



**REGIONAL DISTRICT OF BULKLEY-NECHAKO
COMMITTEE OF THE WHOLE
AGENDA**

Thursday, June 4, 2020

<u>PAGE NO.</u>		<u>ACTION</u>
	<u>CALL TO ORDER</u>	
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>AGENDA – June 4, 2020</u>	Approve
	<u>MINUTES</u>	
2-6	Committee of the Whole Meeting Minutes – May 7, 2020	Adopt
	<u>DELEGATION</u>	
	<u>DYNAMIC COMMUNITY PLANNING (1/2 hour)</u> Hillary Morgan, RPP MCIP, Principal Liliana Dragowska, RPP RE: Parks and Outdoor Recreation Study	
	<u>REPORTS</u>	
7-15	Jason Llewellyn, Director of Planning - Draft Parks and Recreation Study	Receive
	<u>CORRESPONDENCE</u>	
16	Lake Babine Nation – Lake Babine Nation’s Draft Foundation Agreement	Receive
	<u>SUPPLEMENTARY AGENDA</u>	
	<u>NEW BUSINESS</u>	
	<u>ADJOURNMENT</u>	

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

PRESENT: Chair Gerry Thiessen

Directors Shane Brien
Mark Fisher
Dolores Funk
Clint Lambert
Brad Layton
Linda McGuire
Chris Newell
Mark Parker
Jerry Petersen
Michael Riis-Christianson
Sarrah Storey

Directors Absent Gladys Atrill, Town of Smithers
Judy Greenaway, District of Fort St. James
Tom Greenaway, Electoral Area "C" (Fort St. James Rural)

Staff Curtis Helgesen, Chief Administrative Officer
Cheryl Anderson, Manager of Administrative Services
Nellie Davis, Regional Economic Development Coordinator – left at 12:12 p.m., returned at 12:20 p.m.
Janette Derksen, Deputy Director of Environmental Services
Alex Eriksen, Director of Environmental Services
John Illes, Chief Financial Officer
Haley Jeffrey, Emergency Services Manager
Deborah Jones-Middleton, Director of Protective Services
Jason Llewellyn, Director of Planning
Wendy Wainwright, Executive Assistant

Other Kiel Giddens, Public Affairs Manager, TC Energy – left at 12:58 p.m.
Tanner Moulton, Public Affairs Coordinator, TC Energy – left at 12:58 p.m.
Rachel Kulasa, Public Affairs, Calgary, TC Energy – left at 12:58 p.m.
Tamara Trabelian, Public Affairs, Prince George, TC Energy – left at 12:58 p.m.
Brenna Herbert, SocioEconomic Advisor, TC Energy – left at 12:58 p.m.

CALL TO ORDER

Chair Thiessen called the meeting to order at 12:07 p.m.

AGENDAMoved by Director Petersen
Seconded by Director Funk**C.W.2020-5-1**

"That the Agenda of the Committee of the Whole meeting of May 7, 2020 be approved."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

MINUTES

Committee of the Whole
Minutes – March 5, 2020

Moved by Director Layton
 Seconded by Director McGuire

C.W.2020-5-2

“That the Committee of the Whole meeting minutes of March 5, 2020 be approved.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

DELEGATION

TC ENERGY – Kiel Giddens, Public Affairs Manager RE: Coastal GasLink Pipeline Project Update

Chair Thiessen welcomed Kiel Giddens, Public Affairs Manager, TC Energy. Mr. Giddens introduced Tanner Moulton, Public Affairs Coordinator, Rachel Kulasa, Public Affairs, Calgary, Tamara Trabelian, Public Affairs, Prince George and Brenna Herbert, SocioEconomic Advisor, TC Energy.

Mr. Giddens provided a PowerPoint Presentation.

Coastal GasLink Pipeline Project Update

- About TC Energy
- Coastal GasLink is Connecting Cleaner Energy to the World
- Prioritizing local & Indigenous Contracting & Hiring
- Recent Project Milestones
- Prioritizing Safety & Community Support
- Coastal GasLink Progress at May 2020
- Progress in RDBN Region
- Pipe Hauling and Stockpiling
- Workforce Accommodations: Purpose
- Workforce Accommodations in RDBN
- Preparing for 2020 Mainline Construction
- What is a Compressor Station?
- SEEMP Engagement Overview
- SEEMP Effects
- SEEMP Reporting
- Public Communications & Response
- Building a Legacy of Safety and Respect.

Mr. Giddens mentioned that TC Energy will provide an updated solid waste report to RDBN staff by mid May 2020.

Discussion took place regarding:

- TC Energy’s building of internet and cell infrastructure
 - Future partnering and use of its connectivity infrastructure
 - Working with Telus and RigStar
 - Working to be a net contributor in the region
 - Connectivity infrastructure will be in place prior to camp employees arriving on sites
- Pipeline location in Area 7
 - Route approved beginning of 2019 - no changes
- LNG Market and long-term contracts for LNG
- TC Energy’s assistance in regard to Industrial Commercial Institutional (ICI) recycling
 - Mr. Giddens indicated a willingness to have further discussions

DELEGATION (CONT'D)

TC ENERGY – Kiel Giddens, Public Affairs Manager RE: Coastal GasLink Pipeline Project Update (Cont'd)

- TC Energy hosting a roundtable with Provincial Agencies/Ministries
 - Postponed due to COVID-19 Pandemic
 - Potential opportunity to bring forward ICI recycling concerns in the region
 - Ms. Herbert will follow up with CAO Helgesen and Mr. Giddens regarding local government representation at future roundtable discussions.

Director Parker thanked TC Energy for working with communities and providing local business support.

Chair Thiessen thanked Mr. Giddens for attending the meeting.

REPORTS

Elected Officials Emergency Management Handbook

Haley Jeffrey, Emergency Services Manager provided a PowerPoint Presentation.

RDBN Elected Officials Emergency Management Handbook

- Comprehensive Emergency Management Plan (CEMP)
- Objectives of the CEMP
- Current CEMP Addendums
- CEMP Addendums being developed
- CEMP Structure Example
- Purpose of the handbook
- Mitigation
 - RDBN Role in Disaster Mitigation
- Preparedness
 - Roles and Responsibilities
- Response
 - EOC Activation Levels
 - RDBN EOC Organizational Structure
- Issuing Hazard Notices and Evacuation Alerts
- Declaring a State of Local Emergency (SOLE)
- Extraordinary Powers Under SOLE
- Issuing Evacuation Orders
- Policy Group Responsibilities
 - Operational Responsibilities
- Recovery
 - Community Recovery Goals
- RDBN Emergency Response Quick Reference Guide for Elected Officials.

Discussion took place in regard to having more than one policy group.

Moved by Director Petersen
 Seconded by Director Riis-Christianson

C.W.2020-5-3

“That the Committee of the Whole recommend that the Board approve the Elected Officials Emergency Management Handbook and Quick Reference Guide.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

REPORTS (CONT'D)

Northern Development Initiative Trust – Business Façade Improvement Program Funding Update Moved by Director McGuire
 Seconded by Director Lambert

C.W.2020-5-4

“That the Committee of the Whole receive the Regional Economic Development Coordinator’s May 7, 2020 memo titled Northern Development Initiative Trust Business Façade Improvement Program Funding Update.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Financial Update

Moved by Director Layton
 Seconded by Director Funk

C.W.2020-5-5

“That the Committee of the Whole receive the Chief Financial Officer’s May 7, 2020 memo titled Financial Update.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

NEW BUSINESS

Prime Minister Trudeau RE: Implementation of Federal Government’s Firearms Ban

Director Lambert noted that he has received numerous calls regarding Prime Minister Trudeau’s implementation of the Federal Government’s Firearms Ban. Discussion took place in regard to the process in which the Federal Government implemented the ban and residents indicating that the lack of consultation and opportunity to provide feedback is a concern. Discussion took place in regard to impacts to Indigenous people.

Draft Letter to Prime Minister Trudeau RE: Opposition to the Process re: Implementation of Federal Government’s Firearm Ban

Moved by Director Lambert
 Seconded by Director McGuire

C.W.2020-5-6

“That the Committee of the Whole recommend that the Board write a letter to Prime Minister Trudeau in opposition to the process regarding the implementation of the Federal Government’s Firearms Ban, and further, that the draft letter be brought forward to the May 21, 2020 Board meeting for consideration.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

ADJOURNMENT

Moved by Director McGuire
Seconded by Director Lambert

C.W.2020-5-7

“That the meeting be adjourned at 1:30 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Gerry Thiessen, Chair

Wendy Wainwright, Executive Assistant



REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

TO: Chair Thiessen and Committee of the Whole
FROM: Jason Llewellyn, Director of Planning
DATE: June 4, 2020
SUBJECT: Parks and Recreation Study

RECOMMENDATION

That the Regional District Board receive the attached draft Parks and Recreation Study.

VOTING

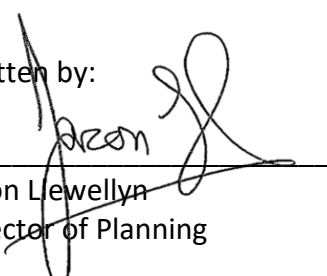
All Directors / Majority

DISCUSSION

In 2019 the RDBN Board directed staff to hire a consultant to undertake a Parks and Outdoor Recreation Study. A draft of the study has been completed and is provided in the link below. The final version of the study will be presented to the RDBN Board at the June 18, 2020 Board Meeting, along with a cover staff report with a recommendation regarding next steps.

[Draft Parks and Outdoor Recreation Study](#)

Written by:



Jason Llewellyn
Director of Planning



Regional District of Bulkley-Nechako

Parks & Outdoor Recreation Study

June 2020



1.0 Executive Summary



1. Executive Summary

The Regional District of Bulkley-Nechako (RDBN) recognizes the value that parks and outdoor recreation contribute to the overall quality of life and sustainability of the region. Currently, the RDBN does not formally provide any parks or outdoor recreation services in rural areas. Existing parks and services in the rural areas are provided primarily by volunteer clubs, Recreation Sites & Trails BC and BC Parks.

In recent years, demand for outdoor recreation opportunities in the RDBN has grown. At the same time, climate change impacts, such as beetle kill and forest fires, have created new challenges for maintaining trails and recreation areas. Many of the outdoor recreation areas and trails in the RDBN are maintained by volunteer clubs and it is becoming increasingly difficult for volunteer clubs to upkeep existing parks, trails, campsites, boat ramps, and other outdoor amenities.

To address these challenges, the RDBN initiated this Study to explore what a formal outdoor recreation service in the RDBN could look like and how the RDBN could provide a long-term, sustainable funding source to outdoor recreation clubs that operate and maintain popular recreation assets. The Study seeks to answer the following questions:

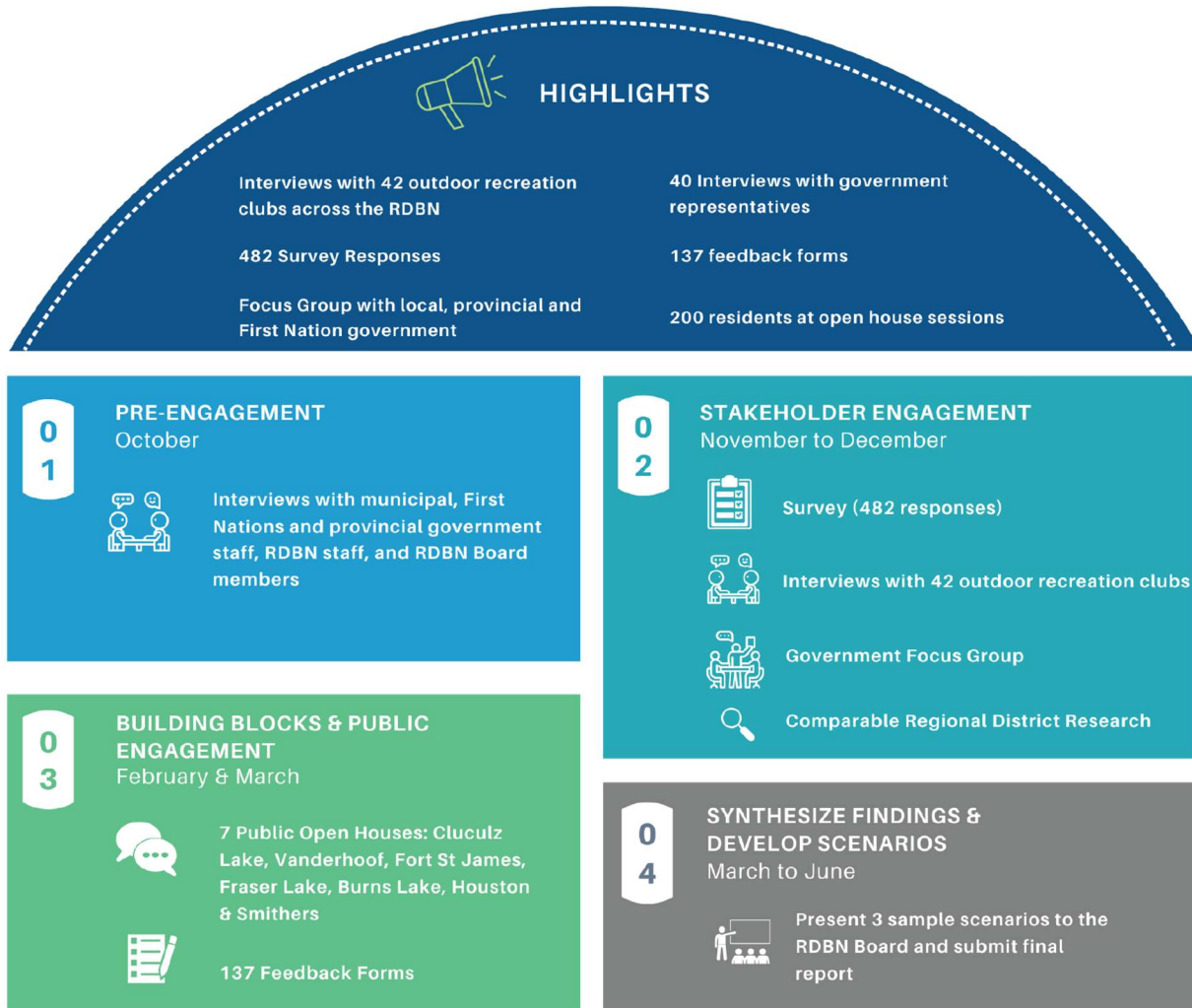
- **What are the outdoor recreation needs and demands across the RDBN? How do needs and demands differ across Electoral Areas?**
- **What is working well for existing volunteer recreation clubs and what are their challenges? How can the RDBN support volunteer clubs without stifling their enthusiasm and autonomy?**
- **What could an outdoor recreation service in the RDBN look like and what would it cost?**

Many regional districts (RDs) throughout B.C. provide parks and outdoor recreation services. Table 1 highlights the range of services and staff requirements for six RDs interviewed through this Study.

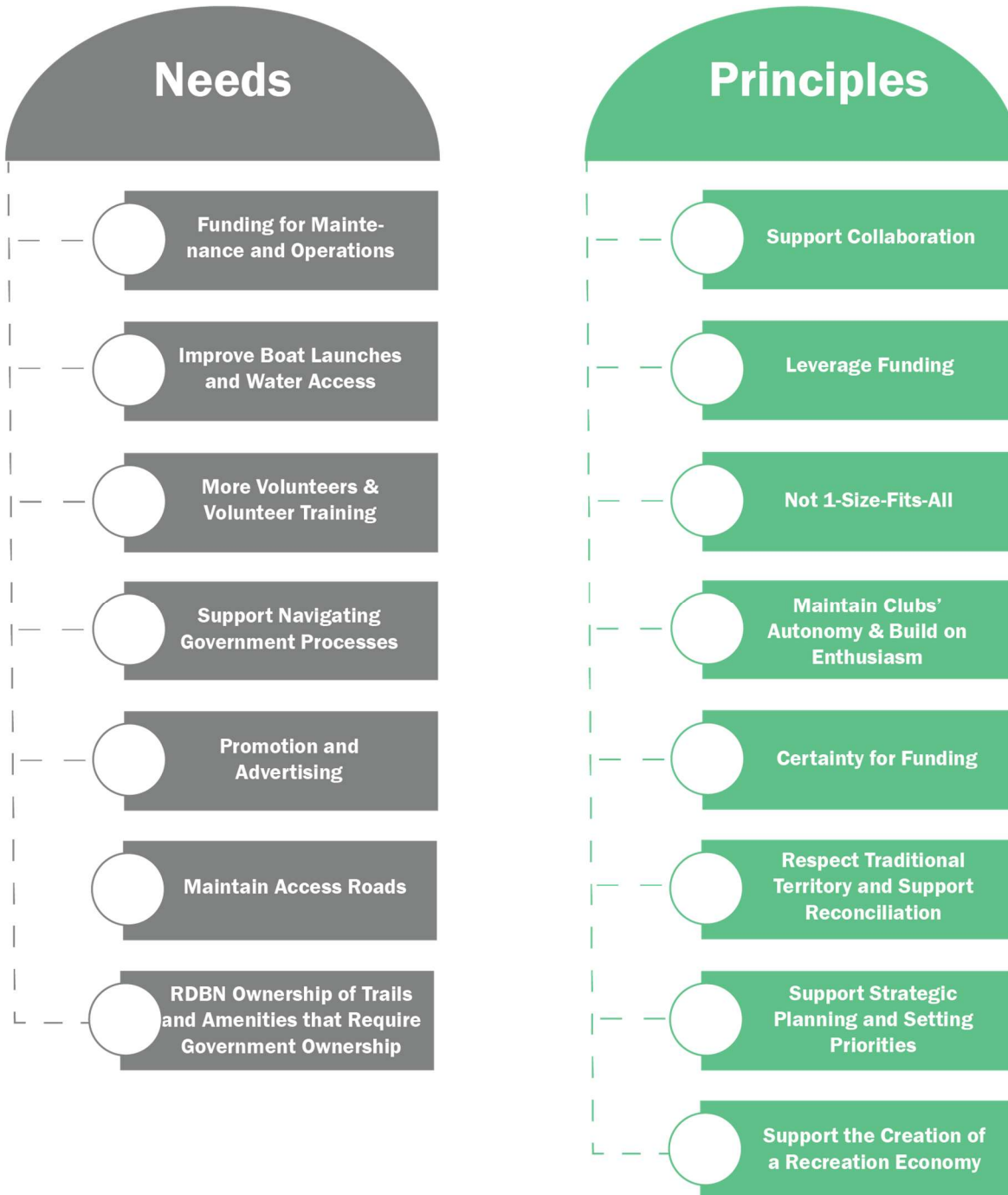
Table 1: Comparable Regional Districts

	Outdoor Recreation Assets	Full Time Employees (FTE)	Maintenance Management
RD East Kootenay	3 Regional Parks, 1 Exhibition Ground, 1 Boat Launch, 2 non-motorized trail corridors (11.4 km total), and 1 arena	1.8 FTE	RDEK employees and contractors
Columbia-Shuswap RD	Multiple Regional Parks, Trail Network, Multiple Neighbourhood Parks, Multiple MOTI Beach Access sites, 4 Boat Launches, 2 Campgrounds, 2 Bike Skills Park, and 3 indoor facilities	3.5 FTE	Contracts
Comox Valley RD	43 Parks, 14 Trail Corridors, 28 Beach Accesses, and 2 Boat Launches	5.2 FTE	Contracts
Strathcona RD	14 parks, 3 trail corridors, 28 Beach Access Signs, RD Actively Maintains 4 Beach Accesses, 1 Boat Launch, 6 Community Docks	2	Contracts
Sunshine Coast RD	17 km of paved bike paths, 71 km of mapped trails 9 Regional Parks, 17 community parks; 88 green spaces, 10 Neighbourhood parks, 3 tot lots, 6 Community Halls	9 FTE	SCRD employees
Peace River RD	5 Regional Parks, 1 Community Park, Exploring opportunities for trail development	1 FTE + seasonal maintenance staff	PRRD employees

This Study involved gathering feedback from outdoor recreation clubs, the general public, and other levels of government that deliver outdoor recreation services. The Study began in October 2019 and the primary engagement methods were a public online survey, interviews, a government focus group, and public open house sessions that included a feedback form. The diagram below provides an overview of the highlights from the engagement process.



Through the engagement in Phase 1 and 2, stakeholders consistently referenced seven common needs and eight principles (diagram below). These needs and principles were confirmed through the broader public engagement in Phase 3 and have served as a checklist in developing the sample scenarios for a RDBN outdoor recreation service outlined in Section 7 of this report.



With the information gathered from comparable RDs and through the Phase 1 and 2 engagement findings, the following "building blocks" were developed (illustrated below). The building blocks analogy seeks to break-down and define the various elements of an outdoor recreation service in order to facilitate dialogue about what a new service could look like. These building blocks are not intended to be exclusive of one another and can be combined into various scenarios for service delivery.



The RDBN hires an employee(s) to administer an outdoor recreation service and coordinate with different levels of government, local non-profit organizations, and the public.



The RDBN provides funding to a non-profit society (or multiple societies) to deliver an outdoor recreation service.



The RDBN owns or leases outdoor recreation assets that are currently not being managed by any other level of government. Some examples of outdoor recreation assets that are in high demand include lake/river accesses, boat launches, and active transportation trails.



The RDBN establishes a grant program to provide maintenance funding to outdoor recreation clubs. Clubs apply for funding annually and the RDBN determines who receives funding.



The RDBN enters into multi-year agreements with outdoor recreation clubs to provide funding to maintain outdoor recreation amenities that clubs operate.

As part of the public engagement, participants were asked to fill in feedback forms to share their thoughts on the building blocks and their level of support for a new outdoor recreation service. In total, 137 feedback forms were completed. **The information provided in feedback forms cannot be generalized to the broader public,** but taken into consideration with findings from interviews with clubs and responses to the online survey, we can glean the current level interest in a new outdoor recreation service. A detailed summary of engagement findings is available in Appendix I - What We Heard Report.

Generally, residents from Areas A and B expressed the strongest support for a new outdoor recreation service. Residents want a service that is focused on providing funding to outdoor recreation clubs, rather than being focused on administration and developing RDBN-owned and operated parks or trails. Participants from Areas A and B expressed strong support to provide funding for clubs through multi-year agreements rather than grants.

Although, there is a strong demand in Areas A and B to focus on providing funding to clubs rather than spending money on administration and operations of RDBN assets, it is important to acknowledge that administering funding agreements and liaising with clubs requires administrative resources. In addition to this, there is demand for the RDBN to take over ownership of specific assets, such as the Cycle 16 trail from Smithers to Telkwa.

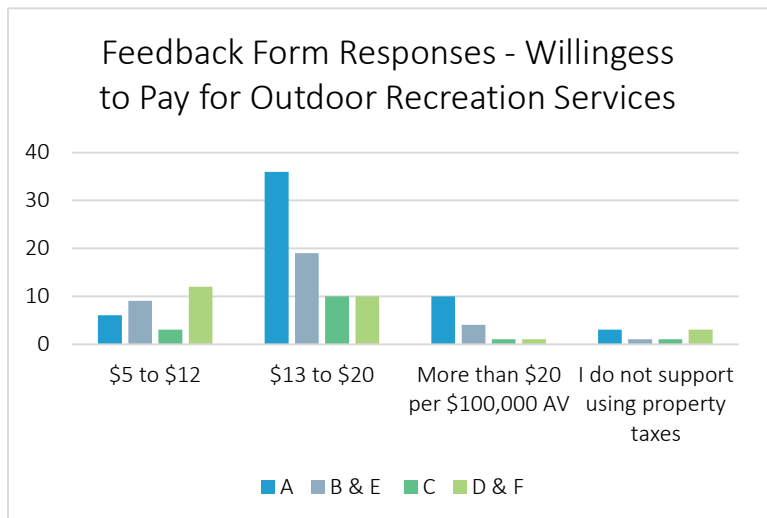
Area G has strong community champions who are supportive of establishing a new service, but there was limited broad community involvement in the Study (only 6 people attended the Houston open house and 26 people responded to the survey). Local clubs expressed support for multi-year funding agreements rather than grants.

The participation from Area E was limited, therefore the findings do not provide any insight into the level of support in that Electoral Area. Since starting this Study, Area E residents have expressed interest in having the RDBN own and operate a park on Francois Lake.

In Area C, D, and F there are strong outdoor recreation champions, but the level of community-wide support for a new outdoor recreation service is unclear. Area D and F have limited clubs currently operating. Area C has a variety of clubs and has expressed a need for support in working with the provincial government to formalize trails on Crown land.

Boat launches and river/lake access are contentious issues across the RDBN. Typically, these assets are not managed by a volunteer group and require a government body to lead development and maintenance.

When people at the open houses were asked about their willingness to pay, approximately 60% (75 people) of respondents supported a tax rate of \$13 to \$17 per \$100,000 of Assessed Value (AV). In Areas D and F, it was split: approximately half of the respondents (12 people) supported a lower rate of \$5 to \$8 per \$100,000 AV and slightly less than half of respondents (10 people) supported a tax rate of greater than \$13 per \$100,000 AV.



The findings and research in this Study have led to the development of three sample scenarios. These scenarios are described in further detail in Section 7. Each scenario has a sample budget to provide decision-makers with a sense of the amount of tax dollars that would need to be raised from each community. There are endless scenarios and budget options, but these scenarios seek to offer a range of structures and levels of service.

#1: Region-Wide Service with Municipal Contribution

- All Electoral Areas & Municipalities
- 1.2 FTE
- Focus on funding to clubs in the west and grants in the east
- Annual Budget = \$739,000



#2: Sub-Regional Area A, B & E Service with Municipal Contribution

- A, Smithers, Telkwa, B, E, and Burns Lake
- 1.0 FTE
- Annual Budget = \$438,000



#3: Area A Service with Municipal Contribution

- A, Smithers and Telkwa
- 0.75 FTE
- Annual Budget = \$325,000



This Study started a dialogue across the RDBN about the idea of creating a new service for residents. Since starting the project, interest in the project has grown. The Study provides valuable information about what the RDBN’s needs and demands are and what an outdoor recreation service could look like and cost. However, it is important to continue the dialogue with key stakeholders, club representatives, and the general public as this project moves forward. Section 8 of this report includes recommendations for next steps and key questions that need to be answered as this work moves into future phases.



Lake Babine Nation

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BURNS LAKE, BC V0J 1E0

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RECEIVED

May 20, 2020

Mayor Gerry Thiessen
Chair of the Bulkley Nechako Regional District
37 3rd Avenue, PO Box 820
Burns Lake, BC, V0J 1E0

MAY 20 2020

REGIONAL DISTRICT OF
BULKLEY-NECHAKO

Via email c/o Geraldine Craven: geraldine.craven@rdbn.bc.ca

Dear Mr. Thiessen:

Lake Babine Nation's Draft Foundation Agreement

Lake Babine Nation, British Columbia and Canada have negotiated a draft Foundation Agreement. The Agreement provides some immediate benefits to Lake Babine Nation to start shifting our relationship with the Crown, grow our economic base, and improve programs and services for our members. It also sets out a high-level roadmap of the steps that Lake Babine, BC and Canada will take over the coming years to implement Lake Babine's constitutionally protected Aboriginal title and rights.

My team and I would like to meet with you to explain the purpose of the Foundation Agreement in more detail and our interest in building a good working relationship with the Regional District of Bulkley Nechako as part of our work under the Foundation Agreement. We would also be happy to answer any questions you have about the Agreement.

I suggest we meet in-person, once the Covid-19 restrictions relax a bit more. If you want, we could tentatively book a meeting in late June or early July. Please contact Foundation Agreement table manager, Betty Patrick if you want to book a tentative date now. Betty's email address is below.

Sincerely,

Chief Gordon Alec

cc. Betty Patrick (betty.patrick@lakebabine.com)