA

ADMINISTRATION REPORT

Electoral Area "G" (Houston Rural) By-Election -Declaration of Official Voting Results Moved by Director Lambert
Seconded by Director Playfair

C.W.2020-4-7 "That the Declaration of Official Voting Results for the Electoral Area "G" (Houston Rural) By-Election be received."

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Playfair
Seconded by Director Brien

C.W.2020-4-8 "That the meeting be adjourned at 10:45 a.m."

(All/Directors/Majority) CARRIED UNANIMOUSLY

Mark Parker, Vice-Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**COMMITTEE OF THE WHOLE MEETING****Thursday, February 20, 2020**

PRESENT:	Chair	Gerry Thiessen
	Directors	Gladys Atrill Shane Brienen Mark Fisher Dolores Funk Tom Greenaway Clint Lambert Linda McGuire Andrea Newell Mark Parker Jerry Petersen Bev Playfair Kim Watt-Senner
	Directors Absent	Brad Layton, Village of Telkwa Michael Riis-Christianson, Electoral Area "B" (Burns Lake Rural)
	Alternate Director	Doug Bysouth, Electoral Area "B" (Burns Lake Rural)
	Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Janette Derksen, Deputy Director of Environmental Services John Illes, Chief Financial Officer Deborah Jones-Middleton, Director of Protective Services – left at 1:12 p.m. Jason Llewellyn, Director of Planning Jennifer MacIntyre, Planner 1 Maria Sandberg, Planner Wendy Wainwright, Executive Assistant
	Others	Hillary Morgan, RPP MCP, Principal, Dynamic Community Planning

CALL TO ORDER

Chair Thiessen called the meeting to order at 1:08 p.m.

AGENDAMoved by Director Fisher
Seconded by Director Brienen**C.W.2020-3-1**"That the Agenda of the Regional District of Bulkley-Nechako
Committee of the Whole meeting of February 20, 2020 be
received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – January 9, 2020

Moved by Director McGuire
Seconded by Director Playfair

C.W.2020-3-2

“That the Committee of the Whole meeting minutes of February 6, 2020 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

DYNAMIC COMMUNITY PLANNING – Hillary Morgan, RPP MCP – Principal, Consultant
RE: RDBN Parks & Outdoor Recreation Study Presentation

Chair Thiessen welcomed Hillary Morgan, RPP MCP, Principal, Dynamic Community Planning.

Ms. Morgan provided a PowerPoint Presentation.

RDBN Parks & Outdoor Recreation Study Presentation

- Background & Purpose
- Project Scope
- Process
- Comparable Regional Districts
- Maintenance Models
- Who was heard from & what was heard?
 - How input was gathered?
 - Common Challenges Survey Results
 - Interviews clubs
 - Common challenges – interviews
 - Suggestions for services the RDBN should not get involved in – interviews
- Needs, principles & Building blocks
 - 7 Common Needs
 - 8 Principles
 - Gap in Service
 - 5 Building Blocks
- Possible Tax Rates & Revenue
- Examples of Scenarios
- Implementing Scenarios
- Open House Plan.

Discussion took place regarding:

- Benefit to municipal residents
 - Examples of scenarios including municipalities
 - Consideration of different needs/wants for each community and area
 - Opportunity for rural and municipal areas to work together
- Potential scenarios coming forward at completion of final report
- Cycle 16 coming forward in the near future
- Open house feedback – to provide input for recommendations in final report
- Various models
- Electoral Area allocation of funding
- Staff time allocation
 - Models/scenarios coming forward require outlined budget considerations
- User pay recreation sites
 - Most Regional District’s surveyed do not collect user fees – the cost to administer is a consideration
- Request for an Open House to be held in Fraser Lake

DELEGATION (CONT'D)**DYNAMIC COMMUNITY PLANNING – Hillary Morgan, RPP MCP – Principal, Consultant**
RE: RDBN Parks & Outdoor Recreation Study Presentation (Cont'd)

- RBA (Northwest BC Resource Benefits Alliance) - mechanism to move forward parks and recreation in the region
- Provincial responsibility
 - Boat launches
 - Ministry of Transportation and Infrastructure
 - Groups can enter into an agreement to take ownership – challenging
- Cost per user of trail vs cost per user of an arena
- Physical accessibility for all ages.

Chair Thiessen thanked Ms. Morgan for attending the meeting.

IN-CAMERA MOTION

Moved by Director Lambert
Seconded by Director Watt Senner

C.W.2020-3-3

“In accordance with Section 90 of the *Community Charter*, it is the opinion of the Board of Directors that matters pertaining to Section 90(1)(e) – the acquisition, disposition or expropriation of land or improvements, if the council considers that disclosure could reasonably be expected to harm the interests of the municipality (Southside Seniors Housing Society); and 90(2)(b) – the consideration of information received and held in confidence relating to negotiations between the municipality and a provincial government or the federal government or both, or between a provincial government or the federal government or both and a third party (Boundary Expansion); may/must be closed to the public, therefore exercise their option of excluding the public for this meeting.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Greenaway
Seconded by Director Lambert

C.W.2020-3-4

“That the meeting be adjourned at 2:00 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**RURAL/AGRICULTURE COMMITTEE MEETING****Thursday, March 5, 2020**

PRESENT: Chair Mark Parker

Directors Mark Fisher
Clint Lambert
Jerry Petersen

Directors Present Tom Greenaway, Electoral Area "C" (Fort St. James Rural)
Absent Chris Newell, Electoral Area "G" (Houston Rural)
Michael Riis-Christianson, Electoral Area "B" (Burns Lake Rural)
Gerry Thiessen, District of Vanderhoof

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

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Alex Ericksen, Director of Environmental Services
Debbie Evans, Agriculture Coordinator
John Illes, Chief Financial Officer
Jason Llewellyn, Director of Planning
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Parker called the meeting to order at 12:34 p.m.

**AGENDA &
SUPPLEMENTARY AGENDA**Moved by Director Petersen
Seconded by Alternate Director Hughes**RDC.2020-3-1**

"That the Rural/Agriculture Committee Agenda for March 5, 2020 be approved; and further, that the Supplementary Agenda be received and dealt with at this meeting."

(All/Directors/Majority) **CARRIED UNANIMOUSLY****MINUTES****Rural Directors Committee
Meeting Minutes
-February 6, 2020**Moved by Director Lambert
Seconded by Director Petersen**RDC.2020-3-2**

"That the minutes of the Rural Directors Committee meeting of February 6, 2020 be received."

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

AGRICULTURE REPORT

Update on the RDBN Food Hub and Food Economy Assessment

Moved by Director Lambert
Seconded by Alternate Director Hughes

RDC.2020-3-3

“That the Rural/Agriculture Committee receive the Agriculture Coordinator’s March 5, 2020 memo titled “Update on the RDBN Food Hub and Food Economy Assessment.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

AGRICULTURE CORRESPONDENCE

Agriculture Correspondence

Moved by Director Petersen
Seconded by Director Lambert

RDC.2020-3-4

“That the following Agriculture Correspondence be received:
-The Code of Practice for Agricultural Environmental Management
-A New Approach to Agricultural Environmental Management.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to:

- Potential for GlenDale Agra Services Ltd., Vanderhoof to provide a workshop in regard to Agricultural Environmental Management
- Lack of Provincial Government communication with the Agriculture community in regard to new regulations
- Challenges understanding new regulations without proper education and communication
- Workshops to increase education.

PLANNING DEPARTMENT (Rural Directors)**Crown Land Application Referrals**

Crown Land Application Referral 6409185 (BC Hydro) – Electoral Area “A”

Moved by Director Fisher
Seconded by Director Petersen

RDC.2020-3-5

“That the Comment Sheet for Crown Land Application Referral 6409185 be amended to include:

“The Board requests that prior to moving forward with plans to develop a capacitor at either location the Province engage with area residents to identify any concerns.”

And further, that the amended Comment Sheet be provided to the Province as the Regional District’s comments on Crown Land Application 6409185.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place in regard to the lack of public consultation built into the Province’s Crown Land Application process.

VERBAL REPORT**Changes to the Agricultural Land Commission Act – Jason Llewellyn, Director of Planning**

Mr. Llewellyn provided an update regarding:

- Ministry of Agriculture Policy Intensions Paper: Residential Flexibility in the Agricultural Land Reserve (ALR)
 - Work regarding the proposed policy direction to increase residential flexibility within the ALR
 - Ministry of Agriculture has reached out to the RDBN for further consultation regarding implementation
 - Proposed to take place in March/April 2020
 - Staff will provide updates to the Rural/Agriculture Committee Chair and RDBN Board

Chair Parker spoke of the positive steps the Ministry of Agriculture has taken in regard to residential flexibility in the ALR.

SUPPLEMENTARY AGENDA**REPORT****Rural Directors Travel Budget**

Discussion took place regarding:

- 2020 draft total budget amount for Electoral Area Director Expenses
 - Tracking per Director in 2020 within the total Electoral Area Director Expenses Budget
 - Travel and food allocation to the \$2,000 discretionary budget allocated to each Electoral Area Director
 - Reallocating conference funding if Directors choose not to attend
 - Long travel distance for some Directors to attend local Electoral Area community events
 - Consideration in preparation of budget
 - If requested by local community groups Directors expressed the importance of attending community meetings
 - Staff including an outline of Directors travel in the staff report brought forward at the time of the Statement of Financial Information (SOFI) report
 - Staff provide reporting quarterly to the Electoral Area Directors
 - Five-year history of the Rural Directors Travel budget
 - Have not exceeded the Travel Budget in the past five years
 - Budget to remain the same
 - Pooled budget approach
 - Important to not limit day to day work or learning, networking and advocacy events
 - Municipal Directors attendance on behalf of the Regional District and funding allocation for attendance
 - RDBN Committee Chair attendance and costing at events
 - RDBN Board Members Attendance at Events Policy
 - Potential changes to the Board Policy
 - Staff will bring forward potential amendments to the policy
 - Further discussion when all Rural Directors are in attendance.

IN-CAMERA MOTION

Moved by Director Lambert
Seconded by Director Petersen

RDC.2020-3-6

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

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Lambert
Seconded by Director Petersen

RDC.2020-3-7

“That the meeting be adjourned 1:20 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Mark Parker, Chair

Wendy Wainwright, Executive Assistant

REGIONAL DISTRICT OF BULKLEY-NECHAKO**WASTE MANAGEMENT COMMITTEE MEETING**
(Committee Of The Whole)**Thursday, March 5, 2020**

PRESENT: Chair Mark Fisher

Directors Shane Brienen
Clint Lambert
Brad Layton
Linda McGuire
Mark Parker
Bev Playfair
Jerry Petersen
Kim Watt-Senner

Directors Gladys Atrill, Town of Smithers
Absent Tom Greenaway, Electoral Area "C" (Fort St. James Rural)
Chris Newell, Electoral Area "G" (Houston Rural)
Michael Riis-Christianson, Electoral Area "B" (Burns Lake Rural)
Gerry Thiessen, District of Vanderhoof

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

Staff Curtis Helgesen, Chief Administrative Officer
Janette Derksen, Deputy Director of Environmental Services
Alex Eriksen, Director of Environmental Services
John Illes, Chief Financial Officer
Rory Mckenzie, Director of Environmental Services
Wendy Wainwright, Executive Assistant

CALL TO ORDER

Chair Fisher called the meeting to order at 11:00 a.m.

AGENDAMoved by Director Lambert
Seconded by Director FunkWMC.2020-1-1

"That the Waste Management Committee receive the March 5, 2020 Agenda."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**MINUTES**Waste Management
Committee Meeting Minutes
-December 12, 2019Moved by Director Layton
Seconded by Director LambertWMC.2020-1-2

"That the Minutes of the Waste Management Committee for December 12, 2019 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

VERBAL REPORTS

1. Alex Eriksen, Director of Environmental Services – Welcome

Mr. Eriksen provided a brief overview of his growing up in Burns Lake, educational background, living in Denmark the past six years and recent return to B.C. and Burns Lake.

2. Solid Waste Management Plan (SWMP)

- Submitted the Plan to the Ministry of Environment and Climate Change (MoE) in 2019
 - Approved in November 2019
 - MoE noted the RDBN exceeded expectations for local government, municipal and First Nations engagement
- Implementation
 - Recycling a top priority
 - Working towards implementation of recycling initiatives in 8 RDBN municipalities and 7 electoral areas
 - Initial concept to utilize bottle depots
 - Due to circumstances that occurred Smithers, Fort St. James and Burns Lake recycling depots were established at RDBN Transfer Stations
 - Required funding and significant staff time to implement
 - Recycling initiatives on going
 - Wanting to expand to Granisle and the Southside of Francois Lake Transfer Stations
 - Cheslatta Carrier Nation on the Southside has indicated its wish to implement a plan
 - Collaboration with First Nations
- Cost Recovery Update
 - Cameras at RDBN Transfer sites to monitor traffic
 - Assist in determining tipping fees
 - Complete GPS (Global Positioning System) overview of the sites to be conducted once the snow has left
 - Determine traffic flow
- Region Wide Recycling Update
 - Fort St. James Depot at the RDBN Transfer Station pilot project to implement programs/staffing
 - Recycle BC
 - EPR (Extended Producer Responsibility) Programs
 - a. Electronics
 - b. Small appliances
 - c. Lamps and light fixtures
 - d. Batteries
 - e. Smoke alarms
 - f. Paint Care
 - g. Auto batteries
 - Has been successful to date
 - Ribbon cutting celebration Friday, March 13, 2020 at 12:30 p.m.
 - All collection/compensation data not yet available – still in collection phase
 - Monitoring capacity of collection vs. costs
 - At the four RDBN Depot sites (Transfer Stations) the Reuse Shed staff also oversee the EPR Programs
 - Investigating additional EPR Programs at other RDBN sites

VERBAL REPORTS (CONT'D)

- MARR – Major Appliance Recycling Roundtable
 - In the process of waiving the \$20 fee for Ozone Depleting Substance
 - To be implemented potentially in late spring 2020
 - Beneficial and help mitigate illegal dumping of appliances
- Recycle BC
 - Requirements for sorting
- Some EPR Programs require improvements
- Area A Solid Waste Feasibility Study
 - Northern Capital Planning Grant Area A funding to be utilized to conduct the Study
 - Investigate volumes of materials
 - Possible uses for materials, etc.
 - Shift to circular economies
 - Investigate region as a whole
 - Investigate working with neighboring Regional Districts.

Moved by Director Playfair
Seconded by Director Lambert

WMC.2020-1-3

“That the Solid Waste Management Plan verbal report be received as presented.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

3. Solid Waste Forum/Conference Update

- Youth attendance/participation
 - Involve summer employees
 - An application has been submitted for an Environmental Services Student
 - Explore further depending on outcome of summer student position and at time of forums/conferences
 - Potential youth forum to connect youth from across the region.

4. Work Camp Waste Update

- In the process of amending the bylaw
- A number of tasks to be completed in order to implement collection
- Determine potential adjustments for increased municipal garbage drop off at RDBN Transfer Station facilities from camp waste
- Work camp waste to be calculated similar to Construction & Demolition waste utilizing the scales at RDBN landfills only.

5. Regional Solid Waste Advisory Group (RSWAG)

- Update
 - Waited for the hiring of the new Director of Environmental Services to allow for his involvement in the process
 - Draft outline of potential representatives
 - RDBN Board members
 - Representatives from across the Regional District
 - First Nations
 - Municipalities
 - Public
 - Staff will bring forward Committee members for Board ratification

VERBAL REPORTS (CONT'D)

- Name change to Regional Solid Waste Management Committee
 - RDBN will bring forward the Solid Waste Management Plan implementation
 - Opportunity for the Committee to provide comments
- First meeting to take place in late spring and second meeting in fall 2020.

6. Western Challenges

- Curbside Update
 - Currently at a standstill
 - Determine specific ask for the Ministry of Environment and Climate Change
 - Importance of reinstating baling facilities in the RDBN
 - Recycle BC currently in transition to a new contractor to manage residential packaging and printed paper (PPP) recycling post-collection
 - Awaiting a response from MoE to schedule a new meeting
- ICI (Industrial Commercial Institutional) Funding
 - ICI is commodity based
- Expression of Interest to businesses
- Consolidation Centre
 - Costs to operate a baling facility exceeds possible return of a commodity-based product
 - ICI collection required to increase volumes and efficiencies in the north.

7. Landfill Closures

- Long-Term & Reserve Planning
 - Incorporate into budgets and financial planning
 - Current liability to the RDBN
 - Public Accounting Standard requires that the liability be included in the RDBN Financial Statement
 - Current reserves and liabilities for landfill closure works
 - Potential taxation to address possibilities
 - Implementing operational reserves
 - Legal requirement from the Province
 - Environmental staff conduct closure works as Landfills move forward
 - Potential risks
 - Liability insurance
 - Staff will review insurance options and bring forward to the Committee.

8. PPP (Packaging and Printed Paper) Post Collection Cost Study for Recycle BC

- Update
 - Study to review incentive rates paid by Recycle BC to Depots, curbside and multi-family dwelling collection contracts
 - RDBN is participating in the Cost Study for the Vanderhoof Recycle Depot.
 - Information to be submitted by March 20, 2020.

CORRESPONDENCE

Greening Up Fort Society
ICI Recycling

Moved by Director Layton
Seconded by Director Lambert

WMC.2020-1-4

“That the Waste Management Committee receive the correspondence from the Greening Up Fort Society re: ICI Recycling.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

NCLGA Resolution RE:
Industrial Commercial
Institutional (ICI) Recycling

Chair Fisher spoke of bringing forward a resolution to the North Central Local Government Association in regard to Industrial Commercial Institutional (ICI) Recycling. Director Fisher verbally read a draft resolution to submit to NCLGA. He will work with staff to submit a resolution to NCLGA prior to its March 13, 2020 deadline. Staff will bring forward the resolution for ratification at the March 19, 2020 Board Meeting.

Moved by Director Playfair
Seconded by Director McGuire

WMC.2020-1-5

“That the Waste Management Committee support the drafted resolution regarding Industrial Commercial Institutional Recycling to be submitted to the North Central Local Government Association prior to NCLGA’s deadline of March 13, 2020; and further, that the resolution be brought forward to the Regional Board for ratification at its March 19, 2020 meeting.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director Brien
Seconded by Director Playfair

WMC.2020-1-6

“That the meeting be adjourned at 12:03 p.m.”

(All/Directors/Majority) CARRIED UNANIMOUSLY

Mark Fisher, Chair

Wendy Wainwright, Executive Assistant



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Corporate Officer and Regional District Board
FROM: Steve Davis, Building Inspector
DATE: March 3, 2020
SUBJECT: Section 57 Notice on Title – 23285 Howells Rd
 Lot 21, DL 2627, Range 5, Coast District, Plan 10423, Electoral Area “G”

RECOMMENDATIONS

1. That the Chair provide the property owner with an opportunity to be heard by the Board, if present.
2. That the Board confirm the recommendations of the Building Inspector and pass the attached resolution directing the Corporate Officer to file a notice in the Land Title Office for the property at 23285 Howells Road - Lot 21, DL 2627, Range 5, Coast District, Plan 10423.

VOTING

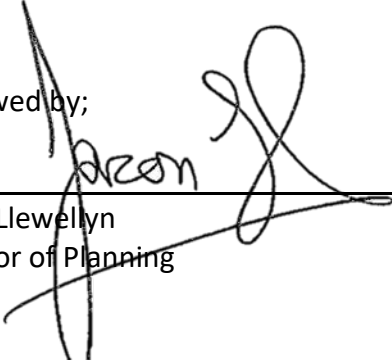
All Directors / Majority

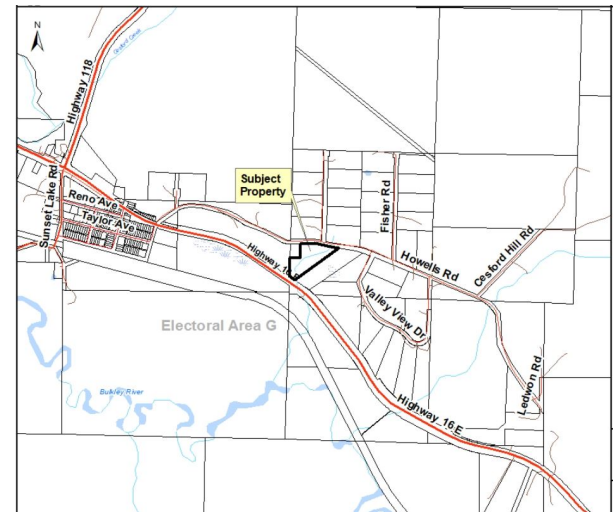
EXECUTIVE SUMMARY

A building has been constructed without the benefit of the required building permits or inspections at 23285 Howells Road (Lot 21, DL 2627, Range 5, Coast District, Plan 10423) located in Topley, B.C.


This report is recommending that the Regional District Board pass the attached resolution under Section 57 of the *Community Charter* instructing the Corporate Officer to file a notice in the Land Title Office on title of the subject property.

Reviewed by;


 Jason Llewellyn
 Director of Planning



Written by;


 Steve Davis
 Building Inspector

DISCUSSION

The following is a timeline and summary of the situation:

March 6, 2019

A new building under construction was noticed by the building inspector on the property on Howells Road. No building permits had been applied for or approved for the property.

March 8, 2019

A stop work order and a letter to the property owner (attached) were attached to the door of the building. A copy of the letter was mailed to the property owner Mr. David Downey by registered mail.



April 10, 2019

Mr. Downey called to inquire about the stop work order he received in the mail. He said that he had sold the property to a Mr. Ian Parris earlier in the year, and that Mr. Parris was the one who built the new structure. He said the sale was done privately and the paperwork was in process, and that he would contact the Land Title and Survey Authority to ensure that the property title was transferred. Mr. Downey did not have any contact information for the new property owner to give to the building inspector.

May 10, 2019

A friend of Mr. Parris, Mr. Coady Maynard, contacted the Building Inspector to explain that the building was built as a storage building. Mr. Maynard explained that Mr. Parris had asked him to contact the RDBN, as Mr. Parris did not feel comfortable talking with people. It was explained to Mr. Maynard that the building would need a building permit. The need for a dwelling to be constructed on the property before a storage building could be built was also explained. Contact information for Mr. Parris was requested but not given.

July 17, 2019

A meeting was held at the property with Mr. Maynard on behalf of Mr. Parris to review the construction and the BC Building Code and zoning requirements. By this point the property had been transferred to Mr. Parris. The structure contained some musical equipment including a drum kit. There was a wood burning stove set up in one of the rooms to heat the structure. The requirements were explained to Mr. Maynard. He claimed that a new home would be built soon to satisfy the zoning requirements. It was explained that the existing structure had many BC Building Code violations and would need extensive upgrades. A copy of a basic floor plan was received, and the rest of the building permit application form was promised soon.

**January 27, 2020**

A letter (attached) was sent by registered mail to Mr. Parris, requesting immediate action, as no correspondence or additional building permit documentation had been received. It was noted on a drive-by of the property that additional buildings had been constructed.



March 3, 2020

Notice (attached) was sent to the property owner informing him that the Board would be considering the Building Inspector's recommendation for a notice on title, and that he or a representative may provide representations to the RDBN Board in writing or at the Regional District Board concerning the matter. This notice was sent by registered mail.

NOTICE ON TITLE

"Regional District of Bulkley Nechako Building Bylaw 1634, 2012" states that:

6.1 No person shall commence or continue any work related to the construction, erection, replacement, reconstruction, alteration, repair, moving or demolition, of a building or change the occupancy of any building or structure unless a valid and subsisting building permit has been issued by a building official for the work.

6.4. No person shall occupy or use any building, structure or part thereof without an occupancy permit issued by a building official.

6.5. No person shall occupy or use a building, structure or part thereof contrary to the terms of any building permit, notice, order or certificate issued under this bylaw.

Under section 57 of the *Community Charter*, which applies to regional districts, the Regional District Board may direct the Corporate Officer to file a notice on title of a property that serves to inform any interested persons that there are certain issues with a structure (or structures) on the property.

The *Community Charter* requires the following with respect to the filing of a notice on title:

- The Building Inspector for the Regional District must provide a recommendation in writing to the Corporate Officer that the Regional District Board consider a resolution directing the Corporate Officer to file a notice in the land title office stating that a resolution relating to the non compliance of the property to the BC Building Code and the Regional District's Building Bylaw has been made, and further information about it may be inspected at the Regional District offices. This report serves as the written recommendation from the Building Inspector to the Corporate Officer.
- The Corporate Officer must give notice to the registered owner of the land to which the recommendation relates that the Board will be considering a recommendation that notice be placed on title pursuant to Section 57 of the *Community Charter*, and subsequently place the matter before the Regional District Board for consideration. This notice has been given to the property owner by the Building Inspector on behalf of the Corporate officer.
- Once the Regional District Board has provided the Building Inspector and the owner with an opportunity to be heard, the Board may confirm the recommendations of the Building Inspector and pass a resolution directing the Corporate Officer to file a notice in the land title office.

- The RDBN must then ensure that all public records relating to the resolution and the reason for the resolution are available for public view.

If the property owner provides the missing information, and completes the building permit process, the Section 57 Notice can be removed from title.

RESOLUTION REGARDING NOTICE ON TITLE

WHEREAS:

1. The Building Inspector has submitted to this Board a report dated March 3, 2020, (the "Report") regarding the building situated at 23285 Howells Road - Lot 21, DL 2627, Range 5, Coast District, Plan 10423 (the "Land") and that he discovered that construction of a building had occurred on the Land without a permit required under *Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012*, section 6.1;
2. The Building Inspector has requested that the Board confirm his recommendations and pass a resolution directing the Corporate Officer to file a notice on title at the Land Title Office under Section 57 of the Community Charter; and
3. The Corporate Officer notified Ian Parris, the registered owner of the Land, in accordance with section 57 of the *Community Charter*.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Report and the recommendations of the Building Inspector are accepted and confirmed by this Board, and;
2. The Corporate Officer shall file a notice in the Land Title Office stating that a Resolution has been passed under section 57 of the *Community Charter* by this Board relating to land legally described as Lot 21, DL 2627, Range 5, Coast District, Plan 10423 (23285 Howells Road).



37, 3RD AVE, PO BOX 820
BURNS LAKE, BC
VOJ 1E0

BULKLEY NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

March 8, 2019

David Downey
99 Skeena St
Kitimat, B.C.
V8C 1Z1

**RE: CONTRAVENTION OF REGIONAL DISTRICT OF BULKLEY NECHAKO
BUILDING BYLAW NO. 1634, 2012, SITUATED ON LOT 21, PLAN PRP10423,
DISTRICT LOT 2627, RANGE 5 (HOWELLS ROAD)**

It has come to our attention that the developments on the above noted property are in contravention of the Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012. Specifically, the item in contravention is:

- 1) Construction of a new residence without the benefit of a required building permit.

The Regional District of Bulkley-Nechako has placed a **STOP WORK ORDER** on the above noted structure as per Building Bylaw No. 1634, 2012, Section 19 (enclosed). The Building Inspector shall not remove the stop work order until supplied with satisfactory evidence that the violation giving rise to the order has been corrected, or a proposal for correction of the violation is approved by the Building Inspector. If a building permit is not obtained within 30 days further action will be taken.

Please contact the undersigned if you have any questions regarding this matter.

Yours truly,

Steve Davis,
Building Inspector.

copy: Rob Newell – Rural Director Electoral Area 'G',
Melany De Weerd – C.A.O.,
Jason Llewellyn – Director of Planning.

MUNICIPALITIES:

SMITHERS FORT ST JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRAN SLE

ELECTORAL AREAS:

A · SMITHERS RURAL E · FRANCOIS/OOTSA LAKE RURAL
B · BURNS LAKE RURAL F · VANDERHOOF RURAL
C · FORT ST JAMES RURAL G · HOUSTON RURAL
D · FRASER LAKE RURAL

INQUIRIES@RDBN BC CA
WWW.RDBN BC CA

PH 250-692-3195
FX 250-692-3305
TF 800-320-3339



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

BULKLEY-NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

January 27, 2020

Ian Parris
P.O. Box 156
Malahat, BC
V0R 2L0

ATTENTION:

REGIONAL DISTRICT OF BULKLEY-NECHAKO BUILDING BYLAW NO. 1634, 2012,
CONTRAVENTION ON LOT 21, DL 2627, RANGE 5, COAST DISTRICT, PLAN 10423

As you are aware, the Regional District of Bulkley-Nechako has placed a **STOP WORK ORDER** on the new structure at the above address, as per Building Bylaw No. 1634, 2012, Section 19. See attached Letter dated June 10, 2019. Due to the lack of response on your part in contacting our office for the necessary building permit as requested, further action will be taken. This may include notice on property title, pursuant to Section 57 of the Community Charter. In order to avoid this action, please contact our office immediately.

Thank you in advance for your cooperation with this matter. I look forward to hearing from you.

Please contact the undersigned at steve.davis@rdbn.bc.ca or at 250-692-3195 if you have any questions regarding this matter.

Yours truly,

Steve Davis
Building Inspector/ Bylaw Enforcement Officer

MUNICIPAL TIES:

SMITHERS	FORT ST. JAMES
VANDERHOOF	FRASER LAKE
HOUSTON	TELKWA
BURNS LAKE	GRANBY

ELECTORAL AREAS

A SMITHERS RURAL	E FRANCOIS OOTSA LAKE RURAL
B BURNS LAKE RURAL	F VANDERHOOF RURAL
C FORT ST. JAMES RURAL	G HOUSTON RURAL
D FRASER LAKE RURAL	

INQUIRIES@RDBN BC CA
WWW.RDBN BC CA

PH 250-692-3195
FX 250-692-3305
TF 800-320-3339



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

BULKLEY-NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

March 3, 2020

Ian Parris
P.O. Box 156
Malahat, BC
V0R 2L0

Registered owner of 23285 Howells Rd - Lot 21, DL 2627, Range 5, Coast District, Plan 10423

**Re: Section 57 Community Charter Notice
Contravention of Section 6.1 of *Regional District of Bulkley-Nechako Building Bylaw No. 1634, 2012.***

Dear Mr. Parris:

NOTICE IS HEREBY GIVEN that the Board of the Regional District of Bulkley-Nechako will, at its Regular Meeting, beginning at 10:00 am, on March 19, 2020 in the Board Chambers at the Regional District Offices, at 37 3rd Avenue, Burns Lake, BC, consider a request from the Building Inspector to register a notice on the title to Lot 21, DL 2627, Range 5, Coast District, Plan 10423 - 23285 Howells Rd. concerning alleged contravention of Section 6.1 of *Regional District of Bulkley-Nechako Building Bylaw No. 1634-2012*, namely that a new building has been constructed at Lot 21, DL 2627, Range 5, Coast District, Plan 10423 - 23285 Howells Rd. without the required building permit.

As the registered property owner you have the opportunity to attend the meeting and provide comment. You may also provide a written submission to the Regional District office in Burns Lake by mail or email to inquiries@rdbn.bc.ca. Written submission must be received by the Regional District by 12:00 pm, Wednesday, March 18, 2020. At the meeting the Building Inspector will present evidence in support of his request. At the same meeting you, as the affected property owners, will be provided an opportunity to make representations to the Regional District Board concerning the matter. If you plan to attend, please call the Regional District at 1-800-320-3339 or (250) 692-3195.

After hearing the representations of the Building Inspector and the owners, if any, the Regional

MUNICIPALITIES:

SMITHERS FORT ST. JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

ELECTORAL AREAS:

A · SMITHERS RURAL E · FRANCOIS/OOTSA LAKE RURAL
B · BURNS LAKE RURAL F · VANDERHOOF RURAL
C · FORT ST. JAMES RURAL G · HOUSTON RURAL
D · FRASER LAKE RURAL

INQUIRIES@RDBN.BC.CA

WWW.RDBN.BC.CA

PH: 250-692-3195

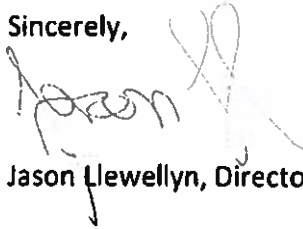
FX: 250-692-3305

TF: 800-320-3339

District Board may pass a resolution directing the Corporate Officer to file a Notice of the Resolution in the Land Title Office indicating that further information concerning the matter may be inspected by interested parties at the RDBN Office.

A copy of the Building Inspector's report and section 57 of the *Community Charter* is enclosed. Further information may be obtained from the Office of the undersigned, at 37 3rd Avenue, Burns Lake, BC, during normal business hours, 8:30 am to 4:30 p.m. Monday through Friday, except statutory holidays.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Jewell", written over a faint, illegible typed name.

Jason Jewell, Director of Planning



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

TO: Corporate Officer and Regional District Board
FROM: Steve Davis, Building Inspector
DATE: March 3, 2020
SUBJECT: Section 57 Notice on Title - 3830 Meier Road East
 Lot 1, DL 1142, Cariboo District, Plan 21984, Electoral Area "F"

RECOMMENDATIONS

1. That the Chair provide the property owner with an opportunity to be heard by the Board, if present.
2. That the Board confirm the recommendations of the Building Inspector and pass the attached resolution directing the Corporate Officer to file a notice in the Land Title Office for the property at 3830 Meier Road East -Lot 1, DL 1142, Cariboo District, Plan 21984.

VOTING

All Directors / Majority

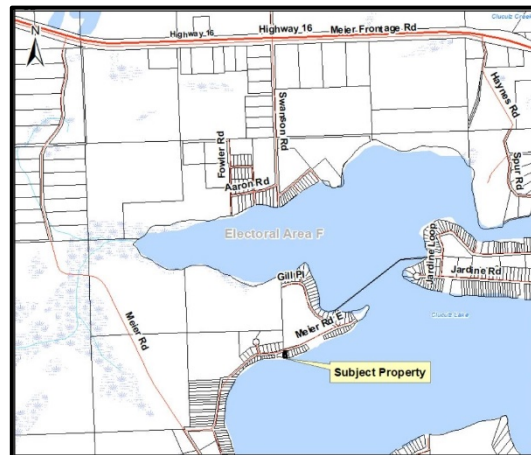
EXECUTIVE SUMMARY

A new building, including buried metal storage containers, was built without the required building permit or inspections at 3830 Meier Rd East (Lot 1, DL 1142, Cariboo District, Plan 21984).

This report recommends that a notice be placed on title to advise interested parties that there are outstanding issues relating to "Regional District of Bulkley Nechako Building Bylaw 1318, 2005."

Reviewed by:

 Jason Llewellyn
 Director of Planning



Written by:

 Steve Davis
 Building Inspector

DISCUSSION:

The following is a summary of the situation.

October 25, 2011

A public complaint led to the discovery that 2 metal storage containers were being converted into a building without the required building permit or inspections. The storage containers had been modified by removing sections of metal, and it appeared that a solid fuel burning stove or heater had been installed in the building. The building inspector left a business card at the residence with a message to please call.

**October 28, 2011**

The property owner, Mr. Craig Manuel, called and spoke with the building inspector about the situation.

October 31, 2011

A building permit application was dropped off at the subject property.

November 1, 2011

Mr. Manuel called and spoke with the building inspector about the situation.

November 2, 2011

Construction on the building continued, so a Stop Work Order was issued and posted on the building. A letter (attached) explaining the Stop Work Order was delivered to the residence.

November 14, 2011

The RDBN received a letter (attached) from Mr. Manuel questioning the RDBN's ability to regulate the building.

November 18, 2011

A letter (attached) was hand delivered to Mr. Manuel which confirmed the need for a building permit, discussed the need to confirm the building's setback from the property line, and confirmed the need for an engineer to review the structure.

November 23, 2011

Mr. Manuel called and spoke with a building inspector and said that he was attempting to engage an engineer to review the building. He was asked to update the RDBN of his progress the first week of January 2012.

January 9, 2012

Mr. Manuel called and explained to the building inspector that he had converted the two shipping containers into one and that they would have separate doors. He indicated that the required 7.5-meter setback would be met.

November 10, 2014

After noticing additional construction at the property, including a greenhouse being built on top of the buried shipping containers, a letter (attached) was sent from the RDBN to Mr. Manuel reminding him of the outstanding requirement of a building permit and noting the possibility of the registration of a notice on title.

November 24, 2014

Mr. Manuel called and spoke with the Director of Planning about the requirement of a building permit, the timelines associated with the various communications from the RDBN, and the position of the building inspectors regarding the building. Mr. Manuel indicated that one of the building inspectors had given him the impression that a building permit was no longer required.

June 17, 2015

A letter (attached) was sent from the RDBN to Mr. Manuel reviewing the timeline of communication and confirming that a building permit was required. The possible registration of notice on title was mentioned again.

**February 5, 2020**

A letter (attached) was sent by registered mail to Mr. Manuel asking for compliance with the building bylaw and reminding him that the next step could be registration of notice on title. The letter was refused at the post office on February 7.

March 3, 2020

Notice (attached) was sent to the property owners informing them that the Board would be considering the Building Inspector's recommendation for a notice on title, and that they may provide representations to the RDBN Board in writing or at the Regional District Board meeting concerning the matter.

NOTICE ON TITLE

"Regional District of Bulkley Nechako Building Bylaw 1318, 2005" states that:

- 6.1 No person shall commence or continue any work related to the construction, erection, replacement, reconstruction, alteration, repair, moving or demolition, of a building or change the occupancy of any building or structure unless a valid and subsisting building permit has been issued by a building official.*
- 6.3. No person shall occupy or use any building, structure or part thereof without an occupancy permit issued by a building official.*
- 6.4. No person shall occupy or use a building, structure or part thereof contrary to the terms of any building permit, notice, order or certificate issued under this bylaw.*

Under section 57 of the *Community Charter*, which applies to regional districts, the Regional District Board may direct the Corporate Officer to file a notice on title of a property that serves to inform any interested persons that there are certain issues with a structure (or structures) on the property.

The *Community Charter* requires the following with respect to the filing of a notice on title:

- The Building Inspector for the Regional District must provide a recommendation in writing to the Corporate Officer that the Regional District Board consider a resolution directing the Corporate Officer to file a notice in the land title office stating that a resolution relating to the non compliance of the property to the BC Building Code and the Regional District's Building Bylaw has been made, and further information about it may be inspected at the Regional District offices. This report serves as the written recommendation from the Building Inspector to the Corporate Officer.
- The Corporate Officer must give notice to the registered owner of the land to which the recommendation relates that the Board will be considering a recommendation that notice be placed on title pursuant to Section 57 of the *Community Charter*, and subsequently place the matter before the Regional District Board for consideration. This notice has been given to the property owner by the Building Inspector on behalf of the Corporate officer.
- Once the Regional District Board has provided the Building Inspector and the owner with an opportunity to be heard, the Board may confirm the recommendations of the Building Inspector and pass a resolution directing the Corporate Officer to file a notice in the land title office.

- The RDBN must then ensure that public records relating to the resolution and the reason for the resolution are available for public view.

If the property owner provides the missing information, and completes the building permit process, the Section 57 can be removed from title.

RESOLUTION REGARDING NOTICE ON TITLE

WHEREAS:

1. The Building Inspector has submitted to this Board a report dated March 3, 2020, (the "Report") regarding the buildings situated at Lot 1, DL 1142, Cariboo District, Plan 21984 - 3830 Meier Road East (the "Land") and that he discovered that construction of a building occurred on the Land without a permit required under *Regional District of Bulkley-Nechako Building Bylaw No. 1318, 2005*, section 6.1;
2. The Building Inspector has requested that the Board confirm his recommendations and pass a resolution directing the Corporate Officer to file a notice on title at the Land Title Office under Section 57 of the Community Charter; and
3. The Corporate Officer notified Allan Roy Craig Manuel, the registered owner of the Land in accordance with Section 57 of the *Community Charter*.

NOW, THEREFORE, BE IT RESOLVED THAT:

1. The Report and the recommendations of the Building Inspector are accepted and confirmed by this Board, and;
2. The Corporate Officer shall file a notice in the Land Title Office stating that a Resolution has been passed under Section 57 of the *Community Charter* by this Board relating to land legally described as Lot 1, DL 1142, Cariboo District, Plan 21984 (3830 Meier Road East).



37, 3RD AVE, PO BOX 820
BURNS LAKE, BC
V0J 1E0

BULKLEY-NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

November 2, 2011
Craig Manuel
3830 Meier Rd East
Vanderhoof, BC.
V0J 3A3

ATTENTION:

RE: REGIONAL DISTRICT OF BULKLEY-NECHAKO BUILDING BYLAW NO. 1318, 2005, CONTRAVENTION, ON LOT 1, DISTRICT LOT 1142, CARIBOO DISTRICT, PLAN 21984, PID 009-160-035

It has come to our attention that the developments on the above noted property are in contravention of the Regional District of Bulkley-Nechako Building Bylaw No. 1318, 2005. Specifically, the item in contravention is:

- 1) Construction of an accessory structure without the benefit of required building permit.

The Regional District of Bulkley-Nechako has placed a **STOP WORK ORDER** on the above noted structure as per Building Bylaw No. 1318, 2005, Section 19 (enclosed). The Building Inspector shall not remove the stop work order until supplied with satisfactory evidence that the violation giving rise to the order has been corrected, or a proposal for correction of the violation is approved by the Building Inspector. If a building permit is not obtained within 30 days further action will be taken.

Please contact the undersigned if you have any questions regarding this matter.

Yours truly,

Richard Wainwright,
Chief Building Inspector.

copy: Jerry Petersen – Rural Director Electoral Area 'F',
Gail Chapman – C.A.O.,
Jason Llewellyn – Director of Planning

MUNICIPALITIES:

Siwash
MIDDERHOOF
Houston
BURNS LAKE
PORT ST. JAMES
FRASER LAKE
TELUS
GRANITE

ELECTORAL AREAS:

A - Siwash & Bulkley
B - BURNS LAKE RURAL
C - PORT ST. JAMES RURAL
D - BURNS LAKE RURAL
E - COYNE LAKE/DEERHOLE LAKE
F - MIDDERHOOF RURAL
G - HOUSTON RURAL

INQUIRIES@RDSN.BC.CA
WWW.RDSN.BC.CA

PH: 250-692-3195
PH: 250-692-3305
TF: 800-320-3335

To: Richard Wainwright,
 Chief Building Inspector,
 Regional District of Bulkley-
 Nechako Building By Law
 Cariboo District.

RECEIVED

NOV 14 2011

REGIONAL DISTRICT
 OF BULKLEY-NECHAKO

Re: pla 21984,pid 009-160-035 on lot 1, district lot 1142, for a stop work order concerning Lot 1, District lot 1142 concerning a root cellar.

Dear Sir:

I am writing to you, concerning this matter of installing two steel containers beneath the earth for cold storage of food, preserves, etc. I have quite a few questions regarding this matter. First of all the reason for not applying for a Building Permit Application, is because "Application" means to plea or beg, under the law you are never obligated to plea or beg. One is never obligated to apply, register or submit, when you ask permission, you give someone vito power over your life. Could you please send me, where in the law I am lawfully obligated to such a thing. Nowhere in your code regulations does it mention "root cellar or beneath the earth's surface."

In your letter quote you said" the Regional District of Bulkley-Nechako has placed a stop work order on the above noted structure as per by law no.1318, 2005 section 19. Again above, the root cellar is below. The building inspector shall not remove the stop work order until supplied with satisfactory evidence that the violation giving rise to the order has been corrected. How can you violate if there is no mention of a underground metal root cellar in your codes or regulations or in any of the literature you provided to me on November 2, 2011? Could you please explain section 7.1.6 ? 20.1 A person who violates any provision of this by law commits an offence. Could you please define "person?"

I have attached photo copies of your documents that you had left in my door, in them i circled and underlined important information which doesn't pertain to my root cellar, no where does it mention metal containers beneath the earth surface, root cellar for food storage. The building permit application form page 2 #7, I acknowledge that if I am granted a building permit pursuant to this application, I am responsible for compliance with the current edition of the B.C. Building Code, I never beg

or plea, therefore there is no violation. What is the term "Violate" I am innocent until proven guilty and again I say, there is nothing in your codes or regulations about root cellars, which there was no building or construction, you have no codes or regs pertaining to this situation. Therefore you have no authority over me and I am not lawfully obligated.

Rules, regulations, codes aren't law, they are an abrogation of the law and only corporations are subjected to them.

Submit means to agree to bend to another's will or to cave to another's discretion. An agreement is contract and must be entered into voluntarily. If you are leaving something to someone else's discretion, it must have been your to begin with, right? Again it is voluntary in nature; you can never be lawfully compelled to submit.

Referring to your letter you sent me 1) construction of an accessory structure. Define accessory structure as well as construction, I never constructed anything, no building materials where used, I put steel containers which were pre made beneath the earth's surface and buried them, there has been no construction build.

Please send me the Act you are using and or give website for me to read on line.


In future response, please reframe from trespassing for you are not welcome on my property. I will need 30 days because General Delivery takes longer, I wish no conflict and will keep correspondence opened by mail only.

WITHOUT PREJUDICE

In Sincerity and honor,

Craig Manuel
November 07,2011

Registered mail

no#  RW 620 686 624 CA



Two separate lots
Each lot is 160 ft
Each lot is a separate
estate

REGIONAL DISTRICT
OF BULKLEY & NECHAKO

Building Permit Applications in the RDBN

What is the Regional District's Building Inspection Service?

The Regional District is authorized by the Local Government Act to regulate the construction, alteration, repair or demolition of buildings and structures for the health, safety and protection of persons. Under the Act the Regional District has adopted Building Bylaw No. 1318, 2005 which provides for the regulation of building and the requirement for a permit prior to building within the building regulation service area.

The Regional District operates the Building Regulation service in all of the electoral areas within the Regional District. The Regional District also provides building inspection service for the Village of Burns Lake, Village of Fraser Lake, the Village of Granisle and the District of Fort St. James.



When are Building Permits required?

Anyone constructing, altering, repairing, moving or demolishing a building within the defined building regulation service area is required to first obtain a permit from the Building Inspectors. Building permits are required for:

- New construction
- Demolition
- Renovations
- Wood heating installations
- Installing a manufactured home
- Decks

Building permits are not required if the property is not within the service area or if a proposed accessory building is smaller than 25 square meters (269.1 ft²) in size. Accessory buildings for farm use on properties that are assessed as a farm by BC Assessment may have certain exemptions.

To find out if your property is within the building regulation area, please contact the Building Inspectors or the Planning Department.

The issuance of a building permit and the associated inspections do not constitute a warranty or assurance that construction complies to the Building Code or other regulation and is free from defect, or that the building site is stable, not subject to flooding, or is otherwise suitable for the building being constructed.

Roof
cellar or beneath the ground?
AS WELL THESE WOULD NO BUILDING?

did not build it



LEFT SIDE ELEVATION

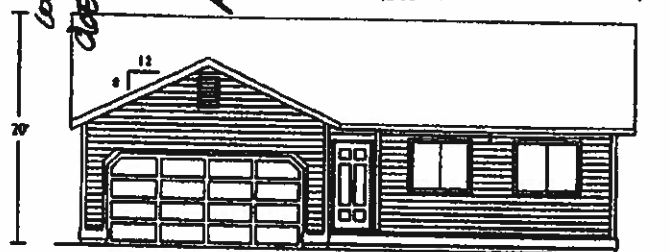


RIGHT SIDE ELEVATION



REAR ELEVATION

SAMPLE EXTERIOR ELEVATION PLANS



FRONT ELEVATION

"A WORLD OF OPPORTUNITIES
WITHIN OUR REGION"

For more information on regulations, bylaws as well as other pertinent information, visit our website or contact the Regional District office.

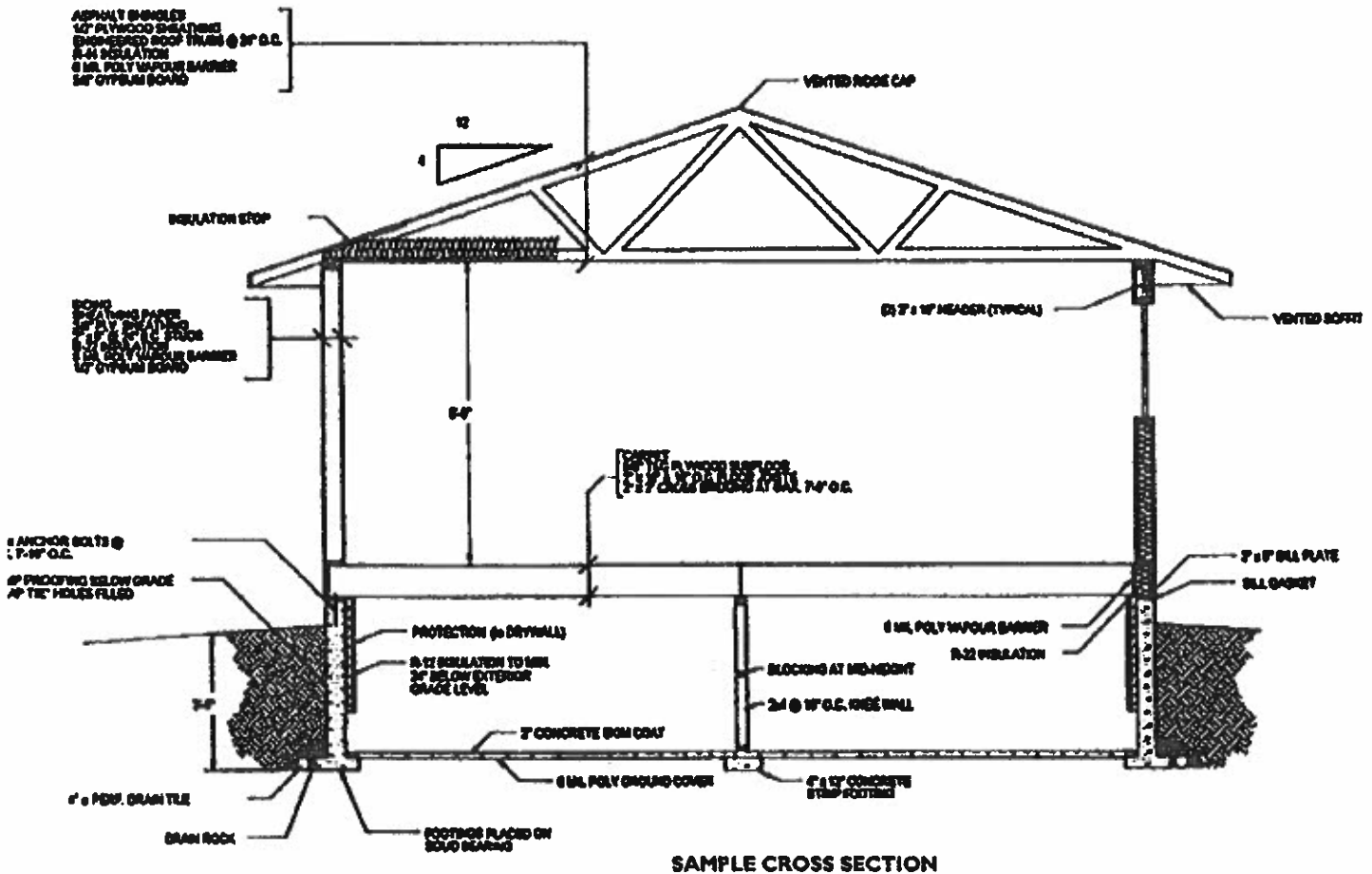
Inspection Requirements

WHEN TO CALL:

1. After completion of footings (prior to placing concrete);
2. After completion of the foundation, dampproofing, foundation drain tile/drain rock (prior to backfilling);
3. After the framing, sheathing and roofing are complete (including exterior doors and windows, chimneys, ductwork, gas venting, rough-in plumbing and wiring);
4. After insulation and vapour barrier is installed (prior to applying interior finishes);
5. When the building is complete and ready for occupancy; and
6. At any stage requested by the Building Inspector to confirm corrections or special circumstances.

Please note that the Building Inspectors make their own appointments for inspections. Usually at least one of the Building Inspectors performs inspections in the eastern part of the Regional District on Tuesdays and in the western part of the Regional District on Thursdays.

*Root
Cellar*





37, 3RD AVE, PO Box 820
BURNS LAKE, BC
V0J 1E0

REGIONAL DISTRICT
OF BULKLEY-NECHAKO

"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

November 2, 2011
Craig Manuel
3830 Meier Rd East
Vanderhoof, BC.
V0J 3A3

ATTENTION:

**RE: REGIONAL DISTRICT OF BULKLEY-NECHAKO BUILDING BYLAW
NO. 1318, 2005, CONTRAVENTION, ON LOT 1, DISTRICT LOT 1142,
CARIBOO DISTRICT, PLAN 21984, PID 009-160-035**

It has come to our attention that the developments on the above noted property are in contravention of the Regional District of Bulkley-Nechako Building Bylaw No. 1318, 2005. Specifically, the item in contravention is:

- 1) Construction of an accessory structure without the benefit of required building permit.

Explain?

The Regional District of Bulkley-Nechako has placed a **STOP WORK ORDER** on the above noted structure as per Building Bylaw No. 1318, 2005, Section 19 (enclosed). The Building Inspector shall not remove the stop work order until supplied with satisfactory evidence that the violation giving rise to the order has been corrected, or a proposal for correction of the violation is approved by the Building Inspector. If a building permit is not obtained within 30 days further action will be taken.

Please contact the undersigned if you have any questions regarding this matter.

Yours truly,

Richard Wainwright,
Chief Building Inspector.

copy: Jerry Petersen – Rural Director Electoral Area 'F',
Gail Chapman – C.A.O.,
Jason Llewellyn – Director of Planning.



18. Climatic Data

- 18.1 Ground snow load values for *building* design under this bylaw are as prescribed in Schedule "C" of this bylaw.
- 18.2 Climatic data, other than ground snow loads, for *building* design under this bylaw shall be as prescribed in the *Building Code*.

19. Stop Work Orders

- 19.1 Where a written stop *work* order is issued under section 7.1.6, the *building official* shall post a copy of the order at the site of the work.
- 19.2 When a stop *work* order has been issued, no *construction* shall take place until the holder of the *building permit* has secured a written notice from the *building official* that the stop *work* order has been removed.
- 19.3 The *building official* shall not remove the stop *work* order until supplied with satisfactory evidence that the violation giving rise to the order has been corrected, or a proposal for correction of the violation is *accepted* by the *building official*.

20. Penalty

- 20.1 A *person* who violates any provision of this bylaw commits an offence and is punishable in accordance with the Offence Act.

21. Repeal

- 21.1 "Regional District of Bulkley-Nechako Building Bylaw No. 1050, 1998" and amendments thereto are hereby repealed.

22. Severability

- 22.1 If any section, subsection, paragraph, subparagraph, or clause of this bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, such decision does not affect the validity of the remaining portions of this bylaw.

Registration Form, sealed by the HPO to confirm the Owner Builder Authorization (see sample form on page 2). You will need this document prior to commencing construction of your new home and before applying for a building permit.

STEP 4 - Obtaining a Building Permit

As the owner builder, you then take the New Home Registration Form to the municipality or regional district responsible for the area where your new home will be located in order to obtain a building permit and commence construction. If there are no building permits required, you will need to have the New Home Registration Form in your possession before commencing construction.

STEP 5 - Completion of Construction

When the new home is complete and first occupied, you (the owner builder) **MUST** supply the HPO with the occupancy date and a list of the tradespersons used in the construction of the new home. The easiest way to do this is to log-in to your HPO website account and complete the information online.

STEP 6 - Sale of Owner-built Homes

An owner builder who wishes to sell their home within 10 years after first occupancy must obtain a disclosure notice for their home from the HPO and provide it to any prospective purchasers. An owner-built home may not be offered for sale, sold or rented any earlier than one year after the new home has been built, except in special circumstances and only when pre-approved by the Registrar.

ELIGIBILITY CHECKLIST FOR OWNER BUILDER AUTHORIZATION

An individual who wishes to build a new home as an owner builder must apply for an Owner Builder Authorization and meet the following criteria:

- Must be an individual (not a company, except a director of a family farm corporation) with a registered interest (fee simple, life interest or long-term lease of at least 15 years) in the land upon which the new home is to be built
- Must intend to build a single dwelling unit which is either a detached home, attached to a pre-existing building older than 10 years, or attached to a new non-residential building
- Must not offer to sell, or sell, or otherwise transfer their interest in the land either during construction or for at least one year after the new home has been built

- Must intend to use the home for personal use for at least one year after first occupancy
- Must not have previously been issued an Owner Builder Authorization for a period of at least 18 months from first occupancy of last owner-built home (period increases for repeat owner builders)
- Must not be ordinarily resident with an individual who was issued an Owner Builder Authorization for a period of at least 18 months (or increased period for repeat owner builders)
- Must intend to build, or directly manage the construction of, all or substantially all of the new home
- Must not have been in non-compliance with previous owner builder requirements
- Must pay the \$425 Owner Builder Authorization fee (including a \$50 non-refundable application fee)
- Must include original signature and signature of a witness

IMPORTANT NOTE ABOUT OCCUPANCY PERMITS

If you build your new home in a jurisdiction that issues occupancy permits, it is the occupancy permit that is used to determine the start of the:

- 10-year statutory protection liability
- minimum one-year personal use of the home requirement
- waiting period for future Owner Builder Authorizations

For this reason, we encourage owner builders not to delay in obtaining an occupancy permit for the new home.

The form is titled 'New Home Registration Form' and includes the HPO logo. It contains several sections for data entry, including:

- 1. Applicant information: Name, address, phone, email.
- 2. Property information: Address, lot number, subdivision name.
- 3. Project information: Project name, start date, completion date.
- 4. Declaration: A section for the applicant to sign and date, stating they are the owner-builder.
- 5. Fees: A section for payment details, including the \$425 fee.

 The form is designed to be filled out by the owner-builder and submitted to the HPO.

Information Bulletin for Owner Builders



Homeowner
Protection Office
Branch of BC Housing

CONSTRUCTING AN OWNER-BUILT HOME

An owner builder is an individual authorized by the Homeowner Protection Office (HPO) to build a new home for their personal use. An owner builder is not required to be licensed by the HPO to build the new home or arrange for third-party home warranty insurance on that home.

As of November 19, 2007, individuals wanting to be an owner builder of a new home are required to obtain an Owner Builder Authorization from the HPO and to pay a fee, prior to commencing construction of that new home. This requirement is in effect for all areas of British Columbia, regardless of whether building permits are required. These changes are in keeping with amendments to the Homeowner Protection Act and Regulation.

BEFORE YOU START...

Owner builders must build or directly manage the construction of their new home themselves. If an owner builder engages a builder, construction manager, project manager, or any third party to perform these functions, both the owner builder and the hired construction manager/builder are committing offence(s) under the Homeowner Protection Act and could face monetary penalties of up to \$25,000 and/or prosecution. Unlike homeowners who hire an HPO Licensed Residential Builder to construct their new home, an owner builder usually does not have home warranty insurance protection to rely on should construction defects occur, nor would any subsequent purchaser. Although an owner builder may be able to look to tradespersons to deal with some problems that occur, it is the owner builder who is ultimately responsible for the overall construction of the home for a period of 10 years.

This is particularly important should an owner builder sell their new home within 10 years of first occupancy. The owner builder must provide a disclosure notice obtained from the HPO to any prospective purchasers. The disclosure notice will inform the purchaser that the home was built by the owner builder and whether or not there is a policy of home warranty insurance in place for the home. In addition, unless they have arranged for home warranty insurance coverage, owner builders are personally liable for construction defects in the new home

during this 10-year period to any and all subsequent purchasers during this same period. The statutory protection provision of the Homeowner Protection Act (the Act) outlines the specific obligations of the owner builder during this period. These obligations are similar to the protection from defects under a policy of home warranty insurance.

That is, two (2) years against defects in material and labour, five (5) years against defects in the building envelope, and ten (10) years against structural defects. Please refer to section 23 of the Act for details. Statutory protection enables subsequent purchasers to take legal action against an owner builder to correct defects as set out in the provision and is a liability that cannot be waived by agreement or contract. Owner builders who opt to arrange for a voluntary policy of home warranty insurance, however, are not subject to the statutory protection provision of the legislation.

STEP-BY-STEP GUIDE

STEP 1 – Pre-Screening

Complete the Application for an Owner Builder Authorization online at www.hpo.bc.ca. (Individuals who do not have access to the HPO website should contact the HPO for an application.) Applicants will be pre-screened online with a series of questions to determine their eligibility for an Owner Builder Authorization.

STEP 2 – Completing the Application

If pre-screening is successful, you will be invited to create a unique log-in ID. Next, complete your personal contact information, details of the proposed site of the new home, information about any previous owner-built homes you have been involved with, and then submit payment online. The Application for an Owner Builder Authorization will be created for you to download, print, sign and send (by mail, courier or by person) to the HPO for final review and approval. The \$425 fee must accompany the application, \$50 of which is non-refundable.

STEP 3 – Approval

Your application will receive further review by the HPO. If it is approved, the HPO will provide you with a New Home



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

OF BULKLEY-NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

November 18th, 2011

Allan Roy Craig Manuel
3830 Meier Road East
Cluculz Lake, BC
VOJ 3A3

18 NOV 2011
for delivery
by J L

Re: Illegal structure on Lot 1, District Lot 1142, Cariboo District, Plan 21984
3830 Meier Road East (the subject property)

Mr. Manuel:

As you are aware the Chief Building Inspector for the Regional District of Bulkley-Nechako placed a stop work order on a building which has been recently constructed on your property. In response to this stop work order you sent the Chief Building Inspector a letter questioning the Regional District's ability to require a building permit for the subject building.

Attached to this letter for your information is a copy of *Regional District of Bulkley-Nechako Building Bylaw No. 1318, 2005*. Section 6.1 of the bylaw states the following:

"No person shall commence or continue any work related to the construction, erection, replacement, reconstruction, alteration, repair, moving, or demolition, of a building or change the occupancy of any building or structure unless a valid and subsisting permit has been issued by a building official."

The structure you have constructed from metal containers, and buried, is a building and requires a building permit. The retaining wall that extends from the front of the structure may possibly be considered part of the building, and may also require a building permit. It appears that you may have installed a stove or heater that uses solid fuel in the building. Such a stove or heater would also require a building permit, pursuant to section 6.8 of the attached bylaw. In addition, we are concerned that the building does not meet the *British Columbia Building Code*, and may be unsafe.

MUNICIPALITIES.

SMITHERS FORT ST JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

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TF: 800-320-3339

We also note that the property is zoned Waterfront Residential II (R4) pursuant to "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" (the Zoning Bylaw). The R4 zone requires that buildings and structures be setback a minimum of 7.5 metres from the front parcel line. We are concerned that the building does not meet this setback.

We are requesting that you immediately take the necessary steps to either remove the structure or obtain a building permit for the subject building. I understand that you are in possession of the building permit application form, and support documents. However, additional copies are attached to this letter. Please note that in addition to the typical drawings and information required as part of a building permit application, we will also require a report from a structural engineer discussing the compliance of the building, including the retaining wall, to the *BC Building Code*. We will also require information showing the siting of the building in relation to the property lines to determine if the zoning bylaw setback requirements are being complied with. Please be encouraged to contact a building inspector regarding any questions you may have regarding the information required to be submitted with a building permit application.

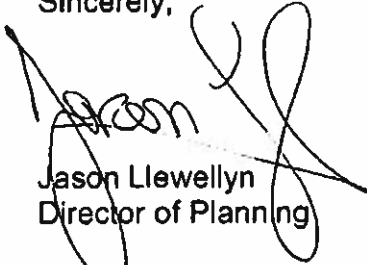
Please note that if the necessary steps are not immediately taken to comply with *Regional District of Bulkley-Nechako Building Bylaw No. 1318, 2005* the Regional District will consider taking enforcement action, which may include, but may not be limited to, the following:

- The filing of a notice in the Land Title Office on the title to the subject property stating that a resolution relating to the non-compliance of the property to the BC Building Code and the Regional District's Building Bylaw has been made, and further information about the non-compliance may be inspected at the Regional District offices.
- A Regional District Board resolution ordering you to undertake specified remedial action necessary to comply with the *British Columbia Building Code* and the *Regional District of Bulkley-Nechako Building Bylaw No. 1318, 2005*, by a certain date. Please note that if remedial action is ordered and is not completed by the required date the Regional District Board may direct its employees and others to enter your property and take the remedial action at your expense. The charges for doing so, if unpaid by a certain date may form part of the taxes payable in respect of your property, as taxes in arrears, or be collected as a debt.

We strongly encourage you to work with us to resolve this issue. If you have any questions please contact either me or a building inspector at 250-692-3195 or 1-800-

320-3339 if you have any questions. We look forward to your response to this letter and hearing how you intend to proceed regarding this matter.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Llewellyn", written over a printed name and title.

Jason Llewellyn
Director of Planning

CC: Jerry Peterson, Director, Electoral Area F.
Richard Wainwright, Chief Building Inspector



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

REGIONAL DISTRICT OF BULKLEY-NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

November 10th, 2014

Allan Roy Craig Manuel
3830 Meier Road East
Cluculz Lake, BC
VOJ 3A3

RE: Lot 1 District Lot 1142 Cariboo District plan 21984. 3830 Meier Road East
Notice on Title- Section 57 Community Charter

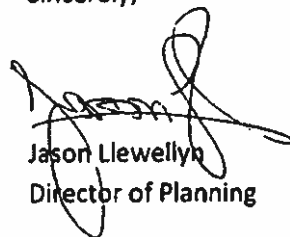
Dear Mr. Manuel:

As you are aware you have constructed a building on the above noted property without a building permit, in contravention of "Regional District of Bulkley-Nechako Building Bylaw No. 1318, 2005."

This letter is to inform you that if the necessary steps are not taken in the near future to conform to "Regional District of Bulkley-Nechako Building Bylaw No 1634, 2012" the Regional District Board will be asked to consider the registration of a notice on title of the property in accordance with section 57 of the Community Charter. Please note that proceeding with a section 57 notice, under the Community Charter, does not preclude additional bylaw enforcement measures by the Regional District.

Please contact a Regional District Building Inspector at 250-692-3195 or 1-800-320-3339 as soon as possible to discuss the process required to comply with the Building Bylaw.

Sincerely,



Jason Llewellyn
Director of Planning

MUNICIPALITIES:

SMITHERS FORT ST. JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

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VOJ 1E0

BULKLEY-NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

June 17, 2015

Allan Roy Craig Manuel
3830 Meier Road East
Cluculz Lake, BC
VOJ 3A3

RE: Lot 1 District Lot 1142 Cariboo District Plan 21984 (3830 Meier Road East
Notice on Title- Section 57 Community Charter

Dear Mr. Manuel

Thank you for your phone call regarding the construction of a building on the above noted property without a building permit, in contravention of "Regional District of Bulkley-Nechako Building Bylaw No. 1318, 2005." During our conversation you questioned timelines associated with your communications with you, and the position of the Building Inspectors regarding your building.

Our records indicate the following:

- Oct. 24, 2011 - The RDBN received a complaint regarding your construction of a building.
- Oct. 25, 2011 - An RDBN Building Inspector left a business card at your house with a message to please call.
- Oct. 28, 2011 - You called and spoke to a Building Inspector regarding the situation.
- Oct. 31, 2011 - A RDBN Building Inspector dropped off a Building Permit Application at the subject property.
- Nov. 1, 2011 - You called and spoke to an RDBN Building Inspector regarding the situation.
- Nov. 2, 2011 - The RDBN Building Inspectors issued a stop work order for the building.
- Nov. 14, 2011 - The RDBN received a letter from you questioning the RDBN's ability to regulate the building.
- Nov. 18, 2011 - The RDBN delivered a letter which confirmed the need for a building permit, discussed the need to confirm the buildings setback from the property line, and confirmed the need for an engineer to review the structure.

MUNICIPALITIES.

SMITHERS FORT ST JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

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FX 250-692-3305

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- Nov. 23, 2011 - You called and spoke to an RDBN Building Inspector and said that you were attempting to engage an engineer to review the building. We asked that you update the Regional District of his progress the first week of January 2012.
- Jan. 9, 2012 - You called and spoke to an RDBN Building Inspector and said that you had converted the two shipping containers into one and would have separate doors. You also indicated that you have the required 7.5m front yard setback.
- Nov. 10, 2014 - The RDBN sent you a letter reminding you of the outstanding requirement for a building permit for the building and noting the possibility of the registration of a notice on title under Section 57 of the *Community Charter*.
- Nov. 24, 2014 - You called and spoke with me about the requirement for a building permit, the timelines associated with your communications with you, and the position of the Building Inspectors regarding your building. Most notably you indicated that an RDBN Building Inspector had given you the impression that a building permit was no longer required.

I have spoken to the RDBN Building Inspectors and they have confirmed that they did not tell you that a building permit is not required. You do require a Building Permit pursuant to "Regional District of Bulkley Nechako Building Bylaw No 1634, 2012." As part of the building permit approval process we must confirm if the building is appropriately setback from the property line, and there is the need for an engineer to review the structure. We are preparing to ask the Regional District Board to consider the registration of a notice on title of the property in accordance with section 57 of the *Community Charter*. Please note that proceeding with a section 57 notice, under the Community Charter, does not preclude additional bylaw enforcement measures by the Regional District.

Please contact a Regional District Building Inspector at 250 692-3195 or 1-800-320-3339 as soon as possible to discuss the process required to comply with the Building Bylaw.

Sincerely,


Jason Llewellyn
Director of Planning



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

REGIONAL DISTRICT
OF BULKLEY-NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

February 5, 2020

Allan Roy Craig Manuel
3830 Meier Road East
Cluculz Lake, BC
VOJ 3A3

RE: Lot 1 District Lot 1142 Cariboo District Plan 21984 (3830 Meier Road East)
Notice on Title- Section 57 Community Charter

Dear Mr. Manuel:

Our records indicate that we have not received any recent communication from you regarding the construction of a building on the above noted property without a building permit, in contravention of "Regional District of Bulkley-Nechako Building Bylaw No. 1318, 2005."

We are preparing to ask the Regional District Board to consider the registration of a notice on title of the property in accordance with section 57 of the *Community Charter*. Please note that proceeding with a section 57 notice, under the Community Charter, does not preclude additional bylaw enforcement measures by the Regional District.

Please contact a Regional District Building Inspector at 250-692-3195 or 1-800-320-3339 as soon as possible to discuss the process required to comply with the Building Bylaw.

Sincerely,

Steve Davis
Building Inspector / Bylaw Enforcement Officer

MUNICIPALITIES:

SMITHERS FORT ST JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

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VOJ 1E0

REGIONAL DISTRICT OF BULKLEY & NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

March 3, 2020

Allan Roy Craig Manuel
3830 Meier Road East
Cluculz lake, B.C.
VOJ 3A3

Registered owner of Lot 1, District Lot 1142, Cariboo District, Plan 21984 - 3830 Meier Rd. E.

**Re: Section 57 Community Charter Notice
Contravention of Section 6.1 of *Regional District of Bulkley-Nechako Building Bylaw No. 1318, 2005.***

Dear Mr. Manuel:

NOTICE IS HEREBY GIVEN that the Board of the Regional District of Bulkley-Nechako will, at its Regular Meeting, tentatively beginning at 10:30 am, on March 19, 2020 in the Board Chambers at the Regional District Offices, at 37 3rd Avenue, Burns Lake, BC, consider a request from the Building Inspector to register a notice on the title to Lot 1, District Lot 1142, Cariboo District, Plan 21984 - 3830 Meier Rd. E. concerning alleged contravention of Section 6.1 of *Regional District of Bulkley-Nechako Building Bylaw No. 1319-2005*, namely that a new building has been constructed at 3830 Meier Rd. E. without the required building permit.

As the registered property owner you have the opportunity to attend the meeting and provide comment. You may also provide a written submission to the Regional District office in Burns Lake by mail or email to Inquiries@rdbn.bc.ca. Written submission must be received by the Regional District by 12.00 pm, Wednesday, March 18, 2020. At the meeting the Building Inspector will present evidence in support of his request. At the same meeting you, as the affected property owner, will be provided an opportunity to make representations to the Regional District Board concerning the matter.

After hearing the representations of the Building Inspector and the owner, if any, the Regional District Board may pass a resolution directing the Corporate Officer to file a Notice of the

MUNICIPAL TIES:

SMITHERS FORT ST JAMES
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HOUSTON TELAWA
BURNS LAKE GRANISLE

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PH: 250-692-3195

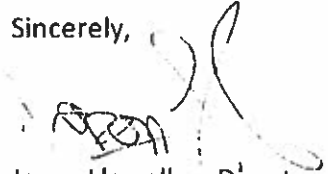
FX 250-692-3305

TF 800-320-3339

Resolution in the Land Title Office indicating that further information concerning the matter may be inspected by interested parties at the RDBN Office.

A copy of the Building Inspector's report and section 57 of the *Community Charter* is enclosed. Further information may be obtained from the Office of the undersigned, at 37 3rd Avenue, Burns Lake, BC, during normal business hours, 8:30 am to 4:30 p.m. Monday through Friday, except statutory holidays.

Sincerely,

A handwritten signature in black ink, appearing to read "Jason Llewellyn", written over a faint, illegible stamp or background.

Jason Llewellyn, Director of Planning

M:\Planning\Property Issues\Enforcement\Building Inspection\Section 57\Section 57 files ongoing\Meier Rd E 3830\notice section 57 3830 Meier Rd E.docx



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

TO: Chair Thiessen and Board of Directors
FROM: Maria Sandberg, Planner
DATE: March 9, 2020
SUBJECT: New Zoning Bylaw for 3rd Reading

RECOMMENDATIONS

That the Regional District Board receive the Report of the Public Hearing for “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1800, 2020”.

That “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” be given 3rd reading.

VOTING

All Directors / Majority

EXECUTIVE SUMMARY

The Public Hearing for Bylaw 1800 will be held on March 10, 2020. The report of the Public Hearing will appear on the Supplementary Agenda. Should the bylaw receive third reading, it will be sent to the Ministry of Transportation and Infrastructure for the required approvals.

Over the past several years the Planning Department has been working on a draft of a proposed new zoning bylaw intended to replace [“Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993”](#). A draft of the new bylaw has been provided to the Board on several occasions for comment. A referral and public consultation process has been ongoing over the past year and the draft zoning bylaw has been amended based on the input received. [“Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020”](#) was given first and second reading on February 20, 2020.

Reviewed by;


 Jason Llewellyn
 Director of Planning

Written by;


 Maria Sandberg
 Planner

The text document (Schedule A) of “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” is available on-line at: [“Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020”](#) and will be available at the Board meeting.

The maps (Schedule B) are available at the Planning Department or on-line at: www.rdbn.bc.ca/departments/planning/zoning-bylaw-review and will be available at the Board meeting.

THE ZONING BYLAW REVIEW PROCESS

The Regional District Board has reviewed previous drafts of the proposed new zoning bylaw in 2012, 2015, 2018 and 2019. The draft was also reviewed by interested Advisory Planning Commissions in 2015 and 2016. At each stage of the review the bylaw was amended based on comments received.

At the November 29, 2018 Board meeting the Board directed staff to undertake the referral and public consultation process for the draft new zoning bylaw. Over the past year the Planning Department has completed a referral and public consultation process and amended the draft zoning bylaw based on the input received.

At the October 24, 2019 Regional District of Bulkley-Nechako Board meeting the RDBN Board of Directors passed the following resolution:

“That the Board direct staff to begin the formal approval process for the draft zoning bylaw, as discussed in the Planning Department’s October 15, 2019 staff report”.

Staff has made some additional changes to the draft after the October 24, 2019 meeting. These changes are outlined in Appendix C attached to this report.

THE 2019 PUBLIC CONSULTATION PROCESS

The Planning Department hosted public open houses in Fort St James, Vanderhoof, Burns Lake, Smithers and Houston in January 2019. These open houses were an opportunity for residents, property owners, business owners and others to review the draft bylaw, ask questions, and provide comment regarding the draft bylaw prior to the formal public hearing process. The open houses were advertised through the RDBN website, the Planning Department Facebook page, local newspapers, and notices placed in public places. Staff also sent notices directly to real estate offices across the region. In addition, select property owners that may be notably impacted by the proposed bylaw were contacted directly by letter to inform them of the proposed changes and to solicit their input.

First Nations, and stakeholders such as provincial government ministries and municipalities, were provided with a copy of the draft bylaw for comment and were invited to attend the open houses. The written comments received from the public, and staff’s responses, are attached to this report, as Appendix A. The written comments received from government agencies and

First Nations, including staff's responses, are attached as Appendix B.

The Ministry of Transportation and Infrastructure requested detailed information regarding some of the proposed mapping changes, for parcels close to the highway corridors. Staff has worked with the Ministry throughout 2019 to provide the requested information and explain the rationale behind the proposed changes. Staff have successfully addressed their concerns.

OVERVIEW OF THE PROPOSED NEW ZONING BYLAW

Changes to the Definition Section (Section 1.0.2 - pages 4-20)

The most significant change in the proposed new zoning bylaw is the expansion of the definitions section. Many definitions were amended for clarification, and many new definitions have been added so that each land use permitted in a zone is defined in the draft bylaw.

Several uses permitted in the existing zoning bylaw were renamed or incorporated into other uses to improve simplicity and interpretation. This was done without notably altering the uses permitted in the zones.

These definitions will make it easier for Board, staff, and the public to interpret the bylaw in a consistent manner over time and make it easier for the public to interpret.

Portable Sawmill (page 14 and 25)

A new definition for Portable Sawmill. This definition in the proposed bylaw clarifies the intention that Portable Sawmills, which are permitted in the Large Holdings Zone (H2), Agricultural Zone (Ag1), and the Rural Resource Zone (RR1), are portable and temporary in nature, and are not intended to be long term permanent operations.

The draft bylaw could also contain a requirement that a portion of the wood processed in these mills come from the property upon which the sawmill is located. This was not included in the draft as it was considered too restrictive.

It is noted that during the public input process, some property owners objected to the limit of six consecutive months of operation per year, while other property owner wanted increased restrictions.

Waste Disposal (definition on page 19)

Waste Disposal has been removed as a permitted use from the Large Holdings Zone (H2), the Agriculture Zone (Ag1), and the Rural Resource Zone (RR1) and remain as a permitted use in the Heavy Industrial Zone (M2). The use was removed from the H2, Ag1, and RR1 zones because staff do not consider the use appropriate for these zones.

Staff assume that the use was permitted in these zones on the assumption that only the

Regional District would be providing such operations. Staff are unaware of any existing private Waste Disposal sites that would be impacted by this change. All Regional District facilities are proposed to be rezoned to M2 in the proposed new bylaw. This zoning makes it clear to the public that these sites may be used for purposes that are industrial in nature.

Changes to the Home Occupation Regulation (Section 3.0.2, pages 23-25)

The home occupation regulations are proposed to be divided into two categories based on parcel size. Under the existing bylaw the same home occupation regulations apply to all properties. This “one size fits all approach” results in the regulations being unnecessarily restrictive for large parcels, and not restrictive enough in higher density areas. The new bylaw proposes two sets of home occupation regulations: one set for home occupations on properties less than 2.5 hectares (6.18 acres) in size; and one set for properties greater than 2.5 hectares (6.18 acres) in size. It is noted that a maximum size limitation for Home Occupations on larger parcels has been established at 200 sq. m. of floor area.

It is anticipated that these new regulations will reduce the number of complaints received regarding disruptive home occupations in areas of small lot development, and also address the demand for more flexibility to operate a home occupation on larger parcels.

Addition of Parcel Line Adjustment Regulations (Section 3.0.7, pages 26-27)

A section was added to allow minor boundary adjustments involving an undersized parcel. Boundary adjustments of this nature do not defeat the intent of the Zoning Bylaw. This change would significantly streamline the process for certain boundary adjustment subdivisions.

Changes to the Setback from a Lake (Section 3.0.8, page 27)

The setback from a lake, marsh, pond or dyke is proposed to be increased from 7.5 metres to 15 metres. This would bring the proposed zoning bylaw in line with the minimum standards recommended by the BC Ministry of Environment, and most other zoning bylaws in the region. There is an exception for properties that are smaller than 2,025 m² in size where the setback remains at 7.5 metres.

Changes to the Setbacks for Certain Unobtrusive Structures (Section 3.0.10, page 28)

A section has been added to exclude certain structures or portions of structures (bay windows, roof overhangs, chimneys, etc.) from the required property line setbacks in the bylaw. This section also clarifies that certain structures such as swimming pools and hot tubs are not subject to setback requirements. This is proposed to clarify bylaw interpretation and reduce the need of a Development Variance Permit application for very minor encroachments.

Short Term Accommodation (Section 3.0.12, page 29)

This section was added to allow tents or camping vehicles to be used as accommodation under certain circumstances and conditions. The existing bylaw does not allow for this to occur.

Allowing Livestock and Poultry in the Rural Residential and Country Residential Zones and the Addition of Livestock and Poultry Regulations (Section 3.0.13, pages 29-30)

Currently livestock are not permitted in the Country Residential zone (R5). The Rural Residential zone (R6) restricts animals to non-commercial farm livestock. The proposed bylaw allows agriculture and the keeping of livestock in the R5 and R6 zones as a secondary use. However, Section 3.0.13 has been added to limit the number of animals that may be kept on these smaller parcels to protect the adjacent residential properties from nuisances associated with livestock and poultry.

Regulations Regarding Wind Turbines and Wind Farms (Section 3.0.14, pages 30)

The Regional District may see applications for large scale wind farms in the future. Also, the technology has advanced so that medium and small wind turbines are practical sources of power for individual properties. The existing bylaw is silent regarding these structures. The new bylaw proposes to allow wind turbines as follows.

Large Wind Turbines and Wind Farms: The proposed bylaw requires large wind turbines and wind farms on zoned lands to go through a rezoning process. In staff's opinion these larger scale operations and structures have significant potential to negatively impact area residents if they are inappropriately located. Large Wind Turbines are defined as those with a rotor diameter of over 20 m in diameter.

Medium Wind Turbines: The proposed bylaw permits medium wind turbines (those with a rotor diameter of 6 m to 20 m) in certain select zones.

Small Wind Turbines: The proposed bylaw permits up to 6 small wind turbines (with a rotor diameter of less than 6 m) on any property. The regulations regarding the number of turbines per property or the height of medium or small wind turbines may be amended by development variance permit.

The Ministry of Transportation and Infrastructure provided feedback regarding wind turbines and wording was added to the bylaw to add a setback from highways as requested.

Town of Smithers expressed concerns regarding the establishment of wind turbines around the Smithers airport. Staff offered to have separate comprehensive discussions regarding height and other regulations on land use around the Smithers Airport at the municipality's discretion.

Property Size Required for a Kennel (Section 14.0.1(2)(a) – page 48)

Kennels are permitted in the Small Holdings Zones (H1, H1A, H1B), the Large Holdings Zone (H2), the Agricultural Zone (Ag1), and the Rural Resource Zone (RR1).

There are many properties that are zoned H1 and are smaller than 2 hectares (4.94 acres) in size, and the existing zoning bylaw allows Kennels on H1 zoned properties regardless of lot size. The draft bylaw only allows a Kennel use as a secondary use on a Parcel that is 2 hectares or larger in size, and where a residence is a principal use on the property.

New Zones

A Special Civic / Institutional Zone (P1A) (Section 25.1, page 68) is added to accommodate community uses with the potential of notable negative impact on adjacent properties (such as fire halls and ambulance stations), which is separate from the institutional uses which have the potential for less impact (community halls, churches, etc.). The five rural fire hall locations (Southside, Topley, Fort Fraser, Luck Bay and Cluculz Lake) have been zoned P1A in the draft.

The Motor Sport Zone was renamed the Special Recreation Zone (P2A) (Section 26.1, page 70) and the permitted uses were expanded to include recreational uses with the potential to have a notable negative impact on adjacent residential development. There are no properties with the Motor sport Zone in the existing bylaw. The Burns Lake Rod and Gun Clubhouse parcel is proposed to be rezoned from H2 to the new P2A zone in the draft bylaw.

The Service Commercial Zone is removed from in the proposed new bylaw and the service commercial use was added to the General Commercial zone. The Service Commercial zone does not currently apply to any property.

APPROVAL PROCESS

The Public Hearing for the Bylaw will be held on March 10, 2020 in Burns Lake. The Public Hearing was advertised in all local newspapers and on the RDBN website. All municipal offices in the region were provided with copies of the bylaw including map books and background information for the public to access.

If the Board supports the proposed new zoning bylaw at third reading, staff will send the bylaw to the Ministry of Transportation and Infrastructure for the required approvals.

Proposed timeline (tentative and subject to change)

March 19, 2020	<i>Bylaw for consideration of 3rd reading</i>
April, 2020	<i>Ministry of Transportation and Infrastructure approval of bylaw.</i>
April 23, 2020	<i>Consideration of adoption of bylaw.</i>

LAND USE CONTRACTS (LUC)

Land Use Contracts were a means of legally changing the use of a property without rezoning. The legislation allowing the creation of land use contracts was repealed in 1978. However, existing land use contracts remain valid, and supersede zoning regulations. In 2014, the Provincial government amended the *Local Government Act* to provide that all LUCs will expire in 2024. The new legislation also establishes a process that enables local governments to undertake optional early termination of LUCs prior to 2024.

Staff have worked with property owners to transition the LUCs into the new zoning bylaw. The majority of the LUCs can just be removed as they are no longer relevant, but some have uses that have been specifically addressed in the new zoning bylaw so that the uses will remain legal when the LUCs expire in 2024.

ATTACHMENTS:

[“Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993”](#) - link

[“Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020”](#) - link

www.rdbn.bc.ca/departments/planning/zoning-bylaw-review - link

Appendix A - Written submissions from the public

Appendix B – Written submissions from government agencies and First Nations

Appendix C - Table of text changes made to draft after October 2019 meeting



REGIONAL DISTRICT OF BULKLEY-NECHAKO BYLAW NO. 1800

WHEREAS the Board of the Regional District may, pursuant to Part 14 of the *Local Government Act* establish zoning, off-street parking, screening and other development regulations;

AND WHEREAS the Board of the Regional District has deemed it advisable to replace the existing zoning bylaw, cited as "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993";

NOW, THEREFORE, the Board of the Regional District of Bulkley-Nechako in open meeting assembled enacts as follows:

1. Title

This Bylaw may be cited as "Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020" or "Zoning Bylaw No. 1800, 2020".

2. Application

This bylaw shall be applicable within the entire area of the Regional District of Bulkley-Nechako as defined by the Letters Patent.

3. Schedules

The following Schedules are attached to and forms part of this bylaw

(a) Schedule A – Zoning Bylaw Text

(b) Schedule B – Zoning Bylaw Maps

4. Severability

If any schedule, section, subsection, sentence, clause, phrase, or map of this Bylaw is for any reason held to be invalid by the decision of any court of competent jurisdiction, such decision shall not affect the validity of the remaining portions of this Bylaw.

5. Repeal

"Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993" and all amendment bylaws thereto are repealed.

6. Readings and Adoption

READ A FIRST TIME this 20th day of February, 2020

READ A SECOND TIME this 20th day of February, 2020

PUBLIC HEARING HELD this 10th day of March, 2020

READ A THIRD TIME this day of

I hereby certify that the foregoing is a true and correct copy of “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020”.

DATED AT BURNS LAKE this day of

Corporate Administrator

APPROVED BY THE MINISTRY OF TRANSPORTATION AND INFRASTRUCTURE
this day of

ADOPTED this day of

Chairperson

Corporate Administrator

APPENDIX A – WRITTEN SUBMISSIONS FROM THE PUBLIC

- Henry Klassen and Art Wiens
- Jay Gilden
- Brant Dahlie
- Jeremy Penninga
- Rick Brise
- Written comment from open house
- Jeremy Shriber
- Bob Beemer
- Doug Campbell
- Ben Forsyth
- Kyle Muysson
- Kenneth Guenter
- Bob Frederick
- Bobbi Bradley
- Bob Frederick (second submission)



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

REGIONAL DISTRICT OF BULKLEY & NECHAKO
"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

March 25, 2019

Henry Klassen
16321 Blackwater Road
Vanderhoof, BC V0J 3A1

Art Wiens
1039 Stewart Road
Vanderhoof, BC V0J 3A2

Dear Mr Klassen and Mr Wiens

Thank you for providing important feedback regarding the proposed draft of the Rezoning Bylaw. The Planning Department will review Section 3.0.3 Portable Sawmill further.

Sincerely

Jason Llewellyn
Director of Planning

MUNICIPALITIES:

SMITHERS FORT ST. JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

ELECTORAL AREAS:

A - SMITHERS RURAL E - FRANCOIS/OOTSA LAKE RURAL
B - BURNS LAKE RURAL F - VANDERHOOF RURAL
C - FORT ST. JAMES RURAL G - HOUSTON RURAL
D - FRASER LAKE RURAL

INQUIRIES@RDBN.BC.CA
WWW.RDBN.BC.CA

PH: 250-692-3195
FX: 250-692-3305
TF: 800-320-3339

2019/03/09

Henry A. Klassen
16321 Blackwater Road, Vanderhoof BC, V0J 3A1

Jason Llewellyn and Maria Sandberg
Planners, Regional District of Bulkley-Nechako
37, 3rd Avenue, PO Box 820, Burns Lake BC, V0J 1E0

RECEIVED

MAR 20 2019

REGIONAL DISTRICT OF
BULKLEY-NECHAKO

Mr. Llewellyn and Ms. Sandberg,

Re. Regional District of Bulkley-Nechako Zoning Bylaw Preliminary Draft
Section 3, Subsection 3.0.3 (Portable Sawmill)

Restriction a): Strike this clause completely, for the following reasons;

- The clause is illogical. If six consecutive months of operation harms no one, how would seven or twelve consecutive months give harm or discomfort to anyone?
- Portable mills can be and often are moved to different sites on large holdings – like farms and ranches – to avoid transporting logs at any time of the year as needed for repair of corrals and buildings
- With respect, any restriction at all to the scheduling of portable sawmill operations is unreasonable, punitive, unwise, and, quite frankly smacks of third world oppression.
- The clause is practically unenforceable unless the RDBN plans to assign a full-time bylaw enforcement officer to each portable sawmill owner/operator.

At the same time, Clauses 3.0.3. b) through f) do not pose interference to the profitable and reasonable operation of a portable sawmill.

Personally, I prefer to work and live in compliance with common laws, bylaws and regulations as they apply to a civilized society in general. From what I have experienced in 30 years of portable sawmill operations in Russia, Europe, USA, across Canada and most extensively throughout central British Columbia, Clause a) in Section 3.0.3 does not make any sense whatsoever.

Yours truly,



Henry A. Klassen

Electoral Area F

Art Wiens



Electoral Area F

Maria Sandberg

From: Jason Llewellyn
Sent: Friday, March 1, 2019 2:46 PM
To: Jay Gildea
Cc: Maria Sandberg; Jennifer MacIntyre
Subject: RE: Proposed Zoning Changes

Thanks for these thoughtful comments Jay.

Cheers

Jason

From: Jay Gildea
Sent: Thursday, February 28, 2019 3:41 PM
To: Jason Llewellyn <jason.llewellyn@rdbn.bc.ca>
Subject: Proposed Zoning Changes

Hi Jason:

Thank you for your earlier response to my inquiry about the proposed zoning changes for our area of the Regional District. Here are my comments :

Please accept the below comments:

Item No. in Summary	Rule Changes
5. Camping Vehicles	Allow up to 2 for up to 6 months in all zones

Concern: All residential zones have limits on the number of residences allowed. This is to preserve the rural nature of the area. Creating exceptions for RVs would effectively circumvent those restrictions on additional residences for at least 1/2 the time each year. Who will keep track and who will enforce? This seems likely to result in allowing mini-trailer parks to spring up throughout the area.

6. Livestock	Allows livestock and other domesticated farm animals on residential parcels.
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Concern: Previously, such farm animals were generally not allowed on residential lots (except H1 and H2). Now, starting at .5 hectares and increasing up to >5 hectares would allow farm animals on residential lots (R5 and R6 in addition to H1 and H2) as follows:

Parcel size	Livestock	Poultry	Rabbits
0 – 2000 m ² (0.49 ac.)	0	10 hens	10
2000 m ² - 0.5 ha. (0.49 - 1.2 ac.)	0	25	25
0.5 ha - 1 ha. (1.2 - 2.47 ac.)	2	25	25
1 ha. – 1.5 ha. (2.47 - 3.7 ac.)	4	100	100
1.5 ha. – 2 ha. (3.7 - 4.9 ac.)	6	100	100
2 ha. – 2.5 ha. (4.9 - 6.1 ac.)	8	No limit	No limit
2.5 ha. – 3 ha. (6.1 - 7.4 ac.)	10	No limit	No limit
3 ha. – 3.5 ha. (7.4 - 8.6 ac.)	12	No limit	No limit
3.5 ha. – 4 ha. (8.6 - 9.8 ac.)	14	No limit	No limit
4 ha. – 4.5 ha. (9.8 - 11.1 ac.)	16	No limit	No limit
5 ha. or larger (12.3 ac. or larger)	No limit	No limit	No limit

According to the RD, this rule will actually decrease the limits in H1 and H2 zones since the number of livestock in those areas was previously unlimited. However, it will add some new locations (as noted R5 and R6 zoned areas) where keeping livestock and other farm animals was previously prohibited. Moreover, given the acreage needed to maintain a cow and other large livestock, the limits seem to correspond to the maximum potential for lots of the size described in any event. So, the limits are really not all that meaningful. Under Provincial law, owners are not responsible to keep animals fenced in. Neighbours have to fence out. Fencing requirements could be added to the proposed change.

Also, there are no restrictions on manure or odor. Also, no restrictions for riparian areas that are very sensitive to damage by livestock and are important for fish and wildlife conservation, and to some domestic water sources.

7. Wind Turbines Allows Installation of Wind Power Towers

Concern: Small (rotor diameter of less than 15 m - height up to 20 metres): up to 6 small wind turbines/property in all zones. Set back is 10 metres from parcel line.

Medium (rotor diameter of 15 m to 30 m - height up to 30 metres): up to 3 per parcel in certain select zones. Set back is no closer to property line than height of tower (up top 30 metres).

Wind turbines raise noise and bird and bat conservation issues. Due to noise, the standard set back for wind turbines is 200 metres from the nearest house. Bird and bat conservation requires careful siting. No studies have been performed for this proposal. It poses a danger to bird concentrations such as the large flocks of sandhill cranes that visit the Valley each fall, as well as to threatened and endangered species such as Goshawks and bats. This does not seem to be well thought out. The rule as proposed would not create sufficient set backs to mitigate noise in many locations, would allow very tall turbines to obstruct views and would not require bird or bat conservation measures such as careful selection of siting and size. A wind power generation program for the Valley should come about in conjunction with careful study and a thorough public review process, not through a piecemeal approach.

11. Portable Sawmills Allows such mills on large holdings H2, AG1, RR1

Concern: The change clarifies that they are temporary. Temporary is defined as limiting operation to 6 consecutive months out of 12. This is not much of a limit. Obviously, such operations raise a noise concern. Here the set back is set at no closer than 30 metres from the property line. Noise of 100 decibels (this is the likely minimum level for this kind of equipment) is reduced to 60 decibels at 100 metres. 60 decibels is about the level of a human conversation, but would you like even that much noise constantly for 6 months? The definition of temporary should be reduced significantly and requirements should be in place to prohibit operation at night. The set back should be at least 100 metres from both property lines and the nearest habitation.

If you have questions, please let me know.

Jay Gilden

--

BRANT + TENKEY DAHLIE
2535 DAHLIE RD.
SMITHERS, B.C.
V0J2N4

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RECEIVED
FEB 27 2019
REGIONAL DISTRICT OF
BULKLEY-NECHAKO

Comment Sheet

Any comments on the proposed zoning bylaw?

Tell us what you think!

DEAR JENNIFER

IT WAS NICE TO MEET YOU AT THE OPEN HOUSE IN SMITHERS. WE ARE CONCERNED ABOUT YOUR LOT SIZE CHANGE. IT WILL CHANGE LOT SIZE AND THUS CHANGE SHOP SIZE FOR HOME OCCUPATION. THE PROPOSED SMALLER SIZE EVEN RESTRICTS THE SIZE OF PRODUCTS MADE, NO MORE THAN 10 KILOS. MY FURNITURE (TABLES, WAPE CHESTS, SCULPTURE) CAN AND ARE HEAVIER THAN 10 KILOS. WHO THOUGHT OF THIS? EVEN THE LARGER SHOP SIZE ON 2.5 HECTARES IS TOO RESTRICTIVE FOR A BUSINESS HAVING BIG EQUIPMENT. (LOGGING EQUIPMENT, DIAMOND DRILLERS ETC). NOT KNOWING OF MANY 2.5 HECTARE LOTS WE SEE MORE OF THESE KIND OF BUSINESSES BUYING FARMS AND CERTAINLY THIS COULD AFFECT THE PRICE OF FARM LAND FOR FARMERS.

PLEASE ENCOURAGE SMALL BUSINESS. DO NOT CHANGE THE EXISTING BYLAW AND LOT SIZE.

REGARDS

BRANT DAHLIE

Maria Sandberg

From: Jason Llewellyn
Sent: Monday, February 25, 2019 12:30 PM
To: Jeremy Penninga
Cc: Mark Fisher; Maria Sandberg
Subject: RE: Smithers property zoning review P-1

I expect that most of the uses on your property are already non-conforming, and others may be non-conforming and illegal because the use began after the bylaw was in place. If you can provide us with a list of the uses that legally occurring on your property that are allowed under the current P-1 zone I can give you an indication if the proposed bylaw change will make any of these uses non-conforming.

Cemeteries are still allowed under the new Institutional definition. Baseball diamonds, tennis courts, riding arenas, and skating rinks are allowed under the new Community Recreation definition. Fraternal lodges and clubs are accommodated by the Clubhouse definition. In most cases fire suppression crews are allowed in any zone pursuant to section 3.0.1.1.f) of the proposed new bylaw.

The uses being removed from the P-1 zone are hospital, fire halls, police station, correctional centre, and government offices. I don't think you have any of these uses.

Cheers

Jason

From: Jeremy Penninga
Sent: Saturday, February 23, 2019 7:41 PM
To: Jason Llewellyn <jason.llewellyn@rdbn.bc.ca>
Cc: Mark Fisher <mark.fisher@rdbn.bc.ca>
Subject: Smithers property zoning review P-1

Hello Jason.

I truly hope you are doing well.

I was speaking with Maria a few weeks ago after getting the letters in the mail regarding the Smithers Zoning review. As you know I have a very unique property (PID 009-943-480) and as far as I can tell it has never conformed to the zoning bylaw as it has existed long before the bylaw was created. Maria didn't feel that now would be the time to deal with it as it might just complicate the review. I can agree but I am also wanting some assurance that when the new zoning bylaw passes it doesn't make my property non-conforming.

Regarding the P-1 zone (Section 25).

When I look at the principle uses in the P-1 zone that are proposed compared to the existing ones it looks to me like there are quite a few changes and it seems to me that the zone is

losing potential uses. I am not in favour of reducing uses in this zone. There needs to be places in the Regional District for all types of uses as communities are diverse and that makes them strong. For example, I see the following uses in the old zoning but not in the new/proposed one:

Hospitals

Fire halls

Police stations

Correctional Centers

Cemeteries

Recreation facilities (baseball diamonds, tennis courts, riding rings, skating rinks)

Fraternal lodges and clubs

Fire suppression crew camps,

Government offices, storage structures and compounds.

That is quite a list and in fact there could even be more when I read the definitions carefully they seem to be even more restricted than the public would think when they just look at the names for the principal uses. This concerns me as it just makes it more difficult to do things in the region.

Why can't we keep as many uses as were in the previous zoning bylaw in the new one?

Thanks for your work on our behalf.

Jeremy Penninga

Area A

Maria Sandberg

From: Jason Llewellyn
Sent: Wednesday, February 6, 2019 11:19 AM
To:
Cc: Maria Sandberg; Mark Fisher; Jennifer MacIntyre
Subject: FW: Zoning concern

Hello Mr. Brise. Thank you for your letter. A critical factor regarding the area in question is that it is in the Agricultural Land Reserve, which is a Provincial form of zoning implemented in the 1970s which is managed by the Agricultural Land Commission. Our records indicate that the ALC approved the subdivision of your family's land into 7 lots in 1984, and the subdivision was registered in 1987. The majority of the smaller lots that surround your family's subdivision were created before the ALR came into effect.

It appears that the H1 and H2 zoning that was applied in 1993 Zoning Bylaw was based on the size of the existing parcels. This would be a typical approach to make it clear that there is little subdivision potential given that the land is in the ALR. There would have also been the desire to not create a discrepancy between the RDBN's zoning and the ALR's desire to limit the subdivision of ALR lands. This is still the ALC's position, and I expect that they would object to any rezoning that created the expectation that the lands could be subdivided. Even if your zoning was changed to H1 the land could not be subdivided without ALC approval.

The current zoning bylaw review process is focusing on updating and modernizing the bylaw, and is not intended to change the zoning of land (with some exceptions for situations where non-conforming uses already exist, where zoning does not align with parcel boundaries, and where zoning is replacing land use contracts). However, you may, at any time, make application to the ALC to subdivide your property, and apply to rezone to H1 if the ALC allows the subdivision.

Please do not hesitate to give me a call at 250-62-1225 if you wish to discuss this further.

Cheers

Jason Llewellyn
 Director of Planning

From: Mark Fisher
Sent: Tuesday, January 29, 2019 9:48 AM
To: Jason Llewellyn <jason.llewellyn@rdbn.bc.ca>; Richard Brise <richard.brise@rdbn.bc.ca>
Cc: Maria Sandberg <maria.sandberg@rdbn.bc.ca>; Jennifer MacIntyre <jennifer.macintyre@rdbn.bc.ca>
Subject: FW: Zoning concern

Hi Rick,

Thanks for the letter.

I am forwarding to our staff. Jason is Director of Planning.

At this point I can't comment other than to say that the current process is about streamlining and consistency, so I will ask staff to look at your situation and the appropriate zoning. That said, there are many factors, density as you mentioned being one, but also implications to ALR, to public infrastructure, etc. so there may be other reasons that you zoned the way you are.

In either case, staff will respond with thoughts. (Please cc me, thanks).

We can go from there.

Thanks again. Always to get feedback.

Thanks.
Mark

Mark Fisher
Area A Director (Smithers / Telkwa Rural)
Regional District Bulkley Nechako
mark.fisher@rdbn.bc.ca
250-877-8434 (c)
250-846-9045 (h)

From: Richard Brise <rick.brise@rdbn.bc.ca>
Date: Tuesday, January 29, 2019 at 9:45 AM
To: Mark Fisher <mark.fisher@rdbn.bc.ca>
Subject: Zoning concern

Hi Mark I am attaching a letter to the Regional District and asking if you could pass it on to the appropriate dept. and people. It is self explanatory , I think. Any help is appreciated.
Thanks Rick Brise.

Jan 28 2019

To The Regional District of Bulkley Nechako Planning Dept.

I am writing this letter as a submission to the rezoning committee, I recently was made aware that the RDBM was considering a review of its zoning policies. The case I am bringing to your attention started many years ago, I believe the decision made then was a error in judgment and should be reconsidered and corrected.

Our family moved to Tyhee Lake in the very early fifties. No Electricity, No running Water, almost no road, Thank goodness for coal. My father had purchased a farm on Tyhee Lake and eventually we were able to get Electricity at a very significant cost. Time pasted, My father died and my mother following his wishes tried to subdivide the Lake shore part of the farm for the children. Eventually she was successful and approval was given. I being a Drafting teacher had the Job of drawing up the subdivision plan prior to approval. **I first consulted with our local regional district RDBN to get a recommendation for lot sizes.** At that time the minimum lot size could be very small, only a couple acres I believe. **The Regional District Planner at that time said they were aiming at minimum size lots of approx. five acres for around Tyhee Lake.** This advice guided the size of all of the lots in the proposed family subdivision. We all had felt we could live with those sizes as it left open the possibility of dividing our property for a family member as we aged.

When deciding the lot size and layout there was obviously give and take due to topography, (swamps etc.). But as a family we came to an acceptable subdivision plan. All lots being Ten acres or larger.

A number of years later we noticed that the Regional District was doing a review of its Zoning, In the paper it stated **any rezoning would be minimal and changes would would not be significant.** My brother attended the meeting and he noticed the rezoning for our properties seemed a little out of line with all the other properties. The presenter dismissed him and stated it was about density and that was the way it was. Somebody in the crowd who wasn't impressed said "we'll call that the Brise zoning". My brother said he did not even know the person but they obviously saw it as unfair.

This brings us to present day and another review of RDBN zoning.

This letter is asking for fairness and to have our lots be rezoned to fall in line with others who own property on Bulkley Valley Lakes.

Please consider changing our zoning from H2 to H1.

Here's the case as I see it.

When we were planning our Family subdivision we consulted with the RDBN planner to ensure we planned for the future, (I thought that was the right thing to do).

There are approximately 200 properties on lake shore in the Valley, Many are Zoned H1 (small holdings)

Of the 200 properties only our small family subdivision (7 lots) is zoned H2 (large holdings).

I don't think rezoning them to H1 would bother anyone, Everyone I've asked see the present zoning as unfair. It can't be setting a precedent as there are no other H2 lots on lake waterfront.

The Lots in question are on the east side of Tyhee Lake, They are easy to identify as they are the only H2 lots on the Lake shore. I'm traveling and am not at home right now but wanted to bring my concerns up while you are working on the zoning issue. All our family agree that this zoning issue should be addressed and resolved and feel a change from H2 to H1 is a reasonable request.

Thanks for your consideration.

Richard Brise
5753 Tyhee Lake Rd
Telkwa BC
V0J 2X1

Also from Larry,Gerald,Rob and Don Brise



Comment Sheet

Any comments on the proposed zoning bylaw?

Tell us what you think!

- ① Approve of 15 metre set back from lake shore lines.
- ② Should have a mandatory minimum "green belt" of native vegetation along all lake shore

Maria Sandberg

From: Jason Llewellyn
Sent: Friday, May 10, 2019 11:24 AM
To: Maria Sandberg
Subject: FW: input on zoning bylaw review

From: Jeremy Shriber [mailto:.,
Sent: Monday, January 28, 2019 7:37 PM
To: Jason Llewellyn <jason.llewellyn@rdbn.bc.ca>
Cc: Maria Sandberg <maria.sandberg@rdbn.bc.ca>; Jennifer MacIntyre <jennifer.macintyre@rdbn.bc.ca>
Subject: Re: input on zoning bylaw review

Jason,
 Thanks for your timely and thorough reply. I look forward to an opportunity for some more public input on the riparian zone planning.

Jeremy

On Mon, Jan 28, 2019 at 2:03 PM Jason Llewellyn <jason.llewellyn@rdbn.bc.ca> wrote:

Hi Jeremy. The establishment of development permit areas is not within the scope of the zoning bylaw review. This regulation is dealt with in official community plans and has been discussed as part of the official community plan review process. The decision to date has been to not establish such regulations. The key considerations is the limited net benefit achieved from the regulations given the lack of enforcement options when someone does cut down vegetation, the impact on residents, and the notable staffing and taxation implications to manage the permitting process. I do expect that this issue will be discussed at some time in the near future with regards to Lake Kathlyn.

Please do not hesitate to call if you want to discuss this further. 250-692-3195.

Cheers

Jason

From: Maria Sandberg
Sent: Monday, January 28, 2019 1:41 PM
To: Jason Llewellyn <jason.llewellyn@rdbn.bc.ca>
Subject: FW: input on zoning bylaw review

From: Geraldine Craven

Sent: Friday, January 25, 2019 10:21 AM

To: Jennifer MacIntyre <jennifer.macIntyre@rdbn.bc.ca>; Maria Sandberg <maria.sandberg@rdbn.bc.ca>;

Jason Llewellyn <jason.llewellyn@rdbn.bc.ca>

Subject: FW: input on zoning bylaw review

From: Jeremy Shriber <jeremyshriber@gmail.com>

Sent: Friday, January 25, 2019 8:01 AM

To: inquiries <inquiries@rdbn.bc.ca>

Subject: input on zoning bylaw review

RDBN Planning,

Thank you for inviting comment on the zoning law update. I'm concerned about lack of regulation around development that affects riparian zones. I believe a setback of 30m for structures is the only rule in place for rivers, lakes, streams, etc. Please see the example attached from Squamish Lillooet Regional District for riparian development permit for an idea of possible further protection for these important areas. Currently, I believe it is well within our zoning for someone to change their riverside property from forest to all grass. I know enforcement is always an issue, but I do believe it would be wise for us to try to preserve some of the natural habitat that many of the humans and other critters really love about our region.

Thanks,

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Jeremy Shriber

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Jeremy Shriber

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From: Jason Llewellyn
To:
Cc: Jennifer Macmillan, Maria Sandberg
Subject: RE: new rbdn bylaws
Date: Monday, January 28, 2019 1:47:55 PM
Attachments: [Unsightly Premises Bylaw No. 1649, 2012.pdf](#)

HELLO BOB. I HAVE INSERTED MY CAPITALIZED COMMENTS INTO YOUR TEXT FOR EASE OF READING. THANK YOU FOR YOUR INPUT.

Hello Jennifer I am just responding to the handouts you gave me last week in Smithers. I didn't know there are so many rules governing our little part of world.

So most of it was of no concern to me as a small property holder, H1, out here on Jackpine Rd southwest of Telkwa. Lot 12, plan prp10149, district lot 408, range 5 I will mention a few items that jumped out.

I was having a hard time finding rules on Outdoor storage and a definition of derelects or wrecks. Seems to me this rule is not enforced too much. Does enforcement require a complaint, is the complaint kept private?

THERE ARE LIMITED ZONING BYLAW REGULATIONS RELATING TO OUTDOOR STORAGE PROVIDED THE STORAGE IS ASSOCIATED WITH A PERMITTED PRINCIPAL USE OF THE PROPERTY. THE BYLAW THAT REGULATES UNSIGHTLYNESS IS A SEPARATE BYLAW WHICH IS ATTACHED. THIS BYLAW IS ENFORCED ON A COMPLAINT BASIS. COMPLAINTS ARE KEPT PRIVATE.

I guess my biggest concern is changes to small lots. The idea that 2 ha and up can have unlimited poultry or rabbits is a little scary. Also the use of kennels seems to me a little lax. There is a kennel about 3 km away, Spruce Rd off Coal Mine Rd, I can hear the dogs barking everynight but at least this kennel is isolated with few close neighbours. I can't imagine living next door to something like this.

I think the problem here is even though we have 2 ha we are living in a subdivision of about 20 lots. These are not small farms and we are not that isolated from our neighbours that a large flock of chickens or a 30/40 dogs would not have a negative impact on ones enjoyment of a rural life which most people would agree starts with some peace and quiet.

Perhaps your zoning should recognize holdings which are part of a subdivision unlike isolated 2 ha properties. Surprisingly 2 ha does not give you as much privacy as you would think.

I'm sure I could comment on all sorts of items in your draft but this is what jumped out at me.

THE EXISTING BYLAW CURRENTLY DOESN'T LIMIT THE NUMBER OF POULTRY AND RABBITS ON 2 HA. PARCELS, AND THE REGULATIONS FOR KENNELS ARE ACTUALLY PROPOSED TO BE TIGHTENED IN THE NEW DRAFT. WE WILL GIVE YOUR CONCERNS CONSIDERATION. I NOTE THAT IN THE H2 ZONE ON PARCELS SMALLER THAN 8 HA. KENNELS ARE LIMITED TO 10 ADULT DOGS. THIS IS A NEW REGULATION.

You also mentioned that you would welcome comments on the proposed Allegiance Coal mine. I could go on forever about this. there are so may issues;

- water extraction out of Goathorn and Four creek
- coal dust and its impact on our gardens, clothes drying, cleanliness in general etc

- the large containment pond and its potential for a disaster like Mt Polly or what is currently happening in Brazil.

Acid mine drainage which never goes away, look at Equity Silver mine.

- an application that is mostly concerned with Goathorn creek but does not do enough to address long term plans re. development of the Tenas pit.

Right now though my biggest concern is the new proposed mine haul road to railhead. Our lot looks out on this hillside south of the Helps farm and we would most probably see and hear the traffic and would be impacted by coal/road dust. We also see wolves and elk, moose, deer and I cannot imagine a busy haul road not having an impact on the wildlife. We have also seen Caribou but very few. A map will show that Helps creek drains this hillside and then settles into a wetland where I have seen geese and swans landing, from a distance. I think this wetland is quite important to wildlife because of its isolation and difficulty of access. I am worried about drainage issues during construction and during its use as a haul road.

Considering there is already a paved road into Telkwa, Coal Mine Rd, why do we have to impact more land and wildlife.

Well I am going to leave you with this, hopefully not too much of a rant and if you do read through it all thank you.

Bob Beemer

THANK YOU FOR THESE COMMENTS. PLEASE DO NOT HESITATE TO CONTACT US IF YOU WISH TO DISCUSS ANY OF THE ABOVE FURTHER. 250-692-3195

CHEERS

JASON

From: Jennifer MacIntyre

Sent: Monday, January 28, 2019 1:23 PM

To: Jason Llewellyn <jason.llewellyn@rdbn.bc.ca>; Maria Sandberg <maria.sandberg@rdbn.bc.ca>

Subject: FW: new rdbn bylaws

Input from the preliminary draft of the zoning bylaw review. Bob came out to the Smithers Open House and lives near Telkwa

Jason, would you like to respond to Bob?

From: Susan & Robert Beemer

Sent: January 28, 2019 11:47 AM

To: Jennifer MacIntyre <jennifer.macintyre@rdbn.bc.ca>

Subject: new rdbn bylaws

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So most of it was of no concern to me as a small property holder, H1, out here on Jackpine Rd

southwest of Telkwa. Lot 12, plan prp10149, district lot 408, range 5 I will mention a few items that jumped out.

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Well I am going to leave you with this, hopefully not too much of a rant and if you do read through it all thank you.

Bob Beemer

Feedback Received

Jan 24, 2019 – Doug Campbell came in and inquired if his property was affected by the Proposed Zoning Bylaw. (PID 005-832-993). He requested the Proposed Bylaw and the Current Bylaw for his review.

Jan 28, 2019 – Returned both documents and provided the following feedback.

Section 4.01 of the current bylaw does not appear to be in the proposed bylaw.

From: Jason Llewellyn
To:
Cc: Maria Sandberg, Jennifer MacIntyre
Subject: RE: Proposed zoning bylaw question
Date: Thursday, January 24, 2019 9:50:00 AM

Hi Ben.

The new setback would apply only to new building. The existing dwelling would not become illegal, or be required to meet the new setback. The word "maintained" in the section may be a bit misleading. We will look at that wording.

Thanks for the question and the input!!!

Cheers

Jason

From: Geraldine Craven
Sent: Thursday, January 24, 2019 9:02 AM
To: Maria Sandberg <maria.sandberg@rdbn.bc.ca>; Jennifer MacIntyre <jennifer.macIntyre@rdbn.bc.ca>
Cc: Jason Llewellyn <jason.llewellyn@rdbn.bc.ca>
Subject: FW: Proposed zoning bylaw question

From: Ben Forsyth <ben.forsyth@rdbn.bc.ca>
Sent: Wednesday, January 23, 2019 9:21 PM
To: inquiries <inquiries@rdbn.bc.ca>
Subject: Proposed zoning bylaw question

I'm curious what happens if an existing residence does not meet the proposed setback from a lake but does meet the current setback. The language in proposed section 3.0.8 makes it sound like one could not live in their house if it fails to meet the new setback? (Emphasis added)

"No Building or other Structure, or part thereof, shall be used, **occupied**, developed, constructed, erected, altered, modified, replaced, located, enlarged or maintained within:..."

Obviously it is unreasonable to make a residence that conforms to the existing setback regulations become uninhabitable with a change to the zoning bylaws, so what is the process to allow occupation of buildings that are within 15m of a lake?

Maria Sandberg

From: Jason Llewellyn
Sent: Thursday, January 24 2019 1:20 PM
To: Jennifer MacIntyre
Cc: Jennifer MacIntyre; Maria Sandberg
Subject: RE: Bylaw/Zoning Review

Thanks for the input Kyle. The regulations in the new bylaw were developed with the intent of minimizing impact on residents. We have tried to balance the rural areas desire for land use and development flexibility with the desire to also protect community values. It is not apparent how the draft new bylaw would negatively impact the use of alternative energy sources or the implementation of permaculture, result in surveying or engineering costs, or impact taxation.

It would help our understand of your concerns if you could identify the specific zoning bylaw rules which you see as problematic. Please do not hesitate to give us a call if you have any questions. 250-692-3195.

Cheers

Jason Llewellyn

From: Northern Explorer <northernexplorer@rdbn.bc.ca>
 Sent: January 23, 2019 12:33 PM
 To: Jennifer MacIntyre <jennifer.macintyre@rdbn.bc.ca>
 Subject: Bylaw/Zoning Review

Greetings Jennifer,

I spoke with you a few days ago in regards to the zoning review being carried out by the district.

We live on Hibiscus Road which is West of Fort St James on the Tachie Road.

I'm emailing to say thank you for your help. You were friendly and very understanding of the situation. It's nice to speak with someone with a good handle on what's happening.

That being said, I would like to dig a little deeper into what's been causing all the stir. Most of us located in the district are of a self sufficient mind set. Many of the things we are doing here in regards to solar and sustainable living came from the financial savings from not having permits, surveying costs, engineered development and affordable taxes.

I believe a lot of negatives are focused on by the district and all of the pros are ignored.

By avoiding some of these zoning and bylaw rules we are able to move forward with projects that have a long lasting positive impact. Many of us are 100 percent off-grid with solar, there is plenty of good research and development being done in regards to permaculture projects, water usage and solar energy.

I believe the district should look at this as a major upside to moving into the Bulkley-Nechako area. There are thousands of residents in BC that would love to purchase land with the ability to live this sustainable lifestyle.

I feel the district should not only leave things the way they are but I strongly urge them to be proud and advertise the fact that this district is as free as it is. The District could work towards being a model for the rest of Canada in terms of sustainable development instead of imposing heavy handed regulation.

Sincerely,

Kyle Muysson

Sent from my iPhone

From: [Jason Llewellyn](#)
To: [Kenneth Guenter](#)
Cc: [Maria Sandberg](#); [Jennifer MacIntyre](#)
Subject: RE: Just observations that may cause your department a little grief? and 1 question
Date: Wednesday, January 23, 2019 9:03:39 PM

HI KEN. THANKS FOR YOUR THOUGHTFUL INPUT. YOUR COMMENTS CAUSE NOT EVEN A LITTLE GRIEF. THE POINT OF THE PUBLIC INPUT PROCESS IS TO GET PUBLIC INPUT. YOUR COMMENTS ARE APPRECIATED AND WILL HELP MAKE THE BYLAW BETTER – WHICH IS OUR GOAL. MY COMMENTS ARE CAPITALIZED AND INSERTED FOLLOWING EACH OF YOUR COMENTS FOR EASE OF READING.

The interactive map appears to have no legend for ALR land...would it be correct to state the bylaws do not apply the ALR?

Please advise

CORRECT. THE ZONING BYLAW DOES NOT APPLY THE ALR REGULATIONS. THE ALR REGULATIONS ARE APPLIED BY THE PROVINCE. BOTH THE ALR REGULATIONS AND RDBN ZONING APPLY. WE TRY TO MAKE ZONING CONSISTANT WITH THE ALR REGULATIONS WHERE IT MAKES SENSE BUT THERE ARE SITUATIONS WHERE OUR BYLAWS ALLOW USES NOT PERMITTED BY THE ALR. IF THERE IS A SITUATION WHERE THE REGULATIONS ARE IN CONFLICT THE ALR REGULATIONS TRUMP THE RDBN REGULATIONS.

General observations:

There is no definition for Accessory Building(s)

THE DEFINITION FOR ACCESSORY BUILDING IS ON PAGE 2 OF THE DRAFT BYLAW (BUILDING, ACCESSORY).

General Provisions:

1(g) Many properties have existing shop/garages in excess of 592 sq ft. See 4(h) Too many variances would be required.

SECTION 3.0.1(1)G ALLOWS A BUILDING USED FOR STORAGE ON ANY PARCEL. THIS SECTION BECOMES RELEVANT FOR A PARCEL WHERE STORAGE IS NOT A PERMITTED PRINCIPAL USE SUCH AS RESIDENTIAL AREAS. FOR EXAMPLE ON A RESIDENTIAL PROPERTY WITHOUT A HOUSE YOU CAN HAVE A STORAGE BUILDING. IF YOU HAVE A PRINCIPAL USE SUCH AS A HOUSE AN ACCESSORY BUILDING IS NOT SUBJECT TO THE 592 SQ FT SIZE RESTRICTION. THIS SECTION CURRENTLY EXISTS IN THE EXISTING BYLAW.

1(k) Many recreational vehicles are covered with temporary and/or permanent fixed (usually open) covers to prevent winter damage. The canopies or similar structures do not prevent removal of the units. The wording as written appears to be onerous and intrusive with respect to quiet enjoyment by the owner of the property. Recreational use of land has less impact on the ecosystem than

permanent homes with sewer and water systems installed. (Although no increase in taxes)

I UNDERSTAND YOUR POINT HERE. WE WILL HAVE SOME INTERNAL DISCUSSIONS ON THIS POINT. I ALSO NOTE WE HAVE A NUMBERING ISSUE WE NEED TO FIX HERE.

3(c) The draft as written would not permit garbage receptacles to be stored outdoors. One would assume this applies to municipalities. Many homes both rural and urban do not have enclosed unheated storage for garbage.

THE INTENT OF SECTION 3.0.1(3).(C) IS NOT TO RESTRICT ANY GARBAGE RECEPTACLE FROM BEING OUTSIDE, AND I CANT IMAGINE A SITUATION WHERE IT WOULD BE INTERPRETED THIS WAY. THE INTENT IS TO PROHIBIT GARBAGE OUTSIDE OF A BUILDING OR A RECEPTACLE. HOWEVER, WE WILL LOOK AT THE WORDING TO MAKE IT ULTRA CLEAR.

3(d) HOME OCCUPATION means the use of land, Building or other Structure, in accordance with Section 3.0.2 of this bylaw, by a resident of a Dwelling Unit on the same Parcel, to conduct a business activity or occupation. A Bed And Breakfast is a Home Occupation. The restrictions listed is not clear as to size of parcel or zone. Many of these restrictions are permitted in the ALR or other zones and the bylaw would be in conflict.

HOME OCCUPATIONS ARE NOT ALLOWED OR RESTRICTED BASED ON ZONE (WITH THE EXCEPTION OF THE R2 AND R9 ZONE). THEY ARE ALLOWED IN ASSOCIATION WITH ANY LEGAL DWELLING ON A PARCEL REGARDLESS OF SIZE. HOME OCCUPATIONS ON PARCELS LARGER THAN 2.5 HA HAVE MORE FLEXIBILITY. I WILL NEED MORE INFO IF YOU THINK CLARITY IS LACKING AND HOW THE WORDING COULD BE IMPROVED. I DO NOT THAT SECTION 3.0.1(1)(I) MAY NEED TO BE AMENDED TO CHANGE "OCCUPIED BUILDING" TO "OCCUPIED DWELLING."

4.(b) Outdoor storage of raw materials (ie woodpile?) , containers? (many in place) finished products (no definition) and usually would refer to a commercial enterprise.

Believe this is too onerous and intrusive.....and will result in serious objections to the bylaw changes

- PLEASE NOTE THIS RESTRICTION ONLY APPLIES TO MATERIALS AND FINISHED PRODUCTS USED AS PART OF A BUSINESS. THESE RESTRICTIONS DON'T APPLY TO A PERSONS WOODPILES OR CONTAINERS OR ANYTHING ELSE THAT SOMEONE HAS AS PART OF THEIR RESIDENTIAL USE OF THE PROPERTY. HOWEVER, WE WILL TAKE A LOOK AT THIS SECTION.

- 4(h) Cannot wash your car or lawnmower? The restriction is too onerous. Commercial business is one thingownership of the vehicle or equipment is another.

Almost every 5 acre parcel in the area has a shop for owner operated equipment. Not sure if this bylaw is appropriate.....too onerous and intrusive. And how will the current lawfully constructed buildings and uses be addressed?

PEOPLE CAN WASH THEIR CARS AND LAWNMOWERS AND OWNER OPERATED EQUIPMENT. THESE RESTRICTIONS ONLY APPLY TO A COMMERCIAL BUSINESS BEING OPERATED FROM THE HOME AS A

HOME OCCUPATION. A PROPERTY OWNER BRINGING HIS LOGGING TRUCK OR OTHER PIECE OF EQUIPMENT HOME DOES NOT CONSTITUTE A HOME OCCUPATION AND THESE REGULATIONS WOULD NOT APPLY. HOWEVER, FOR EXAMPLE, A LOGGING CONTRACTOR BRINGING MULTIPLE PIECES OF HIS EQUIPMENT HOME AND USING HIS PROPERTY AS A DEPOT OR STORAGE YARD FOR THE BUSINESS WOULD BE A HOME OCCUPATION. HOWEVER WE WILL TAKE A GOOD LOOK AT THIS.

5(c) Is the description to read "dwelling and accessory buildings" ? Also 2152 sq ft is less than 1% of the land base (6.18 acres)

Define floor area. Two and three storey homes will exceed 2152 sq ft of floor area. Base area? Does not appear reasonable?

YES- ACCESSORY BUILDINGS. THERE IS NO RESTRICTION ON THE SIZE OF THE HOME OR ACCESSORY BUILDINGS. THE RESTRICTION IS ON THE AREA OF THE HOME OR ACCESSORY BUILDING USED FOR THE COMMERCIAL BUSINESS.

GIVE ME A CALL IF YOU WANT TO DISCUSS ANY OF THIS FURTHER. 250-692-1225

CHEERS

JASON

From: Kenneth Guenter [mailto:kguenter@rdn.bc.ca]
Sent: Wednesday, January 23, 2019 1:12 PM
To: Jason Llewellyn <jason.llewellyn@rdn.bc.ca>
Subject: Just observations that may cause your department a little grief? and 1 question

The interactive map appears to have no legend for ALR land...would it be correct to state the bylaws do not apply the ALR?

Please advise

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Define floor area. Two and three storey homes will exceed 2152 sq ft of floor area. Base area? Does not appear reasonable?

Thanks ken

Sent from [Mail](#) for Windows 10

Maria Sandberg

From: Maria Sandberg
Sent: Friday, January 11, 2019 10:15 AM
To:
Subject: RE: Zoning Bylaw Review
Attachments: non-conforming use.pdf

Hi Bob!

Thanks for your email. The Local Government Act has provisions for uses that are legal at the time a new land use regulation bylaw is adopted and those uses may continue as a non-conforming use. However, the uses are subject to certain restrictions and the intent is that these uses will be phased out over time and the properties will eventually conform with the new bylaw. I have attached that excerpt from the legislation.

Hope to see you on Monday!

Do not hesitate to contact me if you need further information.

Maria Sandberg, MCIP, RPP
 Planner

Regional District of Bulkley-Nechako Phone (250) 692-3195
 PO Box 820 Toll Free 1-800-320-3339
 Burns Lake, BC, V0J 1E0 Website www.rdbn.bc.ca



From: rlakehd@telus.net <rlakehd@telus.net>
Sent: Thursday, January 10, 2019 4:01 PM
To: Maria Sandberg <maria.sandberg@rdbn.bc.ca>
Subject: Re: Zoning Bylaw Review

Maria;

Thanks very much for the opportunity to be involved in this process. I have reviewed some of the draft plan and have a couple questions that I'm hoping you might be able to answer. The mapping would seem to indicate that my property Lot2, Plan PRP12402, District lot 1665A, Coast Range 5 Land District and a large number of others on the south shore of Stuart Lake will be classified as R4 Residential Lakefront under the new zoning bylaw. I also notice that it appears that these properties will be restricted to residential use only with no ability to raise livestock other than some basic use for chickens and rabbits. If this is the case I am completely in agreement with this change and I am wondering if and when this bylaw comes into effect what action will be taken with respect to property owners that are currently using their property to raise livestock. Will they be grandfathered in as they had their properties under different regulations or will they have to phase out their livestock

use. I hope to attend the open house here in Fort St. James and will take a closer look at the draft bylaw to see if I have any other input.

Thanks

Bob Frederick

Maria Sandberg

From: Bradley, Bobbi <[REDACTED]>
Sent: Tuesday, January 29, 2019 4:05 PM
To: Maria Sandberg
Subject: Re: [EXT] RE: Zoning Bylaw Review

Will do. Thank you. I will contact him sometime this week when I get a moment

Bobbi Bradley**Owner**

NAPA Associate Vanderhoof

2550 Burrard Street
 PO BOX 599
 Vanderhoof, BC V0J 3A0

PHONE (250) 567-2288
FAX (250) 567-9104
TOLL FREE 1-800-919-8799

From: Maria Sandberg <maria.sandberg@rdn.bc.ca>
Sent: Tuesday, January 29, 2019 2:29 PM
To: Bradley, Bobbi
Subject: [EXT] RE: Zoning Bylaw Review

Hi Bobbi,

Thanks for sending the pictures and the detailed explanation of the existing kennel use on your property: LOT 4 SECTION 21 TOWNSHIP 1 RANGE 4 COAST DISTRICT PLAN 4988 (9982 Sinkut Frontage Rd), in regards to our zoning bylaw review. It will be added to your property file.

We do have to note that your re-build of the kennel structure may have triggered the requirement for a building permit. For more information about this, please contact Jason Berlin, building inspector at 250-692-3195 or 1-800-320-3339.

Do not hesitate to contact me if you need further information.

Maria Sandberg, MCIP, RPP
 Planner

Regional District of Bulkley-Nechako
 PO Box 820
 Burns Lake, BC, V0J 1E0

Phone (250) 692-3195
 Toll Free 1-800-320-3339
 Website www.rdn.bc.ca



From: Bradley, Bobbi <BoBradley@napacanada.com>
Sent: Friday, January 18, 2019 12:57 PM
To: Maria Sandberg <maria.sandberg@rdbn.bc.ca>
Subject: Re: Zoning Bylaw Review

Bobbi Bradley

Owner

NAPA Associate Vanderhoof
 2550 Burrard Street
 PO BOX 599
 Vanderhoof, BC V0J 3A0

PHONE (250) 567-2288
FAX (250) 567-9104
TOLL FREE 1-800-919-8799

From: Maria Sandberg <maria.sandberg@rdbn.bc.ca>
Sent: Thursday, January 10, 2019 1:05 PM
To: Bradley, Bobbi
Subject: [EXT] RE: Zoning Bylaw Review

Hello!

Thanks for your email! What is the address or legal description of the property?

It would be good to document what is currently on the property. If you want to provide some pictures and a description of the business operation, we would keep it in your property file, and then, if an issue arises in the future, the legal non-conforming use is well-documented.

Do not hesitate to contact me if you need further information.

Maria Sandberg, MCIP, RPP
 Planner

Regional District of Bulkley-Nechako
 PO Box 820
 Burns Lake, BC, V0J 1E0

Phone (250) 692-3195
 Toll Free 1-800-320-3339
 Website www.rdbn.bc.ca



From: Bradley, Bobbi
Sent: Wednesday, January 9, 2019 1:43 PM
To: Maria Sandberg <maria.sandberg@rdbn.bc.ca>
Subject: Re: Zoning Bylaw Review

Thanks Maria;

I have reviewed the draft. In terms of section 3.0 - General Provisions, Home Occupations 3.0.2 section d, kennels.

This is what we spoke about and it was stated that when and if the new by-laws came in, I was already a fully operating Kennel, that I would be grandfathered. Can I just confirm this please and if you require anything can you let me know? We have been operational since Summer of 2018.

Bobbi Bradley

Owner

NAPA Associate Vanderhoof

2550 Burrard Street
PO BOX 599
Vanderhoof, BC V0J 3A0

PHONE (250) 567-2288
FAX (250) 567-9104
TOLL FREE 1-800-919-8799

From: [Maria Sandberg](#)
To:
Subject: RE: RDBN Zoning Bylaw Review
Date: Wednesday, November 20, 2019 9:15:00 AM

Hello Robert!

Thanks for your email. I am sorry for the delay in response, I thought I had sent it already!

We will provide your comments to our Board as part of the approval process of the new bylaw and there will be further opportunities for input once the bylaw goes to public hearing.

I note that your and your neighbouring properties along the lake are zoned R4 and that there are larger properties zoned H1 on the other side of Sowchea Rd, across from you. There are no plans to rezone any of those properties in the area as part of the zoning bylaw process and agriculture is not proposed to be a permitted use in the R4 zone. Typically smaller properties along lakes are zoned R4, as yours is.

For the larger properties zoned H1 (across the road), agriculture is a principal permitted use in the current zoning bylaw which contains no limits on livestock. The new proposed bylaw ties the number of allowed livestock to the size of the parcel for the parcels which have agriculture as a permitted use, as you can see in the table on page 30.

The R6 zone in the current bylaw allows the keeping of non-commercial farm livestock as a principal use, and there are no limits on the number of animals. In the new zoning bylaw the R6 zone you are only allowed to have an agricultural use if you have a dwelling on the property and there are also the limits tied to the parcel size as mentioned before.

So overall, the new bylaw can be said to represent an increased control of agricultural impacts on smaller parcels by tying the parcel size to the number of animals and also to provide clarity on how many chickens are allowed on a parcel which the current zoning bylaw does not spell out. In regards to chicken farming on the R4 zoned property adjacent to your property – under the new bylaw they would be allowed 10 female chickens as agriculture is not a permitted use in the R4 zone.

Do not hesitate to contact me if you need further information.

Maria Sandberg, RPP, MCIP
Planner

Regional District of Bulkley-Nechako
PO Box 820
Burns Lake, BC, V0J 1E0

Phone (250) 692-3195
Toll Free 1-800-320-3339
Website www.rdbn.bc.ca

**From:****Sent:** Monday, November 4, 2019 10:32 AM**To:** Maria Sandberg <maria.sandberg@rdbn.bc.ca>**Subject:** Re: RDBN Zoning Bylaw Review

Maria;

Thank you for sending me the updated draft of the zoning bylaw. I would appreciate if you would pass on my concerns and comments to the decision makers again. With respect to Sec. 3.013, I have reviewed the draft and notice that it allows for no limit on Rabbits & Poultry on parcels 2ha - 2.5ha or greater with respect to Rural Residential Properties and 100 on parcels of 1.5ha - 2ha. This may be acceptable in some rural residential areas however if my property is considered RURAL RESIDENTIAL ZONE (R6) and not WATERFRONT RESIDENTIAL II ZONE (R4) this bylaw would allow someone to create a chicken farm on the 5 acres of land next door. I reside on almost 5 acres of lakefront property on Stuart Lake on Sowchea Road in Fort St. James, Lot 2, Plan PRP12402, District lot 1665A, Coast Range 5 Land District. This property along with most of the lakefront properties on Stuart Lake are clearly held by single families who do not participate in agricultural pursuits but rather enjoy the pleasures of owning lakefront property. My neighbor has 6 acres on one side of me and should someone decide to move in and develop a chicken ranch with the associated barns etc, seems it would be allowed under this bylaw. I do hope that I am missing something in the bylaw that restricts something like that from happening in these types of parcels of land. It is enough that property owners adjacent to me can have up to 8 cows, horses or other animals at any time. Can you imagine having 8 cows bellowing next door every day!

At any rate thanks for passing on my comments and concerns

Robert Frederick

From: "Maria Sandberg" <maria.sandberg@rdbn.bc.ca>
To: "Maria Sandberg" <maria.sandberg@rdbn.bc.ca>**Sent:** Friday, October 25, 2019 1:51:25 PM**Subject:** RDBN Zoning Bylaw Review

*****Please note that you are receiving this email because you have indicated an interest in the zoning bylaw review process.
Good afternoon,

The Planning Department took a report yesterday, on October 24, 2019, to the Regional District Board regarding the completion of the public consultation and referral process for the new zoning bylaw and received direction to enter the formal approval process. The report with all the written comments received and details of changes made, as well as the updated draft can be found on our webpage at:

<https://www.rdbn.bc.ca/departments/planning/zoning-bylaw-review>

If you have any comments or questions, please email inquiries@rdbn.bc.ca, or mail them to the RDBN Planning Department at PO Box 820, Burns Lake, BC, V0J 1E0, or call the Regional District of Bulkley-Nechako Planning Department at 250-692-3195 or 1-800-320-3339.

Do not hesitate to contact me if you need further information.

Maria Sandberg, RPP, MCIP
Planner

Regional District of Bulkley-Nechako
PO Box 820
Burns Lake, BC, V0J 1E0

Phone (250) 692-3195
Toll Free 1-800-320-3339
Website www.rdbn.bc.ca



APPENDIX B –

WRITTEN SUBMISSIONS FROM GOVERNMENT AGENCIES AND FIRST NATIONS

- Ministry of Transportation and Infrastructure
- Ministry of Agriculture
- Town of Smithers
- West Moberly First Nation
- Takla Nation
- Village of Burns Lake

Maria Sandberg

From: Ireland, Katie TRAN:EX <Katie.Ireland@gov.bc.ca>
Sent: Wednesday, December 4, 2019 9:37 AM
To: Maria Sandberg
Cc: Helkenberg, Leanne TRAN:EX
Subject: [EXTERNAL EMAIL]: RE: RDBN Draft Zoning Bylaw

Hi Maria,

Thanks for the phone chat this morning! As discussed, the MoTI Fort George District has no further comments on the proposed draft zoning bylaw.

To close the loop on a few items in your letter dated November 14th, 2019:

- For the 4th list item regarding existing active/inactive waste disposal sites, we understand a covenant is not possible as they are provincial leases and not titled parcels. Due to the nature of the use/ownership of the land, we have no further comments.
- Please keep us in the loop with the LUC release plans.

If you have any questions please let me know.

Cheers,

Katie Ireland

A/Senior Development Officer
 Fort George District
 Phone: 250-565-7282
 Email: Katie.Ireland@gov.bc.ca



Ministry of
 Transportation
 and Infrastructure

From: Maria Sandberg <maria.sandberg@rdbn.bc.ca>
Sent: November 15, 2019 10:49 AM
To: Ireland, Katie TRAN:EX <Katie.Ireland@gov.bc.ca>; Helkenberg, Leanne TRAN:EX <Leanne.Helkenberg@gov.bc.ca>; Johnson, Kristen TRAN:EX <Kristen.Johnson@gov.bc.ca>
Subject: RDBN Draft Zoning Bylaw

Hello,

Please see the attached letter re the outstanding items for the draft zoning bylaw. Thanks and have a great weekend!

Do not hesitate to contact me if you need further information.

Maria Sandberg, RPP, MCIP
 Planner

Regional District of Bulkley-Nechako Phone (250) 692-3195

Maria Sandberg

From: Maria Sandberg
Sent: Wednesday, November 20, 2019 11:39 AM
To: Jason Llewellyn
Subject: FW: RDBN Draft Zoning Bylaw

From: Helkenberg, Leanne TRAN:EX <Leanne.Helkenberg@gov.bc.ca>
Sent: Wednesday, November 20, 2019 11:34 AM
To: Maria Sandberg <maria.sandberg@rdbn.bc.ca>
Subject: RE: RDBN Draft Zoning Bylaw

Hi Maria,

Thanks for the phone call.

As discussed, the listed actions for the Bulkley-Stikine District seem in line with what was previously agreed. In short, no further information is required.

To note is determining and finalizing the process for releasing the Land Use Contracts.

Thanks again and Happy Wednesday!

Leanne Helkenberg

*Sr. Development Officer
 Development Services, Ministry of Transportation and Infrastructure
 P: (250) 847-7396/ C: (250) 877-2474*

From: Maria Sandberg <maria.sandberg@rdbn.bc.ca>
Sent: November 15, 2019 10:49 AM
To: Ireland, Katie TRAN:EX <Katie.Ireland@gov.bc.ca>; Helkenberg, Leanne TRAN:EX <Leanne.Helkenberg@gov.bc.ca>;
 Johnson, Kristen TRAN:EX <Kristen.Johnson@gov.bc.ca>
Subject: RDBN Draft Zoning Bylaw

Hello,

Please see the attached letter re the outstanding items for the draft zoning bylaw. Thanks and have a great weekend!

Do not hesitate to contact me if you need further information.

Maria Sandberg, RPP, MCIP
 Planner

Regional District of Bulkley-Nechako Phone (250) 692-3195
 PO Box 820 Toll Free 1-800-320-3339
 Burns Lake, BC, V0J 1E0 Website www.rdbn.bc.ca



Your File #:

eDAS File #: 2019-00100

Date: Feb/01/2019

Regional District of Bulkley-Nechako
37 3rd Ave
PO Box 820
Burns Lake, BC V0J 1E0

Re: Proposed Zoning Bylaw for Replacement of Zoning Bylaw No. 700

Thank you for the opportunity to review the draft zoning bylaw proposed to replace the current Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.

After a preliminary review of the RDBN Zoning Bylaw Preliminary Draft and Memorandum dated November 19th 2018, MoTI offers the below comments:

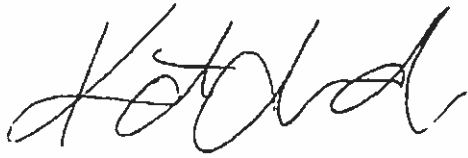
- Minimum Parcel Size for Un-zoned Land:
 - Although this item is not proposed as part of the replacement of Zoning Bylaw No. 700, if it is expected to move forward, consultation with MoTI will be required.
- MoTI policies and regulations will apply where applicable, for example:
 - Addition of Parcel Line Adjustment Regulations – MoTI subdivision approval would still be required.
 - Changes to the Setbacks for Certain Unobtrusive Structures – Ministry of Transportation and Infrastructure approvals will still be required pursuant to setbacks outlined in the Provincial Public Undertakings Regulation B.C. Reg. 513/2004.
- Regulations Regarding Wind Turbines and Wind Farms:
 - MoTI is currently reviewing policy and regulations on wind turbines/farms.
- Land Use Contracts:
 - LUCs that are proposed to be discharged must be referred to MoTI separately for review and approval.
- Definition Changes:
 - Community Water and Community Sewer System: Does this still include systems serving more than one user?
 - Park definition: Parking and access requirements must be considered.
- The zoning boundaries should extend only to the property lines rather than extending to the highway centre line.

Local District Address
<p>Fort George District</p> <p>Phone: (250) 565-4410 Fax: (250) 565-6820</p>

- Minimum parcel sizes proposed for P1 and P2 zones (items 35 and 38 of Memo) seem small (350m²) to accommodate building envelope and servicing. Please confirm, and if correct please provide additional information on how this will be addressed.
- The Ministry understood the proposed mapping changes in zoning bylaw were to be small mapping corrections, however many of the proposed changes involve rezoning of large parcels or significant changes in use. Proposed rezonings, subject s.52 of the *Transportation Act*, must be referred separately for the Ministry's review.
- After reviewing the list of mapping changes, there appear to be errors on the proposed draft zoning map. Some proposed revisions appear to either already be in effect on the current zoning map, or they are misrepresented on the proposed map.

If you have any questions, please feel free to call Katie Ireland at (250) 565-7282.

Yours truly,

A handwritten signature in black ink, appearing to read 'Katie Ireland', written in a cursive style.

Katie Ireland
District Development Technician

Maria Sandberg

From: Maria Sandberg
Sent: Wednesday, January 29, 2020 3:04 PM
To: 'Tabe, Karen L AGRI:EX'
Cc: Bailey, Reed AGRI:EX
Subject: RE: [EXTERNAL]: Referral of draft zoning bylaw

Hi Karen and Reed,

Thank you for your response in regards to our referral of our proposed new zoning bylaw. Please note that the Regional District does not intend to add the below noted bullets to the Ag1 and RR1 zone. Properties in the Regional District are subject to numerous pieces of legislation by different levels of government and it would not be beneficial to reference those in the new zoning bylaw.

Do not hesitate to contact me if you need further information.

Maria Sandberg, RPP, MCIP
 Planner

Regional District of Bulkley-Nechako Phone (250) 692-3195
 PO Box 820 Toll Free 1-800-320-3339
 Burns Lake, BC, V0J 1E0 Website www.rdbn.bc.ca



From: Tabe, Karen L AGRI:EX <Karen.Tabe@gov.bc.ca>
Sent: Friday, January 24, 2020 4:33 PM
To: Maria Sandberg <maria.sandberg@rdbn.bc.ca>
Cc: Bailey, Reed AGRI:EX <Reed.Bailey@gov.bc.ca>
Subject: [EXTERNAL]: Referral of draft zoning bylaw

Hi Maria

Thank you for the additional time needed to look at the RDBN's Zoning Bylaw Review, my apologies for the delay in responding, I discussed the review with our Land Use Planner, Reed Bailey and we suggest the following changes:

Section 16.0 – Agricultural Zone (Ag1):

Add an additional bullet (perhaps labelled 16.0.5) stating the following:

Parcels within the Agricultural Land Reserve are subject to the Agricultural Land Commission Act and Agricultural Land Reserve Use and General Regulations.

Section 17.0 – Rural Resource Zone (RR1):

Add an additional bullet (perhaps labelled 17.0.5) stating the following:

Parcels within the Agricultural Land Reserve are subject to the Agricultural Land Commission Act and Agricultural Land Reserve Use and General Regulations.

Thanks

Karen Tabe, Regional Agrologist
Ministry of Agriculture
Vanderhoof
Tel. (236) 409-2004

From: Bailey, Reed AGRI:EX <Reed.Bailey@gov.bc.ca>

Sent: June 4, 2019 9:07 AM

To: Jennifer MacIntyre <jennifer.macIntyre@rdbn.bc.ca>; Stevenson, John J AGRI:EX <John.J.Stevenson@gov.bc.ca>

Subject: RE: Zoning Review

Hi Jennifer,

Thank you for allowing the Ministry of Agriculture to provide further comment on RDBN's Zoning Bylaw Preliminary Draft (the 'Bylaw') with respect to Home Occupation. After reviewing the Bylaw, the Ministry offers the following comments in red below:

5. A Home Occupation occurring on a Parcel greater than 2.5 hectares (6.18 acres) is subject to the following additional restrictions:

b) The Home Occupation must only be carried on within a Dwelling Unit or Accessory Building, or both, except for the outdoor storage of raw materials, containers or finished products provided that the outdoor storage does not exceed 5% of the Parcel area to a maximum of 0.4 hectare (1 acre). This section does not apply to the storage of Camping Vehicles or boats.

Section 24 (Home Occupation Use) of the Agricultural Land Commission Use Regulation (the 'Regulation') only permits "The use of agricultural land for a commercial or similar use within a **structure**...". Section 24 of the Regulation does not permit an outdoor storage area for Home Occupation Use and thus, Section 5(b) of the Bylaw is inconsistent with the Regulation. The Ministry suggests removing the provision to allow an outdoor storage area to ensure that the Bylaw is aligned with the Regulation.

e) A Home Occupation may include the parking and storage of up to 15 vehicles, including Camping Vehicles or boats, or pieces of equipment, but no more.

Allowing the parking and storage of up to 15 vehicles on a 2.5 ha parcel can significantly impact the agricultural potential of such a parcel by reducing the amount of land that could be used for agricultural production. The Ministry suggests reducing the number of permitted vehicles that can be parked and stored on parcels greater than 2.5 ha to a smaller number to ensure that the agricultural potential of said parcels is not compromised.

Please let me know if you have any questions with respect to the above.

Cheers,

Reed Bailey, Land Use Planner
Strengthening Farming Program
BC Ministry of Agriculture
778 698 3455

Maria Sandberg

To: Jennifer MacIntyre
Subject: RE: Zoning Review

From: DeFord, Darren AGRI:EX <Darren.DeFord@gov.bc.ca>
Sent: February 27, 2019 9:31 AM
To: Jennifer MacIntyre <jennifer.macintyre@rdbn.bc.ca>
Cc: Stevenson, John J AGRI:EX <John.J.Stevenson@gov.bc.ca>; Bailey, Reed AGRI:EX <Reed.Bailey@gov.bc.ca>
Subject: FW: Zoning Review

Hi Jennifer,

I'm forwarding a few thoughts from the AGRI crew regarding the zoning bylaw review. Sorry for the late response:

- **Portable Sawmill:** The change to ensure that portable sawmills are temporary in nature is positive. However, as per the Agricultural Land Reserve Use, Subdivision and Procedure Regulation, the operation of a temporary sawmill is only a permitted non-farm use if "at least 50% of the volume of timber is harvested from the farm or parcel on which the sawmill is located". The RDBN is encouraged to further amend the definition of portable sawmill to better align with the definition in the ALR Regulations;
- **"Small Lot Agriculture":** The proposed changes for "small lot agriculture" (i.e. allowing livestock and poultry in the Rural Residential (R6) and Country Residential (R5)) do not impact land within the ALR. Thus, it stands to reason that we support allowing additional agricultural activities within zones that previously did not allow all types of agriculture (i.e. livestock in the R5 zone). With regards to the specific thresholds that they have allowed for livestock, poultry and rabbits on various parcel sizes (as per the table in Section 3.0.13) I believe that these are reasonable threshold levels;
- Nice to see the RDBN add Agriculture as a permitted use in various zones where it was previously not allowed (i.e. M3 and R5); and
- The ALC Act and Regulations are currently undergoing a comprehensive update and as a result, many of the farm and non-farm uses that are currently permitted will not be permitted when the Act and Regulations are formally amended. The RDBN is undoubtedly aware of the update to the ALC Act and Regulations, a reminder that as they review and update the zoning bylaw that they can ensure consistency with the ALC Act and Regulations.

Darren DeFord P.Ag
 Regional Agrologist | Sector Development Branch
 BC Ministry of Agriculture – Prince George
 T: 250.614.7438 | 1-888-221-7141
AgriServiceBC@gov.bc.ca



January 14, 2020

Town of Smithers File No. 3010-01/20

SENT VIA EMAIL: inquiries@rdbn.bc.ca

Regional District of Bulkley-Nechako
Planning Department
PO Box 820
Burns Lake, BC V0J 1E0

RE: Referral response request for drafted zoning bylaw intended to replace "Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993"

Thank you for forwarding a referral request to the Town of Smithers (the Town) for the above Regional District of Bulkley-Nechako (the Regional District) proposed zoning bylaw. Town staff have reviewed the proposed bylaw and have the following comments:

Removal of the Service Commercial Zone: Staff have no concerns with the Service Commercial Zone being deleted and the addition of "service commercial use" being included in the General Commercial zone. Staff do not foresee any land use conflicts that would arise between residents/business owners of the Town or Regional District due to this minor change to the General Commercial Zone.

Property Size Requirements for a Kennel (S 14.0.1(2)(a)): Staff are in support of the proposed minimum parcel size requirement of 2 hectares or greater for properties zoned H1, H1A, and H1B zones to have a kennel. Staff find this size limit would help ensure adequate space for kennelled animals; help reduce the potential for nuisances with neighbouring properties; and ensure that there is adequate area for the principal uses listed in the H1, H1A, and H1B zones.

Short Term Accommodation (S. 3.0.12): Staff are in support of the requirement for a valid building or demolition permit for the temporary use of camping vehicles for accommodation within the Regional District. Such regulations provide an affordable short-term housing solution for Regional District residents during construction/demolition of dwellings while providing clarity and limitations for such scenarios.

Changes to the Home Occupations Regulation (S. 3.0.2): Staff have no objections to the division of home occupation into two categories based on parcel size. In addition, staff support the proposed expanded regulations for Home Occupations, especially those related to noise, nuisance, and hazards, which are likely to benefit both those operating home occupations as well as their neighbours and residents of nearby communities.

Waste Disposal Sites (Definitions): Staff support the removal of waste disposal sites from the H2, Ag1, and RR1 to ensure that waste disposal sites are limited to industrially zoned properties. In addition, this change may remove ambiguities related to the use of rural residential and agricultural properties for private waste disposal sites or waste disposal businesses, while reducing the likelihood that such operations would not meet the required regulations of the Ministry of Environment and Climate Change Strategy.

Regulations Regarding Wind Turbines and Wind Farms (S.3.0.14): Staff support the use of alternative energy sources and the Town Official Community Plan (OCP) supports emissions reduction and management strategies for the Smithers area. While staff are

generally in support of the use of wind turbines and wind farms in the Bulkley-Nechako Regional District, staff raise the following points:

- Staff have concerns about the effects of Wind Turbines on noise levels, light pollution, and visual impact on scenic viewscapes in the Smithers area. This includes concerns related to the secondary use of small wind turbines on properties H1-zoned properties adjacent to Town of Smithers boundaries;
- Staff request the Regional District refer future proposed Wind Farm zoning amendments to the Town for comment; and
- While staff recognizes that aviation and the regulation for tall structures near airports/flight paths is under the jurisdiction of Transport Canada, staff encourage the Regional District to create buffers where wind turbines are not permitted near airfields, municipal airports, and municipal zones that permit aircraft. An example of such areas would be the Town' Airport Lands and M2-A Heliport (see attached maps). This is proposed to reduce light pollution related to the additional safety lighting that may be required for aircraft, the limitations that such light pollution can place on future placement of aerodromes and airport towers, and the effect of lighting on residents. In addition, staff have concerns about the potential effects of wind turbines on existing GPS, radar, VOR systems and the ability to make changes to approved flight paths and landing systems in the future.

Change in Zoning of Properties Located along Hwy 16: Staff support the change in zoning to H1 Small Holdings for those properties located on Map Sheet A13, in order to prevent commercial and industrial sprawl on properties abutting and adjacent to the sections of Highway 16 near Town boundaries.

Properties Adjacent to Town of Smithers Airport Lands: With exception to the above comments related to wind turbines, staff have no concerns with the zoning of properties near the Smithers Regional Airport, as it appears no changes to zoning are proposed. Staff would like to take this opportunity to reiterate the potential for noise pollution to effect properties adjacent to in the Airport Lands and that noise covenants would be required.

Once again, thank you for the opportunity to comment on the proposed zoning bylaw and continued updates its progress. Please call (250) 847-1622 or email me directly at planner@smithers.ca if you have any questions regarding this referral response.

Sincerely,



Danielle Patterson
Planner
Town of Smithers

Attachments: Town of Smithers Schedule 'A' Maps for OCP BL 1614 & Zoning BL 1403

C: M. Allen, Director of Development Services, Town of Smithers
R. Blackburn, Airport Manager, Town of Smithers



37, 3RD AVE, PO Box 820
BURNS LAKE, BC
VOJ 1E0

"A WORLD OF OPPORTUNITIES WITHIN OUR REGION"

January 27, 2020

Danielle Patterson, Planner
Town of Smithers
PO Box 879
Smithers, BC, V0J 2N0

COPY

RE: Town of Smithers referral response

Thank you for your referral response regarding the draft proposed new zoning bylaw for the rural area of the RDBN. Regional District staff considered the impact of noise and light pollution when drafting the regulations for wind turbines. Please note that these wind turbine regulations are new restrictions that do not exist in the current bylaw. We expect that the restrictions on the size, setback, and height of Small Wind Turbines is appropriate, and will protect residents from notable negative land use impact, while facilitating the generation of sustainable energy.

The maximum height for a Medium Wind Turbine in the proposed zoning bylaw is 30 metres. This is well below the 45 metre height restriction in place in proximity to the airport, and well below the height that would require safety lighting. We do not expect Medium Wind Turbines to create any of the nuisances referenced in your letter in relation to aeronautics. If you have reason to believe any of the above is incorrect, we would be happy to discuss this with you further.

The proposed new zoning bylaw does not allow Large Wind Turbines near the airport or on any other lands in the region. Large Wind Turbines can only be permitted through the rezoning process. The Regional District would refer any such application to the Town if it were in proximity to the airport or other Town lands.

As noted in your letter Transport Canada has regulation that restricts the height of structures near airports and flight paths. If the Town of Smithers wishes the RDBN to establish height and other regulations on land use in the rural area, in addition to those of Transport Canada, we can have those discussions at your discretion. However, we do not wish to undertake this work as part of the process to replace the existing zoning bylaw.

Please do not hesitate to contact the Planning Department if you have any questions or comments.

Sincerely,

Jason Llewellyn
Director of Planning

MUNICIPALITIES:

SMITHERS FORT ST. JAMES
VANDERHOOF FRASER LAKE
HOUSTON TELKWA
BURNS LAKE GRANISLE

ELECTORAL AREAS:

A - SMITHERS RURAL E - FRANCOIS/DOTSA LAKE RURAL
B - BURNS LAKE RURAL F - VANDERHOOF RURAL
C - FORT ST. JAMES RURAL G - HOUSTON RURAL
D - FRASER LAKE RURAL

INQUIRIES@RDBN.BC.CA
WWW.RDBN.BC.CA

PH: 250-692-3195
FX: 250-692-3305
TF: 800-320-3339

Maria Sandberg

From: jwebb@incentre.net
Sent: Monday, January 13, 2020 9:57 AM
To: Maria Sandberg; Tamara Dokkie
Cc: Eric Rehwald; Jason Llewellyn
Subject: [EXTERNAL]: RE: Re: WMFN has no further comments/concerns related to the draft zoning bylaw to West Moberly First Nations Treaty rights within the Bulkley Nechako Regional District

Maria,

Thank you for your response.

Please advise WMFN in the future, if/when zoning decisions within this portion of the Regional District are being considered.

Jim Webb

 On 2020-01-13 10:26, Maria Sandberg wrote:

> Jim,

>

> Eric created a map with the extent of the proposed zoning symbolized
 > by the gray hatched area, which is attached. As far as we can see
 > there is only one property that is proposed to have zoning in the
 > general area you described in your email below. That property is
 > marked on the attached map, and is an RDBN active waste disposal
 > facility- the Manson Creek Landfill. The draft zoning bylaw proposes
 > that all waste disposal facilities in the region be rezoned to Heavy
 > Industrial (M2) to make it clear to the public that these sites may be
 > used for purposes that are industrial in nature. The Manson Creek
 > Landfill is located at 188653 THUTADE FOREST SERVICE RD, is 9.88 acres
 > in size, a Licence to Occupy on Crown land, and is currently not
 > zoned.

>

> Do not hesitate to contact me if you need further information.

>

> Maria Sandberg, RPP, MCIP

> Planner

>

> Regional District of Bulkley-Nechako Phone (250) 692-3195

> PO Box 820

> Toll Free 1-800-320-3339

> Burns Lake, BC, V0J 1E0

Website

> www.rdbn.bc.ca

>

>

>

Maria Sandberg

From: Jason Llewellyn
Sent: Wednesday, January 15, 2020 12:45 PM
To: gmoperations@taklafn.ca
Cc: Curtis Helgesen; Maria Sandberg
Subject: RE: [EXTERNAL]: Re: Draft Zoning Bylaw and other

Thank you for your response Scott. We appreciate the comments and suggestions.

Please note that RDBN Zoning Bylaw does not apply on reserve lands, and has limited application on Crown Lands. The RDBN Zoning Bylaw focuses on the use and development of privately owned property, and is not intended to address the issues you have raised. The RDBN would be very interested in discussing these issues, and establishing consultation protocols between the Takla Nations and the RDBN at any time.

Sincerely,

Jason Llewellyn
 Director of Planning
 Regional District of Bulkley-Nechako
 P.O. Box 820
 37 3rd Avenue
 Burns Lake, B.C. V0J 1E0
www.rdbn.bc.ca
 Ph: 250.692.3195
 Toll Free: 1.800.320.3339
 Direct: 250.692.1225
 Cell: 250.692.6044
jason.llewellyn@rdbn.bc.ca

From: Scott Hickling <gmoperations@taklafn.ca>
Sent: Wednesday, January 15, 2020 8:36 AM
To: inquiries <inquiries@rdbn.bc.ca>; Melinda Nealis <eaoperations@taklafn.ca>; W. Abraham <capital@taklafn.ca>
Subject: [EXTERNAL]: Re: Draft Zoning Bylaw and other

My apologies, the message sent prior to our submission

Good Morning

Takla Nation is keenly interested in supporting Bulkley Nechako in their bylaws and management of the land. By way of introduction, we will be applying for additions to reserve around our territory in the near future and look to you to advise who we would contact in your office to begin those conversations. Please let me know at your earliest convenience.

In terms of the Draft Bylaws, we wish to commend you on the content and structure of them in principal. In addition, we would like to offer the following for consideration:

Here are the following items for consideration:

1. That a recognition be declared within the bylaws to include consultation with First Nations around the use of lands and waters, and recognize the inherent rights, title and interest held by these nations. Consultation will be including land management strategies, water use strategies, animal rights and historical occupation of lands prior to any designation of use.
2. That Best management Practises filed with the Provincial Government by Takla Nation be referenced in the materials and practices around the allocation of properties and significant projects in the region.
3. That uses defined in the Bylaw allows for First Nations to adopt their own site uses, and have the Bylaws as a guideline for reference of acceptable practices, recognizing that traditional uses may take preference over established Bylaws.
4. That First Nations will have a say in future developments, uses and changes to the Bylaws and Applications subject to Rights, Title and Interest in traditional territories in a spirit of collaboration.

We also recognize that this draft zoning bylaw does not directly impact Takla Landing or Takla Narrows, but that in the near future it may have implications.

Thank you for the opportunity to submit our comments, we look forward to ongoing and continuing participation in discussions of these matters.

Yours truly

Scott Hickling
GM Operations
Takla Nation

On Wed, Jan 15, 2020 at 8:20 AM Scott Hickling <gmoperations@taklafn.ca> wrote:

Good Morning

Takla Nation is keenly interested in supporting Bulkley Nechako in their bylaws and management of the land. By way of introduction, we will be applying for additions to reserve around our territory in the near future and look to you to advise who we would contact in your office to begin those conversations. Please let me know at your earliest convenience.

In terms of the Draft Bylaws, we wish to commend you on the content and structure of them in principal. In addition, we would like to offer the following for consideration:

- 1.



January 10, 2020

Regional District of Bulkley-Nechako
Box 820
Burns Lake, Bc V0J 1E0

To Whom It May Concern,

Please accept this letter as confirmation that the Village of Burns Lake does not have any concerns regarding the RDBN Draft Zoning Bylaw.

The following resolution was passed unanimously at the regular council meeting on January 07, 2020:

2020-01-07: 19

THAT a letter be written to the RDBN stating that the Village of Burns Lake has no concerns regarding the draft zoning bylaw referred to the Village in December of 2018.

Carried

Contact me via email, sworthing@burnslake.ca, should you require any additional information.

Sincerely,

A handwritten signature in blue ink, appearing to read "Sheryl Worthing".

Sheryl Worthing
CAO

RECEIVED

JAN 13 2020

REGIONAL DISTRICT OF
BULKLEY-NECHAKO

2020

APPENDIX C – TEXT CHANGES MADE TO DRAFT AFTER OCT 24, 2019

SECTION	CHANGE MADE
Definition of Cabin	Changed “maximum Gross Floor Area of 80 square metres or 110 square metres when located in the R8 zone” to “having a maximum Total Floor Area of 95 square metres or 167.23 square metres when located in the R8 zone” to be consistent with the R8 zone.
Section 2.0.2.3	Removed “or is” and added “unless that use is”
Section 3.0.2.2.d)	Added “Crematorium” as a not permitted home occupation business.
Section 3.0.2.3.a)	Changed “Home occupations may only be carried on by the resident(s) of the Dwelling Unit on the same Parcel” to “Home Occupations may only be carried on by the resident(s) of the Dwelling Unit on the same Parcel with or without the assistance of not more than one person who do not reside in Dwelling Units on the same Parcel.”
Section 3.0.2.3.c)	Added “all” in front of Home Occupations to “The combined floor area, of the <u>Dwelling Unit</u> and <u>Accessory Buildings</u> , which are used for <u>Home Occupations</u> must not exceed 200 square metres (2,152 square feet)”.
Section 3.0.14.2	Added section “A <u>Large Wind Turbine</u> shall not be located within a distance of 300 metres (984.25 feet) from a <u>Highway</u> ”, as requested by MoTI.
Section 15.0.1.1f)	Added Intensive Agriculture as a permitted principal use in the H2 zone but only on a Parcel that has an area equal to or greater than 8 hectares (19.77 acres).



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

TO: Chair Thiessen and Board of Directors
FROM: Jennifer MacIntyre, Planner I
DATE: March 9, 2020
SUBJECT: Rezoning Application A-07-19 (Hanson North Valley)
 3rd Reading Report for Rezoning Bylaws 1901 and 1902, 2020

RECOMMENDATION

1. That the Regional District Board receive the Report of the Public Hearing for “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1901, 2020” and the Report of the Public Hearing for “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1902, 2020; and,
2. That “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1901, 2020” and “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1902, 2020” be given third reading.

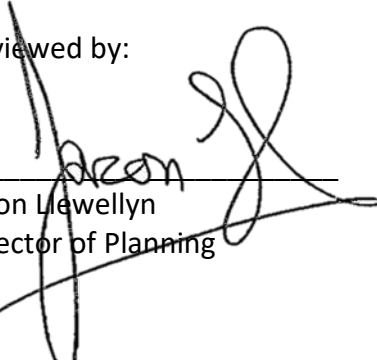
VOTING

All Directors / Majority

EXECUTIVE SUMMARY


This rezoning application proposes to allow a second dwelling on the subject property above a shop. Staff support third reading of the bylaws to change the zoning of the subject property from Small Holdings (H1) to Small Holdings Additional Dwelling (H1A) to allow the second dwelling, and ask the board consider the public hearing report showing that residents have provided their input on the proposed use.

Reviewed by:



 Jason Llewellyn
 Director of Planning

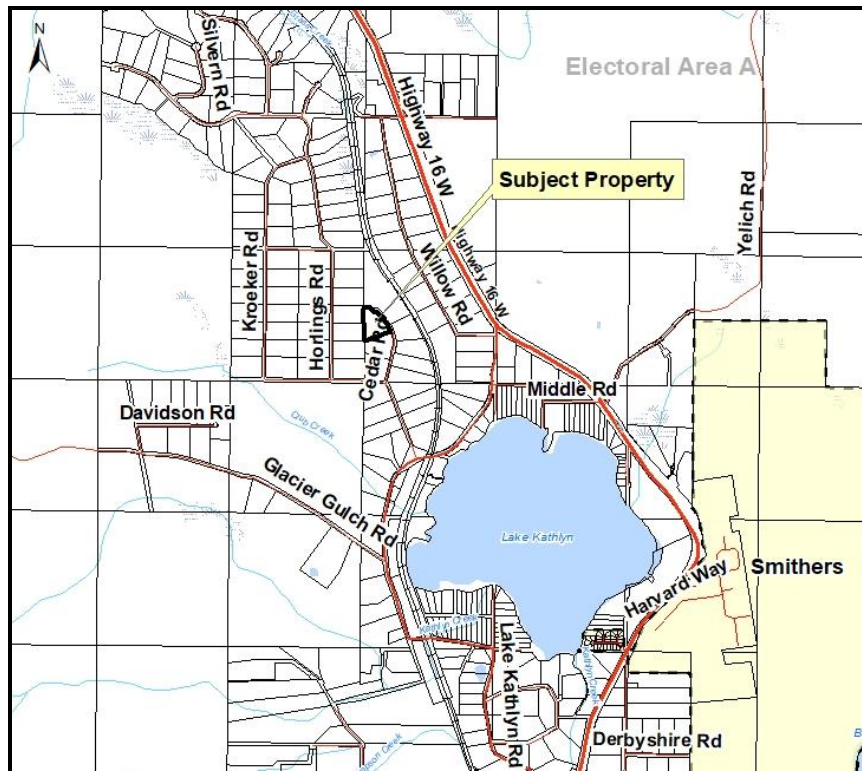
Written by:



 Jennifer MacIntyre
 Planner I

APPLICATION SUMMARY

Name of Property Owner: Jeremy Hanson
 Name of Agent: Tylor Versteeg
 Electoral Area: A
 Subject Property: Lot 7, Section 15, Township 1A, Range 5, Coast District, Plan 10261
 Property Size: 2.03 ha. (5.03 ac.)
 Location: The subject property is located at 7351 Cedar Road, 7 km from the Town of Smithers.



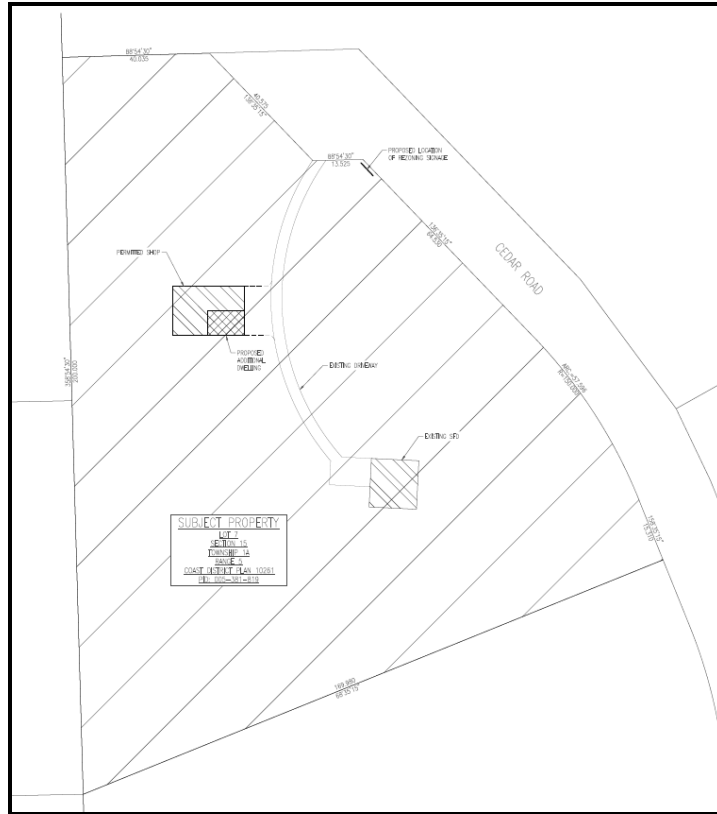
O.C.P. Designation: Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014
 Zoning: Small Holdings (H1) zone in the Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993
 Existing Land Use: Residential
 ALR Status: Outside the ALR

PROPOSAL

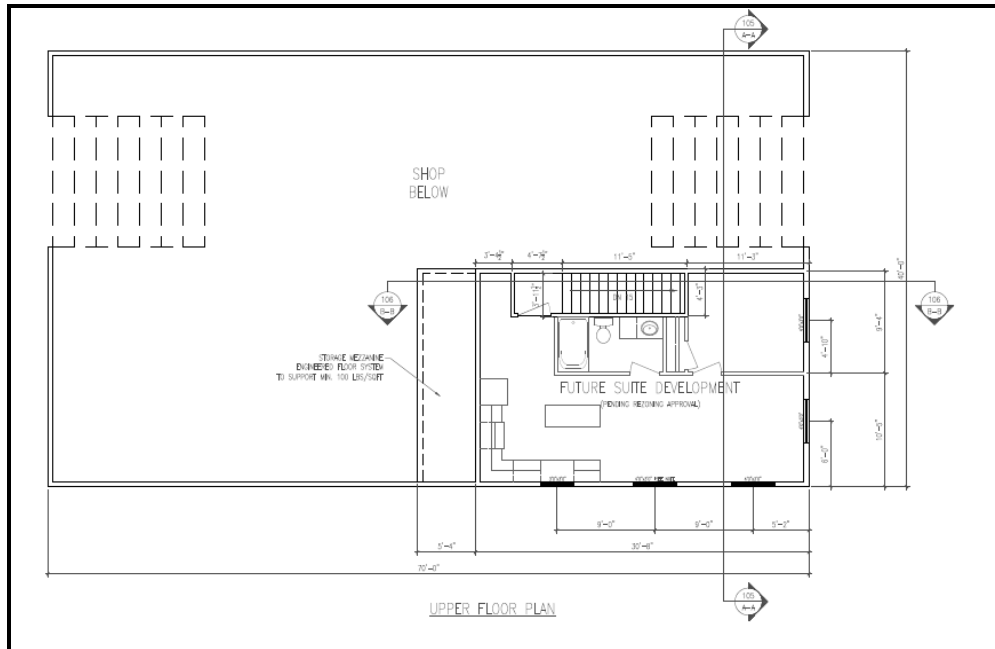
The applicants are currently constructing a 40' x 70' (2,800 ft²) shop. This building is intended to be used as part of a home occupation. The applicant wishes to add a 603 ft² one-bedroom dwelling on the second floor of the shop.

The proposed second dwelling is not permitted in the H1 Zone. The applicant has therefore applied to amend Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993 from **Small Holdings (H1)** to **Small Holdings (Additional Dwelling) (H1 A)** to allow a second dwelling on the subject property.

Site Plan



Second Dwelling Floor Plan



REFERRAL COMMENTS

Advisory Planning Commission

Resolution: APC supports the application to build a suite

Comments: Amend H1 to allow a suite. APC does not support amending zoning to H1A to allow a 2nd dwelling. As per application, there needs to be a condition to allow a suite, but that a 2nd dwelling cannot be added. Amending zoning to H1A would permit a 2nd dwelling and that is concerning.

Ministry of Transportation

No Objections:

- The Ministry sees little to no impact at this time.
- Clients should know that for any commercial or industrial access, the Ministry does require permits, however, for residential access no permits are required on side roads (non-numbered routes).

Northern Health Authority

I am writing this letter in regards to the application to amend the zoning from Small Holdings (H1) to Small Holdings (Additional Dwelling) (H1A) for the subject property Lot 7, Section 15, Township 1A, Range 5, Coast District, Plan 10261, located at 7351 Cedar Road.

Approval not recommended due to reasons outlined below.

Sewage:

A Permit to Construct a Sewage Disposal System and Authorization to Operate was issued in 1995 for a 26m diameter lagoon situated on the north end of the property, documentation enclosed. The lagoon was designed for a 3-4 Bedroom home with a living area of 2400 sqft. Based on the limited information provided in the original Application for Permit to Construct, I do not think the existing lagoon will be able to receive additional effluent from the proposed single-family dwelling and shop activities. The actual lagoon was not assessed on site. As a result, I can not comment on the condition of the lagoon. Further, standard practice for lagoons have changed since 1995, so the existing lagoon will not meet the criteria published in the BC *Standard Practice Manual* (v.3).

If the applicant is interested in upgrading the lagoon or demonstrating that the existing lagoon is capable of accepting the additional sewage, I can review their proposal and provide comment. In either case, the applicant will need to access the expertise of an authorized person under the *Sewerage System Regulation* [BC Reg 326/2004], under the *Public Health Act* [SBC 2008 c.28].

Alternatively, the applicant may submit a proposal for a new lagoon or sewerage system for the shop and single-family dwelling that I can review and provide comment.

Drinking Water:

For this proposal, Northern Health will not require the applicant to prove availability of potable water. However, pursuant to the *Drinking Water Protection Act* [SBC 2001 c.9] and *Regulation*

[BC Reg 200/2003], the owner/operator of a water supply system must obtain an operating permit and comply with regulatory requirements. A water supply system is a domestic water system (i.e. Used for drinking water and other domestic purposes) that serves more than one single-family residence. In this case, if the existing well that is connected to the existing house will be connected to the proposed shop and single-family dwelling, this would be considered a regulated water system.

DISCUSSION

Public Hearing

The public hearing for Bylaws 1991 and 1992 will be held on March 16, 2020. The report of the Public Hearing will be provided on the Supplemental Agenda.

Official Community Plan

The subject property is designated Rural Residential (RR) in the Smithers Telkwa Rural Official Community Plan Bylaw No. 1704, 2014 which is intended to provide opportunities for people to live in a rural setting while protecting and preserving the rural character of the area.

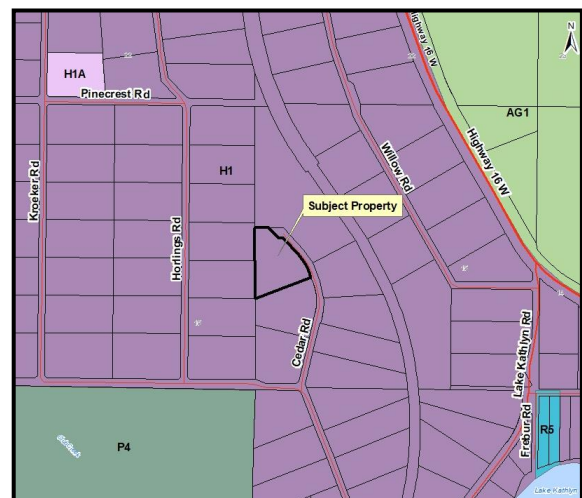
With regards to an additional dwelling in the RR designation, Section 3.4.2 (7) of the OCP states that rezoning applications to allow a second single family dwelling on a parcel may be considered under the following circumstances:

- (a) *The subject property is a minimum of 2 hectares (5 acres) in size or larger, or a 2nd single family dwelling exists and is legal but non-conforming to zoning.*
- (b) *It has been demonstrated that the parcel can accommodate an on-site sewage disposal system for two dwellings.*
- (c) *The development is compatible with adjacent land uses and maintains the rural character of the area.*
- (d) *The parcel is not located within a floodplain or on other hazard lands.*
- (e) *The development addresses wildlife and ecological values.*
- (f) *And, the future subdivision of the land into a parcel smaller than 2 hectares (5 acres) is prohibited.*

In staff's opinion the proposal adequately complies with the OCP, with exception of clause (b), which should be addressed prior to final adoption of the rezoning bylaws.

Zoning

The Small Holdings (Additional Dwelling) (H1-A) Zone only permits one single family dwelling per parcel with a gross floor area exceeding 100 m² (1,076 ft²). Limiting the size of the second dwelling reduces the potential visual impact associated with two large homes on the property. In addition, the size restriction also serves to limit



the number of bedrooms and therefore control the on-site sewage disposal impacts. Further subdivision of the property cannot occur under the current or the proposed zoning due to the existing parcel size of 2.0 ha. Within the boundaries of Electoral Area 'A' there are 10 properties zoned H1-A. Staff do not anticipate that the second dwelling will impact the character of the area.

Sewage Disposal

According to Northern Health Authority the existing lagoon will need to be upgraded to accommodate a second dwelling. Prior to scheduling a public hearing, it was directed that the applicant provides a letter from an engineer or authorized person under the *Sewerage System Regulation* explaining how an on-site sewage disposal system is proposed to be provided to support the additional dwelling.

The letter (see attached) has been provided by a Registered Onsite Wastewater Practitioner (ROWP) stating their plans to build a new system on the property.

Building Inspection

A building permit has been issued for the shop only. Should the property be rezoned to allow a second dwelling the building permit will not be amended to allow that dwelling until the property owner has provided evidence that an on-site sewage system is being developed in accordance with Northern Health regulations for that second dwelling.



Ministry of Transportation and Infrastructure

The subject property is found within the Controlled Area (800 metres from a Controlled Access Highway) of Highway 16. Section 52 of the Transportation Act requires a Local Government to receive approval from the Ministry of Transportation and Infrastructure before approving a rezoning bylaw on properties within a Controlled Area. Therefore, Rezoning Bylaws 1901 and 1902 will be considered for adoption at its next Board meeting.



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1901

A Bylaw to Amend “Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993”

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That “Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993” be amended such that the following land is rezoned from the “Small Holdings (H1)” Zone to the “Small Holdings (Additional Dwelling) (H1 A)” Zone.

‘Lot 7, Section 15, Township 1A, Range 5, Coast District, Plan 10261’, shown on Schedule “A”, which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1901, 2020”.

READ A FIRST TIME this 20 day of February 2020

READ A SECOND TIME this 20 day of February 2020

PUBLIC HEARING HELD this day of , 2020

READ A THIRD TIME this day of , 2020

I hereby certify that the foregoing is a true and correct copy of “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1901, 2020”

DATED AT BURNS LAKE this day of 2020

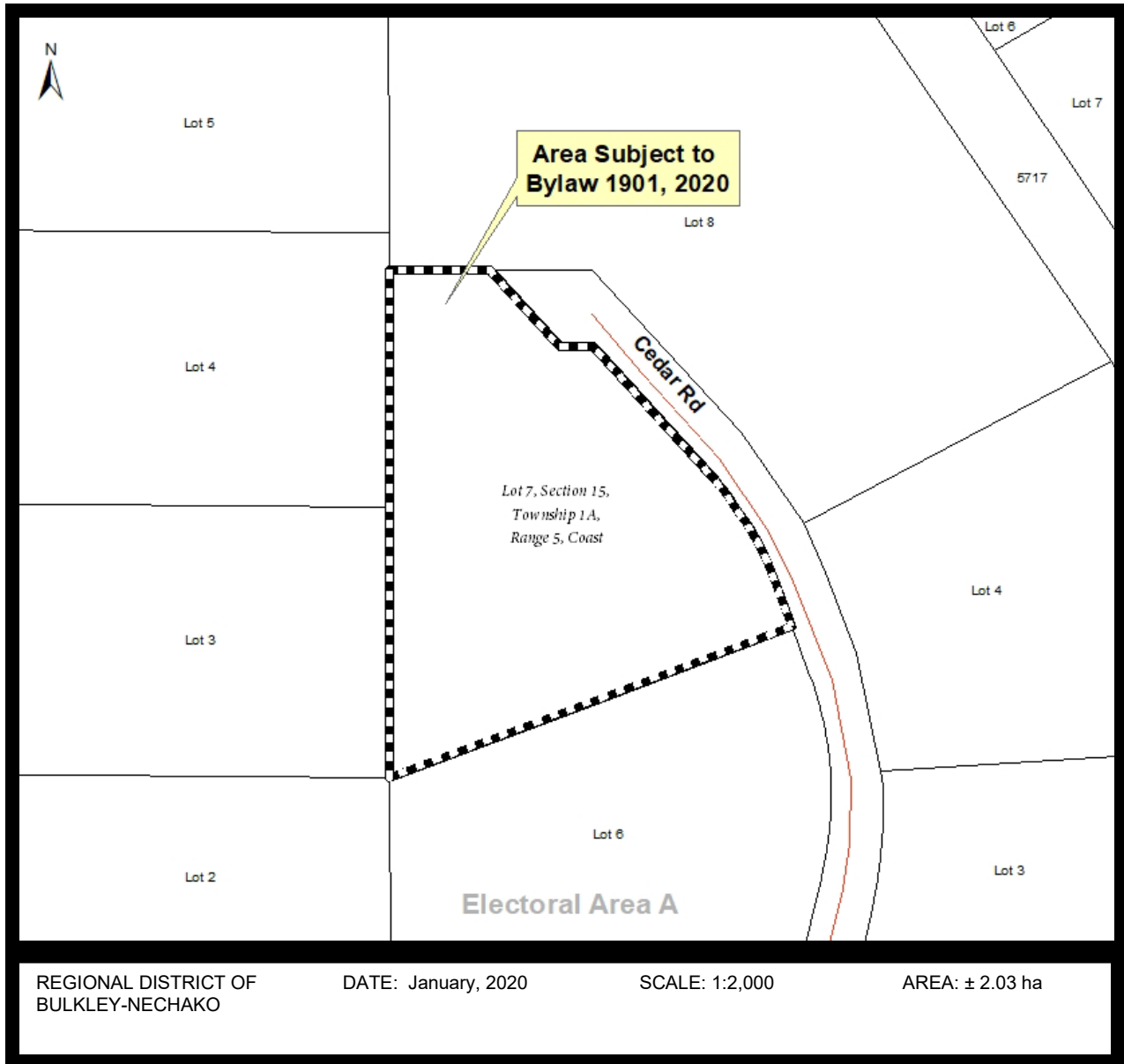
Corporate Administrator

APPROVED BY THE MINISTRY OF TRANSPORTATION
this day of

ADOPTED this day of 2020

Chairperson

Corporate Administrator



SCHEDULE “A” BYLAW NO. 1901

‘Lot 7, Section 15, Township 1A, Range 5, Coast District, Plan 10261’, comprising of ±2.03 ha. Being rezoned from the “Small Holdings (H1)” Zone to the “Small Holdings (Additional Dwelling) (H1 A)” Zone, as shown.

I hereby certify that this is Schedule “A” of Bylaw No. 1901, 2020.

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO
BYLAW NO. 1902

A Bylaw to Amend “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020”

The Board of the Regional District of Bulkley-Nechako in open meeting enacts as follows:

That “Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020” be amended such that the following land is rezoned from the “Small Holdings (H1)” Zone to the “Small Holdings (Additional Dwelling) (H1 A)” Zone.

‘Lot 7, Section 15, Township 1A, Range 5, Coast District, Plan 10261’, shown on Schedule “A”, which is incorporated in and forms part of this bylaw.

This bylaw may be cited as the “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1902, 2020”.

READ A FIRST TIME this 20 day of February 2020

READ A SECOND TIME this 20 day of February 2020

PUBLIC HEARING HELD this day of , 2020

READ A THIRD TIME this day of , 2020

I hereby certify that the foregoing is a true and correct copy of “Regional District of Bulkley-Nechako Rezoning Bylaw No. 1902, 2020”

DATED AT BURNS LAKE this day of 2020

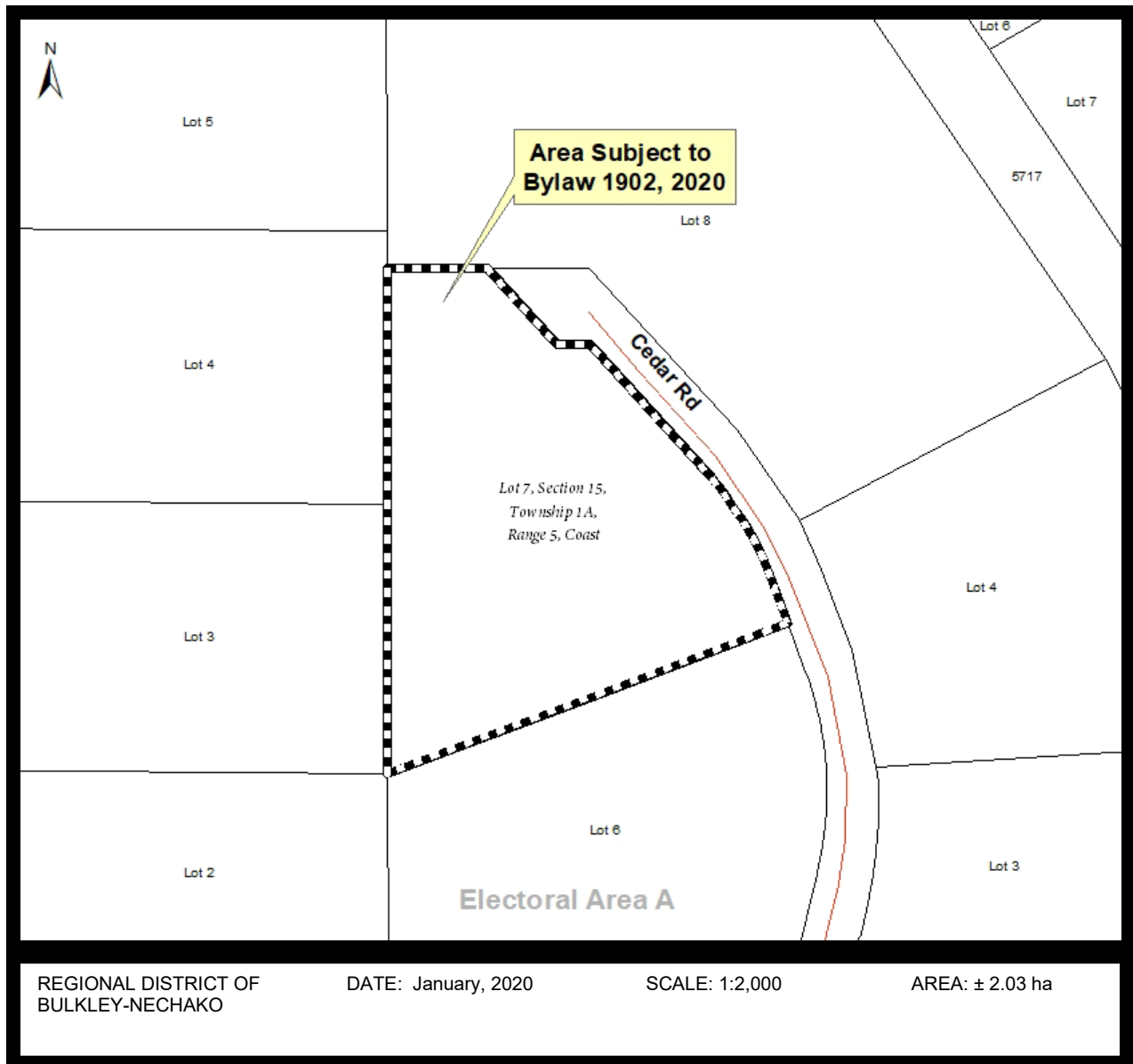
Corporate Administrator

APPROVED BY THE MINISTRY OF TRANSPORTATION
this day of

ADOPTED this day of 2020

Chairperson

Corporate Administrator



SCHEDULE "A" BYLAW NO. 1902

'Lot 7, Section 15, Township 1A, Range 5, Coast District, Plan 10261', comprising of ±2.03 ha. Being rezoned from the "Small Holdings (H1)" Zone to the "Small Holdings (Additional Dwelling) (H1 A)" Zone, as shown.

I hereby certify that this is Schedule "A" of Bylaw No. 1902, 2020.

Corporate Administrator

M E M O R A N D U M

Date: February 26, 2020

North Valley Design + Consulting Ltd.
 3781 Second Avenue, P.O. Box 187
 Smithers, B.C. V0J 2N0
 Tel: 250.847.1204 | info@northvalleydesign.ca

To:

Regional District of Bulkley Nechako
Attn: Planning Department
 P.O. Box 820
 Burns Lake, B.C. V0J 1E0

From:

Mr. Tylor Versteeg, ASCT, C.E.T., ROWP
 Principal
 North Valley Design + Consulting Ltd.

Re: Hanson – Proposed Design to Support Additional Dwelling Unit**BACKGROUND**

North Valley Design + Consulting Services Ltd. (North Valley) had been engaged by Mr. Jeremy Hanson and Mrs. Shaele Hanson to design and install/or supervise the installation of a wastewater treatment system to support the addition of a new dwelling unit on the rural parcel (noted below) within the Regional District of Bulkley Nechako. The proposed development is on the parcel identified as:

7351 Cedar Road, Smithers, B.C.

Legal: Lot 1 SECTION 15 TOWNSHIP 1A RANGE 5 COAST DISTRICT PLAN 10261

PID: 005-381-819

North Valley was originally contracted by Mr. + Mrs. Hansons to provide design and construction inspection services for a new mixed-use building. Through the design conversation, it became apparent that the residential component was considered a second dwelling and re-zoning of the property to H1-A was the only route that would allow the new residential unit to be developed on the property. North Valley submitted an application to the Regional District of Bulkley Nechako (RDBN) on November 8, 2019, requesting the RDBN re-zone the above-noted property from H1 to H1-A in order to accommodate the second dwelling unit. On February 21, 2020, after a presentation to the RDBN Board of Directors, RDBN staff responded with a requirement that an engineer or authorized person under the Sewerage System Regulation presents a letter explaining how an on-site wastewater treatments system is proposed in order to support the additional dwelling.

North Valley has assigned Tylor Versteeg as the authorized professional for this project. He is a registered member in good standing with the Applied Science Technologists and Technicians of BC. He will be certifying and registering the design, overseeing the construction and will be issuing the letter of certification to the Northern Health Authority. He is publicly listed on ASTTBC's Directory of Registrants as qualified to perform this type of work under the definition of an Authorized Person by the BC Sewerage System Regulation.

DESIGN CONSIDERATIONS

The current dwelling on the property is serviced with a lagoon built-in 1995 under a Permit to Construct a Sewage Disposal system and Authorization to Operate issued by the Ministry of Health. The lagoon is designed for a 3-4 bedroom home with a living area of approx. 2400 sqft. Based on the observed size of the lagoon as viewed during a site visit in October of 2019, and without taking actual field measurements, it appears that the lagoon does not conform to the current Standard of Practice Manual (SPM3). Without any additional loading to the system, it would continue to operate as an existing non-conforming system without the need for mandated improvements unless the system was to fail. The Standard of Practise states:

II-2.1.3 : When upgrading a system for a new use or for a higher Daily Design Flow or when replacing the system, plan the system to comply with the standards in this volume.

Therefore, if an upgrade or replacement is initiated to add the new use to the system, the system as a whole must be sized to comply with the new standards for all dwelling units discharging into it.

DESIGN PROPOSAL No.1 - DESIRED OUTCOME

After consultation with Mr. + Mrs. Hanson, we agreed that the desired outcome would be to test the soils on the site to see if an in-ground or above-ground soil-based treatment system could be installed rather than continue to use the existing lagoon or attempt to upgrade it to meet the current standards. If the site can accept a soils based treatment system that will receive the loading from both dwellings, a new system would be designed and installed and the existing lagoon would be decommissioned.

Based on the size and current use of the site, North Valley has (through desktop study) preliminarily identified two potential locations for a soils based treatment system. Location 1 is in the treed area north of the existing dwelling (between the existing dwelling and the driveway access). Location 2 is located between the house and Cedar Rd. There may be more locations, however, without a proper site analysis and a formal test pitting program, we cannot identify them in this letter. The size of the site should provide multiple potential locations.

North Valley is hoping that the soils in these locations contain an LFH horizon that will allow an Alberta-At-Grade (AAG) system to be installed in the treed area. This type of soils based treatment system is not commonly built in Northern BC, however, due to the density of the trees and the probability of the LFH horizon being present, we believe that this soil-based treatment system will be the most probable to work with the soils and meet the needs of the system.

DESIGN PROPOSAL No.2 (3+4) - BACK-UP PLANS

If the soils on the site dictate that the desired outcome is not feasible, there are two additional design alternatives that can usually be accommodated and a fourth that is a failsafe. This section will briefly list the alternatives.

No.2 – Sand Mound: this system utilizes a sand layer in an above grade setting to slow the effluent from infiltrating the soils too quickly. This method reduces the thickness of native infiltration required to meet the design considerations in the SMP3 and therefore, is commonly used when native soils are poor and is often used as a 'safe' design.

No.3 – Upgrade the existing lagoon to meet the current SPM3 design standards for both dwelling units.

No.4 – Leave the lagoon alone and have the existing dwelling continue using this method of sewage treatment as an existing non-confirming system and install a smaller (separate) treatment system (one of the above options if size was an issue in the design) or simply a holding tank (to be regularly pumped out and disposed of) for the new one-bedroom dwelling.

CLOSURE

The site has been covered with snow since the inception of the rezoning process, therefore, test pitting has not been completed yet. The variability of the design is high at this point, but our professional opinion is that the site will be able to accommodate the added dwelling in one of the prescribed methods noted above. The size of the property (~5 acres) provides a high likelihood to site a new system or pursue a split system option as noted above. The test pitting and soils analysis for this project will commence in the Spring of 2020, once the ground thaws and dries enough to safely assess the soils. Immediately after the soil loading rates are determined, the design can be completed, filed with Northern Health, and construction and Certification of the new system can be completed before or during the summer of 2020.

If you have any questions or require additional information, please do not hesitate to contact the undersigned.

Sincerely,



Tylor Versteeg
Principal | North Valley Design + Consulting Ltd.
250.847.1204 | tylor@northvalleydesign.ca

Encl. ASTTBC Certificate of Registration – Tylor Versteeg, ROWP

*Applied
Science
Technologists
&
Technicians
of British Columbia*

ASTTBC

Certificate of Registration

Issued under the provisions of the Applied Science Technologists and Technicians Act

This is to certify that

Tylor Justin Versteeg

having satisfied the inter-provincial transfer requirements for registration in the categories of

- **Planner**
- **Installer**

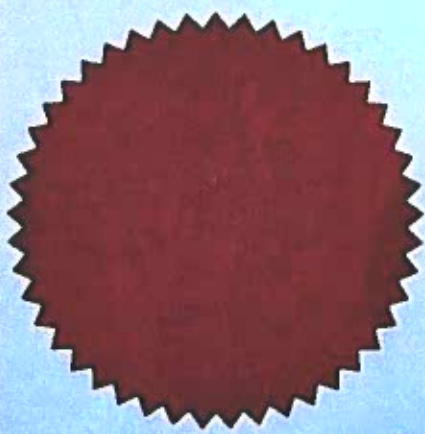
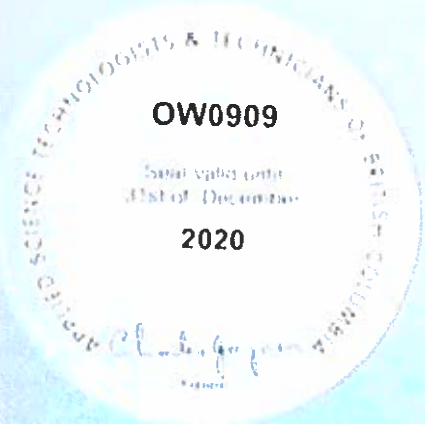
is hereby registered with the Association and is authorized to use in the Province of British Columbia the title

Registered Onsite Wastewater Practitioner

and the initials **ROWP**

Certified this 13th day of December 2019


Chief Executive Officer



OW0909

This certificate remains the property of ASTTBC

This certificate expires on the date set forth on the seal attached thereto.



REGIONAL DISTRICT OF BULKLEY-NECHAKO REFERRAL REPORT

TO: Chair Theisen and Board of Directors
FROM: Jennifer MacIntyre, Planner I
DATE: March 9, 2020
SUBJECT: ALR Non-Farm Use Application No. 1221

RECOMMENDATION

That the Agricultural Land Reserve Non-Farm Use Application No. 1221 (Burns) be recommended to the Agricultural Land Commission for approval provided the ALC require the applicant to develop an invasive weed management plan and revise the existing reclamation plan.

VOTING

All Directors / Majority

EXECUTIVE SUMMARY

This application is requesting Agricultural Land Commission (ALC) approval to continue the operation of an existing sand and gravel pit (known as G&R Pit) under the non-farm use application process. This will allow the application to proceed to the ALC with the recommendation that the applicant be required to develop an invasive weed management plan and revise the existing reclamation plan.

Reviewed by:

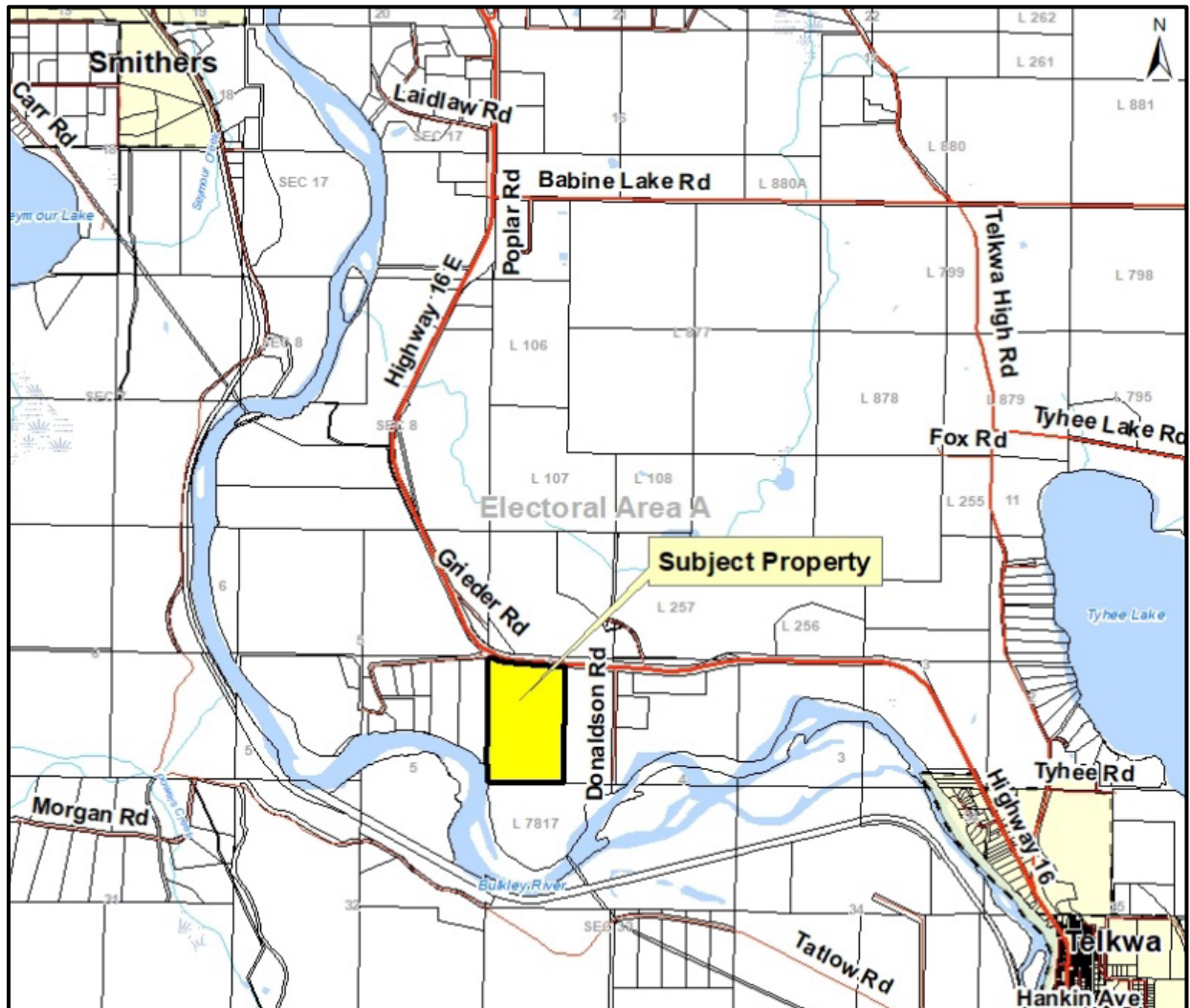

 Jason Llewellyn
 Director of Planning

Written by:


 Jennifer MacIntyre
 Planner I

APPLICATION SUMMARY

Name of Owner(s):	Gregory and Robin Burns
Electoral Area:	A
Subject Property:	The Fractional SW ¼ of Section 4, Range 5, Coast District, Except Plans 11348, PRP14394 and PRP41187. This parcel is approximately 37.6 ha. (92.91 ac.) in size.
O.C.P. Designation:	Agriculture (AG)
Zoning:	Agricultural (Ag1) pursuant to Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
Existing Land Use:	Gravel Pit
Location:	The subject property is located at 6105 Highway 16, 4 km northwest of the Village of Telkwa.
Non-Farm Use Area:	7.4 ha.
General Location Map:	



PROPOSAL

The purpose of this application is to allow the continued operation of an existing sand and gravel pit. This requires the permission from the Agricultural Land Commission (ALC) for the removal of soil. The applicants state the gravel pit has been in operation for over 20 years. According to the ALC a Non-Farm Use application is required. The proposed volume of material to be extracted from the subject property is 15,000 m³/year.

Mines Permit Area

Soil conservation

The applicant will stockpile topsoil in windrows and seeded or other suitable soil erosion control measure to minimize the introduction of noxious weeds, and to protect stockpiles from wind, runoff and other removal processes. The applicant does not specify their seed mix in their application.

The ALC currently holds a \$30,000 Irrevocable Letter of Credit for the reclamation of the lands. The security will be held by the Minister of Finance for the proper performance of the approved reclamation program and all the conditions of the Mines Permit and ALR approvals in a manner satisfactory to the Chief Mines Inspector.

Fencing

The property is fenced, and the mine site is gated.

Buffer and Berms

[The Mines Permit](#) issued in 2014 requires a 5m buffer zone or berm to be established between the mine and the property boundary.

Road Development on property

Specified in the ALC approval, all access and egress of all vehicle traffic associated with the aggregate extraction, and other related activities, must be restricted to the existing access road onto the subject property.

The applicant has submitted an [Agriculture Report](#) describing the soil capability of test pits completed in 2009.

REFERRAL COMMENTS

Advisory Planning Commission

Meeting waived.

Ministry of Agriculture

“Thank you for your considerations and opportunity to provide comment.

As long as they have an active invasive weed management plan covering both the active pit locations and soil reclamation areas, I do not have any concerns from an agriculture perspective. From the information supplied in the referral package, there is appears to be some uncertainty about the level of reclamation activities completed (on previously developed pits) and thus a site visit or inquiry to MEMPR may be appropriate. Further, I note that there is mention of “Site Reclamation would occur as outlined in : GR Developments Pit Reclamation (2011)”; I suggest

that after nearly 10 years this plan could be updated, particularly incorporating the changes that have taken place on the subject parcel to reflect the closure and reclamation of (above noted) gravel pits.”

PLANNING DEPARTMENT COMMENTS

Ministry of Mines Permit and ALC Approvals

The applicants received a Mines Permit under the Mines Act in 1998, which was amended in 2014. The permit expired in 2019. and is currently being reviewed again by the Ministry of Energy, Mines and Petroleum Resources. Typically, Mines Permits are issued for 5-year term; therefore, it is expected that a new permit would expire in 2025.

The previous approvals allowed the excavation of the pit and screening of extracted materials. No washing or crushing of gravel, removal of topsoil, or transport of unauthorized fill into property is approved under the permit.

ALC approval for extraction on the property expired on December 16, 2019. Conditions laid out in the previous ALC Approval Letter are attached.

Official Community Plan

The subject property is designated Agriculture (AG) under the Smithers, Telkwa Rural Official Community Plan. The intent of the designation is to preserve and encourage the utilization of land for agricultural purposes.

Section 3.1.2(6) of the OCP states that:

Non-farm use of agricultural land shall be avoided. Applications for exclusions, subdivisions, and non-farm uses within the Agricultural Land Reserve may only be considered under the following circumstances.

- a) *There is limited agricultural potential within the proposed area.*
- b) *Soil conditions are not suitable for agriculture.*
- c) *Neighbouring uses will not be compromised.*
- d) *Adequate provisions for fencing are provided, where a proposed development is adjacent to an existing agricultural use.*
- e) *The application is in the best interest of the local community.*
- f) *The proposed development considers and addresses potential impacts and potential improvements to recreational features and the environment, including wildlife habitat.*
- g) *And, traffic management issues will be considered and addressed appropriately.*

Zoning

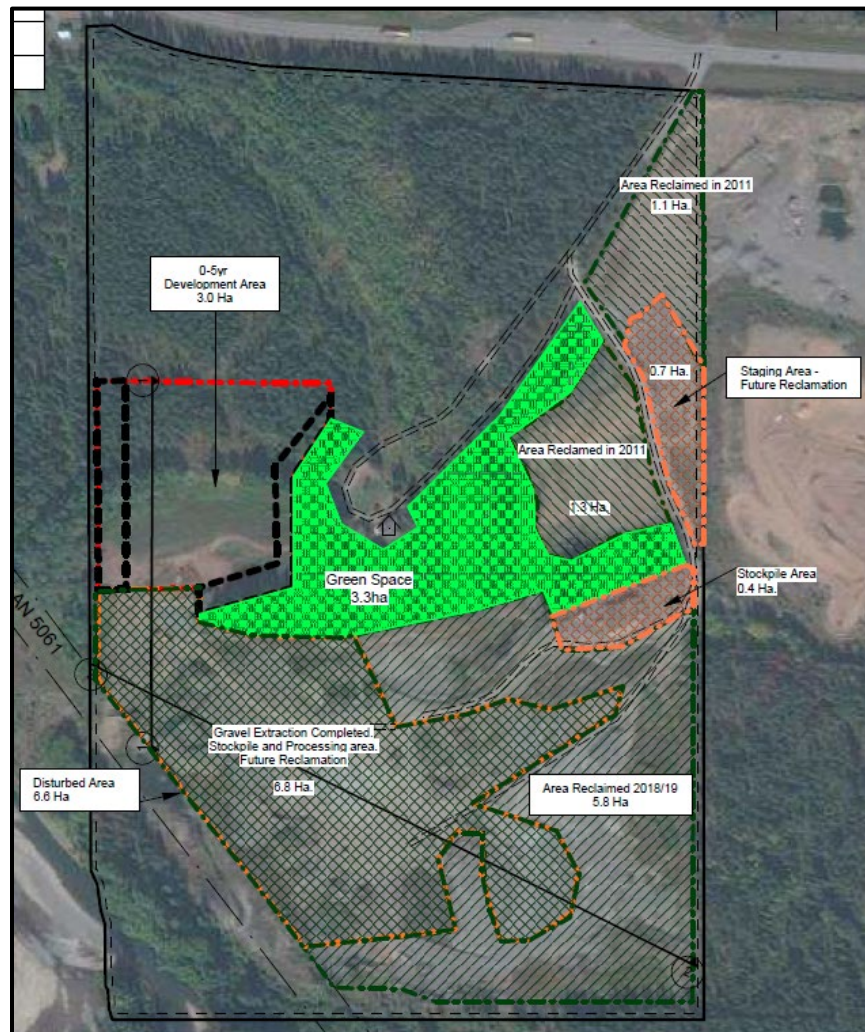
The property is zoned Agricultural (Ag1) under the RDBN Zoning Bylaw No. 700, 1993. It is noted that zoning cannot regulate gravel pits as this is under Provincial jurisdiction. However, the processing of gravel is subject to zoning.

Land Use

The subject property is located on Highway 16 adjacent to a residential subdivision on Raymond Road to the west, and industrial land uses (abattoir, gravel pits, and RDBN transfer station) to the east. A Hydro ROW bisects the southwest corner of the property.

The subject property contains the proposed gravel pit, an unmanaged hay field, a dwelling, and a treed area. As stated in the Mine Permit, reclamation will continue in the areas where extraction is completed, and gravel extraction will start in the development area within the next 5 years. The development area is 3.0 ha in size and consists of a hay field, and treed area shown on the Development Plan Map below.

Development Plan Map



DISCUSSION

The proposed soil extraction is expected to have minimal impact on agriculture given the lands are remediated back to an agriculture use. Therefore, the Non-Farm Use application is supported on the condition that the applicant reclaim the property back to the pre-existing agricultural capability and develop an invasive weed management plan.

APPENDIX A:**Agricultural Capability based on Canada Land Inventory Mapping**

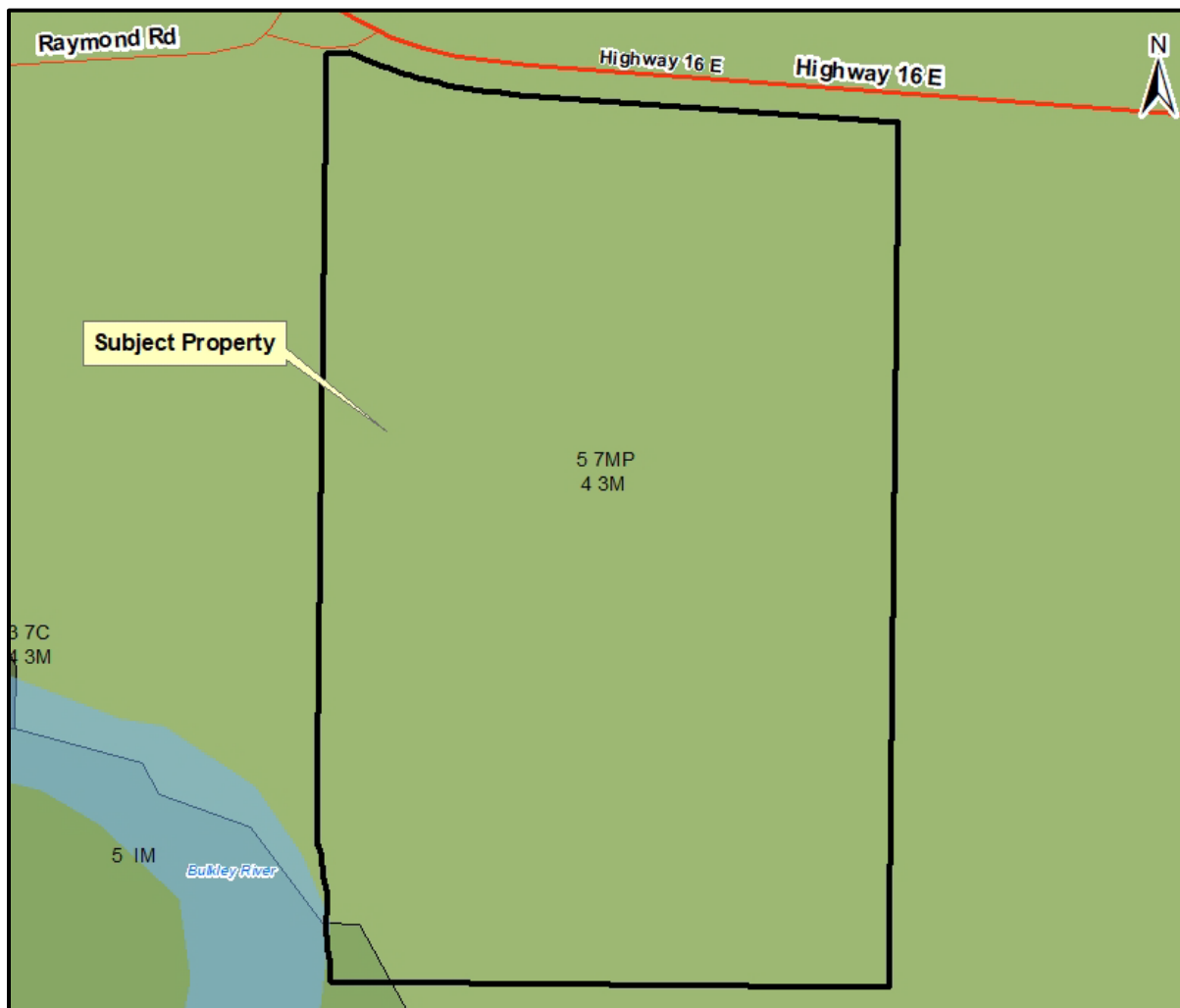
100% of the Subject Property is:

70% Class 5 Land limited by Soil Moisture Deficiency and Stoniness

30% Class 4 Land limited by Soil Moisture Deficiency

Class 4 Land is capable of a restricted range of crops. Soil and climate conditions require special management considerations.

Class 5 Land is capable of production of cultivated perennial forage crops and specially adapted crops. Soil and/or climate conditions severely limit capability.

Agricultural Capability Map

APPENDIX B:**Previous Applications**

No. 1080 Fraction SW 1/4 of Section 4 Township 4 Except Plans 11348 PRP14394 & PRP41187 Range 5, Coast District

Application to exclude the subject property from the ALR (2010).

Staff Recommendation:	Denial
Regional Board Recommendation:	Denial
ALC Decision:	Denied

No. 561 Fractional SW ¼ of Section 4, Township 4, Range 5, Coast District

Application to subdivide a parcel of ±24 ha. from the ±64 ha. parent property (1984).

Staff Recommendation:	Approval
Regional Board Recommendation:	Approval
ALC Decision:	Approved

No. 424 Fractional SW ¼ of Section 4, Township 4, Range 5, Coast District

Application to subdivide two parcels of ±8.1 ha each from the ±64 ha. parent property and subdivide the remainder into 2 ha. homesites (1981).

Staff Recommendation:	Denial
Regional Board Recommendation:	Denial
ALC Decision:	Denied

No. 96 Fractional SW ¼ of Section 4, Township 4, Range 5, Coast District

Application to construct a barn and locate a mobile home on the subject property (1976).

Staff Recommendation:	Approval
Regional Board Recommendation:	Approval
ALC Decision:	Approved

Surrounding Applications

No. 1075 Lot 1, District Lot 256, Range 5, Coast District, Plan PRP14250, Except Plan PRP14966.

Application to develop a sawmill with a wood grinder and possibly a debarker on the subject property. The area under application is 2.347 ha. (2009).

Staff Recommendation:	Approval
Regional Board Recommendation:	Approval
ALC Decision:	Approved

No. 996 Fractional SE 1/4, Section 4, Township 4, Range 5, Coast District, Except the most easterly 10 chains, except Block A and R/W Plan PRP14394.

Application to subdivide a 6.07 ha. parcel from the parent property for the development of an abattoir and meat processing facility (2009).

Staff Recommendation:	Approval
Regional Board Recommendation:	Approval
ALC Decision:	Approved

No. 841 NW ¼, Section 4, Township 4, Range 5, Coast District.

Application to subdivide the ±64 ha property into one lot of ±62 ha, and one lot of ±2.02 ha (1994).

Staff Recommendation:	Approval
Regional Board Recommendation:	Approval
ALC Decision:	Approved

No. 634 Lot 1, Plan 11348, Section 4, Township 4, Range 5, Coast District.

Application to exclude the subject property from the ALR (1985).

Staff Recommendation:	Approval
Regional Board Recommendation:	Approval
ALC Decision:	Denied

No. 114 NE ¼ Section 5, Township 4, Range 5, Coast District

Application to use land as an auto wrecking storage facility (1976)

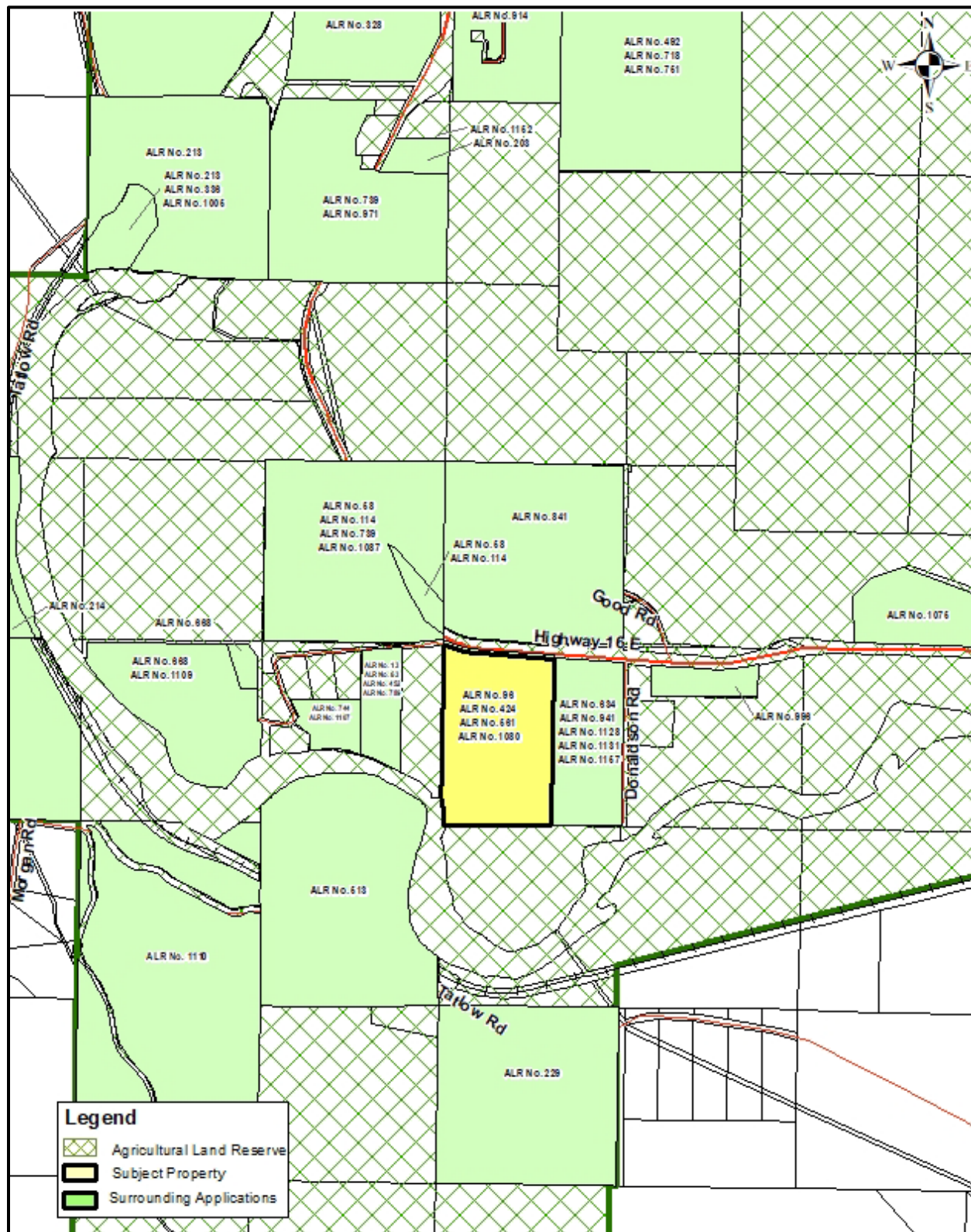
Staff Recommendation:	Denial
Regional Board Recommendation:	Denial
ALC Decision:	Denied

No. 58 NE ¼ Section 5, Township 4, Range 5, Coast District

Application to subdivide a 5-acre parcel from the subject property; the proposed lot is located between the old and new highway 16 (1975).

Staff Recommendation:	Approval
Regional Board Recommendation:	Approval
ALC Decision:	Approved

Surrounding Applications Map





REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Deneve Vanderwolf, Planning Technician
DATE: March 3, 2020
SUBJECT: Mines Application Referral 119000759-008 (TriStone Minerals Corp)

RECOMMENDATION

That the attached comment sheet be provided to the Province as the Regional District's comments on Mines application 119000759-008.

VOTING

All Directors / Majority

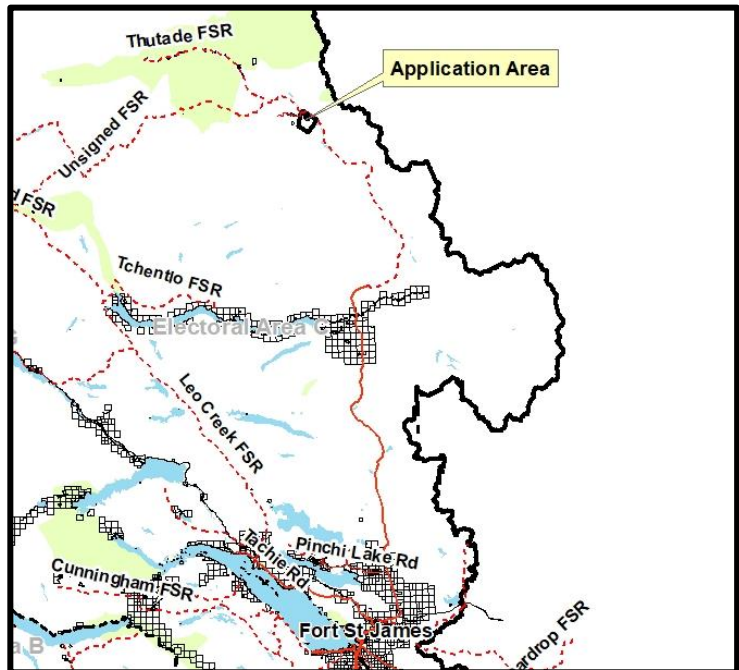
DISCUSSION

This referral from the Province is for a Lease Term Extension for a Placer mine which will extend the term of an existing placer tenure.

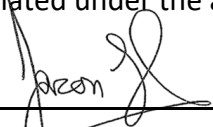
The application area is found near the community of Manson Creek off of Thutade FSR, approximately, 140 km north of the District of Fort St. James.

Placer leases are issued for a term of no more than 10 years and the term may be extended for an additional 10 years. A lease does not authorize any mining activity. However, the permit ensures the exclusive right to all placer minerals on the lease area for that tenure holder.

The surrounding land use is primarily vacant crown land and has historically been explored for mining potential. Approximately three kilometres from the application area is the community of Manson Creek, consisting of 35 properties. The application area is not zoned or designated under the area's Official Community Plan.

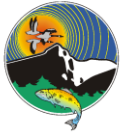


Reviewed by:


 Jason Llewellyn
 Director of Planning

Written by:


 Deneve Vanderwolf
 Planning Technician



**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT
SHEET ON MINING REFERRAL 119000759-008**

Electoral Area:	C
Applicant:	TriStone Minerals Corp.
Existing Land Use:	Vacant, forested and temporary work camp
Zoning:	Not Zoned under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
Plan Designation	Not designated under Fort St. James Rural Official Community Plan, Bylaw No. 1578, 2010
Proposed Use Comply With Zoning:	N/A
If not, why?	
Agricultural Land Reserve:	No
Access Highway:	Unsigned FSR, Thutade FSR
Archaeological Site:	No
Building Inspection:	Outside Building Inspection Area
Fire Protection:	Outside Rural Fire Protection Area
Other comments:	None.

PROPOSED TESTING AND DEVELOPMENT

ON TRI STONE LEASE 367223

Term Extension Application Event 5766337

Tri Stone Minerals Corp. (*formerly 1708852 Alberta Ltd.*) is a privately-owned mineral exploration and development company with its primary focus on developing an advanced level of gold production program on its property lease # 367223.

PML #367223 is located in the historic Manson Creek area of North Central British Columbia and the property consists of 1459.90 hectares and is in good standing until August 30th 2020.

Currently there is a NOW work mining permit that has been submitted which proposes Tri Stone to process up to 20,000 cubic yards of gold bearing gravels per year; the company plans to submit an additional NOW work permits to increase the amount of processable gold bearing gravels to upwards of 20,000 cubic yards per year per each additional NOW work permits for review and approval for the 2020 Mining season/s.

I will also attach previously approved NOW work permits once I am able to do so as have had some issues due to my current location and its internet sharing restrictions.

In regard to the last anniversary year Mining activities that were undertaken they were solely limited to reclamation works which were completed.

As less than 10% of this placer lease has been tested or mined, we will be submitting NOW work permits which will detail our proposed testing and mining plans for the 2020 and forward mining seasons.

During the winter of 2014 and the first quarter of 2015 Canadian Forests products logged 8 separate clear cuts; not only have they built all the roads to access these clear cuts they exposed approximately 300 to 400 hectares of virgin ground that has never been tested or mined.

We are fortunate that there is an abundant water supply throughout the mineral lease and for any NOW work permits which may require areas which may require we will put supporting documents to allow for and water requirements which may be required.

Tri Stone Minerals owns a 20-man ATCO trailer camp which is located on site and has the required equipment to initiate a testing program to develop mineable gravels for the 2020 mining season/s.

In the 2020 mining season, Tri Stone Minerals intends to set up and operate water and gravity assisted wash plants on the property.

Tri Stone Minerals Corp is planning on assessing these recently logged areas by air photo interpretation.

This will allow the company to prioritize areas by potentially identifying gold bearing channels. The object of the air photo and reverse circulation drilling will be to develop a resource for mining in the 2020 mining year as well as future mining seasons. This will allow Tri Stone Mining to plan for a full season of mining on known gold bearing channels.

CAMP FACILITIES

Tri Stone Minerals Corp. 20 man trailer camp encompasses 6 separate trailers. The main body of the camp consists of 5 trailers, these 5 trailers are joined and have internal hallways. This allows the sleeping, eating, wash, and recreational trailers to all be contained within one structural unit.

This fully contained 20 man camp holds a kitchen with an industrial 6 burner double oven garland stove, a serving area that has a 4 steam tray holding area for serving the food at meal times. The wash trailer has 2 shower stalls, 3 toilets, 2 sinks and a fully contained 1000 gallon holding tank; also 2 twin pressure tank water delivery system to the wash trailer and the kitchen. Each trailer has its own forced air propane heater, and each trailer has its own thermostat for temperature control.

The camp also has a 6th trailer this trailer is the power trailer, it has twin air cooled 34kw Deutz diesel generators.

To operate the camp only one of the generators is required, this allows the backup generator to be serviced and ready to switch off so the primary generator.

This camp is fully winterized to ensure it can be operating for the 2020 mining season/s.

TESTING

Tri Stone Minerals has a good working relationship with Canadian Forest Products (owner of timber rights), proposed, applied and completed logging permits for the 8 cut blocks overlying placer mining lease 367223; these logging permits total approximately 350-400 hectares of the 1459.60 hectares

Canadian Forest Products (Canfor) and Tri Stone Minerals have developed a working relationship that is beneficial to both parties.

As Canfor has logged these approximately 400 hectares, built roads and infrastructure, this will allow Tri Stone Minerals to explore these 400 hectares of ground which has not been explored by previous mining operations.

There are 8 separate clear cut blocks, Canfor has removed all forest cover, built road access under their permit this includes Canfor placing culverts and building roads in compliance with the forestry and fisheries acts; for Canfor to be granted these logging permits the first nations had to sign off on those completed operations.

Due to our working relationship Canfor will delay their reclamation of these clear cut blocks, this will allow Tri Stone Minerals to explore the gold bearing gravels from tertiary channels and bench placers that are believed to cover this property.

Tri Stone Minerals intends to implement a multi phase testing program on the recently logged areas of PML 367223.

This multi phase evaluation will allow us to assess a minable resource for 2020 and future seasons.

The evaluation will include ordering of air photos covering the entire property. Complete coverage of PML 367223, this will allow a stereoscopic interpretation of the surficial geology (geomorphology), this will allow the prioritization of areas to be developed.

We will identify the depth to bedrock and determine what the strip ratio is.

Also river gravels above bedrock will be tested.

TEST PLANT

Our test plant will be fed by a bobcat that has a half cubic yard bucket.

This known volume bucket allows for a known number of cubic yards to be processed thereby by measuring the recovered gold an estimate of the quantity of gold contained per cubic yard.

Use of this test plant will greatly assist in testing potential gold bearing channels by digging test pits along the trend of these gold bearing river channels determined in the testing.

As testing is an indication of contained gold content, by confirming and determining gold content by mini bulk samples along the trend of the gravel channels.

This will allow the preparation of these channels for the 150 cubic yard per hour wash plant. This will give the company high confidence in the gold content per cubic yard and would allow for a full seasons production in known gold bearing gravels for the additional NOW Work programs.

The placement of the test plant as it is portable can be done quickly, in the order of 1 day. Initially we would strip off the areas that have been determined for testing; then an excavator would then load a 40 tonne rock truck and deliver to the test plant location.

At which point the bobcat would process a set volume of cubic yards, normally 40 to 80 cubic yards. At which point a cleanup of the sluice boxes would occur thereby calculating the gold contained per cubic yard.

After a determined number of test areas have been completed confirming the presence of gold within the gravels the larger production plant would be set up in close proximity to the gravels allowing for short haulage distances to the plant.

Upon confirming a full year production for the larger plant the test plant would continue along the trend of the gold bearing gravels and on other identified gold bearing channels for future production or the potential setup of a 2nd production plant on other gold bearing gravels as the vast size of this lease would support additional processing plants

150 CUBIC YARD PER HOUR PRODUCTION PLANT

Tri Stone has conducted extensive research on suitable production plants and have also conducted site visits to operating production plants to evaluate all plants seen and to choose the best suited production plant/s.

This research and property visits were with the sole purpose in choosing the best suited wash plants for our operations.

Upon determining the source of gold bearing gravels, required strip ratio and enough gravels to support the years production site set up for the processing plant we will be able to implement our program/s.

This includes preparing the area for the wash plant, the digging of the 3 tailings ponds, lay water lines and hook up the plant.

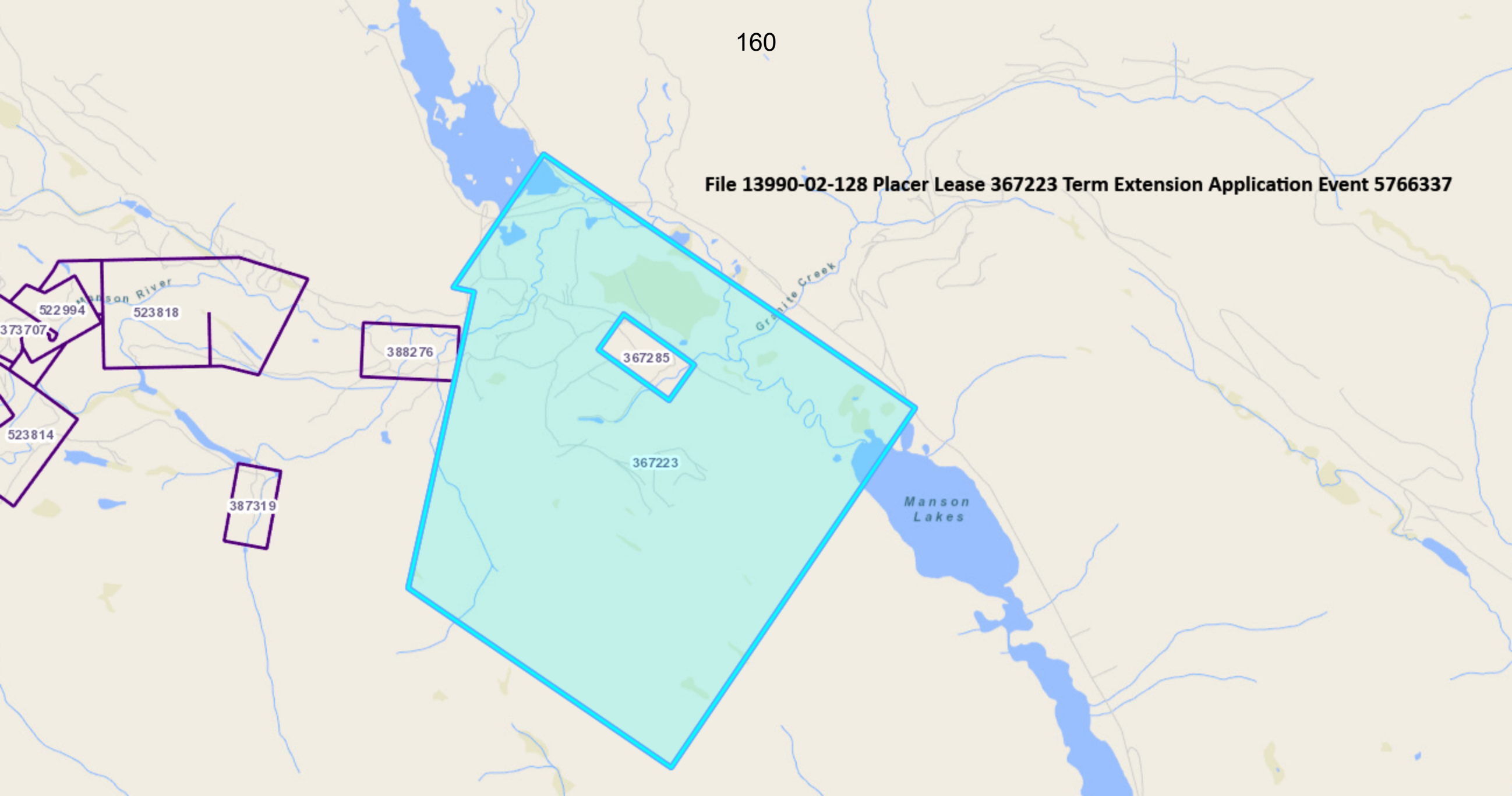
This process will involve the barren overburden above the gold bearing gravels, building of stockpile pads at the process plant, and building of any required access roads which may be required.

CONCLUSION

Once the mining permit and extensions have been approved, we will be able to have the operations set up and be ready for the 2020 Mining season as soon as winter break up is complete.

The start of the 2020 mining season will be started in May and will operate continuously for a minimum of 6 months, 30 days per month.

File 13990-02-128 Placer Lease 367223 Term Extension Application Event 5766337





REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Deneve Vanderwolf, Planning Technician
DATE: March 3, 2020
SUBJECT: Mines Application Referral 119054420-005 (Gary Worthing)

RECOMMENDATION

That the attached comment sheet be provided to the Province as the Regional District's comments on Mines application 119054420-005

VOTING

All Directors / Majority

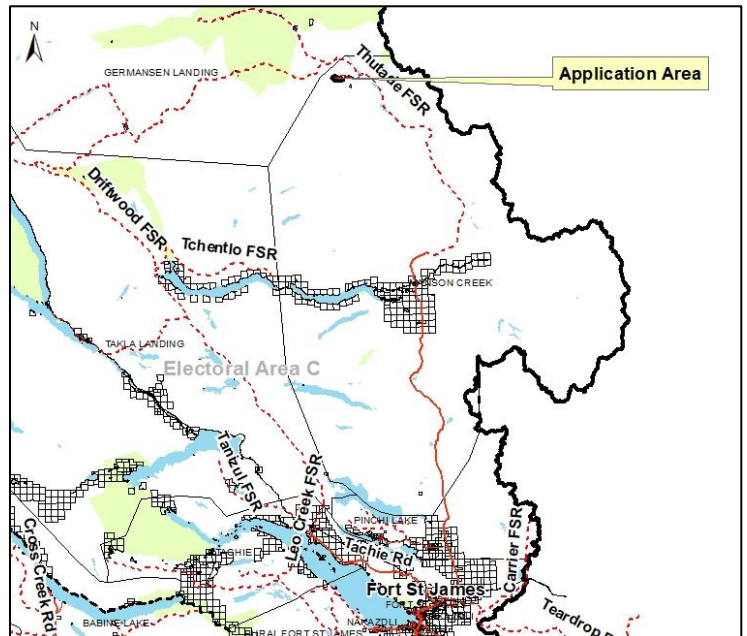
DISCUSSION

This referral from the Province is for a Lease Term Extension for a Placer mine which will extend the term of an existing placer tenure.

The application area is found near the community of Manson Creek off the Omineca Mining Access Road, approximately, 140 km north of the District of Fort St. James.

Placer leases are issued for a term of no more than 10 years and the term may be extended for an additional 10 years. A lease does not authorize any mining activity. However, the permit ensures the exclusive right to all placer minerals on the lease area for that tenure holder.

The surrounding land use is primarily vacant crown land and has historically been explored for mining potential. Approximately two kilometres from the application area is the community of Manson Creek, consisting of 35 properties. The application area is not zoned or designated under the area's Official Community Plan.



Reviewed by:

 Jason Llewellyn
 Director of Planning

Written by:

 Deneve Vanderwolf
 Planning Technician



**REGIONAL DISTRICT OF BULKLEY-NECHAKO COMMENT
SHEET ON MINING REFERRAL 119000759-008**

Electoral Area:	C
Applicant:	Gary Worthing
Existing Land Use:	Vacant, forested
Zoning:	Not Zoned under Regional District of Bulkley-Nechako Zoning Bylaw No. 700, 1993.
Plan Designation	Not designated under Fort St. James Rural Official Community Plan, Bylaw No. 1578, 2010
Proposed Use Comply With Zoning:	N/A
If not, why?	
Agricultural Land Reserve:	No
Access Highway:	Thutade FSR, Omineca Mining Access Road
Archaeological Site:	No
Building Inspection:	Outside Building Inspection Area
Fire Protection:	Outside Rural Fire Protection Area
Other comments:	None

Christy Cattermole

Mineral Titles Branch

January 15, 2020

Below please see a summary of our application for a term extension on placer lease 373707.

Slate Placer Ltd. is actively doing work on the existing permit and would like to continue to more on this lease, with up to 20,000 cubes per year. The lease is only used for placer mining activities, and if the lease is extended will continue to be used for these purposes. We will continue to reclaim the lease with revenue produced from mining.

This lease has been mined continuously since the late 1800s, was owned and operated by Cominco Mines in the 1920 to mid 1940s, It also had Slate Placer Ltd mine it from 1990 to 2005. A footprint has been left from these workings. Slate Placer Ltd., which holds lease 373707 was purchased by Flintstone Mining Division in 2011, at a cost of \$690,000. The purchase price was strictly attributable to the placer mine tenure lease 373707. The Company at time of purchase did not hold any significant assets besides the lease expiring January 27, 2020.

In 2015 a permit was issued to do testing on the lease but was halted after several hundred thousand dollars of work had been completed. an inspection report issued in 2017 asked for work to be completed at the lake in regards to a dam that was created in the 1940s and a new reclamation report was to be done by a professional showing costs to reclaim this lease. Work outlined in the permit can proceed once these two items are complete. The work at the lake is complete and has been signed off by an engineer while the reclamation report will be complete prior to the end of January 2020 and can be provided at that time if required. Fifty thousand dollars in reclamation has been done in the last 4 years. The existing permit P13-28 is current until Dec 31, 2020 and work for this permit will commence in the spring and summer 2020 along with additions to the permit which will be applied for in January 2020.

There has been a substantial cost to obtain this lease. Over 1 million dollars has been spent since the acquisition of Slate Placer Ltd. in 2011. The infrastructure to run 20,000 cubic meters per year is in place. There are settling ponds and a plant site already existing. Water permits for this have been issued in the past and the system once filled recycles water with minimal top up. As there is a significant footprint left behind from previous owners there is ongoing work to reclaim this property and several areas have

been improved over the last several years despite the inability to do the work in the permit.

It is the intent of our company to complete the testing as outlined in permit P13-28, to add to this permit with more geophysical work and to one day mine up to 20,000 cubic meters of material per year for many years on this lease. This lease is for mining purposes only and has been used for mining only in the past. It is also the intent of our company to do ongoing reclamation work to reclaim both the old areas left by others and new areas disturbed by us. The future mining revenue from this lease will be used to do this.

Attached

- 1) existing and current Mining Act permit P13-28

As mentioned above, the reclamation report by a professional will be completed by the end of January 2020, should you require this as part of your consideration in extending the lease we would be happy to provide this to you.

If you have any questions or require any further information please do not hesitate to contact me.

Gary Worthing



Ministry of
Energy and Mines

August 28, 2015

Notice of Work: 1000550-201501
File: 1000550

Gary Worthing.
G.E.T.T. Contracting Ltd
662 Arbor View Drive
Kelowna BC, V1W 4Z7

Dear Gary Worthing.

Re: Mines Act Permit Amendment: P-13-28
Approval Number: 15-1000550-0828
Placer Lease: 373707 (Slate Placer)

Your *Mines Act* permit is hereby amended authorizing **Placer Mining** activities as detailed in the Notice of Work and Reclamation Program dated June 26, 2015. *Mines Act* permit P-13-28 is now active for the period **August 28, 2015 and ending prior to December 31, 2020**. The Notice of Work and Reclamation Program form part of your permit, and you are reminded that you may not depart from the permitted program without written authorization.

Attach this letter and the approved Notice of Work to your permit as these documents form an integral part of the permit.

Read your permit and ensure that you and all persons who are carrying out activities under this permit comply with all terms and conditions and are familiar with the approved work program. Maintain a legible copy of this permit at the mining property, and ensure it is available to authorized inspectors and other authorized government officials.

This permit applies only to the requirements under the *Mines Act* and Health, Safety and Reclamation Code for Mines in British Columbia (Code). Other legislation may be applicable to the operation and you (the Permittee) are responsible for obtaining all required approvals or permits under that legislation. Work requiring approval or permit(s) from other agencies shall not commence until those approvals or permits are obtained.

Cutting of timber and use of roads is not authorized under this permit. It is your responsibility to apply for and receive cutting authority prior to felling timber on crown land and road use permits wherever necessary. It is also your responsibility to comply with the terms and conditions of all permits and authorizations that you may have been issued and other applicable legislation.

Pursuant to section 21, 22, 23, and 24 of the *Mines Act*, a Mine Manager shall be appointed for your mine site. Prior to commencing mining activities, please provide, to this mines inspector, the name and contact information for the appointed Mine Manager. This Mine Manager shall be adequately qualified and well informed of the responsibilities regarding the *Mines Act* and the Health, Safety and Reclamation Code.

Ministry of Energy and Mines

Mailing Address:
Suite 350 - 1011 4th Avenue
Prince George BC V2L 3H9
Phone: 250-565-4240
Fax: 250-565-4328

Location:
Suite 350
Plaza 400 Bldg
Prince George BC

Pursuant to section 1.7.1 of the Health, Safety and Reclamation Code the Manager shall report all accidents and dangerous occurrences to the regional inspector of mines.

Additional Reclamation security was received by this office in the form of a certified cheque issued through RBC Royal Bank with the tracking number of 48491191, 2-516 for the amount of \$20,000. Total reclamation security held under this permit is now at \$30,000. As a condition of this permit, you are required to continually and progressively reclaim the surface of the land affected by the mining operation. The amount of your security deposit may be adjusted on the basis of reclamation performance, field inspections by this Ministry, and on reports which may be requested.

For reclamation purposes, ensure that photos are taken of the work areas prior to commencing work, during operations and following completed reclamation. These photos are to be submitted to this office with your completed Annual Summary of Activities form. It is a requirement that you submit a completed form and detailed map of your mining operation annually, by March 31, to this office. This information is required to evaluate your next application and failure to provide the information may result in a delay of future permitting. A blank form is enclosed for your convenience.

All mining activities shall comply with the conditions of this permit and other legislation as may be applicable for the activities undertaken.

All activities on the mine site shall conform to terms and conditions listed in:

- a) the Health, Safety and Reclamation Code for Mines in British Columbia,
- b) the *Mines Act*,
- c) the Metal Leaching and Acid Rock Drainage Guidelines for Mines in British Columbia, and
- d) the Handbook for Mineral and Coal Exploration in British Columbia.

Please provide me with written notice at least 7 days prior to ceasing work on the program.

Sincerely,



Kris Bailey
Inspector of Mines

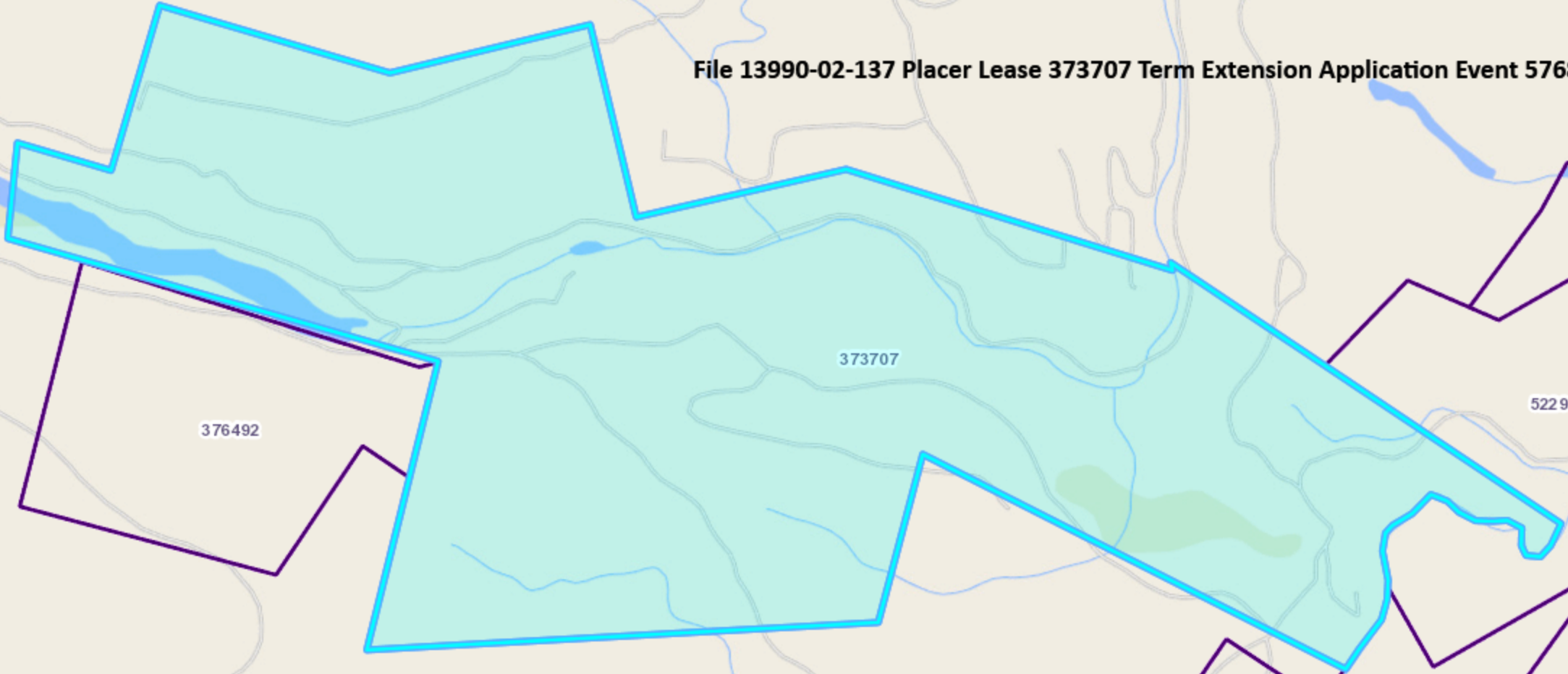
encl Permit / Approved NoW
Annual Summary of Activities Form

Cc: Reclamation Section, Victoria

167

Slate Creek

File 13990-02-137 Placer Lease 373707 Term Extension Application Event 5768598



373707

376492

523818

522994

523814



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair Thiessen and Board of Directors
FROM: Jason Llewellyn, Director of Planning
DATE: March 3, 2020
SUBJECT: Cycle 16 Trail

RECOMMENDATION

That the RDBN Board direct staff to:

1. Work with the Cycle 16 Trail Society, the Ministry of Transportation and Infrastructure (MoTI), the Town of Smithers, and the Village of Telkwa to facilitate development of phase 1 of the Cycle 16 Trail.
2. And report back to the Board as appropriate regarding a Memorandum of Understanding (MoU) with the Cycle 16 Trail Society, an agreement with MoTI allowing trail construction, and a service establishment bylaw.

VOTING

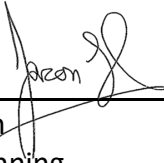
All Directors / Majority

EXECUTIVE SUMMARY

The Cycle 16 Trail Society has been working hard on planning a cycling trail connecting the Town of Smithers and the Village of Telkwa. This project can only move forward if the RDBN, or a municipality, take responsibility for the trail to the satisfaction of the Ministry of Transportation and Infrastructure. The Cycle 16 Trail Society is asking the RDBN to initiate the process to take responsibility for the trail as a Regional District Service, and move forward with developing Phase 1 of the project, which is a 3.5 km section of the trail from the Smithers Bridge to Laidlaw Frontage Road.

This report is asking for Board direction for staff to work on implementing the project as discussed in this report.

Written by:



 Jason Llewellyn
 Director of Planning

BACKGROUND

The Cycle 16 Trail Society is a community group that has been working on establishing a commuter trail between Smithers and Telkwa. The proposed 12 km trail runs adjacent to Highway 16 and is predominantly within the Highway right of way. The paved trail will be approximately 3 metres wide and may include an elevated bridge or an underpass crossing of Highway 16, depending on the route option chosen.

A [Concept Design Report](#) was prepared for the Cycle 16 Trail Society in 2017. The concept design report presented three alignment options for the trail, defined the overall design criteria and typical section for the pathway, and identified the key challenge areas for the alignment such as private property, highway clear zone infringements, critical alignment areas, and fence relocation.

The Village of Telkwa acquired funding through the BC Alliance for Healthy Living and the Rural Dividend Fund to fund the Cycle 16 Trail Society's development of a [Preliminary Design](#) of Phase 1 of the project. Phase 1 includes approximately 3.5 km of trail from the Smithers Bridge to the ending on Laidlaw Frontage Road near the intersection of Babine Lake Road and Highway 16.

The stated goal of the project was to design Phase 1 of the proposed trail to a level of detail ready for further regulatory and stakeholder review and input with the hopes of achieving "approval in principal" from the key stakeholders. The author of the study recommends a formalized stakeholder and public engagement process during future design stages.

The Village of Telkwa also funded (through the BC Alliance for Healthy Living and the Rural Dividend Fund) the completion of a [Maintenance Cost Estimate Report](#) which provides information on trail maintenance standards in BC, the role of Regional Districts in trail maintenance, and maintenance cost budget approaches used for similar trails in BC. Based on this research the study estimated that the long-term maintenance and capital replacement cost for Phase 1 of the Cycle 16 commuter trail is as follows:

- average annual maintenance cost per year = \$8,034;
- capital replacement reserve fund, annual contribution (20 yr replacement) = \$24,976; and
- total annual cost (excluding administration) = \$33,011.

OVERVIEW OF FUTURE WORK

To move the project forward, as proposed, the RDBN must do the following:

- Formalize the RDBN's relationship with the Cycle 16 Trail Society and responsibilities regarding future planning, construction, and operational phases of this project.
- Enter into an agreement with MoTI to assume long term responsibility for the operation and maintenance of the trail on road right of way, and removal of the trail if the service ends.
- Establish a service area which may include the Town of Smithers and the Village of Telkwa.

Formalizing the RDBN's Relationship with the Cycle 16 Trail Society

It is recommended that the RDBN enter a MoU with the Cycle 16 Trail Society regarding their work on the project on behalf of the RDBN. Should the RDBN take over responsibility for the project the RDBN's involvement in project planning will have to increase. There also needs to be clarity regarding the tasks to be performed by each party as the project progresses. A key consideration is the role the Society wishes to play with regard to trail construction and operation, and the manner in which the RDBN provides oversight.

Ministry of Transportation and Infrastructure Agreement

As noted, the RDBN must enter into an agreement with MoTI to their satisfaction. It is anticipated that this agreement will involve the following.

- The RDBN taking responsibility for the trail including all maintenance, liability, and management.
- The RDBN being responsible for capital replacement costs.
- The RDBN being responsible for the removal of trail infrastructure should the RDBN wish to no longer operate the trail.

The RDBN is waiting for MoTI to provide a draft or example agreement to better understand the implications to the RDBN.

Service Area Establishment

It appears that there is interest in the RDBN for establishing a service area that includes all of Electoral Area A, including the Town of Smithers and the Village of Telkwa. It is anticipated that this service establishment bylaw would not require a taxation limit or elector assent.

At present the taxation implications associated with construction and operation of Phase 1 of the trail are preliminary. The estimated \$33,011 annual costs for maintenance and capital reserve for Phase 1 (which is 3.5 km of the proposed 12 km trail) do not include administration costs.

The process to confirm the details of the service area will include confirmation of the participation of the Town of Smithers and the village of Telkwa, and the development of budget estimates for Phase 1 of the trail, and for the entire proposed trail. These costs will depend on the final trail design, administration costs based on the role played by the Cycle 16 Society, funding available for design and construction, and other possible sources of capital reserve funding.

Other Tasks

In addition to the above, the following tasks must be completed before construction of the trail can occur.

- Registration of the necessary right-of ways on title in favour of the RDBN.
- Agricultural Land Reserve Applications where the trail crosses private lands.
- Detailed design and construction drawings for the trail (BC Hydro and cattle crossing issues to be resolved).
- Consultation with the general public and impacted property owners (private driveways).
- Identification of construction funding.

Attachments:

1. [Concept Design Report for the Cycle 16 Trail - link](#)
2. [Preliminary Design of Phase 1 of the Cycle 16 Trail - link](#)
3. [Maintenance Cost Estimate Report for Phase 1 of the Cycle 16 Trail - link](#)
4. Letter dated February 4th from the Cycle 16 Trail Society - attached

Cycle 16 Trail Society
February 24 2020.

The Board of the Bulkley Nechako Regional District
37-3rd Avenue
Burns Lake B.C.

Dear Mark,

Please consider this note to be a formal request for the Board of the Regional District, Bulkley Nechako to take over ownership and the associated maintenance costs of the proposed commuter cycling path connecting the communities of Telkwa & Smithers.

We have purchased ROW's through private land from the Bulkley Bridge in Smithers up to Laidlaw Road (phase 1) and trail ownership is now the only remaining issue. As soon as we have this sorted out, we can start applying the the Active Transportation system for major construction funding.

Regards,

Tony Harris
PresidentsCycle 16 Trail Society
250 643-4054



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chairperson Thiessen and Board of Directors

FROM: Wendy Wainwright, Executive Assistant

DATE: March 19, 2020

SUBJECT: Committee Meeting Recommendations
– March 5, 2020

RECOMMENDATION: (ALL/DIRECTORS/MAJORITY)

Recommendation 1 through 3 as written.

Following are recommendations from the March 5, 2020 Committee Meetings for the Regional Board's consideration and approval.

Committee of the Whole Meeting – March 5, 2020

Recommendation 1:

Re: Capital Reserve Summary

“That the ‘Weed Vehicle’ reserve be withdrawn and used towards the purchase of a new Environmental Services vehicle in the 2020 budget; and,

That a one-time capital grant to the Village of Burns Lake be made for the balance of the Burns Lake Rural Fire Protection Equipment Capital Reserve and the Burns Lake Arena Reserve and that a one-time capital grant to the District of Houston for the balance of the Houston Rural Fire Protection Equipment Reserve be included in the 2020 budget.”

Recommendation 2:

Re: April 2020 Committee and Board Meetings – Proposed Date Changes

“That the meeting dates in April 2020 be changed to Thursday, April 9th and Thursday, April 23rd.”

Waste Management Committee Meeting – March 5, 2020

Recommendation 3:

Re: NCLGA Resolution RE: Industrial Commercial Institutional (ICI) Recycling

“That the Board ratify the Industrial Commercial Institutional Recycling resolution to the North Central Local Government Association.”



Regional District of Bulkley-Nechako

To: Board of Directors
From: John Illes, Chief Financial Officer
Date: March 19, 2020
Re: 2020 Budget Bylaw 1903

Recommendation (All/Directors/Majority):

“That the Board give Bylaw 1903 third reading as amended and adoption.”

Discussion:

There have only been minor changes to the budget since the last presentation at the February 20th meeting.

The following changes have been made:

Area D Road Rescue local service no longer has taxation as this service will be repealed elsewhere in this agenda.

Area C Road Rescue local service no longer has taxation as this service will begin the repeal process elsewhere in this agenda.

Grants from reserves that were approved on the March 5 Committee Meeting (including grants to the Village of Burns Lake of approximately \$327 and the District of Houston of \$16,171) are now included in the budget.

An additional \$50,000 capital purchase to create a wood pad for the Smithers/Telkwa transfer station was included in the Environmental Services budget. This amount was offset by decreasing the amount to be contributed to the landfill closure reserve by \$50,000 so as not to impact taxation.

Some Electoral Area Directors have adjusted their grant in aid for 2020.

The changes listed above result in no changes to taxation for the shared or major services.

Attached to this memo is the most recent projected tax rates for regional services summary (Attachment 1). Tax rate projections remain at 4.4% for Electoral Areas and 2.4% for Municipalities.

RDBN - 2020 Budget
Projected Tax Rates for Regional Services
 (excludes local services)

Dept	Service	Taxation			Converted Assessments		Tax on a \$200,000 Residential Property					
		2019 Tax	2020 Tax	2019 vs 2020	2019 Completed Roll	2020 Completed Roll	Rural Taxpayers			Municipal Taxpayers		
							2019	2020	2020 vs 2019	2019	2020	2020 vs 2019
Region-Wide Services												
1201	General Govt - Legislative	369,361	481,311	111,950	595,446,021	622,528,075	12.41	15.46	3.06	12.41	15.46	3.06
1202	General Govt - Administration	593,914	326,515	(267,399)	595,446,021	622,528,075	19.95	10.49	(9.46)	19.95	10.49	(9.46)
1203	General Govt - Finance	329,804	480,839	151,035	595,446,021	622,528,075	11.08	15.45	4.37	11.08	15.45	4.37
	SUBTOTAL GENERAL ADMINISTRATION	1,293,079	1,288,665	(4,414)	595,446,021	622,528,075	43.43	41.40	(2.03)	43.43	41.40	(2.03)
1301	Feasibility Studies	-	-	-	595,446,021	622,528,075	-	-	-	-	-	-
1401	Agriculture	43,379	116,097	72,718	595,446,021	622,528,075	1.46	3.73	2.27	1.46	3.73	2.27
2500	Regional Economic Development	93,917	193,637	99,720	595,446,021	622,528,075	3.15	6.22	3.07	3.15	6.22	3.07
4101	Rural Planning	215,762	309,438	93,676	296,834,742	307,701,103	9.89	11.96	2.07	6.59	7.97	1.38
4301	Development Serv	275,976	360,799	84,823	595,446,021	622,528,075	9.27	11.59	2.32	9.27	11.59	2.32
5000	Environmental Serv.	3,349,452	3,461,051	111,599	595,446,021	622,528,075	112.50	111.19	(1.31)	112.50	111.19	(1.31)
7501	9-1-1 Service	282,544	255,177	(27,367)	595,446,021	622,528,075	9.49	8.20	(1.29)	9.49	8.20	(1.29)
	Total Region-Wide Services	5,554,109	5,984,865	430,756	595,446,021	622,528,075	189.19	194.29	5.10	185.90	190.31	4.41
Regional Rural Services												
1101	Rural Govt - Legislative	91,718	150,473	58,755	296,834,742	307,701,103	6.18	9.78	3.60			
1102	Rural Govt - Administration	63,259	21,522	(41,737)	296,834,742	307,701,103	4.26	1.40	(2.86)			
	SUBTOTAL RURAL ADMINISTRATION	154,977	171,995	17,018	296,834,742	307,701,103	10.44	11.18	0.74			
4401	Building Numbering	7,473	7,998	525	296,834,742	307,701,103	0.50	0.52	0.02			
4501	Unightly Premises	23,816	51,361	27,545	274,667,476	285,533,837	1.73	3.60	1.86			
5901	Weed Control	38,766	51,464	12,698	296,834,742	307,701,103	2.61	3.35	0.73			
7601	Emergency Preparedness	265,030	281,233	16,203	296,834,742	307,701,103	17.86	18.28	0.42			
7602	Emergency Response	-	0	0	296,834,742	307,701,103	-	0.00	0.00			
7603	Rural Fire Dept Traing & Eval & Compliance	-	14,142	14,142	296,834,742	307,701,103	-	0.92	0.92			
7604	Fire Department Safety Grants	-	-	-	296,834,742	307,701,103	-	-	-			
	SUBTOTAL EMERGENCY SERVICES	265,030	295,375	30,345								
Service Areas												
1103	Rural Grant in Aid	133,519	94,298	(39,221)	296,834,742	307,701,103	9.00	6.13	(2.87)			
4201	Building Inspection	200,486	236,036	35,550	184,732,280	195,460,707	21.71	24.15	2.45			
8203	Regional Public Transit	56,767	61,834	5,067	298,611,279	314,826,972				3.80	3.93	0.13
	SUBTOTAL SERVICE AREAS	390,772	392,168	1,396								
	Total Regional Rural Services	490,062	578,193	88,131			33.15	37.84	4.69			
	Total Service Areas	390,772	392,168	1,396								
	Total Combined Services	6,434,943	6,955,225	520,282			222.34	232.13	9.79	189.70	194.23	4.53

Tax Rate \$\$/\$1000 Assessment	1.112	1.161	0.049	0.948	0.971	0.023
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Tax amount increase for a \$200,000 Residence	\$ 9.79	4.4%	\$ 4.53	2.4%
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REGIONAL DISTRICT OF BULKLEY-NECHAKO

BYLAW NO. 1903

**Being a bylaw to adopt the Financial Plan
for the years 2020 to 2024**

The Regional District of Bulkley-Nechako in open meeting assembled ENACTED as follows:

1. Schedules "A", "B", "C", "D", and "E" attached hereto and made part of this bylaw, is the Financial Plan for the Regional District of Bulkley-Nechako for the years 2020 through 2024.
2. This bylaw may be cited as "Regional District of Bulkley-Nechako Five Year Financial Plan Bylaw No. 1903, 2020".

READ A FIRST TIME this 20th day of February 2020

READ A SECOND TIME this 20th day of February 2020

READ A THIRD TIME this day of ,2020

ADOPTED this day of ,2020

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 1903 as adopted.

Corporate Administrator

Regional District of Bulkley-Nechako
2020 to 2024 Financial Plan - Bylaw No. 1903

Schedule "B"

2020 Financial Plan:																
Service	FUNDING						TRANSFERS From/(To)				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & P'pal.	Capital Expenditures	Amortization of TCAs	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	336,273				1,048,329	1,384,602	(226,658)							1,157,944		1,157,944
1200 General Government Services	1,924,291		15,900		314,834	2,255,025	(41,591)	80,000	38,409	7,800	25,000	80,000		2,180,634		2,293,434
1301 Feasibility Studies																
1401 Agriculture	137,333				5,000	142,333								142,333		142,333
1501 Local Community of Fort Fraser	6,330				5,000	11,330								11,330		11,330
1701 Chinook Community Forest					5,000	5,000								5,000		5,000
2300 Stuart-Nechako Economic Development																
2401 Area "A" Economic Development	10,000					10,000								10,000		10,000
2402 Area "B" Economic Development	62,914					62,914								62,914		62,914
2403 Area "C" Economic Development																
2404 Area "D" Economic Development																
2405 Area "E" Economic Development	15,000				11,000	26,000								26,000		26,000
2406 Area "F" Economic Development																
2407 Area "G" Economic Development																
2500 Regional Economic Development	237,987				180,520	418,507	(3,300)		(3,300)					415,207		415,207
3101 Member Fiscal Services					872,885	872,885				872,885						872,885
4101 Planning	348,374	13,250			29,188	390,812	(4,671)	5,500	829			5,500		386,141		391,641
4201 Building Inspection	245,904		253,986			499,890	(26,161)	12,485	(13,676)			12,485		473,729		486,214
4301 Development Services	377,657		2,000		32,032	411,689	(4,877)	10,000	5,123			10,000		406,812		416,812
4401 Building Numbering Extended Service	9,945				1,602	11,547	(420)		(420)					11,127		11,127
4501 Unslightly Premises Regulatory Control	89,182				2,991	92,173	(3,236)		(3,236)					88,937		88,937
5101 Environmental Services	4,587,074		515,000		491,569	5,593,643	(28,635)	700,000	671,365			1,155,000	700,000	4,410,008		6,265,008
5901 Weeds	62,294		50		8,342	70,686								70,686		70,686
5902 Lake Kathlyn Aquatic Weed Harvesting		8,296	544		150	8,990								8,990		8,990
5903 Glacier Gulch Water Diversion		3,227	180		25	3,432								3,432		3,432
6101 Ft. Fraser Sewer System		65,252	27,050			92,303	18,864	16,000	34,864			16,000		111,167		127,167
6201 Ft. Fraser Water System		63,344	42,388			105,732	(50,302)	100,000	49,698			100,000		55,430		155,430
6301 Cluculz Lake - Somerset Estates Sewer		4,500				4,500								4,500		4,500
6401 Pump & Haul Sewer Disposal			500			500								500		500
6402 Liquid Waste Disposal			5,000			5,000								5,000		5,000
7101 Ft. Fraser Fire Protection	56,081				5,000	61,081	(14,666)	10,800	(3,866)			10,800		46,415		57,215
7102 Southside Rural Fire Protection	43,740					43,740	(166)	18,000	17,834			18,000		43,574		61,574
7103 Topley Rural Fire Protection	71,517					71,517	(166)	23,000	22,834	17,741		23,000		53,610		94,351
7201 Burns Lake Rural Fire Protection	117,500					117,500								117,500		117,500
7202 Ft.St.James Rural Fire Protection	143,690					143,690	(10,000)		(10,000)					133,690		133,690
7203 Houston Rural Fire Protection	21,807					21,807								21,807		21,807
7204 Luck Bay Rural fire Protection	58,525					58,525	(15,000)	9,300	(5,700)	7,095		9,300		36,430		52,825
7205 Smithers Rural Fire Protection	239,993					239,993	(10,000)		(10,000)					229,993		229,993
7206 Telkwa Rural Fire Protection	123,054					123,054								123,054		123,054
7207 Vanderhoof Rural Fire Protection	42,068					42,068								42,068		42,068
7208 Round Lake Fire Protection	11,636					11,636	(1,500)	600	(900)	1,025		600		9,111		10,736
7301 Cluculz Lake Emergency Response	23,437					23,437								23,437		23,437
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
7404 Area "D" Extrication																
7405 Area "C" Road Rescue Service																
7406 Topley Road Rescue/First Responders	7,010					7,010	(10)	1,000	990			1,000		7,000		8,000
7501 9-1-1 Service	266,878	90,000			57,034	413,912	(633)	70,000	69,367			70,000		413,279		483,279
7600 Emergency Preparedness Planning	461,184				656,013	1,117,197	(2,103)	4,000	1,897			4,000		1,115,094		1,119,094
7701 Burns Lake & Area Victim Services	13,380				2,795	16,175								16,175		16,175
7702 Smithers Victim Services	37,343					37,343								37,343		37,343
8101 Lakes District Airport	76,002				41,498	117,500	(25,000)		(25,000)					92,500		92,500
8201 Smithers Para-Transit																
8202 FSJ Seniors Helping Seniors Transportation Service	43,000					43,000								43,000		43,000
8203 Regional Public Transit & Para Transit Service	88,887		81,500		29,015	199,402								199,402		199,402
9101 Decker Lake Street Lighting		10,853	350			11,203								11,203		11,203
9102 Endako Street Lighting	3,691		320			4,011								4,011		4,011
9103 Ft. Fraser Street Lighting	8,376		490			8,866								8,866		8,866
9104 Gerow Island Street Lighting	4,650					4,650								4,650		4,650
9106 Colony Point Street Lighting	3,255					3,255								3,255		3,255
9107 Laidlaw Street Lighting	901					901								901		901
10101 Bulkley Valley Regional Pool and Rec. Centre	1,009,719				19,135	1,028,854	(251,372)	120,000	(131,372)	1,200		120,000		776,281.75		897,482
10102 Vanderhoof Pool	330,611					330,611	(15,000)		(15,000)					315,611		315,611
10201 Ft.St.James Arena Grant	37,500					37,500								37,500		37,500
10202 Burns Lake Arena	197,500				2,500	200,000								200,000		200,000
10301 Smithers Rural Recreation/Culture	330,827					330,827								330,827		330,827
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10303 Lakes District Recreation and Culture	267,404				70,000	337,404								337,404		337,404
10401 Ft.Fraser Cemetary Grant	1,960		40			2,000								2,000		2,000
10402 Topley Cemetary Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	59,400				600	60,000								60,000		60,000
10502 Fraser Lake and Area TV Rebroadcasting	54,303				31,947	86,250								86,250		86,250
10503 Ft. St. James and Area TV Rebroadcasting	164,062				2,800	166,862								166,862		166,862
10504 Burns Lake and Area TV Rebroadcasting	22,871				9,630	32,500								32,500		32,500
10602 Fraser Lake Rural Library Grant	19,424		60		17,250	36,734								36,734		36,734
10603 Fort St. James Library	17,138				50	17,188								17,188		17,188
10801 Fort Fraser Community Hall	2,454		46			2,500								2,500		2,500
10802 Braeside Community Hall	5,000					5,000								5,000		5,000
10901 Regional Parks and Trails																
Total for all Departments	13,040,819	155,472	1,048,654		3,953,734	18,198,679	(716,603)	1,180,685	464,082	907,747	1,180,000	1,180,685		15,394,329		18,662,761

Regional District of Bulkley-Nechako
2020 to 2024 Financial Plan - Bylaw No. 1903

Schedule "C"

Service	2020 Financial Plan: FUNDING						TRANSFERS From/(To)				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & P'pal.	Capital Expenditures	Amortization of TCAs	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	344,637				1,048,329	1,392,966	(177,658)							1,215,308		1,215,308
1200 General Government Services	1,961,126		15,900		306,084	2,283,110	(16,591)	80,000	63,409	7,800	25,000	80,000		2,233,719		2,346,519
1301 Feasibility Studies																
1401 Agriculture	136,684				5,000	141,684								141,684		141,684
1501 Local Community of Fort Fraser	6,330				5,000	11,330								11,330		11,330
1701 Chinook Community Forest					5,000	5,000								5,000		5,000
2300 Stuart-Nechako Economic Development																
2401 Area "A" Economic Development	10,000					10,000								10,000		10,000
2402 Area "B" Economic Development	62,914					62,914								62,914		62,914
2403 Area "C" Economic Development																
2404 Area "D" Economic Development																
2405 Area "E" Economic Development	15,000				11,000	26,000								26,000		26,000
2406 Area "F" Economic Development																
2407 Area "G" Economic Development																
2500 Regional Economic Development	230,495				180,520	411,015	(3,300)		(3,300)					407,715		407,715
3101 Member Fiscal Services					872,885	872,885				872,885						872,885
4101 Planning	354,561		13,250		29,188	396,999	(4,671)	5,500	829			5,500		392,328		397,828
4201 Building Inspection	253,481		253,986			507,467	(26,161)	12,485	(13,676)			12,485		481,306		493,791
4301 Development Services	384,757		2,000		32,032	418,789	(4,877)	10,000	5,123			10,000		413,912		423,912
4401 Building Numbering Extended Service	10,135				1,602	11,737	(420)		(420)					11,317		11,317
4501 Unsanitary Premises Regulatory Control	90,745				2,991	93,736	(3,236)		(3,236)					90,500		90,500
5101 Environmental Services	3,635,410		615,000		516,569	4,766,979	(428,635)	700,000	271,365			700,000		4,338,344		5,038,344
5901 Weeds	62,528		50		8,342	70,920								70,920		70,920
5902 Lake Kathlyn Aquatic Weed Harvesting		8,296	544		150	8,990								8,990		8,990
5903 Glacier Gulch Water Diversion		3,227	180		25	3,432								3,432		3,432
6101 Ft. Fraser Sewer System		66,500	27,591			94,092	(41,136)	16,000	(25,136)			16,000		52,956		68,956
6201 Ft. Fraser Water System		64,054	43,236			107,290	(50,302)	100,000	49,698			100,000		56,988		156,988
6301 Cluculz Lake - Somerset Estates Sewer		4,500				4,500								4,500		4,500
6401 Pump & Haul Sewer Disposal			500			500								500		500
6402 Liquid Waste Disposal			5,000			5,000								5,000		5,000
7101 Ft. Fraser Fire Protection	56,100				5,000	61,100	(14,666)	10,800	(3,866)			10,800		46,434		57,234
7102 Southside Rural Fire Protection	43,740					43,740	(166)	18,000	17,834			18,000		43,574		61,574
7103 Topley Rural Fire Protection	71,517					71,517	(166)	23,000	22,834	17,741		23,000		53,610		94,351
7201 Burns Lake Rural Fire Protection	117,500					117,500								117,500		117,500
7202 Ft.St.James Rural Fire Protection	149,267					149,267	(10,000)		(10,000)					139,267		139,267
7203 Houston Rural Fire Protection	22,052					22,052								22,052		22,052
7204 Luck Bay Rural fire Protection	62,128					62,128	(17,600)	9,300	(8,300)	7,095		9,300		37,433		53,828
7205 Smithers Rural Fire Protection	244,392					244,392	(10,000)		(10,000)					234,392		234,392
7206 Telkwa Rural Fire Protection	124,277					124,277								124,277		124,277
7207 Vanderhoof Rural Fire Protection	42,721					42,721								42,721		42,721
7208 Round Lake Fire Protection	11,715					11,715	(1,500)	600	(900)	1,025		600		9,190		10,815
7301 Cluculz Lake Emergency Response	23,437					23,437								23,437		23,437
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
7404 Area "D" Extrication																
7405 Area "C" Road Rescue Service																
7406 Topley Road Rescue/First Responders	7,010					7,010	(10)	1,000	990			1,000		7,000		8,000
7501 9-1-1 Service	286,974		85,000		57,034	429,008	(633)	70,000	69,367			70,000		428,375		498,375
7600 Emergency Preparedness Planning	453,622				666,013	1,109,635	(2,103)	4,000	1,897			4,000		1,107,532		1,111,532
7701 Burns Lake & Area Victim Services	13,380				2,795	16,175								16,175		16,175
7702 Smithers Victim Services	37,716					37,716								37,716		37,716
8101 Lakes District Airport	101,002				41,498	142,500	(50,000)		(50,000)					92,500		92,500
8201 Smithers Para-Transit																
8202 FSJ Seniors Helping Seniors Transportation S	43,000					43,000								43,000		43,000
8203 Regional Public Transit & Para Transit Service	76,378		81,500		29,015	186,893								186,893		186,893
9101 Decker Lake Street Lighting		11,398	350			11,748								11,748		11,748
9102 Endako Street Lighting	3,891		320			4,211								4,211		4,211
9103 Ft. Fraser Street Lighting	8,819		490			9,309								9,309		9,309
9104 Gerow Island Street Lighting	4,883					4,883								4,883		4,883
9106 Colony Point Street Lighting	3,418					3,418								3,418		3,418
9107 Laidlaw Street Lighting	946					946								946		946
10101 Bulkley Valley Regional Pool and Rec. Centre	1,023,440				19,135	1,042,575	(251,372)	120,000	(131,372)	1,200		120,000		790,002.99		911,203
10102 Vanderhoof Pool	330,611					330,611	(15,000)		(15,000)					315,611		315,611
10201 Ft.St.James Arena Grant	37,500					37,500								37,500		37,500
10202 Burns Lake Arena	197,500				2,500	200,000								200,000		200,000
10301 Smithers Rural Recreation/Culture	337,444					337,444								337,444		337,444
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10303 Lakes District Recreationand Culture	267,404				70,000	337,404								337,404		337,404
10401 Ft.Fraser Cemetary Grant	1,960		40			2,000								2,000		2,000
10402 Topley Cemetary Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	59,400				600	60,000								60,000		60,000
10502 Fraser Lake and Area TV Rebroadcasting	54,303				31,947	86,250								86,250		86,250
10503 Ft. St. James and Area TV Rebroadcasting	164,062				2,800	166,862								166,862		166,862
10504 Burns Lake and Area TV Rebroadcasting	22,871				9,630	32,500								32,500		32,500
10602 Fraser Lake Rural Library Grant	19,424		60		17,250	36,734								36,734		36,734
10603 Fort St. James Library	17,138				50	17,188								17,188		17,188
10801 Fort.Fraser Community Hall	2,454		46			2,500								2,500		2,500
10802 Braeside Community Hall	5,000					5,000								5,000		5,000
10901 Regional Parks and Trails																
Total for all Departments	12,211,685	157,975	1,145,043		3,969,984	17,484,688	(1,130,203)	1,180,685	50,482	907,747	25,000	1,180,685		15,421,738		17,535,170

Regional District of Bulkley-Nechako
2020 to 2024 Financial Plan - Bylaw No. 1903

Schedule "D"

Service	2020 Financial Plan: FUNDING						TRANSFERS From/(To)				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & P'pal.	Capital Expenditures	Amortization of TCAs	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	339,029				1,048,329	1,387,358								1,160,700		1,160,700
1200 General Government Services	1,961,457		15,900		306,084	2,283,441	(226,658)		80,000	74,409	7,800	21,000	80,000	2,249,050		2,357,850
1301 Feasibility Studies																
1401 Agriculture	136,684				5,000	141,684								141,684		141,684
1501 Local Community of Fort Fraser	6,330				5,000	11,330								11,330		11,330
1701 Chinook Community Forest					5,000	5,000								5,000		5,000
2300 Stuart-Nechako Economic Development																
2400 Area "A" Economic Development	10,000					10,000								10,000		10,000
2402 Area "B" Economic Development	62,914					62,914								62,914		62,914
2403 Area "C" Economic Development																
2404 Area "D" Economic Development																
2405 Area "E" Economic Development	15,000				11,000	26,000								26,000		26,000
2406 Area "F" Economic Development																
2407 Area "G" Economic Development																
2500 Regional Economic Development	239,181				180,520	419,701	(3,300)		(3,300)					416,401		416,401
3101 Member Fiscal Services					872,885	872,885					872,885					872,885
4101 Planning	360,871		13,250		29,188	403,309	6,329	5,500	11,829			11,000	5,500	398,638		415,138
4201 Building Inspection	263,209		253,986			517,195	39,839	12,485	52,324			66,000	12,485	491,034		569,519
4301 Development Services	391,999		2,000		32,032	426,031	10,123	10,000	20,123			15,000	10,000	421,154		446,154
4401 Building Numbering Extended Service	10,329				1,602	11,931	(420)		(420)					11,511		11,511
4501 Unslightly Premises Regulatory Control	92,340				2,991	95,331	(3,236)		(3,236)					92,095		92,095
5101 Environmental Services	5,393,699		415,000		466,569	6,275,268	(28,635)	700,000	671,365			1,860,000	700,000	4,386,633		6,946,633
5901 Weeds	62,766		50		8,342	71,158								71,158		71,158
5902 Lake Kathlyn Aquatic Weed Harvesting		8,296	544		150	8,990								8,990		8,990
5903 Glacier Gulch Water Diversion		3,227	180		25	3,432								3,432		3,432
6101 Ft. Fraser Sewer System		65,704	28,143			93,847	(41,136)	16,000	(25,136)			16,000		52,711		68,711
6201 Ft. Fraser Water System		62,728	44,100			106,828	(50,302)	100,000	49,698			100,000		56,526		156,526
6301 Cluculz Lake - Somerset Estates Sewer		4,500				4,500								4,500		4,500
6401 Pump & Haul Sewer Disposal			500			500								500		500
6402 Liquid Waste Disposal			5,000			5,000								5,000		5,000
7101 Ft. Fraser Fire Protection	56,121				5,000	61,121	(14,666)	10,800	(3,866)			10,800		46,455		57,255
7102 Southside Rural Fire Protection	43,740					43,740	(166)	18,000	17,834				18,000	43,574		61,574
7103 Topley Rural Fire Protection	71,517					71,517	(166)	23,000	22,834	17,741			23,000	53,610		94,351
7201 Burns Lake Rural Fire Protection	112,667					112,667								112,667		112,667
7202 Ft.St.James Rural Fire Protection	151,439					151,439	(10,000)		(10,000)					141,439		141,439
7203 Houston Rural Fire Protection	22,302					22,302								22,302		22,302
7204 Luck Bay Rural Fire Protection	49,942					49,942	(5,000)	9,300	4,300	7,095		9,300		37,847		54,242
7205 Smithers Rural Fire Protection	248,880					248,880	(10,000)		(10,000)					238,880		238,880
7206 Telkwa Rural Fire Protection	130,307					130,307								130,307		130,307
7207 Vanderhoof Rural Fire Protection	43,374					43,374								43,374		43,374
7208 Round Lake Fire Protection	12,102					12,102	(1,500)	600	(900)	1,025			600	9,577		11,202
7301 Cluculz Lake Emergency Response	23,437					23,437								23,437		23,437
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
7404 Area "D" Extrication																
7405 Area "C" Road Rescue Service																
7406 Topley Road Rescue/First Responders	7,010					7,010	(10)	1,000	990			1,000		7,000		8,000
7501 9-1-1 Service	307,353		80,000		57,034	444,387	(633)	70,000	69,367			70,000		443,754		513,754
7600 Emergency Preparedness Planning	465,459				656,013	1,121,472	8,897	4,000	12,897			11,000	4,000	1,119,369		1,134,369
7701 Burns Lake & Area Victim Services	13,380				2,795	16,175								16,175		16,175
7702 Smithers Victim Services	38,093					38,093								38,093		38,093
8101 Lakes District Airport	101,002				41,498	142,500	(50,000)		(50,000)					92,500		92,500
8201 Smithers Para-Transit	5,000					5,000								5,000		5,000
8202 FSJ Seniors Helping Seniors Transportation Service	43,000					43,000								43,000		43,000
8203 Regional Public Transit & Para Transit Service	226,275		81,500		29,015	336,790								336,790		336,790
9101 Decker Lake Street Lighting		11,970	350			12,320								12,320		12,320
9102 Endako Street Lighting	4,102		320			4,422								4,422		4,422
9103 Ft. Fraser Street Lighting	9,285		490			9,775								9,775		9,775
9104 Gerow Island Street Lighting	5,127					5,127								5,127		5,127
9106 Colony Point Street Lighting	3,589					3,589								3,589		3,589
9107 Laidlaw Street Lighting	994					994								994		994
10101 Bulkley Valley Regional Pool and Rec. Centre	1,037,436				19,135	1,056,571	(251,372)	120,000	(131,372)	1,200		120,000		803,998.65		925,199
10102 Vanderhoof Pool	330,611					330,611	(15,000)		(15,000)					315,611		315,611
10201 Ft.St.James Arena Grant	37,500					37,500								37,500		37,500
10202 Burns Lake Arena	197,500				2,500	200,000								200,000		200,000
10301 Smithers Rural Recreation/Culture	344,192					344,192								344,192		344,192
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10303 Lakes District Recreation and Culture	267,404				70,000	337,404								337,404		337,404
10401 Ft.Fraser Cemetery Grant	1,960		40			2,000								2,000		2,000
10402 Topley Cemetery Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	59,400					60,000								60,000		60,000
10502 Fraser Lake and Area TV Rebroadcasting	54,303				31,947	86,250								86,250		86,250
10503 Ft. St. James and Area TV Rebroadcasting	164,062				2,800	166,862								166,862		166,862
10504 Burns Lake and Area TV Rebroadcasting	22,871				9,630	32,500								32,500		32,500
10602 Fraser Lake Rural Library Grant	19,424		60		17,250	36,734								36,734		36,734
10603 Fort St. James Library	17,138				50	17,188								17,188		17,188
10801 Fort Fraser Community Hall	2,454		46			2,500								2,500		2,500
10802 Braeside Community Hall	5,000					5,000								5,000		5,000
10901 Regional Parks and Trails																
Total for all Departments	14,205,043	156,425	941,460		3,919,984	19,222,912	(652,603)	1,180,685	528,082	907,747	1,984,000	1,180,685		15,678,562		19,750,994

Regional District of Bulkley-Nechako
2020 to 2024 Financial Plan - Bylaw No. 1903

Schedule "E"

Service	2020 Financial Plan:						TRANSFERS From(To)				EXPENDITURES:					
	Prop. Value Taxes	Parcel Taxes	Fees and Charges	Proceeds of Borrowing	Other Revenue	Total Funding	Reserve Funds	Surplus of Prior Yr.	Equity in TCAs	Total Transfers	Debt Pmts. Int. & P'pal.	Capital Expenditures	Amortization of TCAs	Other Expenses	Deficit from Prior Year	Total Expenditures
1101 Rural Government Services	340,448				1,048,329	1,388,777	(226,658)							1,162,119		1,162,119
1200 General Government Services	1,987,849		15,900		306,084	2,309,833	(5,591)		80,000	74,409	7,800	21,000	80,000	2,275,442		2,384,242
1301 Feasibility Studies																
1401 Agriculture	136,684				5,000	141,684								141,684		141,684
1501 Local Community of Fort Fraser	6,330				5,000	11,330								11,330		11,330
1701 Chinook Community Forest					5,000	5,000								5,000		5,000
2300 Stuart-Nechako Economic Development																
2401 Area "A" Economic Development	10,000					10,000								10,000		10,000
2402 Area "B" Economic Development	62,914					62,914								62,914		62,914
2403 Area "C" Economic Development																
2404 Area "D" Economic Development																
2405 Area "E" Economic Development	15,000					11,000								26,000		26,000
2406 Area "F" Economic Development																
2407 Area "G" Economic Development																
2500 Regional Economic Development	239,137				180,520	419,657	(3,300)		(3,300)					416,357		416,357
3101 Member Fiscal Services					872,885	872,885					872,885					872,885
4101 Planning	367,308		13,250		29,188	409,746	6,329	5,500	11,829		11,000	5,500		405,075		421,575
4201 Building Inspection	269,092		253,986			523,078	(26,161)	12,485	(13,676)			12,485		496,917		509,402
4301 Development Services	399,385		2,000		32,032	433,417	(4,877)	10,000	5,123			10,000		428,540		438,540
4401 Building Numbering Extended Service	10,527				1,602	12,129	(420)		(420)					11,709		11,709
4501 Unslightly Premises Regulatory Control	93,967				2,991	96,958	(3,236)		(3,236)					93,722		93,722
5101 Environmental Services	3,983,039		515,000		396,569	4,894,608	(278,635)	700,000	421,365		160,000	700,000		4,455,973		5,315,973
5901 Weeds	63,009		50		8,342	71,401								71,401		71,401
5902 Lake Kathryn Aquatic Weed Harvesting		8,296	544		150	8,990								8,990		8,990
5903 Glacier Gulch Water Diversion		3,227	180		25	3,432								3,432		3,432
6101 Ft. Fraser Sewer System		66,859	28,706			95,565	(41,136)	16,000	(25,136)			16,000		54,429		70,429
6201 Ft. Fraser Water System		63,360	44,982			108,343	(50,302)	100,000	49,698			100,000		58,041		158,041
6301 Cluculz Lake - Somerset Estates Sewer		4,500				4,500								4,500		4,500
6401 Pump & Haul Sewer Disposal			500			500								500		500
6402 Liquid Waste Disposal			5,000			5,000								5,000		5,000
7101 Ft. Fraser Fire Protection	56,141				5,000	61,141	(14,666)	10,800	(3,866)			10,800		46,475		57,275
7102 Southside Rural Fire Protection	43,740					43,740	(166)	18,000	17,834			18,000		43,574		61,574
7103 Topley Rural Fire Protection	71,517					71,517	(166)	23,000	22,834	17,741		23,000		53,610		94,351
7201 Burns Lake Rural Fire Protection	105,454					105,454								105,454		105,454
7202 Ft.St.James Rural Fire Protection	153,655					153,655	(10,000)		(10,000)					143,655		143,655
7203 Houston Rural Fire Protection	24,750					24,750								24,750		24,750
7204 Luck Bay Rural Fire Protection	50,366					50,366	(5,000)	9,300	4,300	7,095		9,300		38,271		54,666
7205 Smithers Rural Fire Protection	253,457					253,457	(10,000)		(10,000)					243,457		243,457
7206 Telkwa Rural Fire Protection	132,015					132,015								132,015		132,015
7207 Vanderhoof Rural Fire Protection	41,000					41,000								41,000		41,000
7208 Round Lake Fire Protection	12,211					12,211	(1,500)	600	(900)	1,025		600		9,686		11,311
7301 Cluculz Lake Emergency Response	23,437					23,437								23,437		23,437
7401 Area "A" Emergency Services	5,000					5,000								5,000		5,000
7404 Area "D" Extrication																
7405 Area "C" Road Rescue Service																
7406 Topley Road Rescue/First Responders	7,010					7,010	(10)	1,000	990			1,000		7,000		8,000
7501 9-1-1 Service	329,348		75,000		57,034	461,382	(633)	70,000	69,367			70,000		460,749		530,749
7600 Emergency Preparedness Planning	484,008				656,013	1,140,021	8,897	4,000	12,897		11,000	4,000		1,137,918		1,152,918
7701 Burns Lake & Area Victim Services	13,380				2,795	16,175								16,175		16,175
7702 Smithers Victim Services	38,474					38,474								38,474		38,474
8101 Lakes District Airport	101,002				41,498	142,500	(50,000)		(50,000)					92,500		92,500
8201 Smithers Para-Transit	5,000					5,000								5,000		5,000
8202 FSJ Seniors Helping Seniors Transportation S	43,000					43,000								43,000		43,000
8203 Regional Public Transit & Para Transit Service	278,542		81,500		29,015	389,057								389,057		389,057
9101 Decker Lake Street Lighting		12,571	350			12,921								12,921		12,921
9102 Endako Street Lighting	4,323		320			4,643								4,643		4,643
9103 Ft. Fraser Street Lighting	9,774		490			10,264								10,264		10,264
9104 Gerow Island Street Lighting	5,383					5,383								5,383		5,383
9106 Colony Point Street Lighting	3,768					3,768								3,768		3,768
9107 Laidlaw Street Lighting	1,044					1,044								1,044		1,044
10101 Bulkley Valley Regional Pool and Rec. Centre	1,051,711				19,135	1,070,846	(251,372)	120,000	(131,372)	1,200		120,000		818,274.22		939,474
10102 Vanderhoof Pool	330,611					330,611	(15,000)		(15,000)					315,611		315,611
10201 Ft.St.James Arena Grant	37,500					37,500								37,500		37,500
10202 Burns Lake Arena	197,500				2,500	200,000								200,000		200,000
10301 Smithers Rural Recreation/Culture	351,076					351,076								351,076		351,076
10302 Vanderhoof Recreation & Culture	95,985					95,985								95,985		95,985
10303 Lakes District Recreation and Culture	267,404				70,000	337,404								337,404		337,404
10401 Ft.Fraser Cemetary Grant	1,960		40			2,000								2,000		2,000
10402 Topley Cemetary Grant	1,500					1,500								1,500		1,500
10501 Smithers, Telkwa, Houston TV Rebroadcast	59,400					60,000								60,000		60,000
10502 Fraser Lake and Area TV Rebroadcasting	54,303				31,947	86,250								86,250		86,250
10503 Ft. St. James and Area TV Rebroadcasting	164,062				2,800	166,862								166,862		166,862
10504 Burns Lake and Area TV Rebroadcasting	22,871				9,630	32,500								32,500		32,500
10602 Fraser Lake Rural Library Grant	19,424		60			17,250								36,734		36,734
10603 Fort St. James Library	17,138					50								17,188		17,188
10801 Fort.Fraser Community Hall	2,454		46			2,500								2,500		2,500
10802 Braeside Community Hall	5,000					5,000								5,000		5,000
10901 Regional Parks and Trails																
Total for all Departments	12,961,390	158,813	1,037,905		3,849,984	18,008,091	(983,603)	1,180,685	197,082	907,747	203,000	1,180,685		15,913,741		18,205,173

3/11/2020



Regional District of Bulkley-Nechako

To: Board of Directors
From: John Illes, Chief Financial Officer
Date: March 19, 2020
Re: Passenger Vehicle Purchase

Recommendation (All/Directors/Majority):

That the Board approve entering into an agreement to purchase two RAV 4 Hybrid vehicles from Glacier Toyota at the quoted price of \$35,500 (and additional taxes) each.

Background:

The age of some of the administrative fleet vehicles (all those vehicles outside the Environmental Services Department) and increasing maintenance suggest that some of these vehicles require replacement.

The vehicles for replacement are a 2008 Ford Explorer with 185,900 km and a 2010 Ford Explorer with 207,400 km. One new vehicle will be provided to the shared administrative pool and one will be provided to the building inspection service.

The current general fleet is made up of six vehicles – four in the shared administrative pool and two in the building inspection pool. Vehicles are generally kept until the maintenance costs start to climb. This is generally in the neighbourhood of ten years or 200,000 km.

Discussion:

A request for quotes were delivered to the car dealers within the Regional District for a four door, all-wheel drive or four-wheel drive small SUV with the stipulation that the vehicle was a hybrid electric vehicle. This is a purposeful effort to “green” the fleet.

Only one dealer offered a vehicle that met all these requirements. Three dealers provided quotes. One quote was for a vehicle that was pure electric, and one was for a standard gas vehicle.

Because of the distance of the average Regional District staff travel, it was thought that it was best to wait for range improvements for a pure electric vehicle.

It is noted that gas only vehicles have an initial price advantage over hybrid vehicles but generally have higher gas mileage. Estimated initial cost savings with going with a standard gas vehicle is \$4,000 to \$6,000 per vehicle (depending on trim). The



estimated fuel savings over the life of the car (200,000 km), based at \$1.21 per litre is \$4,500.

The cost estimate from Glacier Toyota for a RAV 4 Hybrid is \$35,500 (including non-recoverable taxes). The Regional District is replacing two vehicles this year – one for the building inspection department and one shared administration vehicle.

The current 2020 Proposed Budget contains \$36,500 for each of these vehicles and these funds will be withdrawn from Vehicle Reserve. Approximately \$5,000 per vehicle is placed into the vehicle reserve pool every year.



Regional District of Bulkley-Nechako Memo

TO: Chair Thiessen and Board of Directors

FROM: Cheryl Anderson, Manager of Administrative Services

DATE: March 9, 2020

SUBJECT: Fort Fraser Fire Protection Service Area Boundary Amendment Bylaw No. 1904, 2020

RECOMMENDATION

(all/directors/majority)

That Fort Fraser Fire Protection Service Area Boundary Amendment Bylaw No. 1904, 2020 be given first, second and third reading this 19th day of March 2020.

BACKGROUND

Attached is Fort Fraser Fire Protection Service Area Boundary Amendment Bylaw No. 1904, 2020. The property owners have requested that the property be included in the fire protection service area. The Fort Fraser Fire Chief, Regional Fire Chief, and Electoral Area "D" Director are supportive of the request.

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1904**

A bylaw to amend the boundaries of the Fort Fraser Fire Protection Service Area within a portion of Electoral Area "D"

WHEREAS the Regional District of Bulkley-Nechako has established by Bylaw No. 624 a service of fire protection to a portion of Electoral Area "D" known as the "Fort Fraser Fire Protection Service Area";

AND WHEREAS the Regional District may amend a Local Service Establishment Bylaw under Section 349 of the *Local Government Act*;

AND WHEREAS the Regional District has received a request from owners of the property to be included in the Fort Fraser Fire Protection Service Area;

AND WHEREAS the Director of Electoral Area "D" has consented in writing to the adoption of a bylaw which would amend the boundaries of the service area which amendments are described herein, in accordance with Section 347 of the *Local Government Act*;

NOW THEREFORE, the Board of Directors of the Regional District of Bulkley-Nechako, in open meeting assembled enacts as follows:

- 1) That the Regional District hereby amends the boundaries of the Fort Fraser Fire Protection Service Area by including the following property:

District Lot 1329A Range 5 Coast Range 5 Land District

and that the resulting boundaries of the Fort Fraser Fire Protection Service Area are as shown on Schedule "A";






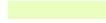
- 2) This bylaw may be cited as "Fort Fraser Fire Protection Service Area Boundary Amendment Bylaw No. 1904, 2020."

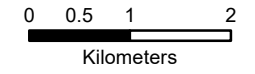
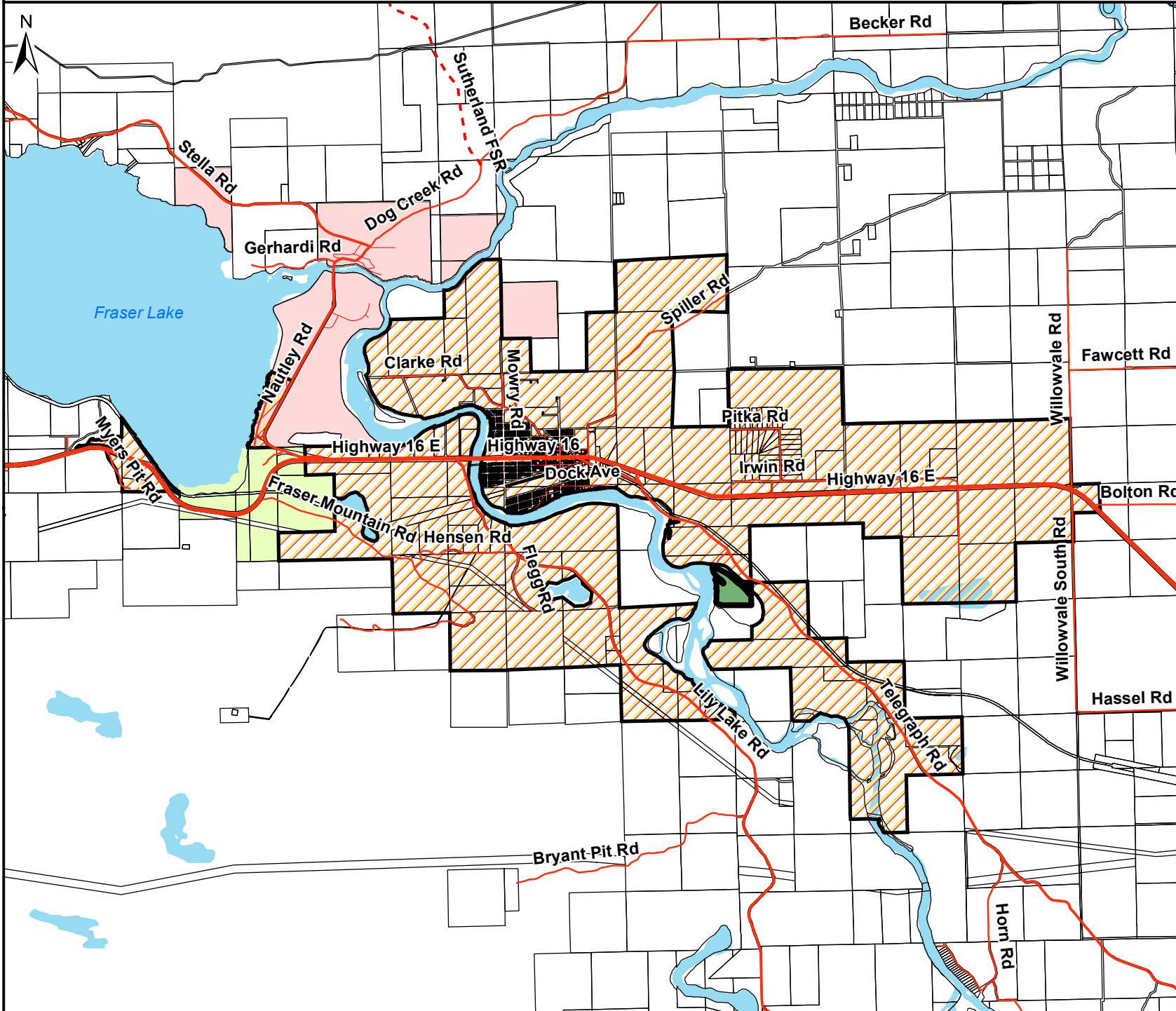


Fort Fraser Fire Protection Service Area Boundary Amendment Bylaw No. 1904, 2020

187

Legend

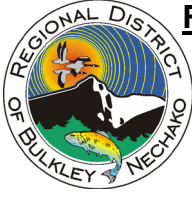
-  Expansion Property
-  Fire Protection Area Fort Fraser
-  Highway
-  Major Secondary Road
-  Cadastre
-  Parks



This map is an approximate representation and should only be used for reference purposes.

I hereby certify that this is Schedule A of Bylaw No. 1904

Corporate Administrator

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

TO: Chair Thiessen and Board of Directors

FROM: Cheryl Anderson, Manager of Administrative Services

DATE: March 10, 2020

SUBJECT: Municipal Finance Authority – Request for Letter of Acknowledgement – 50th Anniversary

RECOMMENDATION: (All/Directors/Majority)

“That the Board provide a letter of acknowledgement and congratulations to the Municipal Finance Authority in recognition of its 50th anniversary.”

BACKGROUND

Attached is a letter from the Municipal Finance Authority requesting a letter of acknowledgement and congratulations in recognition of its 50th anniversary in 2020. A celebration will take place at the Annual General Meeting in Victoria on March 25-26, 2020.

February 26, 2020

Sent via Email

Attention : Financial Administration, Regional District

Re: Request for Acknowledgement: Municipal Finance Authority of British Columbia (MFA) – 50th Anniversary in 2020

We would like to respectfully request a letter of acknowledgement and congratulations to recognize our organization's 50th anniversary in 2020. We will celebrate this milestone at our Annual General Meeting event in Victoria, BC on March 25th and 26th, 2020.

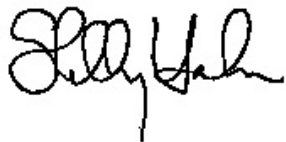
In its 50th year, the MFA is proud of the strong growth it has exhibited in its service footprint and increasing impact on the financial health of local governments in BC. Our vision is to be recognized as a world-class financial institution for the benefit of taxpayers in British Columbia and to be our clients' preferred choice for financing and investing. We strive to increase our value each year. Our mission is to provide financial solutions for BC's Local Governments.

Over the past 50 years, the MFA has raised over \$40 billion dollars in the bond market to fund BC infrastructure and maintain a commercial paper program of \$700 million dollars in support of our short-term lending programs. Our securities are rated at the highest levels possible and are highly sought after by investors in Canada and around the world. This excellent rating and demand for our securities ensure that BC's local governments all borrow at the lowest rates available to municipalities in Canada, reducing taxpayer burden for these projects. All BC municipalities borrow from the MFA at this same low price, benefiting from the MFA's cooperative model which is unique in Canada and reflective of BC's collaborative spirit and ingenuity.

In partnership with our Board of Trustees, our highly-skilled team of 15 dedicated professionals is committed to providing financial solutions to serve the needs of all BC communities, regardless of size or location. We now not only provide access to stable and low-cost long- and short-term funding, but also competitive investment alternatives.

We would greatly appreciate your comments and your consideration of this request is gratefully appreciated.

Kind regards,

A handwritten signature in black ink, appearing to read 'Shelley Hahn', written in a cursive style.

Shelley Hahn
Chief Services Officer, MFA



Regional District of Bulkley-Nechako Memo

TO: Chair and Board of Directors

FROM: Nellie Davis, Regional Economic Development Coordinator

DATE: March 19, 2020

SUBJECT: Grant in Aid Request - District of Fort St. James

RECOMMENDATION

(all/directors/majority)

1. That the District of Fort St James be given \$5,000 grant in aid monies from Electoral Area "C" (Fort St. James Rural) for costs associated with the Fort St. James Housing Project.

BACKGROUND

The following grant in aid application has been received (attached) and the Electoral Area Director has indicated support.

REGIONAL DISTRICT OF BULKLEY-NECHAKO
ELECTORAL AREA REQUEST FOR GRANT IN AID
APPLICATION

APPLICATION SUBMITTED BY:

Applicant Name: The District of Fort St. James

Mailing Address: PO Box 640, Fort St. James, BC
V0J 1P0, 477 Stuart Dr. W.

E-mail Address: edo@fortstjames.ca

Contact(s): David Schroeter, 250-996-8233/ 250-996-2248
Name, Telephone/Fax Number

Melany Helmer, 250-996-8233/ 250-996-2248
Name, Telephone/Fax Number

APPLICATION SUMMARY

Project or purpose for which you require assistance: The Fort st. James Housing Project

will engage a variety of stakeholders to plan and organize community owned seniors housing.

Amount of Grant Requested \$ 5000.00

To the best of my knowledge, all of the information that is provided in this application is true and correct. Furthermore, I hereby certify that this application for assistance is NOT being made on behalf of an individual, industry, commercial or business undertaking.

David Schroeter

(signature of authorized signatory)

(title) Economic Development
officer

Amount Approved: _____

Date: _____

Signature of Electoral Area Director

APPLICANT PROFILE

1. Please describe the services/benefits that your organization provides to the community. Are these services/benefits available to the community from another organization or agency?

The District of Fort st. James provides services to the Community of Fort St. James such as sewer, water, land use planning, recreation, emergency management, economic development, and others. These services are available to residents in the community and visitors for a service fee. These services are not duplicated in Fort St. James.

2. Describe the geographic area that receives services or benefits from your organization.

The residents of Regional District of Bulkley-Nechako Electoral Area "C", Nak'azdli whut'en, and District of Fort st. James receive the benefits of the services we provide. These services include recreation such as the Fort Forum, Baseball field, parks, marina, and curling rink operated by the District of Fort St. James

3. Is your organization voluntary and non-profit? YES NO

Please detail any remuneration paid, or funds otherwise made available to members, officers, etc. of your organization.

The District has several officer and employee positions which operate a variety of community services. Officers and Employees are paid salary or per hour depending on the position. Elected Officials additionally receive remuneration for their service to the community. Please refer to the District of Fort St. James Audited Financial Statements for a full assessment of expenses and revenues.

Please comment on the number of members/volunteers in your organization and how long your organization has been in operation.

The District of Fort St. James was incorporated in 1953 to represent the population of 1510 residents and engages members of the community in a wide variety of community projects. The District additionally has 17 employees.

PROJECT/PROPOSAL PROFILE

1. Assistance is being requested for:

- capital project and/or equipment
- special event
- other purpose (Implementation of the Community Housing Project)

2. Please describe the proposal for which you are requesting assistance. If you are applying for an exemption from fees and/or charges or other consideration, please provide details of your request here. Attach additional information if required.

The District of Fort St. James is proposing to move forward a housing development project for seniors serving Electoral Area "C", The District of Fort St. James, and Nak'azdli Whut'en First Nations. To implement this the project will require the implementation of studies, community consultation, and additional contracted work. Further the construction will require funds to support and implement. Additionally consultation with the affected stakeholders, community groups, and community at large will require supplies, and other material. An employee was hired to deliver and coordinate this work for a term period. This employee will require a variety equipment and a workspace to complete their work. The employee will also require monies to travel for work related to this project. This funding will be directed to support costs of this service and will NOT include wages or employee related costs.

3. Describe how this proposal will benefit the community.

The proposal will create construction work in the community creating jobs for those affected by the permanent curtailment of Conifex Timber and the other community businesses affected in the community. The project will additionally assist elders allowing them to age in place remaining in their community near their family. This project will also work to increase the availability of rural housing for families as many elders do not need the level of care offered in full care facilities, but require limited assistance in their day to day life. This project will seek to allow those elders to move into an independent living environment increasing the number of rural properties which may be purchased.

Funding and Financial Information

1. Attach supporting financial information, ie., budget/financial report. Ensure the following information is clearly itemized:
 - Total cost of project/proposal;
 - Grants/funding from other sources;
 - Funding contributed by applicant through funding raising activities or other sources of revenue;
 - Total expenses for the fiscal year, including any monies and/or benefits paid to members or officers.

2. Have you applied for a grant/funding from other source(s)?
 YES NO

If yes, complete the following chart. **If not**, please comment.

Name of Grant or Funding Agency	\$ Amount Applied for	Status of Grant Application		
		Approved (Y)	Denied (Y)	Pending (Y)
Northern Development Initiative Trust	40,000	X		

3. Have you received assistance (grant in aid/waiving of fees , etc.), from the Regional District of Bulkley-Nechako in previous years?

_____ YES NO **If yes, complete the following chart.**

Year:	\$ Amount	Purpose for which assistance was used

4. Does your organization:

- a) Offer direct financial assistance to individuals or families? _____ YES NO
- b) Duplicate services that fall within the mandate of either a senior government or a local service agency? _____ YES NO
- c) Provide an opportunity for individuals to make direct contributions? YES _____ NO

OR, is your organization:

- d) Part of a provincial or national fund raising campaign? _____ YES NO

Don't forget to attach the required financial report.



Regional District of Bulkley-Nechako Memo

TO: Chair Thiessen and Board of Directors

FROM: Cheryl Anderson, Manager of Administrative Services

DATE: March 9, 2020

SUBJECT: RDBN Electoral Area "C" (Fort St. James Rural) Road Rescue Service Establishment Repeal Bylaw No. 1905, 2020

RECOMMENDATION

"That "Regional District of Bulkley-Nechako Electoral Area "C" (Fort St. James Rural) Road Rescue Service Establishment Repeal Bylaw No. 1905, 2020" be given first, second and third reading this 19th day of March, 2020."

VOTING

(all/directors/majority)

BACKGROUND

Attached is "Electoral Area "C" (Fort St. James Rural) Road Rescue Service Establishment Repeal Bylaw No. 1905, 2020."

At the January 25th, 2018 Board meeting, discussion took place regarding EMBC's position that task numbers would not be issued to reimburse fire departments for road rescue services in areas covered by any type of road rescue service supported by local government bylaws. Repealing the bylaw will allow task numbers and reimbursement to resume.

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1905****Being a bylaw to repeal “Regional District of Bulkley-Nechako Electoral Area “C” (Fort St. James Rural) Road Rescue Contribution Service Establishment Bylaw No. 1651, 2012”**

WHEREAS “Regional District of Bulkley-Nechako Electoral Area “C” (Fort St. James Rural) Road Rescue Contribution Service Establishment Bylaw No. 1651, 2012” established a service for the purpose of contributing funds to the District of Fort St. James for the provision of road rescue services within Electoral Area “C” (Fort St. James Rural);

AND WHEREAS the Regional District of Bulkley-Nechako does not wish to contribute funds towards road rescue services in Electoral Area “C”;

AND WHEREAS pursuant to Section 349(1)(b) of the *Local Government Act*, the Director of Electoral Area “C” has consented, in writing, to the adoption of this Bylaw;

NOW THEREFORE, the Regional Board of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “Regional District of Bulkley-Nechako Electoral Area “C” (Fort St. James Rural) Road Rescue Contribution Service Establishment Repeal Bylaw No. 1905, 2020.”
2. Bylaw No. 1651 cited as “Regional District of Bulkley-Nechako Electoral Area “C” (Fort St. James Rural) Road Rescue Contribution Service Establishment Bylaw No. 1651, 2012” and all bylaws enacted in amendment thereto are hereby repealed.

Certified a true and correct copy of “Regional District of Bulkley-Nechako Electoral Area “C” (Fort St. James Rural) Road Rescue Contribution Service Establishment Repeal Bylaw No. 1905, 2020.”

Corporate Administrator

READ A FIRST TIME this day of , 2020

READ A SECOND TIME this day of , 2020

READ A THIRD TIME this day of , 2020

CONSENT OF THE DIRECTOR OF ELECTORAL AREA "C" RECEIVED this
day of , 2020

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this day of
, 2020

ADOPTED this day of , 2020

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 1905 as adopted.

Corporate Administrator



Regional District of Bulkley-Nechako Memo

TO: Chair Thiessen and Board of Directors

FROM: Cheryl Anderson, Manager of Administrative Services

DATE: March 9, 2020

SUBJECT: RDBN Electoral Area "D" (Fraser Lake Rural) Emergency Extrication Service Area Establishment Repeal Bylaw No. 1822, 2018

RECOMMENDATION

(all/directors/majority)

"That "Regional District of Bulkley-Nechako Electoral Area "D" (Fraser Lake Rural) Emergency Extrication Service Area Establishment Repeal Bylaw No. 1822, 2018" be adopted this 19th day of March, 2020."

BACKGROUND

Attached is "Regional District of Bulkley-Nechako Electoral Area "D" (Fraser Lake Rural) Emergency Extrication Service Area Establishment Repeal Bylaw No. 1822, 2018." This bylaw was given three readings on May 24, 2018 and was subsequently approved by the Ministry of Municipal Affairs and Housing. The Board may now adopt the bylaw.

REGIONAL DISTRICT OF BULKLEY-NECHAKO**BYLAW NO. 1822****Being a bylaw to repeal “Regional District of Bulkley-Nechako Electoral Area “D” (Fraser Lake Rural) Emergency Extrication Service Area Establishment Bylaw No. 1516, 2009”**

WHEREAS “Regional District of Bulkley-Nechako Electoral Area “D” (Fraser Lake Rural) Emergency Extrication Service Area Establishment Bylaw No. 1516” established a service for the purpose of contributing funds to the Village of Fraser Lake for its provision of emergency extrication within Electoral Area “D” (Fraser Lake Rural);

AND WHEREAS the Regional District of Bulkley-Nechako does not wish to contribute funds towards emergency extrication in Electoral Area “D”;

AND WHEREAS pursuant to Section 349(1)(b) of the *Local Government Act*, the Director of Electoral Area “D” has consented, in writing, to the adoption of this Bylaw;

NOW THEREFORE, the Regional Board of the Regional District of Bulkley-Nechako, in open meeting assembled, enacts as follows:

1. This Bylaw may be cited as “Regional District of Bulkley-Nechako Electoral Area “D” (Fraser Lake Rural) Emergency Extrication Service Area Establishment Repeal Bylaw No. 1822, 2018.”
2. Bylaw No. 1516 cited as “Regional District of Bulkley-Nechako Electoral Area “D” (Fraser Lake Rural) Emergency Extrication Service Area Establishment Bylaw No. 1516, 2009” and all bylaws enacted in amendment thereto are hereby repealed.

Certified a true and correct copy of “Regional District of Bulkley-Nechako Electoral Area “D” (Fraser Lake Rural) Emergency Extrication Service Area Establishment Repeal Bylaw No. 1822, 2018.”


Corporate Administrator

READ A FIRST TIME this 24th day of May, 2018

READ A SECOND TIME this 24th day of May, 2018

READ A THIRD TIME this 24th day of May, 2018

CONSENT OF THE DIRECTOR OF ELECTORAL AREA "D" RECEIVED this 24th day of May, 2018

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this 19th day of June, 2018

ADOPTED this day of , 2020

Chairperson

Corporate Administrator

I hereby certify that the foregoing is a true copy of Bylaw No. 1822 as adopted.

Corporate Administrator



REGIONAL DISTRICT OF BULKLEY-NECHAKO

MEMORANDUM

TO: Chair Thiessen and Board of Directors

FROM: Cheryl Anderson, Manager of Administrative Services

DATE: March 10, 2020

SUBJECT: NCLGA Resolution – Municipal Solid Waste – ICI EPR Program

RECOMMENDATION: (all/directors/majority)

“That the Board ratify the Municipal Solid Waste – ICI EPR Program resolution for submission to the NCLGA.”

BACKGROUND

At the March 5th Waste Management Committee Meeting, Chair Fisher proposed a resolution for submission to NCLGA. The resolution deadline was March 13, so the resolution was emailed to Directors for comment, and a final copy of the resolution as submitted is attached.

.

Municipal Solid Waste – ICI EPR Program Regional District of Bulkley-Nechako

Whereas the Province has set the target for Municipal Solid Waste (MSW) of 350 kg per person by 2020/2021, and the six North Central Local Government Association (NCLGA) member Regional Districts currently have an average MSW of 712 kg per person;

And whereas many communities, specifically rural and remote communities, do not have access to Recycle BC services;

And whereas ICI recyclable material makes up approximately 50-60% of the MSW stream, and there are minimal to no private businesses that collect ICI material in most NCLGA communities culminating in the impracticality of meeting Provincial targets;

Be it resolved that NCLGA urge the Province to announce by October 2020 that the planned implementation of an ICI EPR Program inclusive of province wide consultation with commencement of the program no later than October 2021.



Regional District of Bulkley-Nechako Memo

TO: Chair and Board of Directors

FROM: Nellie Davis, Regional Economic Development Coordinator

DATE: March 19, 2020

SUBJECT: Grant in Aid Update – Month of February 2020

RECOMMENDATION

(all/directors/majority)

Receive.

Background:

The following Grant in Aid requests of \$2,500 or less were approved by Electoral Area Directors between February 1 -29, 2020.

Community Group	Project	Amount
Area 'A' (Smithers Rural)		
Area 'B' (Burns Lake Rural)		
Area 'C' (Fort St; James Rural)		
Music on the Mountain Society	2020 MoM Festival	\$2,000
Area 'D' (Fraser Lake Rural)		
Area 'E' (Francois/Ootsa Rural)		
Area 'F' (Vanderhoof Rural)		
Area 'G' (Houston Rural)		

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

TO: Chair Thiessen and Board of Directors

FROM: Cheryl Anderson, Manager of Administrative Services

DATE: March 9, 2020

SUBJECT: Requirements for Public Notice

RECOMMENDATION: (all/directors/majority)

Receive.

BACKGROUND

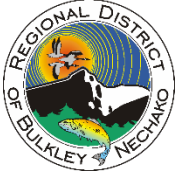
At the January 23, 2020 Board meeting, discussion took place regarding requirements for public notice. Staff were directed to research potential upcoming changes to the legislation.

Currently, if there is a requirement for public notice, under Section 94 of the *Community Charter*, the advertisement must be in a newspaper that is distributed at least weekly and must be included once each week for 2 consecutive weeks. If that is not practicable, the notice may be given alternatively as long as the notice is given within the same time period and for the same frequency.

The Ministry of Municipal Affairs and Housing advised that in 2018, the Ministry started work to better understand the challenges that local governments face with the current notice provisions. The Ministry has taken steps to analyze the current notice provisions, including completing cross-jurisdictional research, in consultation with Corporate Officers from communities of various sizes and geographies. Research and policy work is ongoing taking into consideration local government's request for additional flexibility in statutory notice requirements. Recommendations from Ministry staff are currently being reviewed by Senior Executives.

Further updates will be provided to the RDBN Board upon receipt from the Ministry.

REGIONAL DISTRICT OF BULKLEY-NECHAKO



MEMORANDUM

To: Chair Thiessen and Board of Directors
 From: Rory Mckenzie, Director of Environmental Services
 Date: March 19, 2020
 Subject: Proceed with Purchase of Capital Equipment – Two Skid Steer Loaders

RECOMMENDATION

(All/Directors/Majority)

1. That the Board authorize the purchase of Two Skid Steer Loaders from Williams Machinery (Bobcat) for a total cost not to exceed \$150,000.

In January, staff issued a Request for Quote (RFQ) for the supply and delivery of two skid steer loaders, one to replace the Vanderhoof Transfer Station machine and the other to replace the spare machine. The other part of the RFQ was to trade in the two older skid steer loaders. The RDBN owns eight skid steer loaders, seven are working at the Transfer Stations and the eighth one is used as a replacement machine when one of the Transfer Station machine brakes down. The Environmental Services Department typically trades in one loader per year usually around 5,000 hours. This RFQ was issued to four dealerships in the Regional District and one from Prince George. This resulted in five quotes being received. The five RFQ's were ranked based on price, service, and service reputation and reliability. There is a total of \$150,000 in the 2020 budget to purchase the two skid steer loaders.

Of the five proposals, one came in under budget and four over budget. Based on price and the overall ranking, Williams Machinery (Bobcat) of Prince George ranked first as per table.

Rankings for new Skid Steer Loader				
30 points = price				
20 points = reputation & reliability				
10 points = service				
Company	Price	Service	Reputation & Reliability	Total Points
Case SV 250	25	7	10	42
Kubota SSV 75	24	7	17	48
John Deere 324 G	23	9	14	46
Finning Cat 262 D3	22	10	15	47
Bobcat S 76	30	7	18	55

At this time, staff is requesting authorization to proceed with the purchase of the two skid steer loaders from Williams Machinery of Prince George. One loader will be purchased through taxation and the other through the Northern Capital Grant Fund. As per the RDBN Purchasing Policy, Board approval is required based on the amounts of the purchase.

Regional District of Bulkley-Nechako**Action List - February 2020 Board Meetings**

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
Committee of the Whole C.W.2020-2-3 February 6, 2020	Broadcasting Meetings	Staff to conduct a pilot/test recording of a future RDBN meeting utilizing free technology; and further, that the test recording be brought forward to the Board for review.	John/Curtis	In Progress	
Committee of the Whole C.W.2020-2-4 February 6, 2020	2020 Budget Change	Staff to remove the capital cost for the Houston Recycling Centre from the 2020 Budget and revisit in 2020.	John	Completed	
Committee of the Whole C.W.2020-2-5 February 6, 2020	2020 Budget	Staff to bring forward the 2020 budget for first and second reading at the February 20th Board meeting	John	Completed	20-Feb-20
Board Meeting February 20, 2020	Delegation Thank You Letters	Write Delegation Thank You Letters to the following: - David Johnson, Senior Authorization Specialist, Stuart Nechako Resource District, Ministry of Forests, Lands, Natural Resource Operations and Rural Development - Re: Shovel Fire Ecosystem Reforestation Plan. - Kris Boland, Project Manager, (Deputy CAO, RDKS) and Ron Poole, Chief Administrative Officer, Regional District of Kitimat-Stikine, Northwest BC Resource Benefits Alliance (RBA) - Re: Update.	Geraldine	Completed	
2020-2-14 Board Meeting February 20, 2020	Proposed NCLGA Resolution on the BC Energy Step Code	Provide notification to the Town of Smithers of the RDBN's support of its draft resolution regarding the BC Energy Step Code as outlined in the Director of Planning's February 4, 2020 staff report.	Jason L	Completed	
2020-2-19 Board Meeting February 20, 2020	North Central Local Government Association AGM and Convention - May 13-15, 2020 - Prince George, B.C.	Registration and travel arrangements for Rural Directors attending the NCLGA (NCLGA) AGM May 13-15, 2020 in Prince George, B.C.	Geraldine	In Progress	

Regional District of Bulkley-Nechako

Action List - February 2020 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2020-2-20 Board Meeting February 20, 2020	Request for Funding - Charge North EV Network Study Advisory Committee - Bridge Funding Work Plan	Provide notification of the Board's contribution of \$4,000 from Special Projects General Government for costs associated with furthering the Community Energy Association's Charge North process of securing EV infrastructure capital.	Cheryl/John	Completed	
2020-2-22 Board Meeting February 20, 2020	CityWest Letter of Support Request	Write a letter of support to CityWest for Phase 3, Last Mile applications to the CRTC Broadband Fund and the Connecting British Columbia Program.	Nellie	Completed	
2020-2-23 Board Meeting February 20, 2020	Federal Gas Tax Funds Electoral Area "A" (Smithers Rural) Smithers Community Services Association	1. That the Board authorize contributing up to an additional \$100,000 of Electoral Area "A" Federal Gas Tax allocation monies to the Smithers Community Services Association for a Cultural Infrastructure project at the Smithers Rail Station building, and further, 2. That the RDBN Board of Directors authorize the withdrawal of up to \$100,000 from the Federal Gas Tax Reserve Fund.	Nellie	In Progress	
2020-2-25 Board Meeting February 20, 2020	Southside Fire Department Application to the Nechako-Kitamaat Development Fund	1. Provide notification of the Board's support for an application to Nechako-Kitamaat Development Fund on behalf of the Southside Fire Department for funding to replace their aging water tender. 2. That the Board authorize the Chair and CAO to enter into a contract with the Nechako-Kitamaat Development Fund Society should the funding be approved and provide overall grant management for the project. 3. That the Board confirm that \$100,000 from Electoral Area 'E' Northern Capital and Planning Grant will be contributed to this project.	Deborah JM/John	In Progress	
2020-2-26 Board Meeting February 20, 2020	UBCM Emergency Operations Centre Funding Application	Submit the application with the Board's support to UBCM's Community Emergency Preparedness Fund – Emergency Operation Centres and Training stream for \$25,000 to support the Emergency Operation Centre function in the Regional District of Bulkley-Nechako, and that the Board provide overall grant management.	Deborah JM	Submitted	March 12, 2020
2020-2-28 Board Meeting February 20, 2020	Berman Lake Regional Transfer Station Cost Sharing Agreement - Renewal	Enter into a three-year cost sharing agreement (beginning January 1, 2020 and expiring December 31, 2022) with the Regional District of Fraser-Fort George for operation of the Berman Lake Regional Transfer Station for an annual cost of \$32,281.20.	Janette	Completed	

Regional District of Bulkley-Nechako

Action List - February 2020 Board Meetings

MOTION #	AGENDA ITEM	ACTION REQUIRED	RESPONSIBILITY	STATUS	DATE COMPLETED
2020-2-29 Board Meeting February 20, 2020	Northwest Invasive Plant Council (NWIPC) Funding for 2020 & Field Scabious Plan	1. Provide notification of the Board's approval of the annual \$44,500 of funding to the Northwest Invasive Plant Council (NWIPC) for invasive plant management in the region for 2020. 2. And further, that the Board of Directors approve an additional \$12,000 in 2020 and \$10,000 in 2021 and 2022 to initiate the Field Scabious Plan for the Bulkley, Lakes and Nechako Invasive Plant Management Areas (IPMA).	Janette/John	1. Complete 2. In 2020 Budget	
2020-2-34 Board Meeting February 20, 2020	OGC Referral Multi-Use Site Notices for Pacific Trails Pipeline Project	Staff to re-send the attached letter dated May 16, 2019 to the Oil and Gas Commission and Chevron Canada Ltd. in response to the OGC Referral Notices for the proposed Morice River Multi-Use Site, Owen Creek Multi-Use Site, Buck Creek Campsite, and Colleymount Multi-Use Site.	Jason L	Completed	
2020-2-35 Board Meeting February 20, 2020	Letter to the Prime Minister of Canada and Minister of Crown - Indigenous Relations RE: Indigenous Relations and Current Rail Blockade Economic Impacts	Write a letter to the Honourable Justin Trudeau, Prime Minister and the Honourable Carolyn Bennett, Minister of Crown – Indigenous Relations advocating Prime Minister Trudeau and Minister Bennett to work with Indigenous people to build positive long-term relationships; and further, that the Federal Government find a resolution and resolve the recent CN Rail blockades impacting Canada's economy.	Cheryl	Completed	February 24, 2020