



REGIONAL DISTRICT  
OF BULKLEY & NECHAKO

# AGENDA

MEETING NO. 13

December 10, 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, December 10, 2020

<u>PAGE NO.</u>	<u>CALL TO ORDER</u>	<u>ACTION</u>
	<u>AGENDA – December 10, 2020</u>	Approve
	<u>SUPPLEMENTARY AGENDA</u>	Receive
	<u>MINUTES</u>	
6-25	Board Meeting Minutes – November 19, 2020	Adopt
	<u>BUSINESS ARISING OUT OF THE MINUTES</u>	
	<u>DELEGATIONS</u>	
	<u>BC OIL &amp; GAS COMMISSION (via Zoom)</u> James O’Hanley, Vice President, Applications Garth Thoroughgood, Executive Director, Major Projects RE: Update	
	<u>DEVELOPMENT SERVICES (All Directors)</u>	<u>ACTION</u>
	<u>Municipal Referral</u>	
26	Deneve Vanderwolf, Planner 1 Municipal Land Use Referral Houston-01-20 Electoral Area “G”	Recommendation
	<u>Mine Referral</u>	
27-28	Deneve Vanderwolf, Planner 1 Mine Referral No. 1300554-202001 Electoral Area “C”	Recommendation
	<u>Telecommunications Referral</u>	
29-32	Deneve Vanderwolf, Planner 1 Telus Wireless Communication Facility No. BC106733 Electoral Area “A”	Recommendation

<b><u>PAGE NO.</u></b>	<b><u>PARKS AND TRAILS (All Directors)</u></b>	<b><u>ACTION</u></b>
33-49	Jason Llewellyn, Director of Planning Parks and Trails Service Establishment Bylaw 1 <sup>st</sup> , 2 <sup>nd</sup> , and 3 <sup>rd</sup> Readings	Recommendation
<b><u>ADMINISTRATION REPORTS</u></b>		
50	John Illes, Chief Financial Officer - Fraser Basin Council and Nechako Roundtable	Direction
51-59	John Illes, Chief Financial Officer - Budget Amendment #2 and Capital Reserve Bylaws	Recommendation
60-64	Cheryl Anderson, Manager of Administrative Services – Electoral Area Directors’ Forum (Virtual) – February 2-3, 2021	Recommendation
65-68	Cheryl Anderson, Manager of Administrative Services – Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1933, 2020	Recommendation
69-73	Nellie Davis, Manager of Regional Economic Development – Grant in Aid Request – Fraser Basin Council	Recommendation
74-75	Haley Jeffrey, Emergency Services Manager - Union of BC Municipalities Community Emergency Preparedness Fund – Regional Evacuation Route Planning Application	Recommendation
76-82	Haley Jeffrey, Emergency Services Manager - Revised Financial Assistance for Emergency Response Costs – A Guide for BC First Nations and Local Authorities	Recommendation
83-85	Curtis Helgesen, Chief Administrative Officer - RDBN Appointments - 2021	Ratify
86-94	John Illes, Chief Financial Officer - Taxation Analysis: Land and Improvements	Receive
95-97	Director Riis-Christianson – Canada’s Rural and Remote Broadband Conference Fall 2020	Receive

**VERBAL REPORTS****RECEIPT OF VERBAL REPORTS**



<b><u>PAGE NO.</u></b>	<b><u>ADMINISTRATION CORRESPONDENCE</u></b>	<b><u>ACTION</u></b>
98-99	Ministry of Municipal Affairs and Housing - Letter to Northwest BC Resource Benefits Alliance – UBCM Convention Follow-up	Receive
100	Northwest BC Resource Benefits Alliance - Letter to Premier Horgan – UBCM Convention Follow-up	Receive
101-102	Ministry of Transportation and Infrastructure - UBCM Convention 2020	Receive
103-104	Ministry of Forests, Lands, Natural Resource Operations and Rural Development – UBCM Convention Follow-up	Receive
105-106	Ministry of Jobs, Economic Development Development and Competitiveness – UBCM Convention Follow-up	Receive

#### **ACTION LIST**

107-109	Action List – November 19, 2020	Receive
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#### **SUPPLEMENTARY AGENDA**

##### **NEW BUSINESS**

Director Lambert Item – COVID-19 and Economic Impacts

##### **ADJOURNMENT**

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****MEETING NO. 12****Thursday, November 19, 2020**

**PRESENT:**

Chair	Gerry Thiessen
Directors	Gladys Atrill Shane Brienen Mark Fisher Dolores Funk Judy Greenaway Tom Greenaway Clint Lambert Brad Layton – Via – Teleconference – left at 1:07 p.m., returned at 1:33 p.m. Linda McGuire Chris Newell Mark Parker Jerry Petersen Michael Riis-Christianson Sarrah Storey -arrived at 10:43 a.m.
Staff	Curtis Helgesen, Chief Administrative Officer Cheryl Anderson, Manager of Administrative Services Nellie Davis, Manager of Regional Economic Development – left at 1:08 p.m., returned at 2:51 p.m. John Illes, Chief Financial Officer Jason Llewellyn, Director of Planning – left at 2:13 p.m., returned at 2:31 p.m. Deborah Jones-Middleton, Director of Protective Services – left at 3:35 p.m. Wendy Wainwright, Executive Assistant
Others Via Zoom	Bob Gammer, Community Relations Manager, BC Hydro -10:30 a.m. to 11:06 a.m. Kiel Giddens, Public Affairs Manager, TC Energy -11:06 a.m. to 12:00 p.m. Barrett Kennedy, Socio-Economic Advisor, TC Energy -11:06 a.m. to 12:00 p.m. Rachel Kulasa, Public Affairs, Calgary, TC Energy -11:06 a.m. to 12:00 p.m. Johnson Lee, Stakeholder Engagement Advisor, BC Hydro -10:30 a.m. to 11:06 a.m. Ian McLeod, Community Relations Team, TC Energy -11:06 a.m. to 12:00 p.m. Tanner Moulton, Public Affairs Coordinator, TC Energy -11:06 a.m. to 12:00 p.m. Anne Pulford, Project Manager, BC Hydro -10:30 a.m. to 11:06 a.m. Tamara Trevelyan, Public Affairs, Prince George, TC Energy -11:06 a.m. to 12:00 p.m.
Media	Priyanka Ketkar, Lakes District News – left at 12:06 p.m., returned at 2:42 p.m.
<b><u>CALL TO ORDER</u></b>	CAO Helgesen called the meeting to order at 10:31 a.m.

**ELECTIONS****Chairperson**

CAO Helgesen called for nominations for the position of Chairperson of the Regional District of Bulkley-Nechako for the year 2020/2021.

Moved by Director Petersen  
Seconded by Director McGuire

**2020-12-1**

“That Director Thiessen be nominated for the position of Chairperson of the Regional District of Bulkley-Nechako for 2020/2021.”

CAO Helgesen called for nominations for Chairperson a second time.

CAO Helgesen called for nominations for Chairperson a third time.

There being no further nominations CAO Helgesen declared Director Thiessen Chairperson for the Regional District of Bulkley-Nechako for the year 2020/2021 by acclamation.

**Vice – Chairperson**

CAO Helgesen called for nominations for the position of Vice-Chairperson of the Regional District of Bulkley-Nechako for the year 2020/2021.

Moved by Director Brien  
Seconded by Director Riis-Christianson

**2020-12-2**

“That Director Parker be nominated for the position of Vice-Chairperson of the Regional District of Bulkley-Nechako for 2020/2021.”

CAO Helgesen called for nominations for Vice-Chairperson a second time.

CAO Helgesen called for nominations for Vice-Chairperson a third time.

There being no further nominations CAO Helgesen declared Director Parker as Vice-Chairperson for the Regional District of Bulkley-Nechako for the year 2020/2021 by acclamation.

Chairperson Thiessen assumed the Chair.

Chair Thiessen and Vice-Chairperson Parker thanked the Board.

**AGENDA**

Moved by Director J. Greenaway  
Seconded by Director Petersen

**2020-12-3**

“That the Board Meeting Agenda of November 19, 2020 be approved.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**MINUTES****Board Meeting Minutes**  
**-October 22, 2020**

Moved by Director Funk  
Seconded by Director Petersen

**2020-12-4**

“That the Board Meeting Minutes of October 22, 2020 be adopted.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****Committee Meeting**  
**Minutes**

Moved by Director Parker  
Seconded by Director Funk

**2020-12-5**

“That the Board receive the following Committee Meeting Minutes:

-Broadband Committee Meeting Minutes

-November 5, 2020

-Committee of the Whole Meeting Minutes

-November 5, 2020

-Rural/Agriculture Committee Meeting Minutes

- November 5, 2020.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY****DELEGATIONS****BC HYDRO – Johnson Lee, Stakeholder Engagement Advisor, Anne Pulford, Project Manager and Bob Gammer, Community Relations Manager RE: Prince George to Terrace Capacitor Project Update Via-Zoom**

Chair Thiessen welcomed Johnson Lee, Stakeholder Engagement Advisor, Anne Pulford, Project Manager, and Bob Gammer Community Relations Manager, BC Hydro.

Mr. Lee and Ms. Pulford provided a PowerPoint Presentation.

**Prince George to Terrace Capacitor Project**

- Project Driver
  - o Kitimat LNG
- What BC Hydro is planning
- Capacitor
- Location for Capacitor Stations #1 and #2 Alternatives for Capacitor Station #3
- Capacitor 3 Site Selection
- Timeline
- Next Steps.

Discussion took place regarding:

- Demand for LNG Plant in Kitimat
  - o 500 megawatts
  - o 100 % electricity driven
  - o 100 % supply from BC Hydro
- Output from Site C
  - o 1100 megawatts
- Capacity to operate LNG Plant without Site C
  - o Can LNG Plant run without Site C?
  - o BC Hydro will provide further information to the Board
- Current Capacitor Station locations in relation to proposed Capacitor Stations
- BC Hydro correlation to Rio Tinto and Rio Tinto's Water Engagement Initiative
  - o BC Hydro indicated it will participate in Rio Tinto's Water Engagement Initiative by invitation from Rio Tinto

**DELEGATIONS (CONT'D)****BC HYDRO – Johnson Lee, Stakeholder Engagement Advisor and Anne Pulford, Project Manager RE: Prince George to Terrace Capacitor Project Update Via-Zoom (Cont'd)**

- Current capacity of BC Hydro
  - o 800 megawatts
    - Further information required in regard to the current amount of power available
- Does BC Hydro have the capacity for new mines, existing mine restarts and potential increase for industrial activity?
  - o Ensure there is capacity and three phase power to encourage growth in the region
  - o BC Hydro to provide further information
- Burns Lake Industrial Park.

Chair Thiessen thanked Messrs. Johnson and Gammer and Ms. Pulford for attending the meeting.

**DELEGATION (CONT'D)****TC ENERGY – Kiel Giddens, Public Affairs Manager, Tanner Moulton, Public Affairs Coordinator and Barrett Kennedy, Socio-Economic Advisor RE: Coastal GasLink Update**

Chair Thiessen welcomed Kiel Giddens, Public Affairs Manager and Tanner Moulton, Public Affairs Coordinator, Barrett Kennedy, Socio-Economic Advisor, TC Energy.

Mr. Giddens and Kennedy provided a PowerPoint Presentation.

## Coastal GasLink Project Update

- Project overview
- About TC Energy
- Project Highlights
- Construction Timeline
- How TC Energy builds a pipeline
- Clearing and grading in the RDBN
- Pipe arrival and stockpiling progress in RDBN
- Stringing and bending progress in RDBN
- Welding progress in RDBN
- Pipe installation in RDBN
- Workforce accommodation in RDBN
- Safety is TC Energy's number one value
- Socio-Economic Effects Management Plan (SEEMP)
- SEEMP Economic & Social Effects
- SEEMP Feedback during Phase 4 Engagement (June-November 2020)
- Minimizing impacts during construction
- Workforce accommodation
- Workforce accommodation locations (waste management)
- Opportunities through Prime Contractors
- Building stronger communities
- Creating a legacy of safety and respect
- Keeping in touch.

**DELEGATION (CONT'D)****TC ENERGY – Kiel Giddens, Public Affairs Manager, Tanner Moulton, Public Affairs Coordinator and Barrett Kennedy, Socio-Economic Advisor RE: Coastal GasLink Update**

Discussion took place regarding:

- Pipeline corridor
  - o 60 metre construction corridor
  - o Allow to revegetate to a 10 metre corridor
  - o Continuous brushing of the right-of-way will take place by sub-contractors
  - o Regulations require public access restrictions
  - o Benefits of rights-of-way e.g. Fire guards during wildfire events
  
- Liquid waste
  - o Liquid waste disposal when camps reach full capacity
    - TC Energy works with municipalities that have the ability to accept waste within permitted values
    - Last estimates completed in May 2020
    - Monitoring
    - TC Energy will not exceed municipal values
      - Respecting municipal systems and providing a revenue opportunity
  - o Will there be an issue regarding liquid waste disposal when work camps are at capacity?
    - Mr. Giddens commented that issues are not anticipated, and monitoring will continue
    - Work camps have the ability to hold certain volumes
  
- Contaminated Soil
  - o Clarity required in regard to the disposal of contaminated soils
    - Disposal locations
    - Levels of contamination
    - Source of contamination
    - Frequency
  - o Delivered to Alberta or BC landfill locations based on regulations, permitted volumes, levels of contamination, and willingness to accept material
  - o Concerns were brought forward in regard to the potential impacts to ecosystems
    - Clearly outlined information in regard to disposal of contaminated soils is required
    - Mr. Giddens indicated that TC Energy Environmental Technical Professionals will follow up with the Regional District
  
- Pipe
  - o Most pipe is manufactured in Regina, Saskatchewan
  - o Travels via rail and truck to required locations
  - o Thicker walled pipe is manufactured in Japan
    - Transported via ship/rail/truck to locations along the pipeline route
  
- Challenges and pressures on community health care
  - o Trained medical professionals at work camps
  - o BC Ambulance – paramedics leaving to work on the pipeline
  - o Mr. Giddens noted that TC Energy is in discussions with Northern Health
    - Each work camp/lodge
      - Occupational Health Nurse
      - Available on-call physicians
    - TC Energy investigating further to determine impacts to medical communities
  
- Requirements for Pipeline employees to stay at work camps/lodges
  - o Requirements determined by contractor
  - o TC Energy will provide further information in regard to requirements for workers to stay in camp.

Chair Thiessen thanked Mr. Giddens and associates for attending the meeting.

**ELECTORAL AREA PLANNING (All Directors)****Bylaw for 3rd Reading**

Chair Thiessen recused himself from the meeting at 12:04 p.m. due to a conflict of interest regarding 3<sup>rd</sup> Reading – Bylaw No. 1918, 2020 Rezoning Application F-01-20(CSFS) – Electoral Area “F”. He is the realtor selling the adjacent property.

3<sup>rd</sup> Reading – Bylaw  
No. 1918, 2020 - Rezoning  
Application F-01-20 (CSFS)  
Electoral Area “F”

Moved by Director Petersen  
Seconded by Director Brien

2020-12-6

1. “That the Board receive the Report of the Public Hearing for Regional District of Bulkley-Nechako Rezoning Bylaw No. 1918, 2020.
2. That Regional District of Bulkley-Nechako Rezoning Bylaw No. 1918, 2020 be given third reading this 19<sup>th</sup> day of November, 2020.
3. And that should Rezoning Bylaw 1918 be supported at third reading, adoption not be considered until the proposed use has been approved by the ALR.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Break for lunch at 12:06 p.m.****Reconvened at 12:54 p.m.**

Chair Thiessen returned to the meeting at 12:54 p.m.

**Bylaw for Adoption**

RDBN Floodplain Management  
Bylaw No. 1878, 2020  
Proposed New Floodplain  
Management Bylaw

Moved by Director Storey  
Seconded by Director McGuire

2020-12-7

“That Regional District of Bulkley-Nechako Floodplain Management Bylaw No. 1878, 2020” be adopted this 19<sup>th</sup> day of November, 2020.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY



**DEVELOPMENT VARIANCE PERMIT**

Development Variance Permit      Moved by Director Fisher  
Application A-03-20                      Seconded by Director Atrill  
Electoral Area "A"

2020-12-8                                      "That the Board approve Development Variance Permit A-03-20 for the property located at 6150 Donaldson Road to vary Section 23.0.5 (1) (a) of Regional District of Bulkley-Nechako Zoning Bylaw No. 1800, 2020 to decrease the front parcel line setback from 7.5 metres (24.61 ft.) to 4.5 metres (14.76 ft) for the existing building and proposed addition built in general compliance with Schedule A of the permit; and further, that the permit be issued once authorization is received from the Province."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**DEVELOPMENT SERVICES (All Directors)****Municipal Referral**

District of Vanderhoof Official      Moved by Director Petersen  
Community Plan and Zoning              Seconded by Director Parker  
Bylaw Referral

2020-12-9                                      "That staff inform the District of Vanderhoof that the Regional District of Bulkley-Nechako has no concerns with the proposed new Official Community Plan (OCP) and Zoning Bylaw and that it is recommended that the reference to a Regional Growth Strategy be removed from page 65 of the draft OCP."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Crown Land Referral**

Crown Land Referral                      Moved by Director Petersen  
No. 7410156 Electoral Area F              Seconded by Director T. Greenaway

2020-12-10                                      "That the Comment Sheet for Crown Land Referral No. 7410156 be provided to the Province."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**Changes In And About A Stream Referral**

Changes in and about a Stream      Moved by Director Petersen  
Referral 7002742 – Electoral              Seconded by Director Storey  
Area "F"

2020-12-11                                      "That the Comment Sheet for Changes in and About a Stream Referral No. 7002742 be provided to the Province."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**BUILDING INSPECTION (All Directors)**Third Quarter Building Permit Summary

Moved by Director Storey  
Seconded by Director Funk

2020-12-12

“That the Board receive the Building Inspector’s Third Quarter Building Permit Summary report.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**ADMINISTRATION REPORTS**Committee Meeting Recommendations November 5, 2020

Moved by Director Storey  
Seconded by Director Riis-Christianson

2020-12-13

“That the Board approve Recommendations 1 through 5 as written:

**Committee of the Whole Meeting – November 5, 2020****Recommendation 1: Re: Purchasing Policy**

“That staff bring forward Bylaw 1926 for three readings and adoption at the next Board Meeting and that the Purchasing Policy be brought back for approval.”

**Recommendation 2: Re: Chinook Community Forest Firewood Donation**

“That the Board donate its logging truck load of firewood to the Burns Lake Men’s Breakfast Club.”

**Broadband Committee Meeting – November 5, 2020****Recommendation 3: Re: Revised Project Priority Setting**

“That the Board amend the January 9, 2020 project prioritization resolution as follows: That the Board prioritize the following projects for 2020/21: Fort St. James Rural (Sowchea, Mount Pope, Necoslie Rd); Buck Flats; Highway 35 and Southbank; Grassy Plains and Ootsa Lake; Industrial Cellular and LTE Coverage for Clearview Landfill; and the east end of Francois Lake.”

**Recommendation 4: Re: Space Exploration Technologies Corporation Letter**

“That the Board send a letter to Space Exploration Technologies Corp. (SpaceX) requesting participation in the Corporation’s planned beta testing of Starlink Satellite service with volunteer households in Canada.”

**Rural/Agriculture Committee Meeting – November 5, 2020****Recommendation 5: Re: Federal Gas Tax Review Letter**

“That the Board provide the Federal Gas Tax Review Letter to MP Taylor Bachrach in his role as NDP Critic for Infrastructure and Communities to advocate for changes to the eligibility criteria for the Federal Gas Tax Program.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Northern Development Initiative Trust-Business Façade Improvement Program Moved by Director Storey  
Seconded by Director McGuire

2020-12-14

“That the Board supports the application to Northern Development Initiative Trust (NDIT) for a grant of up to \$20,000 for the 2021 Business Façade Improvement Program from the Prince George and Northwest Regional Accounts.

And, that the Board agrees to enter into a contract with NDIT, should the funding be approved, and provide overall grant management for the project.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Federal Gas Tax Funds -Electoral Area “C” (Fort St. James Rural) Stuart Lake Golf Course

Moved by Director T. Greenaway  
Seconded by Director J. Greenaway

2020-12-15

“That the Board authorize contributing up to \$155,000 of Electoral Area “C” (Fort St. James Rural) Federal Gas Tax allocation monies to a Recreation Infrastructure Project at the Stuart Lake Golf Course, and further,

(All/Directors/Majority)

CARRIED UNANIMOUSLY

That the Board authorize the withdrawal of up to \$155,000 from the Federal Gas Tax Reserve Fund.”

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

CRTC Proceeding 2020-366

Moved by Director Riis-Christianson  
Seconded by Director Storey

2020-12-16

“That the Board direct staff to register as a party to CRTC Proceeding 2020-366 and complete the proceeding submission with input from Broadband Committee Members as required.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Tourism Prince George - NDIT Application – Marketing Initiatives

Moved by Director Atrill  
Seconded by Director Funk

2020-12-17

“That the Board support the application to Northern Development Initiative Trust from Tourism Prince George for a grant of up to \$20,000 for the GO North RV Initiative from the Prince George and Northwest Regional Accounts.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORTS (CONT'D)**

Federal Gas Tax Funds  
-Electoral Area "A" (Smithers  
Rural) Village of Telkwa  
-Woodland Park Rink

Moved by Director Fisher  
 Seconded by Director Storey

2020-12-18

"That the Board authorize contributing up to \$13,252 of Electoral Area "A" (Smithers Rural) Federal Gas Tax allocation monies to a Recreation Infrastructure Project at the Woodland Park Rink, and further,

(All/Directors/Majority)

CARRIED UNANIMOUSLY

That the Board authorize the withdrawal of up to \$13,252 from the Federal Gas Tax Reserve Fund."

(Participants/Weighted/Majority)

CARRIED UNANIMOUSLY

C2C Forum Approval

Moved by Director Atrill  
 Seconded by Director J. Greenaway

2020-12-19

"That the Board receive the Manager of Regional Economic Development's C2C Forum Approval memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

RDBN Committees - 2021

Discussion took place regarding the following:

- Solid Waste Management Plan Advisory Committee
- Committee Chair remuneration
- Forestry Committee
  - o Original implementation
  - o Forestry topics relating to the entire region
  - o Ensure key forestry concerns brought forward
  - o Lobbying efforts
  - o Strategic Plan in relation to Forestry
  - o Forestry topics addressed at Committee of the Whole
- Forestry and Waste Management Committees
  - o Remain in place to January 2021 Board Meeting – Board review
  - o 2020 Committee Chairs work with staff in regard to Committee Terms of Reference
  - o Provide a Committee action/priority list monthly to the Board
- A Resource Development Committee
- Ability to establish a Committee or Task Force as required.

RDBN Committees – 2021

Moved by Director T. Greenaway  
 Seconded by Director Storey

2020-12-20

"That the Board dissolve the Forestry Committee and the Waste Management Committee. And Further that the Board recommend to the Regional Transit Committee that the Terms of Reference be amended to include that the Chair and Vice Chair of the RDBN be the Chair and Vice Chair of the Regional Transit Committee."

(All/Directors/Majority)

DEFEATED

**ADMINISTRATION REPORTS (CONT'D)****RDBN Committees – 2021**

Moved by Director Brienen  
Seconded by Director Riis-Christianson

2020-12-21

“That the Board recommend to the Regional Transit Committee that the Terms of Reference be amended to include that the Chair and Vice Chair of the RDBN be the Chair and Vice Chair of the Regional Transit Committee.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**Break at 2:13 p.m.****Reconvened at 2:25 p.m.****Introduction of Environmental Coordinator**

Alex Eriksen, Director of Environmental Services introduced Joe Chubb, Environmental Coordinator.

**BC Natural Resources Forum (Virtual) – January 26-28, 2021**

Moved by Director McGuire  
Seconded by Director Parker

2020-12-22

“That the Rural Directors be authorized to attend the BC Natural Resources Forum (Virtual) January 26-28, 2021.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**Local Government Leadership Academy (LGLA) 2021 Annual Leadership Forum (Virtual) -February 3-4, 2021**

Moved by Director Riis-Christianson  
Seconded by Director Storey

2020-12-23

“That the Chair and Rural Directors be authorized to attend the LGLA 2021 Annual Leadership Forum (Virtual) February 3-4, 2021.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**Schedule of Board Meetings -2021**

Moved by Director Storey  
Seconded by Director J. Greenaway

2020-12-24

“That the Board ratify the 2021 RDBN Meeting Schedule as presented.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY**Freedom of Information Bylaw No. 1931, 2020 and Regional District Freedom of Information Repeal Bylaw No. 1932, 2020**

Moved by Director Storey  
Seconded by Director McGuire

2020-12-25

1. “That Freedom of Information Bylaw No. 1931, 2020 be given first, second, third reading and adoption this 19<sup>th</sup> day of November, 2020, and further

2. That Regional District Freedom of Information Repeal Bylaw No. 1932, 2020 be given first, second, third reading and adoption this 19<sup>th</sup> day of November, 2020.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORT (CONT'D)**

Corporate Records  
Management Bylaw No. 1917,  
2020 and Regional District  
Retention of Records Repeal  
Bylaw No. 1919, 2020

Moved by Director Riis-Christianson  
Seconded by Director Petersen

2020-12-26

1. "That Corporate Records Management Bylaw No. 1917, 2020 be given first, second, third reading and adoption this 19<sup>th</sup> day of November, 2020, and further

2. That Regional District Retention of Records Repeal Bylaw No. 1919, 2020 be given first, second, third reading and adoption this 19<sup>th</sup> day of November, 2020."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Telkwa Rural Fire Protection  
Service Area Boundary  
Amendment Bylaw  
No. 1933, 2020

Moved by Director Layton  
Seconded by Director Lambert

2020-12-27

"That Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1933, 2020 be given first, second, and third reading this 19<sup>th</sup> day of November, 2020."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Southside Rural Fire Protection  
Local Service Establishment  
Amendment Bylaw  
No. 1923, 2020

Moved by Director Lambert  
Seconded by Director Riis-Christianson

2020-12-28

"That Southside Rural Fire Protection Local Service Establishment Amendment Bylaw No. 1923, 2020 be adopted this 19<sup>th</sup> day of November, 2020."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Topley Rural Fire Protection  
Service Establishment  
Amendment Bylaw  
No. 1924, 2020

Moved by Director Riis-Christianson  
Seconded by Director Newell

2020-12-29

"That Topley Rural Fire Protection Service Establishment Amendment Bylaw No. 1924, 2020 be adopted this 19<sup>th</sup> day of November, 2020."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

**ADMINISTRATION REPORT (CONT'D)**

Southside Rural Fire Protection Agreement – January 1, 2021 to December 31, 2025 Moved by Director Lambert  
Seconded by Director Riis-Christianson

2020-12-30

1. "That the Board authorize staff to renew the Southside Rural Fire Protection Agreement for the five-year term from January 1, 2021 to December 31, 2025 with the Southside Volunteer Fire Department Society.

2. That the Board authorize the Board Chair and the Chief Administrative Officer to sign the Southside Rural Fire Protection Agreement."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Topley Rural Fire Protection Agreement – January 1, 2021 to December 31, 2025 Moved by Director Riis-Christianson  
Seconded by Director Newell

2020-12-31

1. "That the Board authorize staff to renew the Topley Rural Fire Protection Agreement for the five-year term from January 1, 2021 to December 31, 2025 with the Topley Fire Protection Society."

2. That the Board authorize the Board Chair and the Chief Administrative Officer to sign the Topley Rural Fire Protection Agreement."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Community Engagement Preparedness Fund - Volunteer Fire Department Training Grant Moved by Director Layton  
Seconded by Director Parker

2020-12-32

"That the Board receive the Regional Fire Chief's Community Emergency Preparedness Fund – Volunteer Fire Department Training Grant memorandum."

(All/Directors/Majority)

CARRIED UNANIMOUSLY

New Purchasing Bylaw

Moved by Director Storey  
Seconded by Director Funk

2020-12-33

"That Regional District of Bulkley-Nechako Delegation of Purchasing Bylaw No. 1926, 2020 be given first, second, third reading, and adoption this 19<sup>th</sup> day of November, 2020.

And, that the Board approve the Procurement Policy dated November 17, 2020."

(All/Directors/Majority)

CARRIED UNANIMOUSLY



**ADMINISTRATION REPORT (CONT'D)**

Income Statements for Nine Months Ending September 30, 2020

Moved by Director Layton  
Seconded by Director J. Greenway

2020-12-34

“That the Board receive the Chief Financial Officer’s Income Statements for Nine Months Ending September 30, 2020 memorandum.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

Discussion took place regarding an RDBN Pre-budget meeting in December and staff capacity.

**VERBAL REPORTS**

Book on the History of Hudson Bay Mountain

Director Fisher mentioned that a book on the history of Hudson Bay Mountain will be released soon. Information regarding the Book was on CBC.

Young Agrarians

Director Fisher spoke of the Young Agrarians and Farm to School pod active in Smithers. He met with them this week.

Director Fisher also met with John Stevenson, Regional Agrologist, Smithers, Ministry of Agriculture.

Smithers District Chamber of Commerce 2020 Community & Business Virtual Awards

Director Fisher mentioned that the Smithers District Chamber of Commerce is hosting its 2020 Community & Business Virtual Awards on November 25, 2020. He spoke of one of the creative initiatives taking place where people can order food and beverage snack boxes from the Riverside Kitchen, Bulkley Valley Brewery or Smithers Brewing Company to take home and watch the Awards.

9<sup>th</sup> Street Project – Houston

Director Brienens noted that the 9<sup>th</sup> Street Project is almost complete for the year and noted that some parking areas have been converted to landscaping.

RBA Steering Committee Meeting

Director Brienens will be attending the RBA Steering Committee Meeting November 20, 2020.

North Central Local Government Association (NCLGA) Board Meeting

Director Brienens, along with Director Storey, NCLGA President and Director Greenaway, NCLGA Director at Large attended the NCLGA Board Meeting. He mentioned that topics discussed included CN, NCLGA 2021 Virtual AGM, capacity of NCLGA Board and staff and NCLGA Membership fees. He noted that CN concerns relate to all members of NCLGA.

Director Storey announced that the NCLGA 2021 Virtual AGM will be held March 5-6, 2021. As President of NCLGA she has been appointed to the Union of B.C. Municipalities Health and Social Development Committee. The Committee is working on three key initiatives: advocate for provincial policies and strategies that support health and wellbeing in communities throughout BC; monitor implementation of Provincial Mental Health Strategy including BC Public Health crisis on opioid deaths; and address homelessness and impacts of homelessness on seniors and others.

**VERBAL REPORTS (CONT'D)**

Director Storey commented that Brian Frenkel, President, Union of B.C Municipalities and Garth Frizzell, President, Federation of Canadian Municipalities presented at the NCLGA Board Meeting, along with being included in a photoshoot opportunity.

Director Storey indicated that NCLGA is working on a policy regarding emergency resolutions and is also investigating moving forward the Solid Waste Forum potentially in September, 2021.

Artemis Gold Inc. Community Liaison Committee Meeting November 13, 2020

Director Petersen attended Artemis Gold Inc. Community Liaison Committee Virtual Meeting on November 13, 2020. He spoke of Artemis Gold Inc. planning to develop the Blackwater Gold Project in three phases which will extend the life of the mine from 17 to 20 years. There will no longer be an airstrip at the mine site. Access to the mine will be through the Kluskus Forest Service Road. He noted that over the 20-year life of the mine there will be 9000 job years. Construction for the mine is proposed to begin in 2022 with operations to begin in 2024. Artemis Gold Inc. is maintaining an office in Vanderhoof. The Community Liaison Committee is a condition of the Environmental Assessment Process.

Road Usage in Electoral Area "G" (Houston Rural)

Director Newell commented that concerns have been raised in Electoral Area "G" (Houston Rural) regarding secondary roads being narrow and with snow are now less than two lanes in width. The industrial traffic on the roads creates safety concerns.

Railway Ties in Topley

Director Newell inquired about the large number of railway ties located in Topley and questioned the fire risk.

Exploration in Bob Creek Area

Director Newell mentioned that the exploration in the Bob Creek area has concluded. He noted that the company conducting the drilling has recently changed its name and he spoke of the concerns raised by area residents and users at the time of the exploration.

Virtual Remembrance Day Ceremony – Town of Smithers

Director Atrill mentioned that the Town of Smithers had a virtual Remembrance Day Ceremony with a small number of in person participants.

Smithers Regional Airport -Town of Smithers

Director Atrill reported that the Smithers Regional Airport is to resume flights December 1, 2020. She noted concerns regarding the financial situation of the airport.

Rail Safety Presentation -Town of Smithers

Director Atrill noted that the Town of Smithers Council received a similar presentation regarding rail safety.

COVID-19 Pandemic – Mask Wearing

Director Atrill mentioned that the Town of Smithers has been asked to consider a leadership role regarding masks concerning COVID-19. She noted the role of the Provincial Health Officer.

Town of Smithers Economic Development Coordinator

Director Atrill announced that the Town of Smithers has recently chosen a successful candidate for the position of Economic Development Coordinator.

**VERBAL REPORTS (CONT'D)**

<u>Town of Smithers COVID-19 Roundtables</u>	Director Atrill indicated she has resumed participation in the Town of Smithers COVID-19 Roundtables.
<u>CN Follow-up</u>	Director Funk mentioned that a reporter from The Tye has contacted her in regard to CN safety concerns and CN has also reached out to her for further conversation.
<u>Village of Burns Lake Economic Development &amp; Recovery Committee</u>	Director Funk reported that the Village of Burns Lake Economic Development Recovery Committee started at the end of August 2020. Exciting economic development opportunities have been brought forward.
<u>Village of Burns Lake Tourism Plan</u>	Director Funk announced that the Village of Burns Lake has released its new Tourism Plan. Director Riis-Christianson, along with Director Lambert met with the Burns Lake Chamber of Commerce and Village of Burns Lake in regard to the new Tourism Plan and he commented that it is an exciting initiative for the community.
<u>Village of Granisle Remembrance Day Ceremony</u>	Director McGuire commented that the Village of Granisle held a Remembrance Day Ceremony and had attendees remain in their vehicles. In attendance were two RCMP for the flag ceremony and seven additional RCMP officers that were in the region for pipeline security detail. Taylor Bachrach, MP Skeena-Bulkley Valley participated in the wreath laying ceremony on behalf of the Federal Government.
<u>Village of Granisle Wastewater Treatment Plant Project</u>	Director McGuire announced that the Village of Granisle received seven Tender Packages for its Wastewater Treatment Plant Project.
<u>General Store – Granisle</u>	Director McGuire spoke of the closure of the store in Granisle. She is hopeful the store will find a new owner and remain operational.
<u>Village of Granisle Community Vehicle Program</u>	Director McGuire announced that the Village of Granisle Community Vehicle Program funding has been renewed and extended to March 2022.
<u>Village of Granisle – Logging Truck Traffic</u>	Director McGuire mentioned the Village of Granisle has a number of logging trucks travelling through its community and brought forward concerns regarding the impacts to road infrastructure. They are reviewing their Bylaw in regard to Commercial Vehicles and imposing a fee for road maintenance.
<u>Fort St. James T.V. Rebroadcasting Society</u>	Director T. Greenaway reported that the Fort St. James Rebroadcasting Society has completed works to the system. The Society has been in service for 30 years and currently provides 30 high quality digital channels. He spoke of the good work the Society is doing.
<u>Logging Truck Incidents -Fort St. James Area</u>	Director T. Greenaway voiced concerns in regard to the number of logging trucks that have had accidents or driven off the road in the Fort St. James area recently.

**VERBAL REPORTS (CONT'D)**

<u>Village of Telkwa – Water Main Updates</u>	Director Layton mentioned that the Village of Telkwa has completed three water main upgrades in the community and is planning complete works on its asbestos line in place since the 1970's in the spring of 2021.
<u>Village of Telkwa Council Chambers</u>	Director Layton commented that the Village of Telkwa Council Chambers are being retrofitted to follow COVID-19 guidelines to allow better public attendance.
<u>Stuart Lake Recycling Coop</u>	Director J. Greenaway announced that the Stuart Lake Recycling Coop had its Grand Opening on October 30, 2020.
<u>Fort St. James Arena</u>	Director J. Greenaway mentioned that the Fort St. James Arena has reopened for the season on November 5 <sup>th</sup> after requiring upgrades.
<u>Lakes District Arts &amp; Culture Service Establishment Bylaw Meeting</u>	Directors Riis-Christianson and Lambert and the Village of Burns Lake attended a presentation with organizations in regard to the 2021 Lakes District Arts & Culture Service Establishment Bylaw funding allocation.
<u>Regional Broadband Meeting</u>	Director Riis-Christianson participated in the Regional Connectivity Network Committee Meetings this week. He has provided the Terms of Reference to CAO Helgesen. He noted that the CRTC has extended the deadline for submission for CRTC Proceeding 2020-366 in regard to access to utility poles. Director Riis-Christenson mentioned that the more submissions the better.
<u>Chinook Emergency Response Society</u>	Director Lambert indicated he attended the Chinook Emergency Response Society AGM. The Society has completed their Phone Booth Map Project including signage that shows locations where individuals can potentially access cell service on the Southside and Colleymount areas.
<u>Grand Opening of the Fraser Lake Community Centre</u>	Director Parker announced the Grand Opening of the Fraser Lake Community Centre November 24 <sup>th</sup> . He mentioned that Federal Gas Tax was utilized to assist the Community Centre and it is a great facility.
<u>Inclusion in Communities</u>	Chair Thiessen spoke of the importance of inclusion in a community and for every individual to feel included, valued and safe.
<u>Opioid Crisis</u>	Chair Thiessen brought forward concerns in regard to the current opioid crisis impacting communities and the region. He noted that the First Nations communities of Tlazt'en and Saik'uz has written letters in regard to the opioid crisis. He spoke to potentially having a Task Force to address the issue and the RDBN working with the RCMP. Discussion also took place in regard to inviting Northern Health to a future meeting to discuss the opioid crisis. Director Layton spoke of providing education in regard to the <i>Good Samaritan Act</i> and use of Naloxone kits in Telkwa.

**VERBAL REPORTS (CONT'D)**Forestry Initiatives

Chair Thiessen spoke with the Assistant Deputy Minister of Forests, Lands, Natural Resource Operations and Rural Development in regard to First Nations forestry initiatives.

NDIT Connecting British Columbia Program

Chair Thiessen mentioned that he spoke with NDIT (Northern Development Initiative Trust) in regard to having community letters of support for submissions for NDIT's Connecting British Columbia Program.

Receipt of Verbal Reports

Moved by Director Storey  
Seconded by Director McGuire

2020-12-35

"That the verbal reports of the various Board of Directors be received."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**ADMINISTRATION CORRESPONDENCE**Administration Correspondence & Action List

Moved by Director Storey  
Seconded by Director Brienen

2020-12-36

"That the Board receive the following:

**Administration Correspondence**

-Ministry of Environment and Climate Change Strategy – UBCM Meeting Follow-up  
-Ministry of Municipal Affairs and Housing – UBCM Meeting Follow-up

**ACTION LIST**

-October 2020."

(All/Directors/Majority)

CARRIED UNANIMOUSLY**NEW BUSINESS**Contaminated Soil/Liquid Waste

Director Brienen brought forward concerns in regard to the lack of information in regard to the disposal of contaminated soils and pipeline activity.

Chair Thiessen identified the importance of having a clear outline of where and how much liquid waste is also being disposed of by pipeline companies. Requesting actual volumes and capacity of liquid waste produced by the work camps, pipelines and all mining companies in the region was discussed.

Director Storey spoke of liquid waste disposal at the Village of Fraser Lake's wastewater system and the inability to develop its fourth lagoon because of the freshet in 2020.

Director J. Greenaway noted that the District of Fort St. James wastewater system is located on Nak'azdli First Nation land.

Staff will follow up in regard to contaminated soils, liquid waste and waste management with pipeline and mining companies in the region.

**NEW BUSINESS****Invitation to Pipeline  
Representatives to attend  
a Future Board Meeting**

Moved by Director Brien  
Seconded by Director Funk

2020-12-37

“That the Board invite representatives from TC Energy as a delegation to the December 2020 Board Meeting to provide a clear outline of the process, procedures and location of disposal of contaminated soils and liquid waste.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**BC Hydro**

Director Brien spoke of further clarification regarding the power capacity of BC Hydro and understanding the power grid in relation to available power in communities. He also commented on BC Hydro’s Site C Project and providing power for current and future projects. Chair Thiessen noted that the lack of sufficient power in communities impacts the abilities for business and economic development. LNG requirements for power from BC Hydro’s Site C Project was discussed.

**New Provincial Health  
Orders COVID-19  
Pandemic**

Director Parker announced that he received notification that the Provincial Health Officer announced new guidelines in regard to masks and COVID-19 Pandemic guidelines.

**Electronic Meeting Technology**

Director Fisher spoke of upgrading the video/teleconference equipment at the RDBN. He brought forward working with RDBN municipal partners to move forward upgrading virtual technology and discussing the topic during budget discussions. The Town of Smithers, Village of Burns Lake, and Village of Granisle indicated their support and outlined their council’s direction to also move forward with upgrading their municipalities virtual equipment and technology. Staff will bring forward information at a future meeting.

**IN-CAMERA MOTION**

Moved by Director Storey  
Seconded by Director McGuire

2020-12-38

“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(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 (First Nations Engagement/Broadband may be closed to the public, and therefore exercise their option of excluding the public for this meeting.”

(All/Directors/Majority)

**CARRIED UNANIMOUSLY**

**ADJOURNMENT**

Moved by Director McGuire  
Seconded by Director Newell

2020-12-39

“That the meeting be adjourned at 3:43 p.m.”

(All/Directors/Majority)

CARRIED UNANIMOUSLY

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Gerry Thiessen, Chair

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Wendy Wainwright, Executive Assistant





## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### STAFF REPORT

**TO:** Chair Thiessen and Board of Directors  
**FROM:** Deneve Vanderwolf, Planner 1  
**DATE:** December 10, 2020  
**SUBJECT:** Municipal Land Use Referral Houston-01-20

### RECOMMENDATION

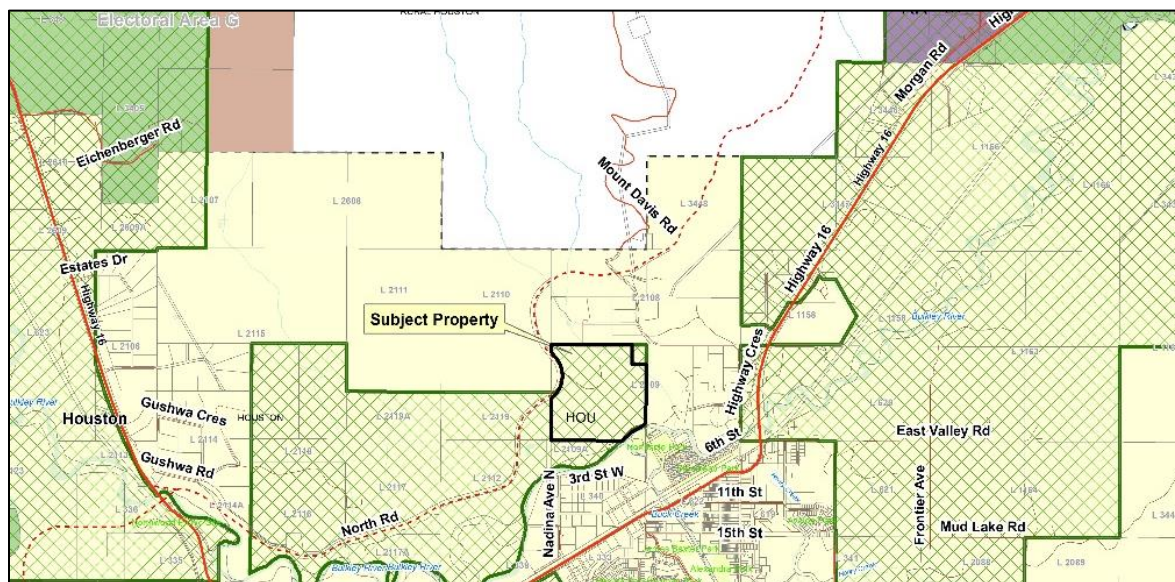
That staff inform the District of Houston that the Regional District of Bulkley-Nechako has no concerns with the proposed Official Community Plan (OCP) amendment.

### VOTING

All Directors / Majority

### DISCUSSION

The District of Houston is proposing to change the Official Community Plan designation for the subject property from Agricultural / Resource to Rural Residential. Staff have no concerns.





## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### STAFF REPORT

**TO:** Chair Thiessen and Board of Directors  
**FROM:** Deneve Vanderwolf, Planner 1  
**DATE:** December 10, 2020  
**SUBJECT:** Mine Application Referral No. 1300554-202001

### RECOMMENDATION

That the attached comment sheet be provided to the Province as the Regional District's comments on Mine Application Referral 1300554-202001.

### VOTING

All Directors / Majority

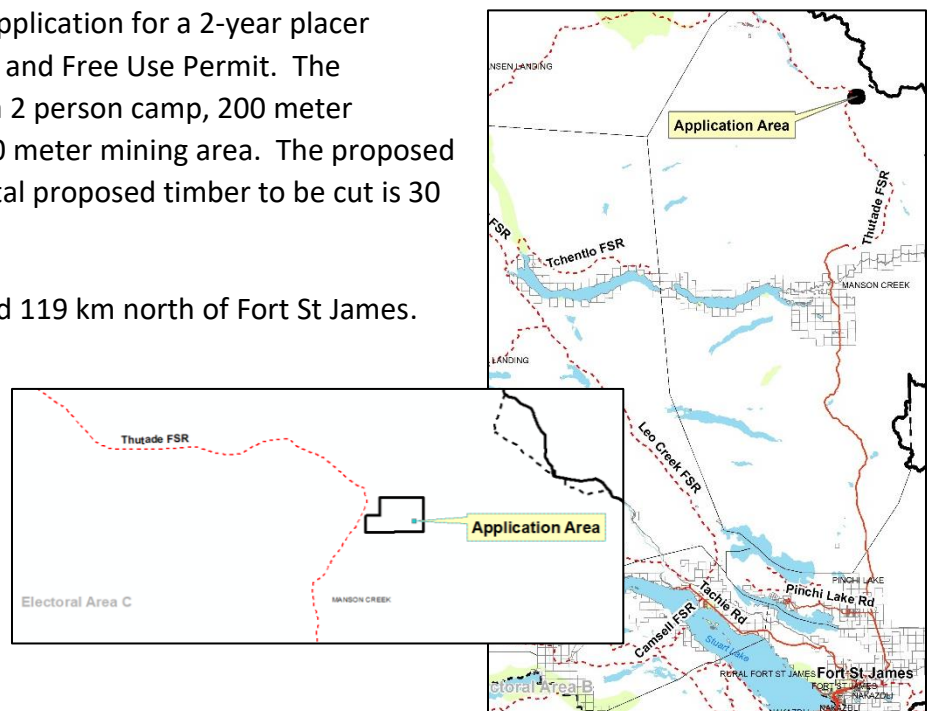
### DISCUSSION

This referral is regarding an application for a 2-year placer exploration Mines Act Permit and Free Use Permit. The applicant wants to establish a 2 person camp, 200 meter exploration trail, and 50 x 100 meter mining area. The proposed disturbance is 0.61 ha and total proposed timber to be cut is 30 cubic meters.

The application area is located 119 km north of Fort St James.

### ATTACHMENT

Comment Sheet





**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
COMMENT SHEET ON MINE REFERRAL 1300554-202001**

---

<b>Electoral Area:</b>	C
<b>Applicant:</b>	Danny Michaud
<b>Existing Land Use:</b>	Forested, Historic Mining Activity
<b>Zoning:</b>	No
<b>Plan Designation</b>	No
<b>Proposed Use Comply with Zoning:</b>	N/A
<b>If not, why?</b>	
<b>Agricultural Land Reserve:</b>	No
<b>Access:</b>	Thutade FSR
<b>Building Inspection:</b>	No
<b>Fire Protection:</b>	No
<b>Other comments:</b>	None



## REGIONAL DISTRICT OF BULKLEY-NECHAKO

### STAFF REPORT

**TO:** Chair Thiessen and Board of Directors  
**FROM:** Deneve Vanderwolf, Planner 1  
**DATE:** December 10, 2020  
**SUBJECT:** Telus Wireless Communication Facility No. BC106733

### RECOMMENDATION

That the Regional District Board direct staff to send a letter stating that the RDBN has no objection to the proposed communication tower location.

### VOTING

All Directors / Majority

### DISCUSSION

The Regional District has received a referral from TELUS c/o Cypress Land Services regarding a proposed wireless communication tower to improve wireless communications services in the rural communities to the southeast of Smithers.



The proposed tower is 45.0 m tall, is proposed to be located on private land legally described as Lot 1 Section 20 Township 4 Range 5 Coast District Plan Epp11660, and located approximately 4 km southeast of Smithers.

The application area is zoned Large Holdings (H1) in RDBN Zoning Bylaw 1800, 2020. Unattended public service or utility buildings and structures having no exterior storage of any kind are permitted in all zones of the Regional District of Bulkley-Nechako Zoning Bylaw. It is noted that Zoning cannot regulate telecommunications towers, as this is under Federal jurisdiction.

### **AGRICULTURAL LAND RESERVE**

The application area is within the Agricultural Land Reserve (ALR). The site area is smaller than 100m<sup>2</sup>; therefore, the proposal does not need a Non-Farm Use approval from the Agricultural Land Commission prior to construction of the tower. However, the applicant will be required to apply for a notice of intent for the removal and placement of fill.

### **INDUSTRY CANADA CONSULTATION REQUIREMENTS**

Industry Canada has a public consultation policy that proponents must follow prior to the placement of communication towers. This policy requires that proponents consult with the local land use authority prior to construction. The RDBN relies on Industry Canada's default public consultation process which is outlined below.

The proponent is required to do the following.

1. Provide written notification to the public, the land use authority and Industry Canada of the proposed antenna system installation or modification.
2. Engage the public and the land-use authority to address relevant questions, comments and concerns regarding the proposal.
3. And, provide an opportunity to the public and the land use authority to formally respond in writing to the proponent regarding measures taken to address reasonable and relevant concerns.

The aim of the consultation with the local authority is to do the following

- Discuss site options;
- Ensure that local processes related to antenna systems are respected;
- Address reasonable and relevant concerns from both the land use authority and the community they represent; and,
- Obtain land use authority concurrence in writing.



**TELUS CONSULTATION WITH THE PUBLIC**

Telus has informed the RDBN that they placed the attached public notice in Smithers Interior News on October 22, 2020.

Industry Canada requires notices to be sent to all dwellings and properties that are found within three times the tower height, which is 135 metres for this proposal. There are five residents or other affected parties within the notification area. During the consultation period, Telus indicated that they received one phone call from a resident providing their support of the project.

**STAFF COMMENTS**

Staff have no concerns regarding the location of the proposed communications tower.

**Photo Simulation - Provided by the Applicant****ATTACHMENT**

Newspaper Ad – Smithers Interior News, October 22, 2020

# NEWS

## Houston backs call for railway safety inquiry

**Rod Link**  
The District of Houston has added its voice to calls wanting an inquiry into safety along the CN line in the northwest in light of increasing shipments of propane and other flammable products.

The inquiry call, being made to federal transport minister Marc Garneau, follows correspondence from two local residents.

Charlie Kearns and Cindy Verbeek, the project coordinator for the Buck Creek CANFOR Hatchery, noted that 50 to 60 propane tank cars are now travelling each day to a Prince Rupert terminal owned by AltaGas and Vopak Canada, a subsidiary of a Dutch company of the same name.

Vopak now wants another terminal at Prince Rupert, this time one that can handle 240 rail cars a day of various fuel products. And a Vancouver-based company called Pacific Traverse Energy is advancing on a plan to build an export facility at Kitimat accepting 50 to 60 rail cars a day of liquefied petroleum products.

"The extent of the area to be evacuated in the event of a potential propane explosion from a derailment in Houston would include all of the downtown area including the firehall, schools, ambulance, Health Centre and Search and Rescue," noted Kearns and Verbeek in their correspon-

dence to council. Council considered the request at its Oct. 6 meeting, agreeing to write Garneau requesting a risk assessment under the Railway Safety Act.

Council's move follows along with its continued lobbying over the years for safety improvements and other measures at level crossings within the community.

Just this year the District applied for federal money to install crossing arms and warning signals at the Benson Ave. crossing. That application is for \$255,230 which would be matched by the District's own money.

A similar request made to the Terrace city council last month for a letter to be sent to Garneau was rejected.

The North West Watch Society told Terrace city council that mandatory environmental impact assessments of the proposed export projects would not extend to consider the rail lines upon which goods for the proposed projects would travel.

"The only environmental assessment that's being done is for the propane terminals themselves, so the transport of dangerous goods along the river, through towns, through avalanche zones and flood zones is not being considered in this environmental assessment," society representative Anne Hill told council

## Community holds fundraiser for Katie O'Neill

By Deb Meissner

Friends and community members have started a fundraiser on Facebook for Katie O'Neill, who was recently medivaced to Vancouver for emergency spinal surgery. Although the surgery was a success, the recovery time is extensive.

The goal of the fundraiser is to help raise money for living expenses, while O'Neill is unable to work.

O'Neill is the sole income provider of her household and is a contract worker, not eligible for benefits or disability income. Friends came up with the idea of a fundraiser to help where businesses or individuals can donate an item or service, determine a value for the item, and people bid.

Donations are also welcome on the page, and the proceeds from both will help offset some of the financial pressure while O'Neill recuperates.

Individuals and businesses continue to post items available and the number of people watching or bidding on the site has increased to 663 members since Oct. 7, when the page was created.

When O'Neill learned of the site and what the community has been doing to help her, she said she felt humbled, honoured, grateful, "and completely overwhelmed by the support."



Katie O'Neill, second from right, and her family. (Thomas Camus photo)


"It took me a long time to be able to read the whole way through this (Face-

book) page, without crying the whole way through." O'Neill is amazed

by everyone willing to help out, even complete strangers. "I had no idea so

many people cared, my heart is exploding." "I will never forget

this." The auction will remain open until Nov. 3.



### Notice of Proposed TELUS Telecommunications Facility

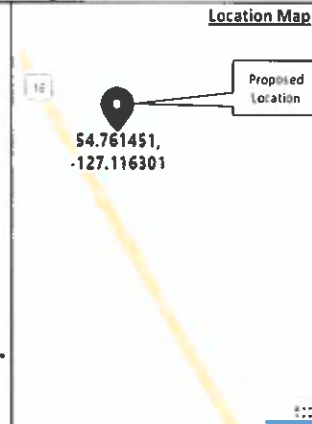
**Description:** As part of the public consultation process required by the Innovation, Science and Economic Development Canada (ISED), TELUS Communications Inc. is inviting the public to comment on a proposed telecommunications facility consisting of a 45.0 metre self-support tower and ancillary radio equipment in order to provide dependable wireless data and voice communication services to the areas in southeast Smithers within the RDBN.

**Proposed Tower Location:** Northeast side of Hwy #16, Approx. 4km southeast of Smithers, BC (PID: 028-621-891)

**Coordinates:** Latitude: N 54.761451°, Longitude: W 127.116301°

**For More Information:**  
Tawny Verigin  
c/o Cypress Land Services Inc.  
Agents to TELUS  
Suite 1051, 409 Granville Street  
Vancouver, BC V6C 1T2  
telephone: 1-855-301-1520  
[e:publicconsultation@cypresslandservices.com](mailto:publicconsultation@cypresslandservices.com)

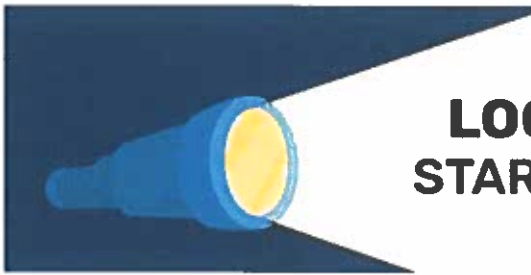
**Location Map**



The public is welcome to comment on the proposal by the end of the business day on November 25, 2020 with respect to this matter.

TELUS Site: BC106733

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# LOOKING TO RECRUIT? START WITH LOCALWORK.CA!







## REGIONAL DISTRICT OF BULKLEY-NECHAKO STAFF REPORT

**TO:** Chair Thiessen and Board of Directors  
**FROM:** Jason Llewellyn, Director of Planning  
**DATE:** December 10, 2021  
**SUBJECT:** Parks and Trails Service Establishment Bylaws

### RECOMMENDATION

That the following bylaws be given 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Readings.

- "Smithers / Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020."
- "Houston / Granisle / Electoral Area G Parks and Trails Service Establishment Bylaw No. 1928, 2020."
- "Burns Lake / Electoral Area B / Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020."
- "Fort St. James / Electoral Area C Parks and Trails Service Establishment Bylaw No. 1930, 2020."

### VOTING

All / Directors / Majority

### EXECUTIVE SUMMARY

At the September 3, 2020 Committee of the Whole Meeting the Board received a draft implementation strategy and update on municipal consultation regarding the parks and trails service. At the September 17, 2020 Board Meeting the Board received a draft Parks and Trails Service Establishment Bylaw and considered further details regarding the implementation process for the proposed parks and trails service.

As part of the implementation process staff have confirmed that the Town of Smithers; the District of Houston; the Village of Granisle; the Village of Burns Lake; the District of Fort St. James; and Electoral Areas A, B, C, E, and G are interested in participating in the proposed parks and trails service. Therefore, it is recommended that the Board give 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> Readings to the proposed sub-regional parks and trails service area establishment bylaws.

## BACKGROUND

At the June 18, 2020 Board Meeting the Board directed staff to develop a strategy for the implementation of a parks and trails service. The implementation strategy proposed the creation of the following 6 sub-regional parks and trails service areas.

- Electoral Area A Service Area (Electoral Area A, Town of Smithers, Village of Telkwa)
- Electoral Area B and E Service area (Electoral Area B and E, Village of Burns Lake)
- Electoral Area C Service Area (Electoral Area C, District of Fort St. James)
- Electoral Area D Service Area (Electoral Area D, Village of Fraser Lake)
- Electoral Area F Service Area (Electoral Area F, District of Vanderhoof)
- Electoral Area G Service Area (Electoral Area G, District of Houston, Village of Granisle)

The implementation strategy proposed the following process and timelines to create the service.

Step 1 -	Municipal and Electoral Area Confirmation of Participation	Nov. 2020
Step 2 -	Board 1 <sup>st</sup> , 2 <sup>nd</sup> , 3 <sup>rd</sup> readings of Service Establishment Bylaws	Dec. 2020
Step 3 -	Councils authorization of Service Establishment Bylaws	Dec / Jan. 2020
Step 4 -	Submission of Service Establishment Bylaws to the Province	Jan. 2021
Step 5 -	Provincial approval of Bylaw 1922	60 day estimate
Step 6 -	Board adoption of Bylaw 1922 bylaw	March. 2021
Step 7 -	Development of Parks and Recreation Service Area Budgets	Jan. – Mar. 2021
Step 8 -	Development of Planning Department Work Plan	Jan. – Mar. 2021
Step 9 -	Board approval of Parks and Recreation Service Area Budgets	Mar. 2021
Step 10 -	Hire staff person	April 2021
Step 11 -	Implement 2021 Work Plan	June 2021

## **PARTICIPATION IN THE PROPOSED SERVICE ESTABLISHMENT BYLAWS**

Staff have confirmed that Electoral Area D, Electoral Area F, the Village of Fraser Lake, the District of Vanderhoof, and the Village of Telkwa do not wish to participate in the proposed parks and trails service as proposed. All other Electoral Areas and municipalities have indicated a desire to participate in the creation of the proposed sub-regional service areas. Therefore, it is proposed that the following service establishment bylaws (attached) be considered to create the following 4 sub-regional parks and trails service areas.

- "Smithers / Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020."
- "Houston / Granisle / Electoral Area G Parks and Trails Service Establishment Bylaw No. 1928, 2020."
- "Burns Lake / Electoral Area B / Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020."
- "Fort St. James / Electoral Area C Parks and Trails Service Establishment Bylaw No. 1930, 2020."

If the Board approves 1<sup>st</sup>, 2<sup>nd</sup>, and 3<sup>rd</sup> readings of the above service establishment bylaws those bylaws will be sent to the participating municipal Councils to formally authorize the bylaws. The bylaws will then be sent to the Province for approval prior to adoption by the Board. The goal is to have the bylaw in place prior to adoption of the RDBN's 2021 budget. Creating a separate bylaw for each proposed sub-regional service area will allow the non-participating Electoral Areas and municipalities to more easily create a new service area, or join an existing service, by bylaw in the future.

It is proposed that "Regional District of Bulkley-Nechako Electoral Areas' Parks and Trails Establishment Bylaw No. 1881, 2019 be retained. This will allow Electoral Areas, including Electoral Areas D and F, to tax for any parks and trails related work they wish to undertake in their areas outside of the above noted sub-regional bylaw framework.

### **The Village of Telkwa**

The Village of Telkwa has indicated that they are only prepared to commit to involvement in a parks and recreation service by agreement with a term of one year, and that future involvement past one year would be subject to financial considerations. Staff are working with the Village of Telkwa to confirm their interest in entering into an agreement regarding their short term participation in the service for a fee. The discussions involve an agreement with a term of one year with the option of renewal for an additional year to allow the Village time to consider their long term involvement in the service area.

Any financial contribution negotiated with the Village of Telkwa would offset the costs allocated to the Town of Smithers and Electoral Area A. The cost allocated to Telkwa is estimated to be approximately \$5,000.00 for 2021 participation. The terms of any agreement with the Village of Telkwa would be presented to the Board for consideration.

## TAXATION

A rough estimate of the administration costs associated with implementing and operating the proposed Parks and Recreation Service is estimated to be \$125,000 annually. The cost to parks and trails service area participants is estimated to be \$100,000 and the distribution of costs is provided on the attached table based on improvements only, and an estimate of each areas share of the workload. The workload associated with policy development, land use, Crown Land or ALR approvals relating to the service is proposed to be allocated to the Electoral Area Planning or Development Services Functions as appropriate. For example, the development of OCP policy relation to parkland acquisition at the time of subdivision would be allocated to the Electoral Area Planning budget.

The administration cost allocation shown below is preliminary and is based on anticipated workload for the first year of the service. The known priority projects are located in Electoral Areas A, B and E. In future years it is expected that projects in Electoral Areas G and C will increase and represent a greater share of the workload and costs moving forward. It is noted that the below administrative cost estimates do not include operational or capital costs of existing or future RDBN owner parks or trail infrastructure, or the cost associated with providing funding to groups and societies providing recreation opportunity.

	Share	Total	150K House	250K House	400K House
<b>Smithers, Area A</b>	<b>50%</b>		\$3.69	\$6.16	\$9.85
Electoral Area A	22.4%	\$ 22,440			
Smithers	27.6%	\$ 27,560			
<b>Houston, Granisle, Area G</b>	<b>5%</b>		\$1.32	\$2.20	\$3.52
Electoral Area G	1.3%	\$ 1,315			
Houston	3.5%	\$ 3,507			
Granisle	0.2%	\$ 178			
<b>Burns Lake, Area B, Area E</b>	<b>35%</b>		\$7.33	\$12.22	\$19.56
Burns Lake	9.1%	\$ 9,075			
Electoral Area B	15.2%	\$ 15,154			
Electoral Area E	10.8%	\$ 10,771			
<b>Fort St. James, Area C</b>	<b>10%</b>		\$1.59	\$2.64	\$4.23
Fort St. James	3.4%	\$ 3,360			
Area C	6.6%	\$ 6,640			
	100%	\$ 100,000			

## **2021 WORK PLAN**

### **General Administration**

- Development of a Parks Bylaw that establishes regulations regarding the use of RDBN trails and parks (camping, fires, littering, smoking, hours of operation, etc.).
- Development of a maintenance policy for parks and trails.

### **Project Work**

- Smithers / Telkwa Commuter Trail Project Planning / Construction (Electoral Area A).
- Trout Creek Park use and development plan and implementation (Electoral Area A).
- Imerson's Beach Park parking lot and rail crossing development (Electoral Area B).
- Hospital Point Park operation and maintenance plan development (Electoral Area E).

## **2022- 2023 WORK PLAN**

### **General Administration**

- Establishment of a local government ticketing bylaw that lays out the actions that are offences within RDBN parks and trails and the penalties for each offence.
- Development of guidelines (to be included in Official Community Plans) regarding the provision of parkland or cash in-lieu equivalency to the RDBN as part of the land subdivision process. These guidelines must be established to give the RDBN authority to determine if cash is provided in lieu of parkland.
- Development of an implementation strategy for the collection and distribution of funds to societies providing recreation services. This strategy will include an elector assent process.

### **Project Work**

- Smithers / Telkwa Commuter Trail Construction? (Electoral Area A).
- Highway 35 Commuter Trail Planning (Electoral Area B/E)
- Telegraph Trail Cabin Recreation Site maintenance plan development (Electoral Area A).
- Stuart River boat launch (Electoral Area C)

## **ATTACHED**

- "Smithers/Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020."
- "Houston/Granisle/Area G Parks and Trails Service Establishment Bylaw No. 1928, 2020."
- "Burns Lake/Area B/Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020."
- "Fort St. James and Electoral Area C Parks and Trails Service Establishment Bylaw No. 1930, 2020."



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**PARKS AND TRAILS SERVICE ESTABLISHMENT**  
**BYLAW NO. 1927, 2020**

***A BYLAW TO ESTABLISH A PARKS AND TRAILS SERVICE FOR  
SMITHERS AND ELECTORAL AREA A***

---

**WHEREAS** the *Local Government Act* authorizes the Regional District of Bulkley Nechako to operate any service that the Board of the Regional District considers desirable or necessary including a service in relation to parks and trails;

**AND WHEREAS** the Board of the Regional District of Bulkley-Nechako has established a service for the purpose of creating, operating and marketing Regional Parks and Regional Trails under bylaw 1881, 2019 and now wishes to include member municipalities in the service under a new bylaw;

**AND WHEREAS** approval of the electors of the participating areas has been given in accordance with sections 346 and 347 of the *Local Government Act*;

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

**1. Service**

The Smithers and Electoral Area A Parks and Trails Service (the "**Service**") is established by this Bylaw for the purpose of creating, operating and marketing Regional Parks and Regional Trails within Smithers and Electoral Area A.

**2. Boundaries**

The boundaries of the Service Area are the boundaries of the Town of Smithers and Electoral Area "A" (Smithers Rural) (the "**Service Area**").

**3. Participating Areas**

The participating areas are the Town of Smithers and Electoral Area "A".

**4. Cost Recovery**

As provided in Section 378 of the *Local Government Act*, the annual cost of providing this service shall be recovered by one or more of the following:

- a. Property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*

- b. Fees and charges imposed under Section 397 of the *Local Government Act*;
- c. Revenues received by way of agreement, enterprise, gift, grant or otherwise;
- d. Revenues raised by other means authorized by the *Local Government Act*.

**5. Tax Base for Property Value Taxes**

The tax base for property value taxes shall be the net taxable value of improvements in the participating electoral areas in accordance with section 384 (5) (c) of the *Local Government Act*.

The tax base for property value taxes shall be the net taxable value of improvements in the participating municipalities in accordance with section 384 (2) (f) of the *Local Government Act*.

**6. Apportionment of Costs**

The Apportioning of the costs of providing the service, under section 380 (1) of the *Local Government Act* shall be:

Electoral Area "A" and the Town of Smithers will be apportioned the cost (including administration) attributed to the actual costs associated with the capital, operational and administration for each Regional Park or Regional Trail within *Smithers/Electoral Area A Regional Recreation Zone* on the basis of the converted value of land and improvements.

**7. Citation**

This Bylaw may be cited for all purposes as "Smithers and Electoral Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020."

READ A FIRST TIME this     day of                     , 2020

READ A SECOND TIME this     day of                     , 2020

READ A THIRD TIME this     day of                     , 2020

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this     day of             ,     .

I hereby certify that the foregoing is a true and correct copy of " Smithers and Area A Parks and Trails Service Establishment Bylaw No. 1927, 2020" at third reading.

\_\_\_\_\_  
Corporate Administrator

ADOPTED THIS             day of             , 2021.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Administrator





**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**PARKS AND TRAILS SERVICE ESTABLISHMENT**  
**BYLAW NO. 1928, 2020**

***A BYLAW TO ESTABLISH A PARKS AND TRAILS SERVICE FOR HOUSTON,  
 GRANISLE AND ELECTORAL AREA G***

---

**WHEREAS** the *Local Government Act* authorizes the Regional District of Bulkley-Nechako to operate any service that the Board of the Regional District considers desirable or necessary including a service in relation to parks and trails;

**AND WHEREAS** the Board of the Regional District of Bulkley-Nechako has established a service for the purpose of the creating, operating and marketing Regional Parks and Regional Trails under bylaw 1881, 2019 and now wishes to include member municipalities in the service under a new bylaw;

**AND WHEREAS** approval of the electors of the participating areas has been given in accordance with sections 346 and 347 of the *Local Government Act*;

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

**1. Service**

The Houston, Granisle and Electoral Area G Parks and Trails Service (the "**Service**") is established by this Bylaw for the purpose of creating, operating and marketing Regional Parks and Regional Trails within Houston, Granisle, and Electoral Area G.

**2. Boundaries**

The boundaries of the Service Area are the boundaries of the District of Houston, Village of Granisle, and Electoral Area "G" (Houston Rural)(the "**Service Area**").

**3. Participating Areas**

The participating areas are the District of Houston, Village of Granisle, and Electoral Area "G".

**4. Cost Recovery**

As provided in Section 378 of the *Local Government Act*, the annual cost of providing this service shall be recovered by one or more of the following:

- a. Property value taxes imposed in accordance with Division 3 of Part 11 of the

*Local Government Act*

- b. Fees and charges imposed under Section 397 of the *Local Government Act*;
- c. Revenues received by way of agreement, enterprise, gift, grant or otherwise;
- d. Revenues raised by other means authorized by the *Local Government Act*.

**5. Tax Base for Property Value Taxes**

The tax base for property value taxes shall be the net taxable value of improvements in the participating electoral areas in accordance with section 384 (5) (c) of the *Local Government Act*.

The tax base for property value taxes shall be the net taxable value of improvements in the participating municipalities in accordance with section 384 (2) (f) of the *Local Government Act*.

**6. Apportionment of Costs**

The Apportioning of the costs of providing the service, under section 380 (1) of the *Local Government Act* shall be:

Electoral Area "G", the Village of Granisle and the District of Houston will be apportioned the cost (including administration) attributed to the actual costs associated with the capital, operational and administration for each Regional Park or Regional Trail within the *Houston/Granisle/Electoral Area G Regional Recreation Zone* on the basis of the converted value of land and improvements.

**7. Citation**

This Bylaw may be cited for all purposes as the "Houston, Granisle, Electoral Area G Parks and Trails Service Establishment Bylaw No. 1928, 2020."

READ A FIRST TIME this     day of                     , 2020

READ A SECOND TIME this     day of                     , 2020

READ A THIRD TIME this     day of                     , 2020

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this     day of                     ,     .

I hereby certify that the foregoing is a true and correct copy of "Houston, Granisle, Electoral Area G Parks and Trails Service Establishment Bylaw No. 1928, 2020" at third reading.

\_\_\_\_\_  
Corporate Administrator

ADOPTED THIS            day of            , 2021.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Administrator



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**PARKS AND TRAILS SERVICE ESTABLISHMENT**  
**BYLAW NO. 1929, 2020**

***A BYLAW TO ESTABLISH A PARKS AND TRAILS SERVICE FOR BURNS LAKE,  
ELECTORAL AREA B AND ELECTORAL AREA E***

---

**WHEREAS** the *Local Government Act* authorizes the Regional District of Bulkley Nechako to operate any service that the Board of the Regional District considers desirable or necessary including a service in relation to parks and trails;

**AND WHEREAS** the Board of the Regional District of Bulkley-Nechako has established a service for the purpose of the creating, operating and marketing Regional Parks and Regional Trails under bylaw 1881, 2019 and now wishes to include member municipalities in the service under a new bylaw;

**AND WHEREAS** approval of the electors of the participating areas has been given in accordance with sections 346 and 347 of the *Local Government Act*;

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

**1. Service**

The Burns Lake, Electoral Area B, and Electoral Area E Parks and Trails Service (the "**Service**") is established by this Bylaw for the purpose of creating, operating and marketing Regional Parks and Regional Trails within Burns Lake, Electoral Area B, and Electoral Area E.

**2. Boundaries**

The boundaries of the Service Area are the boundaries of the Village of Burns Lake, Electoral Area "B" (Burns Lake Rural), and Electoral Area "E" (Francois/Ootsa Lake Rural)(the "**Service Area**").

**3. Participating Areas**

The participating areas are the Village of Burns Lake, Electoral Area "B", and Electoral Area "E".

**4. Cost Recovery**

As provided in Section 378 of the *Local Government Act*, the annual cost of providing

this service shall be recovered by one or more of the following:

- a. Property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*
- b. Fees and charges imposed under Section 397 of the *Local Government Act*;
- c. Revenues received by way of agreement, enterprise, gift, grant or otherwise;
- d. Revenues raised by other means authorized by the *Local Government Act*.

**5. Tax Base for Property Value Taxes**

The tax base for property value taxes shall be the net taxable value of improvements in the participating electoral areas in accordance with section 384 (5) (c) of the *Local Government Act*.

The tax base for property value taxes shall be the net taxable value of improvements in the participating municipalities in accordance with section 384 (2) (f) of the *Local Government Act*.

**6. Apportionment of Costs**

The Apportioning of the costs of providing the service, under section 380 (1) of the *Local Government Act* shall be:

Electoral Area "B", Electoral Area "E" and the Village of Burns Lake will be apportioned the cost (including administration) attributed to the actual costs associated with the capital, operational and administration for each Regional Park or Regional Trail within the *Burns Lake/Area B/Area E Regional Recreation Zone* on the basis of the converted value of land and improvements.

**7. Citation**

This Bylaw may be cited for all purposes as the "Burns Lake, Electoral Area B, Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020."

READ A FIRST TIME this     day of                     , 2020

READ A SECOND TIME this     day of                     , 2020

READ A THIRD TIME this     day of                     , 2020

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this     day of                     ,     .

I hereby certify that the foregoing is a true and correct copy of "Burns Lake, Electoral Area B, Electoral Area E Parks and Trails Service Establishment Bylaw No. 1929, 2020" at third reading.

\_\_\_\_\_  
Corporate Administrator

ADOPTED THIS            day of            , 2021.

\_\_\_\_\_  
Chair

\_\_\_\_\_  
Corporate Administrator



**REGIONAL DISTRICT OF BULKLEY-NECHAKO**  
**PARKS AND TRAILS SERVICE ESTABLISHMENT**  
**BYLAW NO. 1930, 2020**

***A BYLAW TO ESTABLISH A PARKS AND TRAILS SERVICE FOR FORT ST. JAMES AND ELECTORAL AREA C***

---

**WHEREAS** the *Local Government Act* authorizes the Regional District of Bulkley Nechako to operate any service that the Board of the Regional District considers desirable or necessary including a service in relation to parks and trails;

**AND WHEREAS** the Board of the Regional District of Bulkley-Nechako has established a service for the purpose of the creating, operating and marketing Regional Parks and Regional Trails under bylaw 1881, 2019 and now wishes to include member municipalities in the service under a new bylaw;

**AND WHEREAS** approval of the electors of the participating areas has been given in accordance with sections 346 and 347 of the *Local Government Act*;

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

**1. Service**

The Fort St. James and Electoral Area C Parks and Trails Service (the "**Service**") is established by this Bylaw for the purpose of creating, operating and marketing Regional Parks and Regional Trails within Fort St. James and Electoral Area C.

**2. Boundaries**

The boundaries of the Service Area are the boundaries of the District of Fort St. James and Electoral Area "C" (Fort St. James Rural)(the "**Service Area**").

**3. Participating Areas**

The participating areas are District of Fort St. James and Electoral Area "C".

**4. Cost Recovery**

As provided in Section 378 of the *Local Government Act*, the annual cost of providing this service shall be recovered by one or more of the following:

- a. Property value taxes imposed in accordance with Division 3 of Part 11 of the *Local Government Act*

- b. Fees and charges imposed under Section 397 of the *Local Government Act*;
- c. Revenues received by way of agreement, enterprise, gift, grant or otherwise;
- d. Revenues raised by other means authorized by the *Local Government Act*.

**5. Tax Base for Property Value Taxes**

The tax base for property value taxes shall be the net taxable value of improvements in the participating electoral areas in accordance with section 384 (5) (c) of the *Local Government Act*.

The tax base for property value taxes shall be the net taxable value of improvements in the participating municipalities in accordance with section 384 (2) (f) of the *Local Government Act*.

**6. Apportionment of Costs**

The Apportioning of the costs of providing the service, under section 380 (1) of the *Local Government Act* shall be:

Electoral Area “C” and the District of Fort St. James will be apportioned the cost (including administration) attributed to the actual costs associated with the capital, operational and administration for each Regional Park or Regional Trail within the *Fort St. James/Area C Regional Recreation Zone* on the basis of the converted value of land and improvements.

**7. Citation**

This Bylaw may be cited for all purposes as the "Fort St. James and Electoral Area C Parks and Trails Service Establishment Bylaw No. 1930, 2020."

READ A FIRST TIME this     day of                     , 2020

READ A SECOND TIME this     day of                     , 2020

READ A THIRD TIME this     day of                     , 2020

APPROVED BY THE INSPECTOR OF MUNICIPALITIES this     day of                     ,     .







## Regional District of Bulkley-Nechako

**To:** Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** December 10, 2020  
**Re:** Fraser Basin Council and Nechako Round Table

---

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

#### *Direction*

#### Options:

- That the Board consider Fraser Basin Council and the Fraser River Watershed as contributory to the whole Regional District.

*This is the currently assumed option*

- That the Board fund the Fraser Basin Council and the Nechako Round Table from the Eastern Jurisdictions.

### Background:

The Regional District is a member of Fraser Basin Council and the Nechako Round Table and sends a Director to attend the Council's and the Board's meetings and events. The average cost per year is \$12,000 including the annual membership fee of \$3,800 with the Fraser Basin Council.

The *Local Government Act* specifies that the part of a Regional District that pays for any service is the part that enjoys the benefits. Currently the entire Regional District pays for this service; however, the benefitting jurisdictions are: Electoral Areas, B, C, D, E, F and the municipalities of Burns Lake, Fraser Lake, Vanderhoof and Fort St. James.

The currently assumed option, is that the Fraser River Watershed and the Nechako Round Table can be considered contributory to the whole Region and thus the whole Regional District would be taxed for these costs. However, the Board has not made a formal determination in this matter.

With direction the Finance Department can tax only the benefitting jurisdictions for this service.



## Regional District of Bulkley-Nechako

**To:** Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** June 18, 2020  
**Re:** Budget Amendment #2 and Capital Reserve Bylaws

---

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

That Bylaw No. 1934 “A bylaw to establish a Reserve for the Northern Capital and Planning Grant for Capital Purchases for the Luck Bay Fire Service” be given three readings and adoption.

That Bylaw No. 1935 “A bylaw to establish a Reserve for the Northern Capital and Planning Grant for Capital Purchases for the Fort Fraser Fire Service” be given three readings and adoption.

That Bylaw No. 1936 “A Bylaw to Amend the 2020 Five Year Financial Plan” be given three readings and adoption.

### Background:

A budget amendment is required when either capital costs and/or operational costs exceed the budgeted amounts for any service or by provincial direction.

A budget amendment must not increase taxation (as the Regional District has already submitted its tax requisition to the provincial government and the municipalities and must also be “balanced”. Therefore, any increase in expenditures must be matched by a non-taxation source of income.

This budget amendment includes the final allocation of the Northern Capital and Planning Grant that was received in spring of 2020.

This budget amendment also includes capital purchases of \$525,000 in the Parks and Trails Service. Most of this amount is the Trout Creek property in Electoral Area “A”.

When contributing Northern Capital and Planning Grant to a service that will be spent in future years, a capital reserve must be created by bylaw. Two bylaws must be created to hold the grant this year – one for Fort Fraser Fire and another for Lucky Bay Fire.

As part of this allocation of Northern Capital and Planning Grant an agreement was made between Electoral Area “D” and Electoral Area “G” to “swap” \$58,703 in Gas Tax for NCPG. This will allow Electoral Area “D” to provide greater funds for the Fort Fraser Fire Truck purchase in 2021 (that are an ineligible expense for Gas Tax but an eligible expense for NCPG).



The Table for Bylaw 1936 contains two highlighted colours – yellow were the changes made to the budget in Budget Amendment #1 (Bylaw No. 1912) and orange are the changes proposed in this amendment.

Attachments:

Northern Capital and Planning Grant 2020 Allocation  
Bylaw 1934 Luck Bay Fire Capital Reserve  
Bylaw 1935 Fort Fraser Fire Capital Reserve  
Bylaw 1936 Budget Amendment #2 2020

## NORTHERN CAPITAL AND PLANNING GRANT - ELECTORAL AREA PROJECTS - UPDATED FOR 2020 ALLOCATION

	Planned Year of Project	Electoral Area A	Electoral Area B	Electoral Area C	Electoral Area D	Electoral Area E	Electoral Area F	Electoral Area G	Project Cost
<b>Total Allocation (2019 and 2020)</b>		<b>\$ 1,381,675</b>	<b>\$ 650,828</b>	<b>\$ 463,571</b>	<b>\$ 635,572</b>	<b>\$ 621,074</b>	<b>\$ 949,919</b>	<b>\$ 452,861</b>	<b>\$ 5,155,500</b>
Clucluz Lake Fire Plan & Truck & Hall	Allocated						\$ 623,068		\$ 623,068
Luck Bay Fire Reserve				\$ 60,000					\$ 60,000
Rural Fire Capital Reserve Project Water Infrastructure	Pro Svc Allocated	\$ 200,000	\$ 140,000	\$ 30,000		\$ 150,000	\$ 100,000	\$ 30,000	\$ 650,000
Rural Fire Capital Reserve - Fire Vehicles, Equipment and Plans	Pro Svc Allocated	\$ 200,000				\$ 100,000	\$ 100,000		\$ 400,000
Fort Fraser Infrastructure	Allocated				\$ 425,628				\$ 425,628
Fort Fraser Fire					\$ 186,595				\$ 186,595
Emergency Operations Storage Facility	Admin Allocated	\$ 46,646	\$ 26,218	\$ 22,998	\$ 23,349	\$ 24,093	\$ 36,851	\$ 19,845	\$ 200,000
Recycling Centre Depot Upgrades	Complete		\$ 45,000	\$ 90,000		\$ 45,000	\$ 90,000		\$ 270,000
Parks and Trails Capital and Planning Projects	2020+	\$ 584,756	\$ 218,608			\$ 201,981		\$ 50,000	\$ 1,055,345
Economic Development Projects	Allocated	\$ 110,273							\$ 110,273
Other Projects **	**		\$ 221,002	\$ 260,573		\$ 100,000	\$ -	\$ 353,016	\$ 934,591
Solid Waste Inventory Feasibility business Plan	2020-2021	\$ 75,000							\$ 75,000
Telkwa Crosswalk capital project	Complete	\$ 25,000							\$ 25,000
Glacier Gulch Capital Reserve	Allocated	\$ 30,000							\$ 30,000
Round Lake Capital Reserve	Allocated	\$ 10,000							\$ 10,000
Area "A" Neighborhood Emergency Response Plan	2020-2021	\$ 100,000							\$ 100,000
<b>Remaining Unallocated (2020 Funds Received)</b>		<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$0</b>	<b>\$ -</b>
									<b>\$ 5,155,500</b>

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 1934**

A bylaw to establish a Reserve for the Northern Capital and Planning Grant for Capital Purchases for the Luck Bay Fire Service

---

**WHEREAS** pursuant to the provisions of Section 374 of the *Local Government Act* and Section 188 of the *Community Charter*, the Board of the Regional District of Bulkley-Nechako may by bylaw establish a reserve fund;

**AND WHEREAS** the Board of the Regional District of Bulkley-Nechako has determined that a reserve for the Northern Capital and Planning Grant for Capital Purchases for the Luck Bay Fire Service be established;

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

1. There shall be and is hereby established a Capital and Planning Reserve Fund to be known as the "Luck Bay Fire Service Capital Reserve."
2. Money from the annual budget or as otherwise provided in the *Local Government Act* and the *Community Charter* may from time to time be paid into the Luck Bay Fire Service Capital Reserve.
3. This fund will be available for the purpose of capital purchases for the Luck Bay Fire Service in the Regional District.
4. This bylaw may be cited for all purposes as "Luck Bay Fire Service Capital Reserve Bylaw No. 1934, 2020."

READ A FIRST TIME this        day of                    , 2020

READ A SECOND TIME 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 Bylaw No. 1934.

\_\_\_\_\_  
Corporate Administrator

ADOPTED this      day of                      , 2020

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 1935**

A bylaw to establish a Reserve for the Northern Capital and Planning Grant for Capital Purchases for the Fort Fraser Fire Service

---

**WHEREAS** pursuant to the provisions of Section 374 of the *Local Government Act* and Section 188 of the *Community Charter*, the Board of the Regional District of Bulkley-Nechako may by bylaw establish a reserve fund;

**AND WHEREAS** the Board of the Regional District of Bulkley-Nechako has determined that a reserve for the Northern Capital and Planning Grant for Capital Purchases for the Fort Fraser Fire Service be established;

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

1. There shall be and is hereby established a Capital and Planning Reserve Fund to be known as the "Fort Fraser Fire Service Capital Reserve."
2. Money from the annual budget or as otherwise provided in the *Local Government Act* and the *Community Charter* may from time to time be paid into the Fort Fraser Fire Service Capital Reserve.
3. This fund will be available for the purpose of capital purchases for the Fort Fraser Fire Service in the Regional District.
4. This bylaw may be cited for all purposes as "Fort Fraser Fire Service Capital Reserve Bylaw No. 1935, 2020."

READ A FIRST TIME this        day of                    , 2020

READ A SECOND TIME 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 Bylaw No. 1935.

\_\_\_\_\_  
Corporate Administrator

ADOPTED this      day of                      , 2020

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

**REGIONAL DISTRICT OF BULKLEY-NECHAKO**

**BYLAW NO. 1936**

**Being a bylaw to amend the Financial Plan  
for the years 2020 to 2024**

---

**The Regional District of Bulkley-Nechako in open meeting assembled  
ENACTED as follows:**

- 1. Schedule “A” attached hereto, and made part of this bylaw, is the amended Schedule “A” for 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 Financial Plan Amendment Bylaw No. 1936, 2020.”**

**READ A FIRST TIME this            day of                            ,2020**

**READ A SECOND TIME this        day of                            , 2020**

**READ A THIRD TIME this        day of                            , 2020**

**I hereby certify that the foregoing is a true copy of Bylaw No. 1936.**

\_\_\_\_\_  
**Corporate Administrator**

**ADOPTED this            day of                            , 2020**

\_\_\_\_\_  
**Chairperson**

\_\_\_\_\_  
**Corporate Administrator**

Regional District of Bulkley-Nechako  
2020 to 2024 Financial Plan - Bylaw No. 1936 (Amend Bylaw 1903)  
2020 Financial Plan:

Schedule "A"

Table with columns: Service, FUNDING (Prop. Value Taxes, Parcel Taxes, Fees and Charges, Proceeds of Borrowing, Other Revenue, Total Funding), TRANSFERS From/(To) (Reserve Funds, Surplus of Prior Yr., Equity in TCAs, Total Transfers), EXPENDITURES (Debt Pmts. Int. & P'pal., Capital Expenditures, Amortization of TCAs, Other Expenses, Deficit from Prior Year, Total Expenditures)



## **Regional District of Bulkley-Nechako Memo**

**TO:** Chair Thiessen and Board of Directors

**FROM:** Cheryl Anderson, Manager of Administrative Services

**DATE:** December 10, 2020

**SUBJECT:** Electoral Area Directors' Forum (Virtual) – February 2-3, 2021

---

### **RECOMMENDATION**

"That Rural Directors be authorized to attend the Electoral Area Directors' Forum (Virtual) February 2-3, 2021."

### **BACKGROUND**

Attached is information regarding the Electoral Area Directors' Forum (Virtual) February 2-3, 2021.



## Electoral Area Directors' Forum

The Electoral Area Directors' Forum focuses on issues of concern to electoral area directors and provides an opportunity to discuss common problems and share potential solutions to the problems identified. The conference is open to regional district chairs, electoral area directors, and regional district staff.

The Electoral Area Representative on the UBCM Executive works with staff to build the agenda around matters of current concern to those representing electoral areas. In addition, electoral area directors submit their own ideas or examples of best practices for discussion at the forum.

Scheduled annually in January or February, the Electoral Area Directors' Forum takes place immediately before the Local Government Leadership Academy Forum, to help reduce costs and provide an opportunity for delegates to attend both learning events.

### 2021 EAD Forum

The EAD Forum will be held virtually on February 2 (afternoon) and February 3 (morning), 2021. Registration is now live and open until January 25.

As agenda items are confirmed, they will be listed here, and shared in the UBCM Compass newsletter.

### 2020 Post-Convention Forum

Due to the pandemic, electoral area directors, alternates, RD chairs and RD staff were unable to meet in person at the 2020 UBCM Convention. However, a post-Convention Forum was held virtually on October 5, 2020.

Materials shared at the meeting include:

- Agenda
- Agricultural Land Commission summary
- Fire Services Act summary
- Evaluation and request for topics for the 2021 Forum link (Open until October 30)

A recording of the Forum [M4A] is available.

Questions about the Forum may be emailed to [mchiang@ubcm.ca](mailto:mchiang@ubcm.ca).

### 2020 Forum

The 2020 EAD Forum was held on February 4-5, 2020 at the Radisson Vancouver Airport Hotel in Richmond, BC.

[Click here for the final agenda.](#)

Alternate Electoral Area Directors (for discussion during Open Microphone)

- UBCM Ad-Hoc Committee on Alternate Unelected EADs Discussion Paper Jan 2018

- UBCM Recommendations on AEAD June 2018
- Response from MAH on AEAD Feb 2019

Below are the powerpoint presentations from the 2020 Forum:

- Community Safety Amendment Act
- Emergency Program Act
- Emergency Health Services: Collaborative Agreements
- Community Resiliency Investment Program Update
- Local Government and First Nations Partnerships: Doug Holmes, ACRD; Brian Reardon, CORD
- Municipal Reserve Investment Process
- Affordable Housing and Short Term Rentals: Regina Sadilkova, TNRD; Jada Basi, CitySpaces; Virginia Holden, Ministry of Municipal Affairs of Housing.

UBCM would like to thank Lidstone and Company for sponsoring the lunch on February 4th; and Young Anderson for sponsoring the evening reception.

### **2018 Forum**

The Electoral Area Directors Forum was held on January 30 – 31, 2018 at the Radisson Hotel Vancouver Airport in Richmond, BC in conjunction with the Local Government Leadership Academy Forum.

The documents from the 2018 EAD Forum are now available:

- Final Agenda
- Role and Implications of Alternate Unelected Area Directors - Discussion paper
- Role and Implications of Alternate Unelected Area Directors - Presentation
- BC's Approach to Cannabis Legalization and Regulation
- Provincial Disaster Response
- Rural Development Strategy
- Campaign Finance

### **Contact**

Marylyn Chiang  
Senior Policy Analyst  
mchiang@ubcm.ca  
604 270 8226 ext 110

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- Twitter: @ubcm

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The Electoral Area Directors' Forum focuses on issues of concern to electoral area directors and provides an opportunity to discuss common problems and share potential solutions to the problems identified. The conference is open to regional district chairs, electoral area directors, and regional district staff.

**Date:** Feb 2 (afternoon only, beginning at 1pm), February 3 (morning only)

**Cost:** \$75.00 plus GST

**Payment Methods:** VISA and MasterCard payments will be accepted with your online registration.  
If paying by cheque, please include a copy of your registration confirmation, and make payable to 'Union of BC Municipalities', send to:

**UBCM**  
60-10551 Shellbridge Way  
Richmond, BC  
V6X 2W9

---

Registration  
Deadline: January 25, 2021

---

Notes: EA directors who sign up for the EA Forum are eligible to receive \$25 off their registration for the LGLA Forum (<https://www.civicinfo.bc.ca/event/2021/LGLA-Leadership-Forum>) that follows.

---

Refund Policy: Full refund up to January 5th, 2021. Registration closes on January 25th at 5pm

## Instructions

1. Complete the entire on-line form. Fields marked with \* are required. Once the form is complete, click the "Register" button at the bottom of this page.
2. After clicking "Register", your registration will be confirmed.
3. After you have registered, refer to the on-screen instructions for your payment options. Payment is accepted by credit card or cheque.

If you experience any difficulties with this form, please contact CivicInfo BC at 250-383-4898.

## Participant Information

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## Regional District of Bulkley-Nechako Memo

**TO:** Chair Thiessen and Board of Directors

**FROM:** Cheryl Anderson, Manager of Administrative Services

**DATE:** December 10, 2020

**SUBJECT:** Telkwa Rural Fire Protection Service Area Boundary Amendment  
Bylaw No. 1933, 2020

---

### **RECOMMENDATION**

**(all/directors/majority)**

That Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1933, 2020 be adopted this 10<sup>th</sup> day of December, 2020.

### **BACKGROUND**

Attached is Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1933, 2020 which was given 3 readings on November 19, 2020. The Board may now adopt the bylaw.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO****BYLAW NO. 1933**

---

**A bylaw to amend the boundaries of the Telkwa Rural Fire Protection Service Area within a portion of Electoral Area "A"**

---

**WHEREAS** the Regional District of Bulkley-Nechako has established by Bylaw No. 668 a service of fire protection to a portion of Electoral Area "A" known as the "Telkwa Rural Fire Protection Local Service Area";

**AND WHEREAS** the Regional District may amend a Local Service Establishment Bylaw;

**AND WHEREAS** the Regional District has received a request from owners of the property to be included in the Telkwa Rural Fire Protection Service Area;

**AND WHEREAS** the Director of Electoral Area "A" has consented in writing to the adoption of a bylaw which would amend the boundaries of the service area which amendments are described herein;

**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 Telkwa Rural Fire Protection Service Area by including the following property:

Lot 1 Sections 15 and 22 Township 4 Range 5 Coast District Plan PRP47996  
Except Plan EPP24178 EPP37021 and EPP97647

and that the resulting boundaries of the Telkwa Rural Fire Protection Service Area are as shown on Schedule "A";

- 2) This bylaw may be cited as "Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1933, 2020."

READ A FIRST TIME this 19<sup>th</sup> day of November, 2020

READ A SECOND TIME this 19<sup>th</sup> day of November, 2020

READ A THIRD TIME this 19<sup>th</sup> day of November, 2020

CONSENT OF ELECTORAL AREA "A" DIRECTOR RECEIVED this 19<sup>th</sup>  
day of November, 2020

ADOPTED this     day of                     , 2020

\_\_\_\_\_  
Chairperson

\_\_\_\_\_  
Corporate Administrator

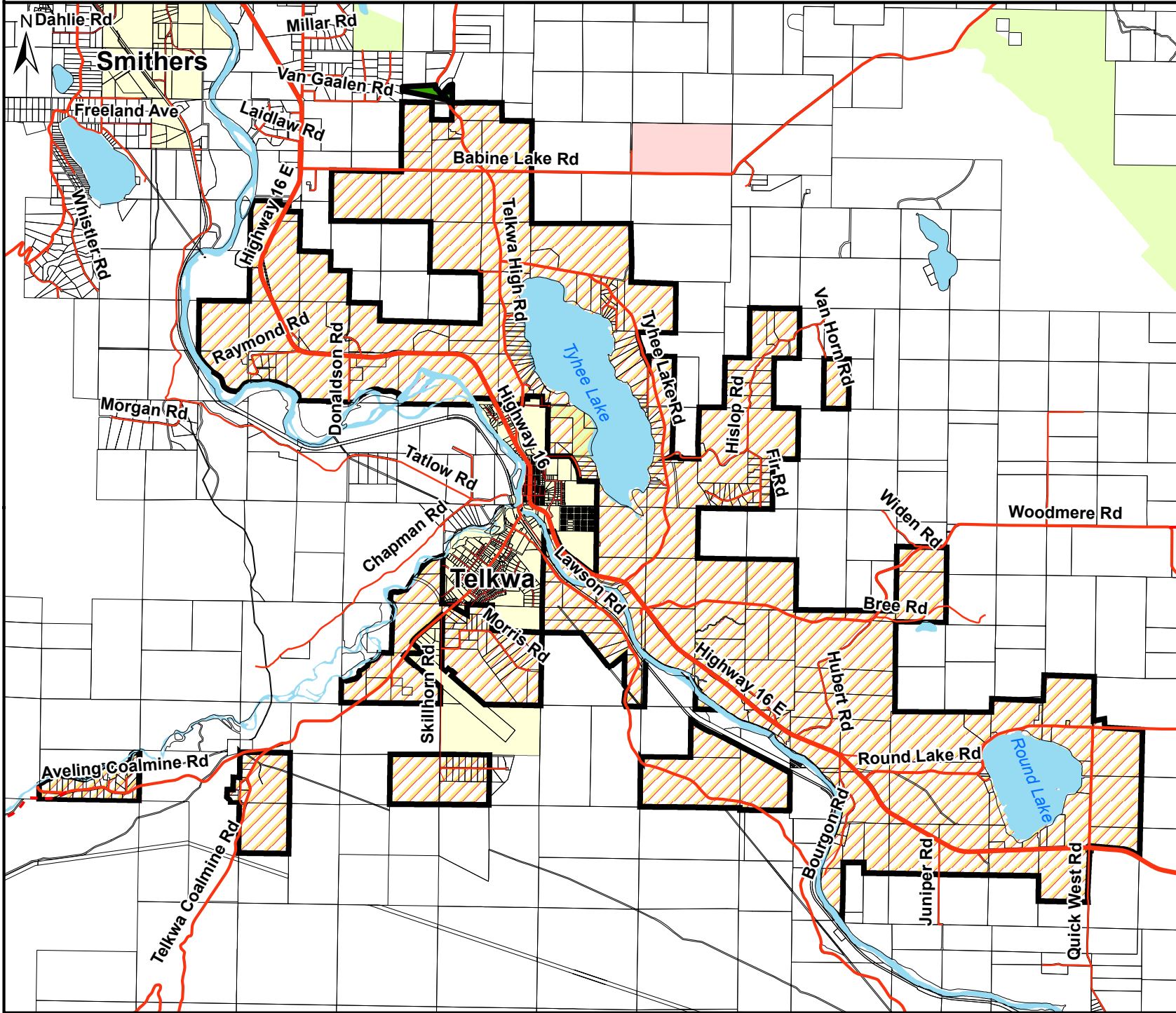
I hereby certify that the foregoing is a true and correct copy of Bylaw No. 1933,  
as adopted.

\_\_\_\_\_  
Corporate Administrator

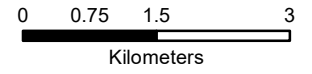


# Telkwa Rural Fire Protection Service Area Boundary Amendment Bylaw No. 1933, 2020

## Legend



-  Expansion Property
-  Telkwa Rural Fire Protection Area
-  Forest Service Road
-  Ferry
-  Highway
-  Major Secondary Road
-  Secondary Road
-  City Street
-  Trail
-  Cadastre



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. 1933

\_\_\_\_\_  
Corporate Administrator



## Regional District of Bulkley-Nechako Memorandum

**To:** Chair Thiessen and Board of Directors  
**From:** Nellie Davis, Manager of Regional Economic Development  
**Date:** December 10, 2020  
**Subject:** Grant in Aid Request – Fraser Basin Council

---

### RECOMMENDATION

(all/directors/majority)

That the Fraser Basin Council be given \$1,700.00 Grant in Aid monies from each of Electoral Areas “B” (Burns Lake Rural), “C” (Fort St James Rural), “D” (Fraser Lake Rural), “E” (Francois/Ootsa Rural) and “F” (Vanderhoof Rural) for a total of \$8,500 for eligible project expenses.

### BACKGROUND

A Grant in Aid application has been received from the Fraser Basin Council. Similar requests have been supported in 2018 and 2019. Staff would like to call attention to the request, as it is for funds to support the Secretariat function of the Nechako Watershed Roundtable for which remuneration is provided. Historically remuneration has not been considered an eligible expense for Grant in Aid.

Please see attached application for details.

**From:** [website@rdbn.bc.ca](mailto:website@rdbn.bc.ca)  
**To:** [Nellie Davis](#)  
**Subject:** [EXTERNAL]: Website Form Submission – ONLINE GRANT-IN-AID APPLICATION FORM  
**Date:** Monday, November 30, 2020 5:17:35 PM

---

There has been a submission of the form ONLINE GRANT-IN-AID APPLICATION FORM through your concrete5 website.

ORGANIZATION:  
Fraser Basin Council

CONTACT NAME:  
Kim Menounos

MAILING ADDRESS (Please include PO Box/Civic Address, Town and Postal Code):  
207-155 George St.

EMAIL:  
kmenounos@fraserbasin.bc.ca

PHONE:  
2506174821

AMOUNT BEING REQUESTED:  
\$8,500

PLEASE PROVIDE THE DATE, TIME AND LOCATION OF YOUR ORGANIZATIONS ANNUAL GENERAL MEETING (AGM). IF UNKNOWN PLEASE CONTACT THE ELECTORAL AREA DIRECTOR WITH THE INFORMATION ONCE DATE AND TIME ARE CONFIRMED.:

TBD - Likely end of February 2021

PROJECT OR PURPOSE FOR WHICH YOU REQUIRE ASSISTANCE:

Watershed governance has been identified as one of the factors for a stable economy. “Managing and governing watersheds well is the foundation of a robust economy and the pathway to good jobs to help spark economic recovery.” (Water Sustainability Project, 2020). The Nechako Watershed Roundtable serves to facilitate dialogue, bring together multiple perspectives and advance action toward a healthy watershed. Funds will support the roundtable secretariat function, and the organizing of the annual meeting.

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:

Yes

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 Nechako Watershed Roundtable (NWR) is a collaborative initiative launched in October 2015 to help protect and improve the health of the Nechako Watershed for future generations. The Roundtable brings together public sector, private sector, and community organizations having responsibilities and interests in this watershed. The NWR convenes conversations and facilitates collaborative action to help ensure the long-term environmental health and wealth of the Nechako Watershed. The NWR is a collective voice across the region working to strengthen community and ecosystem resilience, and to understand the impacts of climate change, extreme events, resource development, and other pressures on the watershed. The services the watershed provides are far-reaching and benefit

the entire population of British Columbia, not just Nechako area residents. Significant gaps have been identified in the services provided by Provincial agencies to protect the watershed's continued provision of these services. The NWR works to ensure these benefits are available for generations to come.

**DESCRIBE THE GEOGRAPHIC AREA THAT RECEIVES SERVICES OR BENEFITS FROM YOUR ORGANIZATION.:**

The Nechako Watershed is a roughly 52,000 square kilometers, slightly larger than the size of Switzerland. The Nechako Watershed encompasses the traditional territories of 13 First Nations, including the Carrier-Sekani Tribal Council (and its member First Nations: Burns Lake, Nadleh-Whut'en, Nak'azdli, Saik'uz, Stelat'en, Takla Lake, Tl'azt'en and Wet'suwet'en) as well as Cheslatta Carrier Nation, Lake Babine Nation, Lheildli-T'enneh, Nee-Tahi-Buhn Indian Band, Skin Tyee Band, and Yekooche First Nation. Many First Nation communities associated with these nations lie within the watershed. In addition to the First Nations communities, the Nechako Watershed encompasses two regional districts – the Bulkley-Nechako and part of the Fraser-Fort George Regional District, and five municipalities- Prince George, Vanderhoof, Fraser Lake, Fort St. James, and Burns Lake.

**IS YOUR ORGANIZATION VOLUNTARY AND NON-PROFIT?:**

Yes

**PLEASE DETAIL ANY REMUNERATION PAID, OR FUNDS OTHERWISE MADE AVAILABLE TO MEMBERS, OFFICERS, ETC. OF YOUR ORGANIZATION:**

Funds are not made available to any members of the Nechako Watershed Roundtable, except to carry out specific project objectives. These are identified by working groups, such as the Lake Monitoring Working Group and the Youth and Engagement Working Group.

**PLEASE COMMENT ON THE NUMBER OF MEMBERS/VOLUNTEERS IN YOUR ORGANIZATION AND HOW LONG YOUR ORGANIZATION HAS BEEN IN OPERATION:**

The NWR includes representation from BC First Nations, the Province of BC, local governments, and other agencies and organizations having responsibilities and interests in the Nechako watershed. Membership in the NWR is open to organizations, agencies, and individuals. Members are volunteers who self-determine their level of involvement. The Roundtable meets 1-2 times a year as a whole, and smaller groups (Core Committee, Technical Advisory Committee, working groups) meet 4 or more times a year on an as-needed basis. All members are welcome to nominate themselves for the Core Committee, Technical Advisory Committee, or working groups.

**ASSISTANCE IS BEING REQUESTED FOR:**

another purpose

**OTHER PURPOSE IF ANY:**

To support the function of the secretariat, in a funding-matching scenario with funds from the Real Estate Foundation of British Columbia.

**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 ON YOUR REQUEST HERE. ATTACH ADDITIONAL INFORMATION IF REQUIRED.:**

Funds are requested to support the secretariat of the NWR, consisting of staff from the University of Northern British Columbia, and the Fraser Basin Council Society. Budgets and funding are managed by the Fraser Basin Council. One of the projects that will benefit directly from this funding is the development of a lake monitoring program. 12 priority lakes have been identified in the Nechako watershed whose characteristics either make them more susceptible to the effects of climate change, or represent critical habitat for species of significant concern such as sockeye and chinook salmon, bull trout and others. (Bednesti, Burns, Cunningham, Francois, Fraser, Nulki, Sinkut, Stuart, Tachick, Takla, Trembleur, and Nadsilnich (West)). The provincial monitoring program falls short in its capacity to collect even baseline data regarding water quality and nutrient cycling in these important lakes. However, the NWR has secured limited funds to begin the process of establishing sampling protocols, and purchasing equipment. This is only the beginning and a pilot project is underway that, with additional funding, can be scaled to the other lakes. Community members will be engaged to train and provide volunteer lake monitoring support as a citizen science initiative.

## DESCRIBE HOW THIS PROPOSAL WILL BENEFIT THE COMMUNITY:

When surveyed in the development of the Nechako Watershed Strategy in 2015/16, communities overwhelmingly identified water quality as a primary concern, along with ecosystem services provided by the lakes, the Nechako river, and its tributaries. Without baseline data, planning for the future is extremely difficult, but the health of the lakes and rivers remains at risk. Many smaller watersheds have been identified by Nechako communities as needing immediate action to ensure long term health (Corkscrew), and data from this monitoring program will support research, decision-making and future action, benefiting the local residents and the broader Nechako watershed community at large.

SUPPORTING FINANCIAL INFORMATION SUCH AS A BUDGET OR 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:

HAVE YOU APPLIED FOR A GRANT/FUNDING FROM OTHER SOURCES?:

Yes

NAME OF 1ST GRANT OR FUNDING AGENCY:

Real Estate Foundation of British Columbia

AMOUNT APPLIED FOR FROM 1ST AGENCY:

105000

STATUS OF 1ST GRANT APPLICATION:

Approved

NAME OF 2ND GRANT OR FUNDING AGENCY:

Environment and Climate Change Canada

AMOUNT APPLIED FOR FROM 2ND AGENCY:

22900

STATUS OF 2ND GRANT APPLICATION:

Approved

NAME OF 3RD GRANT OR FUNDING AGENCY:

Centerra Gold

AMOUNT APPLIED FOR FROM 3RD AGENCY:

9907

STATUS OF 3RD GRANT APPLICATION:

Approved

NAME OF 4TH GRANT FUNDING AGENCY:

City of Prince George

AMOUNT APPLIED FOR FROM 4TH AGENCY:

1700

HAVE YOU RECEIVED ASSISTANCE (GRANT IN AID/WAIVING OF FEES , ETC.), FROM THE REGIONAL DISTRICT OF BULKLEY-NECHAKO IN PREVIOUS YEARS?:

Yes

IF YES, YEARS, AMOUNTS AND PURPOSES FOR WHICH ASSISTANCE WAS USED:

2018 - Secretariat functions



2019 - Secretariat functions

DOES YOUR ORGANIZATION:

To view all of this form's submissions, visit <https://www.rdbn.bc.ca/index.php/dashboard/reports/forms/view/2315>

Email secured by Check Point

**TO:** Chair Thiessen and the Board of Directors  
**FROM:** Haley Jeffery  
**DATE:** December 10, 2020  
**SUBJECT:** Union of BC Municipalities Community Emergency Preparedness Fund –  
Regional Evacuation Route Planning Application

---

**RECOMMENDATION:**

That the Board supports a regional application to Union of BC Municipalities Community Emergency Preparedness Fund –Evacuation Route Planning Application for the 2020 Evacuation Route Planning funding on behalf of the Regional District of Bulkley-Nechako, Burns Lake, Fort St. James, Granisle, Houston, Smithers, Fraser Lake and Telkwa in the amount of \$160,590.31.

Further that the Board supports the submission of the application, and understands that if the grant is approved, the RDBN will receive and manage the grant funding.”

**VOTING:** All/Directors/Majority

---


**EXECUTIVE SUMMARY**

Regional applications for Union of BC Municipalities Community Emergency Preparedness Fund (UBCM-CEPF) have proved advantageous for the region by sharing administrative responsibilities and increasing communication and partnership between the Regional District of Bulkley-Nechako (RDBN) and member municipalities.

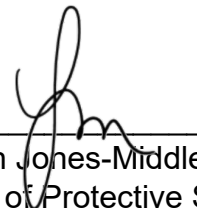
Once again, an opportunity to collaborate on grant funding applications has become available through UBCM-CEPF’s Evacuation Route Planning Funding Stream. The Town of Smithers, Village of Telkwa, District of Houston, Village of Granisle, Village of Burns Lake, Village of Fraser Lake and District of Fort St James have confirmed their interest in participation.

Working together to coordinate a regional approach to creating Evacuate Route Plans for each community will ensure continuity between the different plans and save time and cost by eliminating duplication of effort.

The regional grant application for this funding stream requires a resolution from each involved local government indicating support for the activities proposed and a resolution from the coordinating local government indicating willingness to provide overall grant management.



Haley Jeffrey  
Emergency Services Manager



Deborah Jones-Middleton  
Director of Protective Services

**DISCUSSION**

The Protective Services Department was approached by the Town of Smithers staff to explore the possibility of a regional application. All municipalities were contacted to determine interest in this project which offers up to \$25,000 per local government for the development of Evacuation Route Plans.

The regional application for UBCM-CEPF's Evacuation Route Planning Funding Stream includes the development of Evacuation Route Plans which will identify community specific challenges to successfully implement an evacuation in the event of an emergency as well as include the following information:

- identification and capacity of available routes;
- methods of evacuation available;
- modes of transportation;
- anticipated speed of progression of local hazards;
- availability of early warning systems or other emergency notification tools; and,
- other factors that impact the functionality of evacuation routes.

A resolution from the Board indicating support of a regional application is required to apply for the 2020 UBCM Evacuation Route Planning funding.

**TO:** Chair Thiessen and the Board of Directors  
**FROM:** Haley Jeffery  
**DATE:** December 10, 2020  
**SUBJECT:** Revised Financial Assistance for Emergency Response Costs – A Guide for BC First Nations and Local Authorities

---

**RECOMMENDATION:**

That the RDBN Board send the attached letter to the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General (Minister of PSSG) requesting that the Province delay the formal effective date of the document Financial Assistance for Emergency Response Costs – A Guide for BC First Nations and Local Authorities (Financial Guideline) and facilitate a meaningful consultation with Local Governments and First Nation communities throughout the Province.

**VOTING:** All/Directors/Majority

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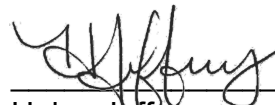
**EXECUTIVE SUMMARY**

Emergency Management BC (EMBC) is the lead coordinating agency for disasters and emergencies in BC. The BC *Emergency Program Management Program Regulation Schedule 2 -Duties of Ministers and Government Corporations in the Event of an Emergency (Regulation)* as part of the *Emergency Program Act (EPA)* delegates responsibility to EMBC to cover eligible costs incurred by local governments when responding to an emergency.

To supplement this responsibility, EMBC has policies around eligibility and reimbursement. On November 3, 2020, EMBC released a revised version Financial Guideline document effective November 30, 2020.

The revised Financial Guideline was released without consultation with local governments and First Nations and the changes presented will impact response activity costs by forcing operational policies and narrowing the criteria for what is considered *eligible* reimbursement costs.

Staff feel that it is appropriate to send the Minister of PSSG a formal letter requesting a delay of the effective date of November 30, 2020 and call for a meaningful consultation with local governments and First Nations.



Haley Jeffery  
 Emergency Services Manager



Deborah Jones-Middleton  
 Director of Protective Services

Attachment: Letter to the Honourable Mike Farnworth, Minister of Public Safety and Solicitor General

## DISCUSSION

On November 3, 2020 Emergency Management BC (EMBC) released the revised Financial Guideline. Upon initial release of this document to Local Governments, there was no announcement of an opportunity to provide feedback. On November 13, staff received another email notifying local governments and First Nations that feedback must be received prior to the documents effective date of November 30, 2020.

There are two issues that this document has highlighted.

- lack of proper consultation with communities; and,
- changes to policy that substantially impact local government operations.

### Lack of Proper Consultation

As per the *Local Government Act*, , and the *Community Charter*, , citizens of British Columbia are served best when local governments and the Provincial Government adhere by the following.

#### *Local Government Act – Part, Section 186 5 – Regional District: Purposes, principles and interpretation*

The relationship between regional districts and the Provincial government in relation to this Act is based on the following principles:

- (a) cooperative relations between the Provincial government and regional districts are to be fostered in order to efficiently and effectively meet the needs of the citizens of British Columbia;
- (b) regional districts need the powers that allow them to draw on the resources required to fulfill their responsibilities;
- (c) notice and consultation is needed for Provincial government actions that directly affect regional district interests;
- (d) the Provincial government recognizes that different regional districts and their communities have different needs and circumstances and so may require different approaches;
- (e) the independence of regional districts is balanced by the responsibility of the Provincial government to consider the interests of the citizens of British Columbia generally.

#### *Community Charter – Part 1, Section 2 – Principles of municipal-provincial relations*

- (a) acknowledge and respect the jurisdiction of each,
- (b) work towards harmonization of Provincial and Municipal enactments, policies and programs, and
- (c) foster cooperative approaches to matters of mutual interest.

These relationships are based on the following principals:

- (a) the Provincial government respects municipal authority and municipalities respect Provincial authority;
- (b) the Provincial government must not assign responsibilities to local governments unless there is provision for resources required to fulfill the responsibilities;
- (c) consultation is needed on matters of mutual interest, including consultation by the Provincial government on
  - I. proposed changes to local government legislation,
  - II. proposed changes to revenue transfers to municipalities, and

- III. proposed changes to Provincial programs that will have a significant impact in relation to matters that are within municipal authority;
- (d) the Provincial government respects the varying needs and conditions of different municipalities in different areas of British Columbia;
- (e) consideration of municipal interests is needed when the Provincial government participates in interprovincial, national or international discussions on matters that affect municipalities;
- (f) the authority of municipalities is balanced by the responsibility of the Provincial government to consider the interests of the citizens of British Columbia generally;
- (g) the Provincial government and municipalities should attempt to resolve conflicts between them by consultation, negotiation, facilitation and other forms of dispute resolution.

The seventeen-day time frame that local authorities and First Nations were given to provide feedback does not represent meaningful consultation.

### **Impact to Local Government Operations**

*BC Emergency Program Management Regulation Schedule 2 -Duties of Ministers and Government Corporations in the Event of an Emergency as part of the Emergency Program Act.*

#### **ATTORNEY GENERAL**

- *through the Provincial Emergency Program:*
  - *administer the emergency assistance vote to cover those of the incremental costs*
    - (a) *that are incurred by local governments, ministries and government corporations in responding to an emergency, and*
    - (b) *that the minister has approved;*

### **Areas of Concern Within the Guidelines**

This document applies new criteria which will impose constraints to local authority and First Nation operations during a time in which responding local Emergency Operation Centres (EOC) need support from the Province. The following are the key areas where local governments and First Nations will be impacted.

#### **EOC Operating Costs:**

##### **Evacuation Costs**

- Ineligible Costs
  - Costs associated with long term security or traffic control measures; or within the scope of responsible agencies such as RCMP or MOTI; or other measures of preventing access or restricting access are sufficient (IE gates, barricades or signage)

#### **Staffing, Consulting and Volunteers;**

- Eligible Costs
  - Provision of food and water to EOC staff during activation, not to exceed Provincial per diem rates. This has changed as before we did not have limits.

- Incremental payroll expenses of current staff (when working within deployment/shift length guidelines), less benefits and taxes, are eligible. This is overtime.
- Ineligible Costs
  - Overtime or double time incurred by employees working outside of the deployment/shift length guidelines.
  - Payroll expenditures not directly related to response activities (i.e. the backlog of regular work due to time spent working on the event).
  - Overtime policies designed specifically to be in effect only during EMBC response eligible events.
  - Use of contractors in place of existing internal staff capacity, except with an Expenditure Authorization Form (EAF).
  - Payroll expenditures associated with the payment of stand-by or on-call wages.
  - Use of contractors in place of existing internal staff capacity.

### **Staffing and Scheduling (Deployment/Shift Guidelines):**

Below is the new addition for staffing and deployment from the new policy manual.

“It is important to limit deployment lengths (i.e. days worked in the EOC) as well as shift lengths in order to support staff health and safety as well as maximize the effectiveness of personnel.

#### **Deployment Length:**

“The standard length of deployment is between 7 and 10 days. This deployment length is considered optimum as it provides consistency and sustainability of operations, while supporting good worker care practices. Ideally, a two-day rest period would occur for staff that have been deployed for 10 days.”

#### **Shift Lengths:**

“Extended shift length is a key factor in cumulative fatigue. The following shift length maximums may apply to the eligibility for reimbursement for EOC staff during the response phase of the event.

Days 1 – 4: Maximum Shift Length 14 hours

Days 5 – 12: Maximum Shift Length 12 hours

The following work/rest ratios are used as a guide to ensure good worker care practices:

- Meal/rest breaks 30 minutes to 1 hour are recommended to be taken away from the workstation once every 5 hours to ensure adequate rest and that fatigue is minimized.
- All workers must get a complete 8- hour period of rest between the end of one shift and the start of another shift.

Due to the nature of emergencies, there may be extreme circumstances when resources are limited and exemptions to these limits are required. However, pre-authorization from the Regional Duty Manager or activated PREOC are required when claiming reimbursement for workers that exceed the Deployment/Shift Length Guidelines.”

## **Impacts to RDBN**

### **Internal Policy**

Senior Staff have a policy in place which allows them to be reimbursed for overtime rates at time and a half and double time when working in and EOC. The new document deems such policies ineligible which will negate the RDBN's Policy.

In 2018, staff made requests for support and additional staffing and were not able to obtain outside personnel. Personnel requests were submitted to EMBC from the RDBN EOC to alleviate staff burnout, however, they were unable to supply.

### **EOC Operations**

The RDBN EOC strives to keep staff hours at a minimum, however, depending on the event and the staff available this is not always possible. Under the new *Financial Guidelines* if staff work over the identified limits the Province may not reimburse the RDBN and there could be a significant financial impact to taxation. When staff are fully engaged in the RDBN EOC the cost for the first seven hours of staff time is already born by the RDBN and the work that this time is supposed to be used for is not being done. The Province does not reimburse overtime once the event has been declared over and staff go back to their regular work and 'catch up' on the regular service needs of our residents and businesses.

### **Property Protection**

The limitation on barricades and signage for closing an Evacuation Order area could cause a significant increase in theft and property damage for our residents.

### **Increased Costs to RDBN**

It is also important to acknowledge that by implementing further and increasingly specific criteria around what is considered eligible expenses, the result will cause the Emergency Operations Centre to have to seek approval through submission of and increased amount of Expense Authorization Forms (EAFs) which will impede the process especially for small local governments and First Nations who have staffing challenges. EAFs can sometimes take 24 - 48hrs to get approval from the Province. The constituents of BC will carry the burden through the potential increase of property taxation to support EOC staff hours no longer considered eligible for reimbursement by the province.





December 10, 2020

The Honourable Mike Farnworth,

Minister of Public Safety and Solicitor General Via email: [PSSG.Minister@gov.bc.ca](mailto:PSSG.Minister@gov.bc.ca)

**RE: Revised Financial Assistance for Emergency Response Costs: A guide for BC First Nations and Local Authorities**

Dear Minister Farnworth,

On November 3, 2020, the Regional District of Bulkley-Nechako (RDBN) received notification that the Province had revised the Financial Assistance for Emergency Response Costs: A Guide for BC First Nations and Local Authorities (Financial Guideline). On November 13, 2020, another e-mail was received that this document was to be effective November 30, 2020 and that feedback could be provided to the local EMBC Regional Office.

The intention of this letter is to respectfully request the Province to delay the implementation and the effective date of the Financial Guideline and initiate an opportunity for meaningful consultation with local governments and First Nation communities across the province. The seventeen days provided is not sufficient.

After reviewing this document, the RDBN has concerns about how the proposed changes will impact local government operations.

While the RDBN appreciates the Province reassessing the Financial Guidelines, it is important to acknowledge that by implementing further and increasingly specific criteria around what is considered eligible expenses, will cause the Emergency Operations Centre to have to seek approval through Expenditure Authorization Forms (EAF) which will impede the process especially for small local governments and First Nations who have staffing challenges. In 2018 the RDBN EOC had to wait 24 to 48 hours for some EAF's to be approved.

The key areas of concern fall under the following topics:

- EOC Operating Costs;
- Evacuation Costs;
- Staffing, Consulting and Volunteers; and,
- Deployment Length.

It is for these reasons that the RDBN is requesting a delay in the effective date of the guidance document to allow for a formal and meaningful consultation process to take place so that the Province may understand the consequences to Local Governments and residents by imposing these new guidelines.

By working together on this very important topic, we will be better able to serve the residents of BC by limiting the financial burden that these changes will surely ensue.

Sincerely,

Gerry Thiessen  
Chair



## Regional District of Bulkley-Nechako Memo

**TO:** Chair Thiessen and Board of Directors

**FROM:** Curtis Helgesen, Chief Administrative Officer

**DATE:** December 10, 2020

**SUBJECT:** RDBN Appointments – 2021

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### RECOMMENDATION

“That the Board ratify the interim 2021 RDBN Board appointments as attached.”

### BACKGROUND

At the November 19, 2020 Board meeting, discussion took place regarding the potential elimination of both the Waste Management Committee and the Forestry Committee with the topics being addressed in the future at Committee of the Whole meetings. The consensus of the Board was to recommend to the Chair to keep the Committee appointments status quo for a short period of time into the next fiscal year. This will allow for further discussion and investigation into the governance structure and value of the work of the Committees and Committee Chairs. This will also allow time for the creation of a Terms of Reference if the Board wishes to see the Committee continue.

Staff recommend that the Board Chair and CAO will work with the Vice-Chair and interim Committee Chairs to evaluate the existing Committees and then make a recommendation to the Board for consideration of whether the Committee should continue, and if the Committee is to continue, a draft Terms of Reference will be presented.

In addition, a revised Terms of Reference will be addressed at the Transit Committee Meeting which proposes that the Chair and Vice-Chair of the Transit Committee be the Chair and Vice-Chair of the RDBN Board.

**REGIONAL DISTRICT OF BULKLEY-NECHAKO  
2021  
APPOINTMENTS**

**RDBN BOARD**

**Chairperson: Gerry Thiessen  
Vice-Chairperson: Mark Parker**

**FORESTRY COMMITTEE (Committee of the Whole)**

**Chairperson: Brad Layton**

**WASTE MANAGEMENT COMMITTEE (Committee of the Whole)**

**Chairperson: Mark Fisher**

**RURAL/AGRICULTURE COMMITTEE**

**Chairperson: Mark Parker**

**TRANSIT COMMITTEE**

**Chairperson: Gerry Thiessen  
Vice-Chairperson: Mark Parker**

**BROADBAND COMMITTEE**

**Chairperson: Michael Riis-Christianson**

**NORTHWEST BC RESOURCE BENEFITS ALLIANCE**

**RBA Co-Chairperson: Shane Brien  
Mark Fisher, Alternate Director**

**NORTHERN BC TOURISM ASSOCIATION**

**Michael Riis-Christianson**

**MUNICIPAL FINANCE AUTHORITY**

**Gerry Thiessen  
Alternate: Mark Parker**





## Regional District of Bulkley-Nechako

**To:** Board of Directors  
**From:** John Illes, Chief Financial Officer  
**Date:** December 10, 2020  
**Re:** Taxation Analysis: Land and Improvements

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

Receipt

### **Background:**

On November 5th the Committee of the Whole discussed the different options for both the apportionment of taxes between jurisdictions as well as the basis for assessment to collect those taxes.

There is no limitation on what factors may be considered in the apportionment of taxation between jurisdictions as long as any “average person” would come to the same conclusion over the intention. Traditionally the Regional District has apportioned taxes on the basis of land and improvements.

The tax basis for jurisdictions in the Regional District is usually “land and improvements” for major services such as administration and environmental services but is “improvements only” for smaller services that include three or less jurisdictions. Exceptions do exist – for example the 911 service is “improvements only” while the local fire services are “land and improvements”.

### **Discussion:**

Each jurisdiction, electoral area or municipality, has its own set of spatial distribution of population, demographics and planning issues. For this reason, the legislation allows for each jurisdiction in a Regional District bylaw to levy taxes on a different assessment “base” – land, improvements or both land and improvements.

The following jurisdictions are used as illustrations (with “vacant” parcels being all those parcels with less than \$5,000 in improvements):

### **Smithers Area:**

Town of Smithers has a total of 2511 parcels of which 10% (or 263) are vacant  
 Village of Telkwa has total of 630 parcels of which 10% (or 66) are vacant  
 Electoral Area A has a total of 8056 parcels of which 47% (or 3768) are vacant



Estimated Difference per property owner with improvements (i.e. a residential property owner) for total taxation between improvements only and land and improvements for Smithers would be 3.9% increase and for Telkwa would be 2.5% increase but for Electoral Area A the difference would be a 15.5% increase. This difference accounts for the increase that results when land without improvements is not taxed.

### **Burns Lake Area:**

Village of Burns Lake has 744 parcels of which 107 or 14% are vacant  
 Electoral Area B has 2974 parcels of which 1134 or 38% are vacant  
 Electoral Area E has 4924 parcels of which 3160 or 64% are vacant

Estimated Difference per property owner with improvements (i.e. a residential property owner) for total taxation between improvements only and land and improvements for Burns Lake would be 2.6% increase and for Electoral Area B the difference would be a 11.1% increase and for Electoral Area E the difference would be a 35.0% increase. This difference accounts for the increase that results when land without improvements is not taxed.

### **Example:**

A \$250,000 parcel made up of \$200,000 improvements and \$50,000 Land and a \$50,000 vacant lot.

Using Smithers as a reference location and \$1.00 per \$1,000 as a reference base tax rate.

#### **Residential Home \$250,000 a 3.9% increase**

##### **Land and Improvements**

Tax Rate \$1.00  
 Land \$50,000 x \$1.00/ \$1,000 = \$50,00  
 Improvements \$200,000 x \$1.00/\$1,000 = \$200  
 Total Tax \$250

##### **Improvements Only**

Tax Rate \$1.30  
 Land \$50,000 x \$0 = \$0  
 Improvements \$200,000 x \$1.29/\$1,000 = \$260  
 Total Tax \$260

#### **Lot Only \$50,000 – no taxes collected**

##### **Land and Improvements**

Tax Rate \$1.00  
 Land \$50,000 x \$1.00/ \$1,000 = \$50,00  
 Improvements \$0 x \$1.00/\$1,000 = \$0  
 Total Tax \$50

##### **Improvements Only**

Tax Rate \$1.29  
 Land \$50,000 x \$0 = \$0  
 Improvements \$0 x \$1.29/\$1,000 = \$0  
 Total Tax \$0

Both methods would result in the same total tax collected for the Regional District within the (whole) Town of Smithers.

### **Farm Buildings and Property:**

In the meeting on November 5<sup>th</sup>, the benefits of farm land valuation and exemptions were discussed. The following information was taken from B. C. Assessment websites and B. C. Assessment regulations. Farm land must meet certain production



requirements every year to be classified as farm land otherwise it is classified as residential land.

Under the Rural Taxation Act, the following property is exempt from rural (not school) taxation:

- Improvements consisting of buildings, fixtures and things erected on or affixed to land necessarily and actually used for agriculture, horticulture, poultry raising or stock raising, including a farmer's dwelling, that have been assessed on farm land; and
- An "owner's dwelling" on land that is classified as a farm.

In addition, 50% of the assessed value of a parcel of land in Class 9 – farm is exempt from school taxes: section 130(1)(a) of the School Act but the school tax exemption for farm buildings other than farmer's dwellings will be capped at the greater of \$50,000 or 87.5% of the buildings assessed value.

Farm land (the land itself) is not assessed at market value but rather by regulation based on productivity. Examples for Burns Lake (and West ½ of Fraser Lake), Vanderhoof (and Fort St. James and East ½ of Fraser Lake) and Smithers are included as an attachment. This method assesses farm land at approximately 5% to 20% of current market values.

### **Summary:**

In municipalities where "bare" land is generally not used as part of a farm or logging operation, lot sizes are generally small and similar in size, and most lots have improvements, the choice of the basis of taxation has both less impact and less interest to the average tax payer.

In Electoral Areas where lot size varies from city lot size near lakeshores or unincorporated townships to lots of 320 acres or greater, where the average "vacant" lot is used for some industrial or commercial purpose, and the choice of taxation may have significant financial impacts, the average tax payer has much more interest in the basis of taxation.

### **Attachments:**

1. Farm Assessment Guide for Burns Lake Area, Vanderhoof Area and Smithers Area
2. Memo from November 5, 2020





FARM LAND VALUATION SCHEDULE: 26 - 4  
ASSESSMENT AREA: (26) Prince George

SCHOOL DISTRICT: 91  
JURISDICTION: 519, 520, 585 & 756

Land Use  LAND CAPABILITY	1		2		3		5	
	CULTIVATABLE	RATE CODE	SPECIAL CROP	RATE CODE	ROUGH CLEARED ROUGH PASTURE	RATE CODE	UNIMPROVED	RATE CODE
	\$ PER ACRE		\$ PER ACRE		\$ PER ACRE		\$ PER ACRE	
1								
2	200	9312	300	9322	120	9332	90	9352
3	200	9313	300	9323	120	9333	90	9353
4	190	9314	290	9324	110	9334	80	9354
5	190	9315	290	9325	110	9335	80	9355
6							40	9356
7 Waste							10	9357
8 Farmstead	300	9318						

Vanderhoof and Surrounding Area.

ADDITIONAL ADJUSTMENTS:

Vanderhoof, Fort St. James and  
Fraser Lake East

ACCESS:

Roads 0% to +10%  
No roads 0% to -10%

UTILITIES: (For Farmstead Rate Code Only)

No Power 0% to -5%

FARM LAND VALUATION SCHEDULE: 25 - 2  
ASSESSMENT AREA: (25) Northwest

SCHOOL DISTRICT: 50, 52, 54, 82 & 92

Land Use  LAND CAPABILITY	1		2		3	
	CULTIVATABLE	RATE CODE	SPECIAL CROP IRRIGATED CROP	RATE CODE	ROUGH CLEARED ROUGH PASTURE	RATE CODE
	\$ PER ACRE		\$ PER ACRE		\$ PER ACRE	
1						
2	500	9012	625	9022	340	9032
3	400	9013	480	9023	220	9033
4	280	9014	340	9024	155	9034
5	230	9015	280	9025	115	9035
6					60	9036
7 Waste						
8 Farmstead	500	9018				

Additional Adjustments:

Access:

No Roads 0% to -10%

Utilities: (For Farmstead Rate Code Only)

No Power 0% to -5%

Distance to Nearest Markets:

Greater than 50 miles 0% to -10%

Smithers Area

Includes Jurisdictions: 329, 339, 340, 341, 342, 528, 564, 578, 750, 752, 754, 780, 788 & 792



FARM LAND VALUATION SCHEDULE: 26 - 1  
 ASSESSMENT AREA: (26) Prince George

SCHOOL DISTRICT: 91  
 JURISDICTION: 506, 525 & 755

Land Use LAND CAPABILITY	1		2		3	
	CULTIVATABLE \$ PER ACRE	RATE CODE	SPECIAL CROP IRRIGATED CROP \$ PER ACRE	RATE CODE	ROUGH CLEARED ROUGH PASTURE \$ PER ACRE	RATE CODE
1						
2	500	9012	625	9022	340	9032
3	400	9013	480	9023	220	9033
4	280	9014	340	9024	155	9034
5	230	9015	280	9025	115	9035
6					60	9036
7 Waste						
8 Farmstead	500	9018				

Additional Adjustments:

Access: No Roads 0% to -10%  Distance to Nearest Markets: Greater than 50 miles 0% to -10%  Burns Lake and Surrounding Area.	Burns Lake Area and Fraser Lake West	Utilities: (For Farmstead Rate Code Only) No Power 0% to -5%  Location: Area South of Francois Lake Serviced by Ferry -10%
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## Regional District of Bulkley-Nechako Committee of the Whole

**To:** Committee of the Whole  
**From:** John Illes, Chief Financial Officer  
**Date:** November 5, 2020  
**Re:** Taxation Options

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

Receipt.

### **Background:**

Section 339 of the *Local Government Act* provides the Board has the authority to decide on:

1. What is taxed on each parcel of property (further described in **the Local Government Act** section 378 as cost recovery and section 384 tax base for property value taxes), and
2. The distribution (or apportioning) of taxation between jurisdictions for multi jurisdiction service bylaws (as described in the *Local Government Act* section 380)

This memo comes about from the discussion of the Board concerning the form and content of the Parks and Trails Bylaws.

## **1. Options for collecting taxes on each property**

### **Tax based on parcel (property) characteristics**

The Board can decide to tax each parcel of property a rate not based on the assessment of that property. This is commonly called a “parcel tax”. In B. C. parcel taxes cannot be used to recover administrative expenses. In addition, in B. C. parcel taxes are often used in conjunction with user fees. The most common examples include a parcel tax to recover fixed costs associated with providing municipal water with a utility fee charged for how much water that parcel owner actually does use.

The fixed costs of a distribution (water) or collection system (sewer or storm water) are generally the capital costs of the infrastructure that is available for connection to all property owners in the service area. The variable costs are generally the costs associated with using the service, which aligns with the user fees.



Parcel taxes come in three varieties – a “flat fixed rate”, an amount based on the area of the parcel (usually described as a charge per square feet of the lot), and on the frontage (or perimeter) of the lot (usually described as a charge per linear foot of frontage).

The Regional District utilizes parcel taxes (flat rate) for some street lighting services. In addition, parcel taxes (frontage rates) are used for Fort Fraser Water and Sewer taxes.

### **Taxes based on assessments**

Service bylaws can also collect taxes based on Land (only), Improvements (only), or Land and Improvements (combined).

Taxes based on land values only do not consider the value of any improvements or buildings added to each property. Taxes on Improvements do not consider the underlining land value on each property but rather only tax the value of the “house” or other improvements. Taxes on land and improvements tax the combined value of the entire property (both the land and “residence” or other buildings).

Historically different Electoral Areas have taxed differently for their local area services. In general Areas B, E, D, F and G have taxed on improvements only, while area C has only used Land and Improvements and Area A has utilized a mixture of both improvements only and land and improvements. No Electoral Areas have used Land Only taxation. In the past improvements only were chosen by the Electoral Area Directors to limit taxation on land only properties such as private “large freeholds” such as private forest land and private fields that are never intended to be developed.

For each jurisdiction that is a partner in a service that has been apportioned a requisition (as discussed in 2. below) can have its own selection of a tax base for property value taxes to recover this requisition amount.

## **2. Distribution (or apportioning) of Taxes Between Jurisdictions**

Many options exist on how to distribute the share of the tax burden between two or more jurisdictions that are part of a service. A jurisdiction is usually a whole municipality or whole electoral area.

Nearly all the bylaws in the Regional District distribute the tax between jurisdiction on the basis of land and improvements. In this distribution method the total land and improvement assessments for any jurisdiction is compared to the total land and improvement assessments for all partnering jurisdictions and that calculation is the percentage of the total requisition that the jurisdiction is to pay. This is the default method in British Columbia.

The only exception for the Regional District is the transit service. The taxation for the transit bylaw specifies that the distribution be made based on population.



Other common distribution choices are equal distributions among all service partners, distribution based on any other alternative tax base (such as improvements only or land only), the quantity of service used by each jurisdiction (must be objectively measurable), fixed proportions by agreement, or any combination of these factors.

## **Discussion:**

Some reasons for property tax based on assessment over parcel tax:

- It is perceived as socially equitable because it is roughly progressive, loosely correlated with local government benefits, a relatively good proxy for a tax on multi-year income, and a way to enable the public sector to derive a share of private sector windfall gains from appreciation of real estate values largely due to public investments in previously unserviced land.

*From Rosengard 2012*

The property tax model is roughly progressive – those with more expensive property and buildings are generally considered more able to pay higher taxes.

With this method, the property owner who has significant 'wealth' in property and improvements, should have a greater ability to pay taxes versus an owner who does not. Therefore, the larger the assessment, the more taxes one pays.

The establishment of services, also increases the marketability of the area to new residents, who may choose to purchase land where these services are available. Hence this is another argument for taxation on land value as well as improvement values.

Another argument for taxation is that the amount of tax that is paid should match use and benefit as much as possible. In this argument, the blend of the different types of taxation including both parcel ta property taxes and fees as well as fees and charges are designed to approximate the use of all the different services provided.

The fixed costs of creating a service that can be provided to all current and future residents can be argued that taxes should be based on property (land) value as each property owner will enjoy the benefit now or in the future. One example of such a capital cost could be road construction that will allow new property to be developed or the construction of a new recreation facility that new and future resident alike will use.

Variable costs of providing a service (such as those associated with running an arena but not building it) can be argued that taxes should be based on improvements as those improvements are a proxy for service use (because improvements correlate with both population and service demand).



A tax on undeveloped land can be considered an impetus for land development while a tax on only improvements is often considered an impediment to construction. Those jurisdictions that wish to encourage development often base most of their taxation on land rather than improvement taxation.



**REGIONAL DISTRICT OF BULKLEY-  
NECHAKO**

## R E P O R T

**TO:** Chair and Regional Board of Directors

**FROM:** Director Riis-Christianson

**DATE:** December 1, 2020

**RE:** Canada's Rural and Remote Broadband Conference Fall 2020

I attended the above-noted: VIRTUAL CONFERENCE

On November 27, 2020 In VIRTUAL REALITY

**The Key Topics/Points of Interest were:**

1. The New COVID Reality – Technical and Policy Impacts on Rural Communities;
2. Connectivity Doesn't Need to be a Contest – Alternative Funding Options;
3. International Community Models – Lessons for Canada;
4. Reality Check: Putting LEO into Perspective; and
5. Beyond Connectivity – Bridging the Digital Divide.

**Topics of discussion that I particularly enjoyed or felt were relevant to the Regional District of Bulkley-Nechako:**

This one-day conference cost \$50. That's not a typo. For \$50, registrants got a full day of access to subject matter experts for less than the cost of a night in a motel.

At that price, it was a real bargain.

It was interesting to hear several of the presenters suggest that Canada's federal and provincial governments should treat broadband infrastructure as a utility. Allan Thompson, a panelist on the first session (The New COVID Reality) stated that in his opinion, governments should treat broadband connectivity the same way as highway construction, where transportation routes were constructed with public money for the benefit and betterment of all. That, he noted, would keep rural and remote communities "in play."

It was also noted that the modern farm is a wired farm where sensors and computers gather data, mechanize some tasks, and improve productivity. Expanding broadband in rural Canada can significantly help this country's agricultural sector.

There was considerable discussion on what Canada's connectivity regulator, the Canada Radio-Television and Telecommunications Commission (CRTC), needs to do to advance connectivity in rural and remote communities. Presenter Ian Stevens said that in his opinion, the CRTC has all the tools needed to advance connectivity in this country but has not "stepped in with both feet." Providing every

Canadian with 50/10 mb/sec internet is currently described as an objective rather than a requirement. This is one of the reasons why internet service in rural communities lags behind that of the rest of Canada. The CRTC hasn't required ISPs to provide the mandated service level, he said, "and the feds haven't asked them to."

The federal/provincial funding programs are also proving inadequate. One of the international presenters, Andrew Muir of the UK-based firm FarrPoint, described these financial tools as "confused." Unless funding envelopes reflect a cohesive strategy for connecting rural and remote Canada, 'Connecting Canada' will continue to be a "hobby."

Other countries are doing a far better job of advancing internet connectivity. One jurisdiction (I believe in Australia) used a publicly owned utility to provide internet service. The cost of high-speed service? \$7.10/month.

The session entitled "Reality Check: Putting LEO into Perspective," was also interesting. Low Elevation Orbit (or LEO) satellites like those that SpaceX plans to launch are being touted as a connectivity solution for some rural and remote communities. The panel was split on how good the service provided by this satellite system will actually be; some felt it would provide speeds and latency roughly equivalent to fiber optic networks, while others suggested it will remain a 'better than nothing' solution for isolated communities. At least one Canadian company has suggested that LEO connectivity will be best if delivered through retailers, i.e., ISPs delivering satellite service through a ground-based network system.

Yet no matter how the service is delivered, most members of the panel agreed it will be expensive. In all likelihood, it will also be years away, too. It takes time to launch these satellites and get the system operating.

Fiber optic service remains the best options for many communities. While it can be expensive to extend this service to communities, there are things that local governments and community groups can do to reduce the capital investment required. In Lytton, volunteers were taught how to splice fiber optic cable and provided this service to the community, which significantly reduced infrastructure costs. This is something we could do in the regional district.

During the last session, entitled "Beyond Connectivity: Bridging Canada's Digital Divide," presenters repeatedly noted that extending broadband service to rural Canada isn't enough. That service must also be affordable, which is proving a problem in many communities. Many segments of Canada's population can't afford to pay the \$100 or more per month that this country's large ISPs currently charge for broadband internet.

Some countries have addressed this problem by having urban customers (who generally get better rates) pay more and using the additional funds to subsidize service in rural areas. Other jurisdictions are using the property tax tool to pay for broadband service. There are a host of options out there to local governments serious about making broadband affordable to all segments on the population.

**Action Recommended by Director:**

None

**Follow-up required by:**



It might be useful for staff to contact Lytton to get more information about the volunteer splicing program.

**RECOMMENDATIONS:**

Receive.

November 12, 2020

Ref: 256897

His Worship Mayor Shane Brienen  
and Representatives of the Northwest British Columbia  
Resource Benefits Alliance  
c/o Regional District of Kitimat-Stikine  
300-4545 Lazelle Ave  
Terrace BC V8G 4E1

Dear Mayor Brienen and Colleagues:

Thank you to your delegation for meeting with provincial government representatives during this year's virtual Union of BC Municipalities (UBCM) Annual Convention process. Due to the evolving COVID-19 situation, we have had to develop new approaches and adaptations to many aspects of our everyday life. I thank your delegation for its flexibility with provincial appointments this year and I am pleased that we still had the chance to connect.

As Deputy Minister, I write to acknowledge the topics raised during your conference call, which included the notable projects taking place in your communities and the need for sustainable funding through a Resource Benefits Alliance (RBA) Agreement. I appreciate the work being undertaken in your respective communities in Northwest British Columbia.

As you mentioned in your follow-up letter of September 18, 2020, to the Office of the Premier, ongoing development in the Northwest region offers significant opportunities to assist the entire provincial economy. As Deputy Minister, I value how your communities are working together regionally to identify priorities and pursue common goals for B.C.'s economic recovery.

Now that we are in the election period, issues regarding future funding and agreements must be deferred until after the election period is complete and the incoming government is in place. Incoming Ministers will be apprised of issues of interest to communities and regions.

.../2

Thank you, again, to your delegation for the meeting.

Sincerely,

A handwritten signature in blue ink, appearing to read 'Kaye Krishna', with a long horizontal flourish extending to the right.

Kaye Krishna  
Deputy Minister

pc: Office of the Premier  
Office of the Deputy Minister, Ministry of Finance  
Ron Poole, Chief Administrative Officer, Regional District of Kitimat-Stikine  
Tara Faganello, Assistant Deputy Minister, Local Government Division  
Ministry of Municipal Affairs and Housing

September 18, 2020

Honourable John Horgan, Premier of British Columbia  
 BC NDP - Langford - Juan de Fuca  
 West Annex Parliament Buildings  
 Victoria, BC V8V 1X4

Via email: [john.horgan.mla@leg.bc.ca](mailto:john.horgan.mla@leg.bc.ca)

Dear Premier Horgan:

On behalf of the Northwest BC Resource Benefits Alliance (the "RBA"), it was a pleasure to meet with you and your colleagues on September 16 during the 2020 UBCM convention. We sincerely appreciate your ongoing support for the RBA and the collaborative regional approach we have employed to ensure all 21 local governments in Northwest BC are sustainable, livable, and well positioned to support the exceptional amount of industrial development that is underway.

The ongoing pandemic has had significant impacts on our daily lives and the economy, well beyond what anyone could have predicted. Fortunately, the ongoing development in Northwest BC offers significant opportunities to assist the entire provincial economy in terms of recovery by generating additional jobs and additional revenues. Furthermore, the RBA's request for a revenue sharing agreement to provide sustainable funding to build and replace infrastructure provides an opportunity for economic stimulus at a time when it is needed most.

We have directed our staff to make it their top priority to work with staff from the various Ministries to achieve an agreement within the six- to twelve-month timeframe we discussed.

We want to acknowledge the hard work and leadership shown by your government to successfully lead our province through these extraordinarily challenging times. We also want to take this opportunity to reiterate our gratitude for the Northern Capital and Planning Grant funding that was distributed earlier this year. We are grateful for the support your government has shown to the communities of Northwest BC, and we look forward to working together to ensure our provincial economy recovers swiftly from these challenging times for the benefit of all British Columbians.

Sincerely,



Lee Brain  
 RBA Co-Chair  
 North Coast Regional District



Shane Brienen  
 RBA Co-Chair  
 Regional District of Bulkley-Nechako



Sean Bujtas  
 RBA Co-Chair  
 Regional District of Kitimat-Stikine

cc: Honourable Carole James, Minister of Finance, [carole.james.MLA@leg.bc.ca](mailto:carole.james.MLA@leg.bc.ca)  
 Honourable Selina Robinson, Minister of Municipal Affairs and Housing, [selina.robinson.MLA@leg.bc.ca](mailto:selina.robinson.MLA@leg.bc.ca)  
 Geoff Meggs, Chief of Staff, Office of the Premier, [geoff.meggs@gov.bc.ca](mailto:geoff.meggs@gov.bc.ca)  
 Lori Wanamaker, Deputy Minister of Finance, [lori.wanamaker@gov.bc.ca](mailto:lori.wanamaker@gov.bc.ca)  
 Kaye Krishna, Deputy Minister of Municipal Affairs and Housing, [kaye.krishna@gov.bc.ca](mailto:kaye.krishna@gov.bc.ca)  
 Tara Faganello, Assistant Deputy Minister of Municipal Affairs and Housing, [tara.faganello@gov.bc.ca](mailto:tara.faganello@gov.bc.ca)



November 10, 2020

Gerry Thiessen, Chair  
Regional District of Bulkley-Nechako  
37 3rd Avenue  
Burns Lake BC V0J 1E0

Reference: 296160

Dear Chair Thiessen,

**Re: UBCM Convention 2020**

I am writing to thank you for taking the time to meet with the former Minister of Transportation and Infrastructure and me virtually during the Union of British Columbia Municipalities (UBCM) Convention.

I am glad there was an opportunity to discuss your concerns about safety at the intersection of Highway 16 and 27, and your support for the expansion of active transportation in the region. It was also great to hear your kind words regarding the hard work of local ministry staff.

As discussed during the meeting, the ministry is currently undertaking a corridor study of Highway 16, which includes reviewing the intersection at highways 16 and 27. We anticipate the study will be complete this spring, at which time District Manager Shaun Holahan will follow up with you to discuss our findings in more detail. You can reach Mr. Holahan at 250 565-6090 or [Shaun.Holahan@gov.bc.ca](mailto:Shaun.Holahan@gov.bc.ca) if you have any questions in the meantime.

Meanwhile, the ministry remains committed to continuing to work with the Regional District of Bulkley-Nechako as work progresses on a potential active transportation link between Smithers and Telkwa. District Manager Carl Lutz would be pleased to speak with you further if you have any questions on this matter and can be reached at 250 847-7400 or [Carl.Lutz@gov.bc.ca](mailto:Carl.Lutz@gov.bc.ca).

Andrew Brooke, Executive Director, Transportation Programs and Corporate Initiatives, will also follow up with you to provide you with more information regarding active transportation infrastructure funding options for your community. He can be reached at 778 698-2871 or [Andrew.Brooke@gov.bc.ca](mailto:Andrew.Brooke@gov.bc.ca) if you have any questions in the meantime.

.../2

The yearly UBCM discussions provide a valuable way for governments to come together and work collaboratively toward strengthening our communities. Following the election, your thoughts and suggestions will be shared with the new Minister of Transportation and Infrastructure.

Thank you for your hard work in supporting your community.

Yours sincerely,



Kevin Richter  
Acting Deputy Minister

Copy to: Grant Main, Deputy Minister

Renée Mounteney, Acting Associate Deputy Minister

Deborah Bowman, Assistant Deputy Minister  
Transportation Policy and Programs Department

Andrew Brooke, Executive Director  
Transportation Programs and Corporate Initiatives

Darrell Gunn, Regional Executive Director  
Northern Region

Shaun Holahan, District Manager  
Fort George District

Carl Lutz, District Manager  
Bulkley-Stikine District



Reference: 259094

November 18, 2020

**VIA EMAIL: [inquiries@rdbn.bc.ca](mailto:inquiries@rdbn.bc.ca)**

Curtis Helgesen, Chief Administrative Officer  
Regional District of Bulkley-Nechako  
PO Box 820  
Burns Lake, British Columbia  
VOJ 1E0

Dear Curtis Helgesen and RDBN Representatives:

Thank you to your delegation for meeting with Minister Donaldson and other ministry representatives during this year's virtual Union of British Columbia Municipalities (UBCM) Annual Convention process.

Due to the evolving COVID-19 situation, we have had to develop new approaches and adaptations to many aspects of our everyday life. I thank your delegation for its flexibility with provincial appointments this year and I am pleased that our governments still had the chance to connect.

As Deputy Minister, I am pleased to acknowledge the topics raised during your conference call, which included: small-scale timber salvage, cow moose and calf hunt, and rural development.

The Regional District of Bulkley-Nechako expressed a desire to see more opportunities created for small-scale salvagers, especially for timber damaged by wildfire. I also understand the regional district would like a move to monthly, or even quarterly, market value reporting to more accurately reflect market value levels. I have had an opportunity to discuss this topic with regional operations staff, and I am pleased to report a number of initiatives underway that are increasing salvage harvesting.

Under current projects, 860 hectares of burned area will be rehabilitated by local licence holders. The harvested volumes are marketed to Pinnacle Pellet for feedstock. These projects are funded by the Forest Enhancement Society and Forests for Tomorrow. In addition, BC Timber Sales has 135,000 m<sup>3</sup> of burned volume scheduled for sale this winter. Licence holders are harvesting burned wood, where economically feasible. This is a time-limited opportunity and local mills are reporting that burned wood fibre deterioration is greatly reducing the volume suitable for lumber production.

A question was also brought forward regarding the success of the cow moose and calf hunt. Minister Donaldson followed up with David Muter, Assistant Deputy Minister of the Resource Stewardship Division, and gathered additional information to assist in any future conversations on the topic. Licensed hunting of cow/calf moose is prohibited in the western half of the Regional District of Bulkley-Nechako (overlapping the Skeen Region). Authorizations are provided for Limited Entry hunting of cow or calf moose within the Omineca Region, which overlaps the eastern portion of the District. Since 2016, there have been a total of 52 authorizations that have resulted in the estimated harvest of 6 animals.

With regards to the Regional District of Bulkley-Nechako's enquiry about rural development funding, Brad McRobert, Regional Economic Development Manager, will be in touch with you to discuss further.

Now that we are in the election transition period, issues regarding future funding programs and other policy decisions must be deferred until after the election results are complete and the incoming government is in place. All topics brought up in your meeting will be shared with the incoming minister.

Thank you, again, to your delegation for the meeting.

Sincerely,

A handwritten signature in black ink, appearing to read 'John Allan', with a stylized flourish at the end.

John Allan  
Deputy Minister

pc: Office of the Minister of Forests, Lands, Natural Resource Operations  
and Rural Development  
Eamon O'Donoghue, Assistant Deputy Minister, North Area  
David Muter, Assistant Deputy Minister, Resource Stewardship Division  
Sarah Fraser, Acting Assistant Deputy Minister, Rural Opportunities, Tenures  
and Engineering Division  
Brad McRobert, Regional Economic Development Manager, Regional Economic  
Operations Branch



November 2, 2020

Chair Gerry Thiessen  
and Members of Board  
Regional District of Bulkley–Nechako  
37 3rd Avenue, PO Box 820  
Burns Lake, BC V0J 1E0  
c/o [mayor@district.vanderhoof.ca](mailto:mayor@district.vanderhoof.ca)

Dear Chair Thiessen and Members of the Board:

It was a pleasure to meet with your delegation at this year's virtual Union of British Columbia Municipalities Annual Convention (UBCM).

Due to the evolving COVID-19 situation, we have had to develop new approaches and adaptations to many aspects of our everyday life. I thank your delegation for its flexibility with provincial appointments this year and I am pleased that our governments still had the chance to connect.

As Assistant Deputy Minister, I am pleased to acknowledge the topics raised during your conference call, which included:

- the importance of connectivity to support public safety and other government services; and
- that the decline in forestry has made the role of connectivity even more important going forward.

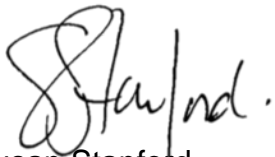
I commend you for your commitment to regional planning in support of economic diversification and encourage you to continue working with Colleen McCormick, Director, Connected Communities, by telephone at 250-217-5337 or by email at [Colleen.McCormick@gov.bc.ca](mailto:Colleen.McCormick@gov.bc.ca) as she assists with connectivity planning efforts throughout rural B.C.

If you have any specific questions regarding provincial or federal connectivity programs and their criteria, I encourage you to contact Howard Randell, Executive Director, Network BC by telephone at 250-415-6867 or by email at [NetworkBC@gov.bc.ca](mailto:NetworkBC@gov.bc.ca).

Now that we are in the election period, issues regarding future funding programs and other policy decisions must be deferred until after the election is complete and the incoming government is in place. All topics brought up in your meeting will be shared with the incoming Minister.

I want to express my sincere gratitude to your delegation for meeting.

Sincerely,

A handwritten signature in black ink, appearing to read "Stanford." The signature is written in a cursive style with a large, looping initial "S".

Susan Stanford  
Assistant Deputy Minister

**Regional District of Bulkley-Nechako**

**Action List - November 2020 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
Committee of the Whole Meeting November 5, 2020	Delegation Thank You Letter	Write a Thank You Letter to Kim Menounos, Manager, Northern and Interior Region, Fraser Basin Council RE: FBC Update.	Geraldine	Completed	
Committee of the Whole Meeting November 5, 2020	Delegation Thank You Letter	Write a Thank You Letter to Tyler Banick, Public Affairs and John Nicoletti, Dangerous Goods Officer RE: CN Update.	Geraldine	Completed	
C.W.2020-9-3 Committee of the Whole November 5, 2020	Purchasing Policy	Staff bring forward Bylaw 1926 for three readings and adoption at the next Board Meeting and that the Purchasing Policy be brought back for approval.	John	Completed	19-Nov-20
C.W.2020-9-4 Committee of the Whole November 5, 2020	Chinook Community Forest Firewood Donation	Donate its Chinook Community Forest logging truck load of firewood to the Burns Lake Men's Breakfast Club.	John	Completed	
BBC.2020-4-3 Broadband Committee November 5, 2020	Revised Project Priority Setting	Prioritize the following projects for 2020/21: Fort St. James Rural (Sowchea, Mount Pope, Necoslie Rd); Buck Flats; Highway 35 and Southbank; Grassy Plains and Ootsa Lake; Industrial Cellular and LTE Coverage for Clearview Landfill; and the east end of Francois Lake.	Nellie/John	Completed	
BBC.2020-4-4 Broadband Committee November 5, 2020	Space Exploration Technologies Corporation Letter	Send a letter to Space Exploration Technologies Corp. (SpaceX) requesting participation in the Corporation's planned beta testing of Starlink Satellite service with volunteer households in Canada.	Nellie	Completed	
BBC.2020-4-9 Broadband Committee November 5, 2020	CRTC Proceeding 2020-366	Staff to bring forward information in regard to CRTC Proceeding 2020-366 at the November 19, 2020 Board meeting.	Nellie	Completed	
RDC.2020-8-3 Rural/Agriculture Committee Meeting November 5, 2020	Federal Gas Tax Review Letter	Provide the Federal Gas Tax Review Letter to MP Taylor Bachrach in his role as NDP Critic for Infrastructure and Communities to advocate for changes to the eligibility criteria for the Federal Gas Tax Program.	Nellie	In Progress	
Board Meeting November 19, 2020	Delegation Thank You Letter	Write a thank you letter to Johnson Lee, Stakeholder Engagement Advisor, Anne Pulford, Project Manager and Bob Gammer, Community Relations Manager, BC Hydro RE: Prince George to Terrace Capacitor Project Update. (Via Zoom)	Cheryl	Completed	
Board Meeting November 19, 2020	Delegation Thank You Letter	Write a thank you letter to Kiel Giddens, Public Affairs Manager and Tanner Moutlon, Public Affairs Coordinator, TC Energy RE: Coastal GasLink Update. (Via Zoom)	Cheryl	Completed	

**Regional District of Bulkley-Nechako**

**Action List - November 2020 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
2020-12-16 Board Meeting November 19, 2020	Northern Development - Business Façade Improvement Program	Provide notification of the Board's support of the application to Northern Development for a grant of up to \$20,000 for the 2021 Business Façade Improvement Program from the Prince George and Northwest Regional Accounts. And, that the Board agrees to enter into a contract with NDIT, should the funding be approved, and provide overall grant management for the project.	Jordanna/Nellie	Notification Provided	
2020-12-17 Board Meeting November 19, 2020	Federal Gas Tax Funds - Electoral Area "C" (Fort St. James Rural) Stuart Lake Golf Course	Write a letter and contribute up to \$155,000 of Electoral Area "C" (Fort St. James Rural) Federal Gas Tax allocation monies to a Recreation Infrastructure Project at the Stuart Lake Golf Course, and further, That the Board authorize the withdrawal of up to \$155,000 from the Federal Gas Tax Reserve Fund.	Nellie/John	In Progress	
2020-12-18 Board Meeting November 19, 2020	CRTC Proceeding 2020-366	Staff to register as a party to CRTC Proceeding 2020-366 and complete the proceeding submission with input from Broadband Committee Members as required.	Nellie	In Progress	
2020-12-19 Board Meeting November 19, 2020	Tourism Prince George - NDIT Application - Marketing Initiatives	Provide notification of the Board's support of the application to Northern Development Initiative Trust from Tourism Prince George for a grant of up to \$20,000 for the GO NORTH RV Initiative from the Prince George and Northwest Regional Accounts.	Nellie	Completed	
2020-12-20 Board Meeting November 19, 2020	Federal Gas Tax Funds - Electoral Area "A" (Smithers Rural) Village of Telkwa - Woodland Park Rink	Write a letter and contribute up to \$13,252 of Electoral Area "A" (Smithers Rural) Federal Gas Tax allocation monies to a Recreation Infrastructure Project at the Woodland Park Rink, and further, That the Board authorize the withdrawal of up to \$13,252 from the Federal Gas Tax Reserve Fund.	Nellie	In Progress	
2020-12-22 Board Meeting November 19, 2020	RDBN Committees - 2021	That the Regional Transit Committee Terms of Reference be amended to include that the Chair and Vice Chair of the RDBN be the Chair and Vice Chair of the Regional Transit Committee.	Cheryl	Completed	December 10, 2020
2020-12-23 Board Meeting November 19, 2020	BC Natural Resource Forum (Virtual) - January 26-28, 2021	Register the Chair and Rural Directors to attend the BC Natural Resources Forum (Virtual) January 26-28, 2021.	Geraldine	On going	
2020-12-24 Board Meeting November 19, 2020	Local Government Leadership Academy (LGLA) 2021 Annual Leadership Forum (Virtual) - February 3-4, 2021	Register the Chair and Rural Directors to attend the LGLA 2021 Annual Leadership Forum (Virtual) February 3-4, 2021.	Geraldine	On going	
2020-12-25 Board Meeting November 19, 2020	Schedule of Board Meetings - 2021	Distribute the 2021 RDBN Meeting Schedule and post on website.	Geraldine/Wendy	Posted on Website	

**Regional District of Bulkley-Nechako**

**Action List - November 2020 Board Meetings**

<b>MOTION #</b>	<b>AGENDA ITEM</b>	<b>ACTION REQUIRED</b>	<b>RESPONSIBILITY</b>	<b>STATUS</b>	<b>DATE COMPLETED</b>
2020-12-31 Board Meeting November 19, 2020	Southside Rural Fire Protection Agreement - January 1, 2021 to December 31, 2025	1. Staff to renew the Southside Rural Fire Protection Agreement for the five-year term from January 1, 2021 to December 31, 2025 with the Southside Volunteer Fire Department Society. 2. That the Board Chair and the Chief Administrative Officer to sign the Southside Rural Fire Protection Agreement.	Jason Blackwell/DebJM	In Progress	
2020-12-31 Board Meeting November 19, 2020	Topley Rural Fire Protection Agreement - January 1, 2021 to December 31, 2025	1. Staff to renew the Topley Rural Fire Protection Agreement for the five-year term from January 1, 2021 to December 31, 2025 with the Topley Fire Protection Society. 2. That the Board Chair and the Chief Administrative Officer to sign the Topley Rural Fire Protection Agreement.	Jason Blackwell/DebJM	In Progress	